

Corporate and Customer Overview and Scrutiny Panel - Efficiency Gains Sub-Group

Agenda and Reports

For consideration on

Monday, 4th February 2008

In Committee Room 1, Town Hall, Chorley

At 2.00 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.

28 January 2008

Dear Councillor

**CORPORATE AND CUSTOMER OVERVIEW AND SCRUTINY PANEL -
EFFICIENCY GAINS SUB-GROUP - MONDAY, 4TH FEBRUARY 2008**

You are invited to attend a meeting of the Corporate and Customer Overview and Scrutiny Panel - Efficiency Gains Sub-Group to be held in Committee Room 1, Town Hall, Chorley on Monday, 4th February 2008 commencing at 2.00 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. **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 Panel. Each member of the public will be allowed to ask one supplementary question within his/her allocated 3 minutes.

4. **Question Setting**

To determine and allocate the questions for the feedback sessions.

5. **Corporate Director (Business) 14.30 - 15.30**

To receive feedback from the Corporate Director (Business) Jane Meek.

6. **Corporate Procurement and Partnerships Manager 15.30 - 16.30**

To receive feedback from the Corporate Procurement and Partnerships Manager Janet Hinds.

7. **Customer Access Officer 16.30 - 17.00**

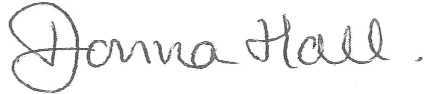
To receive feedback from the Customer Access Officer Kris Boardman.

8. **Findings and Conclusions**

To consider the findings and conclusions from the feedback sessions.

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

Yours sincerely



Donna Hall
Chief Executive

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Distribution

1. Agenda and reports to all Members of the Corporate and Customer Overview and Scrutiny Panel (Councillor Mrs Stella Walsh (Chair) and Councillors Henry Counce, Michael Davies, Mike Devaney, David Dickinson, Keith Iddon, Kevin Joyce, Thomas McGowan, June Molyneaux and Geoffrey Russell) for attendance.
2. Agenda and reports to James Douglas (Business Improvement Manager), Sarah Dobson (Performance Advisor- Corporate and Customer) and Ruth Hawes (Assistant Democratic Services Officer) for attendance.
2. Agenda and reports to Jane Meek (Corporate Director (Business)), Janet Hinds (Corporate Procurement and Partnerships Manager) and Kris Boardman (Customer Access Officer) 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 01257 515823

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: