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Chief Executive
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Tuesday 20 February 2018

COUNCIL MINUTE BOOK

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 28 February 2018.

1. MINUTES OF CABINET AND OVERVIEW AND SCRUTINY COMMITTEES

- | | | |
|-----|---|---------|
| (a) | Minutes of Cabinet held on 9 January 2018 | 1 - 8 |
| (b) | Minutes of the Corporate and Environmental Overview and Scrutiny Committee held on Thursday, 4 January 2018 | 9 - 16 |
| (c) | Minutes of the Executive Overview & Scrutiny Committee held on Thursday, 25 January 2018 | 17 – 20 |

2. MINUTES OF LICENSING SUB - COMMITTEE

- | | | |
|-----|--|---------|
| (a) | Minutes of Licensing Sub - Committee held on :-
8 December 2017
8 December 2017
19 December 2017
16 January 2018
29 January 2018
30 January 2018 | 21 - 34 |
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Agenda Item 1a

CABINET

HELD: Tuesday, 9 January 2018

Start: 7.00pm

Finish: 7.15pm

PRESENT: Councillor Ian Moran (Leader
In the Chair)

Councillors:

Portfolio

Councillor Yvonne Gagen	Deputy Leader of the Council and Portfolio Holder for Leisure & Human Resources
Councillor Claire Cooper	Portfolio Holder for Communities and Older People
Councillor Jenny Forshaw	Portfolio Holder for Housing and Landlord Services
Councillor John Hodson	Portfolio Holder for Planning
Councillor Kevin Wilkie	Portfolio Holder for Street Scene
Councillor Kevin Wright	Portfolio Holder for Health and Community Safety
Councillor Adam Yates	Portfolio Holder for Finance

In attendance:
Councillors Councillor A Owens

Officers:
Kim Webber, Chief Executive
Dave Tilleray, Director of Leisure and Wellbeing
Jacqui Sinnott-Lacey, Director of Housing and Inclusion
John Harrison, Director of Development and Regeneration
Terry Broderick, Borough Solicitor
Heidi McDougall, Director of Street Scene
Marc Taylor, Borough Treasurer
Chris Twomey, Deputy Director of Housing & Inclusion
Sue Griffiths, Principal Member Services Officer

54 **APOLOGIES**

There were no apologies for absence.

55 **LEADER'S OPENING REMARKS**

The Leader announced that it was the last meeting to be attended by Dave Tilleray, Director of Leisure and Wellbeing and expressed his thanks for his service to the Council.

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

There were no items of special urgency.

57 DECLARATIONS OF INTEREST

1. Councillor Cooper declared a non-pecuniary interest in agenda item 6(a) (Funding of Voluntary Bodies and Other Organisations Working Group) in relation to applications for revenue funding received from Learning Stars and the Burscough Community Farm due to her association with these organisations.
2. Councillors Forshaw and Wilkie (tenants of Council accommodation) and Wright (connected person tenant of Council accommodation) declared disclosable pecuniary/pecuniary interests in agenda items 6(c) (Draft Housing Allocations and Pet Policy) and 6(g) (Housing Account – Revenue and Capital Programme) but considered they were entitled to speak and vote by virtue of an exemption as nothing in the report relates particularly to the relevant tenancy or lease.
3. Councillor Moran declared a non-pecuniary interest in agenda item 6(a) (Funding of Voluntary Bodies and Other Organisations Working Group) due to his appointment on the Lancashire West CAB by the Council.

58 PUBLIC SPEAKING

It was noted that the two residents who had previously given notice to speak in relation to agenda item 6(a) – Funding of Voluntary Bodies & Other Organisations Cabinet Working Group had indicated that they would not be attending the meeting.

59 MINUTES

RESOLVED That the minutes of the Cabinet meeting held on 7 November 2017 be received as a correct record and signed by the Leader.

60 MATTERS REQUIRING DECISIONS

Consideration was given to the report relating to the following matters requiring decisions as circulated and contained on pages 913 - 1158 of the Book of Reports.

61 FUNDING OF VOLUNTARY BODIES & OTHER ORGANISATIONS CABINET WORKING GROUP

Councillor Cooper introduced the report of the 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 2018/19.

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 2018 by the Funding of Voluntary Bodies and Other Organisations Working Group at its meeting on 13 December 2017 be endorsed as detailed in the minutes of the meeting attached at Appendix 3 to the report.

(B) That the 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 28 February 2018.

62 COMMUNITY INFRASTRUCTURE LEVY (CIL) FUNDING PROGRAMME 2018/19

Councillor J Hodson introduced the report of the Director of Development and Regeneration which advised on the outcome of the consultation on the options for the Community Infrastructure Levy (CIL) Funding Programme 2018/19 and proposed recommendations for this Programme based on the CIL monies anticipated to have been collected by the Council by 31 March 2018.

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 consultation feedback report provided at Appendix 1 to the report be noted.

(B) That £125,000 of CIL monies be allocated to the delivery of the following projects in 2018/19:

- Chequer Lane Playing Fields (£60,000)
- Whittle Drive Playing Fields (£40,000)
- Mere Sands Wood Visitor Centre Phase II (£25,000)

- (C) That the remaining “strategic” CIL monies collected by 31 March 2018 (i.e. those not allocated on the projects agreed under recommendation (B)) 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.
- (D) That £300,000 of the "strategic" CIL monies saved from previous years be allocated to the implementation of actions in the Tawd Valley Park Masterplan in order to help lever in match-funding from other sources to complete all actions in the Masterplan.
- (E) That for all CIL monies collected each financial year from 1 April 2018 onwards, up to a maximum of £100,000 be allocated through the CIL Funding Programme each financial year toward projects requiring £100,000 of CIL funding or less, and that the remainder of "strategic" CIL monies collected each financial year be saved towards more significant strategic infrastructure projects (requiring more than £100,000 of CIL funding) to be drawn down from as necessary as such significant projects are identified and approved.

63

DRAFT HOUSING ALLOCATIONS AND PET POLICY

Councillor Forshaw introduced the report of the Director of Housing and Inclusion which considered a draft Housing Allocations Policy and draft Pet Policy for consultation.

