

Meeting of: Overview and Scrutiny Committee

Time: 6.30pm Date 7<sup>th</sup> November 2016

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

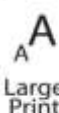


Supported by: Patricia Couch, Scrutiny Support Officer, Tel: 01706 252426 or email [patriciacouch@rossendalebc.gov.uk](mailto:patriciacouch@rossendalebc.gov.uk)

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 Overview and Scrutiny Meeting held on 10 <sup>th</sup> October 2016	
<b>A3.</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.	Patricia Couch, Scrutiny Support Officer: (01706) 252426 Email: <a href="mailto:patriciacouch@rossendalebc.gov.uk">patriciacouch@rossendalebc.gov.uk</a>
<b>A4.</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>B.</b>	<b>COMMUNITY ENGAGEMENT</b>	
<b>B1.</b>	<b>Public Question Time</b>	Councillor Lythgoe
<b>C.</b>	<b>Chair's Update</b> To receive any communications from the Chair.	Councillor Lythgoe
<b>D.</b>	<b>PERFORMANCE MONITORING/POLICY DEVELOPMENT</b>	
<b>D1.</b>	<b>Review of HR Policies and Procedures including EIAs as follows:</b> 1) Recruitment and Selection Policy and Manager's Guidance 2) Disciplinary Procedure 3) Grievance Procedure 4) Absence Management Policy	Councillor Marriott/Clare Law, HR Manager (01706) 252457

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

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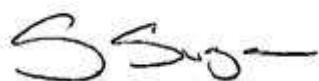
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<b>D2.</b>	Q2 Integrated Performance Report	Councillor Marriott/Katie Gee, Media and Communications Officer (01706) 252454
<b>D3.</b>	Counter Fraud Update	Councillor Ashworth/Andy McGhee, Fraud and Compliance Officer (01706) 252582
<b>D4.</b>	Local Council Tax Support Scheme 2017/18	Councillor Ashworth/Ian Walker, Service Assurance Team, (01706) 252592
<b>D5.</b>	Capita Monitoring and Performance Report	Councillor Ashworth/Ian Walker, Service Assurance Team (01706) 252592
<b>D6.</b>	Portfolio Holder Roles and Responsibilities – Customer Services and Health	Councillor Lythgoe/Councillor Ashworth
<b>D7.</b>	Forward Plan	Councillor Barnes/Councillor Lythgoe



**Stuart Sugarman**  
**Chief Executive**

**Date Published:** 28<sup>th</sup> October 2016