



Kim Webber B.Sc. M.Sc.  
Chief Executive  
52 Derby Street  
Ormskirk  
West Lancashire  
L39 2DF

Tuesday, 14 February 2017

**TO: THE MAYOR AND COUNCILLORS**

Dear Councillor,

You are summoned to a meeting of the **COUNCIL** to be held in the **COUNCIL CHAMBER, 52 DERBY STREET, ORMSKIRK L39 2DF** on **WEDNESDAY, 22 FEBRUARY 2017** at **7.30 PM** at which your attendance is requested.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Kim Webber', written over a horizontal line.

Kim Webber  
Chief Executive

**AGENDA**  
**(Open to the Public)**

**PAGE(S)**

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|--|-------|
| <b>1. PRAYERS</b>  |       |
| <b>2. APOLOGIES</b>  |       |
| <b>3. DECLARATIONS OF INTEREST</b><br>If a member requires advice on Declarations of Interest, he/she is advised to contact the Borough Solicitor in advance of the meeting. (For the assistance of members a checklist for use in considering their position on any particular item is included at the end of this agenda sheet.) | 1 - 2 |
| <b>4. MINUTES</b><br>To receive as a correct record the minutes of the previous meeting held on 14 December 2016.  | 3 - 8 |

<b>5.</b>	<b>ANNOUNCEMENTS BY THE MAYOR AND/OR THE CHIEF EXECUTIVE</b>	
<b>6.</b>	<b>TO ANSWER ANY QUESTIONS UNDER THE PROVISIONS OF COUNCIL PROCEDURE RULE 10.2</b>	
<b>7.</b>	<b>MINUTES OF COMMITTEES</b>	<b>PAGE(S)</b>
	To receive the minutes of the following meetings, to confirm, if appropriate, such of the minutes as require confirmation and to pass such resolutions as the Council may deem necessary:	
<b>a)</b>	Planning Committee held on Thursday, 8 December 2016	9 - 14
<b>b)</b>	Planning Committee held on Thursday, 12 January 2017	15 - 16
<b>c)</b>	Polling Districts and Polling Places Review Committee held on Tuesday, 24 January 2017	17 - 18
<b>d)</b>	Audit & Governance Committee held on Tuesday, 31 January 2017	19 - 22
<b>e)</b>	Licensing & Appeals Committee held on Tuesday, 7 February 2017	23 - 26
<b>8.</b>	<b>PAY POLICY STATEMENT 2017/18</b>	
	To consider the report of the Borough Treasurer.	27 - 46
<b>9.</b>	<b>MEMBERS' ALLOWANCES SCHEME 2017/18 AND APPOINTMENT OF THE INDEPENDENT REMUNERATION PANEL (IRP)</b>	
	To consider the report of the Borough Solicitor.	47 - 60
<b>10.</b>	<b>SUSPENSION OF COUNCIL PROCEDURE RULE 13.4</b>	
	To enable the Portfolio Holder / Shadow Portfolio Holder to present their budget statement it will be necessary to suspend Council Procedure Rule 13.4 for Agenda Items 11 and 14. (This Rule limits the length of a speech to 5 minutes.)	
<b>11.</b>	<b>* BUDGET REQUIREMENT 2017/18</b>	<b>(To follow)</b>
	To consider the report of the Borough Treasurer.	
<b>12.</b>	<b>* DETERMINATION OF COUNCIL TAX 2017/18</b>	
	To consider the report of the Borough Transformation Manager and Deputy Director of Housing & Inclusion.	61 - 70
<b>13.</b>	<b>MEDIUM TERM GRA CAPITAL PROGRAMME</b>	
	To consider the report of the Borough Treasurer.	71 - 80
<b>14.</b>	<b>HOUSING ACCOUNT - REVENUE AND CAPITAL PROGRAMME</b>	
	To consider the joint report of the Director of Housing and Inclusion and the Borough Treasurer.	81 - 108
<b>15.</b>	<b>CAPITAL FINANCING AND TREASURY MANAGEMENT FRAMEWORK</b>	
	To consider the report of the Borough Treasurer.	109 - 120

