



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

Tuesday, 10 July 2018

TO: THE MAYOR AND COUNCILLORS

Dear Councillor,

You are summoned to a meeting of the **COUNCIL** to be held in the **COUNCIL CHAMBER, 52 DERBY STREET, ORMSKIRK L39 2DF** on **WEDNESDAY, 18 JULY 2018** at **7.30 PM** at which your attendance is requested.

Yours faithfully

A handwritten signature in black ink, appearing to be "Kim Webber".

Kim Webber
Chief Executive

AGENDA
(Open to the Public)

PAGE(S)

1. **PRAYERS**
2. **APOLOGIES**
3. **DECLARATIONS OF INTEREST**
If a member requires advice on Declarations of Interest, he/she is advised to contact the Borough Solicitor in advance of the meeting. (For the assistance of members a checklist for use in considering their position on any particular item is included at the end of this agenda sheet.) 23 - 24
4. **MINUTES**
To receive as a correct record the minutes of the previous meetings held on:

a)	Wednesday, 25 April 2018	25 - 30
b)	Wednesday, 16 May 2018 (Annual)	31 - 36
5.	ANNOUNCEMENTS BY THE MAYOR AND/OR THE CHIEF EXECUTIVE	
6.	TO ANSWER ANY QUESTIONS UNDER THE PROVISIONS OF COUNCIL PROCEDURE RULE 10.2	
7.	MINUTES OF COMMITTEES To receive the minutes of the following meetings, to confirm, if appropriate, such of the minutes as require confirmation and to pass such resolutions as the Council may deem necessary:	
a)	Planning Committee - Thursday, 19 April 2018	37 - 40
b)	Planning Committee - Thursday, 24 May 2018	41 - 44
c)	Audit & Governance Committee - Tuesday, 29 May 2018	45 - 48
d)	Licensing & Appeals Committee - Tuesday, 5 June 2018	49 - 50
e)	Licensing & Gambling Committee - Tuesday, 5 June 2018	51 - 52
f)	Planning Committee - Minutes of the meeting held on Thursday, 21 June 2018	53 - 54
8.	COUNCIL PLAN ANNUAL REPORT 2017/18 To consider the report of the Director of Housing and Inclusion.	55 - 84
9.	HOUSING ACCOUNT - REVENUE AND CAPITAL OUTTURN To consider the joint report of the Director of Housing and Inclusion and the Borough Treasurer.	85 - 92
10.	GENERAL REVENUE ACCOUNT OUTTURN To consider the report of the Borough Treasurer.	93 - 96
11.	TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR PERFORMANCE 2017-18 To consider the report of the Borough Treasurer.	97 - 104
12.	HEALTH AND SAFETY STRATEGIC PLAN 2017/20 - UPDATE To consider the report of the Director of Leisure and Environment.	105 - 114
13.	CLEAN AIR STRATEGY 2018 - CONSULTATION To consider the report of the Director Leisure and Environment.	115 - 132
14.	RECYCLING UPDATE To consider the report of the Director of Leisure & Environment.	133 - 148

15. EXCLUSION OF PRESS AND PUBLIC

It is recommended that members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Section 100A(4) of the Local Government Act 1972 on the grounds that they involves the likely disclosure of exempt information as defined in Paragraph 3 (business/financial affairs) of Part 1 of Schedule 12A to the 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.

PART 2 - NOT OPEN TO THE PUBLIC

16. LEISURE FACILITY AND CONTRACT PROCUREMENT

To consider the report of the Director of Leisure and Environment.

149 - 196

17. MOOR STREET GATEWAY REDEVELOPMENT

To consider the report of the Director of Development and Regeneration.

197 - 224

18. DELIVERING THE SKELMERSDALE TOWN CENTRE SCHEME

To consider the report of the Director of Development and Regeneration.

225 - 300

PART 3 - OPEN TO THE PUBLIC

19. MOTIONS

To consider the following Motions included on the agenda at the request of the Members indicated:

a) Collection of Recyclables from Blue Boxes and Blue Bins - Motion Included on the Agenda by Councillor David Westley on behalf of the Conservative Group

When the Conservatives introduced the Blue Wheelie Bin in 2013, it was offered free of charge to every property in the Borough, although residents were also given the option of continuing to use their Blue Box and Bag.

The Conservatives have always seen Refuse and Recycling Collections as essential frontline services, ones that should be funded from Council Tax and not by the imposition of additional charges.

Earlier this year the Conservative Group welcomed the introduction of the Brown Wheelie Bin for garden waste and the use of the Green Wheelie Bin for paper and cardboard collections. In line with Conservative Policy detailed above, the Brown Wheelie Bin and Green Wheelie Bins, for properties without one, were both provided free of charge.

The recent decision to stop the collection of recyclables from Blue Boxes and Blue Bins together with the imposition of a £25 charge for a Blue Wheelie Bins is contrary to the Council's previous policy and unfair. Labour have allowed the recent changes to be slipped in under

delegated authority without any democratic debate on what was a clear change in policy.

In consideration of the above, this Council resolves:

- (a) To continue the collections from Blue Boxes and Bags until the end of October 2018
- (b) That residents can, on request, have a Blue Wheelie Bin free of charge
- (c) To Refund £25 to all residents who have purchased recently a Blue Wheelie Bin
- (d) That the cost of this decision to be met from Reserves

b) Northern Rail Dispute - Motion included on the Agenda by Councillor R Pendleton on Behalf of the Labour Group

That this Council calls upon the Secretary of State for Transport, Chris Grayling, to work with and encourage discussions between Northern (Arriva Rail North) and the RMT Union in order to find a solution to the ongoing dispute over proposed changes to the role of the guards.

c) Surplus Student HMOs in Ormskirk - Motion included on the Agenda by Councillor Adrian Owens

That this Council notes that there is currently a significant surplus of student HMOs in Ormskirk with 69 properties comprising 334 rooms currently available for the 2018/19 academic year on one website alone on 4 July 2018, with at least nine of these properties being currently advertised for sale on the same website.

That it be further noted that the Council has available £850,823 in so-called 'one-for-one' monies which must be used to provide additional council housing by 31 December 2019 or be returned to Government and that currently the Council has no plans to expend these funds and therefore they are at risk of being lost to the Borough.

That the Director of Housing and Inclusion be asked to submit a report to Cabinet on 11 September and Council on 17 October 2018 to allow councillors to consider establishing a £1 million fund using £300,000 of so called 'one-for-one' monies, with match funds being provided from the appropriate HRA reserve, to purchase empty student HMO properties in Ormskirk and establish them as council homes for families.

d) NHS at 70 - Motion Including on the Agenda by Councillor Cooper on behalf of the Labour Group

That this Council:

1. celebrates the fact that 70 years ago Parliament, under a Labour Government, created a National Health Service, free at

the point of delivery

2. accordingly seeks to maintain those benefits for every resident in West Lancashire
3. resolves to write to the Secretary of State and to our local MP, Rosie Cooper, asking that the Government:
 - works with those in all parties to find a way of resolving the NHS's continuing cash crisis and securing a funding agreement for the long term
 - funds social care as identified by the Local Government Association
 - publishes a White Paper (by summer 2018) outlining the Government's intentions for integrating and funding health and social care provision in the future
 - provides adequate funding for mental health care in West Lancashire
 - takes appropriate steps to protect community pharmacies in West Lancashire

e)

Cooperative Party Charter Against Modern Slavery: Motion submitted by Cllr Hennessy on behalf of the Labour Group

That this Council will support and sign the Cooperative Party Charter Against Modern Slavery and it will promote awareness of Modern Day Slavery amongst our residents and work with officers to support survivors, as follows:

"Charter Against Modern Slavery

West Lancs Borough Council will:

1. Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply's (CIPS) online course on Ethical Procurement and Supply.
2. Require its contractors to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.
3. Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery.
4. Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to

- one.
5. Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery.
 6. Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.
 7. Review its contractual spending regularly to identify any potential issues with modern slavery.
 8. Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed.
 9. Refer for investigation via the National Crime Agency's national referral mechanism any of its contractors identified as a cause for concern regarding modern slavery.
 10. Report publicly on the implementation of this policy annually."

f) **Community Transport - Motion Included on the Agenda by Councillor Cooper on Behalf of the Labour Group**

That this Council calls upon Lancashire County Council's Conservative Administration to reverse the 50% cut of funding to the Community Transport Consortium, which includes our own Dial a Ride service in West Lancashire.

That Councillor Ian Moran, as the Leader of West Lancashire Borough Council writes to County Councillor Geoff Driver expressing this Council's shock and dismay and requesting a reverse to this cut to Community Transport including our Dial a Ride Service.

That this Council recognises the contribution that Community Transport services play in West Lancashire, having a major role in promoting good health and wellbeing, reducing loneliness and isolation and helps people to access important services. Noting that the recent public consultation resulted in over a thousand responses demanding that the services are not cut; that Dial-a-Ride services provide a door to door service for some of the most vulnerable in our communities; and that these are the elderly, disabled and people who suffer from long term illness, who cannot stand at the bus stop.

That the Chief Executive and the Leader of Lancashire County Council be asked to write to the Minister for Transport, Mr Chris Grayling MP requesting that he gives councils control over the Bus Service Operators' Grant, a fuel duty rebate currently paid directly to bus operators. The effect of this would also enable councils to protect vital bus routes, and give them the funding they need to provide an effective and efficient bus service.

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

FIRE EVACUATION PROCEDURE: Please see attached sheet.

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

For further information, please contact:-

Jacky Denning on 01695 585384

Or email jacky.denning@westlancs.gov.uk

**FIRE EVACUATION PROCEDURE FOR:
COUNCIL MEETINGS WHERE OFFICERS ARE PRESENT
(52 DERBY STREET, ORMSKIRK)**

PERSON IN CHARGE: Most Senior Officer Present
ZONE WARDEN: Member Services Officer / Lawyer
DOOR WARDEN(S) Usher / Caretaker

IF YOU DISCOVER A FIRE

1. Operate the nearest **FIRE CALL POINT** by breaking the glass.
2. Attack the fire with the extinguishers provided only if you have been trained and it is safe to do so. **Do not** take risks.

ON HEARING THE FIRE ALARM

1. Leave the building via the **NEAREST SAFE EXIT**. **Do not stop** to collect personal belongings.
2. Proceed to the **ASSEMBLY POINT** on the car park and report your presence to the **PERSON IN CHARGE**.
3. **Do NOT** return to the premises until authorised to do so by the **PERSON IN CHARGE**.

NOTES:

Officers are required to direct all visitors regarding these procedures i.e. exit routes and place of assembly.

The only persons not required to report to the Assembly Point are the Door Wardens.

CHECKLIST FOR PERSON IN CHARGE

1. Advise other interested parties present that you are the person in charge in the event of an evacuation.
2. Make yourself familiar with the location of the fire escape routes and inform any interested parties of the escape routes.
3. Make yourself familiar with the location of the assembly point and inform any interested parties of that location.
4. Make yourself familiar with the location of the fire alarm and detection control panel.
5. Ensure that the zone warden and door wardens are aware of their roles and responsibilities.
6. Arrange for a register of attendance to be completed (if considered appropriate / practicable).

IN THE EVENT OF A FIRE, OR THE FIRE ALARM BEING SOUNDED

1. Ensure that the room in which the meeting is being held is cleared of all persons.
2. Evacuate via the nearest safe Fire Exit and proceed to the **ASSEMBLY POINT** in the car park.
3. Delegate a person at the **ASSEMBLY POINT** who will proceed to **HOME CARE LINK** in order to ensure that a back-up call is made to the **FIRE BRIGADE**.
4. Delegate another person to ensure that **DOOR WARDENS** have been posted outside the relevant Fire Exit Doors.

5. Ensure that the **ZONE WARDEN** has reported to you on the results of his checks, **i.e.** that the rooms in use have been cleared of all persons.
6. If an Attendance Register has been taken, take a **ROLL CALL**.
7. Report the results of these checks to the Fire and Rescue Service on arrival and inform them of the location of the **FIRE ALARM CONTROL PANEL**.
8. Authorise return to the building only when it is cleared to do so by the **FIRE AND RESCUE SERVICE OFFICER IN CHARGE**. Inform the **DOOR WARDENS** to allow re-entry to the building.

NOTE:

The Fire Alarm system will automatically call the Fire Brigade. The purpose of the 999 back-up call is to meet a requirement of the Fire Precautions Act to supplement the automatic call.

CHECKLIST FOR ZONE WARDEN

1. Carry out a physical check of the rooms being used for the meeting, including adjacent toilets, kitchen.
2. Ensure that **ALL PERSONS**, both officers and members of the public are made aware of the **FIRE ALERT**.
3. Ensure that **ALL PERSONS** evacuate **IMMEDIATELY**, in accordance with the **FIRE EVACUATION PROCEDURE**.
4. Proceed to the **ASSEMBLY POINT** and report to the **PERSON IN CHARGE** that the rooms within your control have been cleared.
5. Assist the **PERSON IN CHARGE** to discharge their duties.

It is desirable that the **ZONE WARDEN** should be an **OFFICER** who is normally based in this building and is familiar with the layout of the rooms to be checked.

INSTRUCTIONS FOR DOOR WARDENS

1. Stand outside the **FIRE EXIT DOOR(S)**
2. Keep the **FIRE EXIT DOOR SHUT**.
3. Ensure that **NO PERSON**, whether staff or public enters the building until **YOU** are told by the **PERSON IN CHARGE** that it is safe to do so.
4. If anyone attempts to enter the premises, report this to the **PERSON IN CHARGE**.
5. Do not leave the door **UNATTENDED**.