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## Chief Executive's Office

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Date: 5 September 2005

**Chorley**  
Borough Council

Town Hall  
Market Street  
Chorley  
Lancashire  
PR7 1DP

**Chief Executive:**  
Jeffrey W Davies MA LLM

Dear Councillor

A meeting of the Community Overview and Scrutiny Panel is to be held in the Committee Room, Town Hall, Chorley on Tuesday, 13th September, 2005 commencing at 6.30 pm.

### AGENDA

1. **Apologies of Absence**
2. **Declarations of Any Interest**

Members of the Panel are reminded of their responsibility 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 a discussion on the matter and must withdraw from the Council Chamber 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 Community Overview and Scrutiny Panel held on 5 July 2005 (enclosed).

4. **Public Participation in the Council's Decision Making Process - Scrutiny Inquiry**

- a) **To receive and consider the enclosed report of the Chief Executive on the background to the Inquiry and the proposals for the pilot Area Forums.** (Pages 5 - 18)

Continued....

b) Area Forums/Committees (Pages 19 - 28)

- To receive and consider the attached schedule compiled from the results of a recent survey of Lancashire Districts, which contains comparative information on the arrangements currently operated in 13 surrounding Districts.
- To receive a presentation from Mr D Cranshaw, Communications Manager with South Ribble Borough Council, on the operating arrangements and effectiveness of the 8 Area Committees operated within the Borough of South Ribble.

c) Public Speaking/Questions at Council/Committee meetings (Pages 29 - 34)

- To receive and consider the attached schedule compiled from the results of a recent survey of Lancashire Districts, which contains comparative information on the arrangements operated in 13 surrounding Districts.
- To receive a presentation from Mr D Cranshaw, Communications Manager with South Ribble Borough Council, on the arrangements operated by the Borough Council to allow the public to speak or ask questions at Council and Committee meetings.

There will be an opportunity for members of the Panel, at the conclusion of the presentations to question Mr Cranshaw on any aspects of the two issues.

d) Appointment of Sub-Groups

To consider the appointment of two Sub-Groups made up from the membership of the Panel to examine in depth the two distinct strands of the inquiry (ie Area Forums/Committees and Public Speaking/Questions at Council/ Committee meetings).

If appointed, the two Sub-Groups will need to meet soon to agree a work programme and timetable for their particular sphere of activity as identified in the inquiry project outline document. The Groups will each need to compile its own project plan, identify potential witnesses, select the Authorities it wishes to visit and agree, as far as possible, a timetable for future interviews and site visits.

5. **Scrutiny Inquiry into Juvenile Nuisance - Update Report** (Pages 35 - 40)

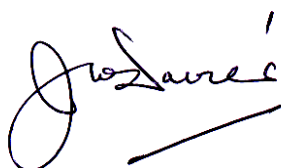
Report of Head of Corporate and Policy Services (enclosed).

6. **Overview and Scrutiny Work Programme for 2005/06** (Pages 41 - 44)

A copy of the 2005/06 Work Programme is enclosed for consideration.

7. **Any other item(s) which the Chairman decides is/are urgent**

Yours sincerely



Chief Executive

## **Distribution**

1. Agenda and reports to all Members of the Community Overview and Scrutiny Panel (Councillor Perks (Chair), Councillors Bedford, Birchall, Buckley, Brownlee, Culshaw, Mrs Gray, Morgan, Mrs Smith and Whittaker) for attendance.
2. Agenda and reports to Head of Customer, Democratic and Office Support Services, Head of Corporate and Policy Services, Assistant Head of Democratic Services and Community Safety Co-ordinator for attendance.
3. Agenda and reports to Executive Leader (Councillor J Wilson), Deputy Leader (Councillor Edgerley), Leader of Conservative Group (Councillor P Goldsworthy), Leader of Liberal Democrat Group (Councillor K Ball) and Chairman of Overview and Scrutiny Committee (Councillor J Walker) for information.
4. Agenda and reports to all remaining Chief Officers for information.
5. Agenda to all remaining Members of the Council for information.

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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: