

## MEMBERS INTERESTS 2012

A Member with a disclosable pecuniary interest in any matter considered at a meeting must disclose the interest to the meeting at which they are present, except where it has been entered on the Register.

A Member with a non pecuniary or pecuniary interest in any business of the Council must disclose the existence and nature of that interest at commencement of consideration or when the interest becomes apparent.

Where sensitive information relating to an interest is not registered in the register, you must indicate that you have an interest, but need not disclose the sensitive information.

Please tick relevant boxes

Notes

	General		Notes
1.	I have a disclosable pecuniary interest.	<input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 below</i>
2.	I have a non-pecuniary interest.	<input type="checkbox"/>	<i>You may speak and vote</i>
3.	I have a pecuniary interest <b>because</b> it affects my financial position or the financial position of a person or body described in 10.1(1)(i) and (ii) <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest or it relates to the determining of any approval consent, licence, permission or registration in relation to me or any person or body described in 10.1(1)(i) and (ii) <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest	<input type="checkbox"/>          <input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i>          <i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i>
4.	I have a disclosable pecuniary interest (Dispensation 16/7/12) or a pecuniary interest but it relates to the functions of my Council in respect of:  (i) Housing where I am a tenant of the Council, and those functions do not relate particularly to my tenancy or lease.  (ii) school meals, or school transport and travelling expenses where I am a parent or guardian of a child in full time education, or are a parent governor of a school, and it does not relate particularly to the school which the child attends.  (iii) Statutory sick pay where I am in receipt or entitled to receipt of such pay.  (iv) An allowance, payment or indemnity given to Members  (v) Any ceremonial honour given to Members  (vi) Setting Council tax or a precept under the LGFA 1992	<input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>	<i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>
5.	A Standards Committee dispensation applies.	<input type="checkbox"/>	<i>See the terms of the dispensation</i>
6.	I have a pecuniary interest in the business but I can attend to make representations, answer questions or give evidence as the public are also allowed to attend the meeting for the same purpose	<input type="checkbox"/>	<i>You may speak but must leave the room once you have finished and cannot vote</i>

'disclosable pecuniary interest' (DPI) means an interest of a description specified below which is your interest, your spouse's or civil partner's or the interest of somebody who you are living with as a husband or wife, or as if you were civil partners and you are aware that that other person has the interest.

### Interest

Employment, office, trade, profession or vocation

Sponsorship

### Prescribed description

Any employment, office, trade, profession or vocation carried on for profit or gain.

Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by M in carrying out duties as a member, or towards the election expenses of M.

	This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to M's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to M's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

*"body in which the relevant person has a beneficial interest" means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest; "director" includes a member of the committee of management of an industrial and provident society;*

*"land" excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income; "M" means a member of a relevant authority;*

*"member" includes a co-opted member; "relevant authority" means the authority of which M is a member;*

*"relevant period" means the period of 12 months ending with the day on which M gives notice to the Monitoring Officer of a DPI; "relevant person" means M or M's spouse or civil partner, a person with whom M is living as husband or wife or a person with whom M is living as if they were civil partners;*

*"securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.*

**'non pecuniary interest'** means interests falling within the following descriptions:

- 10.1(1)(i) Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) Any body (a) exercising functions of a public nature; (b) directed to charitable purposes; or (c) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management;
- (iii) Any easement, servitude, interest or right in or over land which does not carry with it a right for you (alone or jointly with another) to occupy the land or to receive income.
- 10.2(2) A decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a connected person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision.

**'a connected person'** means

- (a) a member of your family or any person with whom you have a close association, or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph 10.1(1)(i) or (ii).

**'body exercising functions of a public nature'** means

Regional and local development agencies, other government agencies, other Councils, public health bodies, council-owned companies exercising public functions, arms length management organisations carrying out housing functions on behalf of your authority, school governing bodies.

A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.

**NB** Section 21(13) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

**CORPORATE AND ENVIRONMENTAL  
OVERVIEW AND SCRUTINY COMMITTEE**

**HELD: 5 JULY 2012**

Start: 7.30pm

Finish: 9.00pm

**PRESENT:**

Councillors: Bailey (Chairman) Houlgrave (Vice Chairman)

Councillors: Mrs Atherley G Hodson  
Mrs Baybutt L Hodson  
Mrs Blake Mrs Kean  
Coyle McKay  
Croppre Nolan  
Delaney Oliver  
Dereli Mrs Stephenson  
Mrs C Evans Wright  
Griffiths

Officers: Assistant Director Community Services (Mr D Tilleray)  
Strategic Housing Manager (Mr S Jones)  
Assistant Solicitor (Mrs T Sparrow)  
Policy and Performance Officer (Ms A Grimes)  
Planning Officer (Mr D Carr)  
Principal Overview and Scrutiny Officer (Mrs C A Jackson)

**1. APOLOGIES**

There were no apologies for absence. Councillor Mrs C Evans apology for late arrival was noted.

**2. MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, Members noted the termination of membership of Councillor Ms Melling and the appointment of Councillor Cropper for this meeting only, thereby giving effect to the wishes of the Political Group.

**3. URGENT BUSINESS**

There were no items of urgent business.

Councillor Blake asked that her thanks to Members of the former Environmental Overview and Scrutiny Committee for the work undertaken on reviews and the Officers who had supported that work, be noted.

**4. DECLARATIONS OF INTEREST**

During the course of the discussion on the review 'Cycling in West Lancashire' reference was made to cycling at Edge Hill University and Councillor Wright declared a non-pecuniary interest because of his employment by the University and Councillor Bailey also declared a non-pecuniary interest on this item as his wife is employed by the University.

**5. DECLARATIONS OF PARTY WHIP**

There were no declarations of a Party Whip.

**6. MINUTES**

The following minutes were considered.

**7. MINUTES OF MEETING OF CORPORATE OVERVIEW AND SCRUTINY COMMITTEE  
HELD ON THURSDAY 1 MARCH 2012.**

RESOLVED: That the Minutes of the meeting of the Corporate Overview and Scrutiny Committee held on 1 March 2012 be noted.

**8. MINUTES OF MEETING OF ENVIRONMENTAL OVERVIEW AND SCRUTINY  
COMMITTEE HELD ON THURSDAY 23 FEBRUARY 2012.**

RESOLVED: That the minutes of the meeting of the Environmental Overview and Scrutiny Committee held on 23 February 2012 be noted.

**9. WORK PROGRAMME 2012/13**

Consideration was given to the report of the Borough Solicitor as contained on pages 65 to 75 which gave details of the outstanding work associated with the work previously undertaken by the Corporate and Environmental Overview and Scrutiny Committees and proposals in respect of the Work Programme for this Committee for 2012/13.

Members raised comments/questions in relation to:

- Processes and timetable for topic selection.
- Outstanding work associated with the previous Overview and Scrutiny Committees.
- Advantages/disadvantages and time available to undertake an in-depth study during the current year.

RESOLVED: A. That the Terms of Reference of the Corporate and Environmental Overview and Scrutiny Committee, attached at Appendix 1, be noted.

B. That the Terms of Reference of the Member Development Commission, attached at Appendix 2, be noted.

C. That the Committee endeavours to conclude the review entitled 'Cycling in West Lancashire' by December 2012.

D. That the Work Programme timetable for the Committee be noted with the proviso that the Committee will re-consider its option to undertake an in-depth study at a later date.

**10. 'GOVERNANCE ARRANGEMENTS - TENANTS SERVICES' REVIEW**

Consideration was given to the report of the Assistant Director Housing and Regeneration which gave details on progress since the review entitled 'Governance Arrangements – Tenant Services' undertaken by the Corporate Overview and Scrutiny Committee, concluded in March 2011.

The Strategic Housing Manager attended the meeting and outlined progress since the conclusion of the review in relation to the new tenant scrutiny arrangements.

Members discussed, raised questions/comments particularly in relation to tenant involvement including:

- Tenant selection/representation on the Tenants' and Residents' Association and Forum.
- Various approaches used and undertaken to engage with the wider tenant base.
- Processes to engage in places in the Borough with a smaller proportion of Council owned property.

The Strategic Housing Manager responded to questions, making reference to the Tenant Involvement Structure detailed in the report and outlined some of the processes being used to involve and engage with tenants across the Borough including the use of an exhibition trailer and newsletter.

RESOLVED: A. That the progress report be noted.

- B. That it be noted that the Landlord Services Committee (LSC) will continue to monitor the arrangements on a regular basis.

**11. DRAFT FINAL REPORT - 'THE ROLE OF THE PARISH AND TOWN COUNCILS AND THE IMPACT OF THE LOCALISM BILL'**

Members considered the draft final report of the review entitled 'The Role of the Parish and Town Councils and the Impact of the Localism Bill' as contained on pages 25 to 44 of the Book of Reports.

RESOLVED: That the draft final report and recommendations therein be approved and, subject to amendment as noted, the final report be submitted to Council for endorsement.

**12. CYCLING IN WEST LANCASHIRE**

Members considered the following two items.

### **13. CYCLING IN THE BOROUGH**

Consideration was given to the information provided on behalf of the Borough Planner that gave an overview of the project and updated Members on the current position in relation to the review. The Planning Officer (DC) presented the information detailing achievements to date including how the objectives set had been met and updated Members on the work that was currently being undertaken in relation to on-going projects related to cycling in the Borough.

The update gave details on:

VISIT Sefton and West Lancashire project – including the improvements being undertaken in the cycling network across the Borough, citing improvements to the tow path in Burscough and utilisation of 106 monies.

The continuing work to improve cycle links between Edge Hill University and Ormskirk Town Centre and the promotional work being undertaken with West Lancashire College and other local schools.

Links established with other organisations - including Edge Hill University; West Lancashire Recycling Ltd.; West Lancashire College; private companies through the Local Strategic Transport Fund (LSPF). Reference was made to the cycle hire facilities established at the Morris Dancers in Scarisbrick and other links with neighbouring local authorities; hospital trusts and West Lancashire Cycle Action Group.

Information was also provided on initiatives considered during the course of the review in respect of Safe Cycling in West Lancashire including free cycling training to residents in the Borough and the establishment of new “family friendly” cycle routes, for example, the link from Rufford Hall, along the canal tow path to the railway station.

As a result of the update Members raised/question/comments in relation to:

- The improvements to aid safe cycling between Edge Hill University and the Bus/Train Stations in Ormskirk.
- Working in partnership with Edge Hill University and other education establishments to increase the use of cycles as an alternative mode of transport and encourage safe cycling and linked with this, the opportunities available to undertake cycling proficiency courses.
- Plans for the Linear Park at Skelmersdale.
- Establishment of cycling lanes on/next to footpaths and the possibility to link cycle paths from the Borough to those already established.
- Safety implications associated with busy main roads including opportunities to segregate road traffic from cyclists and pedestrians and the improvement of junctions, pavements and main travel routes to encourage cycling as an alternative form of transport.
- Safety issues associated with rural roads, for example, narrow lanes often with no footpaths and little signage.
- Maintenance of road surfaces to remove hazards such as potholes.

- General highway code issues, including observance of the rules by both motorists and cyclists on public highways.

The Planning Officer (DC) responded to questions, making reference to initiatives within the VISIT Sefton and West Lancashire Project; the Local Transport Plan and the opportunities, where resource permitted, to segregate cyclists on the road network and explore routes that had the potential to be segregated. He also made reference to the introduction of interactive maps and the additional promotional material available to assist cyclists travelling in the Borough.

RESOLVED: A. That the presentation be noted.

#### **14. PROJECT PLAN**

Members reviewed the Project Plan. It was agreed that the project was now nearing completion and that a draft final report on the review should be prepared with a view to it being submitted for consideration by the Committee at the next scheduled meeting in October 2012.

RESOLVED: A. That the review of the Project Plan be noted.

- B. That arrangements be made for the draft final report of the review 'Cycling in West Lancashire' to be prepared for consideration at the meeting of the Committee scheduled to take place on 25 October 2012.

#### **15. QUARTERLY PERFORMANCE INDICATORS (Q4 2011/12)**

Consideration was given to the report of the Transformation Manager which detailed performance monitoring data for the quarter ended 31 March 2012, as contained on pages 49 to 64 of the Book of Reports.

In discussion Members raised questions and comments in respect of the following performance indicators:

- NI 151 – Overall Employment rate (working-age) – age of data
- NI 153 – Working age people claiming out of work benefits in worst performing neighbourhoods – reason for deletion of PI for 2012/13.
- NI 191 to NI 195d – No. of specific indicators related to waste and cleanliness. Methodology for the collection of associated data.
- BV66a - % Rent collected (including arrears brought forward) – collection of data.
- N195 – Improved street and environmental cleanliness – PI for grass cutting.
- Overall performance in the period under consideration.

A discussion ensued in relation to issues associated with grass cutting in the Borough including schedules and availability to Members of the scheduling information on grass cutting in their Wards. It was agreed that this would be a good topic to consider further.

RESOLVED: A. That the Council's performance against the indicator set for the quarter ended 31 March 2012 be noted.

B. That the Assistant Director Street Scene be requested to put in place arrangements for a presentation to be made on 'Grassing Cutting in the Borough' to the October meeting of the Committee.

**16. ITEMS AT THE REQUEST OF A MEMBER/COUNCILLOR CALL FOR ACTION**

Members discussed the processes for placing items for discussion on the agenda for consideration by the Committee.

As agreed previously, the first choice of topic would be 'Grass Cutting in the Borough' with a presentation to the October meeting of the Committee.

RESOLVED: A. That the process for submitting items at the request of a Member be noted.

**17. ITEMS FROM THE MEMBERS UPDATE**

There were no items under this heading.

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Chairman



**(SPECIAL) CORPORATE AND ENVIRONMENTAL HELD: 12 JULY 2012  
OVERVIEW AND SCRUTINY COMMITTEE**

Start: 7.30pm

Finish: 9.35pm

**PRESENT:**

Councillors: Bailey (Chairman) Houlgrave (Vice Chairman)

Councillors:	Mrs Atherley	G Hodson
	Mrs Baybutt	L Hodson
	Coyle	Kay
	Cropper	Mrs Kean
	Dereli	McKay
	Mrs C Evans	Nolan
	Greenall	Oliver
	Griffiths	Wright

In attendance:

Councillors: Ashcroft  
Furey  
Grant (Leader of the Council)  
Hennessy  
J  
Hodson  
Pendleton  
Pye  
Pryce-Roberts  
West  
Westley (Portfolio Holder – Resources and Transformation)

Officers: Managing Director (Transformation) (Mrs K Webber)  
Transformation Manager (Mr S Walsh)  
Assistant Solicitor (Mrs T Sparrow)  
Principal Overview and Scrutiny Officer (Mrs C A Jackson)

In attendance:

Officer Performance and Policy Officer (Mrs A Grimes)

Also in attendance: Chief Executive, One Connect Limited (Mr D McElhinney)  
Assistant Chief Executive, LCC (Mr E Sutton)  
Director of Revenues & Benefits, One Connect Limited (Mr M Jungnitz)  
Director of ICT, One Connect Limited (Mr M Orford)  
Director of Performance & Business Development, One Connect Limited (Ms C Kavangh)

**18. APOLOGIES**

Apologies for non-attendance were submitted by Councillors Fillis, Fowler, Gibson, Mrs Hopley and Owens.

**(SPECIAL) CORPORATE AND ENVIRONMENTAL HELD: 12 JULY 2012  
OVERVIEW AND SCRUTINY COMMITTEE**

**19. MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, Members noted the termination of membership of Councillors Mrs Blake and Mrs Stephenson and the appointment of Councillors Cropper and Kay respectively, thereby giving effect to the wishes of the Political Group.

**20. URGENT BUSINESS**

There were no items of urgent business.

**21. DECLARATIONS OF INTEREST**

In relation to Agenda Item 6 (One Connect Limited Annual Review 2011-12 the following interests were declared:

1. Councillor Furey declared a non-pecuniary interest in relation to LCC as his wife works for a school in Skelmersdale.
2. Councillor Coyle declared a non-pecuniary interest as a former employee of BT.

**22. DECLARATIONS OF PARTY WHIP**

There was no declaration of a Party Whip.

**23. ONE CONNECT LIMITED ANNUAL REVIEW 2011-12**

Consideration was given to the report of the Transformation Manager as contained on pages 77 to 93 detailing the first Annual Review delivered by One Connect Limited on the ICT and Revenues and Benefits Services.

The Managing Director (Transformation) attended the meeting and at the invitation of the Chairman introduced the item and the representatives in attendance from One Connect Limited and Lancashire County Council (LCC) and provided the background to the Council's shared service arrangements with those bodies.

Consideration was then given to the presentation by Eddie Sutton, Assistant Chief Executive, Lancashire County Council (LCC) and David McElhinney, Chief Executive BT One Connect, with contributions from Martin Jungnitz (Director of Revenues and Benefits), Mark Orford (Director of ICT) and Colette Kavanagh (Director of Performance and Business Development).

## **(SPECIAL) CORPORATE AND ENVIRONMENTAL HELD: 12 JULY 2012 OVERVIEW AND SCRUTINY COMMITTEE**

The presentation outlined the background to the 10 year contract, which commenced in October 2011, to deliver shared Revenues, Benefits and ICT on behalf of the Borough Council and provided details of the six months of operation of the Shared Services Agreement for the period 1 October 2011 to March 2012. The review focused on the achievements, performance and growth, particularly how the services were delivered and the involvement of both seconded staff and customers into those processes. It was supported by the WLBC OCL Annual Review 2011/2012 report as contained on pages 79 to 93 of the Book of Reports and outlined the framework to the partnership agreement which runs until 31 March 2021, with an option to extend for a further 5 years.

The presentation included references to the:

Revenue and Benefit Service highlighting the changes brought about by the introduction of the Capita Benefits software system to extend the delivery of a range of Department of Works and Pensions (DWP) benefit transactions and made reference to the next phase of the project including updating of document management particularly for Council Tax and Housing Benefits.

ICT Service highlighting the detailed health check around the ICT processes and infrastructure that had been undertaken that had resulted in the implementation of a centralised customer service desk facility, investment in people and equipment and an increase in performance in certain areas.

Comments and questions were raised in respect of the following:

- Investment associated with the joint partnership.
- The secondment model and transfer of WLBC staff to One Connect Limited.
- Similarities of the model to that of Liverpool Direct (BT and Liverpool City Council).
- Composition of the Board and frequency of meetings.
- Contracts including CISCO systems relationship and local support.
- Changes anticipated at the end of the 10 year contract and the opportunity to extend.
- Terms and conditions of the seconded staff.
- Priority targets and achievements in the period October 2011 to March 2012.
- Risks associated with the joint venture and the liabilities of each partner.
- The structure of the contract between One Connect Limited, LCC and WLBC and the impact of the % split in liability of each partner.
- Shared Service Arrangements and the arrangements to review.
- The opportunities to review targets, particularly as new systems are introduced and the impact of same.
- Protection of data on the obsolete ICT equipment and at the conclusion of agreement.
- Impact associated with the transfer of WLBC staff to One Connect Limited and the savings indicated as a result.
- Impact of automated services on direct services.
- Benefits from the investment associated with the refurbishment and transfer of services to Lancashire Place.

**(SPECIAL) CORPORATE AND ENVIRONMENTAL HELD: 12 JULY 2012  
OVERVIEW AND SCRUTINY COMMITTEE**

- Delays associated with the relocation of staff to Lancashire Place.
- Fragmented approach in relation to relevant/experienced staff dealing with benefits/revenues queries.
- Funding initiatives associated with BT in relation to activities within communities.

The Assistant Chief Executive, LCC and Chief Executive of One Connect Limited responded to questions and proffered an invitation to all Members to undertake a site visit to Lancashire Place to see the refurbished accommodation.

The Managing Director (Transformation) also responded to questions and in relation to a request by a Member in relation to the Shared Service Agreement undertook to seek further clarification.

A discussion ensued on the telephony service, IT support for Members, including after office hours service and Wi-fi capability at the Council offices and at the request of a Member a proposal was put forward and seconded in the following terms:

“This Committee notes the contents of the One Connect Annual Review for 2011-12. However, we consider that the provisions of ICT services to elected members of West Lancashire Borough Council needs to be urgently reviewed so those members who want to can:

- 1) Access the Internet at 52 Derby Street using their own mobile and/or tablet computers and
- 2) Access their Council e-mail account online from any PC.

Such changes would bring the provision of ICT services into line with what is common practice elsewhere and recognise the fact that increasing numbers of people are using mobile and/or tablet computers for business purposes.”

The Leader was in attendance and at the invitation of the Chairman addressed the meeting thanking Members and the representatives from LCC and One Connect Limited for their contribution to the item. He referred to the work that the Board had undertaken to date and the targets that would be looked at the end of 12 months of operation of the partnership.

In the concluding discussion the impact and direct benefits to West Lancashire residents as a result of the change of operations, particularly in relation to Benefits and contact with the Council and the smarter use of the data gathered was raised and in relation to performance indicators it was suggested that a greater level of detail would assist review.

**(SPECIAL) CORPORATE AND ENVIRONMENTAL HELD: 12 JULY 2012  
OVERVIEW AND SCRUTINY COMMITTEE**

On behalf of the Committee the Chairman thanked the Partnership representatives and Members for their attendance and contributions to the discussion.

RESOLVED: A. That the One Connect Limited Review 2011-12, attached at Appendix A, and accompanying presentations be noted.

B. That Cabinet consider the following recommendations:

That the provisions of ICT services to elected Members of West Lancashire Borough Council be urgently reviewed to allow members to:

- (i) access the internet at 52 Derby Street using their own mobile and/or tablet computers;
- (ii) access their Council email account online from any PC.

Such changes would bring the provision of ICT services into line with what is common practice elsewhere and recognise the fact that increasing numbers of people are using mobile and/or tablet computers for business purposes.

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Chairman





**AGENDA ITEM: 8**

**CORPORATE AND  
ENVIRONMENTAL OVERVIEW &  
SCRUTINY COMMITTEE:  
25 October 2012**

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**Report of: Assistant Director Community Services**

**Relevant Managing Director: Managing Director (People and Places)**

**Contact for further information: Mr J Nelson (Extn. 5157)  
(E-mail: [John.Nelson@westlancs.gov.uk](mailto:John.Nelson@westlancs.gov.uk))**

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**SUBJECT: 'OLYMPICS 2012 – SECURING A LASTING LEGACY IN WEST LANCASHIRE'**

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Wards affected: Borough wide

**1.0 PURPOSE OF THE REPORT**

1.1 To update members and provide a response to the recommendations arising from a report of the Corporate Overview and Scrutiny Committee in 2009, 'Olympics 2012 - Securing a lasting legacy in West Lancashire'.

**2.0 RECOMMENDATIONS**

2.1 That members note the response to the recommendations arising out of the report.

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**3.0 BACKGROUND**

3.1 The Councils External Overview and Scrutiny Committee agreed in 2008 to a topic for review based around the opportunities for the Olympics. The report title was agreed as 'Olympics 2012- Securing a lasting legacy for West Lancashire.'

