

Corporate and Customer Overview and Scrutiny Panel

Agenda and Reports

For consideration on

Tuesday, 11th 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 Panel. This will provide an opportunity for members of the public to raise and ask questions on any issue falling within the remit of the Panel.

3 March 2008

Dear Councillor

**CORPORATE AND CUSTOMER OVERVIEW AND SCRUTINY PANEL -
TUESDAY, 11TH MARCH 2008**

You are invited to attend a meeting of the Corporate and Customer Overview and Scrutiny Panel to be held in Committee Room 1, Town Hall, Chorley on Tuesday, 11th March 2008 commencing at 6.30 pm.

AGENDA

1. **Welcome to the Executive Member for Resources**
2. **Apologies for Absence**
3. **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.

4. **Public Questions**

Members of the public who have requested the opportunity to ask a question(s) on an item(s) 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 supplementary question within his or her allocated 3 minutes.

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

To confirm as a correct record the minutes of the meeting of the Corporate and Customer Overview and Scrutiny Panel held on 22 January 2008 (enclosed).

6. **Scrutiny Inquiries - Efficiency Gains and Absence Management**

a) To consider the final reports (Pages 5 - 18)

To consider the final reports of the Absence Management sub-group (enclosed) and the Efficiency Gains sub-group.

Unfortunately, due to the date of the Efficiency Gains sub-group meeting the Efficiency Gains report will be tabled at the meeting. Time will be allowed to consider the report.

The reports will be presented to the Overview and Scrutiny Committee on 25 March 2008.

b) Discussion with the Executive Member for Resources

The Panel will discuss the reports and recommendations with the Executive Member for Resources (Councillor Alan Cullens).

7. **Business Plan Monitoring Statements - Third Quarter (Pages 19 - 24)**

The Business Plan and Performance Monitoring reports are enclosed for the third quarter period for Information and Communication Technology Services.

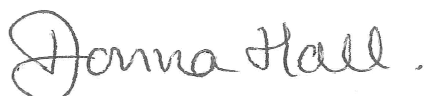
The reports for Customer, Democratic and Legal Services, Human Resources and Financial Services will follow.

8. **Overview and Scrutiny Work Programme (Pages 25 - 28)**

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

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

Yours sincerely



Donna Hall
Chief Executive

Ruth Hawes
Assistant Democratic Services Officer
E-mail: ruth.hawes@chorley.gov.uk
Tel: (01257) 515118
Fax: (01257) 515150

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, Mike Devaney, David Dickinson, Mrs Doreen Dickinson, Daniel Gee, Pat Haughton, Keith Iddon, Kevin Joyce, Hasina Khan, Thomas McGowan, June Molyneaux, Mick Muncaster, Joyce Snape and Mrs Stella Walsh) for attendance.

2. Agenda and reports to Gary Hall (Assistant Chief Executive (Business Transformation)), Tim Murphy (Corporate Director of Information and Communication Technology), Lorraine Charlesworth (Corporate Director of Human Resources), James Douglas (Business Improvement Manager), Carol Russell (Head of Democratic and Licensing Services) and Ruth Hawes (Assistant Democratic Services Officer) for attendance.
3. Agenda and reports to Councillor Alan Cullens (Executive Member for Resources) for attendance.

This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515118 to access this service.

આ માહિતીનો અનુવાદ આપની પોતાની ભાષામાં કરી શકાય છે. આ સેવા સરળતાથી મેળવવા માટે કૃપા કરી, આ નંબર પર ફોન કરો: 01257 515822

ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون کیجئے: 01257 515823