

**AGENDA ITEM:**

**CABINET**

**HELD: 10 NOVEMBER 2015**

Start: 7.30pm

Finish: 8.00pm

**PRESENT:**

Councillor: I Moran (Leader of the Council, in the Chair)

Councillors: Portfolio

Y Gagen	Deputy Leader of the Council & Leisure
J Hodson	Planning
J Patterson	Housing and Landlord Services
K Wilkie	Street Scene
K Wright	Health and Community Safety
C Wynn	Finance

In attendance:

Councillors Oliver, Pendleton

Officers:

Managing Director (Transformation) (Ms K Webber)  
Assistant Director Community Services (Mr D Tilleray)  
Assistant Director Housing & Regeneration (Mr B Livermore)  
Borough Treasurer (Mr M Taylor)  
Borough Solicitor (Mr T Broderick)  
Strategic Planning & Implementation Manager (Mr P Richards)  
Principal Member Services Officer (Mrs S Griffiths)

**47. APOLOGIES**

Apologies for absence were submitted on behalf of Councillor Aldridge and the Managing Director (People and Places).

**48. SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION PROCEDURE RULES)/URGENT BUSINESS**

There were no items of special urgency.

**49. DECLARATIONS OF INTEREST**

Councillor Patterson declared the following interests:-

- a disclosable pecuniary interest in item 5(l) Pay to Stay: Fairer Rents in Social Housing – Consultation as a tenant of the Council. She left the room during consideration of this item.
- a disclosable pecuniary interest in items 5(j) HRA Budget Monitoring Position and 5(k) Sale of High Value Council Houses as a tenant of a Council house but by virtue of a dispensation, was able to remain in the meeting and speak and vote on these items.

**50. MINUTES**

RESOLVED That the minutes of the Cabinet meeting held on 15 September 2015 be approved as a correct record and signed by the Leader.

**51. MATTERS REQUIRING DECISIONS**

Consideration was given to the report relating to the following matters requiring decisions as contained on pages 769 to 1258 and 1265 to 1384 of the Book of Reports.

**52. NEW ALLOTMENTS IN SKELMERSDALE**

Councillor Gagen introduced the report of the Assistant Director Community Services which provided an update on progress in relation to the establishment of new allotments in Skelmersdale and sought approval for the proposed implementation timetable, method of management, designation and allocation of plots.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED A. That the construction of a new allotment site off Marland, Ashurst be approved subject to planning consent being obtained.
- B. That the process of devolved management be supported and the Assistant Director Community Services be authorised to take all necessary steps and obtain all necessary consents to enter into negotiations with Skelmersdale Horticultural Society to take on a management agreement for the site.
- C. That the new allotment site be designated a “statutory” allotment and the Assistant Director Community Services be authorised to take all necessary steps and obtain any necessary consents to undertake this designation.
- D. That the works to extend the Digmaor allotment site be approved.

**53. LOCAL GOVERNMENT DECLARATION ON TOBACCO CONTROL**

Councillor Wright introduced the report of the Assistant Director Community Services which sought approval for the Council to become a signatory to the Local Declaration on Tobacco Control.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained therein.

RESOLVED That the Council become a signatory to the Local Declaration on Tobacco Control.

**54. USE OF SECTION 106 MONIES IN AUGHTON PARK**

Councillor Gagen introduced the report of the Assistant Director Community Services which considered proposals for the use of Section 106 monies received from housing developers for the enhancement of public open space and recreation provision in Aughton Park.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained therein.

RESOLVED That the use of S106 monies for the enhancement of the existing play area at Redsands Park, Aughton be approved and the sum of up to £5,539 be made available for this project.

**55. REVISED ANTI-SOCIAL BEHAVIOUR POLICY**

Councillor Wright introduced the report of the Assistant Director Community Services which sought approval for a revised Anti-Social Behaviour (ASB) Policy.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained therein.

RESOLVED A. That the ASB policy, included as appendix 1 to the report, be approved.

B. That the Assistant Director Community Services, in consultation with the relevant Portfolio Holder, be granted delegated authority to approve any future minor changes to the policy that do not affect service delivery.

**56. REVIEW AND UPDATE OF WEST LANCASHIRE'S LIST OF LOCALLY IMPORTANT BUILDINGS**

Councillor Hodson introduced the report of the Assistant Director Planning which provided an update on the recent review of the Council's List of Locally Important Buildings (Local List) and sought approval for the updated list.

The Assistant Director Planning circulated a revised version of Appendix A.

In reaching the decision below, Cabinet considered the revised Appendix A and the details set out in the report before it and accepted the reasons contained therein.

RESOLVED A. That the revised List of Locally Important Buildings set out in the revised Appendix A to the report be approved.

B. That the Assistant Director Planning be authorised, in consultation with the Portfolio Holder, to make the necessary arrangements to publish the revised 'Local List', and notify any property owners affected by the changes.

- C. That the Assistant Director Planning be authorised, in consultation with the relevant Portfolio Holder, to make any necessary amendments to the 'Local List' that reflect future changes to buildings identified on the list.

**57. PREFERRED OPTIONS FOR THE PROVISION FOR THE TRAVELLER SITES DEVELOPMENT PLAN DOCUMENT**

Councillor Hodson introduced the report of the Assistant Director Planning which sought approval for public consultation on the preferred options for the Provision for Traveller Sites Development Plan Document, attached as Appendix A to the report.

He confirmed that Appendix 1 to Appendix A that had been circulated via e-mail and that this had been made available on the Council's website.

In reaching the decision below, Cabinet considered the details set out in the report before it, including the relevant Appendices, and accepted the reasons contained therein.

- RESOLVED
- A. That the preferred options for the Provision for Traveller Sites Development Plan Document ('Traveller Sites DPD') at Appendix A be approved for public consultation, subject to any amendments made by the Assistant Director Planning in consultation with the relevant Portfolio Holder, following consideration of the Traveller Sites DPD by Planning Committee and Executive Overview and Scrutiny Committee, as per B. below.
  - B. That the Assistant Director Planning be authorised, in consultation with the relevant Portfolio Holder, to make any necessary amendments to the Traveller Sites DPD in the light of agreed comments from Planning Committee and Executive Overview & Scrutiny Committee, before the document is published for consultation.
  - C. That call-in is not appropriate for this item as this report is being submitted to Executive Overview & Scrutiny Committee on 26 November 2015.

**58. DRAFT LOCAL DEVELOPMENT ORDERS FOR SITES AT FINDON FORMER DIGMOOR SPORTS CENTRE, AND DELF CLOUGH, SKELMERSDALE**

Councillor Hodson introduced the report of the Assistant Director Planning which sought approval for public consultation on the draft Local Development Orders associated with the sites at Findon, the former Digmoor Sports Centre site and Delf Clough, Skelmersdale.

The Assistant Director Planning circulated revised Appendices A, B and C to the report and revised recommendations.

In reaching the decision below, Cabinet considered the revised Appendices A, B and C, the revised recommendations and details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That the draft Local Development Orders (provided at revised Appendices A–C), Statement of Reason and Design Code (provided at Appendices D & E) be approved for public consultation, subject to any amendments made by the Assistant Director Planning in consultation with the Portfolio Holder, as per B. below.
  - B. That the Assistant Director Planning be authorised, in consultation with the Portfolio Holder, to make any necessary amendments to the draft Local Development Orders and associated documents in the light of agreed comments from Planning Committee before the document is published for consultation.
  - C. That call-in is not appropriate for this item as this matter is one where urgent action is required because consultation on the draft Local Development Orders must commence on 19th November 2015 in order that the Local Development Orders can be refined and adopted by 31st March 2016, in line with the requirements of the CLG funding received to support preparation of the Local Development Orders.

**59. THE DUTY TO CO-OPERATE AND A LIVERPOOL CITY REGION STRATEGIC HOUSING & EMPLOYMENT LAND MARKET ASSESSMENT**

Councillor Hodson introduced the report of the Assistant Director Planning which provided an update on proposals for a Liverpool City Region Strategic Housing & Employment Land Market Assessment in order to provide a key evidence base document for all Local Plans in the Liverpool City Region (including West Lancashire) and sought agreement to a Memorandum of Understanding with the Liverpool City Region authorities on this matter.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- That the Portfolio Holder for Planning be authorised to enter into a Memorandum of Understanding (provided in draft at Appendix A) with the Liverpool City Region authorities in order to support the preparation of a Liverpool City Region Strategic Housing and Employment Land Market Assessment, subject to the Assistant Director Planning being satisfied as to the costs of, and funding for, the Assessment.

**60. REVISED CAPITAL PROGRAMME AND MID YEAR REVIEW 2015-2016**

Councillor Wynn introduced the report of the Borough Treasurer which sought agreement of a revised Capital Programme for 2015/2016 and provided an overview on the progress against it at the mid year point.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That the Revised Capital Programme, including the re-profiling, virements and budget adjustments contained within Appendix A, be approved for consideration by Council.
  - B. That the progress against the Revised Capital Programme at the mid-year point be noted.
  - C. That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 26 November and Council on 16 December 2015.

## **61. HRA BUDGET MONITORING POSITION**

Councillor Patterson introduced the joint report of the Assistant Director Housing and Regeneration and the Borough Treasurer which provided a projection of the financial position on the Housing Revenue Account (HRA) and the Housing Capital Investment Programme to the end of the financial year and sought agreement to a number of budget changes.

Minute no. 30 of the Landlord Services Committee (Cabinet Working Group) held on 4 November 2015 was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That the progress against the HRA and the Capital Investment Programme budgets be noted.
  - B. That the revised Capital Investment Programme including the re-profiling, virements and budget adjustments contained in Appendix A be approved for consideration by Council.
  - C. That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 26 November 2015.

## **62. SALE OF HIGH VALUE COUNCIL HOUSES**

Councillor Patterson introduced the report of the Assistant Director Housing and Regeneration which provided an update on Government proposals to force Councils to sell "high value" Council houses upon them becoming empty, and sought authority to progress with sales prior to the legislation being introduced.

Minute no. 28 of the Landlord Services Committee (Cabinet Working Group) held on 4 November 2015 was circulated at the meeting.

A motion from Councillor Patterson was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group), the motion from Councillor Patterson and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That this item be referred to the Executive Overview and Scrutiny Committee on 26 November 2015 and that any agreed comments arising therefrom be submitted to Cabinet on 12 January 2016 together with this report for further consideration.
  - B. That call-in is not appropriate for this item as it is being considered by the Executive Overview and Scrutiny Committee on 26 November 2015.

### **63. PAY TO STAY - FAIRER RENTS IN SOCIAL HOUSING - CONSULTATION**

Councillor Moran introduced the report of the Assistant Director Housing and Regeneration which considered the Council's proposed response to the Department for Communities and Local Government (DCLG) consultation on Pay to Stay – Fairer Rents in Social Housing.

Minute no. 29 of the Landlord Services Committee (Cabinet Working Group) held on 4 November 2015 was circulated at the meeting.

A motion from Councillor Moran was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group), the motion from Councillor Moran and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That the report be referred to the Executive Overview and Scrutiny Committee on 26 November 2015 with a request that any agreed comments from the Committee be submitted to the Assistant Director Housing and Regeneration
  - B. That the Assistant Director of Housing and Regeneration write to the Department for Communities and Local Government ( DCLG ) and advise them that this Council's response to the Consultation paper will be provided after the closing date (20 November 2015) and request that this receive consideration.
  - C. That the Assistant Director Housing and Regeneration be given delegated authority, in consultation with the relevant Portfolio Holder, to finalise the submission to the DCLG on the Pay to Stay consultation paper after having regard to any agreed comments by the Executive Overview and Scrutiny Committee.

- D. That call-in is not appropriate for this item as the matter is one where urgent action is required to provide the response at B above, and the report is being submitted to the Executive Overview and Scrutiny Committee on 26 November 2015.

(Note: Councillor Patterson declared a Disclosable Pecuniary Interest and left the meeting during consideration of this item.)

#### **64. PUBLIC INVOLVEMENT AT MEETINGS DRAFT PROTOCOL**

Councillor Moran introduced the report of the Borough Solicitor which considered the extension of public speaking at meetings by way of an agreed Protocol.

A motion from Councillor Moran was circulated at the meeting.

In reaching the decision below, Cabinet considered the motion from Councillor Moran and details set out in the report before it and accepted the reasons contained therein.

**RESOLVED** That the agreed comments to Council be “that the recommendations as set down at paragraphs 4.1, 4.2, 4.3, 4.4(a) and 4.5 of the report be supported”.

#### **65. REGULATION OF INVESTIGATORY POWERS ACT - ANNUAL SETTING OF THE POLICY AND REVIEW OF USE OF POWERS**

Councillor Moran introduced the report of the Borough Solicitor which reported upon the Council’s use of its powers under the Regulation of Investigatory Powers Act 2000 (RIPA) and presented a revised RIPA policy document.

A revised Appendix 3 (to Appendix 1) and a revised recommendation were circulated by the Borough Solicitor.

