



Jacqui Sinnott-Lacey BA(Hons) PGDipWL
Chief Operating Officer

52 Derby Street
Ormskirk
West Lancashire
L39 2DF

Monday, 6 January 2020

**TO: COUNCILLORS I MORAN, Y GAGEN, D EVANS, J WILKIE, K WILKIE,
K WRIGHT AND A YATES**

Dear Councillor,

Please find attached additional information relating to agenda item 7(i) CIL Funding Programme 2020/21.

**AGENDA
(Open to the Public)**

7i	CIL Funding Programme 2020/21 (Relevant Portfolio Holder: Councillor D Evans)	1117 - 1124
----	--	----------------

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

FIRE EVACUATION PROCEDURE: Please see attached sheet.

MOBILE PHONES: These should be switched off or to 'silent' at all meetings.

For further information, please contact:-
Sue Griffiths on 01695 585097
Or email susan.griffiths@westlancs.gov.uk

**FIRE EVACUATION PROCEDURE FOR:
COUNCIL MEETINGS WHERE OFFICERS ARE PRESENT
(52 DERBY STREET, ORMSKIRK)**

PERSON IN CHARGE: Most Senior Officer Present
ZONE WARDEN: Member Services Officer / Lawyer
DOOR WARDEN(S) Usher / Caretaker

IF YOU DISCOVER A FIRE

1. Operate the nearest **FIRE CALL POINT** by breaking the glass.
2. Attack the fire with the extinguishers provided only if you have been trained and it is safe to do so. **Do not** take risks.

ON HEARING THE FIRE ALARM

1. Leave the building via the **NEAREST SAFE EXIT**. **Do not stop** to collect personal belongings.
2. Proceed to the **ASSEMBLY POINT** on the car park and report your presence to the **PERSON IN CHARGE**.
3. **Do NOT** return to the premises until authorised to do so by the **PERSON IN CHARGE**.

NOTES:

Officers are required to direct all visitors regarding these procedures i.e. exit routes and place of assembly.

The only persons not required to report to the Assembly Point are the Door Wardens.

CHECKLIST FOR PERSON IN CHARGE

1. Advise other interested parties present that you are the person in charge in the event of an evacuation.
2. Make yourself familiar with the location of the fire escape routes and inform any interested parties of the escape routes.
3. Make yourself familiar with the location of the assembly point and inform any interested parties of that location.
4. Make yourself familiar with the location of the fire alarm and detection control panel.
5. Ensure that the zone warden and door wardens are aware of their roles and responsibilities.
6. Arrange for a register of attendance to be completed (if considered appropriate / practicable).

IN THE EVENT OF A FIRE, OR THE FIRE ALARM BEING SOUNDED

1. Ensure that the room in which the meeting is being held is cleared of all persons.
2. Evacuate via the nearest safe Fire Exit and proceed to the **ASSEMBLY POINT** in the car park.
3. Delegate a person at the **ASSEMBLY POINT** who will proceed to **HOME CARE LINK** in order to ensure that a back-up call is made to the **FIRE BRIGADE**.
4. Delegate another person to ensure that **DOOR WARDENS** have been posted outside the relevant Fire Exit Doors.

5. Ensure that the **ZONE WARDEN** has reported to you on the results of his checks, **i.e.** that the rooms in use have been cleared of all persons.
6. If an Attendance Register has been taken, take a **ROLL CALL**.
7. Report the results of these checks to the Fire and Rescue Service on arrival and inform them of the location of the **FIRE ALARM CONTROL PANEL**.
8. Authorise return to the building only when it is cleared to do so by the **FIRE AND RESCUE SERVICE OFFICER IN CHARGE**. Inform the **DOOR WARDENS** to allow re-entry to the building.

NOTE:

The Fire Alarm system will automatically call the Fire Brigade. The purpose of the 999 back-up call is to meet a requirement of the Fire Precautions Act to supplement the automatic call.

CHECKLIST FOR ZONE WARDEN

1. Carry out a physical check of the rooms being used for the meeting, including adjacent toilets, kitchen.
2. Ensure that **ALL PERSONS**, both officers and members of the public are made aware of the **FIRE ALERT**.
3. Ensure that **ALL PERSONS** evacuate **IMMEDIATELY**, in accordance with the **FIRE EVACUATION PROCEDURE**.
4. Proceed to the **ASSEMBLY POINT** and report to the **PERSON IN CHARGE** that the rooms within your control have been cleared.
5. Assist the **PERSON IN CHARGE** to discharge their duties.

It is desirable that the **ZONE WARDEN** should be an **OFFICER** who is normally based in this building and is familiar with the layout of the rooms to be checked.

