



## **Overview and Scrutiny Committee Agenda**

Wyre Borough Council  
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**Overview and Scrutiny Committee meeting on Monday, 18 October 2021  
at 6.00 pm in the Council Chamber - Civic Centre, Poulton-le-Fylde**

**1. Apologies for absence**

**2. Declarations of interest**

To receive any declarations of interest from any councillor on any item on this agenda.

**3. Confirmation of minutes**

(Pages 3 - 8)

To confirm as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on Monday 6 September 2021.

**4. Annual update from the Fylde and Wyre Clinical Commissioning Group**

Dr Neil Hartley Smith, Executive Clinical Director, and Beth Goodman, Deputy Director of Commissioning, will make a presentation. There will be an opportunity for committee members to comment and ask questions.

**5. Annual update regarding the work of Lancashire County Council Health Scrutiny Committee**

(Pages 9 - 12)

Councillor Julie Robinson, Wyre Council's representative on Lancashire County Council's Health Scrutiny Committee, will present a report about the business undertaken by the committee over the past twelve months.

**6. Overview and Scrutiny Work Programme 2020/21 – update report**

(Pages 13 - 26)

The Corporate Director Resources, Clare James, has submitted a report updating the committee about the delivery of the Overview and Scrutiny Work Programme 2021/22. Marianne Unwin, Democratic

Services Officer, will introduce the report and respond to questions and comments from councillors.



## Overview and Scrutiny Committee Minutes

The minutes of the Overview and Scrutiny Committee meeting of Wyre Borough Council held on Monday, 6 September 2021 at the Council Chamber - Civic Centre, Poulton-le-Fylde.

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### **Overview and Scrutiny Committee members present:**

Councillors Ibison, Matthew Vincent, Le Marinel, I Amos, Fail, Leech, Longton, Minto (left during item 6), O'Neill and Webster

### **Apologies for absence:**

Councillors Sir R Atkins and R Amos

### **Other councillors present:**

Councillors Berry and Henderson

### **Officers present:**

Marianne Unwin, Democratic Services Officer

Peter Foulsham, Democratic Services and Scrutiny Manager

Neil Greenwood, Head of Environmental Health and Community Safety

David Thow, Head of Planning Services

No members of the public or press attended the meeting.

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### **15        Declarations of interest**

None.

### **16        Confirmation of minutes**

Councillor Fail requested there be an amendment to the draft minutes (minute 11) of the meeting held on 19 July 2021, to include the reasons why it was not possible for a public convenience to be located at Rossall Hospital in Fleetwood, which members of the committee **agreed**. Therefore, the minutes of the meeting held on 19 July 2021 were **approved** as a correct record with the inclusion of the following sentences:

Danfo were asked to review a facility on the new car park of the Rossall Beach Management Scheme, where the former site offices were located. The Engineering team advised that this section is on the wrong side of the rising utility main and therefore not able to tap into. Thus, Danfo considered a facility

requiring a cess pit, which would make a facility considerably more expensive and financially unviable.

## **17 Planning Enforcement update**

The Head of Planning Services, David Thow, submitted a report on the planning enforcement function of the council.

David Thow attended the meeting to present the report and responded to questions posed by members. He updated members about the planning enforcement function of the council and highlighted the key points of interest within the report, including its purpose, the resources available, powers, caseloads.

Members asked several questions concerning the following topics:

- Enforcement officer roles and experience
- Recruitment, cost and resources
- The average time it takes for a complaint to be dealt with
- Solicitor time
- The backlog of cases and prioritisation
- Planning Enforcement Consultant
- The increase of cases since the Covid-19 pandemic
- Penalties for developers who break planning conditions

David Thow added that recruitment of council planning enforcement teams was difficult due to there being issues with career progression. He explained that the skills of the job are linked with that of policing, therefore enforcement usually include retired police officers.

Mr Thow explained to members that Wyre planning enforcement department on average received 300 cases per annum and that the time between cases varies. The prioritisation of cases was determined by weighing up the timescales left and the level of environmental harm caused by each case.

He updated members that the solicitor's role was not solely surrounding planning services. She explained that 85 per cent of her time was spent on planning issues, and within that, 10 per cent was on the support of the enforcement function and the turnaround of work varies again depending on the size of the case.

