



# Overview and Scrutiny Task Group - Rented Housing Inspection

Agenda and Reports

For consideration on

## Thursday, 2nd February 2012

In Committee Room 1, Town Hall, Chorley

At 6.00 pm

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24 January 2012

Dear Colleague

**OVERVIEW AND SCRUTINY TASK GROUP - RENTED HOUSING  
INSPECTION - THURSDAY, 2ND FEBRUARY 2012**

You are invited to attend a meeting of the Overview and Scrutiny Task Group - Rented Housing Inspection to be held in Committee Room 1, Town Hall, Chorley on Thursday, 2nd February 2012 commencing at 6.00 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. **Rented Housing Inspection in Chorley**

Simon Clark, Head of Health, Environment and Neighbourhoods and Kath Knowles, Housing Manager (Strategy) will give a presentation to the Task Group on current arrangements in Chorley for the inspection of private rented housing including the formal role and powers of the Council.

4. **Scoping the Review (Pages 1 - 2)**

Attached is the outline scoping document for members to use in scoping out the remit of the review, its terms of reference, timescale etc.

5. **Dates of future meetings**

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

Yours sincerely



Gary Hall  
Chief Executive

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Democratic Services Manager  
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### **Distribution**

1. Agenda and reports to all Members of the Overview and Scrutiny Task Group - Rented Housing Inspection (Beverley Murray (Chair) and Alison Hansford, Harold Heaton, Steve Holgate, Hasina Khan, Paul Leadbetter and June Molyneaux for attendance.
2. Agenda and reports to Simon Clark (Head of Health, Environment & Neighbourhoods), Zoe Whiteside (Head of Housing), Kath Knowles (Housing Manager (Strategy)) and Carol Russell (Democratic Services Manager) 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

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

01257 515823

کیجئے:

**Scrutiny Inquiry Project Outline Template**

**OVERVIEW AND SCRUTINY REVIEW - PROJECT OUTLINE**

**Review Topic: RENTED HOUSING INSPECTION**

**Objectives:**

**Desired Outcomes:**

**Terms of Reference:**

**Equality and diversity implications:**

**Risks:**

<p><b>Venue(s):</b></p>	<p><b>Timescale:</b></p> <p><b>Start: 2 February 2012</b></p> <p><b>Finish:</b></p>
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**Information Requirements and Sources:**

**Documents/evidence:**

  

**Witnesses:** (who, why?)

  

**Consultation/Research:** (what, why, who?)

  

**Site Visits:** (where, why, when?)

<p><b>Officer Support:</b></p> <p><b>Lead Officer: Simon Clark</b></p> <p><b>Democratic &amp; Member Services Officer: Carol Russell</b></p>	<p><b>Likely Budget Requirements:</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"><b><u>Purpose</u></b></td> <td style="width: 20%; text-align: right;"><b>£</b></td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right; border-top: 1px solid black;">_____</td> </tr> </table>	<b><u>Purpose</u></b>	<b>£</b>	<b>Total</b>	_____
<b><u>Purpose</u></b>	<b>£</b>				
<b>Total</b>	_____				

<b>Target Body <sup>1</sup> for Findings/Recommendations</b>	<b>Executive Cabinet</b>
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<sup>1</sup> All project outcomes require the approval of Overview and Scrutiny Committee before progressing

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