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20 June 2013

CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE COUNCIL YEAR 2013/14

MEMBERS UPDATE JUNE 2013 – ISSUE 1

The content of this **MEMBERS UPDATE** covers all Services.

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 and Environmental 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 28 June 2013**

The press are asked to contact the Consultations and Communications Manager for further information on this Update.

MEMBER ITEM/COUNCILLOR CALL FOR ACTION

If a Member wants to place an item on the Corporate and Environmental O&S Committee Agenda, please complete the attached Member Item/Councillor Call for Action Pro-Forma (Appendix B) and return it to Member Services, 52 Derby Street, by 12 noon on Friday 28 June 2013.

CORPORATE OVERVIEW & SCRUTINY COMMITTEE MEMBERS' UPDATE

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- (A) Annual VAT Report 2012/2013 Pages 55 to End

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

For further information, please contact:-Julia Brown on 01695 585065 or email julia.brown@westlancs.gov.uk



'MEMBERS UPDATE' REQUEST CORPORATE AND ENVIRONMENTAL OVERVIEW & SCRUTINY COMMITTEE

MEETING: 11 July 2013

This form must be received by Member Services, 52 Derby Street, Ormskirk before 12 noon on Friday 28 June 2013.

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

(Any forms sent by	iax siloula de selli te	, 0 1030 000002 _j .			
Members Update Issue: 1					
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					
•	asons for requesting				
2. What outcome would you wish to see following discussion of the item?					
FOR MEMBER SERVICES USE ONLY					
Received by:		Date of Committee:			
Date:	Time:	Managing Director informed			
Head of Service infor		Chairman informed			
Contact Officer inform	ned	Portfolio Holder informed:			

MEMBER ITEM/ COUNCILLOR CALL FOR ACTION APPENDIX B

CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE **AGENDA - MEETING: 11 July 2013**

This form must be received by Member Services, 52 Derby Street, Ormskirk, before 12 noon on Friday 28 June 2013.

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:							
1. What are you	1. What are your reasons for requesting the item?						
2. What outcom	e would you wish to see following discussion of the item?						

3.	What have you already done to resolve this issue?				
Detential manne of nursuing an issue before recepting to a Member Item/CCfA.					

Potential means of pursuing an issue before resorting to a Member 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 Member 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
- The issue is an 'excluded matter' (Constitution 18.3)

FOR MEMBER SERVICES USE ONLY

Received by:		Date of Committee:	
Date:	Time:	Managing Director Informed	
Head of Service informed		Chairman informed	
Contact Officer informed		Portfolio Holder informed	