In reaching the decision below, Cabinet considered the revised Appendix 3 (to Appendix 1), the revised recommendation and the details set out in the report before it and accepted the reasons contained therein.

**RESOLVED** That the revised RIPA Policy document be approved subject to the inclusion of the replacement version of Appendix 3 (to Appendix 1) to the report.

#### **66. CHEQUER LANE PLAYING FIELDS**

Councillor Gagen introduced the joint report of the Assistant Director Community Services and the Assistant Director Housing and Regeneration which considered requests from local football teams for agreements to secure the use of land at Chequer Lane Playing Field as football pitches.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained therein.



- RESOLVED
- A. That the proposal to enter into a licence agreement with Skelmersdale United Youth Academy to use the land at Chequer Lane, Up Holland, shown at appendix 1 as football pitches, be approved.
  - B. That the entering into a lease arrangement with Skelmersdale United Youth Academy for a new changing pavilion on the site on the location of the old changing rooms, be approved in principle subject to planning consent being obtained.
  - C. That the above agreement to include community use agreements to allow Skem Men-Aces the use of a pitch and the changing pavilion.
  - D. That the Assistant Director Community Services be authorised to take all necessary steps to establish the agreements with Skelmersdale United Youth Academy, subject to all necessary consents and approvals being obtained.

**67. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of that Act and as, in all the circumstances of the case, the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

**68. MATTER REQUIRING DECISION**

Consideration was given to the report relating to the following matter requiring a decision as contained on pages 1259 – 1263 of the Book of Reports.

**69. REBUILD UNITS 34-36 GORSEY PLACE, SKELMERSDALE**

Councillor Moran introduced the report of the Assistant Director Housing and Regeneration which advised on the current position in relation to the above units following fire damage to the premises.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained therein.

RESOLVED That the Assistant Director Housing and Regeneration be authorised to take all necessary steps to rebuild and refurbish units 34 and 36 Gorsey Place using the insurance payments where possible, supplemented by the CRA reserves if necessary as detailed in section 5 of the report.

(Note: No representations had been received in relation to the above item being considered in private.)

.....  
LEADER



## **CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE**

**HELD: 15 OCTOBER 2015**

Start: 7.30pm

Finish: 10.10pm

### **PRESENT:**

Councillors: Dowling (Chairman)                  West (Vice Chairman)

Mrs Atherley	G Hodson
S Bailey	Hudson
Barron	McKay
Mrs Blake	Mrs Marshall
Blane	Oliver
Delaney	O'Toole
Devine	Pendleton
Greenall	Savage

Officers: Assistant Director Community Services (Mr D Tilleray)  
Deputy Assistant Director Housing & Regeneration (Mr I Gill)  
Head of Leisure and Cultural Services (Mr J Nelson)  
Technical Services Manager (Mr C Brady)  
Assistant Member Services Manager (Mrs J Denning)  
Partnership and Performance Officer (Ms A Grimes)  
Senior Planner – Housing & Regeneration (Mr D Carr)  
Principal Solicitor (Mrs T Sparrow)  
Principal Overview and Scrutiny Officer (Mrs C A Jackson)

In attendance: Councillor J Hodson (Portfolio Holder for Planning)

Chairman, West Lancashire Community Leisure (WLCL) (Mr M Hayman)  
Contracts Manager, WLCL (Mr M Snaylam)

### **19. APOLOGIES**

There were no apologies for absence.

### **20. MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, Members noted the termination of membership of Councillor L Hodson and the appointment of Councillor Pendleton, for this meeting only, thereby giving effect to the wishes of the political group.

### **21. URGENT BUSINESS**

There were no items of urgent business.

### **22. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**23. DECLARATIONS OF PARTY WHIP**

There were no declarations of a Party Whip.

**24. MINUTES**

RESOLVED: That the minutes of the Corporate and Environmental Overview and Scrutiny Committee meeting held on 9 July 2016 be received as a correct record and signed by the Chairman.

**25. MINUTES OF THE MEMBER DEVELOPMENT COMMISSION**

RESOLVED: That the minutes of the Member Development Commission meeting held on 26 September 2015 be noted.

**26. WEST LANCASHIRE LEISURE (WLCL)/SERCO ANNUAL REPORT**

Consideration was given to the presentation by Malcolm Hayman, Chairman and Mark Snaylam, Contracts Manager of West Lancashire Community Leisure (WLCL) as contained on pages 167 to 186 of the Book of Reports.

In his presentation the Chairman of the Leisure Trust acknowledged the good work undertaken by the Trust Members throughout the year and included reference to:

- The Trustees of the Leisure Trust and its Mission within the community
- Neighbourhood Life and the three key areas (improving health and well-being; to establish its leisure centres as “community hubs” and the provision of a range of sports to the community.)

In relation to operations over the previous 12 months, the Contracts Manager referred to the following:

- The Centres managed by Serco and the integration of Beacon Park & Golf Course.
- Increased patronage; growth in business; development works at Beacon Park; increased swimming lesson usage; continuous improvement / development of staff; work undertaken with partners and community groups and the offering of more opportunities for participation.
- Patronage/Income (2014) – increase in visits / income wetside and dryside visits.

In relation to Beacon Park details were provided on the work that had taken place in relation to the 9 hole golf course, now nearing completion; the discount offered to Members’ golf contracts during the renovation period; the investment in the site, including the provision of new greens maintenance equipment, a children’s playground and details of the Park as a “mixed use” facility.

Operational highlights during the year had included: increase in patronage ( year on year from 2004); community based special events (Chairman's Cup; Schools Triathlon; Cycling events); closer links with National Governing Bodies and partnership working with Young People's Service. Of special note was the growth in swimming lessons with nearly 2,000 children undertaking swimming lessons each week at Park Pool.

Other developments and investments highlighted included the proposed £100k investment to rejuvenate the disused tarmac pitch at Burscough Sports Centre to a new 3G football pitch and details in relation to PAISA investment plan for Nye Bevan and Burscough gyms.

The Contracts Manager made reference to the provision of funding, in partnership with Edge Hill University and West Lancs School Sports Partnership of a 3 year PhD study and intervention programme into childhood obesity and activity levels. The study would involve working closely with 10 primary schools in Skelmersdale to deliver the initiative.

Mr Snaylam's presentation also made reference to the opportunities and challenges being faced nationally and locally, including the increased competition to wetside facilities to be offered by Edge Hill University as a result of the opening of the "new" swimming pool at the Ormskirk campus.

In conclusion of the review the way forward for the coming year was featured which included reference to: the challenges to increase patronage; growth of the business; diversification / further investment in Beacon Park; increasing swimming lesson usage (Nye Bevan and Park Pool); continuous improvement of facilities and development of staff; working with partners and community groups to offer more participation opportunities.

