



Agenda

Council

Date:	Monday, 19 October 2020 at 7:00 pm
Venue:	Remote Meeting Via Zoom
	<p>Mayor : Councillor Angela Jacques Deputy Mayor : Councillor Richard Redcliffe</p> <p>Leader : Councillor Karen Buckley Deputy Leader : Councillor Roger Small</p> <p>Councillors Ben Aitken, Frank Andrews, Peter Anthony, Tim Armit, Mark Bamforth, Brenda Blackshaw, Paula Brearley, Julie Brickles, Alan Clayton, Delma Collins, Peter Collins, Chris Dixon, Sue Fazackerley MBE, Trevor Fiddler, Ellie Gaunt, Brian Gill, Shirley Green, Noreen Griffiths, Peter Hardy, Will Harris, Gavin Harrison, Paul Hayhurst, Karen Henshaw JP, Paul Hodgson, John Kirkham, Matthew Lee, Cheryl Little, Roger Lloyd, Michelle Morris, Kiran Mulholland, Ed Nash, Sally Nash-Walker, Jayne Nixon, Linda Nulty, Liz Oades, David O'Rourke, Bobby Rigby, Michael Sayward, Vince Settle, Elaine Silverwood, John Singleton JP, Heather Speak, Ray Thomas, Tommy Threlfall, Stan Trudgill, Viv Willder, Michael Withers.</p>

PLEASE NOTE:

This meeting is being held remotely via Zoom and will be live streamed.

For public access to observe the meeting please use the link below.

https://youtu.be/wPES4qk_xZo

	PROCEDURAL ITEMS:	PAGE
1	Declarations of Interest: Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	Confirmation of Minutes: To confirm the minutes, as previously circulated, of the meeting held on 20 July 2020 as a correct record.	1
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Contact: Katharine McDonnell - Telephone: (01253) 658423 – Email: democracy@fylde.gov.uk

The code of conduct for members can be found in the council’s constitution at

<http://fylde.cmis.uk.com/fylde/DocumentsandInformation/PublicDocumentsandInformation.aspx>

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REPRESENTATIONS

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	19 OCTOBER 2020	5
QUESTIONS FROM MEMBERS OF THE COUNCIL			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

One question has been received from a Member of the Council before the requisite deadline, as outlined in Procedural Standing Orders for Council and Committees of Part 4 of the Council's Constitution, and before the statutory deadline for publication of the agenda.

If any further questions are received before the constitutional deadline, as outlined above, they will be circulated prior to the meeting for members' information, under separate cover.

Any questions will be heard during the Council meeting on 19 October 2020 and a response will be given by the Leader of the Council or any other member nominated by her.

Question 1 – From Councillor Gill - received 5 October 2020

"I would like to ask a question surrounding one of the fallouts of the lockdown and then the easing of restrictions. The subject is public toilets. Park View playing fields are used by many, from mothers with toddlers, to park runners trying to improve their fitness. What they all have in common, is, that when they are away from home they sometimes get caught short and require public toilet facilities.

Prior to lockdown the public used the on site cafe toilets which were accessible from the outside. Post lockdown and the easing of restrictions, the cafe, with new proprietors and social distancing in force took the view together with, I am informed, council advice, to restrict access to those using the cafe. This of course led to much consternation as the nearest public toilets are in Pleasant street which I understand are temporarily closed for refurbishment.

I raised the issue with local ward councillors and the council representative on Park 4 View, Cllr Sayward. The answer I got was that adequate toilet facilities were available in Lytham for Park View, even though it could take up-to 20 minutes to walk to them. I approached the Leader of the council for support and was told to raise my concerns with Cllr Sayward even though informing the leader I had already approached Cllr Sayward.

So I bring my question to council. Can we have some public toilet facilities, similar to those at the splash area in St Annes at Park View playing fields in line with other major parks in the Borough such as Lowther, Ashton gardens and Fairhaven which all have dedicated public toilet facilities."

REPRESENTATIONS

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	19 OCTOBER 2020	6
QUESTIONS FROM MEMBERS OF THE PUBLIC			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

As outlined in Article 15 – Public Speaking at meetings of the Council and its Committees any resident of the Councils district may, subject to various provisions of the article, ask a question at an ordinary meeting of the council.

No questions have been received from members of the public before the requisite deadline, as outlined in Article 15, before the statutory deadline for publication of the agenda.

If any questions are received before the constitutional deadline, which is, for the purpose of this meeting, 4.30pm on Tuesday 13 October 2020, they will be circulated prior to the meeting for members' information, under separate cover.

Any question(s) will be heard during the Council meeting on 19 October 2020 and a response will be given by the Leader of the Council or any other member nominated by her.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	19 OCTOBER 2020	7
NOTICE OF MOTION – COMMUNITY GOVERNANCE REVIEW - LYTHAM			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

Notice of motion is a procedure that allows members of the council to ask the council to discuss any matter for which the Council has a responsibility or which affects the Fylde area. Any member of the council can give written notice to the Director of Resources of a motion that they wish to move. The Director will publish the motion on the council's website and arrange for it to be placed on the agenda of the next available ordinary council meeting. The motion will be debated at council subject to it being moved and seconded.

RECOMMENDATION

To consider the Notice of Motion received on 21 September 2020.

SUMMARY OF PREVIOUS DECISIONS

There have been no previous decisions on this item.

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

The Motion

1. The following Notice of Motion has been received:

"For many years, Independent Councillors have been campaigning for the creation of Parish Council for the Lytham Area but have been blocked on many occasions.

We were heartened to read recently in the press and social media that local Conservative Councillors are now in favour of the formation of a local council in Lytham and Ansdell. Indeed, the government itself has made it clear in the 2006 white paper "Implementation Plan for the Local Government, Strong and Prosperous Communities" and also in the "Local Government and Public Involvement and Health Act 2007" and its commitment to Parish Councils. It recognises the role such councils can play in terms of community empowerment at the local level.

It does seem that all sides of this chamber and central Government are now in one accord.

With the increasing possibility of our Borough becoming a part of a Combined Authority in the near future, we believe that there has never been a more important time for a Parish council to be created. However we strongly believe, and hope that our fellow councillors on both sides will agree, that we should have a local council for the Lytham area on its own merit and irrespective of any other circumstances.

We propose a Parish Council or Councils incorporating the 1922 Urban District Council boundary lines for Lytham, Ansdell, and Fairhaven.

The first stage in creating a parish council is a Community Governance Review and so the motion we propose reads as follows;

"Fylde Borough Council will commence the Community Governance Review with a view to exploring the creation of a parish council structure to cover the areas of Lytham, Ansdell, and Fairhaven."

The Notice of Motion was given by Councillors Mark Bamforth, Brenda Blackshaw, Brian Gill and Roger Lloyd.

Standing Orders

2. Part 4 (Rules of Procedure), Standing Order 10 (Motions) of the council Constitution details the procedural requirements of handling a Notice of Motion.

IMPLICATIONS	
Finance	None arising directly from this report.
Legal	None arising directly from this report.
Community Safety	None arising directly from this report.
Human Rights and Equalities	None arising directly from this report.
Sustainability and Environmental Impact	None arising directly from this report.
Health & Safety and Risk Management	None arising directly from this report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	tracy.manning@fylde.gov.uk Tel 01253 658521	21 September 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Notification Received	21 September 2020	https://fylde.cmis.uk.com/fylde/DocumentsandInformation.aspx
Council Constitution	2015	https://fylde.cmis.uk.com/fylde/ConstitutionGovernanceMatters.aspx

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	19 OCTOBER 2020	8

SUSPENSION OF THE STANDING ORDERS

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

RECOMMENDATION

Members are invited to consider passing a resolution to suspend part of the Council's Procedure Rules, specifically Paragraph 4.7(ii) in Part 4D of the Council's Constitution "the Financial Procedure Rules" in accordance with the provisions of Article 14.01 of the Council's Constitution and Procedural Standing Order 28.1. The reason for suspension would be on the grounds of expediency.

If agreed the suspension would be to allow for the consideration of items 9 and 10 by Council without first being considered by the relevant programme committees, and the suspension would be for this meeting only.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	COUNCIL	19 OCTOBER 2020	9
MHCLG NEXT STEPS FUNDING TO SUPPORT HOMELESS HOUSEHOLDS IN FYLDE			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

Fylde Council, working jointly with Wyre Council, are two of the 247 Councils in the UK that have been awarded Next Steps Funding from MHCLG to help vulnerable households accommodated as part of the Covid 19 emergency response. The Next Steps Accommodation Programme makes available the resources needed to support local authorities and their partners to ensure that the current provision that has been set up to safeguard people who were taken safely from the streets is able to continue, until appropriate and suitable accommodation can be sourced, having particular focus on the successful resettlement and recovery of those who have or are at risk of rough sleeping.

Secretary of State for Communities and Housing, Rt Hon Robert Jenrick MP said:

“The incredible national effort to support rough sleepers during the pandemic has protected many lives and is widely regarded as one of the most successful programmes of its kind in the world. I’m hugely grateful to all those involved. This funding will ensure that vulnerable people and rough sleepers continue to have safe accommodation and the care and support they need, to ensure as few as possible return to the streets.”

The funding has been awarded jointly with Wyre Council and the total across the two authorities is £112,210 (Fylde £55,444.50 and Wyre £56,765.50). Wyre Council will invoice Fylde Council for their element of £56,765.50. The funding has several distinct elements – including securing of 5 rooms in B&B accommodation in St Annes, Rent in Advance, Rent in Advance top up for under 35's who are only entitled to the shared room rate of Housing Benefit and essential items required to establish the tenancy, for example white goods, carpets and furniture.

Due to the requirement for the funding to be spent by March 2021, Council are requested to approve a fully funded revenue budget increase in the sum of £112,210 in relation to the initiative, to be funded by Next Steps Funding provided by MHCLG, of which £56,766 will be transferred to Wyre Council as the partner authority in the delivery of the joint scheme.

RECOMMENDATIONS

Council is requested to:

1. Note the contents of the report and the approach the Housing Service have put in place to ensure the funds are fully spent by March 2021,
2. Approve a fully funded revenue budget increase for 2020/21 in the sum of £112,210 in respect of the Next Steps homelessness initiative to be met by Next Steps Funding provided by MHCLG, of which £56,766 will be transferred to Wyre Council as the partner authority in the delivery of the joint scheme.

SUMMARY OF PREVIOUS DECISIONS

None

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

FYLDE COAST HOMELESS HEALTH RESPONSE CELL

1. On 26th March 2020, the Ministry of Housing, Communities and Local Government (MHCLG) wrote to local authorities outlining a joint responsibility to safeguard as many homeless people as possible from COVID-19 as part of the nationwide 'Everyone In' in response to the pandemic. The MHCLG outlined a strategy based on NHS medical guidance and support which aimed to reduce the impact of COVID-19 on people facing homelessness and ultimately prevent deaths during this public health emergency.
2. There was additional guidance, agreed with NHS England and Public Health England stating that where possible people should be triaged into three cohorts:
 - The symptomatic group - this group should be placed in **COVID-CARE** sites.
 - The asymptomatic high clinical risk group - this group should be placed in **COVID-PROTECT** sites.
 - The asymptomatic and low risk group – this group should use current service provisions or be placed in accommodation to enable them to meet current guidance on self-isolation.
3. The guidance also suggested that all partners needed to be involved in a coordinated and planned way including; Local Authority – for leading on securing and funding accommodation, Local Authority public health including commissioned drug and alcohol treatment services, social care and support; NHS –for commissioning and provision of primary care, community services, urgent and emergency care, hospital discharge and mental health; Voluntary Sector for providing shelters, hostels, outreach support and food banks.
4. The main aim of this provision was to reduce the spread of COVID-19 both among the homeless client group and the wider community, and to ensure that basic needs were provided for during a period where other services usually supporting the homeless (such as soup kitchens) were stopped.
5. In response to this national guidance the Fylde Coast Integrated Care Partnership (ICP) implemented a local Homeless Health Response Cell to include partners from Fylde Coast CCGs, Blackpool Borough Council, The Ashley Foundation, Blackpool Teaching Hospitals, Lancashire & South Cumbria Foundation Trust, Lancashire County Council, Fylde Borough Council, Wyre Borough Council, Fylde Coast Medical Services, Substance Misuse Services, Mental Health Services and Her Majesty's Prison, Probation and Police Services. From 9th

April 2020 this 'local response cell' was co-ordinated and co-chaired by the CCG and Blackpool Borough Council.

6. During the pandemic Fylde Council housed 60 people in B&B in Blackpool and St Annes and the 10 units of temporary in St Annes were fully occupied. Weekly stats were provided to MHCLG via the Covid 19 Rough Sleeper Accommodation Survey (This was no longer required from the 24th September 2020). By the end of September we had managed to move 31 people into appropriate and suitable accommodation within both the private and social rented sector.
7. Clients housed as part of the Homeless Health Response Cell were either rough sleeping or at risk of rough sleeping. Reasons included loss of tied accommodation with employment, at risk family members requiring to self-isolate, friends or families no longer able to accommodate and relationship breakdown.

NEXT STEPS ACCOMMODATION PROGRAMME IN FYLDE

8. The Next Steps Accommodation Programme is to enable this support to continue by making available the resources needed to support local authorities and their partners to ensure that the current provision that has been set up to safeguard people who were taken safely from the streets is able to continue, until appropriate and suitable accommodation can be sourced, having particular focus on the successful resettlement and recovery of those who have or are at risk of rough sleeping.
9. Table 1 below details the allocated breakdown of the funding for Fylde.

Item	Funding
Support Staff	£15,000
B&B	£29,680
Rent in Advance, Deposit and top up Rent in Advance for clients under 35	£14,000
Essential items	£8,000
Cleaning/damage/contingency	£2437.50
NET TOTAL	£69,117
Match HB income	- £13,672.50
TOTAL	£55,444.50

10. **Support Staff £15,000** – the intention is to reinstate the Housing Options Customer Services Specialist Post that was created under the Trailblazer funding to deal with all initial housing enquiries from customers to provide a comprehensive front line housing service and signposting to other organisations with a focus on preventing homelessness wherever possible. The role will provide advice and assistance to households on the range of housing options available to them in Fylde and make appointments with the Homelessness and Housing Advice Officers and Private Sector Team, as appropriate.
11. **Bed and Breakfast £29,800** - A requirement of the funding is that clients are placed in emergency temporary accommodation within the local authority area of Fylde. During the Covid 19 pandemic Fylde Council Housing Services have been able to develop a relationship with a B&B in St Annes. Discussions have already taken place with the owner to secure 5 rooms from 01/10/2020 to the 31/03/2021 and this is included in the funding bid. In addition there is an element of funding for damage and cleaning of the room in line with Covid 19 guidance if a client is placed who is required to self-isolate due to suspected Covid 19. Rooms will be void in accordance with Covid 19 guidelines prior to a full clean for 72 hours.
12. **Match HB income** - The funding bid include an element of income from HB totaling £13,672.50 and all clients placed who would be eligible for the funding will be supported to complete HB forms.
13. Clients placed who have no recourse to public funds will also be eligible for the funding, if they have been placed during the Covid 19 pandemic.
14. **Rent in Advance, Deposit and top up Rent in Advance for 6 months for clients under 35** – The funding includes an element of £14,000 to support clients to move into accommodation. One of the biggest factors affecting the availability of accommodation for under 35's is the shared room rate restriction for housing benefit purposes, where claimants are only entitled to £61.50 per week. The fund will be used to pay the top up required between the shared room rate £61.50 and one bedroom rate £85, paid direct to the Landlord for

the first 6 months of the tenancy. Due consideration will be given to affordability after the 6 months, but the alternative is that the client remains in temporary accommodation.

15. Where a decision has been made to offer a 6 months Rent in Advance shortfall payment clients need to be supported to start actively bidding for accommodation with MyHomeChocie at 4 months of their 6 month assured shorthold tenancy, and are expected to attend regular sessions with the DWP Job Coach. The Housing Service will continue to source funding for Rent Bond from other charitable sources, for example Vicars Relief Fund, administered by St Martins in the Field, wherever possible.
16. **Essential items** - The fund includes £8,000 to assist clients with essential items required to set up their home. This can include larger items such as carpets and white goods, vouchers for Argos and Aldi for smaller items such as kettles, toasters, cutlery etc. The Housing Service will continue to apply, where applicable for clients, to existing services for essential items such as Lancashire County Council Crisis Support, Swallowdale and Kensington Foundation. For clients in employment this support is not available therefore the funding can be used to prioritise more vulnerable households.
17. Fylde Council as lead authority will be responsible for submitting monthly returns to MHCLG on progress with the fund and number of households supported.

CONCLUSION

18. Council are requested to:
 1. Note the contents of the report and the approach the Housing Service have put in place to ensure the funds are fully spent by March 2021,
 2. Approve a fully funded revenue budget increase for 2020/21 in the sum of £112,210 in respect of the Next Steps homelessness initiative to be met by Next Steps Funding provided by MHCLG, of which £56,766 will be transferred to Wyre Council as the partner authority in the delivery of the joint scheme

IMPLICATIONS	
Finance	This report requests approval to a fully funded revenue budget increase for 2020/21 in the sum of £112,210 to be met by Next Steps Funding provided by MHCLG.
Legal	None
Community Safety	None
Human Rights and Equalities	Equality Impact Assessment on the 8 main characteristics required
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Kirstine Riding	Kirstine.riding@fylde.gov.uk & Tel 01253 658569	9 th December 2019

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Fylde Council Rough Sleeping and Homelessness Strategy 2020-2025	2020	CMIS > Meetings Calendar

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCE DIRECTORATE	COUNCIL	19 OCTOBER 2020	10
FULLY FUNDED BUDGET INCREASE – SUPPORTING VULNERABLE PEOPLE (COVID-19)			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

To approve the addition of a fully funded increase of £74,154.55 to the 2020/21 budget to enable a grant scheme to be rolled out with immediate effect to support local vulnerable residents as a result of the COVID 19 pandemic.

RECOMMENDATIONS

Council are recommended to:

1. Approve a fully funded revenue budget increase in the sum of £74,155 for 2020/21 in respect of the scheme of support to vulnerable people during the covid pandemic as set out in the report; and
2. Delegate authority to the Director of Resources to approve the award of grants under the scheme in accordance with the principles set out within this report in respect to awards for both food and essential supplies.

SUMMARY OF PREVIOUS DECISIONS

None previously taken on this matter

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1.0 Introduction

The Local Authority Emergency Assistance Grant for Food and Essential Supplies was awarded to Lancashire County Council by DEFRA. The grant is to be used to support people across Lancashire who are struggling to afford food and essentials due to the COVID-19 pandemic. Lancashire County Council has allocated £74,154.55 to Fylde Council as a part of this grant provision to support local people up until 31st March 2021. This amount has been provided based on population weighted by a proxy of need through the Index of Multiple Deprivation.