Mr Thow highlighted that the issues surrounding caseloads has a high dependency on the available resources at that time.

The Chairman expressed the importance of public confidence in our planning enforcement team and suggested that the council should publicise successful prosecutions.

The Chairman thanked David Thow for his report and attendance.

## **Review of the implementations of the recommendations of the Domestic Abuse Task Group: 5 years on**

Councillor Berry, Neighbourhood Services and Community Safety Portfolio Holder provided the committee with a verbal update about the implementations of the recommendations of Domestic Abuse Task Group, which reported to Cabinet on 22 March 2017. Neil Greenwood, Head of Environmental Health and Community Safety also attended the meeting and assisted with responses to questions from members.

Councillor Berry welcomed the new the Domestic Abuse Act 2021 that had recently been passed by parliament and updated members on the contents of the Act. He highlighted to members that domestic abuse was a pan-Lancashire issue and the most recent figures in Wyre suggested that in the three-month period from May – July 2021 there were 362 domestic abuse offences compared to 301 in 2020 and 322 in 2019. He explained that over 25 per cent of the instances were alcohol-related, 70 per cent of the victims were female and 30 per cent male and the average age of victims were in the age bracket 30 – 39-year-olds. He explained the Wyre wards with the highest domestic abuse cases, which were Pharos, Park, Jubilee, Bourne and Mount; however, he highlighted that domestic abuse happened throughout Wyre.

He then reviewed each of the recommendations that were originally agreed by the Cabinet.

1. That steps be taken by the council's representative on the Police and Crime Panel and/or the Portfolio Holder and officers of the council to make representations to the Office of the Police and Crime Commissioner to ensure that the views of Wyre Council, as a recognised stakeholder, are taken into account throughout the process of performance monitoring of the newly commissioned service.

It was explained that Wyre received good support from the Office of the Police and Crime Commissioner and the Police and Crime Panel. Councillor Berry underlined that over the last municipal year the service had supported 361 victims of these 242 received long-term support such as rehousing and 119 received brief interventions such as safety planning. He additionally praised the work and support of Fylde Coast Women's Aid.

Members asked if there could be a breakdown of the number of domestic abuse cases with the wards that have the highest number, to which Neil Greenwood said he would provide an update to be sent round to members following the meeting.

2. That all councillors be offered and encouraged to take part in domestic abuse training, to be delivered by the end of March 2018.

Councillor Berry updated members that this training had been delivered in 2018 and suggested that the training be repeated in 2022.

3. That the Council continues to support and promote the annual White

## Ribbon Campaign.

He explained that the council continued to support the annual White Ribbon Campaign, but the Covid-19 pandemic had affected the ability for certain functions from taking place, however, illustrated that the Wyre Community Safety Partnership wished to action various campaigns going forward.

Neil Greenwood explained that the Wyre Community Safety Partnership had applied to the Police Crime Commissioners Office for grant funding to facilitate the No Excuse for Abuse campaign. This had been accepted.

4. That the Council appoints two councillors and two officers as Domestic Abuse Champions.

Councillor Berry explained that the council did in fact appoint these positions in 2018. He updated members that, due to personal circumstances, two new councillor Domestic Abuse Champions needed to be appointed to fill the current vacancies.

5. That the Overview and Scrutiny Committee receives a briefing report, preferably specific to the Wyre Council area, from the council's representative on the Police and Crime Panel or the Portfolio Holder about the newly commissioned service at the beginning of the 2018/19 Municipal Year.
6. That the report from the council's representative on the Police and Crime Panel or the Portfolio Holder to the Overview and Scrutiny Committee at the beginning of the 2018/19 Municipal Year includes comments about the implementation of each of the task group's recommendations.

Councillor Berry updated members that the final two recommendations were completed in 2018.

The Chairman thanked Councillor Berry and Neil Greenwood for their attendance and contributions.

## **19 Business Plan 2021/22 - Quarterly Performance Statement (Quarter 1: April - June)**

The Corporate Director Communities submitted a report on the first Quarter Performance Statement 2021/22 (April – June 2021).