Comments and questions were raised in respect of the following:

- Impact of the "new" sporting facilities at Edge Hill University – present and future.
- Downturn in dry-side activities – decline of former popular activities (badminton).
- Beacon Golf Centre – continuing decline of golf as a sport (nationally and locally); diversification into other outdoor activity areas at the Centre.
- Community Engagement – working with other groups; diversification of sporting activities at Sports Centres (martial arts); use by others (brass bands); hire charges; further opportunities.
- Childhood Obesity Study – involvement of West Lancashire Schools; areas of research; outcomes envisaged; widening participation (rural schools)
- Increasing use / popularity of West Lancashire sports facilities – advertisement / liaison with the wider community (via community centres and West Lancashire schools)

The Contracts Manager of WLCL contributed to the discussion and responded to questions. He made an undertaking to take away points made, particularly in relation to engagement with the wider community of the Trust's work; the sporting opportunities / facilities offered and comments made on future engagement with rural primary schools in respect of the joint study being undertaken with Edge Hill University related to childhood obesity.

On behalf of the Committee, the Chairman thanked the representatives from the Leisure Trust for their attendance, the informative presentation and contribution to the discussion.

RESOLVED: That the performance of West Lancashire Leisure/ Serco for the previous 12 months be noted and the representatives be thanked for their presentation and attendance.

## **27. PUBLIC INVOLVEMENT AT MEETINGS - DRAFT PROTOCOL**

Consideration was given to the report of the Borough Solicitor as contained on pages 135 to 142 of the Book of Reports which provided detail in relation to the work undertaken by the Public Involvement in Meetings Working Group, the Public Speaking - Draft Protocol and the recommendations in relation to extending public speaking at meetings.

During discussion comments and questions were raised in respect of:

- Draft Protocol – number of speakers; length / duration of public speaking time; application of the Chairman’s discretion.
- Proposed revised start times of meetings where the public speaking time would apply.

The Assistant Member Services Manager attended the meeting, responded to questions and provided clarification on issues raised.

RESOLVED: That the agreed comment to Council be “that the recommendations as set down at paragraphs 4.1, 4.2, 4.3, 4.4(a) and 4.5 of the report, be supported.”

## **28. PUBLIC INVOLVEMENT AT MEETINGS WORKING GROUP**

Members considered the decision of Council 22 July 2015 that the Terms of Reference of the Public Involvement at Meetings Working Group be extended.

RESOLVED: That the Terms of Reference of the Public Involvement at Meetings Working Group be extended to:

- (a) To undertake a formal review of:
- The elected membership of this Council
  - Current ward boundaries
  - The number of members per ward.

To assess the most appropriate, efficient, effective, democratic and cost effective membership structure for West Lancashire Borough Council.

- (b) To, as part of the review, consider the pros and cons of ‘all-out’ or ‘en-bloc’ elections versus the current ‘rotation’ elections and make recommendations for consideration by Members and residents via public consultation.”

**29. QUARTERLY PERFORMANCE INDICATORS (Q1 2015-16)**

Consideration was given to the report of the Transformation Manager which detailed performance monitoring data for the quarter ended 30 June 2015, as contained on pages 143 to 157 of the Book of Reports. The report had previously been considered by Cabinet at its meeting on 15 September 2015.

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

- WL90 (% of Contact Centre calls answered) – minor downturn in performance; increase in use of “music” and “recorded messages”.
- Impact of the revised arrangements related to the disposal of inert waste (hardcore /rubble).

The Partnership and Performance Officer attended the meeting and responded to questions.

RESOLVED: A That the Council’s performance against the indicator set for the quarter ended 30 June 2015 be noted.

- B That, where applicable, any impact on performance of the revised arrangements related to the disposal of inert waste be reported to a future meeting.

**30. A MARKET TOWN STRATEGY FOR ORMSKIRK REVIEW**

The following three items, as part of this review, were considered.

**31. ORMSKIRK TOWN CENTRE - A REVIEW OF TECHNOLOGY, MARKETING AND THE CONTRIBUTION OF EDGE HILL UNIVERSITY**

Members considered information presented by the Senior Planning Officer (Housing and Regeneration) in relation to technology, marketing and the contribution of Edge Hill University and the impact on Ormskirk Town Centre.

Brand and Marketing

The presentation highlighted the need for a single marketing brand for Ormskirk and proposals to establish a Marketing Stakeholder Working Group whose remit would include: undertaking market research to establish a customer base; exploring perceptions and USPs; using evidence to support the development of an “Ormskirk” brand; looking at web and social media; provision of a calendar of events; encouraging footfall through targeted marketing; exploration of the town’s wi-fi provision and other technology to assist marketing.

Technology

Reference was made to the ideas in technology that had been put forward earlier in the review including the exploration of digital signage as an alternative to A-boards outside shops; the display of digital art in empty shops; exploration of a mobile app for Ormskirk (with assistance from Edge Hill University) and exploration of the establishment of a footfall base to assist the measurement / success of marketing.

Contribution of Edge Hill University

The good working relationship of the Borough Council and Edge Hill University (Edge Hill) was referred to. During the development of the Ormskirk Town Centre Strategy the University and Students' Union had been fully involved and would continue to be part via the working group. The role of Edge Hill in contributing to the economy to benefit the town centre was highlighted. This included drawing on their technology expertise, particularly through the development of a mobile app; becoming more involved in the town centre; harnessing student spending power and encouraging visitors not to bypass the town.

In discussion questions and comments were made in relation to:

- Business in the Community – liaising with town centre business owners; traders; Love Ormskirk; effect of business rate on encouraging retail investment in the town.
- Marketing Stakeholder Working Group – composition / membership / remit.
- Research – updating market research; establishment of a footfall base; recognising “our customer and visitors”.
- Priorities for the future – bus station refurbishment; refinement of the bus /rail/ cycle link; coping with traffic congestion in the Town Centre; involvement with the West Lancashire Masterplan for Transport; Derby Street rail bridge (anticipated works); development of the park & ride facility at Ormskirk Station; improvement “visual” impact of visitors alighting from trains / buses into the Town Centre.
- Edge Hill / Ormskirk Bus Station bus service – access by the public to access events at the Ormskirk campus.
- Attracting visitors to the Town – “market day” special bus service (Ormskirk as a tourist destination); advertising more widely (bus shelter hoardings; on transport); improvements to rail station parking facility / access to the town centre; improving the perception of the town as a “whole week” experience, not just for 2 “market” days; impact of car parking charges.
- Role of Merseyrail – liaison; improvements to station approach footpath / car parking arrangements at the station.
- Traffic management - on-going problem of traffic lights combinations; increases in volume of through traffic; bottle necks (Derby /Stanley Street/Wigan Road; Moor Street/Moorgate/Park Road)
- Edge Hill – utilisation as a resource (marketing / business programmes /opportunities for student involvement)
- Investing in technology in the Town Centre – wi-fi accessibility; interactive /touch screens; “big screen” advertisement on “market days”.
- Events Square – exploring effective usage /function.



