

## Chief Executive's Office

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Date: 26 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, 4th October, 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 Committee Room and not seek to influence a decision on the matter.

3. **Minutes (Pages 1 - 6)**

To confirm as a correct record the minutes of the meeting of the Community Overview and Scrutiny Panel held on 13 September 2005 (enclosed).

4. **Business Plans, 2005/06 - First Quarter Updates (Pages 7 - 14)**

The Overview and Scrutiny Committee, at its meeting in November, 2004, recommended each Overview and Scrutiny Panel to consider the quarterly updates of the Business Plans for the services and functions falling within their respective areas of responsibility.

Accordingly, the 2005/06 Business Plan updates for the period ending 30 June 2005 in respect of the Economic Regeneration Unit and the Leisure and Cultural Services Unit are enclosed for consideration.

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

The Panel, at its meeting on 13 September, set up two Sub-Groups to consider

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separately the following two distinct elements of the scrutiny inquiry:

- (a) Proposals for the establishment of Area Forums/Committees;
- (b) Means of allowing members of the public to speak and/or ask questions at Council and Committee meetings.

Each of the two Sub-Groups agreed to visit a number of neighbouring Lancashire Authorities to examine how their respective arrangements are managed and operated. The Area Forums/Committees Sub-Group indicated a wish to attend the meetings of the bodies operated by the Hyndburn, Rossendale and South Ribble Councils, while the Sub-Group set up to explore public speaking at meetings, has chosen to visit Hyndburn, Ribble Valley and South Ribble Councils to see how those Authorities manage public participation within meetings.

As Rossendale Council's next cycle of Area Forums is not due to commence until December, with the consent of the Chairman (Councillor Perks), alternative arrangements are being made for the Sub-Group to attend an Area Committee within the Borough of Pendle.

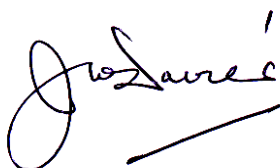
A timetable of visits for members of both Sub-Groups from the week commencing 11 October is being prepared and will be sent to Members shortly. The schedule of planned visits will also be available at the meeting, when attendance and travel arrangements, etc. can be co-ordinated.

6. **Overview and Scrutiny Work Programme for 2005/06 (Pages 15 - 16)**

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

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 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 Economic Regeneration, Head of Leisure and Cultural Services and Assistant Head of Democratic Services 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: