



Jacqui Sinnott-Lacey
Chief Operating Officer
52 Derby Street
Ormskirk
West Lancashire
L39 2DF

Wednesday, 19 January 2022

TO: THE MAYOR AND COUNCILLORS

Dear Councillor,

You are summoned to an Extraordinary meeting of the **COUNCIL** to be held in the **CREATIVE EDGE, LOCATED IN EDGE HILL UNIVERSITY. ORMSKIRK L39 4AA** on **THURSDAY, 27 JANUARY 2022** at **7.30 PM** at which your attendance is requested.

Yours faithfully

Jacqui Sinnott-Lacey
Chief Operating Officer

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 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.)

747 - 748

4.	MINUTES To receive as a correct record, the minutes of the previous meeting held on Wednesday, 15 December 2021.	749 - 758
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)	Licensing & Appeals Committee - Tuesday, 7 December 2021	759 - 762
b)	Licensing & Gambling Committee - Tuesday, 7 December 2021	763 - 764
c)	Planning Committee - Wednesday, 12 January 2022	765 - 768
8.	OUR NEW DEAL FOR A GREATER LANCASHIRE To consider the report of the Chief Operating Officer.	769 - 782
9.	REVISED COMMERCIAL PROPERTY STRATEGY To consider the report of the Head of Finance, Procurement and Commercial Services.	783 - 806
10.	MID-YEAR GENERAL REVENUE ACCOUNT (GRA) FINANCIAL UPDATE 2021/2022 To consider the report of the Head of Finance, Procurement and Commercial Services.	807 - 812
11.	CAPITAL PROGRAMME MID YEAR REVIEW To consider the report of the Head of Finance, Procurement and Commercial Services.	813 - 830
12.	HRA REVENUE & CAPITAL MID-YEAR REVIEW To consider the report of the Head of Finance, Procurement and Commercial Services.	831 - 846
13.	TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS MONITORING 2021-22 To consider the report of the Head of Finance, Procurement and Commercial Services.	847 - 856
14.	OVERVIEW & SCRUTINY FUNCTION REVIEW - MEMBER DEVELOPMENT COMMISSION RECOMMENDATIONS To consider the report of the Corporate Director of Transformation and Resources.	857 - 868

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| 15. | TIMETABLE OF MEETINGS 2022/23
To consider the report of the Corporate Director of Transformation & Resources. | 869 - 874 |
| 16. | DUKE OF LANCASTER REGIMENT - FREEDOM OF THE BOROUGH AND FREEDOM OF ENTRY
To consider the report of the Chief Operating Officer. | 875 - 878 |
| 17. | APPOINTMENT OF POLLING DISTRICTS CHAIRMAN & STRATEGIC ASSETS PURCHASING COMMITTEE VICE-CHAIRMAN
To consider the report of the Corporate Director of Transformation & Resources. | 879 - 880 |
| 18. | EXECUTIVE DECISIONS - SPECIAL URGENCY
To consider the report of the Corporate Director of Transformation & Resources. | 881 - 882 |

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:

PERSON IN CHARGE: Most Senior Officer Present

FIRE ALARM

TEST CALL

- Each Thursday a fire alarm test call takes place. The test call will sound for a few seconds and then stop – there is no need for evacuation during this test call

FIRE ALARM

- Upon the continuous sound of the fire alarm at any other time, you are to exit the building by the nearest fire exit. You should make yourself aware of your nearest exit as soon as you arrive at the building

LOCATION OF THE NEAREST FIRE EXITS

- When you are entering the lecture theatre, make yourself aware of the fire exits of the building you are in. **The fire safety meeting point for the Lecture Theatre is Muster Point M (between Creative edge and the Catalyst)**
- You should calmly vacate the building via the nearest exit and do not re-enter the building until the Campus Support staff inform you it is safe to do so.

FIRST AIDERS

- There are trained first aiders in our 'Security & Customer Information Centre' and they can be reached on 01695 582222

IN AN EMERGENCY

- In an emergency, call **01695 582222** which will put you straight through to our 'Security & Customer Information Centre'

KNOW WHAT TO DO IN AN EMERGENCY

- No matter what the emergency, everyone has a responsibility to ensure they know what to do should a situation arise and they need to evacuate the building they are in.