The Senior Planning Officer (Housing and Regeneration) responded to questions and provided clarification on points raised during discussion.

The Technical Services Manager provided an update in relation to proposed works on the Derby Street railway bridge. He made an undertaking to raise with Lancashire County Council: progress on the railway bridge improvements; the current position relating to traffic-light management in the Town Centre and the proposed cycle link from the town centre to Edge Hill University.

The Deputy Assistant Director Housing and Regeneration, who was in attendance at the meeting, provided additional clarification on points raised in respect of on-going discussions with Merseyrail in relation to land affecting improvements to car parking arrangements at Ormskirk Train Station and on the parallel process of the review with the development of the Strategy.

The Portfolio Holder (Planning) who was in attendance, with the permission of the Chairman, addressed the meeting, supporting the value of the input of the review work being undertaken by the Committee as part of the on-going work associated with delivering the Ormskirk Town Centre Strategy.

RESOLVED: That the presentation be noted.

### **32. THE MARKET AND MOOR STREET IMPROVEMENTS**

The Technical Services Manager gave an oral update on the changes to the Market and Moor Street Improvements as part of the Committee's review.

#### The Market

Members considered the update provided by the Technical Services Manager on the Market and Moor Street Improvements, including the location of the stalls and the space that had been created in the centre as a result of those changes.

He reported that the Market Traders' had made a request, since the introduction of the new arrangements, for additional space to be allocated to them in front of the stalls. It was explained this would only be for movable goods and would not include expansion of the canopied area over the additional space.

Mr Brady further reported that from October, on a trial basis, six specialists' food stalls would be located in Events Square. The stalls being trialled, it was envisaged, would not impact on the permanent stallholders or town centre traders.

Additionally, in consultation with the Council's Arts Development Manager, it was planned to introduce a 'vintage' element to the market. Discussions with existing stallholders in relation to this proposal were currently taking place and it was hoped to commence this venture from April next year.

The 'branding' of the market was also something that had been referred to earlier in the review and it was reported that from 1 April 2016 a relaunch would take place with the stalls displaying the new 'branded' canopies.

The Technical Services Manager further reported that the proposed market research into footfall would include consultation with current market traders as well as town centre retailers.

### Moor Street Improvements

The Technical Services Manager reported that the Moor Street Improvements were finished on 28 August 2015, immediately prior to the Motorfest event. Further environmental works, including seating and placement of "trees" was expected to be undertaken in November.

He reported that the 'deep' drainage gullies that had been installed by the contractors were causing problems and that LCC, as the highway authority, would be undertaking remedial work on them. Whilst it was envisaged that the gullied would be replaced by shallower ones, to match those in Aughton Street, it was now understood that the depth of the existing gullies in Moor Street would be reduced with a resin bonded aggregate filler. It was stated that aggregate, whilst initially looking smart, was prone to displacement and breakage, particularly from the weight of goods traffic. It was understood that this may be a temporary fix.

Members expressed concern about the use of the resin bonded aggregate as a permanent solution and advised Mr Brady to seek clarification from LCC on the decision to fill the gullies with bonded resin aggregate.

- RESOLVED:
- A. That the presentation be noted and a further update on the Moor Street Improvements be provided to the next meeting.
  - B. That the Technical Services Manager seek clarification from the County Council to establish if the use of bonded resin aggregate in the gullies on Moor Street is intended to be a temporary or permanent solution.

### **33. NEXT STEPS**

Consideration was given to the timetable, as set down in the Project Plan for the review.

In relation to the proposed Workshop in January 2016, it was agreed that a date for this be sought and confirmed at the next meeting.

- RESOLVED:
- A That in relation to the next steps of the review the proposals for the next meeting (December 2015) be noted.
  - B That arrangements be put in place for a workshop to be held in January 2016.

**34. ITEMS FROM THE MEMBERS' UPDATE**

There were no items under this heading.

.....  
Chairman



## EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE HELD:26 NOVEMBER 2015

Start: 7.30pm

Finish: 8.50pm

### PRESENT:

Councillors: Furey (Chairman)

Ashcroft	Mrs Houlgrave
Bullock	Kay
Cotterill	Mee
Davis	Nixon
Delaney	Owen
Devine	Pendleton
Forshaw	Westley
Greenall	

Officers: Deputy Assistant Director Housing & Regeneration (Mr I Gill)  
Deputy Borough Treasurer (Mr M Kostrzewski)  
Strategic Planning & Implementation Manager (Mr P Richards)  
Property Services Manager (Mr P Holland)  
Asset Manager (Mr W Berkley)  
Assistant Solicitor (Mrs J Williams)  
Principal Overview and Scrutiny Officer (Mrs C A Jackson)

In attendance: Assistant Solicitor (Mr N Astles)

### 22. APOLOGIES

There were no apologies for absence.

### 23. MEMBERSHIP OF THE COMMITTEE

In accordance with Council Procedure Rule 2, Members noted the termination of membership of Councillors Savage and Whittington and the appointment of Councillors Owen and Mee respectively, thereby giving effect to the wishes of the Political Groups.

### 24. URGENT BUSINESS

There were no items of urgent business.

### 25. DECLARATIONS OF INTEREST

Councillors Delaney, Devine, Owen and Nixon declared a disclosable pecuniary interest in item 9(b) Pay to Stay: Fairer Rents in Social Housing – Consultation as tenants of the Council but by virtue of a dispensation, were able to remain to speak and vote on this item.

### 26. DECLARATIONS OF PARTY WHIP

There were no declarations of a Party Whip.

**27. MINUTES**

RESOLVED: That the minutes of the meeting held on 1 October 2015 be received as a correct record and signed by the Chairman.

**28. RELEVANT MINUTES OF CABINET**

Consideration was given to the minutes of the Cabinet held on 10 November 2015.

In relation to a query on the decision set down at Minute 53 (Local Government Declaration on Tobacco Control), that the Council become a signatory to the Declaration, the Deputy Assistant Director Housing and Regeneration made an undertaking to seek confirmation that this had taken place.

**29. CALL IN ITEMS**

There were no items under this heading.

**30. ITEMS REFERRED BY CABINET**

The following two items had been referred.