The intended focus of the fund is the direct provision of food and essential supplies through the provision of cash or vouchers. There needs to be the ability to get assistance to our residents through the best means possible using our existing networks and partnerships.

2.0 Fylde Community Hub

During the pandemic, the Fylde Community Hub has strengthened established partnership working to support the community. Many of these organisations supporting the work of the Community Hub come under the umbrella of the Council for Voluntary Services and they have all worked alongside the Hub. As well as being supported by key workers from the council, the Community Hub has also benefited from the support of over 100 volunteers, and this combined effort has enabled us to support the wider community's needs.

The Community Hub was the focal point in supporting many individuals across the Fylde who were shielding due to age and medical conditions. Some of these individuals are still choosing to shield and are still being supported by the Community Hub. Many charities have also assisted in supporting both the volunteer networks and those shielding.

There therefore exists an existing network with whom to work with going forward through earlier work on establishing the Fylde Community Hub.

3.0 Promotion of Emergency Assistance Fund

The guiding principles of the funding are that the Council should:

- *Use discretion on how to identify and support those most in need*
- *Use the funding to meet the immediate need and help those who are struggling to afford food and essentials due to COVID-19*
- *Use the funding for existing schemes and other support which deliver the same outcomes and where the need is greatest*
- *Work together with other local authorities to provide support and ensure the funding meets its objectives*

In terms of the food aspect of the grant, the council has an established relationship with the Food Banks within the Fylde who provide high-quality food parcels to those in need. A dialogue with the Food Banks has resulted in them confirming their ability to continue to meet demand for food and its willingness to receive more referrals. If demand for food peaks, the Emergency Assistance Fund will be used to offer financial support to the Food Banks to ensure their supply of food is maintained.

Turning to the essential supplies aspect of the grant, DEFRA did not prescribe how authorities should use the spend as it has been left to the discretion of local authorities, on the basis that they understand their local communities the best. The key point is to avoid duplicating other forms of support where possible. For this reason, it is thought that by working with the existing successful partnership established through the Community Hub, not only in terms of food provision in partnership with the Food Banks, but also in terms of essential services will ensure the right support is offered through the most appropriate means.

4.0 Referral process

4.1 Food referrals

Food support will be provided through the Food Banks within the Fylde area. Food Banks have confirmed their ability to continue to meet demand for food and their willingness to receive more referrals. If demand for food

peaks, the Emergency Assistance Fund will be used to offer financial support to the Food Banks to ensure their supply of food is maintained.

4.2 Essential supplies

Existing organisations within the community already work with individuals in need of support through a variety of initiatives. They have also been supporting many people who have been struggling with the impact of the pandemic.

In order to ensure that there is a fair and transparent process for awarding support to people, ensuring funding finds its way to those in the greatest need of support, the essential supplies element of the grant will be administered through the Council for Voluntary Services (CVS), in a partnership formed between both Fylde and Wyre Councils. This also meets another aim of the funding in working together with other councils to ensure that the funding meets its objectives. Successful partnerships between other councils have also been established, or are in the process of being established, in the East of the County with other Councils for Voluntary Services.

The CVS will operate a round of grants, on a rolling basis, to community and voluntary organisations in order that they can provide direct support to vulnerable people. The fund will be expended on supporting individuals and families in the Fylde and Wyre areas within the relevant district boundaries. A Panel of CVS trustees will assess applications for support on a weekly basis ensuring that the funding is kept moving and directed to those who require support in a timely fashion. Reports will be provided to the council outlining what has been funded and this information can be shared with the Environment, Health and Housing Committee together with other updates with respect to the response to COVID 19.

IMPLICATIONS	
Finance	The report requests approval to a fully funded revenue budget increase in the sum of £74,155 for 2020/21 in respect of the scheme of support to vulnerable people during the covid pandemic as set out in the report; and requests that authority be delegated to the Director of Resources to approve the award of grants under the scheme.
Legal	Legal agreement to be entered into with LCC
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	Tracy.manning@fylde.gov.uk tel: 01253 658521	6 October 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
None		None

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	19 OCTOBER 2020	11
MEMBERS' ALLOWANCES			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The Independent Remuneration Panel has agreed a recommendation for councillors' allowances for the financial year 2021-22. The recommendation is detailed below. The report asks members to consider the recommendation and adopt if appropriate.

RECOMMENDATION

To adopt the following recommendations of the Independent Remuneration Panel with effect from 1 April 2021:

- I. No increase to the level of basic allowance and special responsibility allowances but to maintain them as follows:
 - Basic allowance – £4,000
 - Leader of the Council – £10,625
 - Deputy Leader – £3,190
 - Chairmen of Programme Committees – £4,250
 - Vice-Chairman of above – £2,125
 - Chairman of Audit and Standards – £3,450
 - Vice- Chairman of Audit and Standards – £1,725
 - Chairmen of Public Protection and Licensing – £1,725
 - Vice-Chairmen of above – £865
 - Chairman of Member Development Steering Group – £2,125
 - Leader of each political group – £34 a member
- II. Maintain the present level of travel and subsistence allowances and dependent carers' allowance for 2021 – 22.
- III. To maintain the allowance paid to the three Independent Persons at £800 per person per annum, with the cost to be shared equally with Blackpool.
- IV. To increase the Deputy Mayor's allowance from £1,842 to £2,394 with effect from 1st April 2021
- V. Approve an unfunded revenue budget increase in respect of the above changes to Deputy Mayor's Allowances in the sum of £552 per annum from 2021/22 onwards.

SUMMARY OF PREVIOUS DECISIONS

Council considers recommendations from the Independent Remuneration Panel each year. Last municipal year, the recommendations were reported to the council 14 October 2019. The decision of the council at that meeting was to increase the level of allowances.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	√
Delivering the services that customers expect of an excellent council (Clean and Green)	
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

1. The Local Authorities (Members' Allowances) (England) Regulations 2003 provide for local authorities to establish and maintain an independent remuneration panel. The purpose of the panel is to make recommendations to the council about the allowances to be paid to elected members.
2. The council must have regard to the recommendations of the panel.
3. Local authorities must include in their scheme of allowances a basic allowance, payable to all members, and may include provision for the payment of special responsibility allowances and a dependants' carers' allowance. The Regulations allow the inclusion of a travel and subsistence and a co-optees' allowance within an allowances scheme. These allowances are discretionary.
4. The independent panel has met and has made recommendations concerning the council's scheme.
5. The Panel being mindful of the fact that allowances were increased last year and the council has suffered loss of income and unforeseen budget pressures this year, it was considered prudent to not recommend an increase for 2021/22
6. The Panel were asked to provide an opinion on the level of the Deputy Mayor's allowances. In reaching their view the Panel took into consideration the level of attendance at events and support to fundraising efforts the Deputy Mayor provides to the Mayor. Their view was to increase the Deputy Mayor's allowance by 30% to £2394 per annum.
7. Members are asked to consider the two documents below:
 - Appendix 1: [The report to the independent panel](#); and
 - Appendix 2: [A note of the panel's deliberations and recommendations](#).

IMPLICATIONS	
Finance	The Council's base revenue budget includes recurring provision of £271.352 per annum for the member's allowance scheme. The effect of the change proposed to the Mayoral budget would be an increase in the annual cost of Allowances in the civic budget of £552 per annum from 2021/22 onwards.
Legal	Payment of members' allowances and the amount of such allowances is discretionary. However, the council is obliged to "have regard" to the recommendations of the independent panel.
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	Email ian.curtis@fylde.gov.uk Tel 01253 658506	16 September 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Report to remuneration panel	September 2020	Town Hall, Lytham St Annes
Notes of remuneration panel meeting	September 2020	Town Hall, Lytham St Annes

Attached Documents

Appendix 1: The report to the independent panel

Appendix 2: A note of the panel's deliberations and recommendations



DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	MEMBERS' INDEPENDENT REMUNERATION PANEL	14 SEPTEMBER 2020	1
MEMBERS' ALLOWANCES			

PUBLIC/EXEMPT ITEM

This item is for consideration in a meeting that is not open to the public.

SUMMARY

To brief members of the remuneration panel on the factors that may affect their consideration of the proper level of allowances for members of Fylde Council.

RECOMMENDATIONS

Members are asked to reach recommendations for the financial year 2021-22 about:

- The level of basic allowance payable to all councillors
- Which councillors are to receive special responsibility allowances
- The levels of special responsibility allowances
- Whether to continue to pay dependants' carers' allowance and, if so, whether to cap the rates payable; and
- Whether to continue to pay travel and subsistence allowances and, if so, of how much

SUMMARY OF PREVIOUS DECISIONS

The Independent Remuneration Panel last met, to review Members' Allowances, on 13 September 2019.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

Introduction

1. As panel members will recall, the Local Authorities (Members' Allowances) (England) Regulations 2003 provide for local authorities to establish and maintain an independent remuneration panel. The purpose of the panel is to make recommendations to the council about the allowances to be paid to elected members.
2. The council must have regard to the recommendations of the panel.
3. Local authorities must include in their scheme of allowances a basic allowance, payable to all members, and may include provision for the payment of special responsibility allowances and a dependants' carers' allowance. The Regulations allow the inclusion of a travel and subsistence and a co-optees' allowance within an allowances scheme. These allowances are discretionary.
4. The existing members' allowances scheme, adopted by the council following consideration of the recommendations of the independent remuneration panel, and which is subject to review in respect of the period commencing 1 April 2021, is as set out as appendix 1. For convenience, the levels of basic and special responsibility allowances presently payable are set out in paragraph 24.
5. Paragraphs 9 to 23 below are based on previously published guidance from the Ministry of Housing, Communities and Local Government on members' allowances, subject to deletion of material now superseded and material not now applicable to Fylde.
6. In summary, the allowances which are or may be payable to members of local authorities are as follows:
 - basic allowance
 - special responsibility allowance
 - dependants' carers' allowance
 - travelling and subsistence allowance.

Budget Provision

7. Historic reductions in funding have meant that the Council has needed to take steps to reduce expenditure and maximise income generating activities in the current and future years. Based on the latest forecast position the Council is currently budgeting for a surplus in the current year followed by deficits in future years. Much uncertainty over future funding remains, with the eagerly awaited outcome of the Fair Funding Review into the funding arrangements for Local Government being delayed from publication in 2019 to 2021 at the earliest. In addition, the financial impact of the COVID19 pandemic on the Council continues to be assessed. Whilst the Government have provided initial funding to Councils to cover costs and offset lost income, the impact in the medium term on income received from Council Tax and Business Rates which fund the delivery of services provided by the council remains unclear. Consequently, the Council continues to explore and implement where possible opportunities to reduce expenditure including taking advantage of efficiency-savings achieved through the restriction on non-essential spending and to maximise income generating activities.
8. The annual recurring budgeted cost of members' allowances and expenses to the council based on the present allowances scheme is set out in Table 1 –

Table 1 – Annual Estimated Members Allowances & Expenses – Budget provision 2020/21

• Basic Allowances	£205,200
• Independent Person Allowances	£1,050
• Special Responsibility Allowances	£59,802
• National Insurance	£1,500
• Car Mileage	£3,800
• Total Budget Provision	£271,352

Basic allowance

9. Each local authority must make provision in its scheme of allowances for a basic, flat rate allowance payable to all members of the authority. The allowance must be the same for each member. The allowance may be paid in a lump sum, or in instalments through the year.
10. Basic allowance is intended to recognise the time commitment of all councillors, including such inevitable calls on their time as meetings with officers and constituents and attendance at political group meetings. It is also intended to cover incidental costs such as the use of their homes.

Special responsibility allowance

11. Each local authority may also make provision in its scheme for the payment of special responsibility allowances for those councillors who have significant responsibilities. Special responsibility allowance may be payable for duties which fall within the following categories:
 - acting as leader or deputy leader of a political group
 - presiding at meetings of a committee, sub-committee, or joint committee
 - representing the authority at meetings of another body
 - membership of a committee or sub-committee which meets with exceptional frequency or for exceptionally long periods
 - acting as a spokesperson for a political group on a committee or sub-committee
 - membership of a panel dealing with licensing or controlling any activity
 - any other activities in relation to the discharge of the authority's functions as to require equal or greater effort of the member than any of the activities listed above.
12. A scheme must also specify the amounts of allowance to be paid for each such responsibility.
13. Where, as at Fylde, one political group is in control, and where an authority has decided to pay special responsibility allowances, the authority must make provision for the payment of a special responsibility allowance to at least one member of a minority group.

Dependants' carers' allowance

14. A scheme of allowances may also include the payment of a dependants' carers' allowance to those councillors who incur expenditure for the care of children or other dependants whilst undertaking particular duties. These duties are specified in the Regulations and are as follows:
 - a meeting of the authority
 - a meeting of a committee or sub-committee of the authority
 - a meeting of some other body to which the authority make appointments or nominations, or
 - a meeting of a committee or sub-committee of a body to which the authority make appointments or nominations
 - a meeting which has both been authorised by the authority, a committee, or subcommittee of the authority, and to which representatives of more than one political group have been invited
 - a meeting of a local authority association of which the authority is a member
 - duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises
 - any other duty approved by the authority in connection with discharging the duties of the authority or its committees or sub-committees.

Travelling and subsistence allowance

15. Each local authority may also make provision in its scheme for the payment of a travelling and subsistence allowance to its members. This may include provision for the payment of an allowance for those members who travel by bicycle or other non-motorised transport.
16. The Regulations provide that travelling and subsistence allowances may be paid for:
 - a meeting of the authority
 - a meeting of a committee or sub-committee of the authority
 - a meeting of some other body to which the authority make appointments or nominations
 - a meeting of a committee or sub-committee of a body to which the authority make appointments or nominations
 - a meeting which has both been authorised by the authority, a committee, or subcommittee of the authority or a joint committee of the authority and one or more other authorities, and to which representatives of more than one political group have been invited
 - a meeting of a local authority association of which the authority is a member
 - duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises
 - any other duty approved by the authority in connection with discharging the duties of the authority or its committees or sub-committees.

Backdating of Allowances

17. When a scheme of allowances is amended, an authority may choose to apply the amendment retrospectively to the beginning of the financial year in which the amendment is made.
18. Where a councillor takes on duties entitling them to a different level of allowances (e.g. where a councillor is appointed to a position entitling them to special responsibility allowance), the new level of allowances may be applied retrospectively to the time at which the circumstances changed.
19. Independent remuneration panels may make recommendations, where relevant, as to whether the payments on which they have made a recommendation may be backdated. Authorities will be required to have regard to these recommendations.

Annual Adjustments of Allowance levels

20. A scheme of allowances may make provision for an annual adjustment of allowances to be ascertained by reference to an index as may be specified by the authority and contained in the scheme. The scheme must be publicised each year, whether or not it has been amended.
21. Where the only change made to a scheme is that caused by the annual impact of an index contained within that scheme, the scheme shall not be deemed to have been amended, and thus an authority will not have to seek a recommendation from its independent remuneration panel.
22. Where a panel makes a recommendation that allowance levels should be determined according to an index, it should also make a recommendation as to how long the index should run before reconsideration. In any case, an index may not run for more than four years before a further recommendation on it is sought from an independent remuneration panel.

Forgoing allowances

23. A scheme must provide that a person may forgo all or part of any allowances to which they are entitled. To do this they must give notice in writing to the proper officer of the authority.

Basic and special responsibility allowances at Fylde Council

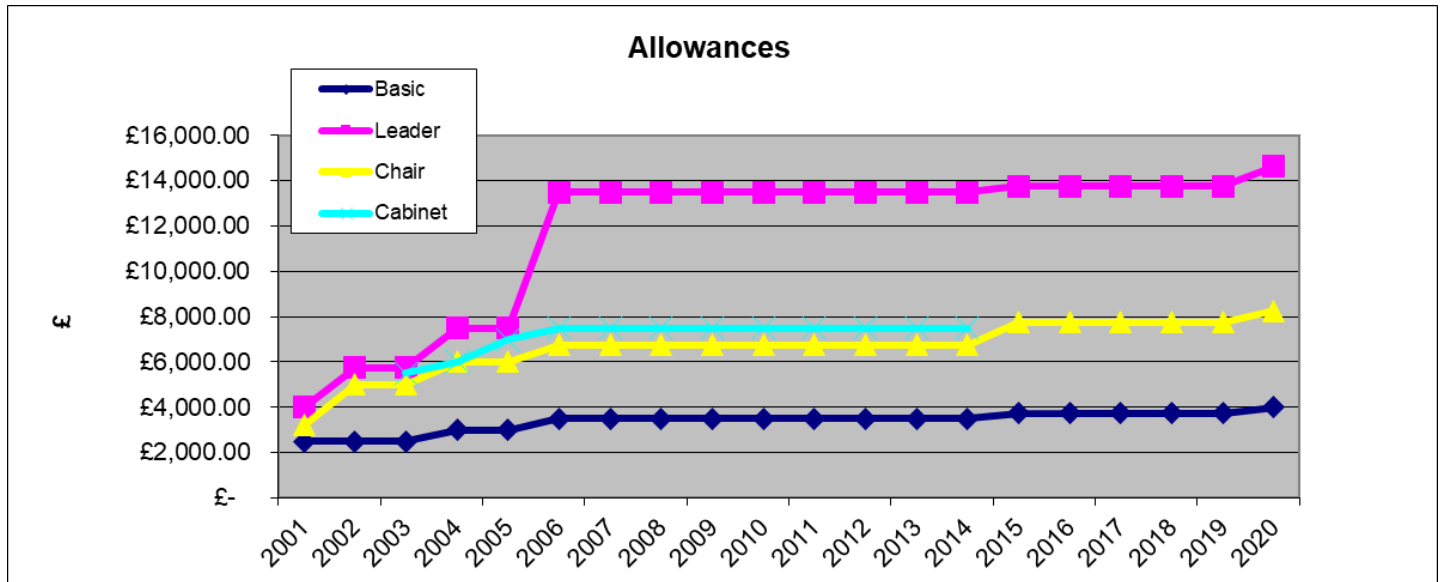
24. The present allowances scheme at Fylde, which was approved at the Council meeting of 14 October 2019 and reflected unchanged following the recommendations of the panel last year, provides for a basic allowance of £4,000 and the following special responsibility allowances:

Leader of the Council – £10,625
 Deputy Leader – £3,190
 Chairmen of Programme Committees and Planning Committee – £4,250
 Vice Chairmen of above – £2,125
 Chairman of Audit and Standards – £3,450
 Vice-Chairman of Audit and Standards – £1,725
 Chairmen of Public Protection and Licensing – £1,725
 Vice-Chairmen of above – £865
 Chairman of Member Development Steering Group – £2,125
 Leader of each political group – £34 a member

Historical data

25. The following table and graph show allowance levels at Fylde since 2001. Please note that the figures for leader and chairman include both the basic allowance payable to all councillors and the special responsibility allowance payable for their particular position (but excludes the allowance paid to the Leader as leader of a political group, which varies according to the membership of the group, but is presently £1,054).

