



William J Taylor MBE
Chief Executive

52 Derby Street
Ormskirk
West Lancashire
L39 2DF
Telephone 01695 585000
Fax 01695 585021

2 June 2011

CORPORATE OVERVIEW AND SCRUTINY COMMITTEE
COUNCIL YEAR 2010/11

MEMBERS UPDATE
JUNE 2011 – ISSUE 1

The content of this **MEMBERS UPDATE** covers all Service Divisions.

If a Member wishes to receive further information on anything in the Update, please contact the officer named at the beginning of the Article.

If a Member wants to place an Update Item on the Corporate O&S Committee Agenda in connection with any Article in this Update, please complete the attached Members Update Pro-Forma (Appendix A) and return it to Member Services, 52 Derby Street, by **12 noon on Friday 10 June 2011.**

The press are asked to contact the Public Relations Manager for further information on this Update.

MEMBERS ITEMS/COUNCILLOR CALL FOR ACTION

If a Member wants to place an item on the Corporate O&S Committee Agenda, please complete the attached Members Item/Councillor Call for Action Pro-Forma (Appendix B) and return it to Member Services, 52 Derby Street, by **12 noon on Friday 10 June 2011.**

**CORPORATE OVERVIEW AND SCRUTINY COMMITTEE
MEMBERS UPDATE**

- 1. GENERAL**
- 1A MINUTES OF THE LANCASHIRE SCRUTINY PANEL EXECUTIVE AND THEMATIC GROUPS Page(s) 1 to 26**
- 1B MINUTES OF THE WEST LANCASHIRE COMMUNITY SAFETY PARTNERSHIP Page(s) 27 to 36**
- 1C INTRODUCTION OF PLANNING CHARGES FOR PRE-APPLICATION ADVICE, SPECIALIST ADVICE AND FOR DRAFTING, NEGOTIATING AND MONITORING OF LEGAL AGREEMENTS Page(s) 37 to 46**
- 2. PERFORMANCE MANAGEMENT**
- 2A BENCHMARKING THE ICT SERVICE Page(s) 47 to End**

We can provide this document, upon request, on audiotape, in large print, in Braille and in other languages.

**FIRE EVACUATION PROCEDURE: Please see attached sheet.
MOBILE PHONES: These should be switched off at all meetings.**

*For further information, please contact:-
Julia Brown on 01695 585024
or email julia.brown@westlancs.gov.uk*



Member request to place an Update Item on the Corporate O&S Committee Agenda

This form must be received by Member Services, 52 Derby Street, Ormskirk before 12 noon on Friday 10 June 2011.

Any forms sent by fax should be sent to 01695 585082.

Members Update Issue: 1

Corporate Overview and Scrutiny Committee: 23 June 2011

Councillor:	
Article No:	
Subject:	

If more information is required in relation to this item, please contact the officer indicated on the first page of the related report.

Please advise Member Services on 01695 585016 if at any time you wish to withdraw this item following receipt of further information or e-mail member.services@westlancs.gov.uk

What are your reasons for requesting the item:

What outcome would you wish to see following discussion of the item?

FOR MEMBER SERVICES USE ONLY

Received by:	Date of Committee:
Date: Time:	Divisional Manager informed <input type="checkbox"/>
Contact Officer informed <input type="checkbox"/>	Portfolio Holder informed: <input type="checkbox"/>



Member Item/Councillor Call for Action Request – Corporate O&S Committee Agenda

Meeting: 23 June 2011

This form must be received by Member Services, 52 Derby Street, Ormskirk before 12 noon on Friday 10 June 2011.

Any forms sent by fax should be sent to 01695 585082.

Please advise Member Services on 01695 585016 if at any time you wish to withdraw this item following receipt of further information or e-mail member.services@westlancs.gov.uk

Councillor:	(name of member requesting the item)
Subject:	
<p>1. What are your reasons for requesting the item:</p>	
<p>2. What outcome would you wish to see following discussion of the item?</p>	

3. What have you already done to resolve this issue?

Potential means of pursuing an issue before resorting to a Members Item/CCfA:

- Raise Ward Issue as a 'Patch Problem'
- Discuss issue with an appropriate officer from the Council Service or Agency
- Discuss issue with an appropriate Cabinet member
- Raise the issue with partner agency, eg. Police, PCT, etc.
- Write formal letters on behalf of constituents
- Use official complaints procedure or other official route
- Put forward the issue as a topic for inclusion on an O&S work programme

The following are potential reasons why your Members Item/CCfA may not be considered further:

- The issue is an individual case
- You have not explored the issue fully and exhausted all avenues above
- A review into the general issue is included in an O&S work programme
- A petition is being submitted to the Council
- A complaint is being or has been submitted and the outcome is awaited
- A FOI request is being or has been made and the outcome is awaited
- Scrutiny of the issue is unlikely to result in improvements for local people
- The issue has been the subject of Executive Call In
- The issue has been the subject of a Council Motion / Question
- The issue is urgent and could be more speedily resolved by other means

FOR MEMBER SERVICES USE ONLY

Received by:	Date of Committee:
Date: _____ Time: _____	Divisional Manager informed <input type="checkbox"/>
Contact Officer informed <input type="checkbox"/>	Portfolio Holder informed <input type="checkbox"/>