A FIRE

You should read the following instructions carefully and make sure that you are aware of:

- *Where your nearest fire exit route is, and any other exit routes from areas in which you may be working*
- *What action you should take upon the discovery of a fire*
- *Where fire alarm call points are situated and how to activate them*
- *Where the nearest fire extinguisher is located*
- *Which fire extinguisher is appropriate for the equipment/machinery in your area*
- *What to do if you need to evacuate the building*

A SUSPICIOUS PACKAGE, ITEM OR BAG

- *Do not touch the item*
- *Try and identify an owner in the immediate area*
- *If you still think it's suspicious, don't assume that anyone else has or will report it*
- *Report it to a member of the Campus Support team, or if they are not available call **01695 584227***
- *Do not use your mobile phone in the immediate vicinity*

- *Move away to a safe distance - even for a small item such as a briefcase move at least 100m away from the item starting from the centre and moving out*
- *Be aware of large bags or items about the person that you feel are unusual. Do not challenge the owner, instead report it to Campus Support*
- *If you feel that someone may be concealing an item about their person this also needs to be reported to Campus Support*

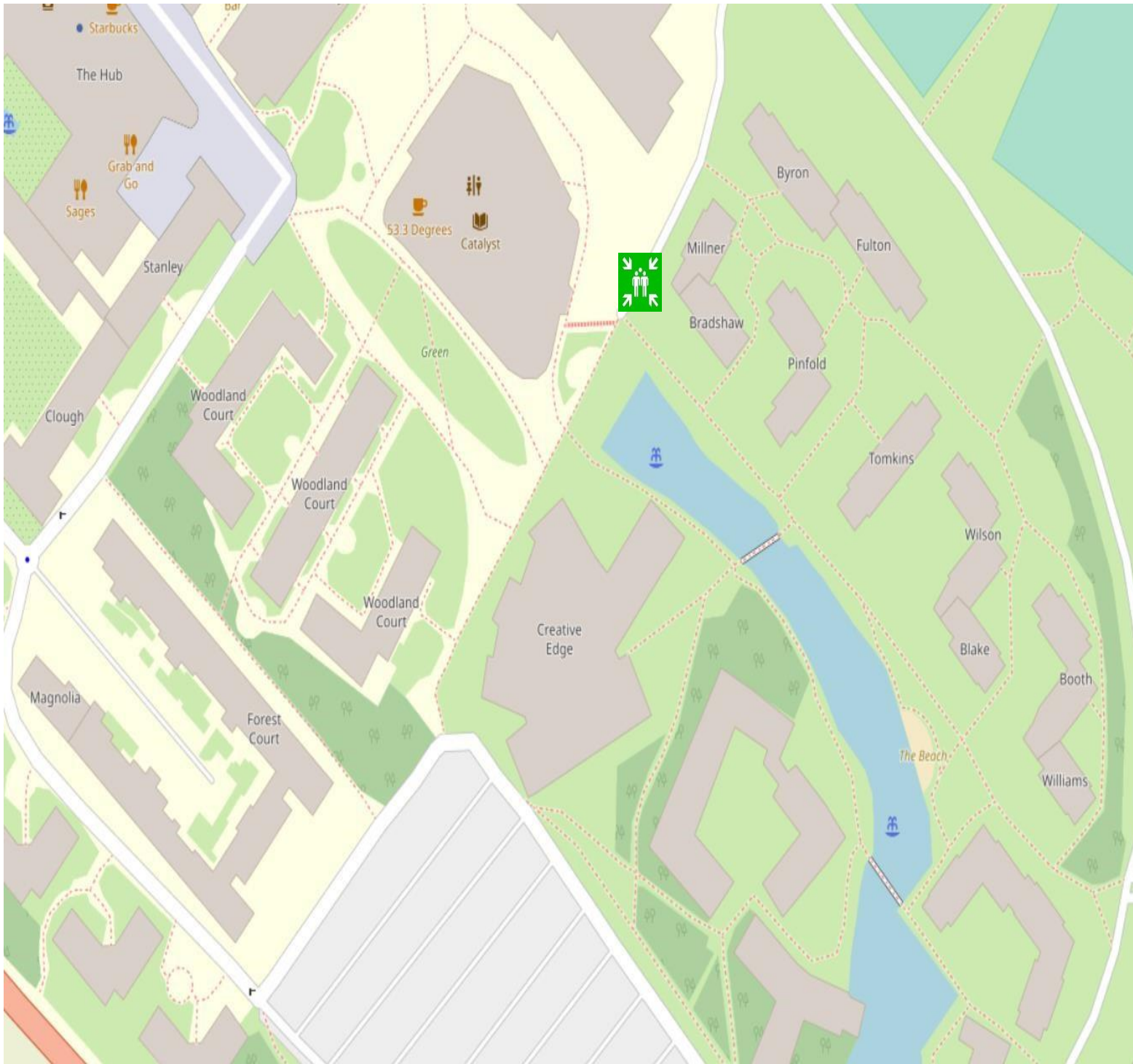
CHECKLIST FOR PERSON IN CHARGE

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 informed any interested parties of the escape routes.
3. Make yourself familiar with the location of the assembly point and informed any interested parties of that location.
4. Make yourself familiar with the location of the fire alarm.
5. 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 MEETING POINT.

Creative Edge Fire Assembly Point Map



Assembly Point M - Creative Edge and the Catalyst