

Agenda



TOURISM AND LEISURE COMMITTEE

Date:	Thursday, 12 November 2015 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Cheryl Little (Chairman) Councillor Tim Ashton (Vice-Chairman)</p> <p>Councillors Christine Akeroyd, Jan Barker, Brenda Blackshaw, Julie Brickles, Maxine Chew, Richard Fradley, Paul Hodgson, Sandra Pitman, Vince Settle, Raymond Thomas.</p>

Public Platform

To hear representations from members of the public in accordance with council procedure rule 11.
To register to speak under Public Platform: see [Public Speaking at Council Meetings](#).

	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 10 September 2015 as a correct record.	1
3	Substitute Members: Details of any substitute members notified in accordance with council procedure rule 24(c).	1
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Contact: Lyndsey Lacey - Telephone: (01253) 658504 – Email: democracy@fylde.gov.uk

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

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DECISION ITEM



REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES	TOURISM AND LEISURE COMMITTEE	12 NOVEMBER 2015	4

LYTHAM PROMENADE MUSSEL TANK IMPROVEMENT PROJECT PROGRESS REPORT

PUBLIC ITEM

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

SUMMARY

The report concerns the progress to date by the Lytham St. Annes Civic Society with delivering the Mussel tank improvement project on Lytham Promenade.

RECOMMENDATIONS

1. To note the progress to date by the Lytham St. Annes Civic Society with the Mussel Tank Improvement Project.
2. To agree in principle that the Council will act as accountable body on behalf of the Civic Society in delivering the proposed Mussel Tank Improvement Project.
3. To note that a further report will be presented to the Finance and Democracy Committee seeking approval for a fully funded addition to the capital programme, and a subsequent report will be presented to Tourism and Leisure Committee in due course detailing the full financial and management details of the project before any work is approved or commenced.

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)	√	To Encourage Cohesive Communities (People)	√
To Promote a Thriving Economy (Prosperity)	√	To Meet Expectations of our Customers (Performance)	

SUMMARY OF PREVIOUS DECISIONS

Cabinet 27th May 2014- Scrutiny Recommendation – Regeneration of Former Scruples Site, Lytham:

Having received the clarification sought, Cabinet considered the details set out in the report before it and at the meeting RESOLVED to support the proposal by the Lytham St Annes Civic Society for development of the former Scruples site on Lytham Promenade, as recommended by the Community Focus Scrutiny Committee on March 13th 2014 as the preferred option, subject to the Council's policies and permission requirements.

Community Focus Scrutiny 13th March 2014 – Regeneration of the Former Scruples Site - Lytham

The proposal was carried and it was therefore RESOLVED:

1. To recommend to Cabinet that the Lytham St Annes Civic Society proposal for the redevelopment of the former Scruples site be explored further, subject to the Council's policies and usual permission requirements.

Cabinet 28th April 2010 - Community Parks Improvement Programme:

Cabinet considered the details set out in the report before it and at the meeting and RESOLVED:

2. To agree that the Council will act as the accountable body for individual schemes and funding streams where necessary.

4. To present individual detailed reports of the remaining schemes to future meetings of Cabinet to ensure that the Council's financial regulations are satisfied.

On 23rd August 2007 Policy and Service Review Scrutiny Committee considered a report on a review of Council assets from the work of a task and finish group set up to look in detail at a number of assets including the former Scruples site. At that time there was a proposal to develop it as an open air Juice Bar but, because of local opposition, the recommendation from the task and finish group to the committee was: *'Do not lease for any form of fixed development (e.g. juice bar or similar) Advertise for an appropriate short term concession'*

The recommendation agreed by Policy and Service Review Committee was:

'To advertise the site for a suitable short term moveable concession.'

This was subsequently agreed by Cabinet on 12 September 2007.

Since that time there have been a number of enquiries for permanent commercial use for the site but these have not been pursued due to the above resolution.

Tourism and Leisure Committee 14th September 1998 resolved:

(i) That the Scruples building along with the adjacent sandpits and the boating pool be demolished and made safe as Phase 1 treatment of the area and an appropriate sum be placed in the 1999/2000 draft estimates for the provision of a suitable 'surface' for the site, subject to the final approval of the Council at its budget meeting, due to be held on 22nd February 1999.

(ii) That the Director of Planning and Technical Services be requested to investigate, in consultation with the Lytham St Annes Civic Society, the availability of grant funding for a final finished scheme for the area.

(iii) That the joint working with the Lytham St Annes Civic Society, and the development of a strategy for the shoreland area, be promoted through the Scruples Working Party (to be renamed the Lytham Foreshore Working Party) drawing upon the expertise of others as necessary, such as the Ribble Estuary Project Officer.

Tourism and Leisure Committee 2nd March 1998 resolved:

(i) that the report be noted

(ii) that the offer of the Lytham St Annes Civic Society to demolish the former Scruples building, retaining the sea wall and surfacing the promenade area, be taken up and the Council enter into negotiations with the Civic Society, to secure this at no cost to the Council, subject to the work being undertaken to the full satisfaction of the Borough Council.

REPORT

BACKGROUND

1. The Council owns the site of the three former mussel tanks on Lytham foreshore originally used for the purification of sea food brought ashore by local fishermen. During the 1940's the purification business closed. Then in 1959 two of the beds were developed into the RNLI and Ribble Cruising Club. The third tank was developed in 1960 by Lytham St Anne's Corporation and let by them as a café which later became a restaurant, nightclub, and skating rink. The building burnt down, ceased trading and was demolished, funded by the Civic Society. The Council was the accounting body.
2. The site which is 780 square metres was remodelled by work experience labour in the late 1990's and has since been laid out as paving with some seats. There have been proposals over the last 15 years or so to develop the site but these proposals have not led to any development.
3. As part of the Lytham St Annes 2020 Vision a group was set up comprising FBC, LCC, LSA Civic Society, Lytham in Bloom, Friends of the Estuary and Lytham Heritage Group to look at a number of possible capital projects including the Scruples site. Proposals were formulated and initial plans were drawn up for a scheme on the site as part of the 2020 Vision project involving hard and soft landscaping and interpretation material. Soon after, discussions were put on hold as the council concentrated on higher priority Public Realm projects that had obtained funding, in preparation for the Open Golf in 2012. However, whilst external funding was not available following the winding up of the Development Agency, , the Civic Society were able to offer £10,000 towards a potential project on the site. From the Council's perspective, a number of other regeneration projects have been considered to have a higher priority which has stalled progress on the development of his particular scheme.
4. On the 13th March 2014, the Community Focus Scrutiny Committee were presented with two proposals, one from Park View 4 You to create a sand and water play children's play area and the other by the Lytham St Annes Civic Society, to create a landscaped space to include a viewing platform and seating area. The Community Focus Scrutiny Committee resolved to recommend to Cabinet that the Lytham St Annes Civic Society proposal for the redevelopment of the former Scruples site be explored further, subject to further consideration including securing the relevant consents from The Council. This decision was ratified by Cabinet on the 27th May 2014.

SCHEME DETAIL

5. Following Cabinet approval, the Civic Society engaged the company BCA Landscapes, to develop the project. The project as now envisaged aims to celebrate the historical development of the site and create an awareness of the importance of the Ribble Estuary. Fundamentally, the scheme is based around a paved area complete with, interpretive signage, shrub landscaping to reflect the maritime character the estuary. It would be designed with low maintenance in mind. The site would be fully compliant with accessibility regulations. The Civic Society view the development of the site as a cultural asset that could be used for dramatic performances,

presentations and exhibitions (detailed plans of the site will be made available to the committee on the night).

6. Widespread consultation has influenced the development of the proposals. Local groups, professional members of the Civic Society, officers from the Council and BCA Landscapes have all contributed towards the design and development of the scheme.
7. From a strategic perspective, the proposed scheme links with Fylde Councils adopted Coastal Strategy 2015-2032 and specifically falls within Coastal Zone 5 referred to as 'The Lytham Heritage Coast' which seeks to:-
 - *Conserve and enhance the historic Lytham Green and provide local improvements to infrastructure and facilities appropriate to the distinctive character and heritage of Lytham's Coastal frontage.*
 - *Promote Lytham's history and heritage and improve links to the town centre, Lowther Gardens and Lytham Hall.*
8. The Civic Society has commissioned a topographical survey, substrate and drainage surveys to ensure that the scheme takes account of constructional issues that will, in turn, affect the design and costs of the scheme.
9. The outline programme is identified below –

Key Action	Target Date
Grant Applications	September 2015 - May 2016
Planning Submission-12 wk.	May 2016 - August 2016
Tender details-6 wks.	June 2016
Contract Award	August 2016
Contract Period-12wk	October 2016
Contract completion	December 2016

FINANCIAL CONSIDERATIONS

10. The total project cost has been calculated at around £200k. A detailed cost plan will be presented to the Committee on the night.
11. In May 2015 the Civic Society applied to the Heritage Lottery Fund for the necessary funding to deliver the project. In August it was informed that the bid had been unsuccessful. Moreover, the Civic Society was advised not to reapply as the site was not considered of high enough heritage importance in view of other competing schemes.
12. Consequently the Civic Society have developed a funding strategy itself, to deliver the project, based around potential funding sources that are identified in the following table.

Funding Stream	Amount	Status
Civic Society Legacy Funding	£60,000	Secured
Thomas Blasson Trust	£30,000	Awaiting Confirmation
Lancashire Environment Fund	£30,000	Invited to apply after expression of interest was accepted
Business Sponsorship	£50,000	Local business's being contacted
Pilgrim Trust	£10,000	Bid to be submitted

Funding body to be identified	£20,000	
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ACCOUNTABLE BODY STATUS

13. The Civic Society has requested that the Council act as the accountable body for the delivery of this project. The role of an accountable body in grant funded schemes involves taking on the responsibility and accountability for the spending of grant monies and the delivery of planned outcomes. Requirements include actively managing the expenditure, ensuring specific milestones and planned delivery outputs are met, completing regular claims to funding partners and producing evidence of spend. The accountable body is obliged to undertake monitoring visits to ensure the outputs are being delivered and maintain robust systems for collecting, collating and reporting on both the outputs and the associated spend. The accountable body undertakes to pay back any grant which is deemed to relate to either spend that is not eligible for funding or to schemes that do not fully deliver their outputs.
14. It is recommended that the council agrees in principle to act as the accountable body pending a final decision when the full details of the project are worked up and all funding sources confirmed. A further report will be presented to the Tourism and Leisure Committee which sets out the final details of the project for member approval along with a report to the Finance and Democracy Committee to seek approval for a fully funded addition to the capital programme.
15. In respect of the proposed Mussel Tank Improvement Scheme, if funding bids are successful the role of ensuring compliance with the grant conditions of the awarding body would be undertaken by officers from the Leisure and Cultural Services Team at no additional cost to Fylde Council.

CONCLUSION

16. The site is owned and managed by Fylde Borough Council. The Lytham St Anne's Civic Society is working in partnership with the Council to improve the mussel tank next to Ribble Cruising Club. The site is currently in a high profile location but in a poor condition. If the Civic Society is successful the site will be landscaped, used for educational purposes and will form a prominent viewing area for the Ribble estuary and beyond, fronting Lytham Green.

IMPLICATIONS	
Finance	<p>This report provides an update on the progress to date by the Lytham St. Annes Civic Society with respect to the Mussel Tank Improvement Project.</p> <p>The report also request that Fylde Council agree to act as accountable body in respect of the scheme in the total sum of £200,000 should all planned funding be approved. If the scheme progresses a further report will be presented to the Finance and Democracy Committee seeking approval for a fully funded addition to the capital programme.</p> <p>The role of ensuring compliance with any grant conditions would be undertaken by officers from the Leisure and Cultural Services Team at no additional cost to Fylde Council.</p>
Legal	There may be the need for a legal agreement between the Council and the Civic Society to clarify and confirm responsibilities.
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	TEL	DATE	DOC ID
Darren Bell	01253 658465	21 st October 2015	

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Community Focus Scrutiny Committee	March 13 th 2014	http://www.fylde.gov.uk/meetings/details/1152
Cabinet Meeting	March 26 th 2014	http://www.fylde.gov.uk/meetings/details/1091

DECISION ITEM



REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES	TOURISM AND LEISURE COMMITTEE	12 NOVEMBER 2015	5

LYTHAM HALL CAPITAL GRANT MONITORING REPORT

PUBLIC ITEM

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

SUMMARY

The report provides an update on the expenditure of the capital grant awarded to Lytham Hall in August 2011.

RECOMMENDATIONS

1. That the Committee note the capital grant awarded to Lytham Hall is being spent in accordance with the Heads of Terms as at April 1st 2012 on the restoration project and the required monitoring information has been made available.
2. To agree in principle that the Council will act as accountable body for the Coastal Revival Fund project should it be approved by the Department for Communities and Local Government.

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)	√	To Encourage Cohesive Communities (People)	
To Promote a Thriving Economy (Prosperity)	√	To Meet Expectations of our Customers (Performance)	

SUMMARY OF PREVIOUS DECISIONS

The Cabinet decision to award £300,000 capital funding support to the Lytham Hall Heritage Restoration Project in August 2011.

Approval of the Capital Monitoring Report in July 2012

Cabinet 28th April 2010 - Community Parks Improvement Programme:

Cabinet considered the details set out in the report before it and at the meeting and RESOLVED:

2. To agree that the Council will act as the accountable body for individual schemes and funding streams where necessary.
4. To present individual detailed reports of the remaining schemes to future meetings of Cabinet to ensure that the Council's financial regulations are satisfied.

REPORT

1. In August 2011 the Council agreed to pay a one off capital grant of £300,000 to Lytham Hall to support the Heritage Lottery Fund (HLF) Restoration Project, including restoration of the historic buildings and landscapes; sustaining investment in the long term through delivery of a management and maintenance plan; and increasing the use and footfall of the facility through the delivery of an activity development plan, to ensure the continued accessibility of Lytham Hall and associated country park.
2. In accordance with the Heads of Terms agreed as a requirement of the capital grant monitoring reports are submitted to the Council and financial records made available for inspection. This is the second monitoring report that has been produced.
3. Council officers have viewed the financial accounts of the Heritage Trust for the North West, the company which is managing the Lytham Hall restoration project (along with a number of restoration projects in the North West of England). The accounts confirm the award of a grant from the Heritage Lottery Fund of £2.59m, along with a further capital grant from Fylde Borough Council of £300,000, towards the total project cost of almost £6m. With nearly all the funding now in place, the Heritage Lottery Fund gave the Trust permission to commence the scheme in March 2013.
4. Since the last monitoring report in January 2014 significant progress has been made with the project objectives, as highlighted below:
 - Completion of the HLF South Prospect garden phase including restoration of the Mount and Parterre, part funded with Veolia and Lancashire Environmental Fund. This change has recently been captured with stunning aerial drone footage available on the www.lythamhall.org.uk website which was relaunched in September 2014.
 - Agreed an extension of time to the project with HLF following the initial match funding delays at the start, with completion now due in August 2017.
 - Adoption of a two phase approach to the restoration of the Hall, with external repairs to Georgian and Jacobean Hall (Phase 1 £850,000) followed by internal work and alterations to both buildings (Phase 2 £2.6million).
 - Progress to RIBA Stage H of the Phase 1 external repairs, with the scheme currently out to tender. The procurement process involved 9 leading conservation contractors submitting a Preliminary Qualification Questionnaire and attending interviews, and a final 5 invited to tender. An award of contract is anticipated in November 2015 with start on site in February 2016 and completion November 2016. This phase involves re-roofing, leadwork, rainwater goods, stonemasonry, repair and decoration of windows, and repainting the stonework in the original 1760s John Carr colour scheme. This has been carefully researched and paint testing carried out on the North Entrance.
 - An archaeological excavation of the Jacobean Hall will commence later this autumn. This will be a community project but will also enable us to comply with one of the conditions of the planning application.
 - Carried out enabling works in the Stable Yard to make safe the areas damaged by fire in 2010, and provide public WCs for use during the Hall restoration works.
 - Delivered a diverse and expanding programme of events, including the popular outdoor theatre, car shows, dog show and snowdrop walks. Established regular Winter and Spring craft fairs and hosted Club Day to wide public acclaim in 2014 and 2015 with this family-friendly event due to be held here in future. Experimented with outdoor cinema

in 2015, in association with Lytham Festival. In November 2015 a new 5k parkrun will take place every Saturday morning, organised by local running volunteers.

Note: All of these events have helped increase visitor numbers year on year (2012, 22,000; 2013, 25,000; 2014, 30,000), and are a step towards unlocking this 'hidden gem'. The scale of expansion and growth is constrained by infrastructure, including parking, access at Ballam Road, toilets and catering. These latter two will be addressed through the HLF restoration project but there is a pressing need to work with partners including the Council, Environment Agency and Lancashire County Council to address parking and access issues.

