



Jacqui Sinnott-Lacey
Chief Operating Officer
52 Derby Street
Ormskirk
West Lancashire
L39 2DF

8 March 2022

**TO: COUNCILLORS I MORAN, Y GAGEN, V CUMMINS, G DOWLING, G OWEN,
J WILKIE, K WILKIE AND A YATES**

Dear Councillor,

Please find attached additional information for the meeting of the **CABINET** being held in the **COUNCIL CHAMBER, 52 DERBY STREET, ORMSKIRK L39 2DF** tonight **(TUESDAY, 8 MARCH 2022) at 7.00 PM.**

Yours faithfully

A handwritten signature in black ink, appearing to be 'JS', written over a light blue circular stamp.

Jacqui Sinnott-Lacey
Chief Operating Officer

AGENDA
(Open to the Public)

- | | | |
|-----------|---|----------------|
| 5. | MINUTES
Previously circulated. | 1932 -
1939 |
| 6a | Corporate Performance Reporting 2022/23
(Motion from Councillor I Moran) | 1940 -
1941 |
| 6c | Risk Management Framework Update & Key Risk Register
(Motion from Councillor A Yates) | 1942 -
1943 |
| 6e | Local Development Scheme Update
(Motion from Councillor G Owen) | 1944 -
1945 |

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

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

For further information, please contact:-
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Or email jacky.denning@westlancs.gov.uk

Agenda Item 5

CABINET

HELD: Tuesday, 25 January 2022
Start: 7.00 pm
Finish: 7.06 pm

PRESENT:

Councillors:

Portfolio

Councillor Ian Moran	Leader of the Council and Portfolio Holder for Economic Regeneration
Councillor Yvonne Gagen	Deputy Leader of the Council and Portfolio Holder for Leisure & Human Resources
Councillor Vickie Cummins	Portfolio Holder for Health and Wellbeing
Councillor Gareth Dowling	Portfolio Holder for Communities and Community Safety
Councillor Gaynar Owen	Portfolio Holder for Planning
Councillor Jenny Wilkie	Portfolio Holder for Housing and Landlord Services
Councillor Kevin Wilkie	Portfolio Holder for Street Scene
Councillor Adam Yates	Portfolio Holder for Resources & Transformation

In attendance: Councillor Adrian Owens

Officers: Jacqui Sinnott-Lacey, Chief Operating Officer
Kay Lovelady, Legal & Democratic Services Manager
Jacky Denning, Democratic Services Manager
James Crowley, Strategic Partnership Development Manager
Dan Massey, Head Ranger

61 **APOLOGIES**

There were no apologies received.

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

There were no items of special urgency.

63 **PUBLIC SPEAKING**

There were no items under this heading.

64 **DECLARATIONS OF INTEREST**

The following declarations were received:

1. Councillors Vicki Cummins and Yvonne Gagen declared a non-pecuniary interest in agenda items relating to Lancashire County Council (LCC) as employees of Lancashire County Council and did not enter into detailed discussions, which affected LCC.
2. Councillor Gaynar Owen (tenant of Council accommodation) declared a disclosable pecuniary interests in agenda items 6b 'Housing Account - Revenue and Capital Programme' but considered that she was entitled to speak and vote by virtue of an exemption as nothing in the report relates particularly to the relevant tenancy or lease.

65 MINUTES

RESOLVED: That the minutes of the Cabinet meeting held on 2 November 2021 be received as a correct record and signed by the Leader.

66 MATTERS REQUIRING DECISIONS

Consideration was given to the reports relating to the following matters requiring decisions and contained on pages 1475 to 1650 and 1657 to 1664 of the Book of Reports.

67 DRAFT REVENUE & CAPITAL PROGRAMME BUDGET

Councillor Yates introduced the report of the Head of Finance, Procurement and Commercial Services, which set out the Medium Term Financial Strategy (MTFS) for the 3 years ending 31st March 2025, together with the Revenue Budget for 2022/23 and the Capital Programme for the 3 years ending 31st March 2025, attached at appendix A.

The Minute of the Executive Overview and Scrutiny Committee held on 13 January 2022 had been circulated prior to the meeting.

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

RESOLVED: That the report be noted.

68 HOUSING ACCOUNT - REVENUE AND CAPITAL PROGRAMME

Councillor Jenny Wilkie introduced the report of the Head of Finance, Procurement and Commercial Services, which provided information to enable the Council to set its Housing Revenue Account (HRA) budget and capital investment programme for the next financial year 2022/23

The minute of the Executive Overview & Scrutiny Committee held on 13 January 2022 had been circulated prior to the meeting.

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

- RESOLVED:
- A. The financial position and the budget matters set out in the report be noted.
 - B. That the use of the Director of Place & Community's delegated authority in relation to rent and service charge changes be noted and endorsed.
 - C. That this report be used for consultation purposes prior to the Council considering this matter on 23 February 2022.
 - D. That the Housing and Landlord Services Portfolio Holder be given delegated authority to submit firm proposals to Council on 23 February 2022 to enable the budget to be set.

