



# Minutes

## ENVIRONMENT, HEALTH AND HOUSING COMMITTEE

<b>Date:</b>	Tuesday, 10 November 2015
<b>Venue:</b>	Town Hall, St Annes.
<b>Committee Members:</b>	Councillor Ben Aiken (Chairman) Councillor Viv Willder (Vice-Chairman)  Councillors Maxine Chew, Delma Collins, Gail Goodman JP, Shirley Green, Roger Lloyd, Graeme Neale, Louis Rigby and Richard Taylor.
<b>Other Councillors Present:</b>	Councillors Fazackerley and Buckley.
<b>Officers Present:</b>	Allan Oldfield, Tracy Morrison, Paul Walker, Darren Bell, Andrew Dickson, Ian Curtis and Katharine McDonnell.
<b>Other Attendees:</b>	There was one member of the public, and Jackie De Rose and Eric Hughes, representatives from New Fylde Housing, in attendance.

There were no speakers under the Public Platform provision on this occasion.

### 1. Declarations of interest

Members were reminded that any disclosable pecuniary interests should be declared as required by the Localism Act 2011 and any personal or prejudicial interests should be declared as required by the Council's Code of Conduct for Members.

Councillor Willder declared a personal and prejudicial interest in agenda item 5, New Fylde Housing Limited Governance Review, in that in that she was a member of the board of Progress Housing Group Ltd. Councillor Willder left the room for the duration of the consideration of the item.

### 2. Confirmation of minutes

RESOLVED: To approve the minutes of the Environment, Health and Housing Committee meeting held on 8 September 2015 as a correct record for signature by the Chairman.

### 3. Substitute members

There were no substitutions reported under Council procedure rule 24(c).

### Decision Items

#### 4. Proposed Memorial Garden Lytham Park Cemetery/Feedback from Member Working Group

Darren Bell, Head of Leisure and Culture, presented proposed locations for a new memorial garden at Lytham Park Cemetery. He explained that the bereavement services team provide wall plaques for sale to families. However due to the somewhat remote location of the current memorial wall the sales were falling. He provided details of the two proposed locations, explaining that the first

location would be an extension of the existing memorial garden, and would be quite formal in layout. The second location was adjacent to the Infant Memorial Garden, it would face the lake and would lend itself to an amphitheatre layout.

Mr Bell explained that the work would be completed, following a tendering process, from an existing agreed capital budget of £33k.

The committee expressed some concern regarding awarding the contract to the lowest price tender and enquired whether quality was also a consideration when assessing tenders. Mr Bell assured committee members that quality and timeliness were also considerations when assessing tenders.

He also provided an update on progress of the key issues identified by the working group on their visit to the crematorium and cemetery in July 2015. Issues included the securing long term burial ground, up to a 50 year supply, so negotiations with neighbouring land owners would be commencing soon. Other issues included the exit from the chapel which was particularly chilly and uninviting, and was subject to a proposed capital bid decision later in the agenda.

Finally the capacity of the chapel was an issue particularly when there was a high number of attendees at a funeral, and the committee discussed plans for an extension to the chapel to be brought forward in 2019/2020.

The committee passed on their thanks to the crematorium and parks teams for the maintenance of beautiful location.

It was therefore RESOLVED

1. That location 2 (adjacent to the infant memorial garden fronting the Lake) be chosen as the site at which to construct the new memorial garden at Lytham Park Cemetery;
2. To approve the delivery of the remainder of the scheme through the engagement of contractors/suppliers to deliver the construction of the new memorial garden from the remaining £33k capital sum within the 2015/16 capital programme for the construction of a new memorial garden; and
3. To note the progress with the items identified by the Environment, Health and Housing Committee working group.

#### 5. New Fylde Housing Limited Governance Review

Ian Curtis, Head of Governance, presented the proposals of New Fylde Housing to end the practice of having a Council representative nominated to their board, which was enshrined in the 2000 transfer agreement. He advised that the catalyst for the proposal was a change in the model rules for housing associations published by the National Housing Federation in February 2015.

He advised that the Council would still retain a share in New Fylde Housing, and as such would still retain voting rights through the shareholders meetings.

Following questions from the committee Mr Curtis advised that if the committee chose not to adopt this change that the Association was likely to be downgraded from its current G1 governance rating, which would reflect that it was not being governed in accordance with the model rules.

Having been invited by the chairman to do so, Jackie De Rose and Eric Hughes of New Fylde Housing answered questions from the committee. Mr Hughes advised that the Association had signed the National Housing Federation Code of Governance, which stated that the Board was to be recruited on a skills basis. He advised that New Fylde Housing were currently non-compliant due to having

nominees on the Board. He further advised that this was acceptable in the short term, but following the introduction of the model code this needed to be rectified to be fully compliant.

Ms De Rose advised that it was very unusual that transfer rights were still in place after 15 years. She observed that there were other mechanisms available to ensure that there continued to be good dialogue with the Council. In addition the Council-appointed Board member was there to represent the Association first, not as member of the Council, any constituency matters were raised at officer level.

Concern was raised by the committee that without regular updates and dialogue that the committee could lose sight of the work undertaken by Fylde New Housing and the issues it faced. It was suggested that a regular progress report to the committee would alleviate the committee's concerns.

After a debate it was RESOLVED

1. To consent to the adoption of the National Housing Federation new model rules (February 2015) by New Fylde Housing and to recognise that when the rules were adopted by the company that the council would no longer have the right to nominate a representative to the company's Board of Management and therefore the Transfer Agreement schedule 6 part 2 section 2.8.1 would no longer have effect; and
2. That the Association provide a six monthly progress statement to the committee.

(Councillor Willder left the meeting for the duration of the consideration of this item)

#### 6. Budget Setting – Prioritisation of Capital Bids

Tracy Morrison, Director of Resources, advised that as part of the budget setting process, the committee recommended capital bids, which fell within its remit, to the budget working group for inclusion in the budget proposals.

Darren Bell, Head of Leisure and Culture, summarised the proposed capital bid, which would seek to improve the exit to the crematorium chapel at Lytham Park Cemetery. It would involve a modest extension, a more permanent roof to replace the current canopy, and enclosed much of the current exit area with glazing. An estimated project budget of 60k was proposed to enable the creation of an improved environment for mourners.

After a discussion it was RESOLVED that

1. the committee supported the proposed capital bid for further consideration by the Budget Working Group; and
2. to note that a report in relation to Disabled Facilities Grants would be represented at the next meeting of the committee.

#### Information Items

The Committee received the following information items:

#### 7. Budget Setting – Revenue Budget 2016/17 – First Draft

Members were reminded that the first draft of the revenue budget was available online for review. Any comments or feedback was to be directed to the appropriate lead officer, director of budget holder.

8. St Annes Bathing Waters 2015

An update on the quality of the St Annes bathing waters, and outcome of the season's water quality testing by the Environment Agency were circulated.

9. The Corporate Plan 2016-2020

A draft of the Corporate Plan 2016-2020 was circulated to members for information and comment. A decision on the Corporate Plan, taking into consideration any comments, would be made at Council on 14 December 2015.

10. Outside Bodies

Reports from Councillors representing the council on outside bodies were circulated to the committee for information.

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