	Basic	Leader	Chairman
2001	£ 2,500.00	£ 4,000.00	£ 3,200.00
2002	£ 2,500.00	£ 5,750.00	£ 5,000.00
2003	£ 2,500.00	£ 5,750.00	£ 5,000.00
2004	£ 3,000.00	£ 7,500.00	£ 6,000.00
2005	£ 3,000.00	£ 7,500.00	£ 6,000.00
2006	£ 3,500.00	£ 13,500.00	£ 6,750.00
2007	£ 3,500.00	£ 13,500.00	£ 6,750.00
2008	£ 3,500.00	£ 13,500.00	£ 6,750.00
2009	£ 3,500.00	£ 13,500.00	£ 6,750.00
2010	£ 3,500.00	£ 13,500.00	£ 6,750.00
2011	£ 3,500.00	£ 13,500.00	£ 6,750.00
2012	£ 3,500.00	£ 13,500.00	£ 6,750.00
2013	£ 3,500.00	£ 13,500.00	£ 6,750.00
2014	£ 3,500.00	£ 13,500.00	£ 6,750.00
2015	£ 3,750.00	£ 13,750.00	£ 7,750.00
2016	£ 3,750.00	£ 13,750.00	£ 7,750.00
2017	£ 3,750.00	£ 13,750.00	£ 7,750.00
2018	£ 3,750.00	£ 13,750.00	£ 7,750.00
2019	£ 3,750.00	£ 13,750.00	£ 7,750.00
2020	£ 4,000.00	£ 14,625.00	£ 8,250.00

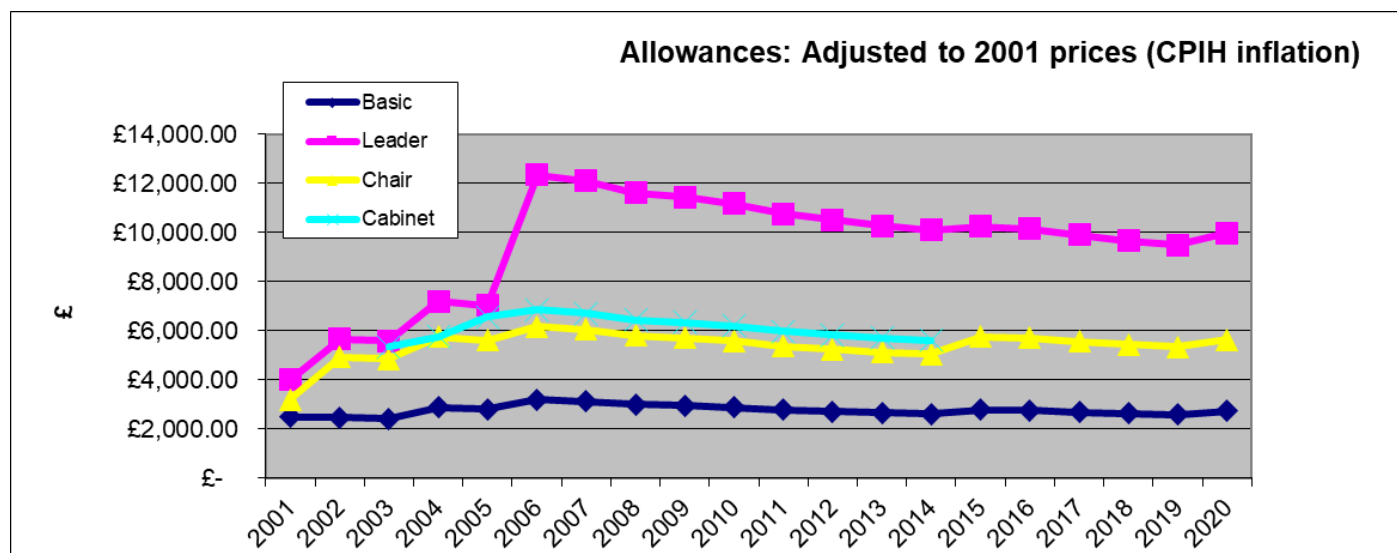


The following table and graph¹ shows the same data adjusted for inflation² since 2001:

	Basic	Leader	Chair	Cabinet
2001	£ 2,500.00	£ 4,000.00	£ 3,200.00	
2002	£ 2,463.62	£ 5,666.34	£ 4,927.25	
2003	£ 2,431.46	£ 5,592.36	£ 4,862.92	£5,349.22
2004	£ 2,876.45	£ 7,191.12	£ 5,752.90	£5,752.90
2005	£ 2,811.32	£ 7,028.30	£ 5,622.64	£6,559.75
2006	£ 3,199.39	£ 12,340.49	£ 6,170.25	£6,855.83
2007	£ 3,137.79	£ 12,102.89	£ 6,051.44	£6,723.83
2008	£ 3,010.97	£ 11,613.74	£ 5,806.87	£6,452.08
2009	£ 2,963.07	£ 11,428.98	£ 5,714.49	£6,349.43
2010	£ 2,897.22	£ 11,175.00	£ 5,587.50	£6,208.33
2011	£ 2,788.77	£ 10,756.68	£ 5,378.34	£5,975.94
2012	£ 2,724.66	£ 10,509.40	£ 5,254.70	£5,838.56
2013	£ 2,660.71	£ 10,262.76	£ 5,131.38	£5,701.53
2014	£ 2,617.97	£ 10,097.89	£ 5,048.95	£5,609.94
2015	£ 2,793.75	£ 10,243.75	£ 5,773.75	£ -
2016	£ 2,768.83	£ 10,152.38	£ 5,722.25	
2017	£ 2,699.28	£ 9,897.34	£ 5,578.50	
2018	£ 2,638.10	£ 9,673.04	£ 5,452.08	
2019	£ 2,586.81	£ 9,484.95	£ 5,346.06	
2020	£ 2,728.94	£ 9,977.68	£ 5,628.43	

¹ The allowance shown for those members receiving a special responsibility allowance includes their basic allowance and their special responsibility allowances, other than allowances as group leaders.

² The measure of inflation used in previous years has been the Retail Prices Index (RPI), which, though still published, is no longer regarded as a national statistic. The index used this year is the Consumer Prices and Housing Index (CPIH), which is now the ONS lead index for consumer prices.



Comparisons with other authorities

26. Officers have carried out a survey of current members' allowances schemes, which is included as appendix 2. The survey covers all other district councils in Lancashire. The comparative information below is taken from this survey except where noted. Members will note that Blackburn with Darwen and Blackpool are unitary authorities, which deal with the whole range of council functions.
27. Other district councils have changed to a committee system since the Localism Act 2011 made it possible to do so. The spreadsheet at appendix 2 includes information about allowances payable by four such authorities.
28. For ease of reference, I set out comparisons between Fylde and relevant averages below:
- The basic allowance³ at Fylde (£4,000) is **below** the average for all councils in Lancashire (£4,671) and **below** the average for shire districts in Lancashire (£4,005). However, the cost of basic allowance per head of population per year is the highest among shire districts in Lancashire (£2.56).
 - The special responsibility allowance for the leader of the council at Fylde (£10,625) is **below** the average for all councils in Lancashire (£14,851) and **below** the average for shire districts in Lancashire (£13,077).

Other matters

29. Following consultation with the Chairman of the Panel, Group Leaders were invited to submit comments to the Panel to consider as a part of their deliberations. Councillor Karen Buckley, Leader of the Council, has requested that the following is drawn to the attention of the Panel on behalf of her Group. The Leader of the Opposition did not wish to put any comments forward to the Panel on this occasion.
- We would like the allowance for Mayor and Deputy Mayor to be included in the list for review (as I believe this hasn't been reviewed for many years) and because there is a disparity between the two allowances (£11,207/£1,842).*
 - We would like the panel to consider whether they think it appropriate to link annual increases in allowances to staff salary increases so, for example, if salaries increase by 2% then so do the council allowances or to link it to inflation.*

³ Figures rounded to the nearest pound

30. With respect to Mayoral Allowances, based on a request earlier this year, research was undertaken regarding the respective level of allowances for both the Mayor and Deputy Mayor both within Lancashire and compared against out CIPFA family group. The outcome of this research is set out below for information. Whilst consideration of mayoral allowances sits outside of the formal role of the Panel, it would be permissible for the Panel to make observations on the level of remuneration for this office if it wished to do so. The mayoral allowances at Fylde Council are currently uplifted each year in line with inflation.

Mayoral Allowances (Lancashire) 2018/19

Local Authority	Mayor	Deputy	Deputy's allowance as a % of Mayor's
West Lancashire	£8,910	£1,760	19.7%
Fylde	£11,207	£1,842	16.4%
Chorley	£9,750	£1,950	20%
Blackburn	£12,000	£4,000	33.3%
Burnley	£6,095	£100	1.6%
Preston	£5,898	£812	13.7%
Hyndburn	£8,367	0	0
Rossendale	£3,500	£500	14.2%
Blackpool	£14,190	£3,441	24.2%
Lancaster	£6,720	£1,335	19.8%
Ribble Valley	£8,660	£1,320	15.2%
South Ribble	£7,800	£2,080	26.6%
Pendle	£5,130	0	0
Wyre	£9,423	£1,848	19.6%

CIPFA Family 2019/20

Council	Mayor/Chairman	Deputy Mayor/ Vice Chairman	Deputy's allowance as a % of Mayor's
Arun	£8,320	£2,745	32.9%
Craven	£3,019	£924	30.6%
East Devon	£7,813	£2,998	38.3%
Fareham	£4,722.40	£885.45	18.7%
Lewes	No response to 2 emails		
North Devon*	£5,000	£500	10%
Rochford	£5,000	£2,500	50%
Rother	£3,330	£550	16.5%
South Hams	£5,254	£1,314	25%
South Lakeland	£1,863	0	0
Teignbridge	£11,978	£2,994	24.9%
West Devon	£3,000	£825	27.5%

***Not an allowance** – a budget which covers hospitality, civic functions costs, travel to civic functions etc.

IMPLICATIONS	
Finance	The Council's base revenue budget includes recurring provision of £271,352 per annum for members' allowances as set out in paragraph 8 of this report. Any increases in allowances will result in increased revenue costs which will require approval by Council in due course.
Legal	The council must take into account the views of the panel when reviewing members' allowances.
Community Safety	
Human Rights and Equalities	The allowances scheme should enable people from all sectors of the community to serve as elected members without suffering a financial detriment by doing so.
Sustainability and Environmental Impact	
Health & Safety and Risk Management	

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	01253 658506	20 August 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

Attached documents

Appendix 1 Existing Members Allowance Scheme

Appendix 2 Allowance Schemes at Other Authorities

**INDEPENDENT REMUNERATION PANEL –
NOTE OF MEETING HELD ON 14 SEPTEMBER 2020 via ZOOM**

Present: Mr David Cam, Chairman

Mrs Helen Hockenhull

Mrs Karen Eaton

Tracy Manning, Director of Resources

Ian Curtis, Head of Governance

Katharine McDonnell, Senior Democratic Services Officer (note taker)

Tracy Manning welcomed everyone to the meeting.

She advised that since the Panel had last met there had been a change of Leadership and some of the members in senior roles. Following consultation with Chairman of the Panel, she had sought the view of the two group leaders prior to this meeting. The responses from the Leader of the Council were outlined in the report to Panel.

Ian Curtis presented the 2021/2022 Member Allowance Scheme report, a copy of which had previously been circulated to members of the Panel.

The report covered the current level of members' allowances and the special responsibility allowances; dependent carers' allowance; and a comparison of allowances paid in 2006 and 2019. The report also provided information regarding the level of allowances adjusted to 2001 prices (the retail price index); information regarding the different allowances, the annual budgeted amount for members' allowances and the Council's financial position. He advised that the advice from the Chief Financial Officer was that the level of future funding was uncertain.

Mr Curtis discussed the current Special Responsibility Allowances, and the ability of the Panel to set an allowance and link the allowances to an index. He explained that the allowances would then increase with the index but there would be a need to review the allowances every four years rather than annually.

The report provided a detailed spreadsheet comparing the allowances paid by other Lancashire authorities and authorities who operated a committee system.

It was noted by the Panel, that whilst the Fylde allowances were average in comparison to other authorities, when looking at the allowances on a per member, per resident basis, Fylde's allowances were the highest in Lancashire.

Turning to the comments from Leader of the Council, the Panel discussed the linking of the allowances to an index which could be implemented for up to a four year period. It was noted that some other authorities did so, and whilst it would be reasonable for Fylde allowances to be index linked, the Panel felt on balance that to make the change mid-term would be unwise. It was felt that the matter should be revisited in 2022, so any changes could be considered prior to the start of the new term of office.

In regards to the Mayoral allowances, Mr Curtis advised that whilst it was not strictly within the statutory remit of the Panel, the Panel were permitted to offer an opinion on the level of allowances. Mr Curtis provided some comparison data for the mayoral allowances, looking at other Lancashire authorities and CIPFA families.

The panel discussed the level of the Deputy Mayor's allowances, the level of attendance of the Deputy Mayor at events and the commitment of the Deputy Mayor in supporting the Mayor's charity fundraising. In response to a question from the Panel, Mrs Manning advised that the mayoral allowances were increased every year linked to the Retail Price Index.

The Panel thanked Ian for his report and presentation.

The Panel considered their recommendations for the financial year 2021-22 regarding:

- The level of basic allowance payable to all councillors
- Which councillors are to receive special responsibility allowances
- The levels of special responsibility allowances
- Whether to continue to pay dependants' carers' allowance and, if so, whether to cap the rates payable; and
- whether to continue to pay travel and subsistence allowances and, if so, of how much

The Panel discussed the increase made to allowances last year and the impact on council finances and loss of income this year. It was considered that it would not be prudent to increase any of the allowances again this year and therefore the Panel recommended that there would be no increase in the basic allowance or the SRAs and group leader payments.

The Panel confirmed that the for dependents' carers' allowance and travel allowances be maintained as present.

The Panel noted commentary regarding the workload of the Deputy Mayor and recommended a 30% increase for the Deputy Mayor from 2021/22.

Mr Cam thanked the other Panel members for their attendance and consideration of the matters at hand and thanked the officers for their work and advice.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	19 OCTOBER 2020	12
COMMUNITY GOVERNANCE REVIEW			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

Legislation allows the council to review the pattern of community governance in its area. A review can recommend the establishment or abolition of parish councils, re-align boundaries between them and change the number of parish councillors.

Finance and Democracy Committee recently considered a report that discussed undertaking a community governance review of the structure of parish governance within Fylde. The committee recommended that a review be undertaken, and in doing so asked that particular attention be given to the unparished area and areas undergoing significant growth. The council is asked to consider the committee's recommendation.

RECOMMENDATIONS

1. Undertake a community governance review, with terms of reference comprising the whole of the council's district with a focus on the unparished areas of Lytham and Ansdell and areas of high development.
2. Adopt the indicative review timetable set out in paragraph 14 of the report to the Finance and Democracy Committee meeting held on 28 September this year, save that the dates for the stages from and including "November 2020 – May 2021 Review Conducted" be moved to one year later to accommodate the ongoing Boundary Commission review of Fylde's council size and warding.

SUMMARY OF PREVIOUS DECISIONS

Community Outlook Overview and Scrutiny Committee, 14 May 2009: received a report recommending a community governance review of the whole of the council's district. Recommended that a review be not carried out.

Council, 27 July 2009: Commissioned review of the whole of the council's district.

Council, 26 July 2010: Received the review; deferred consideration until further consultation had taken place.

Council, 27 September 2010: Accepted the recommendation of the review to increase the council size of St Annes on the Sea Town Council; declined to proceed with the remaining recommendations.

Finance & Democracy Committee, 28 September 2020: Recommended a community governance review be undertaken of the whole district with a focus on the unparished areas of Lytham and Ansdell and areas of high development.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	
Delivering the services that customers expect of an excellent council (Clean and Green)	√
Working with all partners (Vibrant Economy)	√
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

1. Legislation allows the council to review the pattern of community governance in its area. A review can recommend the establishment or abolition of parish councils, re-align boundaries between them and change the number of parish councillors.
2. Finance and Democracy Committee recently considered a report that discussed undertaking a community governance review of the structure of parish governance within Fylde. The committee recommended that a review be undertaken, and in doing so asked that particular attention be given to the unparished area and areas undergoing significant growth.
3. Since Finance and Democracy Committee considered the report, it has become clear that recommended practice is that a community governance review should not run in tandem with a Boundary Commission review of the council size and warding of a principal council. As Fylde is presently undergoing such a review, it is recommended that the relevant parts of the indicative timetable for the community governance review be moved back by one year, so that the review starts on completion of the current Boundary Commission review. This can be accommodated, since the next scheduled parish council elections are in 2023.
4. Council is asked to consider and accept the recommendation of the committee.

IMPLICATIONS	
Finance	Any review would need to be carried out internally using existing Council resources and not involve any additional expenditure.
Legal	The powers to carry out a review are contained in the Local Government and Involvement in Health Act 2007 as explained in the body of the committee report.
Community Safety	Empowered and confident parish councils will be able to play a significant role in improving community safety and combating the fear of crime.
Human Rights and Equalities	Any review would need to have regard to community cohesion.
Sustainability and Environmental Impact	The cohesiveness of communities and enhancement of community identity are key elements of sustainability and will be important considerations in any review.
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	ian.curtis@fylde.gov.uk & 01253 658506	1 October 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Guidance on Community Governance Reviews	March 2010	www.gov.uk/government/publications/community-governance-reviews-guidance



DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	FINANCE AND DEMOCRACY COMMITTEE	28 SEPTEMBER 2020	5
COMMUNITY GOVERNANCE REVIEW			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

Legislation allows the council to review the pattern of community governance in its area. A review can recommend the establishment or abolition of parish councils, re-align boundaries between them and change the number of parish councillors.

Lancashire County Council and other authorities have put forward proposals for the reorganisation of local government in Lancashire based on a small number of unitary authorities. The possibility of a move to unitary government at the principal council level makes it an appropriate time to revisit the pattern of community governance in Fylde.

The committee is asked to recommend to the council whether to undertake a community governance review and agree the basis of the terms of reference and an indicative timetable for any review.

RECOMMENDATIONS

1. Recommend that the council undertakes a community governance review.
2. Recommend that the terms of reference of the review comprise a review of community governance in the whole of the council's district.
3. Adopt the indicative review timetable in paragraph 14

SUMMARY OF PREVIOUS DECISIONS

Community Outlook Overview and Scrutiny Committee, 14 May 2009: received a report recommending a community governance review of the whole of the council's district. Recommended that a review be not carried out.

Council, 27 July 2009: Commissioned review of the whole of the council's district.

Council, 26 July 2010: Received the review; deferred consideration until further consultation had taken place.