**4.0 REVIEW AND REPORT**

- 4.1 The review was undertaken over a period of two years and moved from the External Overview and Scrutiny Committee to the Corporate Overview and Scrutiny Committee in 2009 when changes to the committee structure came into effect.
- 4.2 Details of the committee meetings presentations and attendance at the meetings by officers and external agencies can be found in the report; a copy of the final report is attached at Appendix 1.

## **5.0 RECOMMENDATIONS.**

- 5.1 The report made five recommendations:

The Corporate Overview and Scrutiny Committee make the following recommendations:

- (1) That Edge Hill University be supported in their commitment towards providing a Training Camp for the Olympics 2012 Games and the opportunities to be gained for residents of West Lancashire to engage with the sporting community.
- (2) That the Council provide information and activity programmes, within existing resources, towards a Lancashire-wide publication produced by Lancashire County Council which will detail cultural, sporting and business opportunities within the Borough and Lancashire.
- (3) That the Council continues to work with our partners to maximise the benefits of 'The Games' by using branding, where appropriate, to support the Olympics/Paralympic 2012 through existing events and activities.
- (4) That thanks be extended to Members of the External Overview and Scrutiny Committee for the work they undertook on the review.
- (5) That the Corporate Overview and Scrutiny Committee review progress on the recommendations in June 2012.

## **6.0 RESPONSE TO RECOMMENDATIONS.**

- 6.1 Recommendation (1).

West Lancashire Borough Council supported Edge Hill University initially by providing support to the University application to become a training camp. The Borough Council attended the initial visits by IOC members, Coaches and team principals when they visited the University prior to the Olympics and again when the teams arrived. The University have continued their involvement with overseas athletes and have developed strong connections with commonwealth teams who are looking for training facilities for 2014.

- 6.2 Recommendation (2).



The Borough Council provided information and assistance in compiling information across a number of web sites, publications and social media sites. Working with agencies including LCC, Northwest 2012, Lancashire in 2012, Lancashire Sport and Sport England. The Councils Arts Development team worked closely with colleagues across the region as part of the cultural Olympiad with specific work with West Lancashire schools to develop cultural Olympic themed arts projects.

### 6.3 Recommendation (3)

Branding was a very closely controlled activity by the London Organising Committee of Olympic Games (LOCOG). The Borough Council was however able to use approved branding as part of the Torch Relay events in Burscough and Ormskirk. In addition schools were able to engage in the 'Get Set' web site which included school specific branding towards the Olympics and Olympic themed activities. West Lancashire Community Leisure Trust supported a schools activity programme for events leading up to the games and continued with special offers during the Olympic and Paralympics games period.

6.4 Recommendation (4) provides a recorded acknowledgment and thanks to the members of the Executive Overview and Scrutiny Committee.

6.5 Recommendation (5) provided a time line for reporting. The report has been brought to this committee at the first opportunity following the completion of the Olympics and Paralympics games.

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## **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

## **Equality Impact Assessment**

The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

## **Appendices**

1. Report of the Corporate Overview and Scrutiny Committee, 'Olympics 2012 – Securing a lasting legacy in West Lancashire'.



# West Lancashire Borough Council

**Report of the Corporate Overview & Scrutiny Committee  
'Olympics 2012 – Securing a lasting legacy for West  
Lancashire?'**







## **‘OLYMPICS 2012 – Securing a lasting legacy for West Lancashire?’**

### **Report of the Corporate Overview & Scrutiny Committee**

#### **FOREWORD by the Chairman Councillor James Kay**



“The review entitled ‘Olympics 2012 – Securing a lasting legacy for West Lancashire?’ was carried out, on behalf of the Council, by the External Overview and Scrutiny Committee and concluded by the Corporate Overview and Scrutiny Committee. The remit was to determine whether it was possible for West Lancashire to secure a lasting legacy from the Olympics 2012 in economic; sporting; health and social terms.

The project started with a presentation ‘Be Inspired’ by Rob Young, North West Co-ordinator for the 2012 Olympic Games. Rob’s presentation so early in the review and before the Beijing Olympics had taken place, provided a spring board of the direction for the review and although it was anticipated that the review would last for two years it concluded its work at an earlier stage.

A special thank you goes to Tony Charlton, Associate Head of Department, Sports Development and Sports Studies, Edge Hill University who attended meetings and kept review members informed of the developments and legacy in educational terms that were to benefit the University and in the longer term the West Lancashire Community.

I would like to thank Members and Officers and the following for their contribution to the review:

- Professor Tony Charlton, Associate Head of Department, Sports and Development Studies, Edge Hill University
- Rob Young, North West Co-ordinator for the 2012 Olympic Games



# MEMBERSHIP OF THE COMMITTEE

The Review was undertaken by the External and Corporate Overview and Scrutiny Committees between March 2008 and September 2009.

## MEMBERS

### **2007/2008 (External Overview and Scrutiny Committee)**

**Chairman:** Councillor Mrs Skilling                      **Vice-Chairman:** Councillor M Pendleton

Councillors: Ainscough, Aldridge, Mrs Atherley, Mrs Blake, D Duffy, Mrs Evans, Griffiths, Hammond, Jones, Meadows, Mee, J Roberts, Saxon, Mrs Stephenson, Vickers and Mrs Westley

### **2008/2009 (External Overview and Scrutiny Committee)**

**Chairman:** Councillor Aldridge                      **Vice-Chairman:** Councillor Saxon

Councillors: Ainscough, Mrs Atherley, Mrs Blake, Mrs Colling, Cropper, Duffy, Gartside, Meadows, Mee, Ms Melling, M Pendleton, R A Pendleton, Mrs Pollock, Pratt, W G Roberts, Mrs Stephenson and Vickers.

### **2009/2010 (Corporate Overview and Scrutiny Committee)**

**Chairman:** Councillor Kay                      **Vice-Chairman:** Councillor Ms Melling

Councillors: Mrs Atherley, Collinson, Grice, Hennessey, Jones, Lea, Meadows, Mee, M Pendleton, R A Pendleton, Mrs Pollock, Saxon, Mrs Stephenson, Swiffen, Tattersall and West.

## **Invited Representatives from External Organisations**

Rob Young, North West Co-ordinator for the 2012 Olympic Games.  
Tony Charlton, Associate Head of Department, Sports Development and Sports Studies, Edge Hill University

## **Substitute Members**

The following Members acted as substitute Members for one or more of the meetings held when considering the review:

Councillors: Baldock, McKay

## **Non Members of the Committee who attended:**

Councillor Grant (Leader of the Council)

# THE REVIEW AND RECOMMENDATIONS

## TERMS OF REFERENCE

Members of the Committee agreed to conduct the review in order to:

1. Determine whether it would be possible for West Lancashire to secure a lasting legacy from the Olympics 2012 in economic, sporting, health and social terms.
2. Present a report of the Committee's findings to Cabinet and Council, as appropriate.

## Objectives

### The present –

1. To understand the 'Be Inspired – Our Vision, Northwest Legacy Framework for the 2012 Games' – To examine the opportunities to be derived in economic, sporting, health and social terms, for the communities of West Lancashire by engaging in the "passion and spirit of the 2012 Games"<sup>1</sup>
2. To assess what contribution can be made to the 'Cultural Olympiad' by the communities of West Lancashire.
3. To identify what opportunities can be assessed by the communities of West Lancashire in the run-up to the 2012 (Olympics & Paralympic) Games.

<sup>1</sup> Extracted from 'Be Inspired' – Our Vision, Northwest Legacy Framework for the 2012 Games.

### The future –

1. To identify what has been done/can be done and by whom in West Lancashire to secure the 'legacy' in economic, sporting, health and social terms as a spin-off of the 2012 Games.
2. To examine whether lasting benefits for the communities of West Lancashire can be secured as a result of the 2012 Games.



## RECOMMENDATIONS

The Corporate Overview and Scrutiny Committee make the following recommendations:

- (1) That Edge Hill University be supported in their commitment towards providing a Training Camp for the Olympics 2012 Games and the opportunities to be gained for residents of West Lancashire to engage with the sporting community.
- (2) That the Council provide information and activity programmes, within existing resources, towards a Lancashire-wide publication produced by Lancashire County Council which will detail cultural, sporting and business opportunities within the Borough and Lancashire.
- (3) That the Council continues to work with our partners to maximise the benefits of 'The Games' by using branding, where appropriate, to support the Olympics/Paralympic 2012 through existing events and activities.
- (4) That thanks be extended to Members of the External Overview and Scrutiny Committee for the work they undertook on the review.
- (5) That the Corporate Overview and Scrutiny Committee review progress on the recommendations in June 2012.

# **METHODS OF ENQUIRY**

## **MEETINGS**

Meetings were held on the following dates:

- A. 11 March 2008
- B. 1 July 2008
- C. 11 November 2008
- D. 10 March 2009
- E. 24 June 2009
- H. 23 September 2009

## **SITE VISIT**

Launch of 'We Play' – Manchester Velodrome: 24 March 2009

# **INFORMATION GATHERED**

## **Meeting held on 11 March 2008**

Members received a presentation from Mr Rob Young, North West Co-ordinator for the 2012 Olympic Games in support of their consideration into conducting a review on the topic 'Olympics 2012 – 'Securing a lasting legacy in West Lancashire?' The presentation 'Be Inspired' was supported by a series of slides<sup>(1)</sup>.

In his presentation, Mr Young explained that the North West has a proud sporting heritage which would be drawn upon to contribute to the 2012 Olympic and Paralympic Games and the hope that the strength, determination and competitive spirit of the local communities would be utilised to derive the maximum economic, sporting, health and social benefits providing opportunities for people to engage in the games.

He cited possible contributions by local communities which included the provision of training camps; venues in the North West acting as hosts and the skills that could be drawn upon from the voluntary sector of our communities.

Members heard about the role of the North West Steering Group for the 2012 Games that had been set up to guide the delivery of the legacy framework and of the Group's six themes: Sports and Physical activity, Major Events; Cultural Olympiad; Tourism and the Visitor Economy; Skills and Volunteering and Business.

Mr Young informed the Committee that Edge Hill University was listed in the Official London 2012 Pre Games Training Camps Guide and that it was hoped that teams would use the facility offered by Edge Hill. He described how hosting training camps were not just about its sports facilities but of the benefits to the wider community from those visiting athletes etc.

Members heard too of the Companies across the North West which had direct 2012 contracts and of the North West Business Network which was launched in January 2008 providing through information and guidance, events and electronic brokerage services, assistance to North West Companies to be more competitive when challenging for Olympic and broader Public Sector Contracts.

Members further heard of the North West Cultural Olympiad being launched in September 2008 and the London 2012 Education Programme in Autumn 2008.

Mr Young provide information in relation to the handover of the Olympics on 24 August 2008 and Paralympics on 17 September 2008.

In conclusion Members heard that what had been outlined was the beginning of an evolving process that the goals could not be achieved alone, that partnership was the key. The Games could help organisations to deliver against their existing strategic priorities and enable partners to create a lasting legacy for the region but that planning would need to start.

## **Meeting held on 1 July 2008**

### **Training Camp Development – Edge Hill University**

Tony Charlton, Associate Head of Department: Sports Development & Sports Studies, Edge Hill University updated Members on progress with regards to the training camp development at Edge Hill University and other initiatives, as part of the University's support for the 2012 Games.