Members of the Overview and Scrutiny Committee expressed concerns over the following topics:

- Fleetwood Regeneration Framework and the impact on local jobs and vacancy rates
- The membership of the town centre Partnership Boards and Wyre ward councillors receiving updates from the boards' work

- The selling of Bourne Hill surplus and the potentiality of zero-carbon housing on the land
- An update from the leisure review

The questions posed by members were sent to the relevant officers for their consideration.

It was also suggested that the committee should involve Portfolio Holders more frequently when monitoring the Business Plan Quarterly Performance reports.

It was **agreed** that the report was noted.

## **20 Overview and Scrutiny Work Programme 2021/22 – update report**

The Corporate Director Resources, Clare James, submitted a report to update the committee about the delivery of the Overview and Scrutiny Work Programme 2021/22.

The Democratic Services Officer, Marianne Unwin, provided the committee with a verbal update.

The committee discussed potential future review focuses as highlighted in the report. Members **agreed** that the YMCA Fylde Coast contract review, Town Centres review, Wyre's Call-in procedures review, Lancashire Super Hospital review and March Mill review were not current main priorities of the council, therefore should be moved to the looking further ahead section of the programme.

Members wished to receive clarification surrounding a possible review of caravan holiday site occupancy and residential status, to which Marianne Unwin agreed to circulate following the meeting.

It was **agreed** that the report be noted.

## **21 Overview and Scrutiny training session**

The Democratic Services Officer, Marianne Unwin, addressed the committee and invited members of the Overview and Scrutiny Committee to attend an in-house training session on Thursday 14 October at 6 pm in the Council Chamber.

Ms Unwin explained to members that the session would act as a refresher on scrutiny and would focus on the Work Programme prioritisation guide. She highlighted the importance of the session for member's development and especially in light of the recent Centre for Governance and Scrutiny review.

Marianne Unwin agreed to circulate an email to members asking them to respond with their availability.

The meeting started at 6.01 pm and finished at 7.50 pm.

**Date of Publication: Tuesday 28 September 2021.**





Report of:	Meeting	Date	Item No.
Councillor Julie Robinson	Overview and Scrutiny Committee	18 October 2021	5

<b>Lancashire County Council - Health Scrutiny Committee</b>
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**1. Purpose of report**

- 1.1 To advise the committee about the work of Lancashire County Council's Health Scrutiny Committee.

**2. Outcomes**

- 2.1 Councillors to be better informed about health scrutiny in Lancashire.
- 2.2 Improved provision of health services in Wyre.

**3. Recommendations**

- 3.1 That Wyre's nominated representative on Lancashire County Council's Health Scrutiny Committee, currently Cllr Robinson, continues to feed back to the O&S Committee at least once per year, or more frequently if matters of particular significance for Wyre residents arise.
- 3.2 That the report be noted.

**4. Background**

- 4.1 Lancashire County Council's Health Scrutiny Committee is a statutory committee which has the following stated purpose, as per LCC's Constitution:
- To scrutinise matters relating to health and adult social care delivered by the authority, the National Health Service and other relevant partners.
  - In reviewing any matter relating to the planning, provision and operation of the health service in the area, to invite interested parties to comment on the matter and take account of relevant information available, particularly that provided by the Local Healthwatch.
  - In the case of contested NHS proposals for substantial service changes, to take steps to reach agreement with the NHS body.

- In the case of contested NHS proposals for substantial service changes where agreement cannot be reached with the NHS, to refer the matter to the relevant Secretary of State.
- To refer to the relevant Secretary of State any NHS proposal which the Committee feels has been the subject of inadequate consultation.
- To scrutinise the social care services provided or commissioned by NHS bodies exercising local authority functions under the Health and Social Care Act 2012.
- To request that the Internal Scrutiny Committee establish as necessary joint working arrangements with district councils and other neighbouring authorities.
- To draw up a forward programme of health scrutiny in consultation with other local authorities, NHS partners, the Local Healthwatch and other key stakeholders.
- To acknowledge within 20 working days to referrals on relevant matters from the Local Healthwatch or Local Healthwatch contractor, and to keep the referrer informed of any action taken in relation to the matter.
- To require the Chief Executives of local NHS bodies to attend before the Committee to answer questions, and to invite the chairs and non-executive directors of local NHS bodies to appear before the Committee to give evidence.
- To invite any officer of any NHS body to attend before the Committee to answer questions or give evidence.
- To recommend the Full Council to co-opt on to the Committee persons with appropriate expertise in relevant health matters, without voting rights.
- To establish and make arrangements for a Health Steering Group the main purpose of which to be to manage the workload of the full Committee more effectively in the light of the increasing number of changes to health services.