Council, 27 September 2010: Accepted the recommendation of the review to increase the council size of St Annes on the Sea Town Council; declined to proceed with the remaining recommendations.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

BACKGROUND

1. The Fylde district contains fifteen parish councils. The largest of these is St Annes-on-the-Sea, with a population of 26,9351. The smallest is Greenhalgh-with-Thistleton, with 421. The entire district is covered by parish councils, except for Lytham and Ansdell.
2. There was no parish council in St Annes-on-the-Sea until 2005, when the present council was established following a petition by local residents. Apart from this, the number of parish councils and their boundaries has remained unchanged since local government reorganisation in 1974.
3. The formation and abolition of parishes, changes to their boundaries and adjustments to council size (the number of councillors who comprise a parish council) can only happen following a community governance review. Community governance reviews are scoped, carried out and implemented by district councils. When carrying out a review, the district council has to consult local government electors and others who appear to it to have an interest in the review. It should follow guidance on reviews² issued by the Ministry for Housing and Local Government.

WHY CARRY OUT A REVIEW?

4. Successive governments have seen dynamic and confident parish councils as being important to the agenda of community empowerment. They are also seen as a key element in building cohesive communities. However, to fulfil these roles, the structure of parish councils needs to reflect present-day patterns of living, working and community identity.
5. The guidance says, *“it would be good practice for a principal council to consider conducting a review every 10-15 years”*. It continues, *“In the interests of effective governance, the principal council should consider the benefits of undertaking a review of the whole of its area in one go, rather than carrying out small scale reviews in a piecemeal fashion of two or three areas”*.³
6. Fylde’s most recent community governance review was carried out in 2009-10, though most of its recommendations were not accepted. It is therefore timely to programme another review.
7. Additionally, moves to replace the present structure of principal councils across Lancashire are gaining traction, with the county council and some other councils having submitted proposals to the Government. Those proposals and most other suggestions for reform envisage a pattern of unitary authorities covering much larger footprints than the present district councils. (for example, the present areas of Blackpool, Fylde, Lancaster, Ribble Valley and Wyre). These larger authorities are likely to leave a vacuum in community governance in areas without a parish council. A review would be able to consider whether a new parish council or councils should be formed to cover the presently unparished areas of Fylde.
8. According to the guidance, a review also *“offers an opportunity to put in place strong, clearly-defined boundaries, tied to firm ground features, and remove the many anomalous parish boundaries that exist...”*.⁴

¹ Office of National Statistics, mid-2017 population estimates

² “Guidance on Community Governance Reviews”, available at www.gov.uk/government/publications/community-governance-reviews-guidance.

³ Guidance, paragraphs 26-7

⁴ Guidance, paragraph 16.

Although a review could recommend that an area that presently has a parish council should become unparished, the guidance states that *“it would be undesirable to see existing parishes abolished with the area becoming unparished with no community governance arrangements in place”*.⁵

9. Although a review does not directly affect district council warding or county council electoral divisions, parish boundaries are used as the building blocks for changes to these units. This is another reason why parish council boundaries should reflect present-day population distribution and identity.

WHAT CAN A REVIEW DO?

10. A review can make recommendations relating to any or all of the following, depending on its terms of reference:
 - the creation of a parish
 - the name of a parish
 - the alteration of boundaries of existing parishes
 - the abolition of a parish
 - the dissolution of a parish council
 - changes to the electoral arrangements of a parish council
 - Whether a parish should be grouped under a common parish council or de-grouped.

WHAT HAPPENS IN A REVIEW?

11. The key decision to be made at the start of a review is on its terms of reference. If the committee agrees to recommend that the council carry out a review, there are two suggested alternative bases for the terms of reference:
 - A review of community governance in the whole of the council’s district
 - A review of community governance in the unparished area of the council’s district (Lytham and Ansdell)

The first of these alternatives is recommended as it most closely follows the guidance

12. Within its terms of reference, a review should secure that community governance reflects the identities and interests of the community in the area under review, and the need to secure that community governance in that area is effective and convenient.⁶
13. The review process has to include consultation. This must include consultation with local government electors and others that appear to the principal council to have an interest in the review. These would include the county council, existing parish councils, local businesses, and local public and voluntary organisations - such as schools or health bodies. The council must take into account any representations it receives.⁷

WHEN SHOULD THE REVIEW TAKE PLACE?

14. A review should take a maximum of twelve months to complete. The council should aim for the recommendations of a review to be implemented in time for the parish council elections in May 2022. The following timetable would achieve this:

September 2020: Finance & Democracy Committee considers officers’ report recommending a review be undertaken, and the basis of its terms of reference.

October 2020: Full council accepts the recommendation of the committee to undertake the review, and adopts the terms of reference.

⁵ Guidance, paragraph 117.

⁶ Guidance, paragraph 33.

⁷ Guidance, paragraph 34.

November 2020 – May 2021: Review conducted.

June 2021: Draft recommendations of review reported to committee for recommendation to council

July 2021: Full council considers report of committee and confirms (or otherwise) the draft recommendations of the review. Gives authority to publish the agreed recommendations.

July 2021: Committee decides whether to recommend to council to confirm the review recommendations.

October 2021: Council confirms (or otherwise) the recommendations and gives formal authority to make the order.

Post October 2021: Order made and published (including anticipated precept for any new parish council), any recommendations to the Electoral Commission made.

May 2022: Parish council elections.

DECISIONS FOR THE COMMITTEE

15. The committee is asked to recommend to the full council:

- Whether there should be a community governance review;
- If so, which of the alternatives in paragraph 11 should form the basis of the terms of reference; and
- To adopt the indicative timetable in paragraph 14

IMPLICATIONS	
Finance	Any review would need to be carried out internally using existing Council resources and not involve any additional expenditure.
Legal	The powers to carry out a review are contained in the Local Government and Involvement in Health Act 2007 as explained in the body of the report.
Community Safety	Empowered and confident parish councils will be able to play a significant role in improving community safety and combating the fear of crime.
Human Rights and Equalities	Any review would need to have regard to community cohesion.
Sustainability and Environmental Impact	The cohesiveness of communities and enhancement of community identity are key elements of sustainability and will be important considerations in any review.
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	ian.curtis@fylde.gov.uk & 01253 658506	14 September 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Guidance on Community	March 2010	www.gov.uk/government/publications/community-

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	19 OCTOBER 2020	13
CONSTITUTION AMENDMENTS			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The Audit and Standards considered a report, at its meeting held on 24 September 2020, to change to the Contract Procedure Rules to require officers to comply with applicable parts of the Guide, or explain their reasons for not doing so.

The recommendation of the Audit and Standards Committee is now before Council for adoption.

RECOMMENDATION

1. To replace rule 1.3 of the Council's Contract Procedure Rules with the following: *"Buyers should normally follow the guidance in the "Guide to Buying for the Council", which is available on the council's intranet. They should record and be able to explain the reason for any decision to not follow the Guide"*.

SUMMARY OF PREVIOUS DECISIONS

Audit and Standards Committee – 24 September 2020

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	√
Delivering the services that customers expect of an excellent council (Clean and Green)	
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

1. The Audit and Standards Committee discussed and debated an amendment to the constitution for approval with a view to the same being recommended to the Council for adoption.
2. The amendment relates to The "Guide to Buying for the Council" which is a practical guide for officers involved in procurement and commissioning of works, goods and services for the Council. It does not form part of the Contract Procedure Rules, and therefore of the council's constitution, but is intended to explain and amplify those Rules.

3. Rule 1.3 of the Contract Procedure Rules, which forms part 4b of the constitution, presently provides that “Buyers should also refer to the “Guide to Buying for the Council”, which is available on the council’s intranet”. Members are asked to recommend changing rule 1.3, so it reads: “Buyers should normally follow the guidance in the “Guide to Buying for the Council”, which is available on the council’s intranet. They should record and be able to explain the reason for any decision to not follow the Guide”.
4. Making the suggested change would elevate the status of the Guide to “comply or explain”, rather than being simply a reference document. This would be in line with good practice, as recommended by the council’s internal auditors.
5. The Audit & Standards Committee, at its meeting held on 24 September 2020 resolved to recommend the change to the Council.
6. Relevant officers will be considering a broader review of contract procedure rules in the Autumn, which may result in a further report to the committee.

IMPLICATIONS	
Finance	None arising from this report
Legal	None arising from this report
Community Safety	None arising from this report
Human Rights and Equalities	None arising from this report
Sustainability and Environmental Impact	None arising from this report
Health & Safety and Risk Management	None arising from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	ian.curtis@fylde.gov.uk & Tel 01253 658506	1 October 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Constitution		Constitution
Guide to Buying for the Council	Latest version August 2020	Town Hall, Lytham St Annes
Audit & Standards Committee	24 Sept 2020	Audit and Standards Committee Documents

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	19 OCTOBER 2020	14
APPOINTMENTS TO OUTSIDE BODIES			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The Council makes a number of appointments to outside bodies each year. In a non-election year these are confirmed at the last ordinary meeting prior to the meeting of Annual Council. Following Council's decision in 2016, the programme committees have made recommendations to the appointments from within their respective memberships, where possible.

Every member serving on an outside body is required to complete a reporting form every six months, which will be reported to the relevant programme committee to which the external partnership relates.

Those members failing to complete the information following a second reminder will be brought to the attention of Group Leaders. Group Leaders must then determine whether they wish to request a Notice of Motion at the next Council meeting as to whether the subject member should continue to represent the Council on the particular outside body.

The list of outside bodies and those members nominated to them by the committees, is attached as an appendix.

Members are also asked to confirm the removal of Outside Bodies that have either completed their projects or are no longer required

RECOMMENDATION

1. To approve the nominated appointments to outside bodies for the remainder of the 2020/21 municipal year, as shown in appendix 1.
2. To approve the recommendation from Operational Management Committee for the removal of the Fairhaven and Church Scar Coastal Defence Project Board from the outside bodies list as the project had now been completed.
3. To approve the recommendation from Finance and Democracy Committee that the South Fylde Rail Users Group be added to the approved list of Outside Bodies for Fylde Council.
4. Subject to the approval of recommendation 3 above, Council to approve Councillor Vince Settle as the representative for Fylde Council on the South Fylde Rail Users Group.

SUMMARY OF PREVIOUS DECISIONS

Council are required to confirm the appointments to outside bodies annually.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. The Council makes a number of appointments to outside bodies in each municipal year. Nominations and appointments for the 2020/2021 municipal year have been delayed due to the Coronavirus outbreak. The Coronavirus (Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020) allowed local authorities to extend current appointments for an additional year until 2021, therefore all appointments made in 2019/20 remain in place throughout 2020/21 unless the council decides to change them.
2. Changes were made at Council on 20 July 2020 to committee memberships and it seemed prudent for the programme committees to review the current appointments to the Outside Bodies within the remit of their committees.
3. At its meeting on 28 September 2020, the Finance and Democracy Committee, recommended the inclusion of the South Fylde Rail Users Group on the list of Outside Bodies for Fylde Council. The committee also recommended that Councillor Vince Settle be nominated as the Council's representative to the Group.
4. The group comprises Northern Rail, Network Rail, LCC, Fylde Council, Blackpool Council and St Annes Town Council and its aim is to improve both the passenger usage and facilities on the line by considering ways of accessing government and other grants and new projects to promote increased use as an alternative to private transport. It forms one of the lines within the Lancashire Community Rail Partnership as approved by the Department of Transport.
5. The outside bodies to which the Council appoints to, together with the names of those members nominated by the relevant programme committee, is attached as appendix 1.
6. The current protocol is that members are required to produce regular reports on the bodies on which they serve, currently every six months. These reporting forms will come to the programme committee to which the external partnership relates.
7. All reporting forms must be submitted via the online electronic reporting form; and that committee chairmen, whose members are not supplying reports, enquire whether that member wishes to continue as a representative of the outside body.

IMPLICATIONS	
Finance	None arising from the report.
Legal	None arising from the report.
Community Safety	None arising from the report.
Human Rights and Equalities	None arising from the report.
Sustainability and Environmental Impact	None arising from the report.
Health & Safety and Risk Management	None arising from the report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Democracy	democracy@fylde.gov.uk	6 October 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
none		

Attached documents

Appendix 1 – Nominated Representatives to Outside Bodies.

Outside bodies / partnerships attended by Elected Members	Parent Committee	Seats Occupied	Nominations from committees for Approval at Council on 19 October 2020
Arts Partnership for Fylde	T&L	1	Councillor Michael Sayward
Arts Working Group	T&L	1	Councillor Vince Settle
Blackpool Airport and Hillhouse Enterprise Zone Project Board	F&D	1	Deputy Leader - Councillor Roger Small
Childrens Partnership Board	EH&H	1	Councillor Will Harris
Community Projects Fund	F&D	1	The Mayor (2019/20 & 2020/21 Councillor Angela Jacques)
Community Safety Partnership	EH&H	1	Councillor Tommy Threlfall (named substitute Councillor Jayne Nixon)
Council for Voluntary Services, BWF	EH&H	1	Councillor Michelle Morris
Duty to Cooperate	Planning	2	Chairman and Vice Chairman of Planning Committee
East Lytham Working Group	EH&H	1	Councillor Roger Lloyd (named substitute Councillor Threlfall)
Education Liaison Committee (Planning)	Planning	2	Councillors Richard Redcliffe and Linda Nulty
YMCA Housing (Face to Face)	EH&H	1	Councillor Viv Willder
Fairhaven and Church Scar Coastal Defence Project Board	OpMgmt	1	Councillor Tommy Threlfall Project completed - down for removal
Fairhaven Lake & Gardens Restoration Project Board	T&L	1	Councillor Cheryl Little
Fylde Arts Association	T&L	1	Councillor Michael Sayward
Fylde Citizens Advice Bureau	EH&H	3	Councillors Linda Nulty, Noreen Griffiths and John Singleton
Fylde Coast LGBT Strategic Partnership	EH&H	1	Councillor Shirley Green
Fylde Coast Women's Aid	EH&H	1	Councillor Viv Willder
Fylde Coast YMCA Partnership Board	T&L	1	Councillor Gavin Harrison
Fylde & Wyre Health & Wellbeing Partnership	EH&H	1	Councillor Jayne Nixon (named substitute Councillor Viv Willder)
Fylde Peninsular Water Management Group	EH&H	1	Councillor Tommy Threlfall (named substitute Councillor Roger Lloyd)
Highways and Transportation Group	Planning	3	Councillors Liz Oades, Chris Dixon and Stan Trudgill (council 10 Feb 2020)
Just Good Friends	EH&H	1	Councillor Karen Henshaw
Lancashire Health and Wellbeing Board	EH&H	1	Councillor Jayne Nixon (named substitute Councillor Viv Willder)
Lancashire Waste Partnership	OpMgmt	1	Chairman of Operational Management Committee
LCC Health & Scrutiny Committee	EH&H	1	Councillor Jayne Nixon (named substitute Councillor Viv Willder)
Local Liaison Committee Springfield Works	EH&H	2	Councillors Roger Lloyd and Tommy Threlfall
Lowther Trust	T&L	1	Councillor Sue Fazackerley MBE
Lytham Town Trust	T&L	1	Councillor Ray Thomas
Lytham Hall Partnership	T&L	1	Councillor Shirley Green
MATAC	EH&H	1	Councillor Roger Lloyd
North West Employers Organisation	F&D	1	Chairman of Finance and Democracy Committee (named substitute Councillor Vince Settle)
North West of England & the Isle of Man Reserve Forces & Cadets Association	F&D	1	Councillor Ed Nash
One Fylde (formerly Ormerod Trust)	EH&H	1	Councillor Angela Jacques
Park View 4U Group	T&L	1	Councillor Michael Sayward
PATROL	OpMgmt	1	Councillor John Kirkham
Police and Crime Commissioner Panel	EH&H	2	Councillors Tommy Threlfall and Bobby Rigby
Registered Providers (RSO) Partnership (formerly Registered Social Landlords (RSL))	EH&H	1	Councillor Jayne Nixon
Sintropher Working Group	OpMgmt	1	Councillor John Kirkham
South Fylde Rail Users Group	F&D	1	Councillor Vince Settle (subject to Council approving the addition of the body)
St George's Day Festival Committee	T&L	1	Councillor Cheryl Little
Key			
Green = a Limited Company			EH&H nominations from 1/9/20 mtg
Pink = a Limited Company that is also a Registered Charity			T&L nominations from 3/9/20 mtg
Blue = an Unincorporated Association			OpMgmt nominations from 8/9/20 mtg
Grey = a Statutory Body			Planning nominations from 9/9/20 mtg
			F&D nominations from 28/9/20 mtg

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
OFFICE OF THE CHIEF EXECUTIVE	COUNCIL	19 OCTOBER 2020	15
CORPORATE PLAN 2016-2020 CLOSURE REPORT			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The report provides final commentary on the 2016-2020 Corporate Plan.

RECOMMENDATION

That the Council approves the closure of the Corporate Plan 2016 to 2020.

SUMMARY OF PREVIOUS DECISIONS

The Corporate Plan 2016-20 approved by Full Council on February 8th, 2016.

Progress against the Corporate Plan Full Council July 17th, 2017

Progress against the Corporate Plan Full Council July 16th, 2018

Progress against the Corporate Plan Full Council July 15th, 2019

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. The Council operates a four-year Corporate Plan which outlines the key actions, targets and outcomes the Authority will deliver on behalf of the Fylde community, the current 2016 to 2020 Corporate Plan approved at Full Council on February 8th 2016 is included as Appendix 1.
2. Appendix 2 provides commentary on progress against actions in the final year of the current plan (2019/20) with a summary of the progress against strategic objectives. The actions for the current year contribute

towards achieving the four-year objectives / outcomes. The plan is reviewed on an annual basis taking account of any changes that may need to be made because of policy, regulation or legislative change.

3. The Corporate Plan takes into consideration emerging legislation, policy and changes in resources and responsibilities and is informed by partners, elected members and external organisations, including the Local Government Association, the Department for Communities and Local Government, the Department for Work and Pensions and the various professional associations that provide support on policy, governance, waste, planning, parks and environmental health. The objective is to clearly articulate for all stakeholders the strategic issues the Council plans to address over the four-year period.
4. The Corporate Plan forms part of the Council's budget and policy framework and as such must be approved by Full Council, the plan for 2016 to 2020 was approved on February 8th, 2016. The plan is presented as a single sided 'poster' format known as a 'plan on a page' which is user friendly and accessible for all stakeholders.
5. Each year as part of the performance management framework at Fylde the Corporate Plan is reviewed to monitor progress against actions and targets, to assess the ongoing viability of the long term outcomes and make any necessary amendments to the plan in response to recent changes i.e. policy, regulation, legislation etc.
6. The plan is part of the performance management framework approved by the Council with the actions derived from the Service Plans developed each year with the objective of delivering the outcomes in the Corporate Plan, this is the link from the service 'ground' level to strategic delivery.
7. As part of the annual service planning cycle, each directorate develops a service plan that is refreshed each year in consultation with the employees who deliver the services, together they agree actions which will contribute to council priorities. Every action is captured in [the performance management system InPhase](#) with high priority actions added to the Corporate Plan summary page for approval by the council.
8. Performance against the plan is captured and monitored through the performance management framework and can be viewed online at <http://fyldeperformance.inphase.com> at any time by any stakeholder, the council is transparent and open about performance.
9. The Council is asked to approve the closure of the 2016 – 2020 Corporate Plan.

