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Chief Executive
52 Derby Street
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West Lancashire
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Tuesday 14 February 2017

TO: COUNCILLORS

<p>COUNCIL MINUTE BOOK</p>

These Minutes are not included on the Council Agenda (except for specific items, which may be included on the Agenda, if necessary) but are enclosed for information for the Council Meeting on Wednesday 22 February 2017.

1. MINUTES OF CABINET AND OVERVIEW & SCRUTINY COMMITTEES

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| a) | Minutes of Cabinet held on 10 January 2017 | 1 - 14 |
| b) | Minutes of Executive Overview & Scrutiny Committee held on 26 January 2017 | 15 - 18 |
| c) | Minutes of Corporate & Environmental Overview & Scrutiny Committee held on 1 December 2017 | 19 - 26 |

2. MINUTES OF SUB - COMMITTEES

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| a) | Minutes of Licensing Sub - Committee held on 21 September 2016 | 27 - 28 |
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Agenda Item 1a

CABINET

HELD: Tuesday, 10 January 2017

Start: 7.00pm

Finish: 7.25pm

PRESENT:

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

Portfolio

Councillors:	Councillor Y Gagen	Deputy Leader of the Council and Portfolio Holder for Leisure & Human Resources
	Councillor T Aldridge	Portfolio Holder for Older People
	Councillor J Hodson	Portfolio Holder for Planning
	Councillor J Patterson	Portfolio Holder for Housing and Landlord Services
	Councillor K Wilkie	Portfolio Holder for Street Scene
	Councillor K Wright	Portfolio Holder for Health and Community Safety
	Councillor C Wynn	Portfolio Holder for Finance

In attendance: Currie, D Evans, Owens, Pendleton and D Westley
Councillors

Officers:

- Chief Executive (Ms K Webber)
- Director of Leisure and Wellbeing (Mr D Tilleray)
- Director of Housing and Inclusion (Ms J Sinnott-Lacey)
- Director of Development and Regeneration (Mr J Harrison)
- Borough Solicitor (Mr T Broderick)
- Borough Treasurer (Mr M Taylor)
- Borough Transformation Manager and Deputy Director of Housing and Inclusion (Mr S Walsh)
- Interim Director of Street Scene (Mr P Samosa)
- Deputy Director of Leisure and Wellbeing (Mr J Nelson)
- Principal Member Services Officer (Mrs S Griffiths)

57 APOLOGIES

There were no apologies for absence.

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

There were no items of special urgency.

59 **DECLARATIONS OF INTEREST**

1. Councillors Aldridge (tenant of a Council garage), Patterson (tenant of Council accommodation) and Wright (connected person tenant of Council accommodation) declared disclosable pecuniary/pecuniary interests in agenda items 6(e) (Medium Term Capital Programme) and 6(f) (Housing Account – Revenue and Capital Programme) but considered they were entitled to speak and vote by virtue of an exemption as nothing in these reports relates particularly to their relevant tenancy or lease.
2. Councillor Aldridge declared a non-pecuniary interest in agenda item 6(d) (Funding of voluntary & Other Organisations Working Group – references to the West Lancashire Dial a Ride Association) as a Member of Lancashire County Council, as did Councillor Gagen as an employee of Lancashire County Council.
3. Councillor Hodson declared a non-pecuniary interest in agenda item 6(a) (Draft Green Infrastructure and Cycling Strategy). He indicated that if reference was made to the Linear Park, as a landowner, his interest would become a disclosable pecuniary interest and that he would leave the meeting.

60 **PUBLIC SPEAKING**

Representations were received from a resident in relation to the following item:-

Agenda item 6(c) – Granville Park Conservation Area – Character Appraisal Review

61 **MINUTES**

RESOLVED That the minutes of the Cabinet meeting held on 8 November 2016 be received as a correct record and signed by the Leader.

62 **MATTERS REQUIRING DECISIONS**

Consideration was given to the report relating to the following matters requiring decisions as contained on pages 1001 – 1494 and 1505 - 1567 of the Book of Reports.

63 **DRAFT GREEN INFRASTRUCTURE AND CYCLING STRATEGY**

Councillor Hodson introduced the report of the Director of Development and Regeneration which sought approval of the draft Green Infrastructure and Cycling Strategy for public consultation.

Revised recommendations of the Director of Development and Regeneration were circulated at the meeting.

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

RESOLVED (A) That the draft Green Infrastructure and Cycling Strategy at Appendix A to the report be approved for public consultation.

(B) That the Director of Development and Regeneration in consultation with the Portfolio Holder for Planning be authorised to make any necessary minor amendments to the Draft Green Infrastructure and Cycling Strategy before the document is published for consultation.

64 **COMMUNITY INFRASTRUCTURE LEVY FUNDING PROGRAMME 2017/18**

Councillor Hodson introduced the report of the Director of Development and Regeneration which proposed final recommendations following consultation for the CIL Funding Programme in 2017/18 based on the CIL monies anticipated to have been collected by the Council by 31 March 2017.

A motion from Councillor Hodson was circulated at the meeting.

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

RESOLVED (A) That the consultation feedback report and updated Infrastructure Delivery Schedule provided at Appendices 1 and 2 be noted.

(B) That the Agreed Comments provided by the Corporate and Environmental Overview & Scrutiny Committee (Appendix 5) be noted.

(C) That £150,000 of CIL monies be allocated to the delivery of the Canal Towpath Improvements at Burscough (described in paragraph 6.1 to the report) in 2017/18.