- Maintained a healthy number of active volunteers (just over 100) working in the tea room, grounds, Hall and event stewarding. Delivered training in food hygiene, fire safety, first aid, tractor and machinery operation, and museum object conservation for volunteers and staff. A Reception and briefing session for volunteers was held on 14 May 2014 attended by the Mayor of Fylde and the Chair of Lancashire County Council.
5. In addition to the HLF project, the Project Manager has also begun implementation of a 5 year English Woodland Grant Scheme for the parkland, including building 2km out of a total of 4km of new footpaths, removal of invasive rhododendron species, improvement to drainage, installation of picnic benches, bird boxes and maintenance of lawns and rides. It is widely recognised (by National Trust and others) that the vast majority of visitors to historic houses spend time and make repeat trips to the grounds, and at Lytham Hall this is no exception. Investment and maintenance in the parkland is vital for the sustainable future of the site.

Coastal Revival Fund and Accountable Body Status

6. In July 2015 the Department for Communities and Local Government announced the Coastal Revival Fund. Applicants were invited to bid for grants of up to £50,000 each of the £3 million total available monies available. The funding is to be used to support or restore local heritage and facilities on the English Coast that benefit the wider community and the surrounding economy.
7. Lytham Hall submitted an application to the Coastal Revival Fund for £47,000 to undertake the external painting of the hall, the creation of a joinery workshop and to fund the production of a park conservation management plan.
8. In delivering the Coastal Revival Fund programme the Department for Communities and Local Government have delegated the role of accountable body for the fund to local authorities. Therefore any funding secured from the Coastal Revival Fund in the Fylde area will be administered by Fylde Borough Council on behalf of the organisations who have successfully secured the funding.
9. The role of an accountable body in grant funded schemes involves taking on the responsibility and accountability for the spending of grant monies and the delivery of planned outcomes. Requirements include actively managing the expenditure, ensuring specific milestones and planned delivery outputs are met, completing regular claims and evidencing spend. The accountable body is obliged to undertake monitoring visits to ensure the outputs are being delivered and maintain robust systems for collecting, collating and reporting on both the outputs and the associated spend. The accountable body undertakes to pay back any grant which is deemed to relate to either spend that is not eligible for funding or to schemes that do not fully deliver their planned outputs.
10. In respect of the Lytham Hall scheme, if successful in acquiring the funding as requested, the role of ensuring compliance with the grant conditions would be undertaken by officers from the Leisure and Cultural Services Team at no additional cost to Fylde Council.

11. If the grant bid is successful a further report will be presented to the Finance and Democracy Committee seeking approval for a fully funded addition to the capital programme, and a subsequent report will be presented to the Tourism and Leisure Committee in due course detailing the full financial and management details of the project before any work may be approved or commenced.
12. The Coastal Revival Fund will announce the successful projects in November 2015 with a requirement to spend the grant by the end of March 2016 .If successful Lytham Hall are requesting that Fylde Borough Council act as the accountable body to administer the funding.

IMPLICATIONS	
Finance	<p>This reports confirms the continuing compliance with the Heads of Terms of the agreement to provide a capital grant to Lytham Hall (dated April 1st 2012) in respect of the Lytham Hall restoration project.</p> <p>The report also request that Fylde Council agree to act as accountable body in respect of a grant application to the Coastal Revival Fund in the sum of £47,000 should the application be successful. The role of ensuring compliance with the grant conditions would be undertaken by officers from the Leisure and Cultural Services Team at no additional cost to Fylde Council.</p> <p>If the grant bid is successful a further report will be presented to the Finance and Democracy Committee seeking approval for a fully funded addition to the capital programme.</p>
Legal	There is no change to the legal position of the Council arising from the report.
Community Safety	There are no direct community safety implications arising from the report.
Human Rights and Equalities	There are no direct human rights and equalities implications arising from the report.
Sustainability and Environmental Impact	There are no direct sustainability and environmental impact implications arising from the report.
Health & Safety and Risk Management	There are no direct health and safety or risk management implications arising from the report.

LEAD AUTHOR	TEL	DATE	DOC ID
Darren Bell	01253 658465	Date of report	19 th October 2015

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Cabinet Agenda & Minutes	Various	www.fylde.gov.uk

DECISION ITEM



REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES	TOURISM AND LEISURE COMMITTEE	12 NOVEMBER 2015	6

PROVISION OF A NEW TODDLERS PLAY AREA AT FAIRHAVEN LAKE

PUBLIC ITEM

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

SUMMARY

The report sets out the details of a scheme included in the council's agreed capital programme for 2015/16 for the provision of a new toddlers play area at Fairhaven Lake & Gardens.

The report also summarises the context and details the receipt of tenders, tender assessment following the procurement process for the construction of the new play facility, and seeks the agreement of the Committee to allow officers to award the contract and manage the project.

RECOMMENDATIONS

That Members are asked to:

1. approve the proposed expenditure in respect of the scheme to construct a new toddler's play area at Fairhaven Lake and Gardens. The approved Capital Programme for 2015/16 includes funding for a scheme for this purpose in the sum of £67k.
2. the letting of the contract for the design and build of a toddlers play area to Playdale Playgrounds in the sum of £66,886.

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)	✓	To Encourage Cohesive Communities (People)	✓
To Promote a Thriving Economy (Prosperity)		To Meet Expectations of our Customers (Performance)	✓

SUMMARY OF PREVIOUS DECISIONS

At the budget Council meeting on 3rd March 2015 a capital scheme to provide a toddlers play area at Fairhaven Lake & Gardens to the value of £67,000 was agreed for inclusion in the 2015/16 Capital Programme.

BACKGROUND

1. Fairhaven Lake and Gardens currently has an existing children's play area adjacent to the summer bowling greens. The current provision is very limited and in poor condition except for the roundabout which was replaced in 2013 with external grant funding. The current facility is not fully inclusive and does not meet the needs of local residents and visitors. It does not have separate zones for toddlers and juniors, and numerous complaints have been received during the last 2 years with regard to the poor condition and lack of young people's play facilities at Fairhaven Lake and Gardens in general.
2. Fairhaven Lake and Gardens is a key public park in Fylde and has borough wide and even regional importance as a place to visit. The current provision of play facilities for young people is not adequate in either condition or provision.

CURRENT SITUATION

3. The restoration Masterplan for the Lake and Gardens (appendix 2) which forms the structure of the funding bid to the Heritage Lottery Fund shows the play facilities for young people split in two key areas. The toddlers play area is shown adjacent to the café and the junior and teen play facilities are located further down the site near the existing skate park.
4. Although the provision of junior and teen play facilities are included in the HLF funding bid, the provision for toddler play is not included and therefore needs to be delivered by alternate funding.
5. A capital bid was prepared and considered by budget Council in March 2015, requesting funding of £67,000 for the construction of a toddlers play area adjacent to the café in Fairhaven Lake and Gardens. The financial breakdown of the bid was based on a similar recent scheme, to provide an accurate project value in the capital bid. The financial breakdown of the proposed scheme is shown later in the report.

SCHEME DETAILS

6. The proposal is to construct a new toddlers play area aimed at children between 2-5 years and will be located adjacent to the café building. This location is cohesive with the HLF restoration masterplan (see attached designs at appendix 3).
7. The new play area will be fenced for safety purposes. There will be a wide range of play equipment that is suitable for children between the ages of 2 and 5 years of age. The facility will be all inclusive, educational and will provide good opportunities for innovative play. The area will be appropriately landscaped which will be sympathetic to the location and will include planting and some ground modelling. The area will also benefit from new entrance features and signage.

Breakdown of Capital bid

Cost Heading	Description	Net Figure (£)
Provision of play equipment	Pod Swing, Vivarea Multiplay (climbing structure), Sand Diggers (2), Single Pyramid (Climbing Rope), Rodeo board (Springer), Aero skate (Skate)	33,837
Installation of play equipment	Install Play equipment suitable to age range:	6,094
Specialist & Furniture	Signs and furniture	3,175
Groundwork's	Site preparation, ground modelling and landscaping	5,250
Surfacing	Safety surfacing under play equipment	11,465
Fencing & Gates	Protective fencing and accesses	7,065
Total Project Costs		£66,886

PROCUREMENT PROCESS & EVALUATION

8. Officers from the Parks & Greenspace Team have led the procurement process. The tender followed the 'medium value quotation' procedure using the CHEST procurement portal.
9. Quotations have been received for the construction of a toddler play area on a design and build basis. The suppliers were given a project value figure of £66,886 and a design brief prepared by the Landscape Design and Development Officer, which provided suppliers with comprehensive details of the essential project requirements.
10. Six completed tenders were received and evaluated on a 60% quality and 40% cost basis.
11. The price evaluation was carried out as follows: the proposals were to be based on a budget of £66,886 including contingencies. 40 marks were awarded for quotations of £66,886. For every £1,000 variance either way 5 points were deducted.
12. The quality evaluation was carried out as follows: quality criteria formed 60% of the total, based on the following quality criteria:
 - Quality of design, creativity and innovation (20 points)
 - Range of equipment and play value (30 points)
 - Education and inclusivity (5 points)
 - Added value (5 points)
13. The quality evaluation was made under the criteria listed below, and the information required from the suppliers was scored on the following basis:

Score	Description
0	The Evaluation Panel felt that none of the requirement was met or demonstrated or no response was provided.
1	The Evaluation panel felt that a few areas (20% or less) of the requirement has been met or demonstrated.
2	The Evaluation panel felt that some areas (between 21% and 59%) of the requirement has been met or demonstrated.
3	The Evaluation panel felt that most of the requirement (60% and above) has been met or demonstrated
4	The Evaluation panel felt that the requirement has been fully met or demonstrated.
5	The Evaluation Panel felt that the supplier had exceeded this requirement.

14. The quality scores are added to the price scores to identify the preferred submission. For example a price of £66,886, would be scored a maximum of 40 points, which would be added to the quality score (maximum 60 points), to give a score out of 100.
15. The result of the tender evaluation exercise is set out below. The evaluation panel comprised of officers from the Parks & Greenspace Team, the Chairman of the Committee and the café tenants.

Company	Price score	Quality of design, and creativity	Range of equipment and play value (30 points)	Education and inclusivity (5 points)	Added value (5 points)	Total Score
Hags SMP	40	8	18	2	3	71
Proludic	32	12	18	3	2	67
Playdale	40	16	24	3	1	84
Wicksteed	40	12	24	4	2	82
Jupiter Play	37	8	6	2	1	54
Eibe Play	40	8	24	4	4	80

16. The evaluation panel considered that the Playdale Playgrounds submission demonstrated a better quality provision in terms of quality of design and range of play equipment. The

quotation figure for the recommended submission is £66,886, including a contingency. The delivery of this project can commence on site in January 2015 and will be completed for March 2016.

FINANCE DETAILS

17. The estimated cost breakdown of the proposed Playdale Playgrounds scheme is as follows:

FAIRHAVEN TODDLER PLAY AREA	
Design Categories as described in the design brief	Net Figure (£)
Range of children's play equipment	29,008.00
Appropriate safety surfacing	22,370.31
Perimeter Fencing and gates	2,954.02
Furniture	4,956.00
Landscaping and storage	645.00
Delivery and installation of equipment	12,310.00
Independent Play Inspection	295.00
Contingency	3,404.80
Discount	-9057.13
TOTAL (Net)	£66,886.00

Method and cost of financing the scheme

18. Funding for a scheme for this purpose is included within the approved Capital Programme for 2015/16 in the sum of £67k.

Future revenue budget impact

19. There are no additional revenue implications to this proposal as the new facility will be inspected, repaired and maintained, by existing staff in the Parks & Greenspace Team, with any materials being funded from existing resources.

Risk assessment

20. A risk assessment has been carried out to identify and mitigate any risks associated with the project which is attached at appendix 1.

Value for money and details of procurement path

21. In order to ensure that value for money is achieved a procurement exercise has been undertaken in accordance with the Council's contract procedure rules. Selection of the successful tenderer will be on the basis that value for money is a key consideration as well as the suitability of the new facility.

Detailed objectives, outputs and outcomes

22. The objectives, outputs and outcomes are to:

- Provide a modern, innovative toddler play facility
- Achieve the ambitions of the local community
- Improved access for all
- Provision of safe facilities for young people
- Place – “High quality vibrant parks and open spaces throughout the borough”
- Place – “To achieve over 80% customer satisfaction with parks and open space by 2016”
- Prosperity – “A vibrant and growing tourist sector”

SUMMARY

23. The proposal is to award the tender to construct a new toddler play facility at Fairhaven Lake and Gardens, as per the agreed tender specification to Playdale Playgrounds to the value of £66,886 for completion before 31st March 2016.

IMPLICATIONS	
Finance	The committee is requested to approve expenditure in respect of the proposed scheme to construct a new toddler’s play area at Fairhaven Lake. Funding for a scheme for this purpose is included within the approved Capital Programme for 2015/16 in the sum of £67k, fully financed from the Capital Investment Reserve.
Legal	None arising from this report.
Community Safety	Provision of modern recreational facilities is important in terms of providing diversionary activities.
Human Rights and Equalities	None arising from this report.
Sustainability and Environmental Impact	None arising from this report.
Health & Safety and Risk Management	The tender includes Health & Safety information which will be developed by the successful contractor prior to starting on site to safeguard the public and contractor personnel.

LEAD AUTHOR	TEL	DATE	DOC ID
Mark Wilde	01253 658475	22.10.2015	

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Restoration of Fairhaven Lake and Gardens – Individual Cabinet Member decision	27.02.2015	Report Decision

Attached documents

1. Committee Risk Assessment
2. Landscape restoration masterplan for Fairhaven Lake and Gardens
3. Proposed toddler play area design

Appendix 1

Committee Risk Assessment Template

Directorate: Development Services		Date of Assessment: 23 rd October 2015		
Section: Parks & Greenspace		Assessment Team: Mark Wilde & Johanna Wood		
Assessment Activity / Area / Type: Construction of a new toddlers play area at Fairhaven Lake & Gardens				
Do the hazards create a business continuity risk? No				
RISK DESCRIPTION	RISK SCORE (Likelihood x Impact)	RISK MITIGATION	RESIDUAL RISK SCORE (Likelihood x Impact)	RISK OWNER / RISK REGISTER
Increased maintenance implication for Fylde Council.	6	There are no additional revenue implications to this proposal as the new facility will be inspected, repaired and maintained, by existing staff in the Parks & Greenspace Team, with any materials being funded from existing resources.	3	Mark Wilde
Failure of contractor to deliver to specification	9	Project management support from in house technical expertise and fixed price contract.	6	Johanna Wood

Possibility of personal injury to the public during the construction period.	8	A pre-contract health and safety plan will be developed by the contractor to ensure the safe operation within the site. Areas of active construction will be fenced off and information provided about safety aspects of the construction site. The contractor will carry five million pounds public liability insurance.	6	Johanna Wood
The provision of a new toddler play area fails to meet community or stakeholder aspirations.	6	Numerous public complaints are received annually with regard to the condition of the play facilities on the site. The café tenant was involved in the assessment of tenders and designs for the work.	3	Johanna Wood
Increased risks to the public as a result of the development.	6	A full risk assessment will be completed before the area is open to the public.	4	Johanna Wood
Project not delivered on time and funding not utilised.	9	Officers work closely with successful contractor to ensure timely start on site.	6	Johanna Wood
Project overspend	9	Project officer to monitor & control costs. Budget contains an element for contingencies.	6	Johanna Wood

Risk Likelihood

6 = Very High

5 = High

4 = Significant

3 = Low

2 = Very Low

1 = Almost impossible

Risk Impact

1= Negligible

2 = Marginal

3 = Critical

4 = Catastrophic

Multiply the likelihood by the impact and if the score is above 12 then mitigating action should be undertaken to reduce the risk. This action should be recorded and monitored in either a directorate or corporate risk register.



Legend

Project Aims

Landscape Features

Existing Tree Planting/Structure Planting; Selected areas & over dominate species to be cleared to open up views to the Lake and the Estuary.

Proposed Tree / shrub planting; As per Mawson's implemented design and strategy

Grassland Areas

Amenity Grass Areas

Picnic Areas

Car Parking Areas; Existing Car Parks to be altered to accommodate the 5.0 meter wide 'Outer promenade' coastal path, to improve the main entrances and to improve the visual connection between the Lake, Granny's Bay and the Estuary.

Restored Japanese Garden; The nationally significant Garden shall be restored in accordance with Mawson's originally implemented design. This will involve reforming the lake, stepping stones, footpaths, bridges and plantings.

Proposed Shelter / Outlook / Interpretation Point; To be strategically located on the Outer Promenade, themed to reflect the historical and context of Fairhaven; It shall form part of the Coastal Defence works and shall be complimented by stepped access to the foreshore.

Outer Promenade; 5.0m minimum width, segregated cycle way/Footpath; which shall form the Lancashire Coastal Way and National Cycle Route 62.

Play and Leisure Activities

New 'Toddler' Play Area

New 'Adventure' Play Area; to provide a play facility for toddlers, junior and senior.

'Trim Trail'; The Trail will be integrated with the circular lakeside footpath network, fitness exercise stations to be strategically placed along the footpath.

Tennis Courts; Carry out improvements to the grass and all-weather tennis courts, to comply with the Lawn Tennis Association 'Bescon' standards.

Bowling Greens; Shall be retained and upgraded to improve quality of the greens and improvements to footpaths and seating areas.

Sail, Rowing and Motor Boats; Works to be carried out to the lake edge to improve and enhance this facility.

Architecture and Services

Buildings requiring HLF Funding

PAGODA / RSPB Discovery Centre (ORIGINAL BOATHOUSE); Restored to enhance the original architectural features, both internally and externally. The aim is to use as a 'Welcome Centre' which introduces the heritage, natural environment and visitor attractions of the park and wider area including the nationally important estuary and coast.

PAVILION CAFE; Existing cafe forms a focal point to the Lakeside. Restoration and enhancement to the original architectural form and character, whilst balancing the function. This shall recreate the strong identity as the 'Clubhouse Cafe' which reinforces the buildings historically important golf course origins.

Buildings (or part buildings) which form part of the HLF scheme but not HLF funded

BOATHOUSE; The Boathouse will be refurbished and restored to incorporate improved facilities for sailing including changing rooms, toilets and storage. In addition it will include a classroom space which will be used to promote both water based learning programmes for schools and community groups. This will include the RSPB's Living Classroom project and learning to sail training courses.

SAILING FACILITIES; The existing building is to be restored and improvements carried out to upgrade the facility to accommodate a secure workshop, storage area and education area specific to sailing, sail boats, motor boats and rowing boats.

Buildings (or part buildings) which do not form part of the HLF scheme and are separately funded

BOWLS PAVILION; To retain, restore and enhance the architecture and function architectural. The Pavilion will continue to be used as the bowling club.

TENNIS PAVILION; To retain, restore and enhance the architecture and function architectural. The Pavilion will continue to be used as the tennis club.

SAILING FACILITIES AND BOATHOUSE

Objectives

1

Repair and restoration of 'Fairhaven Lake and Gardens' as designed by Thomas Mawson & Sons, providing interpretation of its history, aesthetic & architectural interest, much of which was previously unknown.

2

To protect, enhance, conserve and promote the **natural and semi-natural habitats/environment** within the Fairhaven Lake environs and the Ribble Estuary.

3

To protect, restore and recreate the **historical heritage of the Lake and Gardens**, embracing Thomas Mawson's original design aspirations.

4

To improve and enhance the **connectivity of the pedestrian and vehicular** access and circulation, to enable access for all and to open up new pathways around the Lakeside.

5

To improve and introduce new **leisure, play, recreation, the RSPB Discovery Centre** and other educational opportunities.

6

To improve and enhance the **overall public realm** of the Lake, Gardens, and Coastal Waterfront.

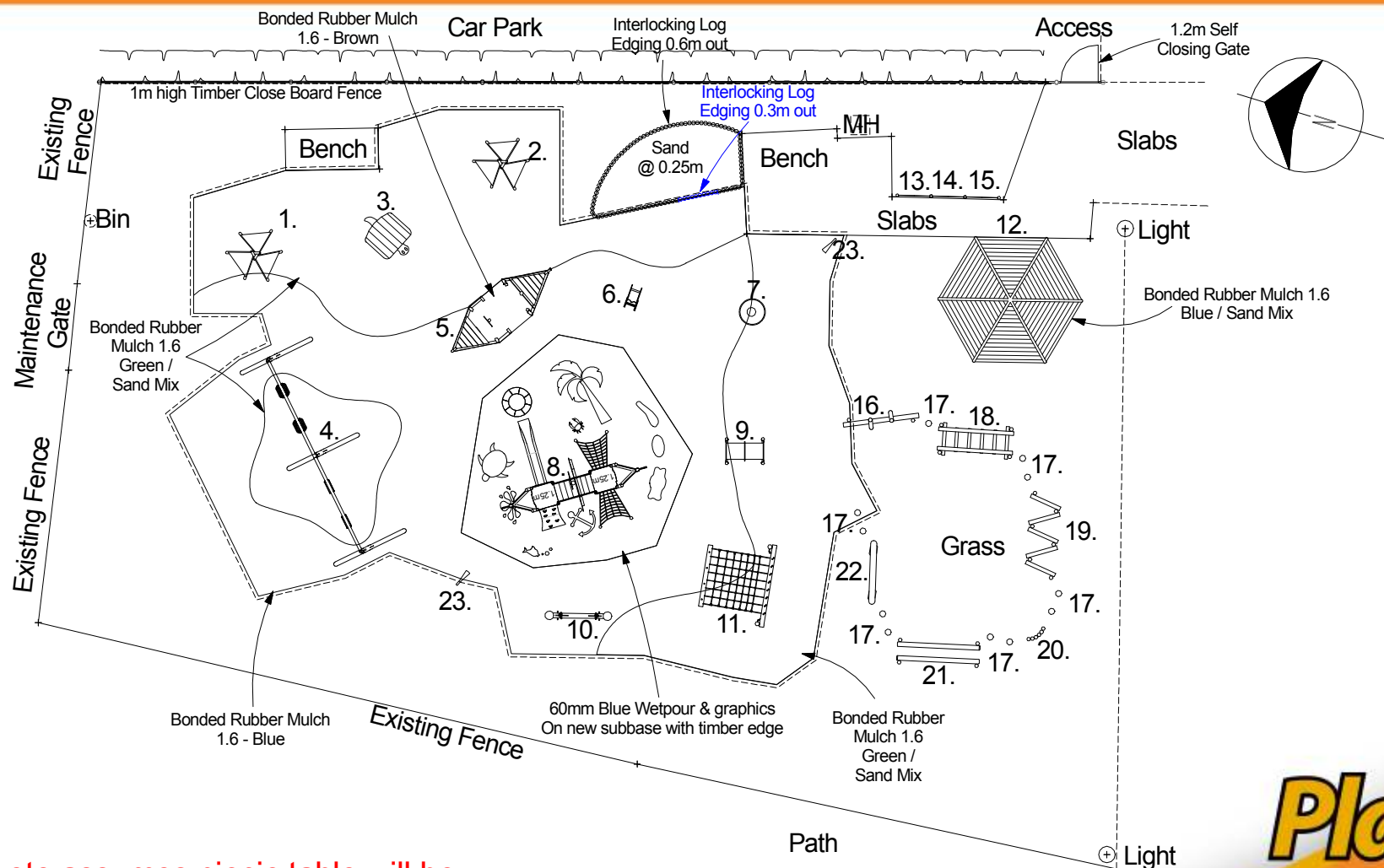
7

To create a sustainable community asset which is attractive visitors.

8

To engage and empower the local community groups to become actively involved in the development, the management and maintenance of 'Fairhaven Lake and Gardens'.





NB - Quote assumes picnic table will be removed by others prior to installation





1 2 WIGWAM
Roleplay



3 TURTLE DRUM

8 Little Hamlets+
PLAY GALLEON

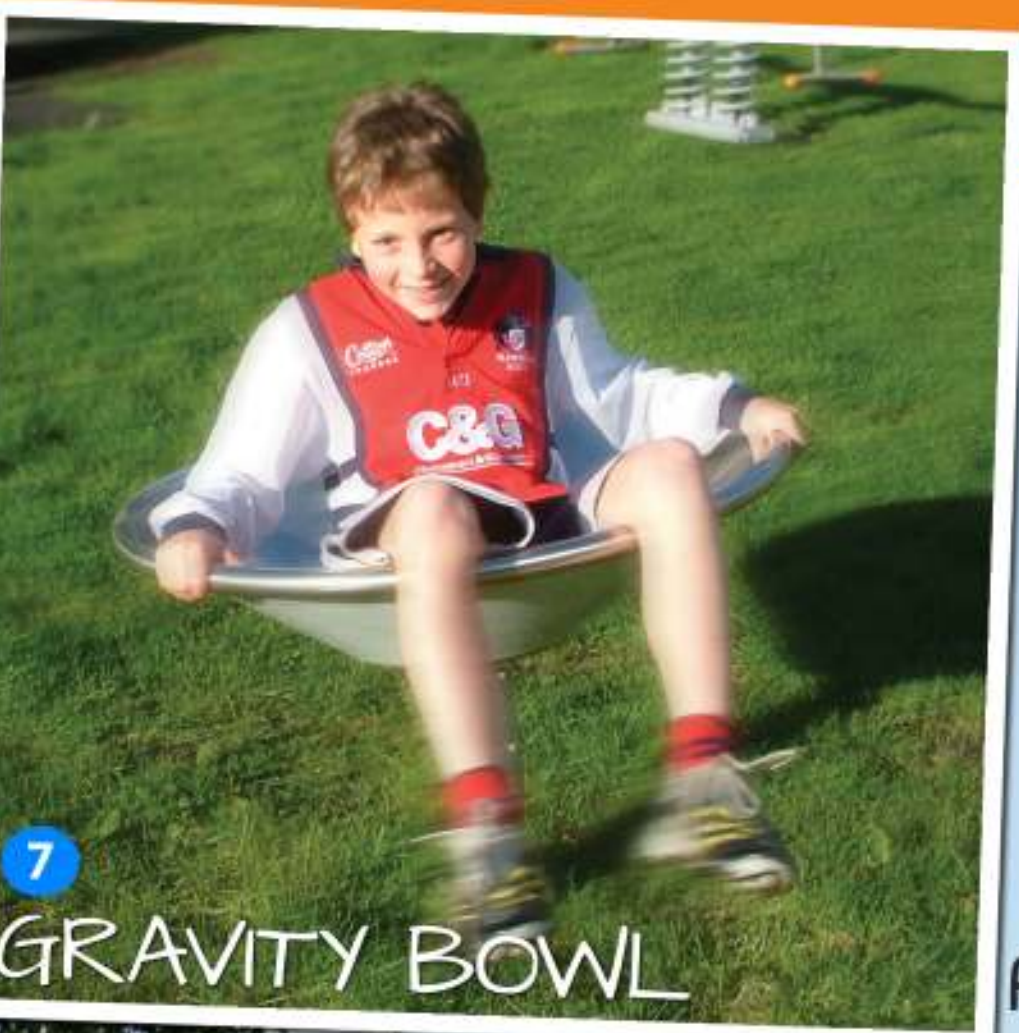
4 2-BAY JUNIOR & CRADLE SWING



5 PLAY SHIP



6 SPRING WHALE



7 GRAVITY BOWL

15 PINBALL PANEL

NOUGHTS & CROSS PANEL

14

13 BALL MAZE PANEL

Adventure Trail



16 INCLINED TWINE



17 LOG WALKS



18 CLATTER BRIDGE



19 ZIG ZAG STEPPER



20 JOINED LOGS X6



21 CROSS BEAMS

9 CRAWL TUNNEL



11 SCRAMBLE NET



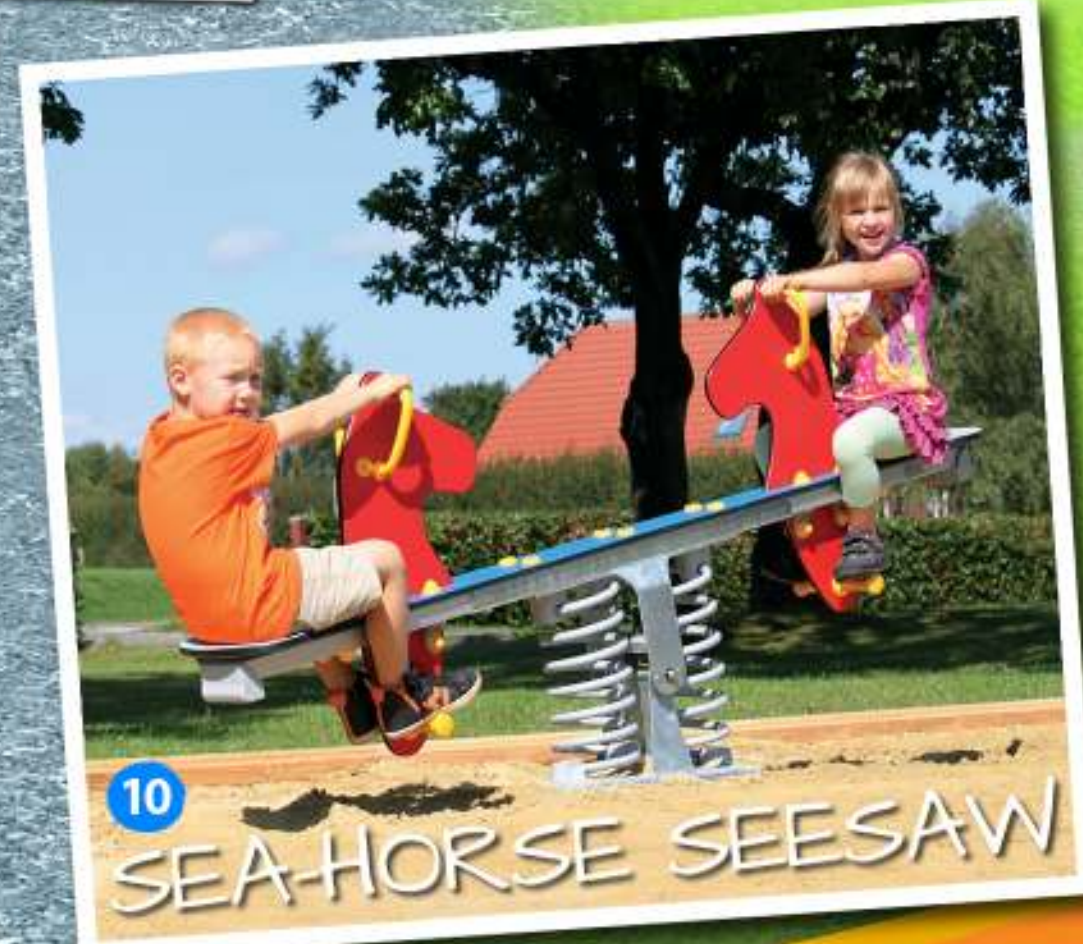
22 WOBBLE BOARD



12 OUTDOOR CLASSROOMS SHELTER 2



23 LOUDSPEAKER



10 SEA HORSE SEESAW

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Playgrounds

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All plans are to scale unless otherwise stated. Artists impressions are provided as a visual only and may not accurately represent the layout of the finished site. All plans, quotations and correspondence between Playdale and the addressee are to remain strictly confidential between those parties only. Playdale reserve the right to make modification in design and specification.

DECISION ITEM



REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	TOURISM AND LEISURE COMMITTEE	12 NOVEMBER 2015	7

BUDGET SETTING – CONSIDERATION OF REVENUE BID

PUBLIC ITEM

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

SUMMARY

At the March 2016 Budget Council meeting Members will be requested to approve a revenue budget for 2016/17. That budget must include sufficient resources both for existing activities and for any new areas of expenditure that have been recommended by the Finance and Democracy Committee, following earlier consideration by the appropriate programme committee i.e. items of revenue growth.

The consideration of revenue growth items is a key component of the budget-setting process and contributes to the longer-term management of the Council's resources in an efficient and effective manner. This report requests that Members provide that consideration in respect of the revenue bids for 2016/17 which fall within the terms of reference of this Committee.

RECOMMENDATION

The Committee is requested:

1. To consider and provide any feedback or comments on the revenue growth bid relevant to this Committee's terms of reference as shown at Appendix A to this report.

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)	√	To Encourage Cohesive Communities (People)	√
To Promote a Thriving Economy (Prosperity)	√	To Meet Expectations of our Customers (Performance)	√

SUMMARY OF PREVIOUS DECISIONS

The revenue growth bids that are relevant to the terms of reference of each Programme Committee are considered each year by that Committee as part of the annual budget-setting process.

REPORT

1. The role of the Council's Programme Committees in the consideration of revenue growth bids is described within the Timetable for Developing Budget Proposals 2016/17 report which was approved by the Finance and Democracy Committee at the meeting of 28th September 2015. This provides the members of the programme committee with the opportunity to discuss all revenue growth bids and to indicate their support or otherwise for each bid.
2. Once revenue growth bids have been considered by the appropriate programme committee, the Budget Working Group will review the outcome of the deliberations of programme committees and will make recommendations to the Finance and Democracy Committee via an updated Medium Term Financial Strategy (MTFS) report on a proposed budget package which will include any revenue budget proposals.