**4.2** The membership of the Health Scrutiny Committee is twelve County Councillors, plus twelve non-voting co-opted members, nominated by the twelve district councils.

**4.3** Councillor Julie Robinson is Wyre Council's nominated co-opted representative on this committee.

## **5. Key issues and proposals**

**5.1** There were six meetings of the Health Scrutiny Committee during the 2020/21 municipal year.

The substantive issues discussed were:

- Lancashire and South Cumbria NHS COVID-19 Response
- NHS 111 First Programme

- Lancashire County Council Adult social care – winter preparations
- Lancashire County Council Adult Social Care Winter Plan
- Update on suicide prevention in Lancashire and South Cumbria
- NHS Test & Trace and Mass Testing
- Shaping Care Together programme: transforming hospital and community services in West Lancashire, Southport and Formby
- New Hospitals Programme

**5.2** Councillor Robinson’s membership of the Health Scrutiny Committee provides an opportunity for Wyre Council to be directly represented in the scrutiny of health services in Lancashire. It also provides a channel for feedback to the council on any wider health issues that will have a particular impact on Wyre’s residents.

**Other risks/implications: checklist**

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

<b>risks/implications</b>	<b>✓ / x</b>
community safety	X
equality and diversity	X
sustainability	X
health and safety	X

<b>risks/implications</b>	<b>✓ / x</b>
asset management	X
climate change	X
ICT	X
data protection	X

**Processing Personal Data**

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a ‘privacy impact assessment (PIA)’ is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

<b>Report Author</b>	<b>Telephone No.</b>	<b>Email</b>	<b>Date</b>
Marianne Unwin Democratic Services Officer	01253 887326	Marianne.Unwin@wyre.gov. uk	30 September 2021





Report of:	Meeting	Date
Clare James, Corporate Director Resources	Overview and Scrutiny Committee	18 October 2021

<b>Overview and Scrutiny Work Programme 2021/2022 – Update report</b>
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## 1. Purpose of report

- 1.1 To update the Overview and Scrutiny Committee about the Overview and Scrutiny Work Programme 2021/22.

## 2. Recommendations

- 2.1 That the committee considers their desired focus/areas of work for the remainder of the 2021/22 period.
- 2.2 That the report be noted.

## 3. Current and completed work

### 3.1 Review of District Enforcement Pilot Task Group

At their last meeting held on Wednesday 25 August 2021, the task group decided to reissue their public consultation. Owing to the pandemic, the wording on the form itself needed to be updated to reflect District Enforcement's current position. In order for the consultation to have a greater amount of significance, it was advised that the consultation would need to be extended to allow it to be live for a minimum of four weeks. Members agreed that the consultation is a vital part of their work, but understood that the consultation could not be rushed, therefore resulting in a longer period between their next meeting.

The date of the next meeting will be held on Tuesday 9 November at 6pm in the Council Chamber.

### 3.2 Tourism recovery in Wyre Task Group

The task group have now met on five occasions. They had their final meeting on Monday 4 October 2021 where they invited Councillor Lynne

Bowen, Leisure, Health and Community Engagement Portfolio Holder, and Marianne Hesketh, Corporate Director Communities to discuss and comment on their draft recommendations.

The draft report will be submitted to the Overview and Scrutiny Committee at the Monday 22 November 2021 meeting and the final report will go to Cabinet at their Wednesday 12 January 2021.

### **3.3 Review of Wyre's Scrutiny Function (CfGS) – Action Plan**

The Democratic Services and Scrutiny manager has been asked by the Corporate Management Team to review the next steps and create an action plan to pick up on the positive suggestions that were made.

A work programme prioritisation criteria has also been created to assist members when deciding what should be put on the Overview and Scrutiny Work Programme for review.

The Wyre's Scrutiny Function (CfGS) Action Plan and the Work programme Prioritisation Criteria is attached at Appendix 2.

## **4. Future work**

### **4.1 Caravan holiday site occupancy and residential status**

At the last meeting of the Overview and Scrutiny Committee, members requested some clarification on this proposed future review.