(D) That £23,000 of CIL monies be allocated to the delivery of the following infrastructure projects in 2017/18:-

Project A Stanley Coronation Park Play Area (£20,000)

Project B Mere Sands Wood Visitor Centre Phase 1 (£3,000)

- (E) That the remaining “strategic” CIL monies collected by 31 March 2017 (i.e. those not allocated on the projects agreed under resolutions C) and D) above or spent on projects in the 2016/17 CIL Funding Programme) be “saved” and allocated toward more significant strategic infrastructure projects to be drawn down from as necessary as such significant projects are identified and approved.

65 **GRANVILLE PARK CONSERVATION AREA - CHARACTER APPRAISAL REVIEW**

Councillor Hodson introduced the report of the Director of Development and Regeneration which provided an assessment of the comments of the Planning Committee meeting held on 8 December 2016 in respect of the above-mentioned report.

A revised report of the Director of Development and Regeneration was circulated at the meeting (pages 1509-1514 of the Book of Reports).

Councillor Hodson circulated a motion at the meeting in this regard.

In reaching the decision below, Cabinet considered the revised report, the motion from Councillor Hodson, the representations made under Public Speaking (agenda item 4) and the details as set out in the report before it and accepted the reasons contained therein.

RESOLVED (A) That the Granville Park Conservation Area Character Appraisal Update (as outlined in Appendix 4 of the revised addendum report) be deferred in order to undertake further consultation on the inclusion of the Bowling Green to the north of the Cockbeck Tavern within the Granville Park Conservation Area and any comments thereon be considered at a future Cabinet meeting.

- (B) That subject to there being no objections received as a result of the consultation on the revised Conservation Area boundary referred to in (A) above, the Granville Park Conservation Area Appraisal Update (including the revised Conservation Area boundary including the Cockbeck Tavern and Bowling Green, identified as extension A in appendix 5) and the making of a new Article 4 Direction to cover the new Conservation Area Boundary be approved.

- (C) That subject to there being no objections received as a result of the consultation on the revised Conservation Area boundary referred to in (A) above, the Director of Development and Regeneration in consultation with the Portfolio Holder for

Planning be given delegated authority to make the necessary arrangements to inform residents and publish the approved Granville Park Conservation Area Character Appraisal Update.

- (D) That subject to there being no objections received as a result of the consultation on the revised Conservation Area boundary referred to in (A) above, the Director of Development and Regeneration in consultation with the Portfolio Holder for Planning be given delegated authority to make the necessary arrangements to amend the Conservation Area boundary, to make the Article 4 Direction to cover the agreed Conservation Area boundary and report back to a future meeting of Cabinet to consider confirmation of the Article 4 Direction.

66 FUNDING OF VOLUNTARY & OTHER ORGANISATIONS WORKING GROUP

Councillor Gagen introduced the report of the Borough Transformation Manager & Deputy Director of Housing and Inclusion which advised Cabinet of the recommendations of the Funding of Voluntary & Other Organisations Cabinet Working Group in respect of the monitoring arrangements for the current grant recipients and the applications for one year revenue funding for 2017/18.

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

RESOLVED (A) That subject to (B) below, the recommendations arising from the scoring of the applications received from voluntary organisations for one year revenue funding from April 2017 by the Funding of Voluntary and Other Organisations Cabinet Working Group at its meeting on 14 December 2016 be endorsed as detailed in the minutes of the meeting attached at Appendix 5 to the report.

- (B) That applicants be advised of Cabinet's recommendations and that funding is not guaranteed but will form part of considerations when the Council's budget is finalised on 22 February 2017.

67 MEDIUM TERM CAPITAL PROGRAMME

Councillor Wynn introduced the report of the Borough Treasurer which set out details on the General Revenue Account medium term capital programme position for the next 3 years.

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

- RESOLVED (A) That the medium term financial position be noted, and consideration be given to how a balanced capital programme can be achieved.
- (B) That the Portfolio Holder for Finance be given delegated authority to submit firm proposals to Council on 22 February 2017 to enable the capital programme to be set.
- (C) That call-in is not appropriate for this item as it is to be submitted to the Executive Overview and Scrutiny Committee on 26 January 2017.

68 HOUSING ACCOUNT - REVENUE AND CAPITAL PROGRAMME

Councillor Patterson introduced the joint report of the Director of Housing and Inclusion and the Borough Treasurer which provided a summary of the Housing Account's financial position.

Appendix B to the report was circulated at the meeting.

Minute no. 32 of the Landlord Services Committee (Cabinet Working Group) held on 5 January 2017 was circulated at the meeting.

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

- RESOLVED (A) That the financial position be noted and consideration given to the budget matters set out in the report.
- (B) That the use of the Director of Housing and Inclusion's delegated authority in relation to rent and service charge changes be noted and endorsed.
- (C) That the report be used for consultation purposes prior to the Council considering this matter in February 2017.
- (D) That the Housing Portfolio Holder be given delegated authority to submit firm proposals to Council on 22 February 2017 to enable the budget to be set.
- (E) That call-in is not appropriate for this item as it is to be submitted to the next meeting of the Executive Overview and Scrutiny Committee on 26 January 2017.

69 GENERAL REVENUE ACCOUNT BUDGET 2017-2018

Councillor Wynn introduced the report of the Borough Treasurer which provided a summary of the current General Revenue Account budget position.

Appendix A to the report was circulated at the meeting.