IMPLICATIONS

Finance	There are no direct financial implications as a result of this report, implications are considered as part of the service planning process.
Legal	There are no direct legal implications as a result of this report, implications are considered as part of the service planning process.
Community Safety	There are no direct community safety implications as a result of this report, implications are considered as part of the service planning process.
Human Rights and Equalities	There are no direct human rights or equalities implications as a result of this report, implications are considered as part of the service planning process.
Sustainability and Environmental Impact	There are no direct sustainability or environmental implications as a result of this report, implications are considered as part of the service planning process.
Health & Safety and Risk Management	There are no direct health & safety or risk management implications as a result of this report, implications are considered as part of the service planning process.

LEAD AUTHOR

Allan Oldfield

CONTACT DETAILS

Allan.oldfield@fylde.gov.uk 01253 658658

Alex Scrivens	Alex.scrivens@fylde.gov.uk 01253 658543
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BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Corporate Plan 2016-20	Ongoing Live	http://fyldeperformance.inphase.com
Performance Information	Ongoing Live	http://fyldeperformance.inphase.com

Attached documents

APPENDIX 1: The Corporate Plan 2016-2020

APPENDIX 2: Progress against 2016–2020 Actions & Objectives



Corporate Plan 2016-2020

VALUE FOR MONEY**CLEAN & GREEN****A VIBRANT ECONOMY****A GREAT PLACE TO LIVE****A GREAT PLACE TO VISIT****PRIORITIES**

Spending your money in the most efficient way to achieve excellent services we will:

- Increase income through new and existing means
- Deliver the accommodation project
- Continuously review services and assets to improve efficiency and effectiveness
- Manage and invest effectively in the council's finances
- Maximise marketing opportunities
- Create a digital council
- Champion the quality and reputation of Fylde

Delivering the services that customers expect of an excellent council we will:

- Continue to deliver high standards of cleanliness
- Mitigate the impact of the loss of the LCC waste subsidy
- Actively enforce waste and cleansing legislation
- Deliver high quality parks and open spaces
- Ensure beaches and bathing waters are clean and safe
- Build on the achievements of the In Bloom initiative
- Ensure the security of the coastal defences

Working with all partners we will:

- Improve the transport infrastructure and traffic flow
- Support Enterprise Zones
- Improve car parking
- Enhance and improve our town and village centres
- Attract new businesses and develop existing ones

Ensure Fylde continues to be one of the most desirable places to live we will:

- Achieve adoption of the Local Plan
- Deliver high standard housing that meets the need in all communities
- Implement enforcement action on unauthorised development
- Support and promote volunteers' efforts to improve their local community
- Deliver activities for all age groups
- Recognise the significance of our heritage assets
- Work with partners to improve health and wellbeing of all residents

Promoting Fylde as a great destination to visit, we will:

- Deliver and support quality events throughout the Fylde
- Maximise the natural assets of our coast and countryside by improving their facilities
- Offer an arts collection that is available to everyone
- Provide a positive first impression of Fylde
- Use technology effectively to make Fylde more accessible
- Encourage visitor feedback to improve our tourism offer

ACTIONS

- Review use of key assets to achieve maximum value, Public Offices, Lytham Institute, Lytham Assembly Rooms

- Strive to achieve Blue Flag status for the beaches.





- Progress the re-opening of the M55/Moss Road link.
- Investigate the potential of developing the digital high street.
- Channel business rates funding opportunities to economic development.
- Develop a plan for the redevelopment of The Island site as a destination point.

- Tackle social isolation and health inequalities with Public Health.


- Improve entrance signage and welcome points.


APPENDIX 2: Progress against 2016–2020 Actions & Objectives


The below tables list all the outstanding actions without ‘completion’ green status from the four year plan since last reported to [Council on the 15th July 2019](#).



PERFORMANCE KEY ICON STATUS	
	Completed – over performing against target or milestone achieved
	On Track – the milestone is performing within tolerance of target
	Cautionary Under Performance – moderately underperforming. Whilst the milestone has slipped from target it maybe a minor blip overall or minor action will remedy it.
	Under Performance – the milestone is under performing against target.


Corporate Plan 2016-20 Outstanding Actions, since last reported.

VALUE FOR MONEY			
Reference	Corporate Plan Action	Due Date	Status
<u>VFM 1.7</u>	Review use of key assets to achieve maximum value, Public Offices, Lytham Institute, Lytham Assembly Rooms	31/03/2020	
Update: The Assembly Rooms is not a council owned asset but the transfer of the library service to the facility has increased the use and purpose of the asset. The Public Offices are in the process of being sold subject to planning approval and Lytham Institute has been registered as a Charity ensuring the premises are used for the purpose of the Trust. Further work on the Institute Charity will be included in the new Corporate Plan as part of maximising the use of all assets.			

CLEAN & GREEN			
Reference	Corporate Plan Action	Due Date	Status
<u>C&G 1.2</u>	Strive to achieve Blue Flag status for the beaches	31/03/2020	
Update: Signage and infrastructure required for a Blue Flag are in place and work with partners to achieve the necessary water standard is in place, the Blue Flag can only be achieved once the water bathing standard has been reached. The action has carried over to the next Corporate Plan although an element of the requirement (water quality) is not directly or solely in the control of the council.			

A VIBRANT ECONOMY			
Reference	Corporate Plan Action	Due Date	Status
<u>AVC 1.2</u>	Progress the re-opening of the M55 / Moss Road link. The preferred option is to deliver a new road but as a minimum to see its re-opening	31/03/2020	

Update: Progress has been slow with several partners required to contribute with each having separate challenges with respect to the resources available, a solution has been proposed and partners are considering the details. The action has been included in the next Corporate Plan.			
<u>AVC 1.3</u>	Investigate the potential of developing the digital high street	31/03/2020	
Update: Several options have been investigated and will included in projects that will develop the digital high street, including digital display points; high speed fibre network; and Wi-Fi hot spots.			
<u>AVC 1.7</u>	Develop a plan for the redevelopment of The Island site as a destination point.	31/03/2020	
Update: The required resource, capacity and skill set along with other priorities taking precedent as well as difficult access to lease holders and challenging negotiations have resulted in this initiative not progressing as planned. The approach has been reconsidered and will be leveraged by a sea defence construction scheme partly funded by the Environment Agency and included in the 2020-2024 Corporate Plan.			

GREAT PLACE TO VISIT			
Reference	Corporate Plan Action	Due Date	Status
<u>GPL 1.1</u>	Improve entrance signage and welcome points.	31/03/2020	
Update: The project has been delayed due to resources being diverted to COVID 19 and other priorities, it has also been reconsidered as a result of the potential implications of Local Government Re-organisation as well as the requirement to link with work on signage across the Borough.			

Corporate Plan 2016-20 Key Actions Completed (APR 2016 to MAR 2020)

Description of Improvement Action	Corporate Priority
Set a timetable with reporting milestones for the accommodation project	VALUE FOR MONEY
Produce and implement an investment strategy (Commercial Strategy)	VALUE FOR MONEY
Further reduce the requirement for paper and print using technology	VALUE FOR MONEY
Increase online service and information provision	VALUE FOR MONEY
Explore and initiate new income streams	VALUE FOR MONEY
Complete the accommodation project works	VALUE FOR MONEY
Review the potential / function of all property assets in response to the need to be financially self-sustaining by 2020	VALUE FOR MONEY
Improve online services to increase efficiency, reduce transaction costs and generate income	VALUE FOR MONEY
Produce a new Council Website with streamline content and integrate digital by preference to enable 24/7 services	VALUE FOR MONEY
Identify and target fly tipping hotspots to reduce their levels	CLEAN & GREEN
Promote initiatives to reduce dog fouling	CLEAN & GREEN
Improve signage across the borough to deter dog fouling and promote dogs on leads.	CLEAN & GREEN
Focus resources on the reduction of seasonal litter	CLEAN & GREEN
Maintain and increase Green Flag status for parks and open spaces	CLEAN & GREEN
Strive to achieve Blue Flag status for the beaches	CLEAN & GREEN
Work with partners to improve the quality of the bathing water	CLEAN & GREEN

Review the waste service to deliver savings through change	CLEAN & GREEN
Deliver the coastal defence project at Fairhaven and Church Scar with the Environment Agency	CLEAN & GREEN
Produce landscape masterplan for Lytham Park Cemetery	CLEAN & GREEN
Assess the benefits of becoming a member of the Combined Authority	A VIBRANT ECONOMY
Engage effectively with the Local Enterprise Partnership	A VIBRANT ECONOMY
Progress the re-opening of the M55/ Moss Road link	A VIBRANT ECONOMY
Support the Fylde Coast highways and transport masterplan projects (junction 2)	A VIBRANT ECONOMY
Enforce car parking regulations and review car parking options	A VIBRANT ECONOMY
Engage positively in the Duty to Co-operate on planning initiatives	A VIBRANT ECONOMY
Facilitate and support Town Centre Partnerships	A VIBRANT ECONOMY
Channel business rates funding opportunities to economic development	A VIBRANT ECONOMY
Implement the timetable for the Local Plan delivery	A GREAT PLACE TO LIVE
Provide appropriate provision for Travellers	A GREAT PLACE TO LIVE
Take enforcement action on illegal encampments	A GREAT PLACE TO LIVE
Carry out resident surveys and act upon the findings	A GREAT PLACE TO LIVE
Review and improve bus shelter provision	A GREAT PLACE TO LIVE
Develop and implement a policy to protect our heritage	A GREAT PLACE TO LIVE
Build on the success of the Residents' Car Parking Scheme	A GREAT PLACE TO LIVE

Review public information systems for residents	A GREAT PLACE TO LIVE
Support community groups throughout the borough to maximise success in the regional and national 'In Bloom' initiative	A GREAT PLACE TO LIVE
Develop a policy on events including Club Days, festivals and concerts	A GREAT PLACE TO LIVE
Develop and promote rural tourism	A GREAT PLACE TO VISIT
Decide the most effective way to market Fylde as a holiday destination	A GREAT PLACE TO VISIT
Carry out visitor surveys and act upon the results	A GREAT PLACE TO VISIT
Review and develop social media and online information	A GREAT PLACE TO VISIT
Maximise the natural assets of our coast and countryside by improving their facilities	A GREAT PLACE TO VISIT
Revisit the strategy for the development of Fairhaven Lake	A GREAT PLACE TO VISIT
Work up the stage 1 development of the Fairhaven Lake Project Plan and submit stage 2 bid to Heritage Lottery Fund	A GREAT PLACE TO VISIT

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
OFFICE OF THE CHIEF EXECUTIVE	COUNCIL	19 OCTOBER 2020	16
CORPORATE PLAN 2020-2024 REPORT			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The report provides the proposed four-year Corporate Plan for Fylde covering the period 2020-2024 which has taken into consideration the impact of COVID 19.

RECOMMENDATIONS

1. That the council approves the 2020-2024 Corporate Plan receiving annual progress reports in accordance with the established performance policy framework.
2. That the Budget Work Group be tasked to identify the priority actions of the Corporate Plan 2020-2024 and to report back to Full Council for agreement.

SUMMARY OF PREVIOUS DECISIONS

Finance & Democracy (Delegated Decision) April 3rd, 2020: To recommend the Corporate Plan 2020-2024 for consideration by Full Council as part of the required budget and policy framework.

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. The Council operates a four year Corporate Plan which outlines the key actions, targets and outcomes the Authority will deliver on behalf of the Fylde community, the current 2016 to 2020 Corporate Plan approved at Full Council on February 8th 2016 is included on this agenda with a recommendation for the council to formally close the plan. The 2020-2024 Corporate Plan was approved by the Finance & Democracy Committee on April 3rd, 2020 as part of the delegated decision arrangements in place as a result of the COVID 19 lockdown measures.
2. Both the closure report for the 2016-2020 Corporate Plan and the approval of the 2020-2024 Corporate Plan were scheduled to be presented to Full Council on April 20th however the meeting was cancelled as a result of the COVID 19 measures. The next opportunity was to present the reports to Full Council on July 20th, 2020 however the longer-term impact of COVID 19 on the council was becoming evident and it was necessary to incorporate this in some areas of the plan.
3. Appendix 1 is the 2020-2024 Corporate Plan that was recommended by the Finance & Democracy Committee with the following revisions in response to the COVID 19 impact on priorities and service provision:
 - Economic Recovery Plan agreed to tackle COVID-19
 - In collaboration supporting the development of the Greater Lancashire Plan ('GLP')
 - Explore a Combined Authority options with Lancashire, including the joint Elected Mayor
 - Drive forward preparations for Local Government Reform agenda
4. The new Corporate Plan covers the period 2020 to 2024 and has been developed over several months with the opportunity for feedback, comment and suggestion at every programme committee as part of the January 2020 committee cycle and as an information item on the Full Council agenda February 10th 2020. The plan was also circulated to key partners for comment and feedback as well as being available on the website with a bespoke online response form. The consultation feedback along with summary responses is included in Appendix 2 to this report.
5. The Plan covers the ambitions for the next four years with key actions linked to the ambitions. The actions will be reviewed each year to take into account changes in legislation, service demand, resources and technology as well as wider public sector or regional issues (i.e. unitary status or combined authority), the current COVID 19 crisis has led to a rethink in many service delivery areas that may have a long term impact.
6. The Corporate Plan takes into consideration emerging legislation, policy and changes in resources and responsibilities and is informed by partners, elected members and external organisations. The objective is to clearly articulate for all stakeholders the strategic issues the Council plans to address over the four-year period.
7. The Corporate Plan forms part of the Council's budget and policy framework and as such must be approved by Full Council. The plan is presented as a single sided 'poster' format known as a 'plan on a page' which is user friendly and accessible for all stakeholders, a digital version will be available online that provides more detail against each ambition.
8. Each year as part of the performance management framework at Fylde the Corporate Plan will be reviewed to monitor progress against actions and targets, to assess the ongoing viability of the long term outcomes and make any necessary amendments to the plan in response to changes i.e. policy, regulation, legislation etc. over the previous 12 month period.
9. The plan is part of the performance management framework approved by the Council with the actions derived from Service Plans developed each year with the objective of delivering the outcomes in the Corporate Plan, this forms the link from the service 'ground' level to strategic delivery. Every service plan action is captured in [the performance management system InPhase](#) with high priority actions added to the Corporate Plan summary page for approval by the council.
10. Performance against the plan is monitored through the performance management framework and can be viewed online at <http://fyldeperformance.inphase.com> at any time by any stakeholder, the council is transparent and open about performance.

11. The Council is asked to approve the 2020-2024 Corporate Plan in accordance with the budget and performance policy framework.

IMPLICATIONS	
Finance	There are no direct financial implications as a result of this report, implications are considered as part of the service planning process.
Legal	There are no direct legal implications as a result of this report, implications are considered as part of the service planning process.
Community Safety	There are no direct community safety implications as a result of this report, implications are considered as part of the service planning process.
Human Rights and Equalities	There are no direct human rights or equalities implications as a result of this report, implications are considered as part of the service planning process.
Sustainability and Environmental Impact	There are no direct sustainability or environmental implications as a result of this report, implications are considered as part of the service planning process.
Health & Safety and Risk Management	There are no direct health & safety or risk management implications as a result of this report, implications are considered as part of the service planning process.

LEAD AUTHOR	CONTACT DETAILS
Allan Oldfield	Allan.oldfield@fylde.gov.uk 01253 658658
Alex Scrivens	Alex.scrivens@fylde.gov.uk 01253 658543

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Corporate Plan 2020-2024	October 2020	https://fyldeperformance.inphase.com
Performance Information	Ongoing Live	http://fyldeperformance.inphase.com

Supporting documents

APPENDIX 1: The Corporate Plan 2020-2024

APPENDIX 2: Consultation Responses

Economy

Environment

Efficiency

Tourism

AMBITIONS

To create a vibrant and healthy economy we will:

- Develop & deliver Master Plans for the town centres
- Support and promote appropriate development
- Facilitate improved transport infrastructure and connectivity
- Maximise the use of all council owned assets
- Work with partners to attract new employment and create vibrant economic communities
- Retain and enhance the identity of our local communities

To deliver services customers expect we will:

- Reduce the use of plastics & increase recycling
- Enhance the natural environment
- Improve coast and countryside accessibility
- Create clean, safe and healthy communities
- Provide high quality parks and open spaces
- Provide safe, clean and accessible coast and countryside facilities
- Provide coastal defences and drainage infrastructure to protect against flooding
- Implement energy efficient initiatives
- Reduce anti-social behaviour, disorder and crime

By spending money in the most efficient way we will:

- Keep council tax as low as possible whilst delivering first class services
- Adopt a 'Customer First Attitude'
- Actively seek feedback to improve service delivery
- Apply technology to deliver services in the most efficient way possible
- Continuously review every service to meet changing customer expectation
- Champion and enhance the reputation of the council
- Keep customers informed through open and transparent communication

To create a great place to live and visit we will:

- Provide high quality leisure, tourism, arts, sports and recreation facilities
- Deliver and support a diverse programme of events across the Fylde coast and countryside
- Develop and promote unique destination points across the coast and countryside
- Maintain public swimming provision
- Provide parking solutions that meet the needs of residents, workers and visitors
- Support and facilitate heritage and arts

ACTIONS

- Develop policy to protect the character of communities i.e. heritage assets, listed features, town centres
- Implement means of influencing legislation for leasehold arrangements on residential dwellings
- Work in collaboration with partners to deliver:
 - M55 Link Road scheme
 - Improved transport infrastructure e.g. rural bus routes, cycling lanes
 - A passing loop on the South Fylde railway line
- Deliver enough houses of appropriate type, tenure, design, density and mix to meet local need
- Work with partners in town centres to:
 - increase shopping footfall and the retail offer
 - encourage activity after 6pm
 - implement a zero-tolerance litter policy
 - provide car parking to attract customers
- Consult with stakeholders to secure the future use of Lytham Institute in accordance with the purpose of the Trust
- Develop the Enterprise Zone through the Fylde Coast partnership attracting employment and new industry
- Support the regeneration of our towns and villages
- Deliver next phase of St Anne's regeneration
- Deliver Kirkham High Street regeneration project
- Progress Lytham regeneration programme
- Apply the Commercial Strategy to council assets and future investment to secure best value
- Work with local business and partners to improve town centre shopping experiences and markets
- Explore opportunities for income generation from use of natural assets i.e. location filming, event hire
- Channel business rates funding opportunities to economic development.
- Review leases and Service Level Agreements
- Develop an Economic Recovery Plan post Covid-19

- Implement carbon reduction policies including; plastics reduction, tree planting, energy efficiency and recycling
- Design education and awareness programmes to support carbon reduction policies and actions
- Work with partners to deliver the carbon reduction policy actions i.e. reduce, re-use, recycle, tree planting
- Identify priority locations for tree planting to include numbers and types of trees
- Develop coast & countryside walks and pathways, improving signage and incorporating ranger events
- Educate and enforce to prevent littering, fly tipping, illegal signage, dog fouling and anti-social activity
- Develop the cemetery & crematorium project to address parking, green energy efficiency and long-term expansion
- Work with partners on flood prevention measures and drainage infrastructure to protect properties
- Engage with partners on health & wellbeing issues in the community and assist residents with accessing support
- Further reduce the number of empty homes and encourage the development of quality energy efficient affordable homes to rent or buy
- Create and maintain high quality parks and open spaces working with volunteer groups to achieve Green Flags
- Maintain our seaside award and work toward Blue Flag status
- Explore opportunities to introduce electric car charging points
- Proactively enforce against illegal encampments
- Deliver a regeneration programme for St Anne's coastal strip including sea defences
- Deliver public realm and drainage infrastructure to enhance rural areas
- Take action on partnership priorities such as anti-social behaviour, nuisance and environmental disorder.

