



Jacqui Sinnott-Lacey  
Chief Operating Officer

52 Derby Street  
Ormskirk  
West Lancashire  
L39 2DF

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Tuesday, 6 October 2020

**TO: THE MAYOR AND COUNCILLORS**

Dear Councillor,

You are summoned to a meeting of the **COUNCIL** to be held on **SKYPE** on **WEDNESDAY, 14 OCTOBER 2020** at **7.30 PM** at which your attendance is requested.

Yours faithfully

A handwritten signature in black ink, appearing to be 'JS', enclosed in a rectangular box.

Jacqui Sinnott-Lacey  
Chief Operating Officer

**AGENDA**  
**(Open to the Public)**

**PAGE(S)**

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|--|-----------|
| <b>1. PRAYERS</b>  |           |
| <b>2. APOLOGIES</b>  |           |
| <b>3. DECLARATIONS OF INTEREST</b><br>If a member requires advice on Declarations of Interest, he/she is advised to contact the Legal and Democratic Services Manager 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.) | 345 - 346 |
| <b>4. MINUTES</b><br>To receive as a correct record, the minutes of the previous meeting held on Wednesday 22 July 2020.   | 347 - 358 |

5. **ANNOUNCEMENTS BY THE MAYOR AND/OR THE CHIEF OPERATING OFFICER**
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, 9 July 2020 359 - 360
  - b) Planning Committee - Thursday, 16 July 2020 361 - 362
  - c) Audit & Governance Committee - Tuesday, 28 July 2020 363 - 368
  - d) Planning Committee - Thursday, 30 July 2020 369 - 372
  - e) Planning Committee - Thursday, 10 September 2020 373 - 376
  - f) Standards Committee - Tuesday, 15 September 2020 377 - 380
8. **COUNCIL VISION & PLAN 2020/21 – 2022/23**  
To consider the report of the Corporate Director Transformation and Resources. 381 - 416
9. **OUR PEOPLE STRATEGY 2020- 2023**  
To consider the report of the Corporate Director of Transformation and Resources. 417 - 438
10. **OVERVIEW & SCRUTINY ANNUAL REPORT 2019/20**  
To consider the report of the Corporate Director of Transformation & Resources. 439 - 440
11. **HOUSING ACCOUNT - REVENUE AND CAPITAL OUTTURN**  
To consider the report of the Corporate Director of Place & Community. 441 - 448
12. **CAPITAL PROGRAMME OUTTURN**  
To consider the report of the Head of Finance, Procurement and Commercial Property. 449 - 458
13. **UPDATE OF KICKSTART PROGRAMME AND APPRENTICESHIPS**  
To consider the joint report of the Corporate Director of Transformation & Resources and the Corporate Director of Place & Community. 459 - 474
14. **TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS MONITORING 2020-21**  
To consider the report of the Head of Finance, Procurement and Commercial Property. 475 - 484

**15. MOTIONS**

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

**a) Housing Evictions - Motion Included on the Agenda by Councillor Nicola Pryce Roberts**

"The COVID-19 crisis has hit many in our communities disproportionately hard. The ban on eviction was due to end on 23rd August but was extended by four weeks.

Those most at risk of eviction are people who have lost their jobs and income and now face the threat of losing their rented homes due to rent arrears.

Citizens advice estimate that 4 million people have fallen behind with rent, council tax or telecoms payments.

The housing charity Shelter advise that 322,000 private renters have fallen into areas since the public health crisis began with 174,000 already having been threatened with eviction by landlords or letting agents.

The District Councils' Network warns that in total almost half a million - who spend over half their income on rent - could now be at risk of eviction. This includes 108,000 lone parents with children living with them and 100,000 young people aged between 16-24.

This council calls on the government to act, without delay, and extend the ban on eviction until Spring 2021 whilst simultaneously working on a scheme that would enable those with rent arrears to stay in their homes beyond that date."

**16. 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 item(s) of business in accordance with Section 100A(4) of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 (Financial/Business) 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**

**17. LEISURE CONTRACT AND LEISURE PROCUREMENT REPORT**

**(To follow)**

To consider the report of the Corporate Director of Place and Community.