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

- RESOLVED (A) That the financial position for 2017-18 and later years be noted, and consideration given to how a balanced budget can be achieved.
- (B) That the Portfolio Holder for Finance be given delegated authority to submit firm proposals to Council on 22 February 2017 to enable the budget to be set.
- (C) That call-in is not appropriate for this item as it is to be submitted to the next meeting of the Executive Overview and Scrutiny Committee on 26 January 2017.

70 QUARTERLY PERFORMANCE INDICATORS Q2 2016-17

Councillor Moran introduced the report of the Borough Transformation Manager & Deputy Director of Housing and Inclusion which presented performance monitoring data for the quarter ended 30 September 2016.

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

- RESOLVED (A) That the Council's performance against the indicator set for the quarter ended 30 September 2016 be noted.
- (B) That the call-in procedure is not appropriate for this item as the report is being submitted to the next meeting of the Corporate & Environmental Overview & Scrutiny Committee on 2 March 2017.

71 GOVERNMENT CONSULTATION ON FUNDING FOR SUPPORTED HOUSING

Councillor Patterson introduced the report of the Director of Housing and Inclusion which proposed a response to the Government consultation on funding for supported housing.

Minute no. 30 of the Landlord Services Committee (Cabinet Working Group) held on 5 January 2017 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 as set out in the report before it and accepted the reasons contained therein.

RESOLVED (A) That the response at Appendix B to the report be sent by the Director Housing & Inclusion as the Council's response.

(B) That call-in is not appropriate for this item due to the deadline for the consultation response.

72 **BEECHTREES REVIVAL - UPDATE**

Councillor Patterson introduced the report of the Director of Housing and Inclusion which provided an update and outlined options in respect of the Beechtrees Revival Project.

Minute no. 31 of the Landlord Services Committee (Cabinet Working Group) held on 5 January 2017 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 as set out in the report before it and accepted the reasons contained therein.

RESOLVED (A) That the progress made in relation to the Beechtrees Revival project be noted.

(B) That option 3, as detailed at paragraph 5.3 of the report be submitted to Council for consideration as part of the budget setting process for 2017/18.

73 **TAWD VALLEY PARK PROJECT**

Councillor Gagen introduced the report of the Director of Leisure and Wellbeing which considered a request for funding to engage consultants to deliver a detailed master plan in relation to a programme of environmental and recreational improvements in Tawd Valley Park, Skelmersdale.

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

RESOLVED (A) That the allocation of up to £25,000 be approved to undertake the master plan process for the Tawd Valley Park Project.

- (B) That delegated authority be given to the Director of Leisure and Wellbeing to take all steps necessary to engage consultants to deliver the Tawd Valley Park master plan.

74 NEW LEISURE FACILITIES AND PROCUREMENT OF LEISURE PARTNERSHIP

Councillor Gagen introduced the report of the Director of Leisure and Wellbeing which sought approval for the engagement of specialist consultants to undertake a financial viability appraisal and options for financing for new leisure provision in Skelmersdale and Ormskirk, to enter into discussion with North Meols Parish Council in relation to the future of Banks Leisure Centre and to initiate discussions with the current leisure provider in regard to an extension to the current leisure services agreement.

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

RESOLVED That the Director of Leisure and Wellbeing and the Borough Treasurer, in consultation with the Portfolio Holder for Leisure & Human Resources and the Portfolio Holder for Finance be authorised to:-

- i) Engage specialist consultants to undertake a financial viability appraisal and options for replacement leisure facilities in Skelmersdale and Ormskirk, in accordance with paragraph 9.1 of the report.
- ii) Enter in to discussions with North Meols Parish Council regarding options for the management of Banks Leisure Centre.
- iii) To agree and conclude all necessary arrangements with the current leisure provider to enable an extension to the Leisure Services Agreement in accordance with paragraph 9.4 of the report, to include entering into any leases, amendments to agreements, and the giving of any notifications/notices which may be required to effect any extension.

75 PRIVATE SECTOR HOUSING STRATEGY 2017-2020

Councillor Wright introduced the report of the Director of Leisure and Wellbeing which sought approval of the Private Sector Housing Strategy 2017-2020.

Revised recommendations of the Director of Leisure and Wellbeing were circulated at the meeting.

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

RESOLVED (A) That the Private Sector Housing Strategy 2017-2020, attached as Appendix 1 to the report be approved and implemented.

(B) That the Director of Leisure and Wellbeing in consultation with the Portfolio Holder for Health and Community Safety be authorised to make any minor amendments to the Private Sector Housing Strategy 2017-2020.

76 **REQUEST FOR FUNDS - OPPOSITION TO EXTENSION OF WHITEMOSS LANDFILL SITE, SKELMERSDALE**

Councillor Moran introduced the joint report of the Borough Solicitor and Director of Development and Regeneration which considered a request for a contribution of £4,000 towards the cost of funding a challenge to the Secretary of State's decision to allow planning permission to extend the Whitemoss Landfill site, Skelmersdale

A letter dated 9 January 2017 from the Solicitors representing Whitemoss Landfill Ltd. was circulated at the meeting.

A motion from Councillor Moran was circulated at the meeting.

In reaching the decision below, Cabinet considered the motion from Councillor Moran, the letter from the Solicitors for Whitemoss Landfill Ltd., the concerns expressed by Council and the details as set out in the report before it and accepted the reasons contained therein.

RESOLVED That the Director of Development and Regeneration be authorised to make a contribution of £4,000 from the Major Projects Reserve towards the funding for a challenge to the Secretary of State's decision to allow planning permission to extend the Whitemoss Landfill Site, Skelmersdale.