69 **COUNCIL PLAN DELIVERY PLAN Q2 2021/22**

Councillor Moran introduced the report of the Corporate Director of Transformation and Resources, which presented performance monitoring data for the quarter ended 30 September 2021.

The Minute of the Corporate & Environmental Overview & Scrutiny Committee on 9 December 2021 had been circulated prior to the meeting.

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

- RESOLVED: That the Council's performance against the Council Plan for the quarter ended 30 September 2021 be noted.

70 **CIL FUNDING PROGRAMME 2022/23**

Councillor Gaynar Owen introduced the report of the Corporate Director of Place and Community, which set out the consultation feedback on the draft CIL Funding Programme for 2022/23, and proposed final recommendations for the CIL Funding Programme in 2022/23.

The minute of the Executive Overview & Scrutiny Committee held on 13 January 2022 had been circulated prior to the meeting.

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

- RESOLVED: A. That the consultation feedback report provided at Appendix A to the report, be noted.

- B. That CIL monies be allocated to the delivery of the following projects in 2022/23:
- £31,555 – Dial-a-Ride service (Year 2)
 - £37,650 – Creation of an active hub, Skelmersdale Ecumenical Centre.
- C. That Skelmersdale Neighbourhood CIL monies be allocated to the delivery of the following project in 2022/23
- £12,760 – Track and trim-trail at St James' Primary School, Ashurst.
- D. That Ormskirk Neighbourhood CIL monies be allocated to the delivery of the following project in 2022/23:
- £60,000 – Improvements to Whittle Drive changing facilities.
- E. That the underspend (c.£6835) from the previously approved Burscough towpath improvement scheme be transferred to the previously approved Parbold towpath scheme to increase the available funding for that project.
- F. That delegated authority be granted to the Director of Place and Community, in consultation with the Portfolio Holder for Planning, to consider and authorise any reasonable changes to the details of the Cabinet approved schemes contained within the report, including minor changes to CIL funding or delivery timescales, that may be necessary to facilitate the subsequent delivery of an approved project, and that this delegation level is updated in the Council Constitution.

71

BARNS ROAD ALLOTMENTS & ASSOCIATED LAND (TRANSFER)

Councillor Gagen introduced the report of the Corporate Director of Place & Community, which sought authority for the transfer of land to the Council at a nil premium.

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

- RESOLVED: A. That authority is granted to the Corporate Director of Place and Community to take all necessary steps to acquire the land shown hatched on the plan attached to the report.
- B. That if further similar opportunities arise to increase the allotment

provision within the Borough that the Corporate Director of Place and Community be given delegated powers to effect such transfers

72 **CLIMATE CHANGE REVIEW FINAL REPORT OF THE CORPORATE & ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE**

Councillor Jenny Wilkie introduced the report of the Corporate Director of Transformation and Resources, which set out the Corporate & Environmental Overview & Scrutiny Committee's final report in respect of a review undertaken entitled 'Action on Climate Emergency combined with 'Create/Designate Hedgehog and Wildlife Areas in Public Parks/Gardens Across the Borough', attached at Appendix A to the report, and sought approval of the recommendations contained therein.

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

RESOLVED: That the final report of the Committee on the review undertaken on the Action on Climate Emergency' combined with 'Create/Designate Hedgehog and Wildlife areas in public parks/gardens across the Borough', attached as Appendix A to the report be noted, and the recommendations contained therein, be approved as follows:

- A. That the following completed Actions/outcomes highlighted by the Committee during the course of the review, be noted:
1. Information regarding the Green Homes Grant has been sent to all residents who requested it, with links to the Cosy Homes in Lancashire (CHIL) website, which provides further information, encourages householders to take up free energy efficiency measures in their homes and provides an online application form.
 2. An invite to the NW Energy Hub event in June was forwarded to all who expressed an interest, together with another similar event by Electricity Northwest (ENW) 'Powering our Communities' which launched a Fund to support community and local energy groups to develop and grow.
 3. A 2nd bid has been submitted to the Office of Low Emissions Vehicles (OLEV) for their consideration. This includes 32 charge points at 16 locations, the majority of which are in communal parking areas on housing estates in Skelmersdale, to ensure those living in properties without off-street parking have access to a convenient charging network. Should the project go ahead, it would

attract £374,709.01 investment, at nil cost to the council.

