

To: Members of the Scrutiny Management Team
(Councillors Nawaz Ahmed, Wayne Blackburn, Sarah Cockburn-Price, Dorothy Lord, Nathan McCollum, Noel McEvoy, Brian Newman, Steve Petty, Ken Turner (Chairman), David Whalley and Sheila Wicks.)

Other Members of the Council for information
Press/Local Radio



NOTICE OF MEETING

SCRUTINY MANAGEMENT TEAM

TUESDAY 21ST NOVEMBER, 2017
AT 7.00 P.M.

WILSON ROOM, NELSON TOWN HALL

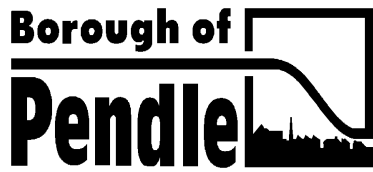
(LIST OF ITEMS FOR DISCUSSION ATTACHED)

Contact **LYNNE ROWLAND**
TELEPHONE (01282) 661648
E-MAIL lynne.rowland@pendle.gov.uk
for further information

13/11/17

Under the Openness of Local Government Bodies Regulations 2014, people attending open meetings can film, audio record, take photographs or use social media. Oral commentary is not allowed during meetings as it would be disruptive. If you are attending a meeting, you need to be aware that you may be filmed by others attending. This is not within our control.

Scrutiny Management Team



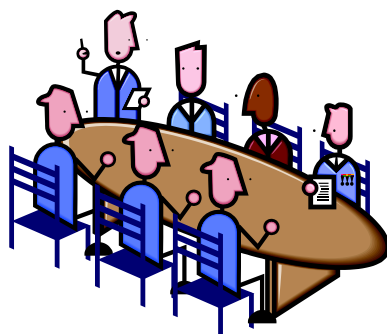
A MEETING OF THE

SCRUTINY MANAGEMENT TEAM

will be held at
7.00 p.m. on Tuesday 21st November, 2017
at the Town Hall, Nelson

The meeting will commence with
PUBLIC QUESTION TIME

Members of the public are invited to attend and ask questions of the Committee.



Members of the public may speak on any agenda item in which they have a direct interest.

Petitions may also be presented

You should try to make your request in writing or by telephone by 12 noon on the day of the meeting. If you are unable to do this however, the Chairman may still allow you to speak if you turn up at the meeting.

For further information please contact
Committee Services on 01282 661648

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AGENDA FOR THE MEETING OF SCRUTINY MANAGEMENT TEAM 21ST NOVEMBER, 2017

1. DECLARATIONS OF INTEREST

Members are reminded of the legal requirements concerning the declaration of interests.

A Member must declare a disclosable pecuniary interest which he/she has in any item on the agenda. A Member with a disclosable pecuniary interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting.

In addition the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

Whipping declarations are also required.

2. PUBLIC QUESTION TIME

To receive, for a maximum of 15 minutes, questions from members of the public on issues which do not appear on the agenda.

3. MINUTES

Enc. To approve or otherwise the minutes of the meeting held on 19th September, 2017.

4. REVIEWS

(a) Monitoring the Council's Paper Usage

The Corporate Director submits the attached update on the review of the Council's paper usage. **(To follow)**

(b) Council Tax Enforcement Agent Fees and Charges

As reported to the July meeting of Scrutiny Management Team, some of the Council Tax documentation is currently under review. The Team is invited to comment on the proposed changes. **(To be circulated at the meeting)**

5. ANNUAL EMISSIONS REPORT

Further to a request at the last meeting, the Strategic Director submits further information in relation the Council's annual emissions report. **(To follow)**

6. PROMOTING PENDLE ACTION PLAN

Enc. To receive an update on progress with the Promoting Pendle Action Plan.

7. POLICE AND CRIME PANEL UPDATE

Councillor D. Whipp, the Council's representative on the Lancashire Police and Crime Panel will provide and update on the work of the Panel.

8. SCRUTINY IMPROVEMENT AND COMMUNICATIONS PLAN

Enc. To consider progress against actions in the Overview and Scrutiny Improvement and Communications Plan.

9. EQUALITIES UPDATE

Enc. The Housing Needs Manager submits the attached update report on equalities issues.

10. HEALTH AND SOCIAL CARE SCRUTINY PANEL

Enc. The draft minutes of a meeting of the Health and Social Care Scrutiny Panel held on 17th October, 2017 are submitted for information.

11. WORK PLAN

Enc. The Team's work plan 2017/18 is submitted for information.

12. EXECUTIVE WORK PROGRAMME/FORWARD PLAN

To consider any issues arising from the Executive Forward Plan published on 17th November, 2017. **(To follow)**