IMPLICATIONS	
Finance	The consideration of revenue growth bids for inclusion or otherwise within the Council's approved Revenue Budget is a key component of the budget-setting process. This report requests that Members provide that consideration in respect of the revenue growth bids for 2016/17 which fall within the remit of this Committee.
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	TEL	DATE	DOC ID
Paul O'Donoghue Chief Financial Officer	01253 658566	November 2015	

LIST OF BACKGROUND PAPERS		
Finance and Democracy Committee - Timetable for Developing Budget Proposals 2016/17	28 th September 2015	www.Fylde.gov.uk

Attached documents

Appendix A – Revenue Growth Bids for Consideration:

1. Arts Development Officer

FBC – Revenue Growth Bid 2016/17

Prepared by/Bid Originator – **Darren Bell**



Scheme Title: Arts Development Officer

Description of Scheme:

Background

Starting in September 2013 the Community Focus Scrutiny Committee undertook a review of the Councils Arts Service particularly focussing on the Councils Art Collection.

Following a long and detailed review of the Councils Art Collection, several recommendations were made.

At the Community Focus Scrutiny Committee of 4th December 2014 committee resolved –

1.5 To explore the feasibility/options available to appoint a part time dedicated Arts Development Officer who would be responsible for management of the Arts Collection as part of a wider arts development role and to secure external funding for projects at a level, which exceeds the cost of the post.

Cabinet on 14th January 2015 resolved -

1. To note the progress made with the recommendations

2. To involve the appointed Arts Service Task and Finish group at key stages in the process.

In reaching its decision, Cabinet considered the details set out in the report before it and at the meeting and RESOLVED to approve the recommendations made by the Community Focus Scrutiny Committee at its meeting held on 4 December 2014.

In addition, the interest and recognition within the community of what the Arts and Creative Industries can bring to people's everyday lives and Local Business's. With the creation of the Lytham Arts Partnership who initially established within Lytham to pull together all the events and create the Lytham Festival who are, now looking to develop a wider, remit across the whole of the Fylde Coast. The establishment of St Anne's music and arts festival and numerous arts council funded projects. The Councils ambition to deliver a joined up coastal strategy including replacement sea defences, its support for Lowther Pavilion, Lytham Hall and engagement with rural arts and craft businesses and communities all support the creation of a full time role.

Detailed Proposal

Following this recommendation and in consultation with Lancashire County Councils Arts Development manager two options have been developed –

Option One

The engagement of a part time arts development officer to solely manage and maintain the Lytham St Anne's Art Collection. The main duties and responsibilities of this post are as follows –

- Act as lead officer and manage the collection on a day-to-day basis.
- Chair and administer the Arts Working Group.
- Develop and deliver an Arts Development Policy.
- Oversee the management of the Haven Road Gallery including assisting the Arts Working group to stage up to 7 exhibitions per year.
- Actively market and promote the collection.
- Increase public appreciation and access to the collection.
- Further develop the restoration and preservation of the collection.
- Secure external funding to restore, further develop and exhibit the collection to a wide range of audiences.

The capacity of a part time post would enable the proactive management of the Lytham St Anne's Art Collection, it would be very difficult for the post holder to deliver a wider art function across the borough and secure external

funding however arts funding opportunities around the collection are limited to small bids to restore specific pieces, increase appreciation of the collection and deliver specific programmes aimed at certain audiences.

Option Two

The engagement of a full time Arts Development Officer would enable the post holder to take on a wider role in terms of the arts and creative industry offer across the Borough.

The main duties and responsibilities could be-

- Develop partnerships across Fylde to ensure a co-ordinated approach to sustaining and growing the arts infrastructure and artistic developments within the borough.
- Develop communication plans with partners to maximise the impact made by joint arts initiatives and demonstrate the contribution they make to wider arts and cultural planning.
- Identify and develop opportunities for commissioning creative activities and plan the councils approach to these.
- Oversee the management and delivery of commissioned arts activities, including the management of external posts such as freelance project managers, consultants and organisations on key initiatives as requested.
- Act as the lead officer for developing Art and Creative projects for development purposes, grant applications, commissions and project delivery.
- Provide advice and information to a range of organisations on the development of creative projects, including applications for grant aid.
- Investigate and raise new sources of funding for Fylde-led and partnership projects, where appropriate, and ensure effective reporting structures are in place for externally funded projects.
- Advise on, assess and produce appropriate correspondence and reports including committee reports, artist and projects briefs and contracts.
- Represent Fylde Council at external meetings as required, including chairing the Arts Working Group, Borough wide Arts Forums as well as regional and national Arts bodies.
- Work closely in liaison with the council's partners in managing and developing arts and creative projects.
- Promote equality of opportunity and valuing diversity within the service;
- To assist with the delivery of major events.

The creation of a full time permanent role would enable the post holder to deliver a wider remit with the opportunity to secure external funding across a number of facilities and schemes across the borough. Due to the current economic crisis external funding is getting harder to secure, the post holder will be able to work with partners, develop projects and secure external funding however, it is unlikely that the post could be underwritten by external funding.

Outputs (i.e. details of what the investment will specifically deliver):

Option One

- Proactive management of the Councils art collection
- Increase public access to the collection
- Improve the condition and content of the collection
- Secure external funding to restore, further develop and exhibit the collection

Option Two

- All of option one plus...
- Deliver wider Arts and Creative Industry Offer across the Borough
- Assist with event delivery
- Work with the Lytham Arts Partnership to develop a delivery mechanism to support the Arts and Creative Industries
- Work with partners like Lytham Hall and Lowther Pavilion to develop and sustain the Heritage and Leisure and Tourism assets and to assist with the delivery of the Coastal Strategy
- Arts input to public realm schemes like replacement hard sea defences.
- Secure external funding from organisation like Arts Council, Coastal Communities fund.
- Work to support, develop and sustain the artists within the Borough

Outcomes (i.e. details of the broader benefits achieved by the investment, for example community or environmental benefit, health and safety compliance, or statutory obligations):

Option 1

Community Benefits it will enable the Lytham St Anne's Art Collection to be more available for the community to enjoy appreciate and become involved with. Will ensure that the collection is preserved and available for future generations.

Option 2

Environmental Benefits it will enable public art to be included within public realm schemes across the borough and will enable public art opportunities to be included within the replacement sea defence scheme.

Community Benefits wider art and creative industries offer will enhance peoples everyday lives in terms of creating a more vibrant environment for residents and tourists through public art, arts festivals and events and it will allow the community to become more involved with arts projects.

Economy it will improve the local economy through attracting additional visitors to the area and it will assist the sustainability and regeneration of the heritage, tourism and leisure assets across the borough.

Contribution to corporate objectives (i.e. how does the project achieve or help deliver priorities within the corporate plan):

Place - New coastal defences that protect communities and provide an improved public realm/recreational Resource.

People - Strong partnership working with other service providers across the community.
- Active community, volunteer and friends groups throughout the borough.

Prosperity - Vibrant urban and rural communities that offer diverse employment opportunities
- Effective public and private partnership working across the Fylde Coast
- A vibrant and growing tourism sector

Performance - Value for money achieved from quality service delivery
- High levels of satisfaction with the Council's performance

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £ Nil

Annual additional Revenue costs arising from the bid (£000's): £
£

Value and phasing of bid: Option 1 £15,000 per annum ongoing revenue commitment
Option 2 £31,000 per annum ongoing revenue commitment

Option 1 – Part time Arts Development Officer (18.5 hours per week)				
2016/17	2017/18	2018/19	2019/20	2020/21 Onwards
£14,497	£14,652	£14,810	£14,970	£14,970 plus annual pay award for 2020/21 onwards & any employer's NI & Superannuation payment increases
Option 2 – Full time Arts Development Officer (37 hours per week)				
2016/17	2017/18	2018/19	2019/20	2020/21 Onwards
£30,106	£30,418	£30,733	£31,051	£31,051 plus annual pay award for 2020/21 onwards & any employer's NI & Superannuation payment increases
Estimated timescales for the bid:				
Start Date April 2016			Completion Date Ongoing revenue Commitment	

DECISION ITEM



REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	TOURISM AND LEISURE COMMITTEE	12 NOVEMBER 2015	8

BUDGET SETTING – PRIORITISATION OF CAPITAL BIDS

PUBLIC ITEM

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

SUMMARY

The Council has a duty to manage its assets and capital resources in order to best deliver its objectives as set out in the Corporate Plan.

The consideration of capital bids for inclusion or otherwise within the Council's approved Capital Programme is a key component of the budget-setting process and contributes to the longer-term management of the Council's resources in an efficient and effective manner. This report requests that Members provide that consideration and prioritisation process in respect of the capitals bids for 2016/17 which fall within the terms of reference of this Committee.

RECOMMENDATION

The Committee is requested :

1. To consider and provide any feedback or comments on each of the capital bids relevant to this Committee's terms of reference as shown at Appendix A to this report; and
2. To provide a prioritised list of bids supported by the Committee for further consideration by the Budget Working Group.

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)	√	To Encourage Cohesive Communities (People)	√
To Promote a Thriving Economy (Prosperity)	√	To Meet Expectations of our Customers (Performance)	√

SUMMARY OF PREVIOUS DECISIONS

The capital bids that are relevant to the terms of reference of this Committee are considered and prioritised each year as part of the annual budget-setting process. There have been no previous decisions in respect of these capital bids.

REPORT

1. The Council has a duty to manage its assets and capital resources in order to best deliver its objectives as set out in the Corporate Plan.
2. The prioritisation of capital investment according to a well-defined and rational approach is especially important in helping to prioritise resources when the demand for such resources exceeds the total of the resources available. This process is defined within the Council's Capital Strategy, the latest revision of which was approved by Council on 12th October 2015.
3. A key element of the prioritisation process, as described within the Capital Strategy, is the consideration of capital bids by the Council's Programme Committees. The capital bids for 2016/17 received to date which fall within the terms of reference of this committee are shown at Appendix A to this report. The Committee is requested to consider and prioritise the capital bids relevant to this Committee's terms of reference.
4. The role of the Council's Programme Committees in the consideration and prioritisation of capital bids is also referenced within the Timetable for Developing Budget Proposals 2016/17 report which was approved by the Finance and Democracy Committee at the meeting of 28th September 2015.
5. Once capital bids have been prioritised by each programme committees, the Budget Working Group will review the outcome of the deliberations of programme committees and will make recommendations to the Finance and Democracy Committee via an updated Medium Term Financial Strategy (MTFS) report on a proposed budget package which will include capital budget proposals.

IMPLICATIONS	
Finance	The consideration of capital bids for inclusion or otherwise within the Council's approved Capital Programme is a key component of the proper financial management of the Council's resources. This report requests that Members provide that consideration and prioritisation process in respect of the capitals bids for 2016/17 which fall within the remit of this Committee.
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	TEL	DATE	DOC ID
Management Team		Nov 2015	

LIST OF BACKGROUND PAPERS		
Council Report - Approved Capital Strategy	12 th October 2015	www.Fylde.gov.uk
Finance and Democracy Committee - Timetable for Developing Budget Proposals 2016/17	28 th September 2015	www.Fylde.gov.uk

Attached documents

Capital Bids for Consideration and Prioritisation:

1. Water Play Area – Promenade Gardens
2. Hope Street Footways
3. Warton Recreation Area

FBC – Capital Bid 2016/17

Prepared by/Bid Originator – **Mark Wilde****Scheme Title: Construction of a new water play area, Promenade Gardens****Description of Scheme:**

Located within the Grade II listed Promenade Gardens is the Amphitheatre Paddling pool which was built in 1935. The paddling pool has historically proved to be very popular with local residents and visitors to the borough. However, during the last few years, the infrastructure of the paddling pool has deteriorated and is now losing water and is starting to look untidy. It is now seldom filled with water and used as a paddling pool, as user health and safety cannot be guaranteed.

The amphitheatre suffers from a degree of isolation from the rest of the gardens due to dense mature planting, which now sits in areas of built up sand. This facility used to be one of the major tourist attractions within the Promenade Gardens complex and therefore requires investment to regenerate it into a modern water play facility. The Promenade Gardens already benefits from a formal paddling pool adjacent to the 'Bandstand', but this new facility would bring additional and innovative play value to the Gardens.

The project involves the creation of an interactive water play area e.g. water jet plaza with ornamental features (including lighting) and a variety of interactive play facilities performing a range of play functions (Visual concepts are attached). The area will have an anti-slip surface, and be self-draining, therefore not holding standing water. It will be accessible by all, which will mean alterations to the structure of the pool, to allow access. The equipment will be modern, safe and colourful and provide a range of play activities for children of all ages.

The facility will include a water management system, drainage and electricity supply. It will also benefit from an improved opening of the southern access into amphitheatre space. The Parks & Greenspace Team will reduce the height of vegetation to improve visibility and reduce enclosure to discourage inappropriate night time use and reduce vandalism. The team will also undertake some landscape improvements.

The potential cost of the project is around £200,000, but it is proposed to use £55,000 of S106 monies and to prepare and submit external funding bids to Lancashire Environment Fund and Veolia for a further £45,000. This Capital Bid is for 50% of the overall project cost £100,000 in 2017/18.

There are additional revenue costs for water consumption, electricity and chemicals which are estimated at between £12,000 and £16,000 per annum. Further refinement of these costs would be established as the project is worked up.

A detailed breakdown of the funding strategy is detailed below –

Capital cost plan:

Cost Heading	Description	Total £
New water play equipment		£50,000
Water Management System	Recirculation System	£70,000
Infrastructure improvements and modifications		£20,000
Bitmacing and anti-slip surfacing		£40,000
Landscaping		0
Contingency	c11%	£20,000
Total		£200,000

Outputs (i.e. details of what the investment will specifically deliver):

- New all-inclusive water play area
- New visitor attraction to St. Anne's
- Reseal and waterproof the base of the paddling pool
- Repairs to infrastructure
- Installation of a new sump, drainage, water management system and electricity supply
- Introduction of water jets, play structures and lighting
- Landscape improvements

Outcomes (i.e. details of the broader benefits achieved by the investment, for example community or environmental benefit, health and safety compliance, or statutory obligations):

- Enable residents and visitors to the borough to enjoy a new visitor attraction to the Promenade Gardens
- Increase usage of the Promenade Gardens
- Reduce anti-social behaviour and vandalism
- Assist to regenerate this area of the Promenade Gardens
- Assist in sustaining Green Flag status for the site
- Provision of safe facilities for young people

Contribution to corporate objectives (i.e. how does the project achieve or help deliver priorities within the corporate plan):

- Place – “High quality vibrant parks and open spaces throughout the borough”
- Place – “To achieve over 80% customer satisfaction with parks and open space by 2016”
- Place - “To achieve 100% success in Green Flag applications
- Prosperity – “A vibrant and growing tourist sector”

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £100,000

Annual **additional Revenue costs** arising from the bid (£000's): for water consumption, electricity and chemicals estimated between £12,000 and £16,000 per annum

Value and phasing of bid:				
2016/17	2017/18	2018/19	2019/20	Additional capital investment required (i.e. the value of the bid)
£000	£100,000	£000	£000	
Existing resources in the Capital Programme relating to this scheme:				
2016/17	2017/18	2018/19	2019/20	Existing capital resources in the approved Capital Programme
£000	£000	£000	£000	
Estimated timescales for the bid:				
Start Date : July 2017			Completion Date: September 2017	

Project Risks (outline any risks to delivery of the project and how these will be mitigated)		
Risk	Impact	Mitigating Action
➤ Disturbance to customers whilst work is undertaken.	Low Impact	Contractor to work with Park staff to ensure customers and visitors are kept fully informed.
➤ Disturbance to Promenade businesses.	Medium Impact	Contractor will work with partners to ensure there is minimal disruption to businesses and outside of the school holidays.
➤ Poor weather conditions.	Medium Impact	Undertake the works during periods of dry weather.

FBC – Capital Bid 2016/17

Prepared by/Bid Originator -

**Scheme Title: Hope Street Park Footways****Description of Scheme:**

Resurfacing of paths in Hope Street Park.

Detail: The proposal is to resurface 1,071m² of footway to Hope Street Park.

The footways will be resurfaced with a durable materials which will remove trip hazards and provide safe and even surfaces capable of access for all.

The deteriorating condition of the Council owned footway is currently a major health and safety risk to the public, resulting in numerous complaints, and potential injury claims. The footway is also unsightly, these being major community facilities and attractions in the Borough.

In specifying this scheme Officers have surveyed the site and considered different surfacing techniques and considers the traditional asphalt binder/wearing course treatment to be the preferred solution.

Supervision of the contract will be undertaken by the Technical Services team.