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<b>16. MAYOR ELECT 2017/18</b> To consider the report of the Borough Solicitor.	121 - 122
<b>17. TIMETABLE OF MEETINGS 2017/18</b> To consider the report of the Borough Solicitor.	123 - 126
<b>18. CONTAMINATED LAND STRATEGY - 2017</b> To consider the report of the Director of Leisure and Wellbeing.	127 - 152
<b>19. PUBLIC SPACE PROTECTION ORDER</b> To consider the report of the Director of Leisure and Wellbeing.	153 - 176
<b>20. MOTIONS</b> To consider the following Motions included on the agenda at the request of the Members indicated:	
<p><b>a) New Merseyrail Driver-Only Trains - Motion Included on the Agenda at the Request of Councillor Pritchard on Behalf of the Labour Group</b></p> <p>That this Council welcomes the announcement of a new fleet of Merseyrail trains. However this Council recognises the role of guards on trains and that safety may be compromised with driver-only trains.</p> <p>That Council resolves to instruct the Chief Executive to write to the Managing Director of Merseyrail and Chief Executive of Merseytravel setting out its concerns and that the safety of passengers and staff must be treated as a priority. Also, that all concerns raised by Trade Union officials are considered when introducing these new trains.</p>	
<p><b>b) Social &amp; Economic Consequences Of Brexit - Motion Included on the Agenda at the Request of Councillor Mckenna on Behalf of the Labour Group</b></p> <p>That given the potential for negative social and economic consequences of so-called Brexit, along with possible opportunities, this council seek to work with other like-minded local authorities, especially but not solely within the Liverpool City Region area and Lancashire, to research and as appropriate pursue any lobbying or legislative means, so as to ensure that our local and combined authorities acquire and use to best effect, a substantive place in the negotiations between the United Kingdom and the European Union following a 'triggering' of Article 50 (2).</p> <p>That the Council resolves that the Chief Executive, in consultation with the Leader, write to her counterparts in authorities in Liverpool City Region and Lancashire, setting out initial proposals for a joint approach to this matter.</p>	

c) **Lancashire Constabulary Job Losses - Motion Included on the Agenda at the Request of Councillor Wright on Behalf of the Labour Group**

That Council is concerned that following severe Government cuts Lancashire Constabulary has lost some 1364 jobs:-

893 Police Officers  
331 Police Staff  
140 Community Support Officers

That this Council is concerned that continued cuts to Police funding leading to a reduction in front line Policing will only result in more crime and anti-social behaviour within West Lancashire. This will harm our community and prevent residents from feeling safe.

That Council resolves to instruct the Chief Executive to write to the Home Secretary setting out our concerns and demanding that cuts to police funding be stopped immediately.

d) **GREEN WASTE £30 CHARGE - MOTION INCLUDED ON THE AGENDA BY COUNCILLOR DAVID WESTLEY ON BEHALF OF THE CONSERVATIVE GROUP AND SIGNED BY 14 MEMBERS OF THE CONSERVATIVE GROUP**

Notwithstanding the decisions taken at the meeting of the Council on the 19 October 2016 to reject the Conservative Motion to remove reference to the introduction of a charge for the collection of Green Waste from the General Revenue Account Policy Options 2017-18 and the subsequent vote that approved the introduction of a charge of £30 per year for the collection of green compostable material (Appendix 5 reference OP9), and given the Conservative budget proposals clearly demonstrate that a balanced budget is possible without the need to impose the charge of £30 for the collection of green compostable material, the following Motion is proposed:

That this Council resolves to rescind the decisions taken at the meeting of the Council on the 19 October 2016 and agrees not to impose a charge of £30 for the collection of green compostable material.

**\* In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulation 2014, a recorded vote will be taken on these items.**

**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:-  
Jacky Denning on 01695 585384  
Or email [jacky.denning@westlancs.gov.uk](mailto:jacky.denning@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**.