77 **SYRIAN RESETTLEMENT PROGRAMME**

Councillor Wright introduced the report of the Director of Leisure and Wellbeing which provided details of the Syrian Resettlement Programme and the Vulnerable Children Resettlement Scheme and the pledge to resettle refugees in West Lancashire.

Revised recommendations of the Director of Leisure and Wellbeing were circulated at the meeting.

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

RESOLVED (A) That the Director of Leisure and Wellbeing be authorised to resettle 5 refugee households with a suggested arrival date of July 2017.

(B) That in order to fulfil the authorisation in (A) above, the Director of Leisure and Wellbeing, in consultation with the relevant Portfolio Holder and Lancashire County Council, be authorised to commission a third sector organisation to provide the required integration support whilst retaining the task of sourcing and securing suitable accommodation.

78 **PROPOSED SURRENDER AND RENEWAL OF THE SILVER BIRCH PUBLIC HOUSE, FLORDON**

Councillor Moran introduced the report of the Director of Development and Regeneration which sought authority to take a surrender of the existing lease and grant a new long lease with a change of use in respect of the above-mentioned premises.

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

RESOLVED (A) That a surrender of the present lease be approved and a new long lease be granted with a change of use.

(B) That the Director of Development and Regeneration be authorised to take all necessary steps to effect the surrender and re-grant of a lease and the change of use to retail and flats.

79 **EXEMPTION TO CONTRACT PROCEDURE RULES - DIGITAL INCLUSION TRAINING AND SUPPORT**

Councillor Moran introduced the report of the Borough Transformation Manager and Deputy Director of Housing and Inclusion which requested an exemption from the Contracts Procedure Rules in relation to the above-mentioned contract.

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

RESOLVED That the exemption request be approved for the reasons set out in paragraph 5 of the report.

80 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 (financial/business affairs) 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.

81 MATTER REQUIRING DECISION

Consideration was given to the report relating to the following matter requiring decision as contained on pages 1495 - 1504 and page 1568 & 1569 of the Book of Reports.

82 ORMSKIRK PAY AND DISPLAY PARKING SYSTEM

Councillor Hodson introduced the report of the Director of Development and Regeneration which reviewed the current pay and display car parking arrangements in Ormskirk Town Centre and considered proposals to change some existing operational arrangements.

Appendix 1 to the report was circulated at the meeting.

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

RESOLVED (A) That the maximum parking period at the Wheatsheaf Walks Car Park be extended from 2 hours to 4 hours.

(B) That it be agreed in principle that the new car parking system outlined in the report be taken forward, subject to further discussions with Bemrose Mobile and all issues in Section 5 of this report being fully understood and resolved.

(C) That the Director of Development and Regeneration, in consultation with the Portfolio Holder for Planning, be given delegated authority to negotiate and agree a contract on suitable terms and conditions for the Council to engage Bemrose Mobile for the installation and operation of specific parking control equipment. This delegation to include the ability to agree the length of any trial period, agree which car parks the equipment should be installed in and to enter into an agreement with Bemrose Mobile to use their Automatic Number Plate Recognition (ANPR) System for a trial period.

- (D) That an exemption to the Council's Contract Procedure Rules be granted in respect of (C) above given that the service being offered by Bemrose Mobile is unique and meets the future operational requirements of the Council, as outlined in Section 5 of the report.
- (E) That in relation to the existing parking ticket machines, in the event that suitable contract terms and conditions cannot be negotiated with Bemrose Mobile, the Director of Development and Regeneration explores further options to replace, and then procure, new ticket machines taking due account of emerging technologies in this area of operation.

Note

No representations had been received in relation to the above item being considered in private.

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Leader

Start: 7.00pm

Finish: 7.40pm

PRESENT:

Councillor: N Furey (Chairman)

Councillors:	I Ashcroft	R Pendleton
	Mrs M Blake	E Pope
	S Currie	A Pritchard
	Delaney	D West
	D Evans	D Westley
	P Moon	A Yates

Officers: Director of Housing and Inclusion (Ms J Sinnott-Lacey)
Deputy Borough Treasurer (Mr M Kostrzewski)
Principal Solicitor (Mrs T Sparrow)
Principal Overview and Scrutiny Officer (Mrs C A Jackson)

34 APOLOGIES

There were no apologies for absence.

35 MEMBERSHIP OF THE COMMITTEE

In accordance with Council Procedure Rule 2, Members noted the termination of membership of the Committee of Councillors Bullock, Davis and Whittington and the appointment of Councillors Pritchard, D Evans and Currie respectively, for this meeting only, thereby giving effect to the wishes of the Political Groups.

36 URGENT BUSINESS, IF ANY, INTRODUCED BY THE CHAIRMAN

There were no items of urgent business.

37 DECLARATIONS OF INTEREST

1. Councillors Ashcroft and Mrs Blake declared an interest in item 10 'Medium Term Capital Programme' and item 12 (General Revenue Account Budget 2017-2018) in relation to Parish Council matters, in view of their membership of a Parish Council.*
2. Councillor D Westley declared an interest in relation to agenda item 10 'Medium Term Capital Programme' and item 12 'General Revenue Account Budget 2017-2018' as a Member of Lancashire County Council (LCC) as did Councillor Furey as his wife works at a school in Skelmersdale.*
3. Councillors Delaney, Pendleton and West declared disclosable pecuniary interests/pecuniary interests in relation to item 11 'Housing Account – Revenue and Capital Programme' as they or a connected person are tenants of Council accommodation.*

4. Councillor Pendleton declared an interest in relation to relevant lines in items 10 'Medium Term Capital Programme', item 11 'Housing Account – Revenue and Capital Programme' and item 12 'General Review Account Budget 2017-18' in respect of his role in relation to Tanhouse Community Enterprise.*

*By virtue of a dispensation granted by the Standards Committee on 20/09/16 all Councillors who have disclosable pecuniary or pecuniary interests in relation to relevant lines in the budget may participate and vote in the budget debates but not engage in discussions about matters which affect those interests.