A detailed breakdown of the funding strategy is detailed below -

Capital cost plan:

Cost Heading	Description	Total £
Planing off and new wearing course applied	Material and labour costs	£22,330
Contingency 3%	Works are low risk and contingency is for unforeseen circumstances	£670
Total Project Costs	Total cost of works	£23,000

Outputs (i.e. details of what the investment will specifically deliver):

The proposal is to resurface 1,071m² of footway at Hope street Park. This involves planing off the existing surface and applying a 35mm layer of nominal 6mm size aggregate rolled asphalt coloured black.

Outcomes (i.e. details of the broader benefits achieved by the investment, for example community or environmental benefit, health and safety compliance, or statutory obligations):

- Safe footways for community use.
- Reduced risk of insurance claims.
- Improved quality of landscape in the park.

Contribution to corporate objectives (i.e. how does the project achieve or help deliver priorities within the corporate plan):

- Place – enhancement of built & natural environment
- Performance – meeting expectations of our customers

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £ 23,000

Annual additional Revenue costs arising from the bid (£000's): £ NONE

OR

Future Annual Revenue Savings achievable as a result of the bid: (£000's): £ NONE

Please provide any further details of revenue savings below:

Value and phasing of bid:

2016/17	2017/18	2018/19	2019/20	Additional capital investment required (i.e. the value of the bid)
£23,000	£000	£000	£000	

Existing resources in the Capital Programme relating to this scheme:

2016/17	2017/18	2018/19	2019/20	Existing capital resources in the approved Capital Programme
£000	£000	£000	£000	

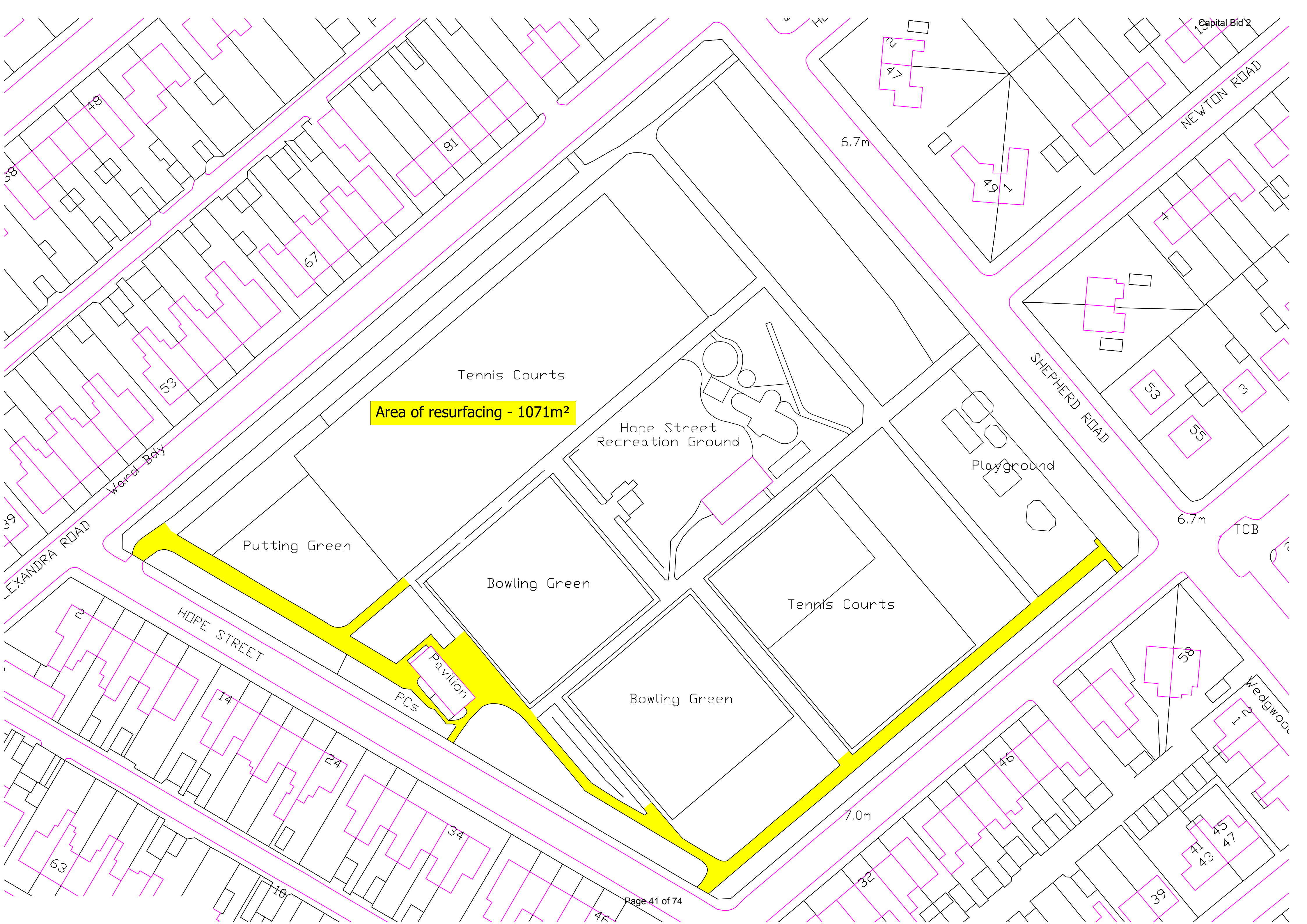
Estimated timescales for the bid:

Start Date April 2016	Completion Date May 2016
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Project Risks (outline any risks to delivery of the project and how these will be mitigated)		
Risk	Impact	Mitigating Action
➤ Disturbance to Park users whilst work is undertaken.	Low Impact	Contractor to work with Friends of Hope Street Park to ensure Park users are kept fully informed.
➤ Disturbance to bowlers and Pavilion users	Medium Impact	Contractor will work with partners to ensure there is minimal disruption to activities.
➤ Poor weather conditions.	Medium Impact	Undertake the works during the driest part of the year.







Area of resurfacing - 1071m²

APPENDIX 3**REQUEST FOR CAPITAL GRANT: WARTON RECREATION AREA, BRIDGES PLAYING FIELD****OVERVIEW OF REQUEST**

The borough council has received a request from Bryning with Warton Parish Council for a capital grant towards the cost of refurbishment of the recreation area at Bridges Playing Field, Warton. The Clerk to the parish council has submitted supporting information which is attached to this report.

- Letter from the Clerk dated 16th August giving an overview of the project
- Bridges Playing Fields and Blackburn Pavilion, Canberra Way, Warton – supporting information (4pages)
- Overall plan of recreation ground refurbishment prepared by the parish council
- Plan of Bridges playground refurbishment prepared by Proludic
- Letter from Proludic to the parish council dated 11th August with a quote for the sports and fitness teen area
- A quote from Proludic dated 18th September 2015 for the remainder of the play area equipment/surfacing
- Photos of proposed teen play area
- Local Councils Annual return 31st March 2015 - Audited Accounts
- Quarterly Summary of Accounts 30th September, 2015
- Monthly Expenditure Budget sheet 2015/16 September

SCHEME COSTINGS

The total refurbishment proposals are in the region of £300,000 split into 3 phases:

Phase One –Children’s playground –	Cost estimate £92,114
Phase Two –MUGA & exterior use exercise equipment –	Cost estimate £102,357
Phase Three - Paths parking and landscaping	Cost estimate £100,000

The parish council has pledged to contribute £18,261.89 toward the scheme.

FUNDING REQUESTED FROM FBC

The request for assistance from the borough council has two elements:

- A capital grant of £50,000 from the borough council towards phase 1
- Advance payment of £50,000 from the receipt of a s.106 payment due to be made by the developer of Riversleigh Farm towards the improvement of Bridges Playing Field.

ISSUES FOR CONSIDERATION

For committee to assess the above requests the following should be considered:

1. Bridges Playing Field is not an asset owned by the borough council and so any support would be by way of a capital grant to the parish council who are the owners of the asset.
2. Council on 12th October 2015 agreed an updated [Capital Strategy](#) which is a high level summary of the Council’s approach to the delivery of the priorities and objectives of the

council as defined in the Corporate Plan through capital investment in services and assets. The strategy priorities investment in Council owned assets which support the delivery of Council services or priorities.

3. The s.106 agreement with the developer of Riversleigh Farm includes a total contribution of £83k to public open space and must be spent on Bridges Playing Fields. The £83k is payable in full on the completion of the 55th dwelling. Using delivery rates set out in the SHLAA¹, it is estimated that the 55th dwelling would be delivered around late summer 2017. Delivery may be faster or slower than that which has been assumed for in the SHLAA and there is a risk that development may stall before the 55th dwelling is built (55 is 2/3rds of the development of 83 properties).
4. The council has never previously released or paid over monies in advance of receipt of payment of a s.106 by a developer. There is a risk that a trigger point may not be reached or the developer defaults on payment which would leave the council suffering the financial loss. In addition if the council were to make the advance payment of s.106 monies it would need to fund this in the interim pending receipt of the developer contribution.

PARKS DEVELOPMENT

FBC Parks Development Officers have been previously in detailed discussions with the parish council over their ambitions to refurbish the recreation ground.

There is a 10 stage process for the parks improvement programme, which follows a logical process:

1. Set up a supporters group (Friends group with a constitution)
2. Apply to LCC for support officer from the Environmental Projects Team to assist with:
 - Comprehensive consultation exercises
 - External funding grant assistance
3. Initial consultation with group, local residents and users to produce a design brief based on community need
4. Produce 3 concept drawings based on the design brief
5. Consult / agree / produce final Masterplan
6. Cost the project up in sections (Bill of Quantities and specifications)
7. Prepare funding strategy
8. Tender and evaluation (with community)
9. Project Management
10. Open Event / Future use /Maintenance

CONCLUSION

If members decide to prioritise this request for a grant it is recommended that this be made conditional upon the parish council working with the Parks Development team to follow the above process.

There are risks associated with the advance payment of s.106 monies as outlined above.

Any increased maintenance costs would be borne by the parish council as the owner of the recreation area.

¹ SHLAA – Strategic Housing Land Availability Assessment



Bryning-with-Warton

Parish Council

Mr Anthony Wood

10 Lea Road, Lea, Preston, Lancashire. PR2 1TN

Tel: 07710392767

Email: council@warton.idps.co.uk

**Alan OLDFIELD
Chief Executive
Fylde Borough Council
The Town Hall,
St Annes Road West,
Lytham St Annes,
Lancashire,
FY8 1LW**

16th August, 2015

Dear Mr Oldfield

I am writing on behalf of the Parish Council concerning Bridges Playing Fields, Canberraway, Warton. The Parish Council request consideration by the Borough Council of a £50,000 donation toward the refurbishment of the site due to the significant importance the grounds have both as a sports ground and community recreational facility within the Borough.

The land was purchased by the Parish Council many years ago with monies gifted by the 'Bridges' family and has been the only recreational and sports grounds facilities available to the community within Bryning with Warton since. Obviously the Parish council has invested over the years in both the areas of sport and recreational use of the facility for communal use by provision of playground equipment, small skate board area of ramps/jumps etc., Multi Use Games Area and the replacement Pavilion building for the old wooden cricket pavilion. For sporting activities the site has two football pitches, a cricket square and the M.U.G.A.

The Blackburn Pavilion, built over seven years ago, has, in addition to separate team and official changing rooms, pitch viewing galley, a fully fitted kitchen, toilets and meeting/social room, where the Parish Council have their committee meetings. It was originally funded by a loan from the local authority loan scheme at the Borough Council but subsequently the account was settled from a donation by the Blackburn Trust for the full cost of the building project. There has since been additional associated expenditure, over and above, normal

site running costs such as CCTV and electric steel shutters, particularly because of its marginal overlooked location and limited access via Canberraway. The main designated football pitch required improved, and specific, additional drainage which was provided in August 2011 at a cost of £7,800. The Parish Council has not been complacent or neglectful in trying to progress its sports and community merits. In addition to regular seasonal cricket hire by Gt Eccleston Cricket Club, the Warton Typhoons junior teams play and train regularly at the site. A Sunday league team have also recently commenced hire hopefully with the intention of making it their home ground if it proves successful. The grounds have been successfully used for community projects, particularly football skills training, in summer by both the YMCA and AFC Fylde community projects team. It is hoped to take the site to the next level and improve the ambiance as a recreational park as well as sports and play area. This will entail planting, landscaping, benches and a pathway to facilitate cycles as well.

The playground equipment facilities at the ground, what little is left, is now jaded and worn with time being described as dismal and a constant source of complaint both to the Parish and Borough Council. Compared with others it was only ever minimally supplied with the basics. Unfortunately the slide was condemned and dismantled three years ago. There is a desperate need to revitalise the play facilities on site. The advantages and benefits to the community are obvious but initial costs prohibitive to smaller Parish Councils without support and funding assistance. It has to be recognised that many families cannot or do not want to frequently travel the distances by car to the larger towns where far better facilities are available, to allow their children a couple of hours play.

There is now significant growth, both currently and planned for the future, within the Parish, as currently accepted is promoted in excess of thirty three percent. This growth is and has been vigorously supported and progressed by the Borough both in the former proposed draft and pending revised draft 'local plan' and residential developments based on the sustainability of housing created by the Enterprise Zone and economic predictions for the area. There is obviously a strong need to capitalise on 'Bridges' site to truly justify sustainability issues of such and that of any further growth as clearly there are no alternative centrally located areas to compete in size or could avail the existing advantages.

With this in mind the Parish Council are proposing to regenerate the whole site in a project that will meet the needs of the whole community. Working in consultation, with assistance and guidance from both borough officers and commercial suppliers a scheme has now been proposed that has sensibly been broken down into three integrated, but separate phases, naturally based on overall funding availability and phase three future approved planning growth. A copy of the outline and proposal is included for reference:

Phase One – Refurbished and regenerated Children's playground – Cost Approximately £93,090. It is suggested that provision of a borough council contractor to carry out or assist with ground preparation and landscaping may reduce the overall cost.

Phase Two – Refurbished and regenerated Multi Use Games Area & provision of exterior use exercise equipment – Cost Approximately £102,357

Phase Three – Provision of multi-use path around entire grounds to enable cycling and walking exercise. Improvement of the parking area (potential for new access to site.) Landscaping, tree planting and ecological area - Estimated cost approximately £100,000 Subject and influenced by factors of growth to east of village and future planning.

Clearly achievement of phase one is of the highest priority and half its funding is expected from S106 monies already approved, but subject to completion of sales, by the Riversleigh development etc. If the Borough Council were to donate the requested £50,000 and an advance of the sums already apportioned, which could be then recovered when the criteria met for the existing S106 monies, then Phase one, the playground, could be commenced as soon as possible.

Naturally the Parish Council will seek grant funding from exterior sources to progress all the phases but clearly the first phase is a priority and long overdue.

Yours Faithfully

A handwritten signature in black ink, appearing to read 'A J Wood', written in a cursive style.

Mr Anthony J Wood
Clerk to the Council.

Bridges Playing Fields and Blackburn Pavilion, Canberra Way, Warton

The Parish Council have been conscious in recent years that the facilities for outside recreation within the parish fall far short of expectations of the local community especially in comparison to those available elsewhere. Reoccurring complaints from residents about the absence of any park like facilities including a reasonable 'play equipment type site' for older local children have been frequent. This has also been passed on through the Borough Council.

Background

Bridges playing fields is owned by the Parish Council. The main pedestrian and sole vehicle access is via Canberraway, Queensway and Harbour Lane, through the Progress Housing Estate.

It's boundary to the east and south is primarily agricultural fields with an extensive open view eastward across fields, unfortunately the absence of being immediately surrounded by any form of wind break does have its drawbacks. The overall lay out coupled with its general location on the northern extremity of the residential boundary has restricted its true potential to be any more than just sporting pitches despite the provision of alternative recreational facilities such as the children's play equipment, small concrete skate board ramp area and lighted Multi Use Games Area. Initial investment a decade or so ago had provided these amenities including in the play equipment an infant climbing unit, slide, swings, two bouncers and zip wire. The site has suffered from a permeable remoteness and a reluctance of any other than the immediate community to avail themselves of the site as a recreational amenity otherwise for sport or dog walking/exercise. The slide has since been condemned and removed, the infant unit was sited far from the other equipment, precluding practical engagement with older children using the other equipment, no doubt as part of intended further provision of a suitable infant play area that never materialised. Apart from the double swings unit all this original play equipment is now jaded as a recreational play area and is obviously desperately in need of refurbishment if it is to address the needs of the community.