Mr Charlton reported that Edge Hill University had been selected as an accredited training centre for the 2012 Olympics and Paralympics. The University being one of only 73 in the North West region in the Olympic guide and one of only 23 within the region accredited Paralympic venues. Details of the accredited facilities would be distributed to all nations competing at the 2008 Beijing Games in the hope that they will choose Edge Hill as their training camp. It was stated that Edge Hill had been accredited for training for Athletics, Archery and Football. However, it was hoped competitors from other sports, for example, fencing would also be attracted.

Mr Charlton then went on to describe some of the initiatives being proposed to raise the profile of the 2012 Games both internally within the Edge Hill campus community and externally with local business/suppliers, the voluntary sector, local sports clubs and civic representatives. One visual initiative, to raise the profile of the event, was to feature a "count-down" clock on campus, counting down from the date of the handover from Beijing to London in September 2008. It was explained that an Impact Study for the University was currently being undertaken and a Business Plan being prepared in preparation for a series of meetings with local businesses later in the year.

He stressed the importance of engaging with the local community and gaining their acceptance that the 2012 Games were not just an event in London, citing the participation at a local level of archery and road cycling clubs in the area, which already had Olympic links through some of their members.

Mr Charlton further reported that a contingent from Fiji had already visited the University to assess their sporting and ancillary facilities. Of note from that enquiry was the proposal not only to spend a four week period in 2012 at the University using the sporting and associated facilities, but the long term proposal to develop education and cultural links over the next four years.

He concluded by stating it was an exciting time for the University as well as the larger community. However, the normal educational programmes of the University would need to continue during this period and therefore establishing links and engaging with the wider community was vital.

Comments and questions were raised in respect of the following:

- Sufficient and suitable accommodation at Edge Hill to meet the demands and the needs of visiting athletes, especially paralympic competitors and their support personnel.
- The development of community participation across the District through the links with sports clubs, schools, the voluntary sector and faith groups.
- The commercial opportunities for local businesses and suppliers.
- Engagement/involvement of young people outside the Edge Hill community.
- The assistance of the NWDA.

It was suggested that a summary version of the proposed Business Plan being developed by the University would be useful for Members to assist their understanding of the issues.

The Leisure and Cultural Services Manager explained that the North West Development Agency (NWDA) were fully behind Edge Hill University in their success as being listed as an accredited training camp for 2012 Games.

The Chairman, on behalf of the Committee, thanked Mr Charlton for his attendance and update on the training camp developments at Edge Hill University and invited him to attend the next meeting of the Committee in the Autumn Term.

## **Meeting held on 11 November 2008**

### **Training Camp Development – Edge Hill University**

Members received a further update on progress with regard to the training camp development at Edge Hill University and other initiatives, as part of the University's support for the 2012 Games.

Mr Charlton gave an update in respect of the University's selection as an accredited training centre for the 2012 Olympics and Paralympics. Details of the accredited facilities had been distributed to nations competing at the Summer Games in Beijing and following a very active period it was reported that, led by the North West Development Agency (NWDA) details would be emerging that the Oceania region would be using the North West as its training base in the four year period leading up to the London 2012 Olympic Games and Paralympic Games.

He further reported that the University had had a whistle stop visit from the Development Manager representing the Pacific Islands of Oceania in September who was very impressed by the University's facilities and ambiance and whose interest in what Edge Hill and the community had to offer was not just restricted to the four year period to 2012 but beyond to the 2014 Commonwealth Games in Glasgow.

Mr Charlton stated that the next step would be to develop an Action Plan to set out the aims for the next four year's including receiving full-time student athletes on Sport Studies degree programmes and extended visits for individuals and groups, including coaches. It was hoped that links would be formed with local clubs to assist the integration of the athletes through training and competitions. The University already had some links with local sports clubs, for example, archery, wrestling and football, but it was hoped that this would be broadened.

Members also heard about an additional initiative with the link with Oceania, through the exchange of expertise where coaches for example would have the opportunity to visit that region with a view to assisting them with training etc. to improve their medal hopes. It was recognised that crucial to the process was a sustainable infrastructure to assist the development of athletes across various sports.

Comments and questions were raised in respect of the following:

- The identification of large companies in the District who could seek to benefit from the business opportunities presented by the Games.
- The numbers of athletes/sporting personnel expected to be accommodated in the District.
- The benefits of the set-up in respect of sporting facilities, accommodation etc. within the campus grounds.

The Executive Manager Regeneration and Estates reported that businesses were being encouraged to sign-up, through the 'Be Inspired' web-site, by the NWDA as only a registered business would be able to bid for 2012 contracts. It was proposed that a web-page tool to encourage interaction between businesses with a link to the NWDA web-site, could be useful.

Further comments and questions related to:

- The involvement of the local community, including the school sectors
- Production of Service Level Agreements with clubs and schools to ensure a responsible approach
- Encouraging the local community to welcome the visitors to ensure an enjoyable experience
- The knock-on benefits of the Games for the area.

Mr Charlton further reported that a press release from the North West Regional Development Agency Steering Group on the latest developments and initiatives for the region would be released on 14 November 2008.

On behalf of the Committee the Chairman extended thanks to Mr Charlton for the update and congratulations in relation to securing the links with the Oceania contingent to train and study at Edge Hill University.

## **Community Participation**

Members considered the report of the Head of Leisure and Cultural Services<sup>(2)</sup> which updated Members on leisure and cultural developments in the District in relation to the 2012 Olympic Legacy.

Members noted that to coincide with the official handover of the Games to London on 24 August 2008 following the Beijing Olympics, flag raising ceremonies were held across the Country. West Lancashire celebrated the occasion and a flag, provided by Sport England, was raised by the Chairman of the Council, Councillor Ainscough, in Coronation Park. Further a similar celebration was held on 17 September 2008, when the Beijing Paralympics concluded and London became the host nation for those Games too. West Lancashire marked this event with team events and activities at two schools, West Lancashire Community High School and Kingsbury School, Skelmersdale. Councillor Aldridge, Chairman of this Committee attended those celebrations.

Mr Nelson reported that the North West Steering Group for the 2012 Games had produced a further document 'Be Proud'<sup>(3)</sup> outlining the achievements of the North West athletes who were successful in Beijing providing inspiration, it was hoped, as the region moves forward to the 2012 Games.

Reference was also made to:

- The action plans and their regional significance
- Measuring the benefits of the legacy of the Games in terms of participation and health benefits
- Increasing the level of participation in school sports

It was agreed that an invitation should be extended to Rob Young, NW Co-ordinator for the 2012 Olympic Games to attend a future meeting of the Committee to provide an update on developments in the region, particularly as they relate to West Lancashire.

## **Meeting held on 10 March 2009**

### **Training Camp Development – Edge Hill University**

Tony Charlton, Associate Head of Department: Sports Development and Sport Studies, Edge Hill University attended to update the Committee on further progress with regard to the training camp development at Edge Hill and other initiatives, as part of the University's support for the 2012 Games.

Dr Charlton reported that the links with Oceania continued and interest in the facilities on offer at the University and in the region remained at a high level.

He then went on to explain some of the initiatives coming forward at Edge Hill as a result of the Olympics 2012 initiative. These included a proposal to introduce six new programmes of study from September 2009 to meet the demand and interest as a consequence of Olympics 2012. If successfully revalidated, the courses would provide an on-going legacy for the University. Courses proposed included new programmes to train "to be trainers" and "events management". Dr. Charlton also made reference to the

University's aim to strengthen the bonds with the community through sport and sporting events on campus and links through the Parish Councils.

It was explained that key to the University's proposals was sustainability and community delivery through sport development by offering assistance to a range of age groups and the community at large. Through the Schools Sports Partnership and the University's validation processes it was hoped that Edge Hill would be in a position to respond quickly to initiatives coming forward as part of the legacy of the 2012 Games.

Comments and questions were raised in respect of the following:

- Expansion of the "sporting links" with the community.
- Age range of the target group for sport provision and events.
- Publicity of the sporting facilities, events and initiatives at Edge Hill.
- Skills for future employability of students.
- Extending links through local organisations and events (reference made to the recently held SPAR Lancashire Youth Games 2009 Gymnastics County Final).
- Links with the Sports Colleges and the three Centres of Sporting Excellence within the District.
- Assistance for sporting activities in the rural areas and involvement through the Parish Councils.
- Resource and financial implications, including availability of financial assistance locally.

The Head of Leisure and Cultural Services made reference to the funding that would be available from the 1 April 2009 for a variety of projects, which it was hoped could benefit rural areas and be distributed through the Parish Councils. He referred to the appointment of a Club Development Officer, whose remit would include working on "inspirations" looking forward to the 2012 Games and improving the links with local sporting Clubs.

Similarly, Dr Charlton referred to the Higher Education Funding Council (HEFC) who had put money aside as part of higher education's input into the 2012 Games and how this could be linked to the initiatives with schools in the District.

### **Community Participation**

Members received an update from the Head of Leisure and Cultural Services on 'Get Set', the official London 2012 education programme for schools, colleges and other education providers in the UK supported by information.<sup>(4)</sup> They heard how the 'Get Set' initiative was driven by an interactive web-site ([www.london2012.com/getset](http://www.london2012.com/getset)) that provided an opportunity for children and young people to learn about the Olympic and Paralympic Values and the London 2012 games. There was an opportunity for schools, colleges and others interested partners to join the wider network through LOCOG (*London Organising Committee for the Olympic and Paralympic Games*) and for the provision of local internet links.

Members further heard of the launch of 'WE PLAY'<sup>(5)</sup> on the 24 March 2009 where an announcement was to be made of the start of a significant new regional partnership and innovative cultural programme for the north west and the securing of £3.02 million, for the region, from the Legacy Trust UK and that the Chairman and Cllr Mrs Blake would attend the event.

## **Site Visit – 24 March 2009**

Councillors Aldridge and Mrs Blake attended the launch of 'WE PLAY' at the Manchester Velodrome which announced the start of a new regional partnership and innovative cultural programme for the North West as part of the north-west cultural legacy for the London 2012 Olympics and Paralympic Games.

The session opened with an introduction by Debbi Lander, Northwest Creative Programme for London 2012 who explained that the aims of WE PLAY was to make a difference by generating a positive legacy through linking culture and sports. It was explained WE PLAY is a Legacy Trust UK funded project led by the Arts Councils England for the Northwest on behalf of new regional partnerships pulling together partners from culture, education and sport.

Members then viewed the WE PLAY DVD showing the aspirations of the project. The DVD presentation highlighted how people from all walks of life could get involved and included samples of activities and events, encouraging a "joined-up" approach to the benefits of "Play".

Presentations were made by Legacy Trust UK and the Arts Council, North-West.

In the ensuing question and answer session comments were raised in respect of the following:

- Opportunities for disability arts in the region. (Reference made to "Unlimited" – commissioned arts for disabled artists; link with DADA via AND and collaborative ventures, including "What's Normal"; "Without Walls" (Street Arts Festival)
- Involvement of/access by local communities. (Reference made to 'New Cultural Journeys', encouragement of young people to get involved; drawing on the themes of the Games; identifying cultural projects and applying to join the programmes.)
- Representation of young people to lead events up to 2012.
- Use/availability of DVD's to assist publicity and provide inspiration to others. (Reference made to access of this resource via web-site)
- Sustainability through improved practices etc.
- Improving accessibility for a range of visitors to the Lakes sites
- Phased Programme of finding "space" in connection with the 'Somewhere Too' initiative.
- WE PLAY section of the Be Inspired – 2012 Games Northwest Legacy Framework website ([www.nwbeinspired.com](http://www.nwbeinspired.com))

The event concluded with a mock cycling race.



