



MINUTES

Internal Affairs Scrutiny Committee

Date:	Tuesday, 18 June 2024
Venue:	Reception Room, Town Hall, St Annes
Committee Members Present:	Councillor Susan Fazackerley MBE (Chairman) Councillor John Kirkham (Vice-Chairman) Councillors Damian Buckley, Kelly Farrington, Joanne Gardner, Sandra Pitman, Richard Redcliffe, Andrew Redfearn, Vince Settle, William Taylor, Viv Willder.
Other Councillors Present:	Councillor Karen Buckley (Leader of the Council) Councillor Jayne Nixon (Lead Member - Tourism, Leisure & Culture} Councillor Tommy Threlfall (Lead Member - Environment)
Officers Present:	Mark Evans, Kirstine Riding, Lisa Foden, Alex Scrivens, Lyndsey Lacey-Simone, Natashya Bell.

Procedural Items

1. Declarations of Interest

Members were reminded that any disclosable pecuniary interests should be declared as required by the Localism Act 2011 and any personal or prejudicial interests should be declared as required by the Council's Code of Conduct for Members.

Councillor Joanne Gardner declared a personal interest in Item 4 of the agenda relating to the Coastal Management Plan (Draft) in so far as she is a member of Fylde Eco Group.

2. Confirmation of Minutes

It was RESOLVED: to confirm as a correct record the minutes of the previous meeting held on 17 April 2024 (previously circulated).

3. Substitute Members

The following substitution was reported under Council procedure rule 23 (c):

Councillor Vince Settle for substituted for Councillor Cheryl Little.

Variation of Business

The Chairman varied the business on the agenda as detailed below.

Scrutiny Items

4. Planning Peer Review Action Plan - Monitoring Delivery

Mark Evans (Head of Planning) presented the updated report.

Members were reminded that further to the request of the Executive Committee at its meeting on 17 October 2023, the monitoring of the Planning Peer Review Action Plan is included as a standing item for consideration at each meeting of the Internal Affairs Scrutiny Committee.

In summary, the fourth monitoring report provided an update on the delivery of the individual actions contained in the plan. Mr Evans advised that fifteen actions had a target completion date before 31 May 2024. Of the actions due, 9 had been completed in line with the original target date and 6 remained in progress. Details of progress made on all outstanding actions together with details of cumulative actions to date were included in the appendices to the report.

The committee was asked to consider the progress report against the PAS Action Plan and to note the work carried out by the team and the factors that have influenced the deliverability of some actions.

Following the presentation, the Chairman invited questions. These related to the following areas: review of web page content, system training roll out/IT development. Mr Evans addressed each question in turn.

It was RESOLVED to note the progress made to date in delivering the action plan.

5. Coastal Management Plan (Draft)

Due to the limited time made available to digest the information contained in the report, it was RESOLVED to defer consideration of this matter to a later date.

6. Environmental Health & Housing Enforcement Action - Statistical Information

Further to the request of the Committee at its September 2023 meeting, Kirstine Riding (Housing Services Manager) presented an updated report. In doing so, she reminded members that the Environmental and Housing Services have enforcement and regulatory functions, and a common theme, public health. Ms Riding explained that both services were now aligned under one Head of Services and benefit from one 'Enforcement Policy'.

In summary, the report provided the statistical information around enforcement activities carried out within the last financial year (1st April 2023 -31st March 2024) relating to licensing, commercial safety, environmental protection, community enforcement and housing standards.

Attached as an appendix to the report was a copy of the Enforcement Policy - Environmental and Housing Services.

At the conclusion of the presentation, the Chairman invited questions: These related to the following areas: trends/hotspots and comparison data with previous years including comparisons with other districts etc. Particular examples were given at the meeting. In response, Ms Riding gave an undertaking to include such information in future reports and as an interim measure, would look circulate comparison data relevant to the report at the earliest opportunity.

Councillor Threlfall, Lead Member (Environment) who attended the meeting expressed his grateful thanks to the team for the work undertaken.

It was RESOLVED to note the enforcement actions and statistics of Environmental and Housing Services over the period 1st April 2023 – 31st March 2024.

7. Year End Performance 2023/2024

The Chairman invited Alex Scrivens, Corporate Performance and Engagement Manager to introduce the report which provided details of the key performance outcomes for the year end 2023/24.

Performance was reported against targets set for the year and commentary was also provided where there was a performance exception on indicators that have exceeded or underperformed against the target set.

Included as an appendix was the Performance Measures Year-End Performance (1st April 2023 - 31st March 2024)

Following presentation of the report, the Chairman invited questions from members. These related to the following areas: PM05: the percentage of sickness absence because of long-term sickness with particular reference to the level of support in place for employees, hot spot areas and data comparison with other councils. In addition, clarification was sought on 'working from home' data; 100% club; exit interview/staff retention stats. Further details were also sought on PM28: the number of households living in temporary accommodation and PM66a: average days for processing new claims for housing benefit including the associated measures in place. These questions were addressed in turn by Mr Scrivens and in doing so, Mr Scrivens gave an undertaking to look at introducing phased targets settings and the associated measures in place for future performance reports.

Following discussion, it was RESOLVED that Committee accepts the Year End Performance Report.

8. Ongoing Scrutiny Workplans - 2024

The Committee was provided with an update on the current work programme of the two scrutiny committees.

It was RESOLVED to note the report and amendments to the workplan as outlined at the meeting.

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