Of the sporting pitches the main football pitch suffered significant flooding issues in wet weather and while the cricket square is considered of fairly good maintenance it is uncomfortably close to some of the neighbouring residencies and as such numerous complaints are received regarding the dangers posed to these properties. As a public recreation area, in part, 'Bridges' potential was recognised by the Parish Council and a purpose built Pavilion complex was built to replace the previous wooden building in 2008. With such provision it has been used on and off in season as a fall back site by several cricket teams in the region but the mentioned disadvantage and gradient of the outfield preclude it becoming a home ground and local interest in cricket is thus not stimulated. Other investment, in field drainage etc. has been undertaken by the Council and there has been some resurgence of interest and increased use by the local football fraternity particularly the Warton Typhoon junior teams.

Since 2011 members of the Parish Council have partaken in working groups, protracted community liaison and assisted acknowledged local community groups in an effort to progress the issues of such recreation within the parish particularly 'Bridges playing fields'. Any perceived alternatives, to provide a site of equal potential, are now negligible and with

future development plans on the land immediately to the east of 'Bridges' renewed efforts have now concentrated in addressing the inadequacies of the site. Engaging the assistance of Fylde Borough Council and a particular commercial provider the following scheme has been accepted in principle by the Parish Council which by its very nature is obviously wholly dependent on its financing and has thus been separated into individual workable phases within the outlined scheme.

Description of the scheme

Phase One – Refurbished and regenerated Children's playground – Cost Approximately £92,114. It is suggested that provision of a borough council contractor to carry out or assist with ground preparation and landscaping may reduce the overall cost which will contribute to continuance of the next phase in the scheme. The design and layout of this refurbishment is provided in the Proludic correspondence attached.

Phase Two – Refurbished and regenerated Multi Use Games Area & provision of exterior use exercise equipment – Cost Approximately £102,357. The existing M.U.G.A. having never been utilised to its potential is large enough to divide in two and still provide a court, on the further side, suitable for numerous functions such as 5 a side football or tennis. The near court would be resurfaced and fitted with permanent exterior fitness equipment in the form portrayed in the attached Proludic documents attached.

Phase Three –

1. Provision of multi-use path around entire grounds to enable cycling and walking exercise. The design is to include a tarmacked metre wide path around the site. This has been identified as desirable improvement so very young children can ride their bicycles in safety rather than the roads and footpaths on the village highways as well encouraging greater use of a park like ambience from all age groups.
2. Increasing the existing parking area to greater accommodate parking vehicles for spectators and visitors thus reducing parked vehicles on the grass and internal access roads. (There is potential for new entrance/access to site if the development of the adjacent land goes ahead.)
3. Landscaping, tree planting and ecological area- Estimated cost approximately £100,000. Plans to include flower beds are already in consideration. The practicality of placement will naturally be affected by suitability of and path placement and achievements of the earlier phases. Inclusion of trees, hedges and shrubberies will enhance the facilities and encourage a greater impression of wellbeing for those coming to use the site.

The Parish Council has collected £18,261.89 reserve toward the scheme.

Financial Implications.

Capital Outlay (as indicated above) is approximately £300,000.

Increased FBC maintenance costs for the equipment.

The design of Phase one includes a total of 14 pieces of equipment. Phase 2 includes a further 6 units. Based on the existing FBC service level agreement each piece equates to approximately £160 for routine examination, safety checks and maintenance.

The projected additional cost to the Parish Council would be £ 3,200 per annum. This will of course have to be reflected in the future Precepts.

Revenue. Although it is expected the refurbishment will generate increased use of the facilities predictions for revenue generated will only be of a minor nature for pitch rental or use of the Pavilion building.

Corporate Plan - Contribution to Borough Councils Corporate Objectives

The proposed refurbishment is in accordance with, and within the time frame to 2018, of the Fylde Borough Council Open Space, Sport and Recreation Study: Strategy and Action Plan. In particular reference to page 5 – Children’s play areas summary update “There is a lack of provision for young people in rural parishes across the Borough, for example in Warton. Consultation has identified that this is an issue that needs to be addressed”.

The scheme proposed by the Parish Council will assist the Borough Council in its achieving the bench mark objectives as outlined in the Strategy and action Plan for the rural community of Warton.

Consultation

The Parish Council has engaged extensively with the local community since 2011 including hosting the community group ‘Make Bridges Brilliant’ (Facebook community group 119 members) by free use of the site for meetings, events etc. Other community groups have been formed in the past to achieve improvements for the local youth but have since been disbanded. The more recent group MBB also appears to have been inactive recently, but these draft plans circulated have met with public approval. Acknowledgement of the site as the main open space recreation area for Warton has been included in the submitted Neighbourhood Plan.

Impacts on efficiency and value for money

The site now benefits from being the base of the Parish Council Lengthsman so naturally there is a greater formal council presence on a regular basis than in previous years. The speculative conclusion can only be that such investment will provide value for money as there are no alternatives within the vicinity of the Parish. Extensive residential development in Warton, in particularly that proposed surrounding the site, will make the requirement for such facilities even more crucial to the local community.

Risk

The Parish Council has continued to invest in the site within its means, as previously indicated, this has resulted in on going improvements and stimulated greater use from a sporting aspect. However for it to be all inclusive as an open space recreation site there is a significant need to provide the sort of play equipment expected by a growing community. The importance of such play facilities is widely recognised and clearly accepted as being such to justify the investment. Naturally the support of Borough Council is needed to progress the scheme as a whole but without assistance obtaining the funding it will take the Parish Council decades to achieve the desired improvements.

Urgency Consideration - Health and Safety

While the remaining equipment is sparse and there is naturally concern that some of the existing units will not be serviceable much longer. Recent maintenance on the M.U.G.A. has been undertaken by the Council Lengthsman but if it is to remain usable for any activities, particularly by children or youths, it will need resurfacing or substantial repairs soon or the Parish Council will have to consider closure for health and safety reasons.

Further Funding - Charitable Sources

In 2013 two local charitable trusts, The Bridges and Blackburn Trusts were approached on behalf of the Parish Council. The Bridges Trust donated £5,000 toward the provisional plans to refurbish the existing play equipment. This is held in the funding toward this scheme. The Blackburn Trust indicated that it may be willing to contribute as much as £50,000 toward such a project but draft proposals at the time were not material enough for any commitment. They will be approached again imminently with the details of scheme to establish if that they would now consider contributing as indicated.

The Parish Council does not have any responsibility or is concerned in the management of any Trust funds or other assets.

No Other sources of Funding beyond provisional Section 106 agreements through the planning department have yet been explored.

Local Councils Annual return 31st march 2015 - Audited Accounts (Attached)

Quarterly Summary of Accounts 30th September, 2015 (Attached)

Monthly Expenditure Budget sheet 2015/16 September



Mr A J Wood
Clerk to the Council



Bunding
Bug & Ecological
Area



Phase One

Refurbishment of Play Area

Phase Two

Car Park enlarged
Skate board Area
enlarged

Phase Three

MUGA Refurbishment.

Phase Four

Footpath / cycle Path
installed
New Entrance

Capital Bid 3
ITEMS LIST

Toddler Equipment		
A. Vivarea MPU	Ref: J3338	
B. Inclusive Play Fusion	Ref: IP09A	
C. 2 x Existing Springer Relocated		
D. 2 x Cradle Seats	Ref: BS32	
(for existing swing frame)		
E. Chains for Cradle Swings	Ref: BS08C/AC	
(for existing swing frame)		
F. Chains & 2 x Flat Seats	Ref: X0238	
(for existing swing frame)		
G. Vivarea Tunnel	Ref: J3605	
H. Surfslide	Ref: J1057	
I. Inclusive Orb	Ref: IP05A	
J. Talk tubes	Ref: J3410	

Junior Equipment	
K. Pod Swing	Ref: J440
L. Ixo MPU	Ref: J2530
M. Single Pyramid	Ref: J4807
N. Rodeoboard	Ref: J3501
O. Aeroskate	Ref: J2581

Ancillaries		
P. 3x Chaumont Bench	Ref: RBA8	
Q. 2x Bin	Ref: RC03	
R. 2x Seat	Ref: J2870	
S. 13x Glacial boulders		
T. 8Lm Round Log Stockading 1200mm high around tunnel entrance		

Groundworks
Area to be surfaced with 430m² Grassmat safer surfacing.

62m² Topsoil and turf required to reinstate areas left by removal of wetpour tiles.

Low bunding (90m²) around toddler area, including built up mound around tunnel and Topsoil and Turf.

Removals
Remove and Relocate 2 x existing springers by Proludic
Removal of 62m² wetpour tiles
Removal of existing Bench to be done by client.

Added Value		
U. Slalom	Ref: J3725	
V. Vitality Arm Rests	Ref: J3704	
W. Horizontal Bars	Ref: J3723	

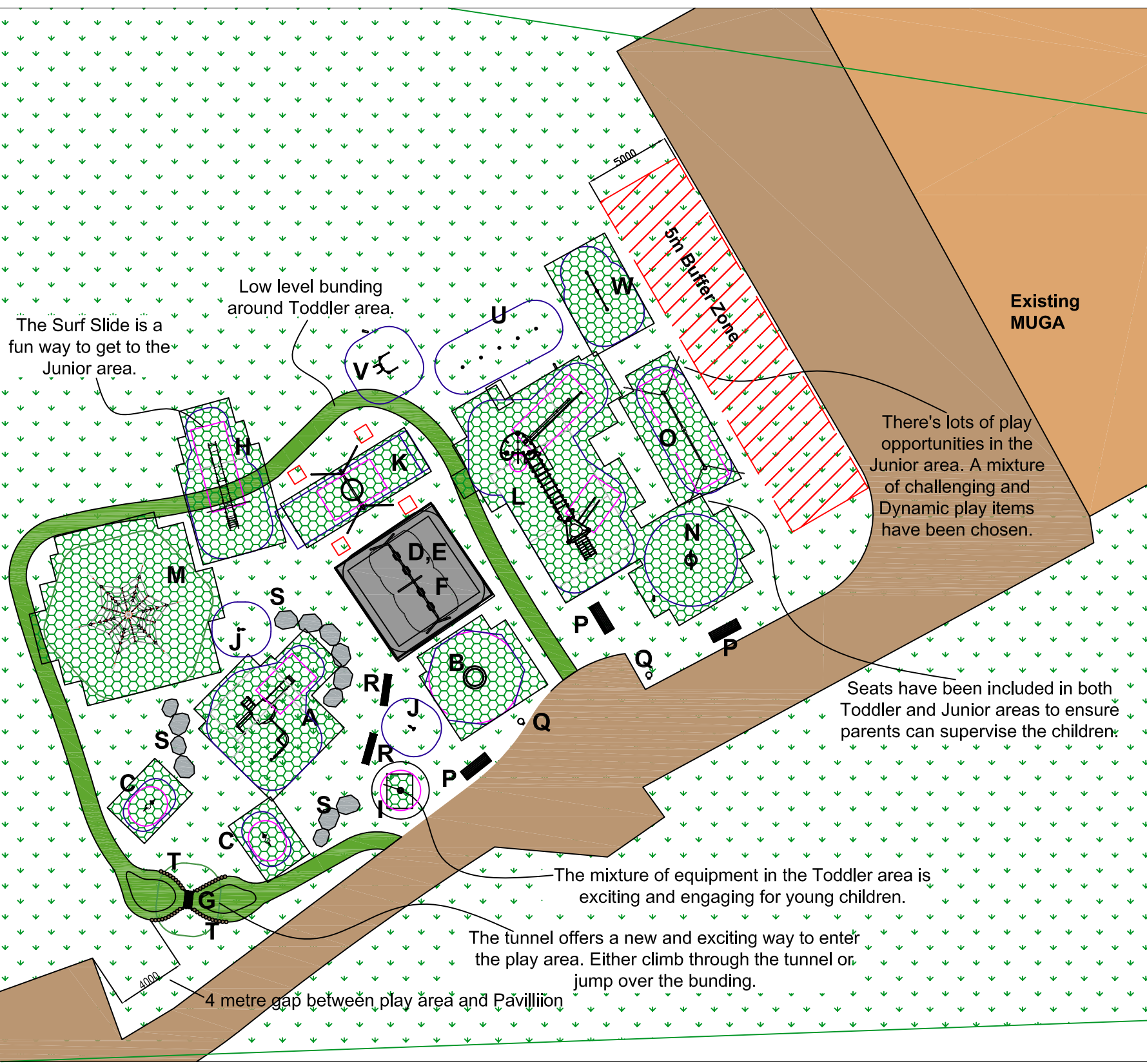
Horizontal Bars to be surfaced with 24m² Grassmat Safer Surfacing.

Freebies for children including pens, balloons, bubbles, face painter etc.

Spares Package for key Ixo, Vivarea and Urbanix components.

Half Day Training with Proludic's Maintenance Engineer.

ALL EQUIPMENT & SAFER SURFACING CONFORMS TO EN1176 & EN1177



Bridges Playground
Bryning-with-Warton Parish Council

Not to Scale @ A3

PRODUCT KEY			
	Grassmat		Grass
	Existing Wetpour		Free Space
	Bunding		Free Fall



Date:16/09/2015
Ref: 1509.10577(BridgesPlayground_BryningwithWartonPC)
Designer: JT/RS/AL/RV
Checked by: AL

Proludic
equipment for play and sports areas

The Pump House Abbey Road
West Bridgford Nottingham NG2 5NE
t: 0115 982 3980 f: 0115 982 3985
e: info@proludic.co.uk
www.proludic.co.uk

Tony Wood
Bryning-with-Warton Parish Council
10 Lea Road
Lea
Preston
Lancashire
PR2 1TN

11 August 2015

Dear Tony,

Thank you for allowing us the opportunity to quote for Bridges Playground - Sport & Fitness Teen Area-Warton.

Our aim at Proludic is to capture the imagination of every visitor to our play areas through inventive designs, creative ideas on inclusive play and stimulating products. We design our play areas to incorporate all these aspects whilst ensuring we achieve compliance with the relevant legislations.

We offer a full service including advice, design, contract management and a dedicated after sales service which is unmatched in this industry. We pride ourselves on our offering of complete solution from start to finish of your project.

We will contact you within two weeks to see how we can help further with your project. However if you have any queries regarding this quote or any part of our service in the meantime please do not hesitate to contact me on 07468610879.

Yours sincerely

Mark Jones
Area Sales Executive
Proludic

Prepared for: Bryning-with-Warton Parish Council
 Our Reference: 1507.10181
 Date: 11 August 2015

**Quotation for Supply and Installation for Bridges Playground - Sport & Fitness
 Teen Area- Warton**

Qty	Code	Product Name	Unit Price	Install	Total Line Price
Proludic Sport					
2	R1308	Football Goal	940	321	2522
1	J3016G	Curved Start Platform 1M50	7455	1145	8600
Total:					£11,122
Proludic Primo					
1	UBX-293 GB	Blade Line - Bench Press (GB)	2226	225	2451
1	UBX-215 GB	Blade Line - Leg Press (GB)	2226	225	2451
1	UBX-248 GB	Blade Line - High Pulley (GB)	2226	195	2421
1	UBX-292 GB	Blade Line - Stepper (GB)	2425	175	2600
Total:					£9,923
Partnership Play Equipment					
1	UBX-202 GB	Blade Line - Sign Frame - with sign Insert (GB)	480	175	655
1	UBX-258 GB	Blade Line - Hip Twister (GB)	2425	195	2620
Total:					£3,275
Other Play Equipment					
1	YA3702	Fono 230V Version - Mains	17850	2450	20300
Total:					£20,300
Furniture and Fencing					
1	X1109	Supply & Installation of 40 metres of Heras Pallas Sports Fencing 3.0 metres hig	2582	1200	3782
1	X1110	Supply & Installation of Self Closing Gate 1.2 metres wide	915	250	1165
Total:					£4,947

Safer Surfacing

1	X2199	1600m ² Tarmac Wearing Course	22400	0	22400
1	X2201	142m ² Tarmac Wearing & Base Course incl. excavation & MOT	9230	0	9230
1	X2202	158m ² Tarmac Wearing Course	2686	0	2686
1	X2201	142m ² Tarmac Wearing & Base Course incl. excavation & MOT	9266	0	9266
1	X1112	Thermoplastic Graphics See CAD for details	3473	0	3473
Total:					£47,055

Groundwork and Landscaping

1	A1005	Prelims (50K-100K)	0	2500	2500
1	X2200	50LM PCC Edgings	1100	0	1100
Total:					£3,600

Delivery Charge: £ 2,135

Total Quote Amount: £102,357

This quote is valid until 09/11/2015
 Please note all prices quoted are excluding VAT

Terms and Conditions

Formation of a Contract

The quotation given on or attached to these terms and conditions will remain valid for a period of 90 days.

Acknowledgment and acceptance of this proposal is made by you placing an order within the specified period above, at which time you will be bound by these terms and conditions. Each proposal accepted shall constitute an individual legally binding contract between you and us. Such contract is hereinafter referred to in these terms and conditions as "an order".