## **Meeting held on 24 June 2009**

That the Corporate Overview and Scrutiny Committee conclude the work on the review entitled 'Olympics 2012 – Securing a lasting legacy for West Lancashire' by agreeing the draft final report and recommendations at its meeting on 23 September 2009 for submission to Cabinet and Council, as appropriate.

## **Meeting held on 23 September 2009**

The Committee considered the draft of the final report and recommendations of its review 'Olympics 2012 – Securing a lasting legacy for West Lancashire?' and agreed the recommendations to Council.

## **Project Plan**

The Project Plan was reviewed at each meeting of the Committee and is attached as Appendix 1.

## Other Information

Referenced material information which has assisted the work of the review and the compilation of this report :

- (1) 'Be Inspired' – Northwest Legacy Framework for the 2012 Games (Rob Young, Northwest Co-ordinator for the 2012 Games)
- (2) Community Participation – Report of the Head of Leisure and Cultural Services
- (3) 'Be Proud' – The Beijing Effect
- (4) Introducing 'Get Set' – London 2012 education programme for schools, colleges and other education providers in the UK.
- (5) 'We Play' Launch

Other material information which has assisted the work of the review and the compilation of this report :

Minutes of the Meetings of the External Overview and Scrutiny Committee held on 11 March 2008, 1 July 2008, 11 November 2008 and 10 March 2009 and the Corporate Overview and Scrutiny Committee held on 24 June 2009 and 23 September 2009.

Notes of the launch of 'WE PLAY' – Manchester Velodrome, 24 March 2009.

Note: The above information is not attached to the report but is available, on request from Member Services.

### Documents:

'Be Inspired' - Our Vision, North-west Legacy Framework for 2012 Games

'Be Proud' – The Beijing Effect

'Get Set' – The Official London 2012 Education Programme for Schools, Colleges and Other Education Providers in the UK.

'We Play' – Regional Partnership and innovative cultural programme for the north-west

'Be Inspired' 2012 Newsletters (October 2008; December 2008; April 2009 and August 2009)

North West Culture Programme for 2012

Note: The documents listed are available for downloading from [www.nwbeinspired.com](http://www.nwbeinspired.com). Further information on the 2012 Olympic Games is also available at [www.london2012.com](http://www.london2012.com).

## OFFICER SUPPORT

Lead Officers:	External Overview and Scrutiny Committee: Jayne Traverse, Executive Manager Planning, Regeneration and Estates
	Corporate Overview and Scrutiny Committee: Kim Webber, Assistant Chief Executive
Officers Reporting:	Dave Tillerary, Executive Manager Community Services John Nelson, Head of Leisure and Cultural Services
Scrutiny Support Officer:	Cathryn Jackson, Senior Member Services Officer

## **SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

The aspirations for the Olympic 2012 legacy to provide wider access and participation in recreation and leisure facilities for the future both within the Borough and North West region are encompassed within the general aims of the Community Strategy.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

There are no direct resource implications associated with the compilation of the Committee's final report. However, there may be additional costs and financial burdens on the Authority subject to the nature of the Olympic legacy. Any budgetary requirements would be reported to the appropriate Committee as required.

## **RISK ASSESSMENT**

The recommendations could provide opportunities for leisure and culture in the Borough.

### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse on equality in relation to the equality target groups.

### **Appendices**

- (1) Project Plan



## ENVIRONMENTAL OVERVIEW & SCRUTINY COMMITTEE – PROJECT PLAN

Title: 'Cycling in West Lancashire'

### MEMBERSHIP:

#### Environmental Overview and Scrutiny Committee 2011/12:

Chairman: Councillor Mrs Blake Vice-Chairman: Councillor Pratt

Councillors: Ainscough, Aldridge, Mrs Atherley, Ms Baybutt, Cheetham, Gartside, Hennessy, Hodson, Mee, Ms Melling, McKay, M Pendleton, Mrs Pollock, Pye, Savage and Mrs Stephenson.

#### Corporate and Environmental Overview and Scrutiny Committee 2012/13:

Chairman: Councillor Bailey Vice-Chairman: Councillor Houlgrave

Councillors: Mrs Atherley, Mrs Baybutt, Mrs Blake, Coyle, Delaney, Dereli, Mrs C Evans, Greenall, Griffiths, G Hodson, L Hodson, Mrs Kean, McKay, Ms Melling, Nolan, Oliver, Mrs Stephenson and Wright.

### TERMS OF REFERENCE

1. To undertake a review entitled 'Cycling in West Lancashire'.
2. To examine the priorities for linking key educational, employment and tourist attractions in West Lancashire.
3. To present a report of the Committee's findings to Cabinet and Council, as appropriate.

### OBJECTIVES

#### The present –

- To understand what studies have been undertaken to date regarding cycling in the Borough.
- To understand current policies in relation to cycling in West Lancashire.
- To understand on-going and proposed initiatives in relation to cycling.

#### The future –

- To improve elected Members knowledge of transport studies/initiatives
- To identify possible future ways of working in partnership with neighbouring authorities and respective cycling organisations.
- To identify ways of promoting cycling across the Borough to improve health and well-being and help reduce the Borough's carbon footprint.
- To utilise West Lancashire's unique topography and location to promote West Lancashire as a cycling destination, helping to promote the Borough's visitor economy.
- To encourage cycling initiatives to help promote cycling to places of work/education helping to reduce congestion across the Borough.

**Comparison:**

An understanding of cycling initiatives within the County that could be relevant to West Lancashire and the benefits that have resulted.

**Resources:**

The Council's Borough Planner will provide technical support and guidance.  
Officers across the Authority to be consulted as appropriate.  
External contributions as identified during the course of the review.  
Any funding requirements will be included in the recommendations of the Committee.

**INFORMATION**

The Sefton/West Lancashire Visitor Economy Project – The Local Sustainable Transport Fund (LSTF)

<http://www.sefton.gov.uk/default.aspx?page=11079>

Cycling in West Lancashire (West Lancashire Borough Council)

Cycling Lancashire

[http://www.westlancsdc.gov.uk/living\\_in\\_west\\_lancs/roads\\_travel\\_and\\_transport/cycling.aspx](http://www.westlancsdc.gov.uk/living_in_west_lancs/roads_travel_and_transport/cycling.aspx)

Sustrans

<http://www.sustrans.org.uk>

CTC – The UK national cyclists' organisation

<http://www.ctc.org.uk/>

**Witnesses:**

<b>Who?</b>	<b>Why?</b>	<b>How?</b>
Mr Alasdair Simpson, LCC Environment Directorate	To provide up-to-date information on cycling initiatives within the County, particularly those which are/could be of benefit to West Lancashire.	Attendance at a meeting
Mr Rob Hancock, Sustainable Travel Team, LCC	To give an overview of the different Travel Plan Types and their objectives	Attendance at a meeting.
Representative from Edge Hill (Ms Julia Dickinson, Environmental Safety Officer)	To share knowledge on cycle travel initiatives being undertaken/encouraged by the University.	Attendance at a meeting or in written form.
Project Manager/Director (Ms Maureen Fizzall) – Execelcic, West Lancashire Community Recycling Service (WLCRS)	To provide an insight into the work of WLCRS in relation to the recycling of cycles.	Attendance at a meeting.
Neighbouring Local Authorities	To share knowledge on cycling programmes/initiatives operating in their areas.	Update on behalf of Borough Planner at meetings.
Portfolio Holders for Planning & Technical Services, Health & Leisure, Community Safety and Regeneration	The Portfolio Holders whose remit includes that of planning, transportation, environmental strategy, health and leisure, community safety and regeneration.	Attendance as required.

<b>Site Visits</b>	
<b>Where?</b>	<b>Why?</b>
WLCRS	To observe the operation of and hear about the work of the service in relation to the recycling of cycles.
<b>ESTABLISH WAYS OF WORKING</b>	
<b><u>Officer Support</u></b>	
<p><b>Lead Officer (Environmental Overview &amp; Scrutiny Committee 2011/12)</b> - Jayne Traverse, Borough Economic Regeneration and Strategic Property Officer</p> <p><b>Lead Officer (Corporate and Environmental Overview &amp; Scrutiny Committee 2012/13)</b> – Dave Tilleray, Assistant Director Community Services</p> <p><b>Scrutiny Support Officer</b> – Cathryn Jackson, Principal Overview and Scrutiny Officer</p>	
<b>Officers reporting as and when required –</b>	
<p>Ian Gill (Deputy Borough Planner)</p> <p>Dominic Carr (Planning Officer)</p>	
<b>Reporting Arrangements</b>	
<p>The Borough Planner, or Officers on his behalf, will contribute to the technical aspects of the review.</p> <p>The Assistant Director Community Services, or Officers on his behalf, will contribute as required.</p> <p>The Assistant Director Housing &amp; Regeneration, or Officers on his behalf, will contribute as required.</p> <p>The Lead Officer (Borough Economic Regeneration and Strategic Property Officer) / Scrutiny Support Officer (Principal Overview and Scrutiny Officer) will co-ordinate the generic elements of the review.</p> <p>The Corporate &amp; Environmental Overview and Scrutiny Committee to submit its report to Cabinet (March 2013 and Council (April 2013), as appropriate.</p>	
<b>TIME SCALES</b>	
<b>Meeting 1 – 7 July 2011</b>	
The review topic is agreed.	
<b>Site Visit – 28 October 2011</b> – Execelcic West Lancashire Community Recycling Service (WLCRS) – To observe/hear about the recycling of cycles service.	
<b>Meeting 2 – 3 November 2011</b>	
To agree the Project Plan.	
To receive a presentation from Alasdair Simpson and Rob Hancock (Sustainable Travel Team, LCC) on the work being undertaken in the Borough in relation to cycling initiatives and provide information on “Travel Plans”.	
To receive a presentation on behalf of the Borough Planner on the Local Transport Plan, current schemes and the Local Sustainable Transport Fund (LSTF).	
To receive a presentation from the Project Manager/Director of Execelcic West Lancashire Community Recycling Service as a follow-up to the visit undertaken in October.	
To identify the next steps in the project.	

**Meeting 3 – 23 February 2012**

To receive a presentation from a Julia Dickinson of Edge Hill University in relation to alternative transport initiatives, particularly related to cycling, currently being undertaken at the University.

To receive a written report or presentation from Martin Trengove of West Lancashire Community Voluntary Service (CVS) to hear about current or future projects, if any, that may or could have links to the review topic.

To receive a general update on behalf of the Borough Planner on initiatives linked to the review topic.

To review the Project Plan.

**Corporate and Environmental Overview & Scrutiny Committee:**

**Meeting 4 - 5 July 2012**

To receive an update on behalf of the Borough Planner on the LSTF and other contributions as identified.

To agree future progress.

To review the Project Plan.

**Meeting 5 – 25 October 2012**

To receive a general update.

**Meeting 6 – 13 December 2012**

Conclusion of the review.

To receive the draft final report and agree the final recommendations for submission to Cabinet and Council, if applicable.

To confirm the review date.

**INFORMATION GATHERED**

TO BE ADDED

**CONCLUSION:**

To be inserted at the end of the review.

**RECOMMENDATIONS:**

To be inserted following the conclusion of the work of the Committee.

