



Committee: OVERVIEW AND SCRUTINY COMMITTEE

Date: WEDNESDAY, 2 JULY 2025

Venue: MORECAMBE TOWN HALL

Time: 6.00 P.M.

Councillors are reminded that as Members of Overview and Scrutiny they may not be subjected to the Party Whip, which is prohibited under the Lancaster City Council Constitution.

A G E N D A

1. Apologies for Absence

2. Minutes

To receive as a correct record the Minutes of the Meeting held on 28th May 2025 (previously circulated).

3. Items of Urgent Business authorised by the Chair

4. Declarations of Interest

To receive declarations by Councillors of interests in respect of items on this Agenda.

Councillors are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 9 and in the interests of clarity and transparency, Councillors should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Councillors are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

5. Work Programme (Pages 3 - 8)

Report of Chief Officer – Governance.

6. Forthcoming Key Decisions

The List of Forthcoming Key Decisions can be viewed [here](#)

7. Decisions the Chair has been consulted on

The Chair to advise.

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Martin Gawith (Chair), Suhir Abuhajar, Mandy Bannon, Maria Deery, Chris Hanna, Abi Mills, Sue Penney, Joyce Pritchard and Conservative Vacancy

(ii) Substitute Membership

Councillors Ross Hunter, Isabella Metcalf-Riener, Catherine Potter, James Sommerville and Jackson Stubbs

(iii) Queries regarding this Agenda

Please contact Jenny Kay, Democratic Support - email jkay@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Democratic Support email democracy@lancaster.gov.uk.

MARK DAVIES,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
LANCASTER, LA1 1PJ

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OVERVIEW AND SCRUTINY COMMITTEE
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Work Programme Report

2nd July 2025

Report of Chief Officer - Governance

PURPOSE OF REPORT

The Committee is requested to consider its Work Programme for 2025/26.
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This report is public.

RECOMMENDATIONS

(1) That Members consider the report.

1. Introduction

1.1 The Committee is requested to consider its Work Programme for 2025/26.

2. Work Programme9Updates

2.1 Rule 9 of the Constitution, set out below, advises of the process to be undertaken to consider and prioritise its Work Programme.

Rule 9 - Work Programme

(a) The Overview and Scrutiny Committee and Budget and Performance Panel will be responsible for setting their own Annual Work Programme within the Terms of Reference set out in Part 2, Section 5, 9 and 10 of this Constitution.

The Overview and Scrutiny Committee shall write to all Councillors and the Chief Executive and ask the public for issues that should be considered for inclusion in the Scrutiny Work Programme. A meeting to be arranged with the Chair of the Overview and Scrutiny Committee, Chair of Budget and Performance Panel, the Pre-Scrutiny Champion and members of the Council's Leadership Team. This meeting will allow a preliminary prioritisation of submissions to be conducted and report back to the Overview and Scrutiny Committee. This being subject to the arrangements for consulting on future Work Programme items as set out in the Constitution continuing and the Work Programme being finally agreed by the Overview and Scrutiny Committee.

(b) The Overview and Scrutiny Committee shall meet in its capacity as crime and disorder committee no less than once in every twelve-month period.

2.2 In accordance with the Constitution items were requested and a meeting with the Chair of the Overview and Scrutiny Committee, Chair of Budget and Performance Panel, the Pre-Scrutiny Champion and members of the Council's Leadership Team to consider these will be arranged and a preliminary prioritisation will be undertaken.

2.3 Attached at Appendix A is the Committee's current Work Programme. The Committee is asked to consider the recommendations regarding the preliminary prioritisation of the additional items received in accordance with Overview and Scrutiny Committee Procedure Rule 9 and agree a Work Programme for the current municipal year.

2.4 **Campervans Parked on the Promenade, Morecambe**

This item has been deferred, and an update will be provided on the Committee's Work Programme when County Council officers are able to advise when they are able to report.

2.5 **Pre-Decision Scrutiny Protocol**

This item has been deferred and will be considered when the Cabinet Member is able to attend.

3. **Conclusion**

3.1 The Committee is asked to consider the recommendations regarding the preliminary prioritisation of the Work Programme and updates in the report and existing Work Programme.

RELATIONSHIP TO POLICY FRAMEWORK

There are no direct implications as a result of this report.

CONCLUSION OF IMPACT ASSESSMENT

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

There are no direct implications as a result of this report.

LEGAL IMPLICATIONS

There are no legal implications as a direct result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a direct result of this report.