Nothing in these terms and conditions shall prejudice any condition or warranty expressed or implied, or any legal remedy to which we may be entitled in relation to the goods / and or the work the subject of this order.

Our Responsibility

We will ensure that all materials supplied comply with safe building practices and are free from defects and that any work carried out is carried out with reasonable care and skill and to a reasonable standard.

Before starting any work we will carry out an inspection to make sure that all work quoted is appropriate and practicable.

If after our inspection any further work is necessary either because of alterations in design, specification or otherwise and this causes an increase in costs we will send you a further proposal giving details of the extra costs and will only proceed with the works once your written acceptance has been received.

Subject to our terms we will carry out the work in accordance with our proposal.

We will make good any damage caused whilst carrying out the work.

Your Responsibility

You will permit us during normal working hours to carry out an inspection and thereafter to undertake the works according to the programme set out in the proposal.

You will remove all items necessary to allow us to commence the works and cover and protect all fixtures and fittings, which cannot be removed.

You will obtain all permissions and consents, (including if necessary planning permission) from landlords, local authorities and others, which are required before the work can commence.

Where you are required to provide us with measurements or other information such measurements or information must be correct. If we rely on the measurements or information given when preparing our proposal and such measurements or information are incorrect we reserve the right to increase the price to make good any errors or additional works required as a result.

Payment

Goods are invoiced upon dispatch. Payment terms are strictly net 15 days from the date of invoice. Please note all prices quoted are excluding VAT

Delivery/Installation Dates

For the UK delivery is priced at 7.5% for orders below £10,000 (with a minimum £250 charge) and 5% for orders valued over £10,000. Delivery is based on the total list price value of the equipment.

You will be provided with an estimated delivery date on receipt of order and updated throughout the order process. Delivery is approximately 4-6 weeks from the date of order. Deliveries that cannot be accepted by the customer will be subject to a minimum £100 per week storage charge.

Minimum Installation Charge

On orders received with installation, a minimum installation charge per site of £1000 applies in all cases.

Budget costs assume that easy lorry access & precise siting of the equipment will be provided, no surface or underground obstructions will be encountered during excavation such as concrete, hard-core, rock, chalk, roots, drainage, gas or water pipes, telephone or electricity cables etc. In the event of any such obstructions we reserve the right to charge for any additional work involved. We cannot accept liability for any consequent charges that may be incurred by disruption of any of the foregoing services. For fixed installation prices, a site survey is required by a company representative prior to the order being placed

Main Contractor's Discount

Our quotation does not include for a Main Contractor's Discount. If a 2.5% Main Contractor's Discount is applicable, please add 2.563% to our quoted prices.

Cancellation Policy

The Company reserves the right to levy a cancellation charge of 25% of the order value in the event of the order being cancelled by the customer. Please Note: Any such charge is non-negotiable and is solely at the discretion of the Company.

All drawings, descriptive and forwarding specifications, particulars of weights and dimensions are approximate only and not binding and illustrations contained in catalogues, price lists, sales literature and other advertisement material are for the purpose of general description only and none of these shall form part of this Contract.

Please note our full terms and conditions can be requested from our main office at The Pump House, Abbey Road, Nottingham, NG2 5NE

Proludic Ltd The Pump House Abbey Road West Bridgford Nottingham NG2 5NE
 tel 0115 982 3980 fax 0115 982 3985 email info@proludic.co.uk

Proludic Limited Registered Office:
 No.1 Bede Island, Bede Island Business Park, Leicester, LE2 7EA
 Registered in England and Wales. Company Registration Number: 04455803



Prepared for: Bryning-with-Warton Parish Council
 Our Reference: 1509.10577
 Date: 18 September 2015

Quotation for Supply and Installation for Bridges Playground - Warton

Qty	Code	Product Name	Unit Price	Install	Total Line Price
Proludic Play					
1	J2530	Ixo Multiplay Unit	13885	2176	16061
1	J2581	Aeroskate Challenge	5280	949	6229
1	J440	Pod Swing	3750	950	4700
1	J1057	Surfslide	4390	550	4940
1	J3338	Vivarea Multiplay Unit	8195	1624	9819
1	J3605	Tunnel Vivarea	1715	386	2101
Total:					£43,850
Proludic Sport					
1	J3704	Vitality Armrests – Free of Charge (Added Value)	0	0	0
1	J3725	Slalom – Free of Charge (Added Value)	0	0	0
1	J3723	Horizontal Bars – Free of Charge (Added Value)	0	0	0
Total:					£0
Proludic Primo					
1	J4807	Single Pyramid	7850	1870	9720
1	J3410	Talk Tubes	1120	450	1570
1	J3501	Rodeoboard	3615	462	4077
3	RBA8	Chaumont Bench	475	150	1875
2	J2870B	Seat	565	150	1430
Total:					£18,672
Proludic Furniture					
2	RC03	Waste Bin	260	100	720
Total:					£720

Partnership Play Equipment

1	IP09A	Inclusive Play Fusion (Below Ground)	3450	520	3970
1	IP05A	Inclusive Play HDPE Orb (Below ground)	995	220	1215
Total:					£5,185

Other Play Equipment

2	BS32	Cradle Seat	149	50	398
2	BS08C/AC	Chains for Cradle Seats	45	0	90
1	X0238	Supply & Installation of 2 pairs of Chains and 2 Flat Seats for Existing Swing	0	50	50
Total:					£538

Safer Surfacing

430	S1016	EnviroSMART Grassmat 3m CFH	28	0	12040
24	S1016	EnviroSMART Grassmat 3m CFH for Horizontal Bars	28	0	672
1	S1104	90m ² Bunding, including mounding formed around tunnel & topsoil & turf	0	4000	4000
Total:					£16,712

Groundwork and Landscaping

62	Q1020	Topsoil & Turf M ²	0	20	1240
1	A1005	Prelims (50K-100K)	0	2500	2500
13	Q1015	Glacial Boulders > 5	167	31	2574
8	Q1036	Round Log Stockading 1200Mm High 100Mm Dia	48	20	544
1	V1017	Removal of 62m ² existing Wetpour Tiles	0	1200	1200
1	B1418	removal and relocation of 2 x springers	0	600	600
Total:					£8,658

Added Value

1	X2225	Freebies for children including pens, balloons, bubbles, face painter etc – Free of Charge (Added Value)	0	0	0
1	X2226	Spares Package for key Ixo, Vivarea and Urbanix components – Free of Charge (Added Value)	0	0	0
1	X1042	Half Day Training with Proludics Maintenance Engineer – Free of Charge (Added Value)	0	0	0
Total:					£0

Delivery Charge:	£ 3,054
Discount:	£5,244
Total Quote Amount:	£92,144

Removal of existing bench to be carried out by the client

This quote is valid until 16/12/2015

Please note all prices quoted are excluding VAT

Terms and Conditions

Formation of a Contract

The quotation given on or attached to these terms and conditions will remain valid for a period of 90 days.

Acknowledgment and acceptance of this proposal is made by you placing an order within the specified period above, at which time you will be bound by these terms and conditions. Each proposal accepted shall constitute an individual legally binding contract between you and us. Such contract is hereinafter referred to in these terms and conditions as "an order".

Nothing in these terms and conditions shall prejudice any condition or warranty expressed or implied, or any legal remedy to which we may be entitled in relation to the goods / and or the work the subject of this order.

Our Responsibility

We will ensure that all materials supplied comply with safe building practices and are free from defects and that any work carried out is carried out with reasonable care and skill and to a reasonable standard.

Before starting any work we will carry out an inspection to make sure that all work quoted is appropriate and practicable.

If after our inspection any further work is necessary either because of alterations in design, specification or otherwise and this causes an increase in costs we will send you a further proposal giving details of the extra costs and will only proceed with the works once your written acceptance has been received.

Subject to our terms we will carry out the work in accordance with our proposal.

We will make good any damage caused whilst carrying out the work.

Your Responsibility

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Proludic Ltd The Pump House Abbey Road West Bridgford Nottingham NG2 5NE
 tel 0115 982 3980 fax 0115 982 3985 email info@proludic.co.uk

Proludic Limited Registered Office:
 No.1 Bede Island, Bede Island Business Park, Leicester, LE2 7EA
 Registered in England and Wales. Company Registration Number: 04455803

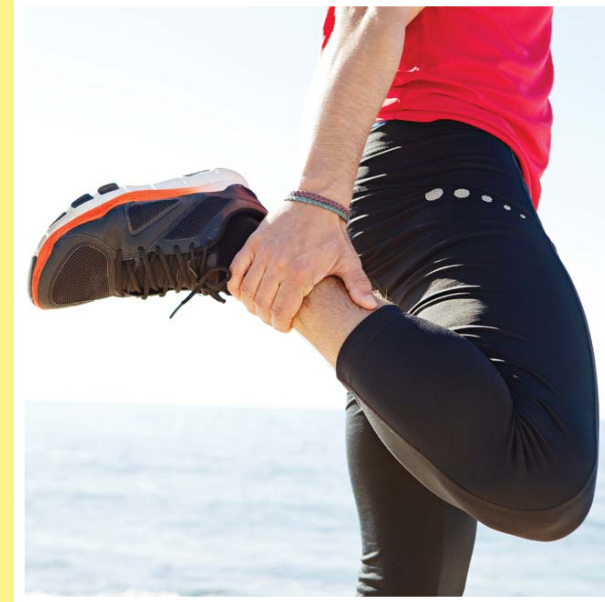


DYNAMIC SOCIAL FITNESS ZONE

RUNNING



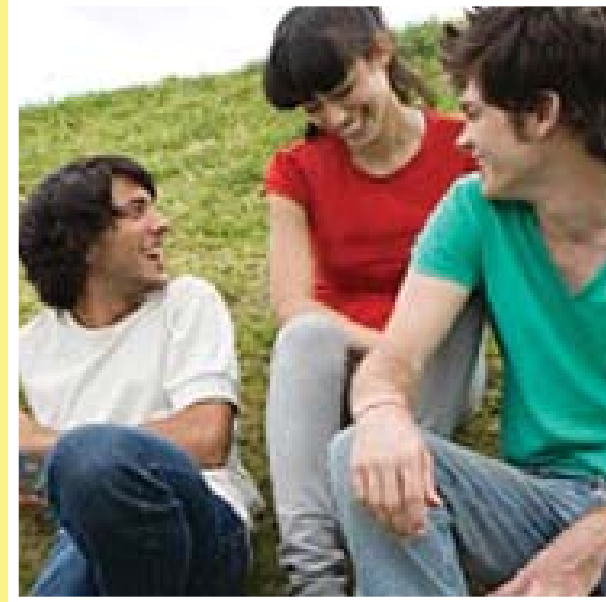
STRETCHING



DANCING



SOCIALISING



THE STEPPER WORKS ALL THE MAJOR MUSCLES IN THE LEGS. GREAT FOR BURNING CALORIES.



THE HIP TWISTER WORKS ALL OF THE CORE MUSCLES AND INCREASES FLEXIBILITY.



THE LEG PRESS INCREASES STRENGTH AND POWER IN ALL OF THE LEG MUSCLES.



THE BENCHPRESS INCREASES STRENGTH IN THE CHEST AND TRICEPS.



THE HIGH PULLEY INCREASES STRENGTH IN THE BACK, SHOULDERS AND LATERAL MUSCLES.



THE SIGN PROVIDES ALL THE NECESSARY SAFETY INFO AND TIPS. ONE SIDE IS MIRRORED.

SKATE AREA - EXTENDED

SKATEBOARDING



SCOOTERING



BLADING



BMX-ING



SUGGESTED OPTIONAL EXTRA - OUTDOOR CONCRETE DJ BOOTH



LAYOUT PLAN



DYNAMIC SOCIAL FITNESS ZONE

MULTI-USE SPORTS PITCH

SKATE AREA

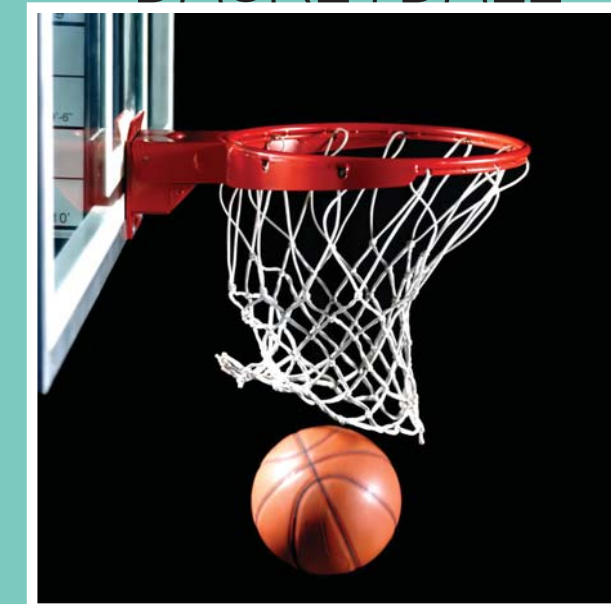


MULTI-USE SPORTS PITCH

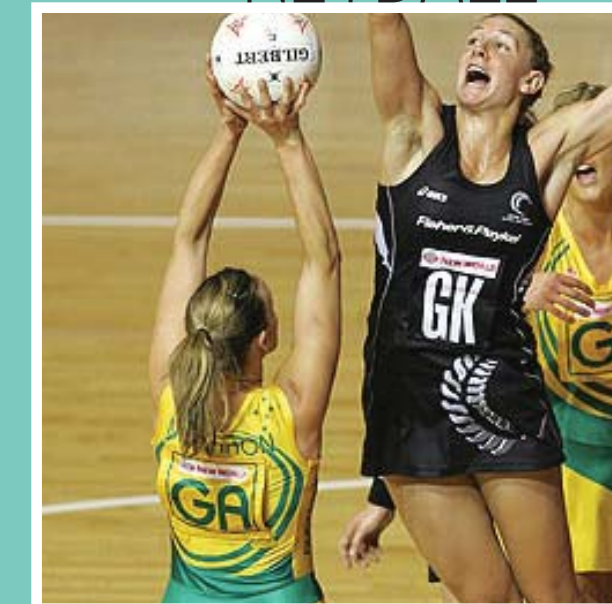
FOOTBALL



BASKETBALL



NETBALL



NEW LENGTH OF FENCING WITH 12M GATE



2 NEW GOAL NETS



HOOPS TO REMAIN



Local Councils in England

Annual return for the financial year ended 31 March 2015

Local councils in England with an annual turnover of £6.5 million or less must complete an annual return in accordance with proper practices summarising their activities at the end of each financial year. In this annual return the term 'local council' includes a Parish Meeting, a Parish Council and a Town Council.

The annual return on pages 2 to 5 is made up of four sections:

- Sections 1 and 2 are completed by the person nominated by the local council.
- Section 3 is completed by the external auditor appointed by the Audit Commission.
- Section 4 is completed by the local council's internal audit provider.

Each council must approve this annual return no later than 30 June 2015.

Completing your annual return

Guidance notes, including a completion checklist, are provided on page 6 and at relevant points in the annual return.

Complete all sections highlighted in green. Do not leave any green box blank. Incomplete or incorrect returns require additional external audit work and may incur additional costs.

Send the annual return, together with your bank reconciliation as at 31 March 2015, an explanation of any significant year on year variances in the accounting statements and any additional information requested, to your external auditor by the due date.

Your external auditor will identify and ask for any additional documents needed for their work. Therefore, unless requested, do not send any original financial records to the external auditor.

Once the auditor has completed their work, certified annual returns will be returned to the local council for publication or public display of sections 1, 2 and 3. You must publish or display the annual return, including the external auditor's report, by 30 September 2015.

It should not be necessary for you to contact the external auditor for guidance.

More guidance on completing this annual return is available in the Practitioners' Guide for local councils that can be downloaded from www.nalc.gov.uk or from www.slcc.co.uk

Section 1 – Accounting statements 2014/15 for

Enter name of
reporting body here:

BRYNING WITH WARTON

Council/Meeting

Readers should note that throughout this annual return references to a 'local council' or 'council' also relate to a parish meeting.

	Year ending		Notes and guidance
	31 March 2014 £	31 March 2015 £	
			Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.
1 Balances brought forward	90,013	80,784	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2 (+) Annual precept	70,540	83,798	Total amount of precept received or receivable in the year. Excludes any grants received.
3 (+) Total other receipts	53,311	22,256	Total income or receipts as recorded in the cashbook less the precept received (line 2). Include any grants received here.
4 (-) Staff costs	19,012	25,557	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5 (-) Loan interest/capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the council's borrowings (if any).
6 (-) All other payments	114,068	79,896	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7 (=) Balances carried forward	80,784	81,385	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8 Total cash and short term investments	80,784	81,385	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March - to agree with bank reconciliation.
9 Total fixed assets plus other long term investments and assets	511,740	575,715	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the council as at 31 March
10 Total borrowings	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11 Disclosure note Trust funds (including charitable)	yes	no	The council acts as sole trustee for and is responsible for managing trust funds or assets. N.B. The figures in the accounting statements above do not include any trust transactions.

