

Time: 6.30pm Date 12<sup>th</sup> March 2012

Venue: Council Chamber, The Business Centre, Futures Park, Bacup, OL13 0BB



Supported by: Jenni Cook, Committee Officer, Tel: 01706 252424

Email: [jennifercook@rossendalebc.gov.uk](mailto:jennifercook@rossendalebc.gov.uk)

The Council Chamber is located on the 464 bus route (Lee Mill bus stop). The 464 bus runs between Accrington and Rochdale, calling at stops in Haslingden, Rawtenstall, Waterfoot, Bacup and Whitworth. Directions to the Council Chamber and transport information can be found [here](#).

ITEM		Lead Member/Contact Officer
<b>A.</b>	<b>BUSINESS MATTERS</b>	
<b>A1.</b>	<b>Apologies for Absence</b>	
<b>A2.</b>	To approve and sign as a correct record the Minutes of the meeting held on 12 <sup>th</sup> December 2011.	
<b>A3.</b>	<b>Urgent Items of Business</b> To note any items which the Chair has agreed to add to the Agenda on the grounds of urgency.	
<b>A4.</b>	<b>Declarations of Interest</b> <i>Members are advised to contact the Monitoring Officer in advance of the meeting to seek advice on interest issues if necessary.</i>  Members are requested to indicate at this stage, any items on the agenda in which they intend to declare an interest. Members are reminded that, in accordance with the Local Government Act 2000 and the Council's Code of Conduct, they must declare the nature of any personal interest and, if the interest is prejudicial, withdraw from the meeting during consideration of the item.	Jenni Cook, Committee Officer. Tel: (01706) 252424 Email: <a href="mailto:jennifercook@rossendalebc.gov.uk">jennifercook@rossendalebc.gov.uk</a>
<b>B.</b>	<b>COMMUNITY ENGAGEMENT</b>	
<b>B1.</b>	<b>Public Question Time</b> This is an opportunity to ask a question about a matter which the Council may be able to assist with. A time limit of 3 minutes applies for each question and you are only able to address the meeting once.  Please begin by giving your name and state whether you are speaking as an individual member of the public or as a representative of a group.  (Question time normally lasts up to 30 minutes).	Jenni Cook, Committee Officer. Tel: (01706) 252424 Email: <a href="mailto:jennifercook@rossendalebc.gov.uk">jennifercook@rossendalebc.gov.uk</a>

The agenda and reports are also available for inspection at the Council's One Stop Shop, Lord Street, Rawtenstall. Other formats are available on request. Tel 01706 217777 or contact Rossendale Borough Council, Futures Park, Bacup, OL13 0BB

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ITEM		Lead Member/Contact Officer
C.	<b>Chair's Update</b> To receive any communications from the Chair.	Councillor Aldred/Jenni Cook, Committee Officer. Tel: (01706) 252424 Email: <a href="mailto:jennifercook@rossendalebc.gov.uk">jennifercook@rossendalebc.gov.uk</a>
D.	<b>ORDINARY BUSINESS</b>	
D1.	<b>Internal Audit Progress Report</b>	Councillor Marriott/Andrew Fox/ Zaheer Abbas, Lancashire Audit Service
D2.	<b>Audit Plan 2011/12</b>	Councillor Marriott/Karen Murray/Tony Hough – The Audit Commission
D3.	<b>Certification of Claims and Returns – Annual            Report</b>	Councillor Marriott/Karen Murray/Tony Hough – The Audit Commission
D4.	<b>Audit Committee Update – March 2012</b>	Councillor Marriott/Karen Murray/Tony Hough – The Audit Commission

*Helen Lockwood*

**Helen Lockwood  
 Chief Executive**

**Date Published:** 1<sup>st</sup> March 2012