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52 Derby Street Ormskirk West Lancashire L39 2DF

9 February 2018

CORPORATE AND ENVIRONMENTAL OVERVIEW & SCRUTINY MEMBERS UPDATE

CORPORATE YEAR 2017/18 FEBRUARY 2018 – ISSUE 4

The content of this MEMBERS UPDATE covers all services.

If a Member wishes to receive further information on anything in the Update, please contact the officer named at the beginning of the article.

If a Member wants to place an item on the Committee agenda in connection with any article in the Update, please provide it to <u>member.services@westlancs.gov.uk</u> or telephone 01695 585017 by <u>12 Noon on Friday 16 February.</u>

The Press are asked to contact the Consultation and Communications Officer for further information on this Update.

CONTENTS

1. GENERAL

1A.	MINUTES OF ONE WEST LANCASHIRE BOARD - THEMATIC GROUPS	185 - 186
1B.	MINUTES OF LANCASHIRE COUNTY COUNCILS HEALTH SCRUTINY COMMITTEE	187 - 188
1C.	MINUTES OF THE LANCASHIRE POLICE AND CRIME PANEL	189 - 190

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

For further information, please contact:-Julia Brown on 01695 585065 Or email <u>Julia.brown@westlancs.gov.uk</u>

APPENDIX A



'MEMBER UPDATE' REQUEST CORPORATE AND ENVIRONMENTAL OVERVIEW SCRUTINY COMMITTEE

MEETING: 1 March 2018

This form must be received by Member Services, 52 Derby Street, Ormskirk <u>by 12</u> <u>noon on Friday 16 February 2018.</u>

Member Update Issue: 4

Councillor:	
Article No:	
Subject:	

If more information is required in relation to this item, please contact the officer indicated on the first page of the related report.

Please advise Member Services on 01695 585016 if at any time you wish to withdraw this item following receipt of further information or e-mail <u>member.services@westlancs.gov.uk</u>

1. What are your reasons for requesting the item?:

2. What outcome would you wish to see following discussion of the item?

FOR MEMBER SERVICES USE ONLY

Received by:		Date of Committee:	
Date:	Time:	Chief Executive informed	
Head of Service informed		Chairman informed	
Contact Officer informed		Portfolio Holder informed:	

MEMBER ITEM/ COUNCILLOR CALL FOR ACTION

L FOR ACTION APPENDIX B

CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE AGENDA - MEETING: 1 March 2018

This form must be received by Member Services, 52 Derby Street, Ormskirk, <u>before</u> <u>12 noon</u> on <u>Friday 16 February 2018</u>.

Please advise Member Services on 01695 585016 if at any time you wish to withdraw this item following receipt of further information or e-mail <u>member.services@westlancs.gov.uk</u>

Councillor:	(Name of Member requesting the item)
Subject:	
1. What are you	r reasons for requesting the item:
2. What outcom	e would you wish to see following discussion of the item?

3. What have you already done to resolve this issue?

Potential means of pursuing an issue before resorting to a Member Item/CCfA:

- Raise Ward Issue as a 'Patch Problem'
- Discuss issue with an appropriate officer from the Council Service or Agency
- Discuss issue with an appropriate Cabinet member
- Raise the issue with partner agency, eg. Police, PCT, etc.
- Write formal letters on behalf of constituents
- Use official complaints procedure or other official route
- Put forward the issue as a topic for inclusion on an O&S work programme

The following are potential reasons why your Member Item/CCfA may not be considered further:

- The issue is an individual case
- You have not explored the issue fully and exhausted all avenues above
- A review into the general issue is included in an O&S work programme
- A petition is being submitted to the Council
- A complaint is being or has been submitted and the outcome is awaited
- A FOI request is being or has been made and the outcome is awaited
- Scrutiny of the issue is unlikely to result in improvements for local people
- The issue has been the subject of Executive Call In
- The issue has been the subject of a Council Motion / Question
- The issue is urgent and could be more speedily resolved by other means
- The issue is an 'excluded matter' (Constitution 18.3)

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Date: Time:	Chief Executive informed
Head of Service informed	Chairman informed
Contact Officer informed	Portfolio Holder informed