Minute no. 19 of the Landlord Services Committee (Cabinet Working Group) held on 3 January 2018 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 Draft Housing Allocations and Pet Policy 2017 attached to Appendix 1 & 2 of the report be approved for consultation.
 - (B) That the Director of Housing and Inclusion, in consultation with the relevant Portfolio Holder, be given delegated authority to make any minor changes to the Draft Housing Allocations Policy and Pet Policy 2017 where appropriate following public consultation, and to implement and deliver the policy.
 - (C) That the call-in procedure is not appropriate for this item as the report will be submitted to the meeting of the Executive Overview and Scrutiny Committee on 25 January 2018.

64 CORPORATE PERFORMANCE INDICATORS Q2 2017-18

The Leader introduced the report of the Director of Housing and Inclusion which presented performance monitoring data for the quarter ended 30 September 2017.

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 2017 be noted.

(B) That the call-in procedure is not appropriate for this item as the report was submitted to the meeting of the Corporate & Environmental Overview & Scrutiny Committee on 4 January 2018.

65 DRAFT REVENUE BUDGET 2018-2019

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

Additional information from the Borough Treasurer was circulated at the meeting (pages 1157-1158 of the Book of Reports).

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

RESOLVED (A) That the financial position for 2018-19 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 28 February 2018 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 25 January 2018.

66 MEDIUM TERM CAPITAL PROGRAMME

Councillor Yates introduced the report of the Borough Treasurer which set out details on the GRA 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 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 28 February 2018 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 25 January 2018.

67 **HOUSING ACCOUNT - REVENUE AND CAPITAL PROGRAMME**

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

It was reported that Appendix B to the report (draft HRA estimates) would be available for consultation purposes prior to the Council considering the matter in February 2018.

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 financial position be noted.
- (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 this report be used for consultation purposes prior to the Council considering this matter in February 2018.
- (D) That the Housing Portfolio Holder be given delegated authority to submit firm proposals to Council on 28 February 2018 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 25 January 2018.

68 EQUALITY AND DIVERSITY UPDATE

Councillor Gagen introduced the report of the Borough Treasurer which provided an update on Equality and Diversity matters and sought approval for a number of changes to equality policies and objectives.

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 revised Equality Statement and Equality in Employment Statement, at Appendix A and B to the report respectively, be agreed.
- (B) That the revised Equality Objectives 2015-2018 document at Appendix C be agreed.
- (C) That progress against the Equality Objectives, that they now form part of the relevant Service Action Plans, and that the actions are recorded and monitored as part of core business, be noted.

69 GENERAL DATA PROTECTION REGULATIONS

The Leader introduced the report of the Borough Solicitor which advised on the forthcoming General Data Protection Regulations (GDPR) and sought approval for necessary actions and resources to ensure compliance with the requirements.

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 report be noted.
- (B) That the necessary actions being taken to achieve compliance with GDPR and continuing to ensure the Council maintains high standards in the processing of personal data be supported.
- (C) That a budget of £15,000 be provided to support compliance with GDPR from underspends in the current year (up to 31 March 2018) to meet the resource requirements set out at paragraph 6 of the report and it be recommended that Council give further consideration to the additional resources for 2018/19 and beyond through the budget setting process.
- (D) That the Borough Solicitor be authorised to designate a Data Protection Officer.

- (E) That call-in is not appropriate for this item as this matter is one where urgent action is required as early progress needs to be made to ensure services are prepared for the impending deadline for implementation of GDPR notwithstanding delays in issue of legislation and guidance.

.....
Leader

CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE

HELD: Thursday, 4 January 2018

Start: 7.00 pm

Finish: 9.50 pm

PRESENT:

Councillors: N Hennessy (Chairman)
D Evans (Vice-Chairman) M Barron
Mrs M Blake T Blane
P Cotterill G Hodson
J Kay D McKay
N Pryce-Roberts L Savage
D West

In attendance: Councillor Y Gagen (Deputy Leader and Portfolio Holder for
Leisure and Human Resources)

Steve Howell (United Utilities)

Officers: Heidi McDougall, Director of Street Scene
Philip Samosa, Deputy Director of Street Scene
Alison Grimes, Partnership & Performance Officer
Stephen Kent, Leisure Operations Manager
Tina Sparrow, Principal Solicitor
Jacky Denning, Assistant Member Services Manager

41 APOLOGIES

Apologies for absence were received on behalf of Councillors Curry and Nixon.

42 MEMBERSHIP OF THE COMMITTEE

There were no changes to the Membership.

43 URGENT BUSINESS, IF ANY, INTRODUCED BY THE CHAIRMAN

There were no items of urgent business.

44 DECLARATIONS OF INTEREST

There were no declarations of interest.

45 DECLARATIONS OF A PARTY WHIP

There were no declarations of a Party Whip.

46 MINUTES

RESOLVED: That the Minutes of the Corporate and Environmental Overview and
Scrutiny Committee meeting held on 12 October 2017 be received
as a correct record and signed by the Chairman.

47 PUBLIC SPEAKING

There were no items under this heading.

48 FLOODING IN THE BOROUGH

The Committee received a presentation from Mr Steve Howell, Asset Manager, United Utilities, in relation to flooding and the wastewater network operations and services in the Borough, requested by the Committee to attend following consideration of a Members Item raised on Hurlston Brook Flood Risk study. The presentation referred to the following:

1. The waste water network – managing flood risk and who is responsible for what:
 - Lancashire County Council – Developing, maintaining and applying a strategy for local flood risk management; managing the risk of flooding from surface water, groundwater and ordinary watercourses; and providing and maintaining highway drainage such as road gullies/grids
 - Environment Agency – Responsible for taking a strategic overview of all sources of flooding and managing the risk of flooding from main rivers
 - West Lancashire Borough Council – Managing the risk of flooding from ordinary watercourses and approving planning applications and ensuring it's drained in a sustainable way
 - United Utilities – Managing the risk of flooding from surface water, foul and combined sewer systems that provide drainage from buildings and yards
2. An overview of the wastewater system, including the sewers, pumping stations and treatment works.
3. West Lancashire drainage area, including inspections, planned maintenance visits and cleaning of sewers.
4. Performance statistics in relation to customer satisfaction, internal flooding and pollution incidents and spend on operating, maintaining and enhancing the wastewater network
5. Sewer flooding strategies and the calculation for ongoing risk analysis
6. Developers and development and the pressure on existing sewerage infrastructure, given their legal right to connect to both foul and surface water and to choose the point of connection
7. Partnership working:
 - Attendance at the Lead Local Flood Authority Making Space for Water meetings
 - Working closely with Local Authority Planning Departments and developers
 - Meet with Flood Action Groups such as ARRCCHS
 - Meetings with Councillors and MPs
8. Problems associated with flushing oil/fats, wipes and cotton buds

9. Reactive resolution units availability

Comments and questions were raised in respect of the following:

- The size of the sewerage pipes
- Closure of pumping stations
- The amount spent on improvements in the West Lancs area
- The programme or works for cleaning pipes
- Surface water outlets
- Problems associated with flushing oil/fats, wipes and cotton buds and campaigns to reduce this
- Hurlston Brook Flood Risk study
- Disruption to footpaths/surfaces during works

Steve Howell gave an undertaking to find out:

- (i) What the level of investment is in the West Lancs area
- (ii) If a programme of work for cleaning sewerage pipes is available to circulate to members

RESOLVED: A. That Steve Howell from United Utilities be thanked for his informative presentation and be asked to return once the report on Hurlston Brook Flood Risk study had been published.

B. That in view of the pressure placed on local authorities to meet government house building targets and the right of developers to connect to the sewerage system, Cabinet be asked to consider lobbying the government in relation to the reduction in funding for statutory services, in particular the general under investment in improving the waste sewerage systems.

49 **MEMBERS' ITEMS/COUNCILLOR CALL FOR ACTION (CCFA)**

There were no items under this heading.

50 **ITEMS FROM THE MEMBERS' UPDATE**

There were no items under this heading.

51 **CORPORATE PERFORMANCE INDICATORS Q2 2017-18**

Consideration was given to the report of the Director of Housing and Inclusion, as contained on pages 259 to 272 of the Book of Reports, which presented performance monitoring data for the quarter ended 30 September 2017.

Comments and questions were raised in respect of the following targets:

- NI157a 'Processing of planning applications' R3 '% of Non-domestic Rates Collected'
- HS1 '% Housing repairs completed in timescale'

- WL90 '% of Contact Centre calls answered'
- WL19bii 'Direct dial calls answered within 10 seconds'
- WL08a 'Number of Crime Incidents'
- WL01 'No. residual bins missed per 100,000 collections'

- RESOLVED: A. That the Council's performance against the indicator set for the quarter ended 30 September 2017, be noted.
- B. That Cabinet be asked to review the target level for NI157a 'Processing of planning applications' at its meeting in March 2018.
- C. That in relation to WL08a' Number of Crime Incidents' the Community Safety Partnership be asked to include facts and figures at the next meeting of this Committee when they are scheduled to give their annual presentation on the work of the Partnership.

52 **COMMUNITY INVOLVEMENT IN SERVICE DELIVERY REVIEW**

The Committee considered the following 3 items as part of the review being undertaken entitled 'Community Involvement in Service Delivery':

53 **TRANSFERRING A COMMUNITY SERVICE TO A LOCAL COMMUNITY GROUP - LEISURE AND WELLBEING**

The Committee received a presentation from Steve Kent, Leisure Operations Manager, which provided details of previous experience in transferring a Community Service to a Local Community Group. The presentation included:

1. Examples of community transfer:

Community Buildings

Civic Hall : The Civic

Skelmersdale Community Resource Centres

- Digmoor: Evermoor Enterprises
 - Birch Green: Artz for All
 - Tanhouse: Tanhouse Community Enterprises Ltd
 - Greenhill: Greenhill Community Hub
- Skelmersdale Meeting Rooms
- Ashurst: Skelmersdale Taekwondo Academy
 - Heversham: Skelmersdale Boxing Club
 - Tanfields: Tanfields Association/Closure
 - Hall Green: returned to Housing
 - Liverpool Road: Skelmersdale Players
 - Flimby: Skelmersdale Baptist Church
 - Carfield/Acregate: Hope House/Dream Centre
 - Yewdale: LCC Counselling Services

- Inskip: Inskip Community Association/LCC Nursery
- Pennylands: Ilyo Taekwondo
- Ormskirk Community Centre : Chapel Gallery

Outdoor Sports Facilities Abbey Lane Playing Fields

Outdoor Activity Facility Platts Lane Fishing Lake
 Skelmersdale Allotments
 Liverpool Road Allotments
 Richmond Avenue Allotments

2. The process undertaken and the lessons learned, particularly in relation to the Community Resource Centres in Skelmersdale, the Civic Hall, Ormskirk and Abbey Lane Playing Fields, Burscough, ie:

- (i) Purpose - to reduce revenue or to generate external capital funding or a combination of both
- (ii) Suitability of the group – training requirements, management history, local support, consultation, business plans,
- (iii) Required background investigations and other matters:
 - permissions in relation to ownership/covenants
 - drafting documents for leases/licences
 - scrutiny
 - group legal support
 - accountability of public assets/best value
 - the disposal process
 - liabilities (insurances/responsibilities)
 - financial viability
 - risk assessments
 - timescales
 - consideration as to whether continued support to groups following transfer is required

(iv) Potential transfer opportunities for consideration in the future:

Community Buildings Banks Leisure Centre
 Chapel Gallery
 Housing community/meeting rooms

Outdoor Sports Facilities Blaguegate Playing Fields
 Chequer Lane Playing Fields
 Whitemoss Playing Fields
 Whittle Drive Playing Fields
 Aveling Drive Playing Fields

Outdoor Activity Facility Abbey Lakes Fishing Lake

Chequer Lane Fishing Lake
Tower Hill Allotments
Clucas Gardens/Owen Avenue
Allotments
Tawd Valley Park
Beacon Country Park & Golf Course
Coronation Park
Richmond Park
Other Parks
Playground Maintenance

Other Facilities

CCTV
Dog fouling/littering enforcement

- RESOLVED: A. That the presentation be noted.
- B. That the following recommendations be considered for inclusion in the Committee's final review report:
- (i) "That in relation to the transfer of assets to community groups, consideration should be given to a formal in-house support mechanism being established as part of the process, for groups to access support following the transfer of facilities, with bi-annual or quarterly monitoring meetings put in place for this purpose."
 - (ii) "That in the interest of prudent financial management, the £15k revenue funding given to Abbey Lakes each year be reviewed in the context of the overall programme of grants given to voluntary organisations."
- C. That the Leisure Operations Manager be asked to invite to a future meeting of the Committee a representative from one or two organisations to give their views on the overall process and to invite the CVS to discuss support services.

54 **TRANSFER OF SERVICE DELIVERY - STREET SCENE**

The Committee received a presentation from Phil Samosa, Deputy Director of Street Scene who provided details on the Services' experience in relation to the transfer of services delivery. The presentation advised that experience was limited as services didn't lend themselves easily to transfer as groups in the main did not have the necessary infrastructure to support such involvement.

The Committee was advised that Street Scene were currently working in partnership with Total Reuse, a local social enterprise organisation based in Skelmersdale, providing the physical collection part of the bulky household waste collection service, with the Council providing the administration. Items are refurbished, when

appropriate, and offered for sale or donated to community groups and good causes. Income generated from sales is used to create training programmes.

The Committee was further advised on the work undertaken with local volunteer groups such as the Scouts', parish councils and neighbourhood clean-up campaigns in providing equipment, materials and the removal of any waste collected. National clean-up campaigns are promoted by the service such as the Keep Britain Tidy initiatives "The Great British Clean" and "Clean for the Queen" offering local action groups advice and once again the provision of equipment and the removal of waste. Requests are dealt with on an individual basis.

Comments and questions were raised in respect of the following:

- Insurance and liability issues
- The possibility of a site visit to Total Reuse
- Price determination of bulky waste items

RESOLVED: A. That the Deputy Director of Street Scene be asked to organise a visit to Total Reuse, with an invitation to all Members.

- B. That the following recommendation be considered for inclusion in the final review report of the Committee:
"That the option of offering groups insurance under a bulk insurance scheme be investigated."

55 PROJECT PLAN

Consideration was given to the Project Plan contained on pages 273 to 278 of the Book of Reports.

RESOLVED: That the Project Plan be amended to take into account the matters raised above and subject to the inclusion of engagement with Parish Councils and the Council for Voluntary Services, which may require an extension to the timescales.

56 WORK PROGRAMME - FUTURE MEETINGS

Consideration was given to the Committee's Future Work Programme, as contained on pages 279 to 280 of the Book of Reports.

RESOLVED: That the Committee's future Work Programme be approved.

.....
Chairman

EXECUTIVE OVERVIEW & SCRUTINY COMMITTEE

HELD: Thursday, 25 January 2018

Start: 7.00 pm

Finish: 8.25 pm

PRESENT:

Councillor: J Bullock (Chairman)

Councillors: M Mills (Vice Chairman) I Ashcroft
Mrs M Blake N Delaney
P Moon R Pendleton
E Pope L Savage
D Westley D Whittington
C Wynn

Officers: Jacqui Sinnott-Lacey, Director of Housing and Inclusion
Mike Kostrzewski, Deputy Borough Treasurer
Tina Sparrow, Principal Solicitor
Leigh McFarlane, Housing Operations Manager
Nicola Bradley, Housing Needs & Allocations Manager
Jacky Denning, Assistant Member Services Manager

26 APOLOGIES

Apologies for absence were received on behalf of Councillors John Davis and Phil Hudson.

27 MEMBERSHIP OF THE COMMITTEE

There were no changes to the Membership of the Committee.

28 URGENT BUSINESS, IF ANY, INTRODUCED BY THE CHAIRMAN

There were no items of urgent business.

29 DECLARATIONS OF INTEREST

There were no declarations of interests.

30 DECLARATIONS OF PARTY WHIP

There were no Declarations of Party Whip.

31 PUBLIC SPEAKING

There were no items under this heading.

32 MINUTES

RESOLVED: That the minutes of the meeting held on the 23 November 2017 be received as a correct record and signed by the Chairman.

33 RELEVANT MINUTES OF CABINET

Consideration was given to the minutes of the meeting of Cabinet held on 9 January 2018.

Comments and questions were raised in respect of Minute 62 'Community Infrastructure Levy (CIL) Funding Programme 2018/19, particularly in relation to:

- The public consultation
- Member involvement in the process

RESOLVED: A. That the minutes of the Cabinet meeting held on 9 January 2018 be noted.

- B. That the comments of the Committee in relation to the concerns raised in respect of the lack of Member involvement in the process be reported to the Portfolio Holder.

34 CALL-IN

There were no items under this heading.

35 DRAFT HOUSING ALLOCATIONS AND PET POLICY

Consideration was given to the report of the Director of Housing and Inclusion as contained on pages 195 to 266 of the Book of Reports, which considered the Draft Housing Allocations and Pet Policy previously considered and approved for consultation at the meeting of Cabinet held on 9 January 2018.

Comments and questions were raised in respect of the following:

- Homelessness qualification for under 18's
- The percentage of vacant properties
- Potential for increase in homelessness levels due to changes in private sector landlords in relation to Income Tax
- Social activities – may increase demand levels in sheltered accommodation
- Concerns in relation to lowering of the age policy in sheltered accommodation
- Grouping of areas that have a local connection criteria
- Right to Work Regulations and Agricultural Workers
- Affordability assessments welcomed
- Concerns with problems associated with dogs barking, fouling etc
- The size of the dog shouldn't be specified
- Dogs should only be allowed in ground floor flats
- The benefits of having pets which can help prevent loneliness
- Cats should be expanded to two
- A definition is required when describing what small reptiles are
- The wording at 7.1 of the Pet Policy in relation to Pet Insurance should be reviewed to consider affordability issues

RESOLVED: A. That the comments on the Draft Housing Allocations Policy and Pet Policy be submitted to the Director of Housing and Inclusion and fed into the consultation process.

B. That the Draft Housing Allocations Policy and Pet Policy be submitted to a future meeting of the Committee in order to consider the results of the consultation.

36 DRAFT REVENUE BUDGET 2018-2019

Consideration was given to the report of the Borough Treasurer, as contained on pages 267 to 274 of the Book of Reports, that provided a summary of the current General Revenue Account budget position.

Questions were raised in respect of the 2% pay claim offer and the Local Government Finance Settlement figure.

RESOLVED: That the budget position be noted.

37 MEDIUM TERM CAPITAL PROGRAMME

Consideration was given to the report of the Borough Treasurer as contained on pages 275 to 286 of the Book of Reports which set out details on the General Revenue Account (GRA) medium term capital receipt programme position for the next three years.

Comments and questions were raised in respect of the following:

- The number of Asset Sale Proceeds
- Right to buys and the impact on the Housing Revenue Account

The Director of Housing and Inclusion gave an undertaking to provide Members with the number of total Council housing the Council currently has.

RESOLVED: That the report be noted.

38 HOUSING ACCOUNT - REVENUE AND CAPITAL PROGRAMME

Consideration was given to the joint report of the Director of Housing and Inclusion and Borough Treasurer, as contained on pages 287 to 306 of the Book of Reports, which provided a summary of the Housing Account financial position.

RESOLVED: That the report be noted.

.....
Chairman

PRESENT:

Councillors: T Devine G Owen
J Kay

In attendance: Stuart MacFarlane (Applicant)
Mary Wright (Chair - New Way Tenants Residents Association)
Dennis Moffatt (New Way Tenants Residents Association)
Karen Jennings (New Way Tenants Residents Association)
Carol Davies (New Ormskirk Residents Group)

Officers: Kay Lovelady, Principal Solicitor
Michaela Murray, Senior Licensing Officer
Julia Brown, Member Services/Civic Support Officer

16 **APOLOGIES**

There were no apologies for absence received.

17 **MEMBERSHIP OF THE SUB-COMMITTEE**

In accordance with Council Procedure Rule 4, the Committee noted the termination of membership of Councillor N Delaney, and the appointment of Councillor G Owen for this meeting only, thereby giving effect to the wishes of the political groups.

18 **URGENT BUSINESS**

There were no items of urgent business.

19 **DECLARATION OF PARTY WHIP**

There were no declarations of Party Whip.

20 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

21 **MINUTES**

RESOLVED: That the Minutes of the meeting held on 27 October 2017 be noted.

22 **LICENSING HEARING PROCEDURE**

The Chairman outlined the Licensing Hearing Procedure.

23 APPLICATION FOR A PREMISES LICENCE IN RESPECT OF 19 AUGHTON STREET, ORMSKIRK, L39 3AG

Consideration was given to the report of the Director of Leisure and Wellbeing Services as contained on pages 297 to 336 of the Book of Reports in respect of an Application for a Premises Licence in respect of 19 Aughton Street, Ormskirk L39 3AG.

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 Public Nuisance'.

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

RESOLVED: A. That the premises shall operate and maintain a CCTV system which shall be in use during all times licensable activities are taking place at the premises and comply as follows:-

1. The system shall cover all entrances and exits from the premises, in addition to covering all internal and external areas of the premises used to supply or consume licensed products.
 2. The focus of the camera(s) shall be so as to enable clear identification of persons on the premises.
 3. The system will be capable of time and date stamping recordings and retaining said recordings for at least 28 days.
 4. The Data Controller shall make footage available to a Police Officer or authorised officer, where such a request is made.
 5. Signage advising that CCTV is in operation.
- B. That a documented Challenge 25 scheme will be operated at the premises. The Challenge 25 scheme will be actively promoted and advertised at the premises and any person purchasing alcohol, who appears to be under 25 years of age, shall be asked to provide acceptable identification to prove that they are 18 years of age or over. Failure to supply such identification will result in no sale or supply of alcohol to that person.

The Proof of Age Standards Scheme (PASS) will be actively promoted at the premises by the display of Challenge 25 posters bearing the PASS logo. A PASS accredited holographic proof of

age card will be the main identification document accepted at the premises as proof of age. A PASS card must be accepted as proof of age if a purchaser possesses one. Where a purchaser does not possess a PASS accredited proof of age card, only the following alternative forms of identification will be acceptable:-

- (a) Photo Driving Licence
- (b) Passport or
- (c) Her Majesty's Forces Warrant Card

- C. That a documented training scheme shall be introduced for all staff in a position to sell, serve or deliver alcohol. The scheme shall be made available for inspection at the request of any Police Officer, Trading Standards Officer or Local Authority Enforcement Officer.

The Designated Premises Supervisor or Premises Licence Holder shall conduct six monthly training reviews with all members of staff authorised to sell, serve or deliver alcohol in order to reinforce the training and to promote best practice. The written record shall be kept of the content of such reviews and be available for inspection by any responsible authority upon request.

- D. That an incident book / refusals register shall be kept and maintained at the premises indicating the date, time and reason, for any refusal / incident of Crime and Disorder and will be made available for inspection by any responsible authority upon request.
- E. That all doors will be fitted with a self-closing device. All doors and windows shall be kept closed, other than for access and egress, at all times.
- F. That notices shall be displayed at public exits, in a clear and prominent position, requesting that patrons respect the needs of local residents and leave the premises and the area quietly.
- G. That door supervisors and other members of staff request customers to leave quietly and have respect for their residential neighbours.
- H. That noise from music and associated sources (including DJs and amplified voices) shall not be audible at the boundary of any neighbouring residential premises after 18:00 hours any day.
- I. That no Regulated Entertainment is to take place in the raised outside seating area of the premises at any time.

- J. That any outside area, which is used for the consumption of alcohol, shall cease to be so used at 23.00 hours on any day.
- K. That the volume of all amplified sound used in connection with all entertainment provided shall at all times be under the control of the licensee or management and the controlling mechanism so installed shall be maintained and operated from a part of the premises inaccessible to the public.
- L. That no deliveries will take place between the hours of 20:00 and 08:00 hours.
- M. That the placing of refuse, such as bottles, into receptacles outside the premises shall take place between 08.00 and 21.00 only, so as to prevent disturbance to nearby premises.
- N. That the Designated Premises Supervisor shall ensure that staff arriving early morning or departing late at night when the business has ceased trading conduct themselves in such a manner to avoid disturbance to nearby residents.
- O. That the sale of alcohol shall be permitted between 11.00 hours and 01.30 hours Monday to Sunday.
- P. That the premises shall be open to the public between 11.00 hours and 02.00 hours Monday to Sunday.
- Q. That the provision of live music shall be permitted between 11.00 hours and 23.00 hours Monday to Sunday.
- R. That the provision of recorded music shall be permitted between 11.00 hours and 02.00 hours Monday to Sunday.
- S. That late night refreshment shall be permitted between 23.00 hours and 02.00 hours Monday to Sunday.
- T. That all external doors and windows shall be kept closed when regulated entertainment is being provided except in the event of an emergency or to allow access or egress.
- U. That whenever regulated entertainment is taking place, regular assessments shall be made of any noise emanating from the premises. Wherever said assessments indicate that noise is likely to cause nuisance to any local residents, remedial steps shall be taken to reduce the levels of noise.

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Chairman

Start: 1.30 pm

Finish: 2.55 pm

PRESENT:

Councillors: T Devine (Chairman) G Hodson
J Kay

In attendance: Stuart MacFarlane (Applicant)
Mary Wright (Chair – New Way Tenants Residents Association)
Dennis Moffatt (New Way Tenants Residents Association)
Karen Jennings (New Way Tenants Residents Association)
Carol Davies (New Ormskirk Residents Group)

Officers: Kay Lovelady, Principal Solicitor
Michaela Murray, Senior Licensing Officer
Julia Brown, Member Services/Civic Support Officer

24 **APOLOGIES**

There were no apologies for absence received.

25 **MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, the Committee noted the termination of membership of Councillor Delaney, and the appointment of Councillor G Hodson for this meeting only, thereby giving effect to the wishes of the political groups.

26 **URGENT BUSINESS**

There were no urgent items of business.

27 **DECLARATIONS OF PARTY WHIP**

There were no declarations of Party Whip.

28 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

29 **LICENSING HEARING PROCEDURE**

The Chairman referred to the Licensing Hearing Procedure.

30 **APPLICATION FOR A PREMISES LICENCE IN RESPECT OF 23 CHURCH STREET, ORMSKIRK L39 3AG**

Consideration was given to the report of the Director of Leisure and Wellbeing Services as contained on pages 341 to 380 of the Book of Reports in respect of an Application for a Premises Licence in respect of 23 Church Street, Ormskirk L39 3AG.

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 Public Nuisance'.

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

RESOLVED: A. That the premises shall operate and maintain a CCTV system which shall be in use during all times licensable activities are taking place at the premises and comply as follows:-

1. The system shall cover all entrances and exits from the premises, in addition to covering all internal and external areas of the premises used to supply or consume licensed products.
 2. The focus of the camera(s) shall be so as to enable clear identification of persons on the premises.
 3. The system will be capable of time and date stamping recordings and retaining said recordings for at least 28 days.
 4. The Data Controller shall make footage available to a Police Officer or authorised officer, where such a request is made.
 5. Signage advising that CCTV is in operation.
- B. That a documented Challenge 25 scheme will be operated at the premises. The Challenge 25 scheme will be actively promoted and advertised at the premises and any person purchasing alcohol, who appears to be under 25 years of age, shall be asked to provide acceptable identification to prove that they are 18 years of age or over. Failure to supply such identification will result in no sale or supply of alcohol to that person.

The Proof of Age Standards Scheme (PASS) will be actively promoted at the premises by the display of Challenge 25 posters bearing the PASS logo. A PASS accredited holographic proof of age card will be the main identification document accepted at the premises as proof of age. A PASS card must be accepted as proof of age if a purchaser possesses one. Where a purchaser does not possess a PASS accredited proof of age card, only the following alternative forms of identification will be acceptable:-

- (a) Photo Driving Licence
- (b) Passport or
- (c) Her Majesty's Forces Warrant Card

- C. That a documented training scheme shall be introduced for all staff in a position to sell, serve or deliver alcohol. The scheme shall be made available for inspection at the request of any Police Officer, Trading Standards Officer or Local Authority Enforcement Officer.

The Designated Premises Supervisor of Premises Licence Holder shall conduct six monthly training reviews with all members of staff authorised to sell, serve or deliver alcohol in order to reinforce the training and to promote best practice. The written record shall be kept of the content of such reviews and be available for inspection by any responsible authority upon request.

- D. That an incident book / refusals register shall be kept and maintained at the premises indicating the date, time and reason, for any refusal / incident of Crime and Disorder and will be made available for inspection by any responsible authority upon request.
- E. That all doors will be fitted with a self-closing device. All doors and windows shall be kept closed, other than for access and egress, at all times.
- F. That notices shall be displayed at public exits, in a clear and prominent position, requesting that patrons respect the needs of local residents and leave the premises and the area quietly.
- G. That door supervisors and other members of staff to request customers to leave quietly and have respect for their residential neighbours.
- H. That noise from music and associated sources (including DJs and amplified voices) shall not be audible at the boundary of any neighbouring residential premises after 18:00 hours any day.
- I. That no Regulated Entertainment is to take place in the outside seating area of the premises at any time.
- J. That any outside area, which is used for the consumption of alcohol, shall cease to be so used at 23.00 hours on any day.

- K. That the volume of all amplified sound used in connection with all entertainment provided shall at all times be under the control of the licensee or management and the controlling mechanism so installed shall be maintained and operated from a part of the premises inaccessible to the public.
- L. That no deliveries will take place between the hours of 20:00 and 08:00 hours.
- M. That the placing of refuse, such as bottles, into receptacles outside the premises shall take place between 08.00 and 21.00 only, so as to prevent disturbance to nearby premises.
- N. That the Designated Premises Supervisor shall ensure that staff arriving early morning or departing late at night when the business has ceased trading conduct themselves in such a manner to avoid disturbance to nearby residents.
- O. That the sale of alcohol shall be permitted between 11.00 hours and 01.30 hours Monday to Sunday.
- P. That the premises shall be open to the public between 11.00 hours and 02.00 hours Monday to Sunday.
- Q. That the provision of recorded music shall be permitted between 11.00 hours and 02.00 hours Monday to Sunday.
- R. That late night refreshment shall be permitted between 23.00 hours and 02.00 hours Monday to Sunday.
- S. That all external doors and windows shall be kept closed when regulated entertainment is being provided except in the event of an emergency or to allow access or egress.
- T. That whenever regulated entertainment is taking place, regular assessments shall be made of any noise emanating from the premises. Wherever said assessments indicate that noise is likely to cause nuisance to any local residents, remedial steps shall be taken to reduce the levels of noise.

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Chairman

Start: 4.30 pm

Finish: 6.05 pm

PRESENT:

Councillor: J Kay (Chairman)

Councillors: D McKay A Pritchard

In attendance: Adam Cooke, Applicant

Officers: Kay Lovelady, Principal Solicitor
Samantha Jordan, Senior Licensing Officer
Jill Antrobus, Principal Environmental Health Officer
Gillian Perkins, Senior Environmental Health Officer
Julia Brown, Member Services/Civic Support Officer

31 **APOLOGIES**

There were no apologies for absence received.

32 **MEMBERSHIP OF THE SUB-COMMITTEE**

There were no changes to Membership of the Sub – Committee.

33 **URGENT BUSINESS**

The Licensing Sub - Committee is required to determine the objection notices received in response to the Temporary Event Notice (TEN). Standard TENs can be served no later than 10 working days before the event. There is no set period in which to hold the hearing, but the Licensing Sub-Committee decision would need to be given no later than 24 hours before the beginning of the event period specified in the TEN. The date of the hearing has been set to allow sufficient time to determine the matter prior to the event period and for the preparation and service of the decision in accordance with the Licensing Act 2003.

34 **DECLARATIONS OF PARTY WHIP**

There were no declarations of Party Whip.

35 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

36 **MINUTES**

There were no Minutes to receive.

37 **LICENSING HEARING PROCEDURE**

The Chairman outlined the Licensing Hearing Procedure.

38 **TEMPORARY EVENT NOTICE SUBMITTED IN RESPECT OF ALPINE CLUB LODGE, 17-21 RAILWAY ROAD, ORMSKIRK, LANCASHIRE, L39 2DN - 23 TO 27 DECEMBER 2017**

Consideration was given to the report of the Director of Leisure and Wellbeing Services as contained on pages 383 to 406 of the Book of Reports in respect of an Application for a Temporary Event Notice submitted in respect of Alpine Club Lodge, 17-21 Railway Road, Ormskirk, Lancashire L39 2DN – 23-27 December 2017.

In considering this matter the Sub – Committee had regard to its Licencing Policy and the guidance issued under S. 182 of the Licensing Act. It considered the relevant Licensing Objective on this occasion was the 'Prevention of Public Nuisance'.

On hearing evidence from the Applicant and Principle Environmental Health Officer.

RESOLVED: That the Application for a Temporary Event Notice submitted in respect of Alpine Club Lodge, Railway Road, Ormskirk L39 2DN (23- 27 December 2017) be REFUSED and a Counter Notice issued.

39 **TEMPORARY EVENT NOTICE SUBMITTED IN RESPECT OF ALPINE CLUB LODGE, 17-21 RAILWAY ROAD, ORMSKIRK, LANCASHIRE, L39 2DN - 1 JANUARY 2018**

Consideration was given to the report of the Director of Leisure and Wellbeing Services as contained on pages 407 to 430 of the Book of Reports in respect of an Application for a Temporary Event Notice submitted in respect of Alpine Club Lodge, 17-21 Railway Road, Ormskirk, Lancashire L39 2DN –1 January 2018.

In considering this matter the Sub – Committee had regard to its Licencing Policy and the guidance issued under S. 182 of the Licensing Act. It considered the relevant Licensing Objective on this occasion was the 'Prevention of Public Nuisance'.

On hearing evidence from the Applicant and Principle Environmental Health Officer.

RESOLVED: That the Application for a Temporary Event Notice submitted in respect of Alpine Club Lodge, Railway Road, Ormskirk L39 2DN (1 January 2018) be GRANTED with conditions.

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Chairman

Start: 5.40 pm

Finish: 7.40 pm

PRESENT:

Councillor: N Delaney (Chairman)

Councillors: N Hennessy J Kay

In attendance: Andrew Hewitt (Applicant/Premises Licence Holder/Owner)
Wayne Gallagher (Applicant/Owner)
June Clarke (Applicants Representative)
Mangal Singh Uppal (Objector)
Freddy Humphreys – Kings Chambers (Objectors Representative)

Officers: Kay Lovelady, Principal Solicitor
Michaela Murray, Senior Licensing Officer
Julia Brown, Member Services/Civic Support Officer

40 **APOLOGIES**

The Applicants Representative submitted apologies for late arrival to the meeting at 6.00pm.

41 **MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, the Sub – Committee noted the termination of membership of Councillor T Devine, and the appointment of Councillor N Hennessy for this meeting only, thereby giving effect to the wishes of the political groups.

42 **URGENT BUSINESS**

There were no items of urgent business.

43 **DECLARATIONS OF PARTY WHIP**

There were no declarations of Party Whip.

44 **DECLARATIONS OF INTEREST**

The Principal Solicitor informed the Sub–Committee that the Objectors Representative was known to her in a Professional capacity.

45 **MINUTES**

RESOLVED: That the Minutes of the meetings held on 8 December 2017 and 19 December 2017 be noted.

46 **LICENSING HEARING PROCEDURE**

The Chairman referred to the Licensing Hearing Procedure.

47 **APPLICATION FOR A PREMISES LICENCE IN RESPECT OF G & H CONVENIENCE STORE, 120 ABBEYWOOD, SKELMERSDALE WN8 9LR**

Consideration was given to the report of the Director of Leisure and Wellbeing Services as contained on pages 445 to 476 of the Book of Reports in respect of an Application for a Premises Licence in respect of G & H Convenience Store, 120 Abbeywood, Skelmersdale WN8 9LR

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', 'Public Safety', 'Prevention of Public Nuisance' and the 'Protection of Children from Harm'.

On hearing evidence from the Applicant, Objector and their Representatives the Sub – Committee:-

- RESOLVED:
- A. That the premises shall operate and maintain a CCTV system which shall be in use during all times licensable activities are taking place at the premises and comply as follows:
 - i. The system shall cover all entrances and exits from the premises, in addition to covering all internal areas of the premises used to display/supply licensed products
 - ii. The focus of the camera(s) shall be so as to enable clear identification of persons on the premises.
 - iii. The system will be capable of time and date stamping recordings and retaining said recordings for at least 28 days.
 - iv. The Data Controller shall make footage available to a Police Officer or authorised officer, where such a request is made.
 - v. Signage advising that CCTV is in operation.

 - B. That a documented Challenge 25 scheme will be operated at the premises. The Challenge 25 scheme will be actively promoted and advertised at the premises and any person purchasing alcohol, who appears to be under 25 years of age, shall be asked to provide acceptable identification to prove that they are 18 years of age or over. Failure to supply such identification will result in no sale or supply of alcohol to that person.
The Proof of Age Standards Scheme (PASS) will be actively promoted at the premises by the display of Challenge 25 posters bearing the PASS logo. A PASS accredited holographic proof of age card will be the main identification

document accepted at the premises as proof of age. A PASS card must be accepted as proof of age if a purchaser possesses one. Where a purchaser does not possess a PASS accredited proof of age card, only the following alternative forms of identification will be acceptable:-

- (a) Photo Driving Licence
- (b) Passport or
- (c) Her Majesty's Forces Warrant Card

- C. That a documented training scheme shall be introduced for all staff in a position to sell, serve or deliver alcohol. No member of staff shall serve alcohol until such training has been completed. The scheme shall be made available for inspection at the request of any Police Officer, Trading Standards Officer or Local Authority Enforcement Officer.
- D. That the Designated Premises Supervisor or Premises Licence Holder shall conduct six monthly training reviews with all members of staff authorised to sell, serve or deliver alcohol in order to reinforce the training and to promote best practice. The written record shall be kept of the content of such reviews and be available for inspection by any responsible authority upon request.
- E. That an incident book / refusals register shall be kept and maintained at the premises indicating the date, time and reason for any refusal / incident of Crime and Disorder and will be made available for inspection by any responsible authority upon request.
- F. That alcohol stock not on display must be kept in a secure/locked area.
- G. That a panic alarm must be fitted behind the counter for use by members of staff in case of an emergency.
- H. That all staff will use their best endeavours to ensure any persons congregating outside the premises do not cause a nuisance.
- I. That the Premises shall be open to the public 07.00 hours to 21.00 hours Monday to Sunday.
- J. That the sale of alcohol shall be permitted between 07.00 hours and 21.00 hours Monday to Sunday.

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Chairman

PRESENT:

Councillor: N Delaney (Chairman)

Councillors: T Devine J Kay

In attendance: PC Julie Stewart, Preston Licensing Unit
Beverley Warburton, Police Licensing Assistant
Premises Licence Holders/Designated Premises Supervisor

Officers: Kay Lovelady, Principal Solicitor
Michaela Murray, Senior Licensing Officer
Julia Brown, Member Services/Civic Support Officer

48 **APOLOGIES**

There were no apologies for absence received.

49 **MEMBERSHIP OF THE COMMITTEE**

There were no changes to Membership of the Committee.

50 **URGENT BUSINESS**

Section 53A(2)(a) of the Licensing Act 2003 states that on receipt of such an application, the relevant Licensing Authority must within 48 hours of the time of its receipt, consider under Section 53B whether it is necessary to take interim steps pending the determination of a review of the Premises Licence.

51 **DECLARATIONS OF PARTY WHIP**

There were no declarations of Party Whip.

52 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

53 **MINUTES**

RESOLVED: That the Minutes of the meeting held on 16 January 2018 be noted.

54 **LICENSING HEARING PROCEDURE**

The Principal Solicitor referred to the Hearing Procedure.

55 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100(A) 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 2 (Identity of an Individual) and Paragraph 7 (Criminal Matters) part 1 of Schedule 12A outweighs the public interest in disclosing the information.

56 **LICENSING ACT 2003: SECTION 53A - INTERIM STEPS HEARING PENDING SUMMARY REVIEW OF PREMISES LICENCE**

Consideration was given to information presented by Leisure and Wellbeing Services in relation to a Section 53A Interim Steps, Pending a Summary Review of a Premises Licence - Reference WK/000237090.

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' and 'Public Safety'.

On hearing evidence from the Premises Licence Holder / Designated Premises Supervisor and Police the Sub – Committee:-

- RESOLVED: A. That the Premises Licence be suspended with immediate effect.
- B. That the Designated Premises Holder be removed with immediate effect.

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Chairman

Start: 10.00 am

Finish: 11.10 am

PRESENT:

Councillor: N Delaney (Chairman)

Councillors: T Devine J Kay

In attendance: Malcom Ireland – Napthens Solicitors
Premises Licence Holders/Designated Premises Supervisor
PC Julie Stewart, Preston Licensing Unit

Officers: Kay Lovelady, Principal Solicitor
Samantha Jordan, Senior Licensing Officer
Julia Brown, Member Services/Civic Support Officer

57 **APOLOGIES**

There were no apologies for absence received.

58 **MEMBERSHIP OF THE COMMITTEE**

There were no changes to Membership of the Committee.

59 **URGENT BUSINESS**

Section 53B (6) of the Licensing Act 2003 states that on receipt of such an application, the relevant Licensing Authority must consider the representations made against the interim steps within 48 hours of the time of receipt.

60 **DECLARATIONS OF PARTY WHIP**

There were no declarations of Party Whip.

61 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

62 **LICENSING HEARING PROCEDURE**

The Principal Solicitor referred to the Hearing Procedure.

63 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100(A) 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 2 (Identity of an Individual) and Paragraph 7 (Criminal Matters) part 1 of Schedule 12A outweighs the public interest in disclosing the information.

64 **LICENSING ACT 2003: SECTION 53A - MAKING REPRESENTATIONS AGAINST INTERIM STEPS PENDING SUMMARY REVIEW OF PREMISES LICENCE**

Consideration was given to Representation against interim steps pending Summary Review of a Premises Licence – Reference WK/000237090.

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' and 'Public Safety'.

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

- RESOLVED: A. That the Suspension of the Premises Licence be withdrawn with immediate effect.
- B. That the Designated Premises Supervisor be removed with immediate effect.
- C. That a condition be applied to the Premises Licence that the said Designated Premises Supervisor does not enter or remain on the property whilst licensable activities are taking place with immediate effect.

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Chairman