- B. That interested parties be contacted to inform about the Rural Community Energy Fund.
- C. That the Council continue to investigate a community/group purchasing project for Solar PV, noting that early conversations are underway with NW Energy Hub regarding an application to the Rural Community Energy Fund, with possible partners. The intention is to community fund a solar PV project on large scale building/s in Skelmersdale occupied by a high energy user to purchase the power (this could be a Council owned commercial building with a high user tenant). The income generated could then be reinvested to fund a further project or offered back to investors, depending on the community model used.
- D. That representatives from North West Energy Hub and Electricity North West be invited to attend a West Lancashire community energy event, following the outcome of a RCEF fund application in C above.
- E. That case studies, with performance and savings figures, from installed renewable technologies on Council housing, be developed and made available on the Council's website, including details of:
 - 1. How much will it cost to install a 2kw 3kw or 4kw?
 - 2. How much disruption will there be to install them?
 - 3. What potential returns are there, if any, besides the positive impact on the environment?
- F. That working with the Lancashire Woodland Connect Project, continue to identify locations for tree planting and hedgehog and wildlife areas, noting that potential sites currently identified include 2-3 hectares at Fairy Glenn for the Queens 'Green Canopy Scheme'; 2-3 hectares at Tawd Valley Park with the assistance of the 'Friends of Tawd Valley Park'; a community orchard at Whittle Drive, Ormskirk, working with Westend School; hedgehog gardens at the Halsall Lane site, where the Schools will be getting involved, with potential funding being made available from the housing environmental improvement fund.
- G. That the potential to provide for an alternative/reduced mowing regime be investigated in order to manage areas specifically for wildlife and wildflower habitats.
- H. That consideration be given to climate change matters within the

emerging Local Plan.

- I. That officers investigate / explore how businesses in the Borough can be supported with recycling.
- J. That 'Water Management Strategies' be considered as a future topic for consideration for inclusion in the Corporate & Environmental Overview & Scrutiny work programme for 2022/23.
- K. That Members receive via a Members Update, frequent updates in respect of the 'Action on Climate Emergency Strategy and Action plan'.
- L. That a Lead Member and senior officer be identified to drive forward the Council's agenda for Carbon Reduction/Environment and the importance of appointing an Environmental Strategy Manager to facilitate the actions outlined in the Council's Climate Change Strategy, be expressed.
- M. That an update on progress of the recommendations be reviewed at Corporate & Environmental Overview & Scrutiny Committee in September 2022.

73 EXCLUSION OF PRESS AND PUBLIC

This item was not moved as the report at agenda item 8(a) 'Land Disposal' had been withdrawn.

74 MATTERS REQUIRING DECISIONS

The report contained on pages 1651 to 1656 of the Book of Reports was withdrawn.

75 LAND DISPOSAL (WITHDRAWN)

This item was withdrawn.

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Leader

Agenda Item 6a

CORPORATE PERFORMANCE REPORTING 2022/23

Motion to be moved by Councillor Ian Moran

- A. That the suite of Key Performance Indicators (KPIs) and targets in Appendix A are approved and adopted for reporting as part of a Council Plan Corporate Delivery Plan to evidence progress with the Council Plan.
- B. That in respect of PI WL108 'Average answered waiting time for callers to the Contact Centre (seconds)' and the request from Executive Overview & Scrutiny Committee to change the proposed target for 2022/23 from 145 seconds to 60 seconds, that officers undertake an evidence-based evaluation to model this, and the additional resources required and bring back a report to Cabinet for consideration.**
- C. That in respect of PI WL157a 'No. visits to Leisure Facilities' and PI WL159 'No. attending Parks and Countryside events' the figures for 2022/23 be revised in accordance with the changing legislation.**
- D. That a proposed new PI be formulated to reflect staff turnover/vacancy levels.**
- E. That the Corporate Director of Transformation and Resources, in consultation with the Leader of the Council as Portfolio Holder, be authorised to finalise and amend the suite (Appendix A) and to make necessary amendments to the suite in year in response to any issues that may arise, for example government policy or collection mechanisms.

Agenda Item 6c

RISK MANAGEMENT FRAMEWORK & KEY RISK REGISTER

Motion to be moved by Councillor Adam Yates

- A. That the continuing effective operation of the Risk Management Framework as detailed in the Annual Report 2021 (Appendix A) be noted.
- B. That the proposed amendments to the Risk Management Policy & Strategy (Appendix B) and Toolkit (Appendix C) be approved.
- C. That in respect of the agreed comments of the Executive Overview & Scrutiny Committee held on 24 February 2022, as detailed in the minute circulated, it be noted that risk ratings are constantly reviewed and are looked at as a minimum on a quarterly basis by the risk owner and are measured against the risk impact descriptor tables.**
- D. That the progress made in relation to the management of the risks shown in the Key Risk Register (Appendix D) be endorsed.

Agenda Item 6e

LOCAL DEVELOPMENT SCHEME UPDATE

Motion to be moved by Councillor Gaynar Owen

- A. That the updated March 2022 Local Development Scheme within Appendix A to the report be approved.
- B. That the agreed comments of the Executive Overview & Scrutiny Committee at its meeting on 24 February 2022, in respect of the resources levels of the Planning Policy Team and the proposed new Local Plan timescale be noted.**
- C. That the agreed comments of the Executive Overview & Scrutiny Committee, in respect of the work programme and frequency of meetings of the Local Plan Cabinet Working Group, be endorsed.**