- Implement measures to seek grant funding, sponsorship, advertising and partnership working
- Explore income generating opportunities and maximise return from assets in line with the commercial policy
- Develop innovative ways of using signage, including advertising, use of digital screens to communicate with customers
- Promote the resident's car parking permit and simplify the offer
- Provide access to council services through all possible means with particular focus on the most vulnerable
- Enable customers to provide feedback on service at the point of delivery and use it to improve the service
- Review all emergency plans and incorporate measures for responding to incidents
- Use bin stickers and vehicles to promote council services
- Review the Public Space Protection Orders as means of enforcement
- Implement a code of conduct scheme for professional / multiple dog walkers
- Implement the signage strategy to create greater awareness of what is available, how we perform and enhance our reputation
- Support the Boundary Commission with the review of Fylde for 2023
- Review bus shelter provision and maintenance including income generating opportunities
- Implement new toilet provision at locations based on demand and investigate income opportunities
- In collaboration support the development of the Greater Lancashire Plan
- Explore Combined Authority options for Lancashire along with local government re-organisation

- Deliver an events programme that covers the coast and countryside including:
 - Strengthening our existing events
 - Investigating new opportunities
 - Marketing and promoting events
 - Supporting galas, club days and carnivals
- Represent the council on Lowther Trust ensuring the purpose of the Trust is achieved and the council's interests are protected
- Deliver the Fairhaven Lake project to include:
 - Completing the National Lottery Heritage Fund (NLHF) project, including Improved facilities i.e. café, car parking, kiosk etc.
 - Introduce Adventure Golf and other activities
- Promote the Parks Development approach to partnerships across the Borough on parks and open space
- Work in partnership with Lytham Hall to enhance and preserve the Grade 1 listed asset
- Pursue museum accreditation of LSA art collection with Arts Council England and explore options available for display with partners
- Work with LCC to develop car parking options for the coastal promenades and manage overnight parking provision
- Develop leisure offer along the coast to cater for residents and visitors all year round eg, pier, Island, Fairhaven
- Review motor home parking provision

Appendix 2: Fylde Council Corporate Plan 2020-24

Consultation Responses: 16

Date	Consultation Response
12/12/19 14:58:55	<p>We cast an eye over the draft corporate plan earlier and I have a few observations regarding the actions associated with Fairhaven Lake</p> <ul style="list-style-type: none"> - Minor point but the Heritage Lottery Fund is now the National Lottery Heritage Fund (NLHF) - 'Completed HLF bid' should really be 'Completed NLHF project' (the bid has already been secured) - The Café improvements are part of the NLHF project <p>Response – edits / corrections made to plan under Tourism</p>
1/15/20 14:59:53	<p>Didn't notice anything about road conditions e.g. the dreaded potholes particularly Bryning Lane where water from the fields lay, between Bryning Hall Lane and Wrea Green.</p> <p>It should be priority by now.</p> <p>Response – LCC responsibility, we will sign post to the right service providers</p>
1/17/20 14:40:51	<p>I have reviewed the corporate plan and I would like to offer the following comment.</p> <p>As an objective I believe FBC should strive to answer every question that is asked of it by its residents with regards to the environment in which they live.</p> <p>This does not mean that we need a large over burdening help desk. What it means is that FBC will show each member of the public that it cares about them and where they live.</p> <p>So when a resident asks a council worker, officer or member they get the answer. This does not mean that the FBC representative knows the answer or that FBC perform the task, but it does mean FBC will answer the question without just saying we don't do that. Our goal should be to satisfy the public demand, not tell them they are wrong or go look somewhere else.</p> <p>So I offer you this:</p> <p>Ambition</p> <p>FBC cares about its residents and the environment that they live.</p> <p>Action</p> <p>FBC will develop a close working relationship with those external bodies that it interfaces with and provide communication on their plans that impinge on the daily lives of the residents.</p> <p>The council can then look at Health Care, Highways, Drainage, Police, Fire brigade, Communications holistically to satisfy the needs of the Fylde Residents.</p> <p>Response – logistically this would be impossible because of the reliance on data sharing and regular updates that require resource from all partners, many do not have the capacity. For Fylde alone the estimate would be two additional full-time posts to provide information on services that Fylde Council are not responsible for, or qualified to deliver.</p>

1/25/20
21:28:47

There are action points which say “deliver next phase of St Annes regeneration project”, “deliver public realm and drainage infrastructure to enhance rural areas” etc. which suggest that there is a plan already in place but it is hard to comment on these items as I can’t find out what the next phase is.

Recycling

With the increase of people moving to plant-based diets they are using plant based milks – almond, oat, soya etc. These all come in tetrapaks which are not collected in the curb side recycling scheme and there are only 3 locations that recycle (have only been to Saltcotes Road Recycling Centre so cannot confirm the collection points at Dobbies or Wesham Community Centre). The ideal would for these items to be collected but an increase in recycling points and information that the items can be recycled would be a start. East Devon District Council collect them if you need some advice on this.

Develop Coast and countryside walks and pathways

The Forestry Commission has a really good website giving information about their sites. The Councils website needs an increase in information and updating. We use Haldon Forest Park when visiting relatives. <https://www.forestryengland.uk/haldon-forest-park> It has several walks that interest the kids, cycle paths, running routes, information for dog walkers etc. It would be great if Fylde Council could do something similar for the area. It is hard to find any information about walks, kids’ activities, dog walking, park run (if you put this in the search engine nothing comes up), splash park. Also, a lack of information on parks and some out of date – Promenade Gardens page is still talking about an idea of the splash park!! There is some information on Fairhaven but it misses stuff such as public toilets which are important for long days out.

The Witch Wood is an excellent walk but it could be made a destination with a kid’s trail (my kids would scream not fairy doors like at Lytham Hall) but maybe something like a brass rubbing trail that would have some longevity

<https://www.naturesigndesign.co.uk/nature-trails/nature-trail-rubbing-posts/>

Volunteer Groups/Green Flags

I would like to get involved. Back in July I e-mailed the officer listed on the council website as a contact, but I have never had a response. Is this because the information is out of date?

Absolutely love the activities put on by the rangers but it would be great if they could run the activities from different parks which in turn would highlight the different open spaces in the area.

Drainage

I have put public realm and drainage infrastructure into the council website search but it brings up nothing so I have no idea what it means or how it relates to Fylde. My concern about drainage is in relation to Clifton Primary School – the playground is subject to flooding making it unfit for purpose. This has a real impact on me as my child cannot go out to play so at the end of the school day I have a grumpy child who is full of energy as he has not been out to play just because the playground floods.

Efficiency

“Keep customers informed through open and transparent communication” – as previously mentioned I don’t think the website contains enough information or up to date information.

The resident’s survey was very limited in its questions as if this was a tick box exercise rather than a desire to elicit information.

The desire to use technology for all of those who can use it but what

	<p>happens to people who cannot access it due to age or disability, poor literacy, lack of computer training?</p> <p>Bin Stickers – obviously you find this the most efficient way to disseminate information, but sticky labels cannot be recycled. Is there a more environmentally friendly way of doing this – like wise for the shiny Christmas bin collection tag.</p> <p>Response – the feedback ideas are relevant to the service delivery plans at operational level. A number of these are being actioned with others picked up as part of service delivery.</p>
<p>1/25/20 21:30:51</p>	<p>Whilst reviewing bus shelters if you decide to replace them maybe you could consider planting on them? https://www.pri.org/stories/2019-07-30/dutch-city-turning-bus-shelters-bee-sanctuaries</p> <p>The weekly email “the latest news from the council” is useful but it has included out of date information about events - think it was the kite festival. It signposted to a Facebook page which not everyone uses. It would be useful to say this information was put together on a certain date and please check if it is still relevant. Heated debate in our house as Grandparents were quoting the council email and I was saying it had been cancelled on FB the day before the email had been sent.</p> <p>Toilets</p> <p>Whilst implementing new toilets could you consider putting in a changing places toilet and maybe upgrading some of the town centre toilet provision. Not everyone who is disabled just needs rails around the toilet. Some people need their continence products changing which requires for them to lay down, so a changing table/bench/bed is needed and a hoist.</p> <p>http://www.changing-places.org/the_campaign/what_are_changing_places_toilets.aspx</p> <p>This was recently flagged up on Facebook on the Only way is St Annes and the Only Way is Lytham. Someone asked about these toilets stating “I planned to stay out for the most of the day but came home after a couple of hours as I refuse to place my daughter on a dirty floor to get her changed (I carry towels with me but still!)...It’s truly heart-breaking and undignified to have to do it in this way. An unprepared community causes isolation and that is very sad.”</p> <p>Response – service-based feedback and ideas relevant to the service delivery plans at operational level.</p>
<p>1/26/20 11:04:06</p>	<p>Food waste.</p> <p>When I first moved to Fylde this was offered in the green bins - it would be great if this was started again. Our compost bin is full and we generate a large amount of vegetable and fruit peelings! If not the green bins why not a food caddy? Lots of councils offer this service.</p> <p>Response – this has been actioned as part of proposed national waste collection changes.</p>

<p>1/28/20 19:03:04</p>	<p>Environment</p> <p>We need more recycling points for the type of plastics that aren't wanted in the blue bin, even if those points are for commercial based schemes such as Tassimo & L'Or (coffee pods). The nearest one of those is Manchester, which is rather a long way to go for a couple of coffee pod! We started saving them up to go in a batch but I'm having second thoughts about continuing as I don't want to keep rubbish in my home for months at a time.</p> <p>Dog dirt - I'm sure you'll have heard it over and over again, but it is everywhere. We can call to ask for cleaning but only the single reported problem is removed, with all the others remaining and where it's been tracked to as well. Clearly those owners need to be caught, and fined hard. Use the fines to pay for cleaning, perhaps?</p> <p>Litter - there is a street sweeping vehicle that comes by, but on a road adjacent to Lytham St Annes high school, the parked cars block access even on the corners of Worsley Road, a bus route. Some of these pavements are inaccessible around school pick up times, parking too far onto the pavement for somebody with a pram or wheelchair.</p> <p>Drainage / flooding</p> <p>Clifton Primary School has a massive problem with flooding, both in the infant playground and access to the infant classrooms, and the pavement outside the school. The playground simply does not drain after it has rained, and the standing water is filthy. The staff and parents are fundraising in order to get this fixed, but this funding is coming from the parents and locals, instead of council. Our young children need to be able to play outdoors without being soaked and filthy because the water is backing up from the drain.</p> <p>Re the pavement: last year work was done on the road surface and the edge of the pavement, and a few holes were filled, but there are routinely huge puddles of standing water all up the path and it seems worse this year than last.</p> <p>Toilets!</p> <p>There aren't enough public toilets in the area. Between Ansdell and St Annes there are toilets in the health centre (not open at the weekend) or in pubs. None near Waddington Park in particular, and this park has a playground for young children, and is close by a primary school and a nursery. The 5-10-minute walk to the nearest pub is too far for a young child who suddenly realises they need to go.</p> <p>Thank you for everything else.</p> <p>Response – the feedback ideas are relevant to the service plan operational level. A number of these are being actioned, others will be picked up and some are LCC which will be passed on.</p>
<p>1/31/20 16:03:16</p>	<p>This is not a plan showing how to get where we want to go. It is more just a wish list, which is mostly motherhood and apple pie. The Action items are themselves often really Ambitions placed in the Action sections.</p> <p>However, what is missing is significant. For example, the lack of a climate emergency statement in the Environment Section is indicative of complacency and a lack of sufficient urgency or get up and go for this section, and for other sections of the Plan as well.</p> <p>Another example is that the M55 Link Road is still missing on the ground, but still there in the Economy section, really only serving to remind everyone that after all this time and many promises, there is nothing much to show. So, it is not that we object to the Corporate Plan, more that –</p> <p>* We would definitely like to see a climate emergency statement added.</p>

	<p>* We would like to see detail on how it is to be achieved, with timescales.</p> <p>* We want to see far more energy, enthusiasm, intervention and determination in getting things happening, with less complacency, and less letting things slide.</p> <p>* Where private developers and others are blocking progress on the Plan, we would like to see steps taken to get things underway without more delay.</p> <p>Response - A Carbon Reduction (linked to climate change) policy will be worked up through the environment health and housing committee and initiatives coming out of that include water fountains, more planting of trees etc. Delivery of the M55 link road remains a high priority for this council which is why it remains on the Corporate Plan.</p>
2/4/20 13:33:00	<p>This council's current work to publicise Fylde's merits for inward investors, people considering relocation and tourists is appallingly bad. In fact, it is hard to see what your Tourism team do! This 2020 vision includes robust aims and plans. I hope you back that up with the talent and drive needed to make these more than just words.</p> <p>Response - this is a general statement of opinion about current service delivery that will be considered and responded to, it is not a suggested addition or change to the plan.</p>
2/4/20 17:55:55	<p>Environment is the main strand on the plan. Stop charging for green bin use. You make money from it and want your recycling figures to go up. More of us are using our composters but it isn't enough</p> <p>Response – there will be more advertising of the composting options and the council has resisted any pressure to increase the charge for the green bins.</p>
2/8/20 12:04:01	<p>I support the adoption of the plan & have the following observations:</p> <ol style="list-style-type: none"> 1. The failure of FBC to segregate disposal of business waste for recycling is a disgrace, long overdue for resolving. This should be prioritised, and a more precise policy adopted and implemented THIS YEAR. 2. Otherwise, the plan objectives are generally logical but where are the deadlines? A wishy-washy plan will produce a wishy-washy result. 3. What is the review mechanism, frequency and method for sharing with ratepayers? <p>Response – Fylde Council is the waste collection authority, Lancashire County Council (LCC) is responsible for waste disposal at present there is no facility for recycled commercial waste. Business owners can make their own arrangements to recycle commercial waste, with private waste companies and the voluntary sector which are sign posted by the Fylde waste management team.</p>
2/9/20 20:58:10	<p>The "Economy" outcome advocates improved transport infrastructure. We suggest the proposed "Actions" includes infrastructure to promote both cycling and rail travel.</p> <p>Response – the plan has been updated to include under 'Economy': Work in collaboration with partners to deliver:</p> <ul style="list-style-type: none"> • Improved transport infrastructure e.g. rural bus routes, cycling lanes
2/10/20 9:56:55	<p>Transport Infrastructure. The South Fylde railway line was singled in the mid 1980's, which has meant that the best service that could be reasonably expected hourly. There is an urgent need for a passing loop to increase the frequency to half hourly. to enable the line to cope with events such as Lytham Festival and St. Annes Kite Festival, to name but two. The scheme is supported by local M.P.'s, Transport for the North and the South Fylde Line Community Rail Partnership. The benefit to cost ratio, which was part of the Fylde Connectivity feasibility study, concluded that heavy rail with a passing loop, was by far and away the preferred option.</p>

	<p>Response – the plan has been updated to include under ‘Economy’: Work in collaboration with partners to deliver:</p> <ul style="list-style-type: none"> • A passing loop on the South Fylde railway line
<p>2/11/20 21:19:19</p>	<p>I am happy to see you are making a commitment to Kirkham and the high street in general but would love to see some more focus on large areas of blight such as JR Taylor the former Fairways VW site and the tendency to fly tip around Sydney Street FY8. I am equally pleased to see you will review bus shelter provision and would like to see flat rather than pitched or sloping seating and offers to local firms as well as national ones for advertising. Equally, if galas, fetes and fairs are to continue perhaps some subsidy for companies offering vehicles that could act as tableau-based floats could be considered. You also make no mention of the Lytham Institute Building gifted to the town and now attached to an empty space due to the move of the library to the old baths building with an accessible entrance at the back rendering wheelchair users to second class citizens as is often the case. I gather Hobbs are to enter the retail market in Lytham so what of St Anne’s? Do we ever consider trying to attract niche business such as Lush or Whittards or are Charity Shops all we deserve? if test is the case, why would one pay to go to the WC in St Anne’s when one could go to Lytham? Finally, as to well-placed housing developments more of the former Coop site on St David’s Road would be good. Could this not be achieved at Fairways or the former council yard adjacent to it? And could we lobby for the return of buses to Blackpool Victoria Hospital and the return of the No 7 bus from Lytham to Cleveleys vis the money the Conservatives have announced today? This would surely increase tourism as would your commitment to the M55 link road.</p> <p>Response - An advisory working group has been created under the Planning Committee to address town centre development, focusing on research, strategy and management issues to coordinate, support and develop initiatives that will reinvigorate and strengthen the town centres across the Fylde borough. Matters relating to health and transport that are the responsibility of partner organisations will be forwarded for consideration.</p>
<p>2/12/20 16:09:35</p>	<p>The road network around the Fylde needs a major upgrade to include a dual carriageway between Preston and Lytham alongside a walkway and cycle route offering access to BAE Systems at Warton. Also, a dual carriageway between the M55, Wrea Green, Warton and Lytham with the same walkway and cycle track.</p> <p>Flooding in the villages suffering from major housing projects will require attention as new houses are being built on raised rafts not only on previously flooding fields but running off onto existing properties.</p> <p>Response - there is a new scheme currently under construction to link to the M55 to Warton (junction 2) and the council has made the M55 Link Road from Lytham to junction 3 a priority. Policy is approved by planning committee and examined by an independent planning inspector prior to being adopted. The Environment Agency, the Lead Local Flood Authority (LCC) and United Utilities are consulted on new applications to ensure expert advice on flooding and drainage matters.</p>

2/13/20 14:53:33	<p>Can you please make a (minor) change on the corporate plan? In the bottom right box there's Pursue registration of LSA art collection and options available for display with partners. Can this be changed to Pursue museum accreditation of LSA art collection with Arts Council England and explore options available for display with partners.</p> <p>It's a subtle change, but an important one as we'd need to show in our main Council strategic aims that it's specifically the Arts Council scheme that is driving our efforts – this is very important for Arts Council and everything associated therein.</p> <p>Response – edits have been made to the plan under Tourism.</p>
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DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	COUNCIL	19 OCTOBER 2020	17
FULLY FUNDED ADDITION TO CAPITAL PROGRAMME – AFFORDABLE HOUSING SCHEME, LYTHAM ROAD, WARTON			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The Environment, Health and Housing Committee, on 1 September 2020, considered a report on a revised EOI for the development of 26 affordable homes at Lytham Road, Warton from Adactus (Jigsaw Homes Group).

