

09 July 2013

Overview and Scrutiny Task Group - Select Move

You are invited to attend a meeting of the Overview and Scrutiny Task Group - Select Move to be held in Committee Room 1, Town Hall, Chorley on Thursday, 18th July 2013 commencing at 6.30 pm.

AGENDA

1. **Apologies for absence**

2. **Declarations of Any Interests**

Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.

If you have a pecuniary 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. **Background information on Select Move**

The Head of Housing will deliver a presentation on Select Move that will be circulated at the meeting along with additional background documents for your information.

4. **Scoping document (Pages 3 - 4)**

A blank copy of the relevant scoping document is attached. The document will be completed to take account of Members' discussions and submitted to the next meeting for endorsement.

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

Yours sincerely



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Chief Executive

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Distribution

1. Agenda and reports to all Members of the Overview and Scrutiny Task Group - Select Move Councillors Graham Dunn (Chair), and Julia Berry, Alison Hansford, Hasina Khan, Paul Leadbetter, June Molyneaux, Steve Murfitt and Paul Walmsley for attendance.
2. Agenda and reports to Lesley-Ann Fenton (Director of Partnership, Planning and Policy), Zoe Whiteside (Head of Housing), Carol Russell (Democratic Services Manager) and Dianne Scambler (Democratic and Member Services Officer) for attendance.
3. Agenda and reports to Chair of Overview and Scrutiny Committee, Councillor S Holgate for information.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or chorley.gov.uk

PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT OVERVIEW AND SCRUTINY MEETINGS

- Questions must be submitted to the Democratic Services Section by no later than midday, two working days before the day of the meeting to allow time to prepare appropriate responses and investigate issues if necessary.
- A maximum period of 3 minutes will be allowed for a question from a member of the public on an item on the agenda. A maximum period of 30 minutes to be allocated for public questions if necessary at each meeting of the Overview and Scrutiny Committee. This will provide an opportunity for members of the public to raise and ask questions on any issue falling within the remit of the Committee.

Scrutiny Inquiry Project Outline Template

OVERVIEW AND SCRUTINY INQUIRY PROJECT OUTLINE

Review Topic:

Objectives:

Desired Outcomes:

Terms of Reference:

Equality and diversity implications:

Risks:

Venue(s):

Timescale:

Start:

Finish:

Information Requirements and Sources:

Documents/evidence: (what/why?)

Witnesses: (who, why?)

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

Site Visits: (where, why, when?)

Officer Support:

Lead Officer:

**Democratic &
Member Services Officer:**

Likely Budget Requirements:

Purpose

£

Total

Target Body¹ for Findings/Recommendations

(Eg Executive Cabinet, Council, partner)

¹ All project outcomes require the approval of Overview and Scrutiny Committee before progressing