38 DECLARATIONS OF PARTY WHIP

There were no declarations of a Party Whip.

39 PUBLIC SPEAKING

There were no items under this heading.

40 MINUTES

RESOLVED: That the minutes of the meeting held on 24 November 2016 be received as a correct record and signed by the Chairman.

41 RELEVANT MINUTES OF CABINET

Consideration was given to the minutes of the meeting of Cabinet held on 10 January 2017.

Questions and comments were raised in respect of:

Minute 64, Community Infrastructure Levy (CIL) Funding Programme 2017/18 – allocation process; feedback (unsuccessful bids); assistance with the preparation of bids; consideration by overview and scrutiny; understanding/explanation of the methodology/process.

The Principal Solicitor, responded to questions in relation to the process and the documentation that had been produced. An undertaking was made to liaise with the Strategic Planning and Implementation Manager in relation to comments made and to arrange the re-circulation of the Governance Framework Document.

RESOLVED: That the minutes of the Cabinet meeting held on 10 January 2017 be noted.

42 CALL-IN ITEMS

There were no items under this heading.

43 MEDIUM TERM CAPITAL PROGRAMME

Consideration was given to the report of the Borough Treasurer which set out details on the General Revenue Account (GRA) medium term capital programme position for the next three years.

The Deputy Borough Treasurer attended the meeting and provided an overview referring to detail as set down in the report.

RESOLVED: That the report be noted.

44 HOUSING ACCOUNT - REVENUE AND CAPITAL PROGRAMME

Consideration was given to the joint report of the Assistant Director Housing and Regeneration and Borough Treasurer which provided a summary of the budget position for the Housing Account for the next financial year p

The Deputy Borough Treasurer attended the meeting, provided an overview and clarification on issues raised referring to detail as set down in the report.

In relation to the continuing roll-out of Universal Credit, the Director of Housing and Inclusion provided an explanation of the approach, the joint work being undertaking with DWP and future monitoring.

Thanks was extended to Officers who had contributed to the well-written and presented report.

RESOLVED: That the report be noted.

45 GENERAL REVENUE ACCOUNT BUDGET 2017-2018

Consideration was given to the report of the Borough Treasurer that provided a summary of the current General Revenue Account budget position.

The Deputy Borough Treasurer attended the meeting and provided an overview and clarification on issues raised referring to detail as set down in the report.

RESOLVED: That the report be noted.

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Chairman

Start: 7.00 pm

Finish: 9.50 pm

PRESENT:

Councillor: N Hennessy (Chairman)

Councillors:	M Barron	P Greenall
	P Cotterill	G Hodson
	S Currie	J Kay
	T Devine	D McKay
	Mrs C Evans	M Nixon
	D Evans	D West
	J Gordon	A Yates

In attendance
Councillors: J Hodson (Portfolio Planning)
G Dowling
R Pendleton

Officers: Director of Leisure and Wellbeing (Mr D Tilleray)
Director of Development and Regeneration (Mr J Harrison)
Economic Regeneration Manager (Ms P Huber)
Strategic Planning & Implementation Manager (Mr P Richards)
Assistant Solicitor (Mr N Astles)
Principal Overview and Scrutiny Officer (Mrs C A Jackson)

External attendees: Head of Partnerships – Marketing Lancashire (Ms M M Eames)
Head of Multi-Channel Marketing – Marketing Lancashire
(Ms E Watson)

33 APOLOGIES

There were no apologies for absence.

34 MEMBERSHIP OF THE COMMITTEE

The notification of the permanent appointment of Councillor Bailey, in place of Cllr Mrs Blake, was noted.

In accordance with Council Procedure Rule 4, Members noted the termination of Councillors Bailey, Blane and Pryce-Roberts and the appointment of Councillors Mrs C Evans, Gordon and Devine respectively, for this meeting only, thereby giving effects to the wishes of the political groups.

35 URGENT BUSINESS, IF ANY, INTRODUCED BY THE CHAIRMAN

There were no items of urgent business.

36 DECLARATIONS OF INTEREST

1. Councillor Hennessy declared a non-pecuniary interest in item 14 – Item from the Members Update (Issue 3) – Minutes of Lancashire County Council (LCC) Health Scrutiny Committee 18 October 2016, as an LCC Member of that Committee.
2. Councillor G Hodson a declared an interest in item 14 as the Council’s non-voting representative on the LCC Health Scrutiny Committee. She also declared a pecuniary interest in aspects relating to the proposed Linear Park (Tarleton) as a landowner, part of item 11 Draft Green Infrastructure and Cycling Strategy and indicated that she would leave the meeting room if this was raised in discussion.
3. Councillor Cotterill declared a pecuniary interest in item 12 – Community Infrastructure Levy (CIL) Funding, relating to the Tanhouse Community Leisure Complex as a Member of the Tanhouse Community Enterprise and indicated that he would leave the meeting room if this proposed project was raised in discussion.

(Note: Councillor Cotterill, having declared a pecuniary interest, left the meeting room prior to the discussion on the Tanhouse Community Leisure Complex proposal.)