**REVIEW DATE:** t.b.a.





**AGENDA ITEM: 11**

**CABINET: 11 September 2012**

**CORPORATE & ENVIRONMENTAL  
OVERVIEW &  
SCRUTINY COMMITTEE:  
25 October 2012**

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**Report of: Transformation Manager**

**Relevant Managing Director: Managing Director (Transformation)**

**Relevant Portfolio Holder: Councillor D Westley**

**Contact for further information: Ms A Grimes (Extn. 5409)  
(E-mail: [alison.grimes@westlancs.gov.uk](mailto:alison.grimes@westlancs.gov.uk))**

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**SUBJECT: QUARTERLY PERFORMANCE INDICATORS (Q1 2012/13)**

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Wards affected: Borough wide

**1.0 PURPOSE OF THE REPORT**

1.1 To present performance monitoring data for the quarter ended 30 June 2012.

**2.0 RECOMMENDATIONS TO CABINET**

2.1 That the Council's performance against the indicator set for the quarter ended 30 June 2012 be noted.

2.2 That the call-in procedure is not appropriate for this item as the report is being submitted to the next meeting of the Corporate and Environmental Overview & Scrutiny Committee on 25 October 2012.

**3.0 RECOMMENDATIONS TO CORPORATE AND ENVIRONMENTAL OVERVIEW  
& SCRUTINY COMMITTEE**

3.1 That the Council's performance against the indicator set for the quarter ended 30 June 2012 be noted.

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## **4.0 CURRENT POSITION**

- 4.1 Members are referred to Appendix A of this report detailing the quarterly performance data for the Corporate and Service Priorities.
- 4.2 Of the 32 performance indicators:
- 11 are on target
  - 2 have data unavailable (*NI191: Residual household waste, NI192: % household waste sent for reuse, recycling and composting*)
  - 4 are not measured during Q1, 1 is data only
  - 14 indicators did not meet target, of which 7 narrowly missed target.

As a general comparison, this is broadly similar to Q1 performance for the 2011/12 suite (9 out of 31 indicators on target).

- 4.3 Improvement plans are already in place for those indicators where performance falls short of the target by 5% or more for this quarter if such plans are able to influence outturn.
- 4.4 These plans are provided in Appendices B1-B5. Where performance is below target for consecutive quarters, plans are revised only as required, as it is reasonable that some remedial actions will take time to make an impact. This is indicated in the table.
- 4.5 For those PIs that have flagged up as 'amber', an assessment has been made at head of service level based on the reasons for the underperformance and balancing the benefits of implementing an improvement plan versus resource implications. This is indicated in the table.

## **5.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

- 5.1 The information set out in this report aims to help the Council improve service performance and is consistent with the Sustainable Community Strategy aim of providing good quality services that are easily accessible to all.

## **6.0 FINANCIAL AND RESOURCE IMPLICATIONS**

- 6.1 There are no direct financial or resource implications arising from this report.

## **7.0 RISK ASSESSMENT**

- 7.1 This item is for information only and makes no recommendations. It therefore does not require a formal risk assessment and no changes have been made to risk registers as a result of this report. Monitoring and managing performance information data helps the authority to ensure it is achieving its corporate priorities and key objectives and reduces the risk of not doing so.

## **8.0 CONCLUSIONS**

- 8.1 The performance indicator data appended to this report details the Council's current performance against the key performance indicators from the full suite of indicators for 2012/13 as agreed by Cabinet in March 2012. Indicators are aligned as appropriate to Corporate and Service Priorities contained in the Business Plan.
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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**










The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

### **Appendices**







1. Quarterly Performance Indicators for Q1April-June 2012/13
2. Current Improvement Plans
- B1: WL111: % Housing repairs completed in timescale
- B2: WL114 % LA properties with CP12 outstanding
- B3: BV12 Working Days Lost Due to Sickness Absence
- B4: WL90 % of Contact Centre calls answered
- B5: WL108 Average waiting time for callers to the contact centre (seconds)





# APPENDIX A: QUARTERLY PERFORMANCE INDICATORS

Icon key					
PI Status			Performance against same quarter previous year		
	OK (within 0.01%) or exceeded	11		Improved	11
	Warning (within 5%)	7		Worse	10
	Alert (by 5% or more)	7		No change	0
	Awaiting data	2	/	Comparison not available	9
	Data only	1		Awaiting data	2
N/A	Data not collected for quarter	4			
Total number of indicators		32			











## Balancing the budget and providing the best possible services within the resources available

PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance
	Value	Value	Value	Value	Value	Value	Value	Value	Value				
OCL-BV9 % of Council Tax collected	30.86%	58.62%	86.74%	98.19%	30.61%	58.35%	86.96%	98.06%	30.59%	30.66%*	Slightly below target due to challenging economic climate. Additional recovery action over the coming weeks and months will seek to address this. Target set via SLA. Issues discussed at monthly quality of service meetings. No improvement plan beyond detail above.		
OCL-BV10 % of Non-domestic Rates Collected	27.65%	58.97%	87.25%	99.05%	32.48%	60.38%	87.87%	95.97%	32.31%	26.37%*	Target set via SLA.		
TS1-BV66a % Rent collected (including arrears brought forward)	98.88%	98.48%	98.62%	98.41%	97.95%	97.84%	98.34%	98.42%	98.02%	98.41%	Arrears recovery disrupted for 9 days in June following IT problems. Additionally, some payment disruption due to problems with Natwest Bank.  Head of Service's amber assessment: improvement plan not required.		

### Focusing upon sustainable regeneration and growth within the Borough

PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance
	Value	Value	Value	Value	Value	Value	Value	Value	Value				
NI 151 Overall Employment rate (working-age)	73.3%	68.7%	71.9%	74.4%	76.1%	79.1%	75.9%	72.0%	69.8%	74.4%	Data released with a 6 month time lag via ONS relates to April 2011-March 2012. Data is collected quarterly and covers the previous 12 months.  A useful indicator to monitor overall employment rate but no improvement plan as data largely beyond control of Council.		

### Caring for our Borough - delivering the small improvements that can make a big difference

PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance
	Value	Value	Value	Value	Value	Value	Value	Value	Value				
WL01 No. bins missed per 100,000 collections	80.38	73.13	48.29	46.61	65.31	147.93	68.38	44.94	49.96	81.64			
WL06 Average time taken to remove fly tips (days)	1.08	1.02	1.03	1.02	1.04	1.05	1.07	1.19	1.18	1.09‡	Response time improved on previous quarter. Service performance will continue to be monitored.  Head of Service's amber assessment: improvement plan not required.		
NI 191 Residual household waste per household (Kg)	138.02	131.25	123.27	120.58	120.78	125.26	123.97	124.36		123.48	Awaiting external data. Q4 data not previously published.		
NI 192 Percentage of household waste sent for reuse, recycling and	46.21%	47.51%	44.08%	45.68%	52.49%	49.62%	44.65%	42.52%		47.58%	Awaiting external data. Q4 data not previously published. Traditionally Q1 and Q2 provide		

PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance
	Value	Value	Value	Value	Value	Value	Value	Value	Value				
composting											the highest composting figures.		
NI 195a Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting): Litter	N/A	2.00%	2.67%	2.33%	N/A	1.83%	.83%	2.17%	N/A	1.61%	Survey carried out three times each year. No data for Q1.	/	N/A
NI 195b Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting): Detritus	N/A	3.06%	9.86%	5.31%	N/A	4.64%	13.43%	4.15%	N/A	7.33%	Survey carried out three times each year. No data for Q1.	/	N/A
NI 195c Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting): Graffiti	N/A	1.00%	1.50%	.00%	N/A	2.33%	.67%	.33%	N/A	1.11%	Survey carried out three times each year. No data for Q1.	/	N/A
NI 195d Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting): Fly-posting	N/A	0.00%	0.00%	0.00%	N/A	0.00%	0.00%	0.00%	N/A	0.00%	Survey carried out three times each year. No data for Q1.	/	N/A

Combat crime and the fear of crime

PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance
	Value	Value	Value	Value	Value	Value	Value	Value	Value				
WL08a Number of Crime Incidents	1,564	1,467	1,522	1,416	1,565	1,628	1,488	1,395	1,444	1,565			

Improve housing and deliver housing that meets the needs of local people, including affordable housing








PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance	
	Value	Value	Value	Value	Value	Value	Value	Value	Value					
WL111 % Housing repairs completed in timescale	91.45%	94.94%	95.45%	93.84%	85.51%	89.92%	95.79%	92.98%	94.62%	95.00%	Action taken following issues identified after April performance resulted in above target performance in May and June.  Improvement plan attached as Appendix B1.			
WL114 % LA properties with CP12 outstanding [Lower is Better]	0.45%	1.27%	0.58%	0.17%	0.11%	0.04%	0.19%	0.07%	0.01%	0%	May and June met target. Target based on legal requirement for eligible properties to have certificate.  Improvement plan attached as Appendix B2.			
TS24a- Average time taken to re-let local authority housing (days) - GENERAL NEEDS	Not previously measured									13.9	17.50	Together with TS24b, PI provides breakdown of previously reported PI.	/	
TS24b- Average time taken to re-let local authority housing (days) - SUPPORTED NEEDS	Not previously measured									42.4	45.00	Together with TS24b, PI provides breakdown of previously reported PI.	/	
NI 157a Processing of planning applications: Major applications	71.43%	50.00%	85.71%	83.33%	28.57%	33.33%	61.54%	22.22%	55.56%	65.00%	This represents 5 out of 9 complex applications. Outturn largely beyond control of officers since a small number of major applications are received, often very complex, involving decisions being delegated to committee or subject to S106 agreements.  No improvement plan beyond detail above.			
NI 157b Processing of planning applications:	80.00%	77.19%	68.66%	84.00%	78.33%	76.47%	84.42%	85.46%	81.33%	75.00%				





PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance
	Value	Value	Value	Value	Value	Value	Value	Value	Value				
Minor applications													
NI 157c Processing of planning applications: Other applications	91.81%	87.30%	78.97%	89.06%	92.16%	96.77%	93.13%	99.20%	90.81%	85.00%		↓	✔
WL24 % Building regulations applications determined within 5 weeks	67.68%	56.44%	72.31%	77.60%	66.67%	75.74%	80.60%	87.18%	79.29%	70.00%		↑	✔

**Description Operational**

PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance
	Value	Value	Value	Value	Value	Value	Value	Value	Value				
BV12 Working Days Lost Due to Sickness Absence	1.92	2.05	2.75	2.53	1.97	2.24	2.28	1.90	2.26	2.02	Improvement plan attached as Appendix B3.	↓	⬮
WL90 % of Contact Centre calls answered	91.2%	90.0%	86.6%	69.8%	91.9%	92.0%	90.9%	87.8%	84.7%	90.6%	Below target predominantly due to long term staff sickness. Improvement plan attached as Appendix B4.	↓	⬮
WL108 Average waiting time for callers to the contact centre (seconds)	45.00	47.00	64.00	148.00	19.00	21.00	19.00	46.00	38.00	26.25	Below target predominantly due to long term staff sickness. Improvement plan attached as Appendix B5.	↓	⬮
WL19b(ii) % Direct Dial calls answered within 10 seconds	74.20	80.68	81.54	82.36	81.62	81.53	82.49	83.17	82.0	82.21	Head of Service's amber assessment: improvement plan not required.	↑	⚠
OCL-BV8 (nc) % invoices paid on time	98.04%	98.37%	98.69%	97.45%	95.72%	97.47%	98.20%	97.84%	97.46%	98.24%	Not an OCL contractual PI. Head of Service's amber assessment: improvement plan not required.	↑	⚠

PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance
	Value	Value	Value	Value	Value	Value	Value	Value	Value				
OCL-ICT1 Severe Business Disruption (Priority 1)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100%	99.00%*	Target set via SLA.	/	
OCL-ICT2 Minor Business Disruption (P3)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	97%	95%*	Target set via SLA.	/	
OCL-B2 Overpayment Recovery of Housing Benefit overpayments (payments received)	N/A	N/A	N/A	N/A	N/A	£88,460	£38,587	£59,889	£48,269	*	Data only. Annual target of £170K set via SLA.	/	
OCL-NI 181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	11.89	10.54	9.62	6.72	10.95	8.99	9.06	7.19	12.34	12.00*	Slightly below target due to ongoing high work volumes generated and implementation of the ATLAS2 data feed from the DWP. Incoming work has increased by around 18%. Performance in June 2012 has improved on May. Additional resources have been directed to this area, which will be closely monitored over coming weeks. Target set via SLA. No improvement plan beyond detail above since issues discussed at monthly quality of service meetings.		
OCL-R1 Sundry Debtors (cash collected and write offs)	N/A	N/A	N/A	N/A	1,236,117	2,615,231	4,524,437	7,582,641	1,134,242	1,224,674*	Slightly below target, however this area sees significant variations in performance trends and underlying performance remains strong. Target set via SLA. Issues discussed at monthly quality of service meetings. No improvement plan beyond detail above.		