OTHER RESOURCE IMPLICATIONS, such as Human Resources; Information Services; Property; Open Spaces:

None.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS	
The Monitoring Officer has been consulted and has no further comments.	
BACKGROUND PAPERS	Contact Officer: Stephen Metcalfe Telephone: 01524 582073 E-mail: sjmetcalfe@lancaster.gov.uk
None.	

Overview and Scrutiny Committee - Work Programme

<u>Matter for Consideration</u>	<u>Detail</u>	<u>Expected Date of Meeting</u>	<u>Outcomes</u>
Scrutiny Protocol.	<p>That the Cabinet Member with Responsibility for Corporate Services prepares a draft Scrutiny Protocol to be considered by the Committee.</p> <p>That officers consider the use of Service Business Plans to produce a 12-month plan of forthcoming projects. Min 57, 09.04.25.</p>	Updated now 2 July 2025.	
Overview and Scrutiny Work Programme Suggestions/Topics.	To the Committee to consider suggestions/topics for inclusion in its Work Programme.	2 July 2025	
LGA Corporate Peer Challenge Feedback Report (reported to Cabinet on 9 July 2024).	<p>Request the Chief Executive to provide and report on the Action Plan, with particular focus on Scrutiny.</p> <p>With regard to the LGA Peer Challenge Review, it was agreed to invite the Leader of the Council and relevant Cabinet Member to the meeting. It was also suggested that, when the Review is considered, that ways to develop and improve scrutiny be discussed including looking at other councils seen as providing best practice, with possible site visits to those councils and also ways to embed scrutiny into the Council's culture. Min 59, 09.04.25.</p>	10 Sept 2025.	
Stock Condition Survey	<p>Non-housing Property Management portfolio. Stock Condition Survey. Timeline for a report back to the Committee regarding the Stock Condition Survey be provided and added to the Committee's Work Programme. Min 54, 07.02.24 and Min 27, 16.10.24.</p>	<p>Update when appropriate.</p> <p>10 Sept 2025.</p>	
Property Asset Working Group - request for information.	<p>That on behalf of the Property Asset Working Group, the Committee request officers to provide the likely market value of buildings, cost to repair buildings and the current usage of buildings in relation to the Stock Condition Survey to the Working Group.</p> <p>Min 59, 09.04.25.</p>	10 Sept 2025.	
Tenants Satisfaction Measures.	That the action plan for addressing the improvements required and the Complaint	15 th October 2025.	

	Annual Report be considered by the Committee at a future meeting. Min 41, 08.01.25.		
Community Safety	Regular updates to be provided to the Committee prior to the meeting in November 2025. Min 35, 20.11.24. Annual meeting required – please see Constitution, O&S Procedure Rules.	26 November 2025.	
Pre-Decision Scrutiny Protocol	This item has been deferred, and will be considered when the Cabinet Member is able to attend.	TBC.	
Campervans parked on the Promenade in Morecambe.	Officers are meeting with other partners including the County Council, Morecambe Town Council and Morecambe BID. Request an update on the situation including: <ul style="list-style-type: none"> • have meetings taken place yet? • Who attends? Who is considering alternatives if a ban is imposed? This issue was considered by Council on 13 th November 2024.	TBC. Awaiting County officers to report.	
Housing Needs	Is the City Council's Housing Strategy delivering the housing needs of the district? Min 12, 01.08.24.	TBC.	
Remote monitoring of litter bins and route optimisation.	That the Litter Bin monitoring Dashboard be considered by the Committee at a future meeting. Min 44, 08.01.25.	TBC.	
A review of the role the City Council has in promoting and supporting economic development, both large and small businesses, within the district and its impact. Include Business Support.	The Economic Development Strategy to be considered by the Committee when it was available before it is considered by Cabinet. February 2025. The Committee was advised that the Economic Development Strategy, which was included in the Committee's Work Programme, was currently being drafted. The draft Strategy would be considered by the Committee once it was complete. Min 51, 05.02.25.	TBC.	
Government Waste Strategy Delivery	That Overview and Scrutiny considers the implications of the implementation of the Government's waste strategy in their work programme and awaits feedback from the Waste Collection Policy Implementation Group and report back to the Overview and	TBC.	

	Scrutiny Committee. prior to making appropriate policy recommendations to Cabinet Min 6, 28.05.25.		
Flooding in Lancaster - Lancaster City Surface Water Management Plan.	Request an update from County Council. An update from Lancashire County Council is awaited. Min 54, 07.02.24.	Awaiting a response from Lancashire County Council.	