37 DECLARATIONS OF A PARTY WHIP

There were no declarations of a Party Whip.

38 MINUTES

RESOLVED: That the Minutes of the Corporate and Environmental Overview and Scrutiny Committee meeting held on 13 October 2016 be received as a correct record and signed by the Chairman.

39 PUBLIC SPEAKING

There were no items under this heading.

40 WEST LANCASHIRE TOURISM - THE VISITOR ECONOMY REVIEW

The Economic Regeneration Manager provided an update on recent events, in Ormskirk Town Centre, that had enhanced the visitor experience and increased the footfall of visitors, over a 3 day period, as part of the Christmas Lights “switch-on”.

The event had attracted many visitors into the town and provided a showcase for traders, who occupied stalls in the Marquee set up in Events Square and the Chapel Gallery where artisans also showcased and sold their products.

Officers also worked closely with Ormskirk Community Partnership and a raffle, with the support of prizes from Ormskirk town centre businesses, proved popular.

It was explained that Saturday saw Live Music events and Sunday a vintage / craft event.

Data analysis was still being undertaken but it had been indicated that footfall saw spikes between 5pm and 7pm on Friday and a slow-down in footfall after 4.00pm on Saturday.

She went on to explain that this had been a collaborative event involving personnel from several Council services, including Economic Development; Technical Services, Leisure and Arts/Culture as well as the Ormskirk Community Partnership.

RESOLVED: That the update be noted.

41 MARKETING LANCASHIRE

Presentation 2

Consideration was given to the presentation by Maria Moriaty Eames, Head of Partnerships and Emma Watson, Head of Multi-Channel Marketing, Marketing Lancashire which was supported by a series of slides as contained on pages 421 to 426 of the Book of Reports.

The presentation included reference to the:

- Official visitor brand for Lancashire – “Visit Lancashire – where life feels good”
- Partnerships, including Visit England / Visit Britain and the work being undertaken with the private and public sector.
- Opportunities to raise the profile of Lancashire as a “must-visit” destination.
- Growth in visit numbers and increasing the economic impact.
- Opportunities to support job creation.

The presentation highlighted the efforts to increase the visitor economy. It was reported that 64.38 million visitors visited Lancashire and the aim was to increase this to 70 million by 2020.

In order to achieve this and with it, increase the value of the economy and increase employment, the way the County is promoted was highlighted. Of particularly note was how on-line promotion, through the Visit Lancashire web-site was increasing.

It was reported that the West Lancashire pages highlighted things to do and events in the Borough that collectively drew over 325,000 page views. Data in relation to social media saw 150,000 followers.

As well as on-line promotion, the Annual destination guide ‘Welcome to Lancashire’ profiled the lifestyle of the County. The guide, available in print and as a digital edition, was distributed in service stations (M6, M62 & M1), railway stations, visitor information centres as well as in major hotels and attractions. Copies were also distributed at key regional and national events.

The Head of Partnerships then went on to highlight the strategic importance of West Lancashire that included:

- A welcome point into the County
- Edge Hill University – as a gateway to capture more visitors / repeat visitors
- Product assets in the Borough that have been matched to the County's identified key strengths:
 - “Food and drink” – West Lancashire's importance as a culinary destination, with award winning restaurants and artisan food producers.
 - “Great outdoors” – as a tourist destination (Wetland Centre; canal and cycle routes)
 - “Heritage and Culture” – unique National Trust Property (Rufford Old Hall)

In discussion questions and comments were raised in relation to the following:

- The position of West Lancashire as a visitor destination in the County of Lancashire
- Ratio of day visitors to overnight visitors
- Accommodation provision (availability / type / strategies to enhance and encourage overnight / lengthier stays in West Lancashire)
- Lancashire Visitor Economy Data – compilation of data; extracting data to analyse impact; model / sources used.
- Lancashire Enterprise Partnership (LEP) – mechanism to feed into the Group.
- Provision of accurate “intelligence” to support visitor experience data.
- Transport infrastructure (updating rolling-stock; enhancements to rail network)
- Opportunities to work with neighbouring authorities.
- Promotion of key / unique heritage sites in the Borough (Ormskirk Parish Church; Rufford Old Hall; Moor Hall)
- Multi-media promotion (tourist board; Visit Lancashire; media platforms; coach; liner companies)

The representatives from Marketing Lancashire answered questions, providing clarification on the points raise. In relation to the question on the reliability of data and mechanism to produce the Lancashire Visitor Economy Data, an undertaking was made to ascertain if numbers, based on postcodes, could be extracted, for West Lancashire.

As a result of the discussion on this presentation it was concluded:

- (1)Where possible, in relation to visitor economy data for West Lancashire, that data based on postcodes be extracted to ascertain the accuracy of the overnight visitor numbers.
- (2)The importance of gaining customer insight to respond to visitor expectations.
- (3)The importance of “first impressions” for visitors coming into West Lancashire.
- (4)The importance of a collaborative approach to promote West Lancashire as a visitor destination.
- (5)The importance / promotion of the Borough's key specialist heritage sites

- (including Ormskirk Parish Church; Rufford Old Hall; Moor Hall)
- (6) Enhancing the day visitor experience (coach trips; specialist canal boat trips)
- (7) The need to change / develop the public perception of West Lancashire as a “gateway” rather than a “drive-through” or “one stop” destination.

RESOLVED: The Head of Partnerships and Head of Multi-Channel Marketing, Marketing Lancashire be thanked for their attendance and presentation to the Committee

42 PROJECT PLAN

The Project Plan as set down at pages 235 to 239 of the Book of Reports was reviewed.

