



Report of:	Meeting	Date
Director of Finance and Governance (S151 Officer), Clare James	Overview and Scrutiny Committee	22 April 2024

Overview and Scrutiny Work Programme 2024/25 – Update and Planning report

1. Purpose of report

- 1.1** To update the Overview and Scrutiny Committee about the Overview and Scrutiny Work Programme 2024/25.

2. Council priorities

- 2.1** A well run, forward thinking council that puts customers first.

3. Recommendations

- 3.1** For members to note the report.
- 3.2** For members to consider and review the Overview and Scrutiny Call-in of Executive Decisions procedure rules.

4. Current and completed work

4.1 Citizens Advice Lancashire West (CALW) Task Group

The final report of the CALW task group was presented to Cabinet on 17 April 2024. The recommendations presented were:

- That Cabinet renew the agreement between the council and Citizens Advice Lancashire West for four years.
- That Cabinet considers increasing the grant contribution payment to Citizens Advice Lancashire West from £30,000 as per previous service agreement renewals (with free use of a number of Fleetwood Market units worth £18,000).
- That within an updated service level agreement, the use of the units at Fleetwood Market be added to formalise the arrangement.
- That the council and Citizens Advice Lancashire West consider re-starting the trial of the digital kiosks, particularly over Wyre, and for the £8,000 set aside for this in 2021 be released.

Democratic Services will provide a verbal update on the outcome following consideration by Cabinet.

4.2 Review of the Overview and Scrutiny Call-in of Executive Decisions procedure rules

The Chair of the Overview and Scrutiny Committee has requested that the committee consider the call-in procedure rules as per Part 4.05 of the Constitution. It is recommended that the committee reflect on the recent call-in meeting held on 6 March 2024 and the call-in procedure rules.

Members are requested to review the document and feedback comments to Democratic Services for further consideration.

5. Work Programme

5.1 Work Programme Workshop

The Overview and Scrutiny Committee attended a work programme workshop on Thursday 22 February 2024 to determine possible reviews for the next municipal year (2024/25).

Members, with support from non-committee members in attendance, agreed to prioritise the following review topics:

- Communications
- Fly-tipping
- Economic Development and Visit Economy Strategy

There were also a number of topics on which an update or briefing note were requested. These were:

- Council tax on mobile homes
- Waste and recycling, in particular recycling rates and preparations for food waste collection from 2026
- HMO licensing rates
- Empty homes in the borough
- Energy efficiency standards in housing
- Fleetwood Market

A reminder that all members are invited to make suggestions about potential review topics for inclusion in the Programme. Suggestions should be strategic in focus and linked to the achievement of the Council Plan. A special decision-making tool has been designed to help the committee and other members determine whether suggestions meet the minimum criteria and this can be found by [clicking here](#). Scrutiny is member-led and without suggestions from councillors about task group topics the Programme will not achieve its purpose. The Work Programme is reviewed at every meeting of the Overview and Scrutiny Committee.

5.2 The Overview and Scrutiny Work Programme for 2024/25 is attached at Appendix 1.

6. Alternative options considered and rejected

6.1 Not applicable to this report.

Financial, Legal and Climate Change implications	
Finance	None arising from this report.
Legal	None arising from this report.
Climate Change	None arising from this report.

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.

risks/implications	✓ / x
community safety	x
equality and diversity	x
health and safety	x

risks/implications	✓ / x
asset management	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.

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List of background papers:		
name of document	date	where available for inspection

None.		
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List of appendices

- Appendix 1 – Overview and Scrutiny Work Programme 2024/25
- Appendix 2 - The Overview and Scrutiny Call-in of Executive Decisions procedure rules