



# Corporate and Customer Overview and Scrutiny Panel

Agenda and Reports

For consideration on

## Tuesday, 12th June 2007

In the Council Chamber, Town Hall, Chorley

At 6.30 pm



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**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 and its appropriate panels. 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 or Panel.

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## Chief Executive's Office

Please ask for: Ruth Hawes  
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Date: 1 June 2007

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**Chief Executive:** Donna Hall

**Chorley**  
Council

Town Hall  
Market Street  
Chorley  
Lancashire  
PR7 1DP

Dear Councillor

## **CORPORATE AND CUSTOMER OVERVIEW AND SCRUTINY PANEL - TUESDAY, 12TH JUNE 2007**

You are invited to attend a meeting of the Corporate and Customer Overview and Scrutiny Panel to be held in the Council Chamber, Town Hall, Chorley on Tuesday, 12th June 2007 commencing at 6.30 pm.

### **AGENDA**

1. **Apologies for Absence**
2. **Declarations of Any Interests**

Members are reminded of their responsibility to declare any personal interest in respect of matters contained in this agenda. If the interest arises **only** as result of your membership of another public body or one to which you have been appointed by the Council then you only need to declare it if you intend to speak.

If the personal interest is a prejudicial interest, you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

3. **Minutes (Pages 1 - 2)**

To confirm as a correct record the minutes of the meeting of the Corporate and Customer Overview and Scrutiny Panel held on 20th March 2007 (enclosed).

4. **Overview and Scrutiny Work Programme (Pages 3 - 6)**

To consider the Overview and Scrutiny Work Programme for 2007 2008 (enclosed).

5. **Quarterly Business Plan Monitoring Statements (Pages 7 - 26)**

Business Plan and Performance Monitoring Reports are enclosed for the period January 2007 to March 2007 for

- Human Resources,
- Information, Communication Technology Services, and
- Customer, Democratic and Legal Services are enclosed.

The report for Financial Services will follow.

Continued....

6. **Corporate and Customer Overview and Scrutiny Panel Inquiry**

The enclosed minute 07.OS.38 from the Overview and Scrutiny Committee held on 27 March 2007 sets out the Inquiry topics for the Panel for the forthcoming Municipal Year.


“The Committee considered that the next inquiry to be undertaken by the Corporate and Customer Overview and Scrutiny Panel in the next municipal year would cover Gershon Efficiencies and staff sickness absence. The Panel would decide whether they take these issues together or separately”.

The Director of Human Resources and the Business Improvement Manager will each deliver a brief, high-level presentation as an introduction to the topics.

The Panel needs to determine whether the topics are investigated together or by means of two Sub-Groups and to determine the membership of the Sub-Group(s).

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

Yours sincerely



Chief Executive

**Distribution**

1. Agenda and reports to all Members of the Corporate and Customer Overview and Scrutiny Panel (Councillor Geoffrey Russell (Chair) and Councillors Terry Brown, Henry Caunce, Michael Davies, Michael Devaney, David Dickinson, Doreen Dickinson, Daniel Gee, Mrs Pat Haughton, Keith Iddon, Kevin Joyce, Hasina Khan, Thomas McGowan, Miss June Molyneaux, Michael Muncaster, Mrs Joyce Snape and Mrs Stella Walsh) for attendance.
2. Agenda and reports to Paul Morris (Deputy Chief Executive), Gary Hall (Director of Finance), Andrew Docherty (Director of Customer, Democratic and Legal Services), Tim Murphy (Director of Information and Communication Technology), Lorraine Charlesworth (Director of Human Resources), James Douglas (Business Improvement Manager) and Ruth Hawes (Assistant Democratic Services Officer) for attendance.

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

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