**31. SALE OF HIGH VALUE COUNCIL HOUSES**

Consideration was given to the report of the Borough Solicitor in relation to the report of the Assistant Director Housing and Regeneration entitled 'Sale of High Value Council Houses' attached at Appendix 1, considered by Cabinet at its meeting on 10 November, that had sought the direction of them to progress with sales of "high value" Council houses when they become empty, prior to legislation being introduced. The matter had also been considered by the Landlord Services Committee (Cabinet Working Group) on 4 November 2015.

Cabinet, in referring the item, requested the Committee to provide any agreed comments to be submitted to them prior to consideration at its next Cabinet meeting on 12 January 2016.

The Deputy Assistant Director Housing and Regeneration gave an overview of the proposals, provided clarification on issues raised and responded to questions.

In discussion comments and questions were raised in relation to:

- Properties adapted for the disabled – "exemption" definition / criteria.
- Acting prior to the Housing Bill's enactment – advantages/disadvantages.
- Identification of "high value" housing stock – numbers; properties affected; values applied;
- Sale / disposal of "identified" properties – criteria (restrictions / selection / community assets / other social uses / value); associated legal implications.
- Advertisement / Marketing - process; use of in-house / external agents.
- Voids – number / timescales.

## **EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE HELD:26 NOVEMBER 2015**

The Assistant Solicitor (JW) and Property Services Manager also provided additional clarification on issues raised relating to community assets legislation and voids.

RESOLVED: As a consequence of the discussion on this item the agreed comments of the Committee to Cabinet be that:

1. the proposals are not supported at this time.
2. Cabinet reconsiders the lower values, in respect of the classification of “high value” properties, as set down at paragraph 4.3 of the report of the Assistant Director Housing and Regeneration.
3. Cabinet explore further the options for disposal of “high value” properties, including social uses.
4. properties identified for sale, are “properly marketed.”

### **32. PAY TO STAY - FAIRER RENTS IN SOCIAL HOUSING - CONSULTATION**

Consideration was given to the report of the Borough Solicitor in relation to the report of the Assistant Director Housing and Regeneration entitled ‘Pay to Stay – Fairer Rents in Social Housing – Consultation’, considered by Cabinet at its meeting on 10 November, that gave details of the DCLG Consultation document ‘Pay to Stay: Fairer Rents in Social Housing’, and the draft response to that consultation. The matter had previously been considered by the Landlord Services Committee (Cabinet Working Group) on 4 November 2015.

Cabinet, in referring the matter, requested the Committee to refer any agreed comments by them to the Assistant Director Housing and Regeneration and the relevant Portfolio Holder, prior to the response being finalised.

The Deputy Assistant Director Housing and Regeneration gave an overview of the report referring to detail as set down in the consultation document and the draft response prepared by the Assistant Director Housing and Regeneration.

In discussion questions and comments were raised in relation to:

- Purpose of the legislation.
- Low income households – indirect impact of the proposals.
- “Household” Income – lack of clarity / identification/determination of “household” income; income thresholds; monitoring changes in circumstances; lack of flexibility;
- Self-employed / zero hours contracts – consequences.
- Administrative Costs – financial impact / mechanism to administer.
- Appeals Process – reinstatement of a ‘Fair Rents Council’

## EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE HELD:26 NOVEMBER 2015

RESOLVED: That, as a consequence of the discussion on this item the following agreed comments of the Committee, be passed to the Assistant Director Housing and Regeneration, in consultation with the relevant Portfolio Holder for consideration of inclusion in the Council's response:

- (a) In relation to administering the policy, due to needing income data, "the system is unworkable" and
- (b) "include a reference to the effect on those people on zero hours contracts and the self-employed."

### 33. PREFERRED OPTIONS FOR THE PROVISION FOR TRAVELLER SITES DEVELOPMENT PLAN DOCUMENT

Consideration was given to the report of the Assistant Director Planning that gave details in relation to the preferred options for the provision of Traveller Sites Development Plan Document (Traveller Sites DPD) and sought agreed comments, following approval by Cabinet at its meeting on 10 November 2015 for consultation. The report had also been considered by the Planning Committee at its meeting on 12 November 2015.

The Strategic Planning and Implementation Manager attended the meeting and provided an overview of the Traveller Sites DPD, clarification on the issues raised and responded to questions, referring to details as set down in the report and Traveller Sites DPD.

In discussion, questions and comments were raised in respect of the following:

- Traveller accommodation needs.
- Proposed Preferred Options – Advantages / disadvantages of the 3 sites identified.
- Provision of suitable Traveller sites – work undertaken; liaison with landowners / neighbouring authorities; future identification; green belt (rules/ legal processes / definitions); availability of Council-owned land.

During the discussion reference was made to the allocated sites and disappointment was expressed at the insufficient number of sites that had come forward to meet Traveller accommodation needs, despite significant work to meet the target. It was, however, recognised that there could be opportunities in the future to re-visit this, when the process in relation to the next Local Plan, commenced.

Thanks was proffered to the Strategic Planning and Implementation Manager for the work undertaken to try to identify suitable sites and to bring the Traveller Sites DPD forward.

RESOLVED: That, as a consequence of the discussion on this item it was agreed that the following agreed comments be passed to the Assistant Director Planning for consideration, in consultation with the Portfolio Holder that:

1. "when looking at future plans for suitable traveller sites, consultation with travelling communities and other local authorities be undertaken, in order to learn from their experience and



## EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE HELD:26 NOVEMBER 2015

2 concerns were expressed about the release of sites from the Green Belt to meet Traveller accommodation needs.”

### 34. REVISED CAPITAL PROGRAMME AND MID YEAR REVIEW 2015-2016

Consideration was given to the report of the Borough Treasurer that provided details on the Revised Capital Programme for 2015/16 and an overview on the progress against it at the mid-year point and sought the views of the Committee prior to consideration by Council on 16 December 2015.

The Deputy Borough Treasurer attended the meeting, provided a summary on progress at the mid-year point, responded to questions and provided clarification referencing details as set down in the report.

RESOLVED: That the Revised Capital Programme and progress against it at the mid-year point be noted.

### 35. HRA BUDGET MONITORING POSITION

Consideration was given to the report of the Borough Treasurer that provided a projection of the financial position on the Housing Revenue Account (HRA) and the Housing Capital Investment Programme to the end of the financial year that sought the view of the Committee prior to consideration by Council on 16 December 2015.

The Deputy Borough Treasurer attended the meeting, provided a summary of progress, responded to questions and provided clarification referencing details as set down in the report.

RESOLVED: That progress against the HRA and the Capital Investment Programme budgets be noted.