INSTRUCTIONS FOR DOOR WARDENS

1. Stand outside the **FIRE EXIT DOOR(S)**
2. Keep the **FIRE EXIT DOOR SHUT**.
3. Ensure that **NO PERSON**, whether staff or public enters the building until **YOU** are told by the **PERSON IN CHARGE** that it is safe to do so.
4. If anyone attempts to enter the premises, report this to the **PERSON IN CHARGE**.
5. Do not leave the door **UNATTENDED**.

Late Information – Cabinet 14 January 2020

Item 7i – CIL Funding Programme 2020/21

Background and Current Position

This update is to provide late information clarifying the latest position on the Hesketh Bank Community Centre proposals.

Members will be aware that the Council consulted on the draft CIL Funding Programme in autumn 2019, which shortlisted the Hesketh Bank Community Centre project as potentially suitable to receive CIL funding in 2020/21. The original proposal was to replace the three existing buildings on the site with one multi-use building on the existing site to improve the community facilities.

Whilst the consultation was being prepared and undertaken, the Trustees of Hesketh Bank Community Centre continued to explore their options with the local community in relation to the redevelopment of the Hesketh Bank Community Centre. Two options involved redevelopment on the existing site (the front; or the rear) and one option involved selling the site for housing to fund redevelopment on the redundant bowling green adjacent to the community centre site.

Through the public consultation, the Council received a significant number of objections from people affiliated with the Hesketh Bank Silver Band, opposing the proposals on the grounds that they [the band] would lose exclusive rights to their practice facilities. Council officers determined that this was a private dispute to be resolved between the band and the community centre trustees and thus recommended to Cabinet in the original report accompanying this item that the project is suitable to receive CIL funding.

Since the public consultation, and the opposition from the Silver Band, the Trustees have continued to hold discussions and explore options, and have determined that the option to redevelop the community centre on the adjacent bowling green site would not be viable as the bowling club do not wish to make their site available for that purpose. The Trustees have considered their remaining options, to re-develop on the existing site, and now consider that the most suitable approach is to redevelop the back hall and leave all other facilities on the site in place. This would mean one new, replacement building is provided to upgrade some of the community facilities offered by the centre. The proposed new building will occupy the same footprint as the existing back hall, whilst the front hall, MUGA and band hut will remain as they are. Subsequently, a number of the objections from the Hesketh Bank Silver Band have now been withdrawn. At the time of preparing this report, five objections have been rescinded (see Appendix 1).

The Trustees have provided updated costs, as of 9/1/2020 (see Appendix 2), confirming that the latest proposals to redevelop the back hall are financially viable. This is, however, subject to a number of grants to be confirmed and secured, including that from the National Lottery. Any approval by Cabinet to award CIL monies to this project will be conditional on all other monies being confirmed,

planning approval being obtained and contractors being appointed. A legal agreement will be in place between the Trustees and the Council to safeguard CIL funds in the event that the development does not progress, or the CIL funds allocated to the project are not used in full, so as to enforce the return of the CIL funds.

View of the Corporate Director Place and Community

The revised scheme for the Hesketh Bank Community Centre is still seeking the same CIL contribution of £100,000, but it is arguable that the end product of the new Community Centre will not be as impressive as the original proposals simply because the funding that would have been available from the development of part of the site for housing will not now form part of the scheme and so the budget is not as large. However, the new Community Centre will still expand the community facility offer that is available to the local community and so help meet the growing demand for such facilities that has been or will be exacerbated, at least in part, by new development in Hesketh Bank.

As a result, the recommendation to Cabinet for the CIL Funding Programme 2020/21 remains unchanged, but Cabinet may want to consider the above information (and that appended) before reaching a final decision on this matter, as to whether the revised proposals for the Hesketh Bank Community Centre still offer the best value for money in terms of spending CIL.

Appendix 1: Withdrawal of objections

I wish to withdraw my objection raised on 5/11/2019 regarding the Hesketh Bank Community Centre. We have been advised by the Committee at the the community centre that they have revised their plans which now allow the band to stay on the current site and I have no objection to the revised plan.

Further to my Email of 11th November, I would like to withdraw my complaint re the above project. Hesketh Bank Band is no longer being evicted from their premises and we support this modified project.

Hesketh Bank Silver Band previously objected to the plans of the above organisation to sell land and build house in order to part fund a new community centre. The balance of the funding to be provided by WLBC CIL funding stream.

Following discussions with the trustees of the community centre resulting in a change of plan, i.e. to site the new community centre on the existing sight, Hesketh Bank Silver Band formally withdraws all objections previously raised.