Provide opportunities for leisure and culture that together with other council services contribute to healthier communities

PI Code & Short Name	Q1 2010/11	Q2 2010/11	Q3 2010/11	Q4 2010/11	Q1 2011/12	Q2 2011/12	Q3 2011/12	Q4 2011/12	Q1 2012/13	Current Target	Comments	Q1 12/13 vs Q1 11/12	Quarter Performance
	Value	Value	Value	Value	Value	Value	Value	Value	Value				
WL18 Use of leisure and cultural facilities (swims and visits)	300,591	289,577	265,033	318,935	284,845	287,724	268,446	341,024	296,315	295,510	Golf Club now fully operational through Serco Leisure.		

Notes: \* One Connect Limited’s contractual targets are annual. Quarter targets are provided as a gauge for performance but are not contractual; ‡ re-stating annual outturn as 1.09 from 1.05; “NI” and “BV” coding retained for consistency/comparison although national reporting no longer applies; Figures are unaudited. 2012/13 targets are based on 2011/12 outturn unless otherwise stated below.

- OCL-BV9 % of Council Tax collected, OCL-BV10 % of Non-domestic Rates Collected, OCL-B2 Overpayment Recovery of Housing Benefit overpayments (payments received), OCL-NI 181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events, OCL-R1 Sundry Debtors (cash collected and write offs) OCL-ICT1 Severe Business Disruption (Priority 1), OCL-ICT2 Minor Business Disruption (P3): Targets set via SLA
- BV12 Working Days Lost Due to Sickness Absence: Target set via previous SLA.
- HS1-WL111 % Housing repairs completed in timescale: Target set via contract.
- TS1-BV66a % Rent collected: Target based on 10/11 outturn.
- TS24a-BV212 GN Average time taken to re-let LA housing – General Needs: Target based on top quartile national benchmarking group.
- TS24b-BV212 SP Average time taken to re-let LA housing – Supported Needs: Target based on 11/12 performance.
- NI 151 Overall Employment rate: Target the same as 11/12.
- NI 157a Processing Major planning applications: Target decreased for 12/13 but still exceeds the 60% Government target.
- NI 157b Processing of planning applications: Minor applications, NI 157c Processing of planning applications: Other applications, WL24 % Building regulations applications determined within 5 weeks: Targets rounded to whole number based on 11/12 targets.

<b>PERFORMANCE IMPROVEMENT PLAN</b>	
<b>Indicator</b>	<b>(WL 111) % Housing repairs completed in timescale</b>
<p><b>Reasons for not meeting target</b> The slip in performance for this indicator for the first quarter was due to the initial set up of the contracts with two new contractors (there was a steep learning curve with the new HMIS system).</p>	
<p><b>Brief Description of Proposed Remedial Action</b> The contractors have been asked to pass information on any job that requires having the target date extended, due to non standard items etc., to the Repairs Support Team. They will decide whether the claim is valid or not and extend the target date accordingly.</p> <p>Following the introduction of the improvement plan, performance for the first month of this quarter has increased significantly to 98.14%.</p>	
<p><b>Resource Implications</b> None</p>	
<p><b>Priority</b> High</p>	
<p><b>Future Targets</b> No revision to quarterly target at present.</p>	
<b>Action Plan</b>	
<b>Tasks to be undertaken</b>	<b>Completion Date</b>
This procedure will be monitored and reviewed at the monthly contract meetings with the tenant representatives and contractors.	Ongoing

<b>PERFORMANCE IMPROVEMENT PLAN</b>	
<b>Indicator</b>	<b>WL114:</b> % LA properties with CP12 outstanding
<b>Reasons for not meeting target</b> Properties requiring a gas certificate is altering on a daily basis and is monitored weekly at Service Management Team level. A very small number of tenants still refuse to give access.	
<b>Brief Description of Proposed Remedial Action</b> We continually work to reduce the number of properties that do not have a current CP12, this is monitored weekly at the service management team.  We will continue work with our contractor partner to reduce the number of properties without a current CP12 and cater for individual tenant needs. In addition we continue to maximise publicity utilising our own newsletters / leaflets and the local media emphasising the importance of allowing access and publicising evictions.  We will continue to fit gas restriction devices on properties with a history of repeat “no access”, this device restricts the delivery of gas to the boiler which will prompt the tenant to phone us for access.	
<b>Resource Implications</b>  A small cost is associated with fitting gas restriction devices, which is met from existing budgets.	
<b>Priority</b> High	
<b>Future Targets</b> No change	
<b>Action Plan</b>	
<b>Tasks to be undertaken</b> As outlined above	<b>Completion Date</b> On-Going

<b>PERFORMANCE IMPROVEMENT PLAN</b>	
<b>Indicator</b>	<b>BVPI 12 Sickness Absence</b>
<p><b>Reasons for not meeting target</b>            The Council's target for 2012/13 is to achieve (not more than) 8.08 working days lost per employee, measured on a rolling 12 month basis.</p> <p>Whilst successive months from August 2011 to March 2012 showed a continuous improvement in attendance levels, the last 3 months have shown an increase in sickness absence, resulting in the current outturn figure of 8.65 days (2.26 for Q1).</p> <p>The number of days lost due to short term absence continues to fall sharply. However we have a small number of long term sick cases whose continued absence has a disproportionate impact on the overall figure.</p>	
<p><b>Brief Description of Proposed Remedial Action</b></p> <ul style="list-style-type: none"> <li>• Transformation Manager and Senior HR Officers have met to determine overall strategy for improvement.</li> <li>• HR are providing improved management information, allowing for clearer visibility of all ongoing long term cases <u>and</u> all short term cases that have exceeded "trigger" levels</li> <li>• Senior HR Officers to meet with individual Heads of Service continue to provide advice and support and to ensure that managers have the continued knowledge, skills and confidence to address issues appropriately.</li> <li>• A number of long term sick cases are close to final resolution. As the impact of these filter through, we are likely to see an improvement in outturn figures in subsequent months.</li> </ul>	
<p><b>Resource Implications</b>            Attendance management is primarily the responsibility of Line Managers who are in the best position to deliver timely interventions that can make a real difference.</p> <p>It is envisaged that there will therefore be a short-term resource implication for managers. However, the HR team will continue to provide support and guidance to managers on the revised policy.</p>	
<p><b>Priority</b>            High</p>	
<p><b>Future Targets</b>            The overall aim is to strive to meet the agreed target of 8.08 days at the earliest opportunity.</p>	
<b>Action Plan</b>	
<b>Tasks to be undertaken</b>	<b>Completion Date</b>
See proposed remedial action (above)	Revised arrangements to be in place by August 2012.

<b>PERFORMANCE IMPROVEMENT PLAN</b>	
<b>Indicator</b>	WL90 - % of Contact Centre calls answered
<b>Reasons for not meeting target</b> <ul style="list-style-type: none"> <li>• Resource issues within Customer Services.</li> </ul>	
<b>Brief Description of Proposed Remedial Action</b> <ul style="list-style-type: none"> <li>• Priority recruitment of temporary/agency staff in line with the vacancy approval process.</li> <li>• Rigorously addressing all sickness absence issues.</li> </ul>	
<b>Resource Implications</b>	
<b>Priority</b> High	
<b>Future Targets</b> <i>(these will not be changed mid-year)</i> Previous targets set remain appropriate	
<b>Action Plan</b>	
<b>Tasks to be undertaken</b>	<b>Task Completion Date</b>
<ul style="list-style-type: none"> <li>▪ .see above comments</li> </ul>	Recruitment process commenced and ongoing.

<b>PERFORMANCE IMPROVEMENT PLAN</b>	
<b>Indicator</b>	WL108 Average waiting time for callers to the Contact Centre (seconds)
<b>Reasons for not meeting target</b>	
<ul style="list-style-type: none"> <li>• Resource issues within Customer Services</li> </ul>	
<b>Brief Description of Proposed Remedial Action</b>	
<ul style="list-style-type: none"> <li>• Priority recruitment of temporary/agency staff in line with the vacancy approval process.</li> <li>• Rigorously addressing all sickness absence issues.</li> </ul>	
<b>Resource Implications</b>	
<b>Priority</b> High	
<b>Future Targets</b> <i>(these will not be changed mid-year)</i> Previous targets set remain appropriate	
<b>Action Plan</b>	
<b>Tasks to be undertaken</b>	<b>Task Completion Date</b>
<ul style="list-style-type: none"> <li>▪ See above comments.</li> </ul>	Recruitment process commenced and ongoing.





## **AGENDA ITEM: 12**

**CORPORATE AND  
ENVIRONMENTAL OVERVIEW &  
SCRUTINY COMMITTEE:  
25 October 2012**

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**Report of: Borough Solicitor**

**Relevant Managing Director: Managing Director (People and Places)**

**Contact for further information: Mrs C A Jackson (Extn. 5016)  
(E-mail: [cathryn.jackson@westlancs.gov.uk](mailto:cathryn.jackson@westlancs.gov.uk))**

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**SUBJECT: ITEMS AT THE REQUEST OF A MEMBER**

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Borough wide interest

### **1.0 PURPOSE OF THE REPORT**

1.1 To advise the Corporate and Environmental Overview & Scrutiny Committee of the three items, submitted by Members, attached as Appendices 1 -3 and two ideas received for in-depth review.

### **2.0 RECOMMENDATIONS**

2.1 That the Members' items detailed in paragraph 4.1 and attached as appendices 1 – 3, be noted.

2.2 That the Work Programme attached at Appendix 4 be noted.

2.3 That the Committee determine if it wishes to consider the items submitted at Appendix 1-3 a future meeting and the Work Programme be amended accordingly.

2.4 That ideas received for in-depth review, detailed in paragraph 4.3 of the report, be noted and be retained for future consideration as part of the Topic Selection Exercise if the Committee chooses to undertake a review at a later date.

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### **3.0 BACKGROUND**

3.1 The Corporate and Environmental Overview & Scrutiny Committee establishes its own Work Programme annually. In relation to the Work Programme for the Committee for 2012/13 it was agreed, at its meeting on 5 July 2012, that it would

re-consider its option to undertake one in-depth study at a later stage and instead undertake one-off topics at each of its meetings using the established 'Member Item / CCfA ' procedure to put forward topics for discussion / presentations.

- 3.2 The Committee agreed, at its meeting on 5 July 2012, that the first topic to be considered would be 'Grass Cutting in the Borough' and arrangements were duly put in place for a presentation to be made at this meeting of the Committee.
- 3.3 Ideas for in-depth study may be submitted at any time. These topics, along with those submitted when the Topic Selection Exercise is undertaken are considered as part the established scrutiny topic assessment process.

