

Chief Executive's Office

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Date: 30 June 2005

Chief Executive:
Jeffrey W Davies MA LLM

Chorley
Borough Council

Town Hall
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Lancashire
PR7 1DP

Dear Councillor

A meeting of the Overview and Scrutiny Committee is to be held in the Committee Room, Town Hall, Chorley on Thursday, 7th July, 2005 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. **Minutes (Pages 1 - 4)**

To confirm as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 16 June 2005 (enclosed)

4. **Overview and Scrutiny Annual Report for 2004/05 (Pages 5 - 24)**

To receive and consider the enclosed Annual Report for 2004/05.

5. **Parliamentary and Lancashire County Council Elections, 2005 - Issues Arising**

The Head of Customer, Democratic and Office Support Services will attend the meeting to make a verbal report on the May, 2005 elections, highlighting the issues that will need to be addressed for future elections.

Continued....

6. **The Council's Timetable of meetings for 2005/06**

This item was included on the agenda for the last meeting on 16 June as an opportunity for Members to comment on the number of meetings in the meetings' timetable for 2005/06, but was deferred to this meeting.

7. **Overview and Scrutiny Panels**

To receive update reports from the three Associate Chairs on the recent activities of their respective Panels (Item deferred from last meeting).

8. **Overview and Scrutiny Work Programme for 2005/06**

(Please pages 22 and 23 of the Agenda Pack)

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

Yours sincerely

Chief Executive

Distribution

1. Agenda and reports to all Members of the Overview and Scrutiny Committee for attendance.
2. Agenda and reports to Deputy Chief Executive/Group Director, Group Director, Director of Finance, Head of Customer, Democratic and Office Support Services and Assistant Head of Democratic Services for attendance.
3. Agenda and reports to Councillors J Wilson, Edgerley, Goldsworthy and Ball for information.
4. Agenda and reports to all remaining Chief Officers for information.
5. Agenda to all remaining Members of the Council for information.