The councillor who originally requested this for a potential review has explained that they had concerns that a number of caravan sites around the borough, with only holiday park status, were rumoured to have people using it for residential use, therefore being on the electoral register and paying Council Tax.

Democratic Services have requested some additional information from the relevant officers regarding this matter and will subsequently share this with the committee.

## **5. Work Programme**

### **5.1 The Overview and Scrutiny Work Programme for 2021/22 is attached at Appendix 1.**

report author	telephone no.	email	date
Marianne Unwin	01253 887326	marianne.unwin@wyre.gov.uk	30/09/2021

## **List of appendices**

Appendix 1 – Overview and Scrutiny Committee Work Programme 2021/2022

Appendix 2 - Review of Wyre's Scrutiny Function (CfGS) – Action Plan & Work Programme Prioritisation Criteria

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## Overview and Scrutiny (O&S) Work Programme: 2021/22

### Committee Meetings:

#### Monday 26 April 2021 at 6pm: Work Programme planning and review

- O&S Work Programme 2020/21 – update
- O&S Work Programme 2021/22- planning
- Citizens Advice Bureau Review Task Group report

**Invited attendees:** None.

#### Monday 07 June 2021 at 6pm: No theme

- Election of Chairman for the municipal year 2021/22
- Election of Vice Chairman for the municipal year 2021/22
- Update of the District Enforcement service over the past year - 2020/2021
- Planned Maintenance and Investment Projects Schedule - 2021/22
- Business Plan 2020/21, Quarterly Performance Statement (Quarter 4: January – March)
- O&S Work Programme 2021/22 – update and planning

**Invited attendees:** Maria Blundy (Head of Built Environment)

#### Monday 19 July 2021 at 6pm: Environment theme

- O&S Work Programme 2021/22 – update
- Review of the implementations of the recommendations of Public Conveniences Task Group report
- An update on waste and recycling management
- Discussion about Overview and Scrutiny Committee pre meetings

**Invited attendees:** Councillor Bridge (Street Scene, Parks and Open Spaces Portfolio Holder), Ruth Hunter (Head of Public Realm and Environmental Sustainability)

#### Monday 06 September 2021 at 6pm: Neighbourhood Services and Community Safety theme

- O&S Work Programme 2021/22 – update

- Review of the implementations of the recommendations of the Domestic Abuse Task Group: 5 years on
- Planning Enforcement - update
- Business Plan 2021/22 – Quarterly Performance Statement (Quarter 1: April – June)

**Invited attendees:** Councillor Berry (Neighbourhood Services and Community Safety Portfolio Holder), Neil Greenwood (Head of Environmental Health and Community Safety), David Thow (Head of Planning Services) and Councillor Alice Collinson (Planning Policy and Economic Development Portfolio Holder).

## **Monday 18 October 2021 at 6pm: Health and Wellbeing theme**

- Annual update regarding the work of Lancashire County Council Health Scrutiny Committee
- Annual update from the Fylde and Wyre Clinical Commissioning Group
- O&S Work Programme 2021/22 – update

**Invited attendees:** Councillor Julie Robinson (Co-opted Member of the Lancashire County Council Health Scrutiny Committee), Beth Goodman (Deputy Director of Commissioning) and Dr Hartley-Smith (Clinical Director).

## **Monday 22 November 2021 at 6pm: Resources and Finance theme**

- O&S Work Programme 2021/22 – update
- An update on Wyre's Covid-19 response
- Fees and Charges - draft
- Business Plan – Quarterly Performance Statement (Quarter 2: July – September)

**Invited attendees:** Councillor David Henderson (Leader of the Council), Garry Payne (Chief Executive), Councillor Michael Vincent (Resources Portfolio Holder and Deputy Leader) and Clare James (Corporate Director Resources and Section 151 Officer).

## **Monday 17 January 2022 at 6pm: Corporate theme**

- O&S Work Programme 2021/22 – update and planning
- Business Plan 2022/23
- Planned Maintenance and Investment Projects Schedule - 2022/23

**Invited attendees:** Councillor David Henderson (Leader of the Council) and Garry Payne (Chief Executive), Marianne Hesketh (Corporate Director Communities), and Maria Blundy (Head of Built Environment).