The next steps of the review were noted to include a presentation by a representative(s) from Liverpool City Region as set down in the Project Plan.

It was agreed that a further update would be provided by the Economic Regeneration Manager on aspects of the review to include information relating to Group Travel, especially coach and canal visitor usage.

RESOLVED: That the Project Plan be revised to include an Update to the next meeting from the Economic Regeneration Manager, including information related to Group Travel and canal visitor usage.

43 DRAFT GREEN INFRASTRUCTURE AND CYCLING STRATEGY

Consideration was given to the report of the Director of Development and Regeneration, as contained on pages 241 to 299 of the Book of Reports that gave details of the draft Green Infrastructure and Cycling Strategy that sought comments, prior to consideration by Cabinet at its meeting on 10 January 2017.

The Strategic Planning and Implementation Manager, who attended the meeting, provided an overview of proposals in relation to the adoption of the Strategy, its content and aspirations, referring to details as down in the report and appendices.

In discussion comments and questions were raised in relation to:

- Proposed projects (including linking canal paths, parks, linear parks and other areas of West Lancashire)
- The proposed “route” of the “West Lancashire Wheel” (effect on nearby residences; expectations of users; safety; inclusive access)
- The cycling / walking focus of the proposals.
- The methodology / processes related to project selection; submissions;

consultation.

- Summary of longer term projects (saving / investment for 5 to 10 year “proposals”)
- The cost of investment (future proofing particular projects; mitigating against smaller projects)

The Director of Development and Regeneration, who also attended the meeting, provided additional clarification in relation to comments raised.

RESOLVED: That as a consequence of the discussion on this item, it was agreed that the comments be:

- (1) “That the recommendation to Cabinet, be supported.
- (2) That Cabinet recognises the importance of the contribution that the Green Infrastructure Strategy will make towards addressing impacts of climate change within West Lancashire.
- (3) That the benefits linked to health and wellbeing (a Council priority), be noted.”

44 COMMUNITY INFRASTRUCTURE LEVY (CIL) FUNDING PROGRAMME 2017/18

Consideration was given to the report of the Director of Development and Regeneration, as contained on pages 301 to 379 of the Book of Reports, that provided details of the consultation held in Autumn 2016 on the options for the CIL Funding Programme 2017/18 and proposed final recommendations, based on the CIL monies anticipated to be have been collected by the Council by 31 March 2017. Views were requested on the options, prior to consideration by Cabinet on 10 January 2017. The report had been referred to the Committee, at the request of the Portfolio Holder, as a consequence of post-hoc scrutiny by the Executive Overview and Scrutiny at its meeting on 29 September 2016, following consideration of a call-in request. A further explanation of the methodology used in relation to the spending recommendations of “strategic” CIL monies had also been requested.

The Strategic Planning and Implementation Manager attended the meeting and provided an overview of the options, the methodology used, answered questions and provided clarification on the issues raised, referring to detail as set down in the report and appendices.

In discussion questions and comments were raised in relation to:

- Combined cycleway / footpath (including canal tow-paths) – safety / flooding considerations.
- Cycle / pathways (improvements; pathway “surfaces”, suitability (for all users). Bridleways.
- Criterion / selection of Projects (consultation process; involvement of Members in the selection process; submission process; transparency – reference to Appendix 3 regarding the assessment of shortlisted projects)
- The Four Options consulted on, as set down at paragraph 5.9.

- Small-scale infrastructure projects (short-listed projects /CIL monies identified)

The Director of Development and Regeneration, who also attended the meeting, provided further clarification on the points raised referring to details in his report and an explanation of the CIL regulation requirements.

A further discussion ensued in relation to the support for smaller-scale projects and future projects, detailed within section 6 of the report.

The Portfolio Holder (Planning), who was in attendance, with the consent of the Chairman addressed the Committee and provided additional clarification in respect of the comments raised.

RESOLVED: That, as a consequence of the discussion on this item, the agreed comments be:

- (1) “That the Committee supports the projects recommended as set down at paragraphs 6.1, 6.2 and 6.3 and that these be referred to Cabinet for consideration.
- (2) That elected Members have a greater involvement in the initial assessment and short-listing process of the projects.”

(Note: Councillor Cotterill, having declared a pecuniary interest, left the Cabinet and Committee Room, prior to the discussion on the smaller-scale infrastructure project relating to “Tanhouse Community Leisure Complex.”)

45 MEMBERS ITEMS

There were no items under this heading.

46 ITEM FROM THE MEMBERS UPDATE - MINUTES OF LCC HEALTH SCRUTINY COMMITTEE 18 OCTOBER 2016

This item, Minute 4, Minutes of Lancashire County Council’s Health Scrutiny Committee relating to Lancashire and South Cumbria Sustainable Transformation Plan (STPs) as contained on pages 381 to 418 of the Book of Reports, had been referred from the Members’ Update (Issue 4) by Councillor Cotterill.

Councillor Cotterill indicated that he had brought this item on to the agenda in order to:

- “1)To understand why information is being withheld and when it will be provided, such that WLBC might be able to plan around any commitments to action set out on its behalf (and its partners’ behalf)
- 2) To understand the place of WLBC, if any, in the governance structure of both the Local Delivery Plan and the overall STP.
- 3) To consider, in context of size of gap and possible implications for WLBC’s population and associated council objectives, whether the STP delivery/non delivery

might be best placed on the key Risk Register.”