#### **4.0 DETAILS RELATING TO SUBMITTED ITEMS**

- 4.1 The Appendices 1 – 3, attached to this report, give details of the Members' items submitted for consideration by the Committee. These are:

106 Monies  
Housing Allocations  
CCTV

- 4.2 The following are potential reasons why a Member Item may not be considered further:

- The issue is an individual case
- The Member has not explored the issue fully and exhausted all avenues as set down on the Members items/CCfA submission form
- 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 issues 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)

- 4.3 Additionally the following ideas have been submitted for topic selection for in-depth study:

Council Staffing Structures – submitted by Cllr Dereli  
Disabled Residents Services Commission – submitted by Mr A Lenton

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#### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

## **Equality Impact Assessment**

The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

## **Appendices**

1. Members Item – Housing Allocations – submitted by Councillor Coyle
2. Member Item – 106 Monies – submitted by Councillor Nolan
3. Members Item – CCTV System – submitted by Councillor Oliver
4. Work Programme 2012/14



MEMBER ITEM/ COUNCILLOR CALL FOR ACTION

CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE AGENDA - MEETING: 25 OCTOBER 2012

This form must be received by Member Services, 52 Derby Street, Ormskirk, before 12 noon on Friday 12 October 2012.

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: 106 Mouny	Barry Nolan
1.	<p>What are your reasons for requesting the item:</p> <p>I would like to bring this item of 106 Mouny paid by the developers such as comet, Asdon and the new collage. To state a total income £2,016,588.16 has been payed. What we would like to know, is why the 106 Mouny for Skelmersdale has to be spent on transport and yet Ormskirk oughton, Harleton can be spent on enhancement of Public open spaces.</p>
2.	<p>What outcome would you wish to see following discussion of the item?</p> <p>I would like to see deterioration of this 106 Mouny be change to enhancement and transport for Skelmersdale.</p>

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

I have asked all the information and relevant details, I can get hold of. on 106 Manages

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

FOR MEMBER SERVICES USE ONLY

Received by: <i>GTJ</i>	Date of Committee:
Date: <i>18/9/12</i> Time:	Managing Director Informed <input type="checkbox"/>
Head of Service Informed <input type="checkbox"/>	Chairman informed <input type="checkbox"/>
Contact Officer informed <input type="checkbox"/>	Portfolio Holder informed <input type="checkbox"/>

## Nolan, Councillor

**From:** Taylor, Marc  
**Sent:** 14 February 2012 17:50  
**To:** Nolan, Councillor  
**Subject:** Section 106 queries

Hi Barry,

Further to your request for information on Section 106 monies I have set out below the relevant details.

- In relation to Skelmersdale College I can confirm that we have received £200,000 from them. There was some confusion here as the payment was made by Newcastle College rather than Skelmersdale College and consequently while it has been included in the full list of Section 106 monies it was not included in the list that I sent through to Cllr Fillis. Please accept my apologies for this error
- We do not have records of any monies having been received in respect of either Comet/Cadbury Distribution Centres or any steel firm. We have also checked with Planning and whilst they are aware of planning applications in relation to Comet there isn't anything about a S106 agreement
- To date total income of £2,016,558.16 has been accounted for in respect of S106 agreements. This covers the period 28/11/2000 to 13/02/2012. Within the overall sum is £130,690.75 which relates to sundry debtor invoices raised but still outstanding. Actual cash received is therefore £1,885,867.41. A total expenditure of £708,852.80 has been incurred to date from these funds

Please let me know if you require any further information.

Regards,

**Marc Taylor**  
Borough Treasurer  
West Lancashire Borough Council

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Tel: 01695 585092  
Fax: 01695 585366  
West Lancashire Borough Council,  
52 Derby Street, Ormskirk, L39 2DF

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**S106 RECREATIONAL FACILITIES**

*Land (cont)*

Development	Job No	Date Rec'd	Receipt	Spent	Balance
Whitemoss Road, Skelmersdale (Transport)	2185	13/04/2007	1,806.00	0.00	1,806.00
Whitemoss Road, Skelmersdale (Transport)	2185	15/05/2008	1,806.00	0.00	1,806.00
Land at Prescott Road/Pimbo Lane (Transport) (KRM)	2188	07/10/2005	50,000.00	5,000.00	45,000.00
Proctor & Gamble (Pimbo) (Transport)	2196	11/06/2007	50,000.00	0.00	50,000.00
Walkers Crisps, Pimbo (Summers Inman) (Transport)	2198	30/04/2008	143,625.00	0.00	143,625.00
Owl & Fussycat, 232 Egerton, Tanhouse	2713	15/02/2011	8,604.00	0.00	8,604.00
<b>Total</b>			<b>255,841.00</b>	<b>5,000.00</b>	<b>250,841.00</b>

£5,000 cycleway; £45,000 bus service  
 £25,000 bus service; £25,000 cycle/footway  
 Cabinet 17/01/12 - Demand Responsive Transport System

W  
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## Nolan, Councillor

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**From:** Kneale, Rachel  
**Sent:** 16 May 2012 14:42  
**To:** Nolan, Councillor  
**Cc:** Livermore, Bob  
**Subject:** S106 queries

Dear Councillor Nolan

Further to your questions about the ultimate destination of the s106 money paid by the developers of the schemes such as Comet, Asda and the college it seems that all funds collected are to be used for transport schemes which were raised as priorities by the County Engineer at the time that the planning permissions were submitted.

The specific details are:

- Comet and Asda - £125,000 (transport). Not yet collected as LCC are still in the process of working up how this will be spent.
- The College - £200k (transport). Collected and LCC are liaising with the College regarding how this would be spent.

Further to your enquiries regarding other sites:

- Church House Farm - £13,254 is payable on the site for public open space but not yet collected as it is payable prior to commencement of development.
- Digmoor (Housing) - £10,000 for transport and is not yet collected.

The nature of s106 funding is changing, both because of the introduction of CIL (Community Infrastructure Levy) and because the economic position means that there is less overage for developers to put into enhancement works.

I note that you are aware of another site (Richmond House) which may be the subject of a planning application in the near future. It may be that if you have a project which requires funding and send the details of costings etc to Gillian Whitfield ([gillian.whitfield@westlancs.gov.uk](mailto:gillian.whitfield@westlancs.gov.uk) <<mailto:gillian.whitfield@westlancs.gov.uk>> - 01695 585393) she is able to include it within the Infrastructure Delivery Plan which may be used in the future to guide the expenditure of CIL in the event the Council introduces the levy.

Regards

**Rachel Kneale**  
Estates & Valuation Manager  
Housing & Regeneration  
West Lancashire Borough Council

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Tel: 01695 712611  
Mob: 07775 823005  
Fax: 01695 712620  
West Lancashire Investment Centre,  
Maple View, White Moss Business Park,  
Skelmersdale, WN8 9TG

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**MEMBER ITEM/ COUNCILLOR CALL FOR ACTION**

**CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY  
COMMITTEE AGENDA - MEETING: 25 OCTOBER 2012**

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<b>Councillor:</b>	(Name of Member requesting the item)
<b>Subject:</b>	Housing Allocations
<b>1. What are your reasons for requesting the item:</b>	
<p>There seems to be confusion about how homes and tenancies are allocated across the district.</p> <p>Some long standing residents of the Borough are concerned that they are being overlooked in favour of foreign workers and their families.</p> <p>Private Landlords have written to us requesting clarification of the policy as their tenants are leaving their tenancies owing hundreds of pounds in rent because WLBC have offered them homes, without relevant or proper references.</p> <p>I believe the time is right for the policy to be over viewed and scrutinised so that we all understand the policy and procedure.</p>	
<b>2. What outcome would you wish to see following discussion of the item?</b>	
<p>Clarification of the policy</p> <p>Scrutiny of it's fairness to all residents</p> <p>Reduce queue jumping</p> <p>An understanding of the Policy</p> <p>If required, propose some recommendations for amendments to the policy</p>	

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

I have on a number of occasions enquired about the policy but keep getting different answers or explanations.

**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

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Received by: <i>GT</i>	Date of Committee:
Date: <i>10/9/12</i> Time:	Managing Director Informed <input type="checkbox"/>
Head of Service informed <input type="checkbox"/>	Chairman informed <input type="checkbox"/>
Contact Officer informed <input type="checkbox"/>	Portfolio Holder informed <input type="checkbox"/>

MEMBER ITEM/ COUNCILLOR CALL FOR ACTION

CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE AGENDA - MEETING: 25 OCTOBER 2012

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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@westlanos.gov.uk](mailto:member.services@westlanos.gov.uk)

Councillor:	(Name of Member requesting the item)
Subject:	GEORGE OLIVER

1. What are your reasons for requesting the item:

THERE IS AN EXTENSION TO THE EXISTING CCTV SYSTEM AND I THINK WE NEED TO KNOW THE CRITERIA BEHIND THE DECISIONS FOR SITES OF THE NEW CAMERAS AND THE INCREASE IN SERVICE COSTS. I REGARD THE SITING AS AN ENVIRONMENTAL ISSUE.

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

A REPORT FROM THE OFFICERS.  
 AN AGREEMENT ON ONGOING COUNCILLOR INFORMATION ON THIS MATTER.  
 A REVIEW OF THE FUNCTIONING OF THE CCTV IMAGING COMMITTEE

WEST LANCASHIRE BOROUGH COUNCIL	
FILE REF	
REC'D	-6 SEP 2012
COPY TO	

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

DISCUSSED THE MATTER INFORMALLY WITH OFFICERS & COUNCILLORS AS TO THE BEST WAY TO FORWARD MY CONCERNS. THE RECOMMENDATION WAS PUT IT FORWARD AS AN AGENDA ITEM.

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

- Raise Ward Issue as a 'Patch Problem'
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- Discuss issue with an appropriate Cabinet member
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- 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: <i>C A Edson</i>	Date of Committee:
Date: <i>7/9/12</i> Time: <i>10.00am</i>	Managing Director Informed <input type="checkbox"/>
Head of Service informed <input checked="" type="checkbox"/>	Chairman informed <input checked="" type="checkbox"/>
Contact Officer informed <input type="checkbox"/>	Portfolio Holder informed <input type="checkbox"/>

**CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY  
COMMITTEE**

**WORK PROGRAMME – 2012/13**

<b>Date of Meeting</b>	<b>Item</b>
25 October 2012	<ul style="list-style-type: none"> <li>• Members' Items (including CCfA) – consideration of items submitted.</li> <li>• Members' Update Items</li> <li>• Performance Management</li> <li>• Annual Report/Presentation – West Lancs Leisure/SERCO</li> <li>• Olympics 2012 – Securing a lasting legacy for West Lancashire – Review Progress against recommendations</li> <li>• Cycling in West Lancashire – Update</li> <li>• Members' Item – Presentation on behalf of the Assistant Director Street Scene – 'Grass Cutting in West Lancashire'</li> </ul>
13 December 2012	<ul style="list-style-type: none"> <li>• Members' Items (including CCfA) – consideration of items submitted.</li> <li>• Members' Update Items</li> <li>• Performance Management</li> <li>• Cycling in West Lancashire – Draft Final Report and agree the final recommendations.</li> <li>• Members' Item – Presentation on ???</li> </ul>
21 February 2013	<ul style="list-style-type: none"> <li>• Members' Items (including CCfA) – consideration of items submitted</li> <li>• Members' Update items</li> <li>• Performance Management</li> <li>• Crime &amp; Disorder Committee – Annual presentation</li> <li>• Members' Item – Presentation on ???</li> </ul>