.....  
Chairman



**PRESENT:** Councillor Delaney (Chairman)

Councillors: Devine Kay

Officers: Principal Solicitor (Mrs K Lovelady)  
Senior Licensing Officer (Mrs M Murray)  
Member Services Officer (Mrs J Brown)

In attendance: Trainee Solicitor (Ms N Pickford)  
Mr Chris Michener (Licensing Solutions)

**1. APOLOGIES**

There were no apologies for absence received.

**2. MEMBERSHIP OF THE COMMITTEE**

There were no changes to Membership of the Committee.

**4. DECLARATION OF PARTY WHIP**

There were no declarations of Party Whip.

**4. DECLARATION OF PARTY WHIP**

There were no declarations of Party Whip.

**5. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**6. MINUTES**

RESOLVED: That the Minutes of the meeting held on 22 December 2014 be noted.

**7. LICENSING HEARING PROCEDURE**

The Chairman outlined the Licensing Hearing Procedure.

**8. APPLICATION FOR A VARIATION OF A PREMISES LICENCE IN RESPECT OF COSTCUTTER EXPRESS SERVICE STATION, RAINFORD ROAD, BICKERSTAFFE**

Consideration was given to the report of the Assistant Director Community Services as contained on pages 7 to 39 of the Book of Reports in respect of an application for a variation of a Premises Licence in respect of Costcutter Express Service Station, Rainford Road, Bickerstaffe.

In considering this matter the Sub – Committee had regard to its Licensing Policy and the guidance issued under S.182 of the Licensing Act. It considered the relevant Licensing Objectives on this occasion was the ‘prevention of crime and disorder’, ‘public safety’ and ‘prevention of public nuisance’.

On hearing evidence from the Applicant and Objector the Sub – Committee:-

- RESOLVED:
- A. That the sale/supply of alcohol shall be permitted between 00.00 hours and 24.00 hours Monday to Sunday.
  - B. That late night refreshment shall continue to be permitted between 23.00 hours and 05.00 hours Monday to Sunday.
  - C. That the premises shall be open to the public between 00.00 hours and 24.00 hours Monday to Sunday.

The Committee noted that the Applicant following discussions with the Police amended their application and agreed that the following conditions be added to the licence:

- D. That CCTV will be installed internally and externally at the premises and will comply with the following:
  - 1. The CCTV shall cover all public areas of the premises.
  - 2. The system will display on any recording the correct time and date of the recording and will also have day/night recording capability.
  - 3. The system will make recordings during all hours that the premises are open to the public.
  - 4. The CCTV recorder shall be stored in a secure (locked) location within the premises.
  - 5. The VCR tapes or digital recording media will be held for a minimum of 31 days after the recording is made and will be made available to the Police or an authorised officer acting for a Responsible Authority for inspection upon request to the DPS or his appointed associate and in any event within two working days following the aforementioned request.
  - 6. The system will, as a minimum, record images of the head and shoulders of all persons entering the premises and give an overall view of the inside and external areas of the premises.
- E. That a staff member who is conversant with the operation of the CCTV system will be available to attend the premises at all times the premises are open to the public. This staff member will be able to show Police or Authorised Officer data or footage upon request.

- F. That the Premises Licence Holder will notify the Police Licensing Unit on any occasion when the CCTV is to be inoperative for a period in excess of one working day. Within 7 days of the notification of the said system becoming inoperative the premises licence holder shall provide to the police a certificate from a competent person stating the reason for the system being inoperative and the measures which have been taken to satisfy the licence conditions.
- G. That appropriate signs (of at least A4 size) informing customers that CCTV is recording will be displayed in conspicuous positions on the premises.
- H. That monthly documented maintenance checks of the CCTV system, including the recording system, will be carried out by the Premises Licence Holder to ensure that the system is in good working order and fit for purpose. Such checks shall be recorded in a book and be provided to a Police Officer or authorised officer on request.
- I. Clear legible notices will be displayed in a conspicuous position in the building and on the forecourt asking customers to avoid causing noise nuisance or disturbance to local residents.
- J. All transactions are to be made via the "Night Hatch Service between the hours of 23:00 and 05:00 each day except at the discretion of the cashier where it is considered necessary for the interests of public safety.

-----  
- CHAIRMAN -



**PRESENT:** Councillor Delaney (Chairman)

Councillors: Devine  
Melling

Officers: Principal Solicitor (Mrs K Lovelady)  
Trainee Solicitor (Ms N Pickford)  
Senior Licensing Officer (Mrs M Murray)  
Senior Environmental Health Officer (Mr C Carpenter)  
Member Services/Civic Support Officer (Mrs J Brown)

In attendance: EAD Solicitors (Mr C Bruder)  
DPS (Mr P Bolton)  
Councillor D Westley (Aughton & Downholland Ward)  
Objectors

**9. APOLOGIES**

There were no apologies for absence received.

**10. MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, the Committee noted the termination of membership of Councillor Kay and the appointment of Councillor Ms Melling for this meeting only, thereby giving effect to the wishes of the political groups.

**11. URGENT BUSINESS**

There were no items of urgent business.

**12. DECLARATION OF PARTY WHIP**

There were no declarations of Party Whip.

**13. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**14. MINUTES**

RESOLVED: That the Minutes of the meeting held on 22 July 2015 be noted.

**15. LICENSING HEARING PROCEDURE**

The Chairman outlined the Licensing Hearing Procedure.

**16. APPLICATION FOR VARIATION OF A PREMISES LICENCE IN RESPECT OF WEST TOWERS COUNTRY HOTEL, MILL LANE, AUGHTON.**

Consideration was given to the report of the Assistant Director Community Services as contained on pages 41 to 107 of the Book of Reports in respect of an application for a variation of a Premises Licence in respect of West Tower Country Hotel, Mill Lane, Aughton.

In considering the matter the Sub – Committee had regard to its Licensing Policy and the guidance issued under S. 182 of the Licensing Act. It considered the relevant Licensing Objectives on this occasion was the ‘prevention of public nuisance’.

On hearing evidence from the Applicant, Senior Environmental Health Officer and Objectors the Sub – Committee:-

- RESOLVED: A. That the premises shall be open to the public between 10.00 hours and 01.30 hours daily.
- B. That the sale of alcohol shall be permitted between 10.00 hours and 01.00 hours daily.
- C. That the provision of live music, recorded music, performance of dance and anything of a similar description shall be permitted to take place indoors between 10.00 hours to 01.00 hours daily.
- D. That late night refreshment shall be permitted between 23.00 hours and 01.00 hours daily.
- E. Plan 3b as provided with the application replaces any previous plans associated with the premises licence.
- F. It is noted that the application has been amended so that all regulated entertainment and late night refreshment will only be undertaken indoors.