## **Monday 28 February 2022 at 6pm: Police and Community Safety theme**

- O&S Work Programme 2021/22 – update

- Wyre Community Safety Partnership – annual scrutiny review
- Business Review of the implementations of the recommendations of the Residents Parking Permit Scheme Task Group report
- Business Plan – Quarterly Performance Statement (Quarter 3: October – December)

**Invited attendees:** Kevin Lister (Wyre Neighbourhood Inspector), Neil Greenwood (Head of Environmental Health & Community Safety), Carl Green (Head of Engineering Services) and Councillor Roger Berry (Neighbourhood Services and Community Safety Portfolio Holder).

## Monday 25 April 2022 at 6pm: Work Programme Planning and Review

- O&S Work Programme 2021/22 – update
- O&S Work Programme 2022/23 – planning

**Invited attendees:** None.

## Task Group Reviews-

### Current Reviews:

- [Citizens Advice Bureau Review Task Group - completed](#)
- District Enforcement Pilot Task Group
- Tourism recovery in Wyre Task Group

### Paused Work:

- Poulton to Fleetwood Link Task Group  
The Task Group will re-instate once the stakeholders and authorities have created a feasibility study

### Possible review focuses for 2021/22:

- Anti-Social behaviour (see O&S 27.01.2020- minute number 3&6)
- Caravan holiday site occupancy and residential status

### Looking further ahead:

- YMCA Fylde Coast contract (O&S 16.03.2020)
- Town centres (O&S 16.03.2020)
- Wyre's assistance in the response to Covid-19 through policies and procedures (O&S 16.03.2020)
- Wyre's Call-in procedures Review Group (18.01.2021)
- Lancashire 'Super Hospital' (due to the announcement by Government 02.10.2020) – the public consultation is expected late in 2021.
- Marsh Mill (extension to the lease that is due to end in mid-2024)

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Scrutiny Improvement Review carried out by the Centre for Governance and Scrutiny  
- March 2021

The Centre for Governance and Scrutiny (CfGS) undertook a short scrutiny review in early 2021. The purpose of the review was to give the council an external perspective on how well the current model of scrutiny is functioning and fulfilling its essential role of policy shaping, holding the Cabinet to account and reviewing issues of importance to local communities.

CfGS reviewed the current scrutiny arrangements, involving two days of evidence gathering through conversations with councillors and officers on 25 and 26 January 2021. In addition, they observed an Overview and Scrutiny Committee meeting, reviewed key documents, and distributed and analysed the results of a Member survey. CfGS met with 13 councillors and 8 officers, including the Council Leader, Deputy Leader, members of Cabinet, Group Leaders, Scrutiny Chair, Members of the Scrutiny Committee, the council's Chief Executive, Cabinet and Corporate Directors as well as Governance and Democratic Services Officers.

A workshop was held on 17 June 2021 to provide an opportunity to consider the findings from the review and to identify improvement actions to be taken forward. Members of the Cabinet, the Overview and Scrutiny Committee, Corporate Management Team and the Democratic Services Team were invited to attend.

Action points arising:

1. Continued learning and development opportunities to be offered to members of the O&S Committee.
2. Chairs and Vice Chairs of committees and task groups to continue to be offered specific training and development regarding their role.
3. Consideration to be given to providing structured decision-making training for Chairs and Vice Chairs of all committees.
4. Agendas for meetings of the Overview and Scrutiny Committee to be reviewed to reduce the number of annual reports to allow for focused scrutiny on strategic items.
5. The O&S Work Programme to be given greater prominence by making it an early item on the agenda for each O&S Committee meeting.
6. To review the way in which the O&S Committee receives information about the budget and to be clear about its approach to scrutinising such information.
7. To refocus the committee on bringing Portfolio Holders (rather than officers) to account for the performance of their portfolios, utilising officer support.
8. To discuss with the committee, the possible advantages of holding pre-meetings of the O&S Committee to ensure that members appropriately consider and plan the scrutiny of the items that are included on an agenda before each meeting.

It should also be noted that since May 2019 there have been 15 scrutiny training and development events offered to councillors, the details of which are attached.