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

**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](mailto:jacky.denning@westlancs.gov.uk)



## **REMOTE MEETINGS – GUIDANCE**

**This guidance is designed to assist members when attending remote meetings.**

**The guidance should be read in conjunction with the Council's Remote Meetings Protocol and Procedures Rules**

### **General**

1. If members wish to speak on a particular item it will assist the smooth running of the remote meeting if they indicate to the Chairman their wish to speak in advance of the meeting.
2. Please join the meeting no later than 15 minutes before the start of the meeting to ensure that the technology is working correctly.
3. It is a requirement of the remote meetings regulations that any member participating in a remote meeting must be able to be heard (and if practicable also be seen) by all other members, officers and public speakers participating in the meeting and, in turn, be able to hear (and if practicable see) those persons.
4. It is also a requirement that the meeting be live broadcast and so any camera (video-feed) should show a non-descript background and members should take care to ensure that no exempt or confidential papers can be seen in the video-feed.
5. At the start of the meeting please ensure that your microphone is muted and your video feed (if available on your device) is paused. Please remember to unmute your microphone (and unpauses your video feed if available) when invited to speak by the Chairman!
6. At the start of the meeting the Member Services Officer will read out which Members and Officers are present. The attendance of

members will be recorded.

7. Please remember to mute your mic/pause your video feed when you're not talking.
8. Only speak when invited to by the Chair.
9. Please state your name before you make an address.
10. If you're referring to a specific page or slide mention the page or slide number.
11. In the event of failure of the live broadcast then the Chairman will immediately adjourn the meeting until such time as the live broadcast is restored.
12. In the event that a member's individual remote connection should fail, the Chairman will call a short adjournment to determine whether the connection can be re-established (either by video technology or telephone connection). If connection cannot be restored after a reasonable period of time then the presumption is that the meeting should continue, providing the meeting remains quorate.
13. If connection to a member is lost during discussion of an item of business at a regulatory meeting (planning and licensing committees) that member will not be able to vote on that item (unless that part of the discussion during which connection was lost is, in the view of the Chairman, capable of being repeated for the benefit of the member concerned).

### **Public speaking**

14. Any member of the public participating in a meeting remotely in exercise of their right to speak must be able to be heard (and if practicable also be seen) by members, officers and public speakers participating in the same item of business and, in turn, be able to hear (and if practicable see) those persons.
15. The Member Services Officer will mute the member of the public once they have spoken and remove them from the remote meeting on the instruction of the Chairman once the relevant item of

business has been dealt with. Note: members of the public will be able to view/listen to the remainder of the meeting via the live broadcast.

## **Voting**

16. Unless a recorded vote is called by a member, the method of voting will be, at the discretion of the Chairman, by:
  - General assent by the meeting (where there is no dissent); or
  - By the Member Services Officer calling out the name of each member present with members stating "for", "against" or "abstain" to indicate their vote when their name is called. The Member Services Officer will then clearly state the result of the vote (to be confirmed by the Chairman)
17. Details of how members voted will not be minuted, unless a recorded vote is called for prior to the vote taking place.

## **Declarations of Interest**

18. Any member participating in a remote meeting who declares a disclosable pecuniary interest, or pecuniary interest that would normally require them to leave the room in which the meeting is taking place must leave the remote meeting. Their departure will be confirmed by the Member Services Officer who will invite the relevant member to re-join the meeting at the appropriate time.

## **Exclusion of the Press and Public**

19. There are times when council meetings are not open to the public when confidential, or "exempt" items (as defined in Schedule 12A of the Local Government Act 1972) are under consideration. The Member Services Officer will ensure that there are no members of the public in remote attendance and the live broadcast is ended, once the exclusion has been agreed by the meeting for that item(s).
20. Every Member in remote attendance must ensure there are no other persons present in their remote location who are able to hear, see or record the proceedings (unless those such persons are also entitled to be so present). Members must declare to the meeting, if at any point during discussion of the item, this requirement is not met.