During discussion Members indicated that in order to consider the implications raised by Councillor Cotterill, that a presentation by the Director of Lancashire and Cumbria Change Programme (Healthier Lancashire) or her representative, similar to that received by the LCC’s Health Scrutiny Committee could be beneficial.

The Director of Leisure and Wellbeing made an undertaking to proffer an invitation, on behalf of the Committee, to the representative referred to above with a view to attending the next meeting the Committee.

RESOLVED: That the Director of Lancashire and Cumbria Change Programme (Healthier Lancashire) or her representative be invited to attend the next meeting of the Committee, scheduled to be held on 2 March 2017.

47 WORK PROGRAMME

Members consideration the Work Programme for the next meeting as set down at page 419 of the Book of Reports.

RESOLVED: (1) That the Work Programme be amended to include attendance by the Director of Lancashire and South Cumbria Change Programme (Healthier Lancashire), or her representative to the next scheduled meeting of the Committee, on 2 March 2017, to undertake a presentation on the Sustainability and Transformation Plan (STP), subject to confirmation.

(2) That the Work Programme for the next meeting be noted.

.....
Chairman

Agenda Item 2a

LICENSING SUB-COMMITTEE

HELD: 21 SEPTEMBER 2016

Start: 2.30 pm

Finish: 4.00 pm

PRESENT:

Councillor: N Delaney (Chairman)

Councillors: Devine
Mee

Officers: Environmental Protection & Community Safety Manager (Mr. A. Hill)
Principal Environmental Health Officer (Mrs. J. Antrobus)
Principal Solicitor (Mrs. K. Lovelady)
Senior Licensing Officer (Mrs. M. Murray)
Member Services/Civic Support Officer (Mrs. J.A. Ryan)

In attendance: Mr. C. White (Owner)

9 APOLOGIES

There were no apologies for absence received.

10 MEMBERSHIP OF THE SUB-COMMITTEE

There were no changes to the Membership of the Committee.

11 URGENT BUSINESS

There were no urgent items of 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 the 19 July 2016 be received as a correct record and signed by the Chairman.

15 LICENSING HEARING PROCEDURE

The Chairman outlined the Licensing Procedure.

16 **APPLICATION FOR TEMPORARY EVENT NOTICE - THE LOFT, MOORGATE, ORMSKIRK**

Consideration was given to the report of the Director of Leisure and Wellbeing as circulated and contained on pages 63 to 87 of the Book of Reports in respect of an application for a Temporary Event Notice (TEN) for The Loft, 13 Moorgate, Ormskirk, L39 4RT.

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.

RESOLVED: That the Temporary Event Notice (TEN) be granted subject to the conditions on the Statement of Conditions.

.....
- CHAIRMAN -

LICENSING SUB-COMMITTEE

HELD: Tuesday, 24 January 2017

Start: 10.30 am

Finish: 2.40 pm

PRESENT:

Councillor: T Devine (Chairman)

Councillors: J Kay
M Mills

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

In attendance: Mr P Boschetto (Applicant)
Mr E Burroughs (Applicant)
PS T Bushell (Lancashire Police Constabulary)
PC M Ginn (Lancashire Police Constabulary)

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 21 September 2016 be noted.

23 LICENSING HEARING PROCEDURE

The Chairman outlined the Licensing Hearing Procedure.

24 **APPLICATION FOR A PREMISES LICENCE VARIATION IN RESPECT OF JUNK BAR, 12 CHURCH STREET, ORMSKIRK, L39 3AN**

Consideration was given to the report of the Director of Leisure and Wellbeing as contained on pages 139 to 164 of the Book of Reports in respect of an Application for a Premises Licence Variation in respect of Junk Bar, 12 Church Street, Ormskirk L39 3AN.

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'.

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

- RESOLVED:
- A. That the sale of alcohol shall be permitted between 10.00 hours and 01.00 hours Sunday to Thursday and 10.00 hours to 02.00 hours Friday and Saturday.
 - B. That the premises shall be open to the public between 09.00 hours and 01.30 hours Sunday to Thursday and 09.00 hours to 02.30 hours Friday and Saturday.
 - C. That the provision of films shall be permitted between 10.00 hours and 01.00 hours Monday to Sunday.
 - D. That the provision of recorded music shall be permitted between 10.00 hours and 01.30 hours Sunday to Thursday and 10.00 hours and 02.00 hours Friday and Saturday.

Annex 3 will be amended as follows:-

- E. That the condition attached to Annex 3, stating that the operation of the premises be undertaken by a Dedicated Premises Supervisor with the minimum of 12 months experience in control of a Licensed Premises shall be removed.
- F. That all staff shall be trained in relation to the licensing objectives and that this shall be documented, this document shall remain on the premises at all times and made available to any responsible authority upon request.
- G. That on a Friday and Saturday or any other time the premises provides licensable activity until 02.00 hours or later there will be a minimum of 2 door supervisors on duty

from 12.00 Midnight until the premises is closed to the public.

- H. That on any other trading night the provision of door supervisors will be on a risk assessment basis taking into account the nature and type of operation being conducted on that night. The risk assessment will be documented, retained on the premises and produced for inspection upon the request of any responsible authority.

The Sub – Committee added the following condition to Annex 3:-

- I. That the premises will operate an incident log, which shall be retained on the premises at all times and be made available for inspection to any responsible authority upon reasonable request.

All other conditions at Annex 3 shall remain.

The Applicant agreed to the addition of the following condition to Annex 2:-

- J. That the premises shall operate the radio link scheme whenever the premises are open to the public.

.....
CHAIRMAN

