
Chief Executive's Office

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Date: 30 January 2006

Chorley
Borough Council

Chief Executive:
Donna Hall

Dear Councillor

A meeting of the Community Overview and Scrutiny Panel is to be held in the Committee Room, Town Hall, Chorley on Wednesday, 8th February, 2006 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 - 4)**

To confirm as a correct record the minutes of the meeting of the Community Overview and Scrutiny Panel held on 4 January 2006 (enclosed).

4. **Draft General Fund Revenue Budget for 2006/07 - Review of Planning Services Budget**

The Community Overview and Scrutiny Panel has been requested to examine in detail the proposed 2006/07 budget for Planning Services as part of Members' overall scrutiny of the draft budget proposals for the next financial year. The purpose of the detailed review is to explore the reasons for this service area appearing as upper quartile costs in the Value for Money Self Assessment.

A report of the Director of Finance, enclosing the draft 2006/07 budget proposals for Planning Services, is to follow.

The Executive Member for Development and Planning (Councillor A Lowe) has been invited to attend the meeting to assist the Panel's review.

Continued....

5. **Business Plans, 2005/06 - Third Quarter Updates (Pages 5 - 18)**

The 2005/06 Business Plan updates for the period ending 31 December 2006 in respect of the Development and Regeneration Unit and the Leisure and Cultural Services Unit are enclosed for consideration.

The reports contain information on the two Units' performance against the respective Key Performance indicators.

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

a) **Progress Report** (Pages 19 - 20)

A note summarising the progress of the scrutiny inquiry is enclosed for consideration.

b) **Area Forums/Committees element**

The Panel, at its last meeting, suggested Members' attendance, as observers, at the next meetings of the two community groups Positive Action in East Chorley (PAiCE) and South West Chorley Community Safety Group (SWITCH). Details of the next meetings of the two bodies will be available at the meeting.

Subsequently, representatives of the groups will be invited to discuss the Area Forum proposals with the Panel to allay any fears of duplication of roles.

c) **Public Speaking element - Feedback on Visits**

The Chairman will invite the Members who were able to attend the meetings of the following Authorities to comment on the visits and perceived effectiveness of the adopted arrangements:

- West Lancashire District Council's Planning Committee on 19 January 2006;
- Meeting of West Lancashire District Council as an Assembly on 25 January 2006;
- Meeting of Rossendale Borough Council on 1 February 2006.

The Panel is also due to observe the meeting of South Ribble Borough Council on 15 February 2006.

d) **Survey Results** (Pages 21 - 26)

A schedule is attached showing the results of a recent survey of 13 Lancashire Districts on the arrangements operated in the respective Districts to allow public speaking and/or questions at Council/Committee meetings. The information provides useful comparative data.

e) Key Issues for consideration

The Panel will be invited to consider whether it wishes to support a recommendation that the Authority introduces a system to allow the public to speak and ask questions at Council and/or Committee meetings, in the light of the survey evidence and Members' visits to neighbouring Councils.

If the Members support the principle of public speaking, the Panel will, firstly, need to consider and assess the following key issues and factors that were identified in the Inquiry's scoping document :

- Which meetings would the public be allowed to speak or ask questions at – Council, Executive Cabinet, Development Control or all meetings?
- Would the public be allowed to speak on all agenda items or only selected items?
- Would prior notice of intended questions be required and, if so, the length of notice?
- Length of time allowed for speaking.
- Feedback of responses to the public.
- Meeting room accommodation.
- Publicity arrangements.

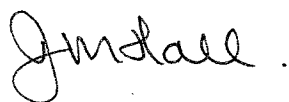
Secondly, the Panel will be advised to request the Officers to produce draft Procedure Rules for public speaking, taking account of Members' expressed views, for submission to the next Panel meeting.

7. **Overview and Scrutiny Work Programme, 2005/06 (Pages 27 - 28)**

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

8. **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 Executive Member for Development and Planning (Councillor A Lowe) for attendance.
3. Agenda and reports to Deputy Chief Executive/Group Director, Director of Finance, Head of Development and Regeneration, Head of Leisure and Cultural Services, Head of Customer, Democratic and Office Support Services and Assistant Head of Democratic Services for attendance.

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ان معلومات کا ترجمہ آپکی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

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