The scheme will deliver 26 units of 100% affordable rented accommodation. Adactus (Jigsaw Homes Group) have formally become members of Fylde Coast Housing providers Group and have full access to MyHomeChoice Fylde Coast for the allocation of accommodation.

This report recommends approval for this scheme for S106 funding and inclusion to the Capital Programme phased equally over two financial years (2020/21 and 2021/22) in the sum of £260,000 to be fully funded from a portion of the balance of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement ref: 12/0717 - Moss Farm, Cropper Road, Westby).

RECOMMENDATIONS

Council is requested to:

1. Recommend approval of a fully funded addition to the Capital Programme – “Affordable Housing Scheme at Lytham Road, Warton” phased equally over two financial years (2020/21 and 2021/22) for £260,000 to be met from a portion of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement Ref: 12/0717 - Moss Farm, Cropper Road, Westby); and
2. To authorise drawdown of the expenditure (subject to approval of recommendation 1) phased equally over two financial years (2020/21 and 2021/22) for £260,000 to Adactus (Jigsaw Homes Group) after regard and consideration of the compliance with the financial regulations covered within the body of the report.

SUMMARY OF PREVIOUS DECISIONS

Environment, Health and Housing Committee, 1st September 2020

The Committee RESOLVED to:

1. Approve the Expression of Interest by Adactus (Jigsaw Homes Group) for the use of Section 106 funds for the delivery of 26 affordable homes at Lytham Road, Warton.
2. Recommend to full Council approval of a fully funded addition to the Capital Programme – “Affordable Housing Scheme at Lytham Road, Warton” phased over two financial years (2020/21 and 2021/22) for £260,000 to be met from a portion of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement Ref: 12/0717 - Moss Farm, Cropper Road, Westby); and
3. Authorise drawdown of the expenditure (subject to approval by Council to the addition to the Capital Programme) phased equally over two financial years (2020/21 and 2021/22) for £260,000 to Adactus (Jigsaw Homes Group) after regard and consideration of the compliance with the financial regulations covered within the body of the report.

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

1. In June 2019, Adactus (Jigsaw Homes Group) submitted an expression of interest ("EOI") for the development of 26 affordable homes at Lytham Road, Warton. At that time the EOI was unsuccessful. The scheme included shared ownership units which cannot be funded with S106 funds and Adactus (Jigsaw Homes Group) did not have sufficient stock in the area. In addition Adactus (Jigsaw Homes Group) did not have local management arrangements to be able to allocate the units via MyHomeChoice Fylde Coast.
2. The scheme has now been revised and will deliver 26 units of 100% affordable rented accommodation. Adactus (Jigsaw Homes Group) have formally become members of Fylde Coast Housing providers Group and have full access to MyHomeChoice Fylde Coast for the allocation of accommodation.
3. Adactus (Jigsaw Homes Group) currently have 44 units of affordable accommodation within Fylde, 15 are general needs for affordable rent and the remainder are shared ownership. They have a forward development programme of 90 units to be delivered by November 2022, and by that time will have stock of 134 units of affordable accommodation within Fylde.

EOI S106 funding proposed Scheme

Site location	Lytham Road, Warton
Allocation of properties via MyHomeChoice Fylde Coast	Members of Fylde Coast Housing providers Group and have full access to MyHomeChoice Fylde Coast for the allocation of accommodation
Planning Reference (if applicable)	19/0541 Approved at Planning Committee 24/06/2021
Current delivery in Fylde	Adactus (Jigsaw Homes Group) has stock of 44 units in Fylde at present; of these 15 units are affordable rented with the remainder shared ownership. They are also in legals' with a number of developers regarding acquired s106 plots across Fylde new build developments. There are 90 properties in the pipeline for Fylde which will be delivered by November 22.
Brownfield site	Yes
Number of units, size and tenure	100% Affordable Rent 10 no. 1 bed apartments 4 no. 2 bed apartments 2 no. 2 bed houses 2 no. 2 bed bungalows 8 no. 3 bed houses
Local regeneration outcomes	The development site is a housing allocated site in the Local Plan to 2032
S106 Funds required	£260,000 (£10,000 per unit)

Internal funding	£780,000 (£30,000 per unit)
Homes England funding	£1,027,000 (bid submitted) (£39,500 per unit)
Stage the proposal is at	Adactus (Jigsaw Homes Group) are working in collaboration with Casey (principal contractor), Brewster Bye (architect), Carley Daines (structural engineer) and Poole Dick (employers agent). Contracts have been exchanged contracts to purchase the site and planning approved on the 24 th June 2021, 19/0541 pending s106 agreement. Acquisition will take place following the end of the judicial review period. Bid submitted for grant funding from Homes England as well as request for s106 funding from Fylde. Following confirmation JCT Design and Build Contract will be entered to construct 26 affordable homes.

4. Proposed scheme would meet the needs of households registered for re-housing across Fylde with a mixture of 1 bed, 2 bed and 3 bed properties made up of apartments, houses and bungalows. The scheme will deliver 100% affordable rented accommodation. The site is on a brownfield site and allocated as development land within the local plan. Planning has been approved on the 24th June 2020.
5. The request for S106 funding is £10,000 per unit. Internal funding is being provided at £30,000 per unit and a funding bid has been submitted to Homes England for £39,500 per unit. Therefore the scheme provided value for money in regard to the use of S106 funding.

Request for Section 106 funding

6. S106 funds arise where developers may be required to make 'off site' affordable housing provision in lieu of provision 'on site'. This is normally achieved by S106 fund contributions towards the provision of affordable homes in areas of higher need. S106 funds may be used to meet all the Affordable housing required or part of the total required with some being delivered on site. Additionally, in the early stages of a large scale development, S106 funds may be taken in lieu of on site provision, until infrastructure is put in place as the development progresses e.g. schools, roads, shops and transport links.
7. In June 2019 Fylde Council developed a strategic approach to the targeting on S106 funding from developer contributions towards affordable housing delivery within Fylde. Future S106 funds are be targeted on marginal brown-field sites that will provide local regeneration, whilst at the same time providing much needed affordable homes, on a small scale, in areas of priority need. Registered Providers are required to submit an Expressions of Interest (EOI) for consideration for S106 funding, prior to submitting a full detailed funding application that could be unsuccessful.
8. Fylde Council currently have £2,296,630 Section 106 funding available as of 31/03/2020. The majority of which there is no payback date if the funds have not fully spent within a certain period.
9. The proposed scheme at Lytham Road, Warton 19/0541 received planning approval on the 24/06/2021 for the erection of 26 affordable dwelling with new access from Lytham Road. Appendix 1 contains the proposed site layout for the scheme.
10. A S106 planning obligation is pending that will restrict the units to households with a local connection to Fylde, as defined under the consistent assessment policy of MyHomeChoice Fylde Coast.

The method and cost of financing the scheme

11. The request is for Fylde BC S106 funds to contribute to the 26 unit scheme which equates to a capital contribution rate of £10,000 per unit totalling £260,000.
12. Adactus (Jigsaw Homes Group) have arranged additional borrowing on the site totalling £1,807,000. Total scheme costs are £2,067,000.

The future revenue budget impact

13. There are no additional revenue or capital implications to this proposal as the scheme on completion will be owned and managed by Adactus (Jigsaw Homes Group). A S106 planning obligation will be in place, as a requirement of any planning permission that is granted, to ensure the affordable housing will be available in perpetuity, subject to a Mortgagee in Possession exemption clause.

Relevant value for money issues

14. Off-site S106 funding for affordable housing are usually in the region of £50,000 per unit, and this amount is then re-cycled into affordable housing projects at a capital contribution rate of up to £50,000 per unit or 50% of the total scheme costs. The capital contribution requested for total scheme costs of 26 units is £260,000. Unit funding requested is £10,000 per unit, which equates to 12.5% of unit costs. Therefore the schemes provided value for money for S106 funding.

Risk Assessment

15. Grant funding will be paid in two stages; 50% when the scheme is on site and 50% on completion. The risks associated with letting and managing the properties will be Adactus (Jigsaw Homes Group) responsibility.
16. An agreement for the payment of grant will be entered into to protect Fylde BC investment and ensure the properties remain as Affordable Housing in perpetuity.
17. The proposal is on a brownfield site and would locally regenerate this part of Warton. The scheme is ideally located close to all local facilities and served by excellent public transport links.

Viable alternatives

18. Adactus (Jigsaw Homes Group) have identified the site and taken the scheme forward.

Objectives, outputs and outcomes

19. The strategic approach to the targeting on S106 funding from developer contributions towards affordable housing delivery within Fylde prioritises marginal brown-field sites that will provide local regeneration, whilst at the same time providing much needed affordable homes, on a small scale, in areas of priority need. Registered Providers are required to submit an Expressions of Interest (EOI) for consideration for S106 funding, prior to submitting a full detailed funding application that could be unsuccessful.
20. This scheme provides 26 units of affordable rented accommodation within Fylde on a brownfield site, identified for housing development within the Fylde Local Plan to 2032.

Conclusion

21. Recommend to full Council approval of a fully funded addition to the Capital Programme – “Affordable Housing Scheme at Lytham Road, Warton” phased over two financial years (2020/21 and 2021/22) for £260,000 to be met from a portion of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement Ref: 12/0717 - Moss Farm, Cropper Road, Westby); and
22. To authorise drawdown of the expenditure (subject to approval by Council to the addition to the Capital Programme) phased equally over two financial years (2020/21 and 2021/22) for £260,000 to Adactus (Jigsaw Homes Group) after regard and consideration of the compliance with the financial regulations covered within the body of the report.

IMPLICATIONS

Finance	<p>This report requests approval of a fully funded addition to the Capital Programme – “Affordable Housing Scheme at Lytham Road, Warton” phased over two financial years (2020/21 and 2021/22) in the sum of £260,000 to be met from a portion of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement Ref: 12/0717 - Moss Farm, Cropper Road, Westby); and</p> <p>Requests approval to the drawdown of the expenditure (subject to approval by Council to the addition to the Capital Programme) phased equally over two financial years (2020/21 and 2021/22) for £260,000 to Adactus (Jigsaw Homes Group) after regard and consideration of the compliance with the financial regulations covered within the body of the report.</p>
Legal	S106 planning obligation when planning is sought that ensures properties remain as affordable housing in perpetuity. Agreement for the payment of grant.
Community Safety	None arising directly from this report
Human Rights and Equalities	None arising directly from this report
Sustainability and Environmental Impact	None arising directly from this report
Health & Safety and Risk Management	None arising directly from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Kirstine Riding	Kirstine.riding@fylde.gov.uk & Tel 01253 658569	25/9/20

BACKGROUND PAPERS

Name of document	Date	Where available for inspection
Planning Application 19/0541	24/06/2020	Planning Committee 24/06/2020
MyHomeChoice Fylde Coast Consistent Assessment Policy	2021	MyHomeChoice Fylde Coast
Environment, Health & Housing	1/9/2020	Committee Documents

Attached Documents

Appendix 1 – Proposed Site Plan Lytham Road, Warton

A584



SCHEDULE OF ACCOMMODATION

7NO.	TYPE A	3B / 5P HOUSE	84.6m ²
1NO.	TYPE A1	3B / 5P HOUSE	87.2m ²
1NO.	TYPE B	2B / 4P HOUSE	68.6m ²
1NO.	TYPE B1	2B / 4P HOUSE	80.6m ²
1NO.	TYPE C	2B / 3P BUNG	59.8m ²
1NO.	TYPE C1	2B / 3P BUNG	59.8m ²
2NO.	TYPE D	2B / 3P APART	57.0m ²
2NO.	TYPE D1	2B / 4P APART	59.9m ²
10NO.	TYPE E	1B / 2P APART	49.6m ²

26 NO. TOTAL UNITS
41 DWELLINGS PER HECTARE

PARKING
200% 3 BEDS
200% 1 AND 2 BEDS

Key:

- Application Site Boundary
- Easement
- Existing Physical Boundary
- House Type A
- House Type A1
- House Type B
- House Type B1
- House Type C
- House Type C1
- Flat Type D / D1
- Flat Type H
- 2m Footpath (tarmac)
- 5.5m Highway (tarmac)
- Block Pavior
- Concrete Flag Rear Footpath / Patio
- Pelican Crossing Controlled Zone
- Pelican Pedestrian Crossing
- Soft Landscaping
- Proposed Trees
- Fence (refer to boundary treatments)
- 1.2m high hoop top rail
- Refuse Bin Locaton
- Gravel Strip
- Flood Zone 3

PLANNING
DRAWING

STAGE 2
Planning Submission



REV: K | DATE: 23/04/2020 | DRAWN: TC | CHECKED: MH
Site layout amended to reflect highways comments

REV: J | DATE: 05/03/2020 | DRAWN: TC | CHECKED: MH
Site layout amended to reflect Engineers compensatory areas.

REV: H | DATE: 30/01/2020 | DRAWN: TC | CHECKED: MH
Site layout amended to allow for flood compensation areas as to Engineers comments. Removal of 1no plot house type B. Amendment to plot 3 house mirrored as per elevations. plot 1 parking amended

REV: G | DATE: 20/09/19 | DRAWN: AG | CHECKED: MH
Hoop top rail removed from grassed area to front of site and replaced with low level shrubbery / hedge as per planner's request. Stage 1 - Information / Comments.

REV: F | DATE: 20/09/19 | DRAWN: AG | CHECKED: MH
Layout amended based on Planner's feedback in email dated 13/09/19. Additional 1 Bed Flat due to stacking of two-storey block in lieu of the unacceptable 3-storey block. Pelican Crossing and Controlled Zone shown as per Highway officer's comments in email dated 23/09/19. All flats and bungalows moved out of FZ3 (shown for clarity) as per EA's request.

REV: E | DATE: 28/03/19 | DRAWN: AG | CHECKED: MH
Minor amendments made across the site. Visitor spaces re-introduced to location shown during pre-application discussions.

REV: D | DATE: 13/03/19 | DRAWN: AG | CHECKED: MH
Block of 1 Bed Flats set back 1m to allow sufficient space for footpath users in the event of an open ground floor window. Additional hoop top railing to area where septic tank will be located.

REV: C | DATE: 13/03/19 | DRAWN: AG | CHECKED: MH
Colour added. Scale changed to 1:500 @ A3. 1 Bed Apartments renamed. Footpath to block of 1 Bed Apartments widened and parking re-configured to allow for bin store. Minor tweaks throughout and soft landscaping added.

REV: B | DATE: 12/03/19 | DRAWN: AG | CHECKED: MH
Highway layout amended in-line with comments from Sanderson's Transport Assessment.

REVISIONS

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PROPOSED RESIDENTIAL
DEVELOPMENT

LYTHAM ROAD, WARTON

PROPOSED SITE PLAN

Drawn: AG Scale: 1:500 @ A3
Date: FEB 2019 Checked: MH

brewsterbye architects
5 NORTH HILL ROAD
HEADINGLEY
LEEDS
LS6 2EN
telephone
0113 2754000
facsimile
0113 2844250
e.mail
info@brewsterbye.co.uk



Dwg No: 512/05(02)002 K

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	COUNCIL	19 OCTOBER 2020	18
ST ANNES SEAWALL			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The Council has been successful in applying for funding to undertake development studies in preparation for the replacement of the hard sea defences at St Annes Seawall.

The report requests that Council approve a new capital scheme (St Annes Sea Wall) fully funded from the Environment Agency Flood Defence Grant in Aid Programme to be added to the Capital Programme for 2020/21 in the sum of £300,000.

RECOMMENDATIONS

Council is requested to:

1. Approve a new fully funded capital scheme 'St Anne's Sea Wall' within the Council's Capital Programme for 2020/21 in the sum of £300,000, to be met in full, from the Environment Agency flood defence grant in Aid programme;
2. Note the future budget implications as detailed in section 18 and 19 of the report;

SUMMARY OF PREVIOUS DECISIONS

Operational Management Committee 8th September 2020 Resolved

1. To recommend to Council approval of a new fully funded capital scheme 'St Anne's Sea Wall' within the Council's Capital Programme for 2020/21 in the sum of £300,000, to be met in full, from the Environment Agency flood defence grant in Aid programme;
2. Subject to 1 above, approve the commencement of the proposed development studies as identified in the report in the sum of £300,000, with the works being funded from the Environment Agency flood defence grant in Aid programme;
3. To approve the procurement approach detailed in the report to use the Environment Agencies National Framework to procure the consultants to deliver the development stage of the St Anne's Sea Wall project. To authorise that a contract(s) to be then entered into through the Environment Agency's National Framework for the Development Studies.

Community Focus Scrutiny Committee at its meeting on 14th October 2010 resolved:

To endorse the decision of Cabinet to adopt the policies set out in the North West England and North Wales Shoreline Management Plan for the Fylde coastline.

Cabinet considered a report on the adoption of the Shoreline Management Plan (SMP) at its meeting on 15th September 2010. After consideration Cabinet resolved:

That subject to consideration and comment by the appropriate scrutiny committee to adopt the policies set out in the North West England and North Wales Shoreline Management Plan for the Fylde Coastline.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	√
Delivering the services that customers expect of an excellent council (Clean and Green)	√
Working with all partners (Vibrant Economy)	√
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	√
Promoting Fylde as a great destination to visit (A Great Place to Visit)	√

REPORT

BACKGROUND AND STRATEGIC CONTEXT

1. The Council adopted the [Shoreline Management Plan 2 \(SMP 2\) in 2010](#) which identified policies to manage coastal flood and erosion risks over the next 100 years and covers the entire shoreline of the North West of England and North Wales. The SMP 2 policy for the Fylde Coast is to predominantly "hold the line"; this means strengthening, maintaining or rebuilding the existing sea defences to maintain the existing shoreline. The SMP 2 is a large-scale assessment of the coastal processes and helps reduce associated risks to people and the developed, historic and natural environments. The SMP 2 aims to identify the most sustainable approaches to managing the coastline, in the short, medium and long terms.
2. The implementation of the SMP 2 "hold the line" policy is developed within Shoreline Strategy Appraisal Reports (StAR) which are prepared for each local authority area. The StAR also identifies key areas of the coastline that requires substantial work. Following the development of the StAR, project specific business cases explore and analyse the economic and environmental sustainability issues to determine the most appropriate option to implement the SMP policy.
3. The StAR for the Fylde shoreline was adopted by the Environment Agency in 2014. The StAR recommends that 3 strategic headlands need to be replaced with new structures over the following timescales:
 - Headland 1 (St Annes Seawall) by 2033
 - Headland 2 (Fairhaven) by 2018
 - Headland 3 (Church Scar) by 2018
4. A plan is attached showing the existing hard sea defences at Headland 1 (St Annes Seawall). This comprises of a c670m long seawall constructed in 1935 which protects 252 residential properties from coastal erosion. The hard defences are showing signs of spalling, but with continued maintenance and no repetitive extreme storms the defences should have a residual life of approximately 10 years.
5. The StAR also makes note that 'plans to replace the defences at the Pleasure Island Complex could tie in with regeneration plans to redevelop the complex as a leading tourist attraction and provide opportunities for partnership working'. It is noted that Schemes in key coastal resort locations, such as St Annes-on-Sea, serve as much needed economic regeneration catalysts.
6. The Scheme as currently defined by the StAR is a concrete stepped revetment (similar to the recently delivered product at Granny's Bay) has an overall estimated value of £5.8m.
7. The Island member working group considers that the replacement of the existing hard sea defences should be brought forward to act as a catalyst for regeneration of The Island site. As a result, officers have applied to the Environment Agency for funding to undertake the initial development studies required to progress the project. The Environment Agency has confirmed the success of this application and that £300,000 is available to spend.
8. The Budget Working Group has considered this and is supportive of the development grant from the Environment Agency being accepted and the project commenced.

