

SCRUTINY ITEM

REPORT OF	MEETING	DATE	ITEM NO
INTERIM SCRUTINY MANAGER	INTERNAL AFFAIRS SCRUTINY COMMITTEE	21 NOVEMBER 2023	13
ONGOING SCRUTINY WORKPLANS - 2023/24			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

PURPOSE OF THIS REPORT

To provide members with an update on the current work programme of the scrutiny committees. Going forward, the Scrutiny Workplan will be a standing item on the scrutiny agendas.

SOURCE OF REFERRAL

Scrutiny training event - 7 June 2023

Workshop of Internal Affairs Scrutiny Committee members - 22 August 2023.

Workshop Community Focus Scrutiny Committee - 19 September 2023

FURTHER INFORMATION

The current workplan is attached as an appendix.

SUGGESTED RECOMMENDATION

To note the current draft workplan for the scrutiny committees for the remainder of the 2023/24 municipal year.

REPORT

SCRUTINY WORKPLANS

1. The Scrutiny Workplan outlines the areas of work which are expected to be scrutinised over the coming months/year by or on behalf of the Council's Scrutiny function and any Task and Finish Groups convened for review work.
2. The workplan is a live document and ongoing consultation will continue to be undertaken with Heads of Service and Chairmen and Vice- Chairmen of the scrutiny committees.
3. Topics added to the work programme will have expected outcomes to add value to the services delivered by the Council and its partners and/or improve the quality of lives of Fylde residents. It is recognised that there is a need for flexibility in the work programme so as to allow relevant issues to be dealt with as and when they arise.
4. The report provides an overview of the current draft work plans of both the Internal Affairs and the

Community Focus Scrutiny Committees up to the end of the municipal year in April 2024.

5. Part 3 (Section 4) of the [Constitution](#) sets out the Terms of Reference of both scrutiny committees (Internal Affairs and Community Focus). Both committees should keep the respective work programmes under review and establish topic-specific in-depth reviews, to be time limited.
6. An extract of the most recent workplan is attached as an appendix. Any amendments to it since the publication of the agenda will be reported at the meeting.
7. There may be the need to arrange additional meetings of either committee if the work plan becomes too congested which will be subject to agreement with the Chairman and Vice Chairman.

INFORMATION ITEMS

8. As part of the council’s commitment to keeping councillors informed of relevant information as soon as possible, the Councillor Hub is now available. The Councillor Hub forms part of the council’s intranet and is comprised of content particularly intended to assist elected members in their role. This provides an opportunity to improve arrangements for information items.
9. Traditionally, information items have not been able to be presented to councillors until they are included in the agenda for the relevant committee. Depending on the point in the committee cycle, this could be many weeks or even months after the information first becomes available.
10. Information items will now be posted on the Councillor Hub as soon as they are ready, unless the relevant committee chairman directs that the item should instead be placed in full on the agenda of the next available committee meeting. Additionally, the scrutiny workplan will include a list of the information items that are anticipated to be posted to the Hub before the next committee meeting.

BACKGROUND PAPERS REVELANT TO THIS ITEM		
Name of document	Date	Where available for inspection
Fylde Council Constitution	May 2023	https://fylde.cmis.uk.com/fylde/ConstitutionGovernanceMatters.aspx

LEAD AUTHOR	CONTACT DETAILS	DATE
Scrutiny Team	scrutiny@fylde.gov.uk	November 2023

Attached Documents

Appendix - Extract of the Workplan including a list of anticipated information reports for publication on the Councillor Hub