**Conditions**

All conditions currently on the licence remain and the following conditions shall be added:-

- G. The DPS or their nominated representative shall conduct regular assessments of the noise emanating from the premises on every occasion the premises are used for regulated entertainment and shall take steps to reduce the level of noise where it is likely to cause a disturbance to local residents. A written record shall be made of the assessments in a log book kept on site for that purpose and shall include the time and date of the checks, the name of the person undertaking the checks and the results including any remedial action. The log book shall be made available to any authorised person on request.



- H. Whenever regulated entertainment is taking place, all external windows and doors to the premises other than for access or egress shall remain closed.
- I. The placing of refuse such as glass bottles, into receptacles outside the premises shall not take place between the hours of 21.00 and 08.00, so as to prevent noise disturbance to neighbouring residents.

Guidance - not to be applied to the licence:-

1. The Licensing Sub-Committee would ask the applicant to take into account the evidence heard at the hearing and look at measures to reduce disturbance caused by coaches attending the premises. In particular, the applicant is encouraged to try and take steps to ensure guests arrive in vehicles that can park within the curtilage of the premises and ask the coach drivers to ensure engines are switched off on arrival and only switched on upon departure.
2. In respect of regulated entertainment, the applicant is encouraged to take steps to highlight to staff when doors and windows are opened such as visual alarms or noise cut off options.

-----  
- CHAIRMAN -



**PRESENT:** Councillor Delaney (Chairman)

Councillors: Dereli  
Ms Melling

Officers: Principal Solicitor (Mrs K Lovelady)  
Senior Licensing Officer (Mrs S Jordan)  
Principal Environmental Health Officer (Ms J Antrobus)  
Senior Environmental Health Officer (Ms G Perkins)  
Member Services/Civic Support Officer (Mrs J Brown)

In attendance: Poppleston Allen Solicitors (Mr J Smith)  
Poppleston Allen Solicitors (Mr G Donnelly) (Observer)  
Applicant (Mr S Patel)  
Applicant (Mr D Kenyon)  
DPS (Mr D Webster)  
Councillor Pryce – Roberts (Ward Councillor)  
Objectors

**17. APOLOGIES**

There were no apologies for absence received.

**18. MEMBERSHIP OF THE COMMITTEE**

There were no changes to membership of the Committee.

**19. URGENT BUSINESS**

There were no urgent items of business.

**20. DECLARATION OF PARTY WHIP**

There were no declarations of Party Whip.

**21. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**22. MINUTES**

RESOLVED: That the Minutes of the meeting held on 8 September 2015 be noted.

**23. LICENSING HEARING PROCEDURE**

The Chairman outlined the Licensing Hearing Procedure.

**24. APPLICATION FOR A PREMISES LICENCE IN RESPECT OF SKELMERSDALE SOCIAL CLUB, WITHAM ROAD, SKELMERSDALE, WN8 8HP**

Consideration was given to the report of the Assistant Director Community Services as contained on pages 117 to 300 of the Book of Reports in respect of an application for a Premises Licence in respect of Skelmersdale Social Club, Witham Road, Skelmersdale, WN8 8HP.

In considering this matter the Sub – Committee had regard to its Licensing Policy and the guidance issued under S. 182 of the Licensing Act. It considered the relevant Licensing Objectives on this occasion was the ‘prevention of crime and disorder’ and ‘prevention of public nuisance’.

On hearing evidence from the Applicant, Solicitor, Senior Environmental Health Officer and Objectors the Sub – Committee:-

The Committee noted that the Applicant amended his application to add the following conditions to those already outlined in the operating schedule. The Committee welcomed the offer of the conditions and felt that it was appropriate and proportionate given the evidence before them that these are added to the licence. The additional conditions are therefore:-

1. The noise limiter shall be reset at a level to be determined by a Senior Environmental Health Officer of WLBC following completion of the refurbishment.
2. No new patrons will be allowed entry to the premises after 01.00 hours.
3. The premises license holder shall ensure that a sign is displayed on the exterior of the premises providing a contact telephone number for members of the public to use in order to raise issues arising from the premises. The premises licence holder shall ensure that someone is available to answer the calls whenever the premises are open to the public.
4. The application be amended to remove the non-standard timings in respect of the additional hours requested for Bank Holidays.
5. The Premises will facilitate a residents meeting once every four months at the premises in order that any issues can be discussed.

NOTE: - The Committee noted that the Applicant indicated that they will surrender the previous Licence No. LN/000002073 upon completion of the works outlined in the plan that is applicable to this Licence.

RESOLVED: A. That the premises shall be open to the public:-

Mon to Wed	10.00 hours to 12.30 hours or 01.30 if any day falls on a bank holiday
Thurs and Sun	10.00 hours to 01.30 hours
Fri and Sat	10.00 hours to 02.00 hours

In addition to the above the patrons will be permitted to remain in the premises for a maximum of an additional thirty minutes to allow waiting time for collection by taxis. No alcohol shall be consumed within this thirty minute period.

- B. Non Standard Timings in respect of the opening hours are as follows:

From the end of the permitted hours on New Year's Eve to the start of permitted hours on NewYears Day.

An additional hour to the standard and non-standard timings on the day when British Summertime commences.

- C. That the sale of alcohol shall be permitted ON THE PREMISES ONLY:-

Mon to Wed	10.00 hours to 00.00 hours(midnight) or 01.00 if any day falls on a bank holiday
Thurs and Sun	10.00 hours to 01.00 hours
Fri and Sat	10.00 hours to 01.30 hours

- D. That the performance of plays, films, indoor sporting events, boxing or wrestling, provision of live music, recorded music, performance of dance and anything of a similar description shall be permitted to take place INDOORS ONLY:-

Mon to Wed	10.00 hours to 00.00 hours(midnight) or 01.00 if any day falls on a bank holiday
Thurs and Sun	10.00 hours to 01.00 hours
Fri and Sat	10.00 hours to 01.30 hours

- E. That late night refreshment shall be permitted as follows:-

Mon to Wed	10.00 hours to 00.00 hours(midnight) or 01.00 if any day falls on a bank holiday
Thurs and Sun	10.00 hours to 01.00 hours
Fri and Sat	10.00 hours to 01.30 hours

- F. Non-standard timings for all the licensable activities in points C, D. and E. above are as follows:

From the end of the permitted hours on New Year's Eve to the start of permitted hours on NewYears Day.

An additional hour to the standard and non-standard timings on the day when British Summertime commences.

-----  
- CHAIRMAN -