PROJECT GOVERNANCE

9. The project is proposed to be run in the PRINCE2 environment (PRojects IN Controlled Environments). PRINCE2 has an established project governance structure/specific project roles and responsibilities.

PROCUREMENT AND VALUE FOR MONEY

10. It is proposed that the Environment Agency's National Framework is used for procurement of St Annes Seawall (initially for the Development Studies) as this approach has worked well with the delivery of the Fairhaven to Church Scar Scheme; which helped deliver public value for money.

COST OF SCHEME AND METHOD OF FINANCING

11. The cost of the Scheme is currently estimated (at high level) to be £5.8m. The cost of the Development Studies, that authority is being sought for at this stage, is estimated at £300k (hence the value of the available Development Studies grant of £300k).
12. There is £3.5m remaining, potentially available, Environment Agency grant after the (£300k) Development Grant. This remaining £3.5m 'Delivery Grant' would be applied for following successful Development Studies (that result in an approvable business case for the substantive investment).
13. Based the number of properties protected though by the replacement seawall, the Environment Agency funding system can only contribute £3.8m overall towards the overall £5.8m, leaving a £2m shortfall for the substantive Scheme.
14. Nonetheless, if Environment Agency funding is hoped for in future years, based on successful business cases, provision needs to be made now in order to deliver the project. Therefore, the latest forecast spend profile formally submitted to the Environment Agency's Project Application Funding Service (PAFS) is shown below in Table 1.

Table 1 – Estimated spend profile for St Annes Seawall replacement

The estimated spend for each financial year			
Spending estimates are in pounds (e.g £50,000) at current prices. Future maintenance costs aren't included.			
Financial year (April to March)	Grant in Aid	Not yet identified	Total (£)
Previous years	0	0	0
2015 to 2016	0	0	0
2016 to 2017	0	0	0
2017 to 2018	0	0	0
2018 to 2019	0	0	0
2019 to 2020	0	0	0
2020 to 2021	300,000	0	300,000
2021 to 2022	1,000,000	0	1,000,000
2022 to 2023	2,500,000	2,000,000	4,500,000
Total (£)	3,800,000	2,000,000	5,800,000

15. At this pre-contracts stage, the £300k Development Studies funding can be broken down as follows:
- £50k – Site Investigations
 - £50k – Environmental / Ecological Studies
 - £15k - Planning Application
 - £15k – MMO Licence
 - £20k – Consultation
 - £50k – Preliminary Design
 - £100k - Management

Workstreams a. to f. above will be delivered with support from either the Environment Agency national framework, or tendered separately using the Council's contracts procedure rules. The management element will be capitalised and used to fund a project manager and technical staff to manage the delivery of the above workstreams.

16. Members will recall that as with the Fairhaven to Church Scar Coast Protection Scheme, public realm enhancements to the core sea defence Scheme are not able to be funded from the terms of the grant received from the Environment Agency. The core sea defence Scheme being new a seawall, re-surfaced promenade, rear flood wall, and a reasonable like-for-like provision for street furniture lost as a result of the works.
17. There may also be some additional costs to compensate businesses affected by disruption during construction of the replacement seawall and loss of income from using the rear car park as a site compound. These costs are not currently quantified but are currently being evaluated.

FUTURE BUDGET IMPLICATIONS

18. Table 1 above identifies that a £2m contribution is required to match the £3.8m Environment Agency grant to achieve a funded scheme. The Budget Working Group has received a presentation from officers on the benefits of the project and noted that if the £300,000 grant for development studies is accepted and proceeds and that the council is later unable to identify where the £2m overall project funding shortfall will come from it may have to repay the initial development grant of £300,000 as there will not be a deliverable project. Therefore, if members wish to proceed with acceptance of the initial development grant of £300,000, they will need to be cognisant of this issue.
19. In addition to the potential £2m future contribution from the Council, there may be additional costs in respect of as yet unquantified Public Realm enhancements, business disruption costs, and lost car park income. These costs will be fully quantified in subsequent update reports once the development studies are completed and options for progression of the scheme are considered by Members.
20. Once completed, as well as protecting the land from erosion, the new replacement seawall will be maintained from existing revenue budgets, and is expected to serve as an economic boost to the area, which in turn ought to increase available revenue

RISK ASSESSMENT

21. At this stage (pre-Development) risks are assessed at high level accordingly. The risks at this stage are ensuring competent and experienced resource to management the Development of the Scheme to the timelines and budgets and identification of the £2m match funding requirement before the application is submitted to the Environment Agency for the remaining £3.5m grant.

VIABLE ALTERNATIVES

22. Do nothing. Under the do-nothing scenario there would be no further studies to look at the replacement of St Annes Sea Wall. This would not implement the Fylde Coastal Strategy and would leave a residual life of approximately 10 years. This would lead to increased erosion risk to the properties and infrastructure behind which would be unacceptable. The do-nothing scenario will form the baseline for further appraisal.
23. Do Minimum. This would involve ongoing maintenance of St Annes Seawall with no further study of the problem. Eventually this would lead to the collapse of the seawall and increase the risk of erosion to the properties and infrastructure behind. The Strategy as approved by the Environment Agency states that the increased risk is not considered acceptable as it leaves properties and infrastructure at risk.
24. Do Something. Preferred Option. This would enable a study to go ahead to develop and deliver a replacement seawall. The study would lead to outline design, enable consultation, obtaining planning permission and the required licences as well as updating the appraisal from the Strategy in line with the revised partnership funding principles.

OBJECTIVES, OUTPUTS AND OUTCOMES

25. The objectives, outputs and outcomes of the project are to provide urgent coast protection to over 252 properties for the next 100 years, and also serve as an economic regeneration catalyst to The Island site.

DRAWINGS AND PLANS

26. Appendix 1 attached shows the extent of the existing hard sea defences at The Island site.

CONCLUSION

27. Council is requested to approve a new fully funded capital scheme 'St Anne's Sea Wall' within the Council's Capital Programme for 2020/21 in the sum of £300,000, to be met in full, from the Environment Agency Flood Defence Grant In Aid programme; to approve the commencement of the proposed Development Studies as identified in this report in the sum of £300,000, to approve the use the Environment Agencies National Framework to procure the consultants to deliver the development stage of the St Anne's Sea Wall project and to authorise that a contract(s) to be then entered into through the Environment Agency's National Framework for the Development Studies;

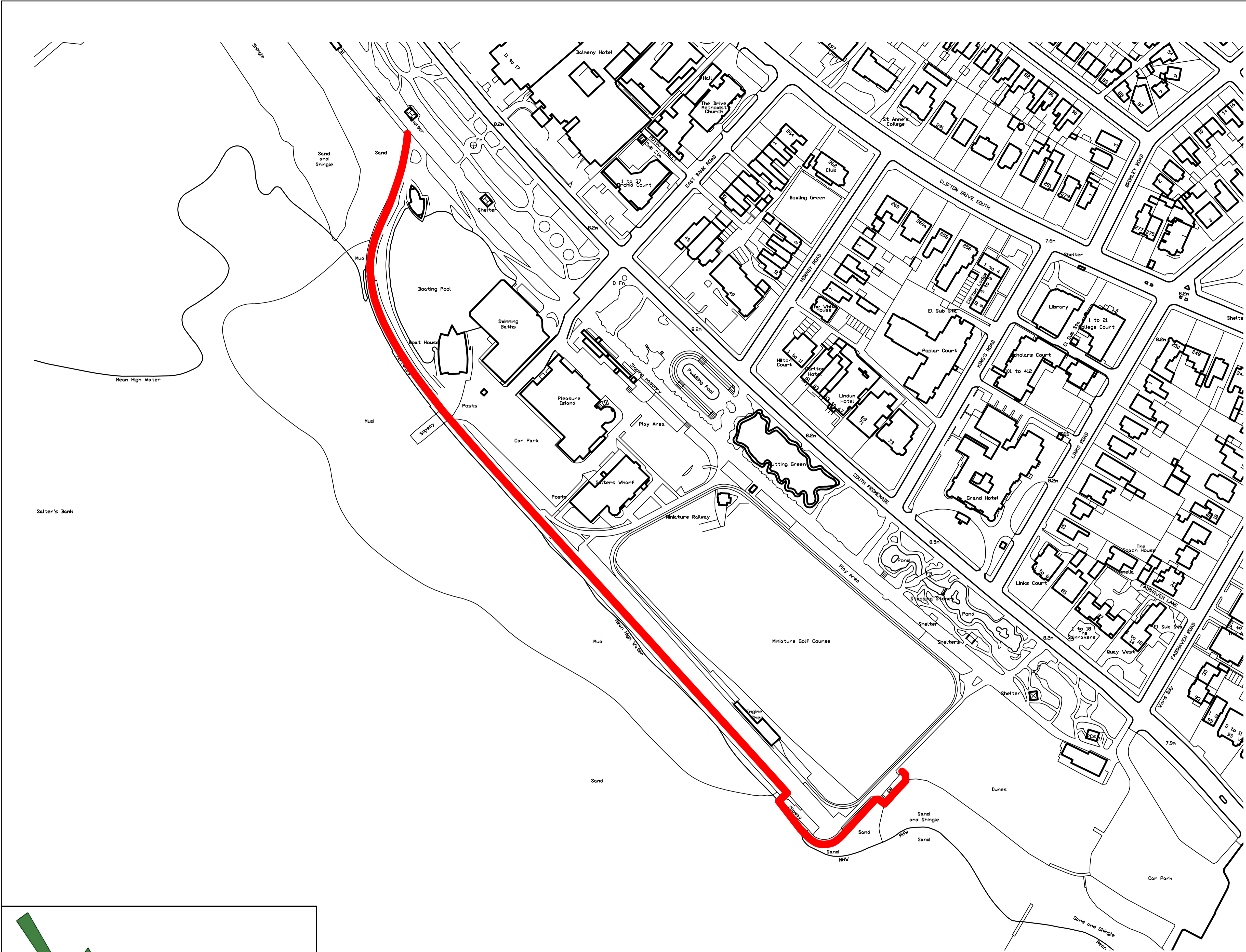
IMPLICATIONS	
Finance	This report requests approval of a new fully funded capital scheme 'St Anne's Sea Wall' for inclusion within the Councils Capital Programme for 2020/21 in the sum of £300,000, to be met in full from the Environment Agency flood defence grant in Aid programme and subject to Council approval, authorise the drawdown of £300,000 in 2020/21 to deliver the development stage of the St Anne's sea wall project. Members should also be cognisant of the potential future contributions and costs for the Council for ultimately delivering the scheme.
Legal	The report requests authority to enter into call-off contracts via the Environment Agency National Framework.
Community Safety	The Scheme will be developed in line with all applicable safety standards.
Human Rights and Equalities	The Scheme's promenade will be accessible and conform to national standards.
Sustainability and Environmental Impact	The Scheme will embrace the principles of sustainability. The Scheme will be designed to withstand the storm that has the probability of occurring once every 200 years. The Scheme will have a lifespan of 100 years with built-in adaptability for sea level rises.
Health & Safety and Risk Management	The Environment Agency Framework suppliers will have full responsibility for ensuring health and safety both in the detailed design of the Scheme and its construction. Commercial risk management will be overseen by the Project Board and Project Assurance.

LEAD AUTHOR	CONTACT DETAILS	DATE
Mike Pomfret	mike.pomfret@fylde.gov.uk 07904 153068	8 September 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
PowerPoint presentation to the Budget Working Group	August 2020	Technical Services – Town Hall
EA Framework User Agreement	August 2018	
Fylde StAR	February 2014	
EA Pipeline Acceleration Funding	March 2020	

Attached documents:

Appendix 1 Plan of the existing hard sea defences at Headland 1 (St Annes Seawall)



KEY

671.2M



Technical Services
Development Services
The Town Hall
Lytham St Annes
Lancashire
FY8 1LW
Tel: 01253 658658 E-mail: webmaster@fylde.gov.uk

Project: **HEADLAND 1 - ST ANNES SEAWALL**

Title: **PLAN SHOWING EXTENT OF EXISTING HARD SEA DEFENCES**

Date	Revision	Date:
		11 JUNE 20
Drawn By: JR	Checked By: MP	Scale: 1:2500
Drawing Number: N/A		

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	COUNCIL	19 OCTOBER 2020	19
BUDGET SETTING – FEES AND CHARGES 2020/21 FAIRHAVEN ADVENTURE GOLF			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

At its meeting held on 3 September 2020, the Tourism and Leisure Committee considered a report about the proposed fee levels to be adopted and subsequently included within the schedule of approved fees and charges for 2020/21 in relation to Fairhaven Adventure Golf.

This report circulated with the Tourism and Leisure Committee agenda provided details regarding the fees and charges, including background to how these were determined and described the operation of the service.

RECOMMENDATION

Council is requested to:

Approve the proposed fees and charges for the Fairhaven Adventure Golf as detailed within the report to be adopted within the schedule of fees and charges for 2020/21.

SUMMARY OF PREVIOUS DECISIONS

Tourism and Leisure Committee – 9th January 2020 RESOLVED:

1. To recommend to Council a proposed schedule of fees and charges applicable for 2020/21; and
2. To note that the final fees and charges for 2020/21 will be approved by the Budget Council in March 2020.

Tourism and Leisure Committee – 3rd September 2020 RESOLVED:

To recommend to Council the proposed fees and charges for the Fairhaven Adventure Golf as detailed within the report to be adopted within the schedule of fees and charges for 2020/21.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. Each year, as part of the budget-setting process for the coming financial year, budget-holders are required to review the fees and charges that the Council applies to the range of services which it delivers.
2. Due to the timing of the Adventure Golf project, it was not possible to include the required fees and charges within the usual budget setting process. A note was inserted into the March 2020 Adventure Golf Drawdown Committee report which stated that a further report would be presented so that the fees and charges for the facility could be considered by the Committee and included within the schedule of fees and charges for 2020/21.
3. A forecast of income and expenditure figures for 2020/21 are included in the business plan for the facility and have already been included as part of the previous Adventure Golf drawdown report.
4. The Tourism and Leisure Committee at its meeting on 3 September, recommended to Council that the following fees and charges (referenced within the previous Adventure Golf drawdown report of March 2020) be approved:
 - Adult Ticket £7
 - Junior Ticket £5
 - Family Ticket (2 Adults, 2 Juniors) £20VAT will be categorised as “Exempt”
5. The above fees and charges have been benchmarked against a range of different regional courses, comparing and contrasting quality, number of holes, location and features.

IMPLICATIONS		
Finance	This report requests that Members consider the additional fees and charges for Adventure Golf and approve for adoption within the schedule of fees and charges for 2020/21.	
Legal	None arising from this report	
Community Safety	None arising from this report	
Human Rights and Equalities	None arising from this report	
Sustainability and Environmental Impact	None arising from this report	
Health & Safety and Risk Management	None arising from this report	
LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	01253 658472	SEPTEMBER 2020
Mark Wilde	01253 658475	SEPTEMBER 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Adventure Golf Drawdown Report	12 th March 2020	www.fylde.gov.uk

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	COUNCIL	19 OCTOBER 2020	20
BUDGET SETTING – FEES AND CHARGES 2020/21 PRIVATE PADDLE PERMIT			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

At its meeting held on 3 September 2020, the Tourism and Leisure Committee recommended to Council approval of the introduction of a Fairhaven Lake Private Paddle Permit at a charge of £60 per year to be adopted within the schedule of fees and charges for 2020/21.

RECOMMENDATION

Council is requested to:

Approve the recommendation of Tourism and Leisure Committee to introduce a Fairhaven Lake Private Paddle Permit at a charge of £60 per year to be adopted within the schedule of fees and charges for 2020/21.

SUMMARY OF PREVIOUS DECISIONS

Tourism and Leisure Committee – 3 September 2020 RESOLVED:

To recommend to Council the proposed fees and charges for the introduction of a private paddle permit at Fairhaven Lake as detailed within the report to be adopted within the schedule of fees and charges for 2020/21.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

- The Council currently offer private use of Fairhaven Lake for any craft at a fee of £75 per annum, however use is only permitted during working hours.
- During the covid-19 lockdown, a large increase of requests from the public have been received by officers for out of hours use of Kayaks and Stand up Paddleboards (SUP's) on Fairhaven Lake. These sports are growing in popularity and form a central focus to the new Watersports Centre which will be constructed as part of the NLHF restoration project.

3. During discussions in order to phase the return of activity at Fairhaven Lake, it has been suggested that the issue of managing the use of the lake by private Kayaks and Stand up Paddleboards needs to be addressed. Although the Council do not encourage or invite users to take part in activity out of hours, the Council do not have signage at the lake stating it is prohibited.
4. Officers have researched policies of neighbouring local authorities that have marine lakes for private water sports and details regarding this were set out in the report the Tourism and Leisure Committee.
5. Officers recommend introducing a paddle permit system that would align with the Fairhaven NLHF Restoration project activity plan.
6. Safety guidance procedures will be provided with all permits to ensure safety of users. As Kayaks and SUP's do not require vehicle access or launching from council-maintained slipways, the current annual fee of £75 is high and not in line with other authority price ranges.
7. A charge of £60 for paddle only permit is proposed.

IMPLICATIONS	
Finance	This report requests that Members consider the additional fees and charges for a private paddle permit and approve for adoption with the schedule of fees and charges for 2020/21.
Legal	None arising from this report
Community Safety	None arising from this report
Human Rights and Equalities	None arising from this report
Sustainability and Environmental Impact	None arising from this report
Health & Safety and Risk Management	None arising from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	01253 658472	September 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
n/a	n/a	n/a