In November I sent the objection below regarding the possible award of CIL funding for the Hesketh Bank Community Centre

In response to a great number of concerns raised about the proposed project the Trustees of the Community Centre have entered into further consultations with members of the local community and revised their plans to accommodate the views of the village

The revised plans of the proposed new Community Centre now fully represent the wishes of the local community with all concerned being pleased with the project as it now stands

This being the case, I wish to rescind my previous objection and would be grateful if you could now consider me to be fully in favour of the project

There is a desperate need to replace the existing building, and as such the present proposal will provide an ideal venue to fulfill the many recreational and cultural needs of our growing village for the foreseeable future

Therefore I believe that the Hesketh Bank Community Centre's application for CIL funding should seriously be considered worthy of financial support as a major and much needed improvement for our local community

Hello,
just wanted to let you know that since the volunteers at the Hesketh Bank Village Hall Committee have changed their position to rebuilding a hall, on it's current footprint, I am no longer against the scheme.

As the new proposal causes no interference to the infrastructure around it, and leaves Hesketh Bank Silver Band, where it is now - I am very happy to give it my full support.

Thank you.

Appendix 2: Statement from HBCC Trustees, received 9/1/2020

Hesketh Bank Community Centre: Project Update

Prepared for West Lancs Borough Council CIL bid by Hesketh Bank Community Centre.

This paper has been prepared in response to the Cabinet Briefing document posted online, as Councillors should be advised that the situation has substantially changed from that described.

At a public consultation meeting on 20th September 2019, three options for redeveloping Hesketh Bank Community Centre were clearly and precisely presented to those in attendance. Two options involved redevelopment on the existing site and one involved selling the site for housing to fund redevelopment on the redundant bowling green on the Centenary Sports Ground.

Following that meeting, some members of the community led by a close neighbour of the site decided that selling the land for housing to fund the building work on a new site was not in their interest. In addition to this, despite The Trustees stating that the plans would ensure that both facilities for the Band and Multi Use Games Area (MUGA) would be provided for, Hesketh Bank Silver Band feared complete loss of their venue without a suitable alternative and also elected to oppose this option.

An aggressive and libelous social media campaign followed and there was a great deal of misinformation put into the public domain. People in the community were actively encouraged to object to the Community Centre receiving funding, which resulted in the negative submissions received by West Lancs Borough Council in respect to this CIL bid.

It is worth noting here that amongst the public comments made, whilst some were negative, many in the community were very supportive of all three options.

Following the September meeting, a subsequent assessment of the three options was undertaken, which involved extensive discussions with all stakeholders including West Lancs Borough Council. During the assessment it became clear that the option to sell and rebuild elsewhere would not be viable. This was due to the Bowling Club refusing to surrender the lease on the redundant bowling green, planning issues and timescales that would not fit with the West Lancs Borough Council funding window. As a result this option was discounted.

Having considered both the remaining options, and the resultant reduction in funding available, the Trustees feel that the most suitable approach is to redevelop the Back Hall and leave all other facilities on the site in place. The proposed new building will occupy exactly the same footprint as the existing Back Hall. The Front Hall, MUGA and Band Hut will remain as they are.

From a previous Pre-Planning Application - PRE/2017/0466/MIN - The Trustees were advised that the replacement of a building on the site, providing it is in the same place and not materially larger than the one it replaces, would comply with Paragraph 89 of the NPPF. This will be the case with our proposal. As such, The Trustees are hopeful that there will be few planning issues with this proposal.

