

# Overview and Scrutiny Committee

Agenda and Reports

For consideration on

## Tuesday, 25th March 2008

In Committee Room 1, Town Hall, Chorley

At 6.30 pm



## **PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT OVERVIEW AND SCRUTINY MEETINGS**

- Questions must be submitted to the Democratic Services Section by no later than midday, two working days before the day of the meeting to allow time to prepare appropriate responses and investigate issues if necessary.
- A maximum period of 3 minutes will be allowed for a question from a member of the public on an item on the agenda. A maximum period of 30 minutes to be allocated for public questions if necessary at each meeting of the Overview and Scrutiny Committee. This will provide an opportunity for members of the public to raise and ask questions on any issue falling within the remit of the Committee.

12 March 2008

Dear Councillor

## **OVERVIEW AND SCRUTINY COMMITTEE - TUESDAY, 25TH MARCH 2008**

You are invited to attend a meeting of the Overview and Scrutiny Committee to be held in Committee Room 1, Town Hall, Chorley on Tuesday, 25th March 2008 commencing at 6.30 pm.

### **AGENDA**

1. **Apologies for absence**

2. **Declarations of any interests**

Members of the Committee are reminded of their responsibilities to declare any personal interest in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 2000, the council's Constitution and the Members Code of Conduct. If the personal interest is a prejudicial interest, then the individual member should not participate in the discussion on the matter and must withdraw from the room and not seek to influence a decision on the matter.

3. **Public Questions**

Members of the public who have requested the opportunity to ask a question(s) on an item on the agenda will be asked to put their question(s) to the Committee. Each member of the public will be allowed to ask one question within his or her allocated 3 minutes

4. **Minutes (Pages 1 - 6)**

To confirm as a correct record the minutes of the Overview and Scrutiny Committee held on 12th February 2008 (enclosed)

5. **Executive Cabinet - 27 March 2008**

To consider any reports on the agenda for the Executive Cabinet meeting to be held on 27 March 2008

Members of the Committee are requested to notify the Democratic Services Section by 10.00am Thursday 20 March 2008 to ensure the attendance of the appropriate Executive Member.

6. **Capital Programme, 2008/09 - Monitoring**

Report of Assistant Chief Executive (Business Transformation) (to follow)

7. **Scrutiny Inquiries - Efficiency Gains and Absence Management (Pages 7 - 52)**

To consider the enclosed final reports of the Corporate and Customer Overview and Scrutiny Panel on their inquiries into the following topics:

- a) Efficiency Gains
- b) Absence Management

8. **Review of the Council's Scrutiny Process (Pages 53 - 56)**

Report of Corporate Director of Governance (enclosed)

9. **Overview and Scrutiny Work Programme 2008/09 (Pages 57 - 60)**

Report of Corporate Director of Governance (enclosed)

10. **Overview and Scrutiny Work Programme 2007/08 (enclosed) (Pages 61 - 64)**

11. **Forward Plan (Pages 65 - 68)**

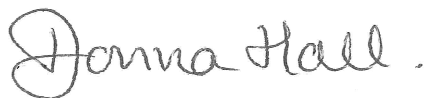
To consider the Councils Forward Plan for the four month period 1 March 2008 to 30 June 2008. (enclosed).

Will Members please note that the Committee has already requested to examine with the appropriate Director the under mentioned reports prior to any decisions being taken by the Executive.

- Approval of Pay and Workforce Strategy

12. **Any other item(s) the Chair decides is/are urgent**

Yours sincerely



Donna Hall  
Chief Executive

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Democratic Services Officer  
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**Distribution**

1. Agenda and reports to all Members of the Overview and Scrutiny Committee (Councillor Dennis Edgerley (Chair), Councillor Laura Lennox (Vice-Chair) and Councillors Ken Ball, Alan Cain, Mrs Marie Gray, Harold Heaton, Margaret Iddon, Margaret Lees, Greg Morgan, Geoffrey Russell, Edward Smith and Iris Smith for attendance.

2. Agenda and reports to Donna Hall (Chief Executive), Gary Hall (Assistant Chief Executive (Business Transformation)), Lorraine Charlesworth (Corporate Director of Human Resources), Carol Russell (Head of Democratic and Licensing Services) and Gordon Bankes (Democratic Services Officer) for attendance.

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ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

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کیجئے: