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21 September 2018

**CORPORATE AND ENVIRONMENTAL OVERVIEW & SCRUTINY MEMBER UPDATE**

**CORPORATE YEAR 2018/19  
SEPTEMBER 2018 – ISSUE 2**

The content of this MEMBER 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 [member.services@westlancs.gov.uk](mailto:member.services@westlancs.gov.uk) or telephone 01695 585017 by **12 Noon Friday 28 September 2018.**

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

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**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: [Julia.brown@westlancs.gov.uk](mailto:Julia.brown@westlancs.gov.uk)



**‘MEMBER UPDATE’ REQUEST  
CORPORATE AND ENVIRONMENTAL OVERVIEW  
SCRUTINY COMMITTEE**

**MEETING: 11 October 2018**

**This form must be received by Member Services, 52 Derby Street, Ormskirk by:- 12 noon on Friday 28 September 2018.**

Member Update Issue: 2

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 [member.services@westlancs.gov.uk](mailto:member.services@westlancs.gov.uk)**

<p>1. What are your reasons for requesting the item?:</p>
<p>2. What outcome would you wish to see following discussion of the item?</p>

**FOR MEMBER SERVICES USE ONLY**

Received by:	Date of Committee:
Date: _____ Time: _____	Chief Executive informed <input type="checkbox"/>
Head of Service informed <input type="checkbox"/>	Chairman informed <input type="checkbox"/>
Contact Officer informed <input type="checkbox"/>	Portfolio Holder informed: <input type="checkbox"/>



**MEMBER ITEM/ COUNCILLOR CALL FOR ACTION**

**APPENDIX B**

**CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE  
AGENDA - MEETING: 11 October 2018**

**This form must be received by Member Services, 52 Derby Street, Ormskirk, before 12 noon on Friday 28 September 2018.**

**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 [member.services@westlancs.gov.uk](mailto:member.services@westlancs.gov.uk)**

<b>Councillor:</b>	(Name of Member requesting the item)
<b>Subject:</b>	
1. What are your reasons for requesting the item:	
2. What outcome 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	<input type="checkbox"/>
Head of Service informed	<input type="checkbox"/>	Chairman informed	<input type="checkbox"/>
Contact Officer informed	<input type="checkbox"/>	Portfolio Holder informed	<input type="checkbox"/>