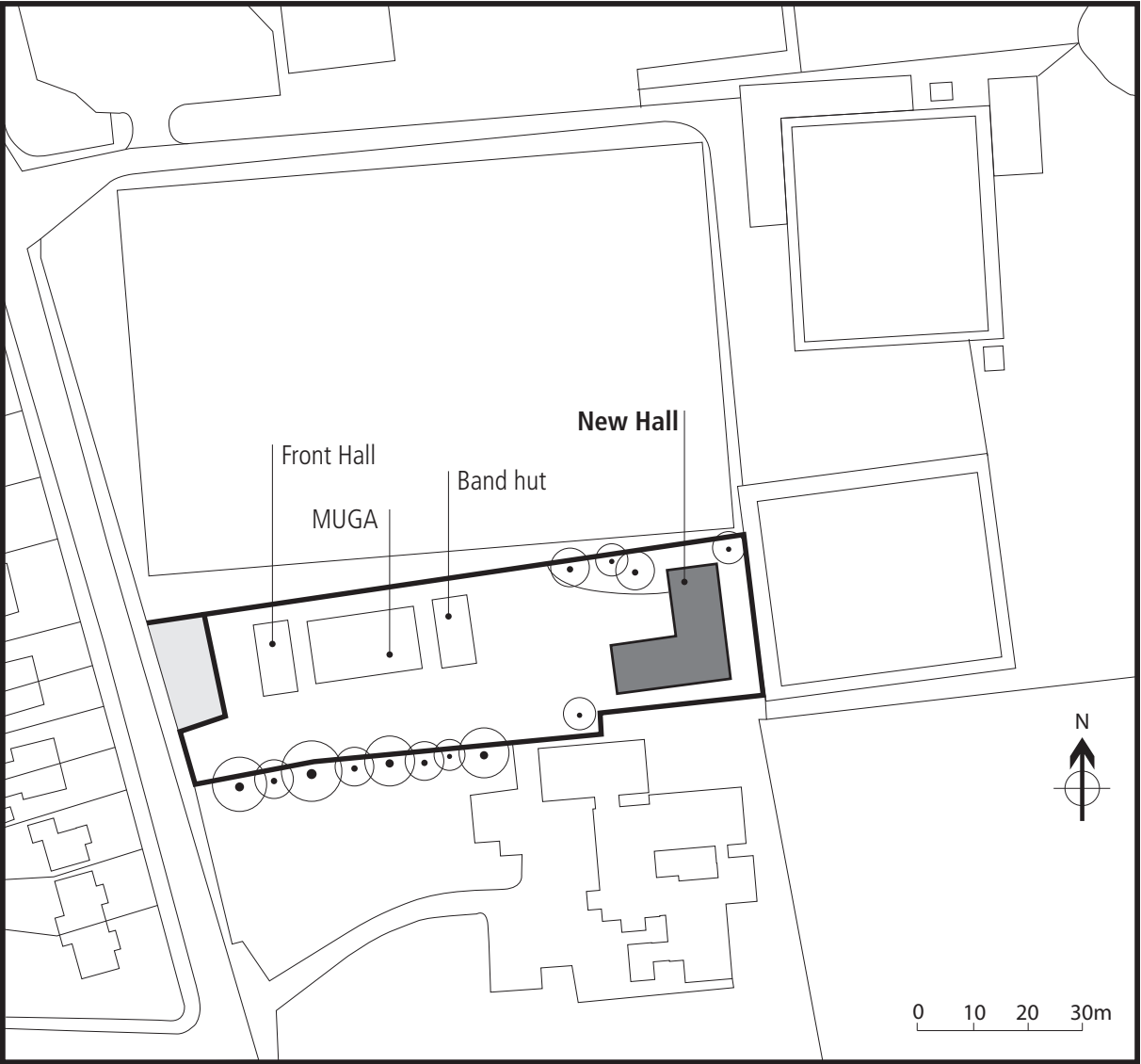
See plan on the next page.

The preferred option was presented at a second public meeting on 2nd December 2019. At that meeting, which was well attended, there was overwhelming support from the community for the proposal and Hesketh Bank Silver Band also expressed their satisfaction and support.

Since that meeting there have been no further objections on social media and there have been a lot of offers to help the Trustees with their efforts - a very positive and welcome outcome.

It is understood that Hesketh Bank Silver Band and others have now contacted, or are in the process of contacting, the Council to withdraw their initial objections to the project.

Site Plan



Project costs and Funding Sources

Funding Sources

National Lottery Reaching Communities England:	£125,000.00	Awaiting decision
West Lancs Borough Council:	£100,000.00	Awaiting decision
Hesketh with Beconsall Parish Council:	£50,000.00	Awarded
Garfield Weston:	£30,000.00	Awaiting decision
Co-op Local Causes 2019:	£4,128.00	Awarded
Co-op Local Causes 2020:	£4,000.00	Available July/October 2020
Own Fund Raising:	£17,000.00	Secured
Total	£330,128.00	

Additional Funding

Low Carbon Chamber Award		Awaiting meeting and decision
National Lottery Awards for All 2018	£9,348.00	Awarded and spent
National Lottery Awards for All 2019	£9,850.00	Awarded and spent

Project costs

Building Purchase Price Ex Works:	£260,811.00*	
Haulage charge to site:	£5,000.00	
Crane & Installation:	£13,800.00	
Planning Applications:	£5,750.00	
Site set-up:	£5,550.00	
Make good all macadam surfaces:	£5,290.00	
Paved entrance:	£1,104.00	
Total	£297,305.00	
Cost of possible additional excavations: Required if existing foundation slab cannot be used.	£8,958.00	estimated**

£306,263.00

* The building price is from Springfield Modular Buildings who submitted the lowest tender.

** It may be possible, once the Back Hall is demolished, to utilise the existing foundations. In which case, this estimated cost will be reduced. This can only be confirmed once demolition of the structure is completed.

These costs are all part of the turnkey price from the contractor and, once agreed, are a fixed cost that will not vary on the assumption that there are no client changes or additions.

