

Report to:

SCRUTINY LEADERSHIP BOARD

Relevant Officer:

Sharon Davis, Scrutiny Manager.

Date of Meeting:

19 September 2019

SCRUTINY LEADERSHIP BOARD WORKPLAN

1.0 Purpose of the report:

1.1 To review the work of the Scrutiny Leadership Board and the Scrutiny Committees and to approve the Channel Shift Scrutiny Review Scoping Document and establish the review panel.

2.0 Recommendations:

2.1 To approve the Scrutiny Leadership Board (SLB) Workplan, taking into account any suggestions for amendment or addition.

2.2 To monitor the workplans of the three Scrutiny Committees and consider any issues the Chairs and Vice-Chairs of each Committee may wish to escalate to the SLB.

2.3 To approve the Channel Shift Scrutiny Review Scoping Document and appoint members of the Committee to carry out the review.

2.4 To progress the review of the new Executive/Scrutiny Protocol by appointing a small working group to develop the new protocol.

2.5 To receive any referrals from the Audit Committee for scrutiny consideration.

3.0 Reasons for recommendations:

3.1 To ensure the Board is carrying out its work efficiently and effectively.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 The relevant Council priorities are:

- The economy: Maximising growth and opportunity across Blackpool
- Communities: Creating stronger communities and increasing resilience.

5.0 Background Information

5.1 Scrutiny Leadership Board Workplan

The Board's Workplan is attached at Appendix 5(a). The Workplan is a flexible document that sets out the work that will be undertaken by the Board over the course of the year, both through scrutiny review, informal meetings and formal, committee meetings.

Board Members are invited to suggest topics at any time that might be suitable for scrutiny review through completion of the Scrutiny Review Checklist which is attached at Appendix 5(b). The checklist forms part of the mandatory scrutiny procedure for establishing review panels and must therefore be completed and submitted for consideration by the Committee, prior to a topic being approved for scrutiny.

Consideration may also be given to appointing reviews stemming from previous committee items and referrals from Audit Committee.

5.2 Scrutiny Committee Workplans

A key role of the Scrutiny Leadership Board is to co-ordinate the scrutiny function and keep a watching brief on the work of all the Committees. The three Scrutiny Committee workplans are attached at Appendix 5(c) for consideration by the Scrutiny Leadership Board.

Chairs and Vice Chairs will be asked to provide a brief overview of the work of their committee verbally at the meeting.

5.3 New Executive/Scrutiny Protocol

As requested at the previous, informal meeting of the Board, the existing protocol and some examples from other authorities were circulated to all scrutiny members for comments with some questions to prompt thoughts regarding the appropriate content for such a protocol. Very few responses were received and Members are requested to consider the appointment of a small working group in order to progress development of the new protocol consisting of one Executive Member (to be

appointed by the Leader) and three Scrutiny Members (to be appointed by the Scrutiny Leadership Board).

5.4 **Channel Shift Scrutiny Review Scoping Document**

At the informal Board meeting, the workplan was discussed and a referral from Audit Committee received to carry out a scrutiny review of the Channel Shift programme. A draft scoping document is attached at Appendix 5(d) for approval and the Board is asked to appoint the Panel to carry out the review. A tentative date for the first meeting has been set as Tuesday 29 October 2019, immediately before the next informal Scrutiny Leadership Board meeting.

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 5(a): Scrutiny Leadership Board Workplan

Appendix 5(b): Scrutiny Review Checklist

Appendix 5(c): Scrutiny Committee Workplans

Appendix 5(d): Channel Shift Scrutiny Review Scoping Document

6.0 Legal considerations:

6.1 None.

7.0 Human Resources considerations:

7.1 None.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None.

13.0 Background papers:

13.1 None.