List of appendices

Appendix 1 - Scrutiny training and development events record

Appendix 2 – Overview and Scrutiny Committee – Work Programme prioritisation guide

Peter Foulsham

Democratic Services and Scrutiny Manager

29 July 2021

Scrutiny course attendance by councillors May 2019 - July 2021

Date	Title/provider	Number attended	Comments
29-May-19	Induction - role of Overview and Scrutiny (Peter Foulsham, Emma Keany)	9	Internal - part of induction programme for new councillors
24-Jul-19	Induction - Making a Difference - Effective Scutiny (Peter Foulsham)	1	
30-Jul-19	Induction - Making a Difference - Effective Scutiny (Peter Foulsham)	5	
07-Aug-19	Induction - Making a Difference - Effective Scutiny (Peter Foulsham)	2	
23-Sep-19	Statutory Guidance on Overview and Scrutiny (NW Employers)	10	This topic was also covered by an agenda item at a meeting of the committee
26-Sep-19	Induction - Making a Difference - Effective Scutiny (Peter Foulsham)	1	
22-Jan-20	LGiU - Effective Scrutiny	2	
24-Nov-20	LGiU - Questioning Skills for Scrutiny	1	
28-Jan-21	LGiU - Questioning Skills for Scrutiny	6	
02-Mar-21	Constructive Conversations for non-Executive Councillors (CfGS)	3	
15-Jun-21	LGiU - Introduction to Overview and Scrutiny	1	
17-Jun-12	LGiU - Scrutiny Questioning Skills	1	
17-Jun-21	Scrutiny Review presentation	10	Follow-up to the Scrutiny Improvement Review carried out by the Centre for Governance and Scrutiny
30-Jun-21	Introduction to O&S for new committee members (Marianne Unwin)	1	
19-Jul-21	Work Programming - Making Scrutiny More Effective (CfGS)	1	

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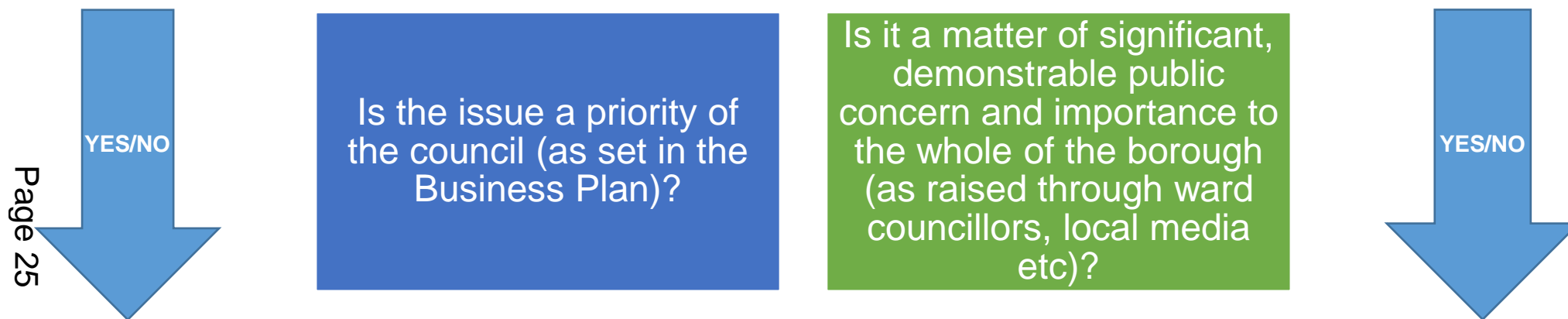
**Overview and Scrutiny Committee – Work Programme prioritisation guide.**

An effective scrutiny work programme should focus on strategic corporate objectives and on making a difference for the residents of Wyre. Prioritisation is essential, and scrutiny could benefit from an agreed methodology to filter and select topics for the work programme.

Consider the following criteria when thinking about what is appropriate to put in the O&S Work Programme. A topic should not be considered for review if it has been reviewed during the current 4-year political cycle. The key to effective scrutiny is that it makes a difference and adds value.

The first two questions/criteria are essential for an item being included for scrutiny review. If both are no then it is not to be included in the Work Programme and **you should not proceed**.

**The GATEKEEPER QUESTIONS to ensure strategic focus:**



Additional questions/criteria should also be considered on a case-by-case basis. These will help with ideas and determine which have the highest potential to benefit the council and add value:



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