I certify that for the year ended 31 March 2015 the accounting statements in this annual return present fairly the financial position of the council and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Date 13/05/2015

I confirm that these accounting statements were approved by the council on this date:

13/05/2015

and recorded as minute reference:

91/2015

Signed by Chair of the meeting approving these accounting statements.

Date 13/05/2015

Section 2 – Annual governance statement 2014/15

We acknowledge as the members of:

BRYNING WITH WARTON

Council/Meeting

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2015, that:

	Agreed –		'Yes' means that the council:
	Yes	No*	
1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	<input checked="" type="checkbox"/>		prepared its accounting statements in the way prescribed by law.
2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<input checked="" type="checkbox"/>		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances.	<input checked="" type="checkbox"/>		has only done what it has the legal power to do and has complied with proper practices in doing so.
4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	<input checked="" type="checkbox"/>		during the year has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
5 We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="checkbox"/>		considered the financial and other risks it faces and has dealt with them properly.
6 We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems.	<input checked="" type="checkbox"/>		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the council.
7 We took appropriate action on all matters raised in reports from internal and external audit.	<input checked="" type="checkbox"/>		responded to matters brought to its attention by internal and external audit.
8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the accounting statements.	<input checked="" type="checkbox"/>		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9 Trust funds (including charitable) – in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by the council and recorded as minute reference

91/2015

REFERENCE

dated 13/05/2015

Signed by:

Chair

[Signature]

SIGNATURE REQUIRED

dated

13/05/2015

Signed by:

Clerk

[Signature]

SIGNATURE REQUIRED

dated

13/05/2015

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how the council will address the weaknesses identified.

Section 3 – External auditor certificate and report 2014/15

Certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Audit Commission Act 1998 as transitionally saved, for the year ended 31 March 2015 in respect of:

BNYNING - WITH - WARTON PARISH

Council/Meeting

Respective responsibilities of the body and the auditor

The body is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The body prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2015; and
- confirms and provides assurance on those matters that are important to our audit responsibilities.

Our responsibility is to review the annual return in accordance with guidance issued by the Audit Commission (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

External auditor report

(Except for the matters reported below)* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the council:

Please see enclosed report

BDO LLP Southampton
United Kingdom

(continue on a separate sheet if required)

External auditor signature

[Signature]

External auditor name

BDO LLP Southampton
United Kingdom

Date

8/9/15

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

Note: The Audit Commission issued guidance in its Standing Guidance, which is applicable to external auditors' work on 2014/15 accounts.

Section 4 – Annual internal audit report 2014/15 to

Capital Bid 3

ENT BRYNING OIL WITH WARTON

Council/Meeting

The council's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2015.

Internal audit has been carried out in accordance with the council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the council.

Internal control objective	Agreed? Please choose only one of the following		
	Yes	No*	Not covered**
A Appropriate accounting records have been kept properly throughout the year.	✓		
B The council's financial regulations have been met, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C The council assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D The annual precept requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			N/A
G Salaries to employees and allowances to members were paid in accordance with council approvals, and PAYE and NI requirements were properly applied.	✓		
H Asset and investments registers were complete and accurate and properly maintained.	✓		
I Periodic and year-end bank account reconciliations were properly carried out.	✓		
J Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, were supported by an adequate audit trail from underlying records, and where appropriate debtors and creditors were properly recorded.	✓		
K Trust funds (including charitable)-The council met its responsibilities as a trustee.	Yes	No	Not applicable
			N/A

For any other risk areas identified by the council (list any other risk areas below or on separate sheets if needed) adequate controls existed:

Name of person who carried out the internal audit K. M. FARMISTEAD

Signature of person who carried out the internal audit KM Farmstead Date 26/07/15

If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, internal audit must explain why not (add separate sheets if needed).

Guidance notes on completing the 2014/15 annual return

- 1 You must apply proper practices for preparing this annual return. Proper practices are found in the Practitioners' Guide* which is updated from time to time and contains everything you should need to prepare successfully for your financial year-end and the subsequent audit. Both NALC and SLCC have helplines if you want to talk through any problem you encounter.
- 2 Make sure that your annual return is complete (i.e. no empty green boxes), and is properly signed and dated. Avoid making any amendments to the completed return. But, if this is unavoidable, make sure the amendments are drawn to the attention of and approved by the council, properly initialled and an explanation is provided to the external auditor. Annual returns containing unapproved or unexplained amendments will be returned unaudited and may incur additional costs.
- 3 Use the checklist provided below. Use a second pair of eyes, perhaps a council member or the Chair, to review your annual return for completeness before sending it to the external auditor.
- 4 Do not send the external auditor any information not specifically asked for. Doing so is not helpful. However, you must notify the external auditor of any change of Clerk, Responsible Finance Officer or Chair.
- 5 Make sure that the copy of the bank reconciliation which you send to your external auditor with the annual return covers all your bank accounts. If your council holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree your bank reconciliation to Box 8 on the Accounting Statements (Section 1). You must provide an explanation for any difference between Box 7 and Box 8. More help on bank reconciliation is available in the Practitioners' Guide*.
- 6 Explain fully significant variances in the accounting statements on page 2. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete analysis to support your explanation. There are a number of examples provided in the Practitioners' Guide* to assist you.
- 7 If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or you do not fully explain variances, this may incur additional costs for which the auditor will make a charge.
- 8 Make sure that your accounting statements add up and the balance carried forward from the previous year (Box 7 of 2014) equals the balance brought forward in the current year (Box 1 of 2015).
- 9 Do not complete section 3. The external auditor will complete it at the conclusion of the audit.

Completion checklist – 'No' answers mean you may not have met requirements		Done?
All sections	All green boxes have been completed?	✓
	All information requested by the external auditor has been sent with this annual return? Please refer to your notice of audit.	✓
Section 1	Council approval confirmed by signature of Chair of meeting approving accounting statements?	✓
	An explanation of significant variations from last year to this year is provided?	✓
	Bank reconciliation as at 31 March 2015 agreed to Box 8?	✓
	An explanation of any difference between Box 7 and Box 8 is provided?	✓
Sections 1 and 2	Trust funds – all disclosures made if council is a sole managing trustee? NB: Do not send trust accounting statements unless requested.	NA
Section 2	For any statement to which the response is 'no', an explanation is provided?	NA
Section 4	All green boxes completed by internal audit and explanations provided?	✓

*Note: Governance and Accountability for Local Councils in England – A Practitioners' Guide is available from your local NALC and SLCC representatives or from www.nalc.gov.uk or www.slcc.co.uk

Bryning with Warton Accounts Summary 2nd quarter 30/09/2015**Fixed Assets**

Buildings	£ 418,808.00	
Property	£ 156,907.00	
		<u>£575,715.00</u>

Bank Balance as 31/03/15

Business Money Manager Acc.	£66,692.24	
Current Account	£14,692.46	
		<u>£81,384.70</u>

Income

Precept	£ 87,747.00	
Bus Shelter Allowance FBC	£ 420.00	
Other income	£ 2,721.00	
Vat Reclaimed	£8,345.02	
Bank Interest	£31.21	
Council Tax Reduction scheme	£9,449.00	
	£ 108,713.23	

Total Income for Year		<u>£ 108,713.23</u>
------------------------------	--	----------------------------

Expenditure

Budgeted expenditure	£ 45,837.43	
Pl. Gr.Main (Direct from Precept)	£ 2,845.18	
Bank Charges	£53.90	
Sec. 137 Payments	£296.97	
VAT Payments	£0.00	
	<u>£ 49,033.48</u>	

Total Expenditure for Year		<u>£49,033.48</u>
-----------------------------------	--	--------------------------

Bank Balance as 30/09/15

Business Money Manager Account	£ 131,494.27	
Business Current Account	£ 13,512.62	
		<u>£ 145,006.89</u>

		Annual Allocation	Monthly Expenditure	Expenditure To Date	Balance Remainder	Percentage Used
Employment	Wages	£30,000.00	£2,933.51	£15,955.06	£14,044.94	53.18%
	Employment Costs: Expenses	£1,500.00	£50.50	£381.80	£1,118.20	25.45%
	Employment Costs: Telephone	£500.00	£43.72	£193.91	£306.09	38.78%
	Training / Conference Fees	£1,500.00		£159.00	£1,341.00	10.60%
Utilities	Electric	£900.00	£43.72	£324.62	£575.38	36.06%
	Water	£250.00	£0.96	£5.44	£244.56	2.17%
	Gas	£1,417.00		£646.60	£770.40	45.63%
Open Spaces	Bridges Playing Fields	£1,995.00		£210.75	£1,784.25	10.56%
	Bloomin' Warton	£6,500.00	£204.99	£5,307.02	£1,192.98	81.64%
	Play Equipment Servicing (FBC)	£2,845.00		£1,423.00	£1,422.00	50.00%
	Allotment	£120.00		£0.96	£119.04	0.80%
Premises	Scout Hall (Rents etc.)	£5.00				
	Pavilion (Lights,repairs,furniture)	£2,000.00	£109.90	£1,052.59	£947.41	52.63%
	Office Costs / Print /Stationary	£500.00		£455.04	£44.96	91.00%
Operating Costs 1	Insurance	£2,300.00	£2,323.47	£2,323.47	£23.47	101.00%
	Professional Fees(Audit/Solicitors/Accountant)	£1,500.00	£400.00	£550.00	£950.00	36.66%
	Subscriptions LAPTC & SLCC	£750.00	£620.53	£620.53	£129.47	82.74%
Operating Costs 2	Communication/ Newsletter	£500.00		£108.00	£392.00	21.60%
	Vehicle costs (Tax,service,repairs,fuel)	£2,500.00	£92.49	£1,119.11	£1,380.89	44.76%
	Neighbourhood Plan	£5,000.00		£90.00	£4,910.00	1.80%
Village Maintenance Repairs etc.	Donations (Sec 137)	£1,500.00		£296.97	£1,203.03	19.80%
	Misc/Repairs/Renewals * (See OE 3)	£3,760.00	£344.86	£2,097.19	£1,662.81	55.77%
	Annual (Xmas Tree & Lights)	£150.00				
Gardening Services	Amenity Grass Cutting/Hedges/Shrubbery	£15,000.00		£5,670.00	£9,330.00	37.80%
Other Expenditure	WWI Commemorative Expenses	£2,015.00		£86.72	£1,928.80	4.30%
	Election Expenses	£2,500.00		£2,343.57	£156.43	93.74%
	Website (Funding from VMR 2) *	£240.00	£20.00	£169.99	£70.01	70.83%
Expenditure from Capital Reserves		£87,747.00				
Storage Container Unit Bridges (Auth 2014-15)				£1,715.00		
Donation to P.C.C. (Auth 2014-15)				£600.00		
Electricity Bills Old Library			£29.78	£213.31		
Total				£7,218.43		
Vat				£162.73		
TOTAL				£7,381.16		

INFORMATION ITEM



REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	TOURISM AND LEISURE COMMITTEE	12 NOVEMBER 2015	9

BUDGET SETTING – REVENUE BUDGET 2016/17 - FIRST DRAFT

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The first draft of the revenue budget for 2016/17 has been prepared and is available via the link below. As in previous years, the budget has been prepared on a continuation basis and has been updated to reflect all Committee and Council decisions made to date, the outcome of the budget-rightsizing exercise and all virements.

SOURCE OF INFORMATION

Revenue Budget Book 2016/17 – First Draft

LINK TO INFORMATION

<http://www.fylde.gov.uk/council/finance/1617/>

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

The provision of a first draft of the 2016/17 Revenue Budget to the Council's Programme Committees is referenced within the Timetable for Developing Budget Proposals 2016/17 report which was approved by the Finance and Democracy Committee at the meeting of 28th September 2015.

This allows members of each Programme Committee to review the draft revenue budget for the services within the Committee's terms of reference and to provide any comments or feedback as appropriate to the committee lead officer, service Director or budget holders.

This first draft does not reflect any changes to fees and charges for 2016/17 as these will be considered by Programme Committees during the January cycle of meetings. Nor does it reflect any revenue growth items or the revenue implications of capital bids. A further budget-rightsizing exercise will be carried out early in 2016 and this first draft will be updated to reflect any changes arising from that piece of work.

The final revenue budget for 2016/17 will include any subsequent decisions made will be presented to Members for approval at the Council meeting on 2nd March 2016.

FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Telephone: 01253 658566

e-mail: paul.o'donoghue@fylde.gov.uk

INFORMATION ITEM



REPORT OF	MEETING	DATE	ITEM NO
CHIEF EXECUTIVE	TOURISM AND LEISURE COMMITTEE	12 NOVEMBER 2015	10

THE CORPORATE PLAN 2016-2020

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The link in the report is to the proposed Corporate Plan strategic objectives and outcomes for the period 2016-2020. The Corporate Plan is developed through consultation and feedback with stakeholders based on the key strategic responsibilities of the Council. The Plan takes into consideration emerging legislation, policy and changes in resources and responsibilities and is informed by partners, elected members and external organizations.

The Corporate Plan is a high level strategic document that forms part of the Council's budget and policy framework. The document has developed over time and is presented as a single sided 'poster' style matrix with long term outcomes, medium term targets and short term specific actions. The plan is part of a wider performance management framework and links with the Directorate Service Plans developed each year.

The current Corporate Plan expires in 2016, the revised plan outlines the key achievements that the council will deliver between 2016 and 2020. Members can submit comments, suggestions or feedback on the Corporate Plan by emailing alex.scrivens@fylde.gov.uk or calling 01253 658543. The final draft will be presented to Full Council in December for approval.

SOURCE OF INFORMATION

Current legislation in all service areas.
Local Government Association guidance.
District Council Network advice, initiatives and projects.
Service Plans.
Partner consultation, research and feedback.
Medium Term Financial Forecast.
Resident Survey and other customer feedback mechanisms.

LINK TO INFORMATION

[Proposed Corporate Plan 2016-2020](#)

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

The information is being included on the agenda of every committee in the November cycle of meetings to ensure that all elected members are aware of the opportunity to provide comment, suggestion and seek clarification on the proposed Corporate Plan.

FURTHER INFORMATION

Allan Oldfield, allano@fylde.gov.uk 01253 658500

Priorities & achievements...

VALUE FOR MONEY

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
- Manage and invest effectively in the council's finances
- Maximise marketing opportunities
- Create a digital council

CLEAN & GREEN

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
- Deliver high quality parks and open spaces
- Ensure beaches and waters are clean and safe
- Build on the achievements of the In Bloom initiative

A VIBRANT ECONOMY

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
- Deliver the coastal defence project at Fairhaven and Church Scar with the Environment Agency
- Attract new businesses and develop existing ones

A GREAT PLACE TO LIVE

To make sure Fylde continues to be one of the most desirable places to live we will:

- Achieve adoption of the Local Plan
- Deliver housing that meets the need in all communities
- Ensure high standards of housing across all markets
- Approve development that enhances the community
- Implement enforcement action on unauthorised development
- Support and promote volunteers' efforts to improve their local community
- Involve local residents in the future of their community
- Deliver activities for all age groups
- Champion the quality and reputation of Fylde
- Recognise the significance of our heritage assets

A GREAT PLACE TO VISIT

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

The actions we plan to take to deliver our priorities...

ACTIONS

Agree funding approach for the remaining phases of the accommodation project

Produce and implement an investment strategy

Further reduce the requirement for paper/print through the use of technology

Increase online service /information provision

Explore and initiate new income streams

ACTIONS

Actively enforce waste and cleansing legislation

Identify and target fly tipping hotspots to reduce their levels

Promote initiatives to reduce dog fouling

Focus resources on the reduction of seasonal litter

Maintain and increase Green Flag status for parks and open spaces

Strive to achieve Blue Flag status for the beaches

Work with partners to improve the quality of the bathing water

Review the waste service to deliver savings through changes

Improve signage in areas where dog controls are in place

ACTIONS

Assess the benefits of becoming a member of the Combined Authority

Engage effectively with the Local Enterprise Partnership

Progress the re-opening of the M55/ Moss Road link

Support the Fylde Coast highways and transport masterplan projects (junction 2)

Enforce car parking regulations and review car parking options

Develop the digital high street

Engage positively in the Duty to Co-operate on planning initiatives

Facilitate and support Town Centre Partnerships

Channel business rates funding opportunities to economic development

ACTIONS

Implement the timetable for the Local Plan delivery

Provide appropriate provision for Travellers

Take enforcement action on unauthorised encampments

Carry out resident surveys and act upon the findings

Review and improve bus shelter provision

Deliver the actions within the heritage strategy

Build on the success of the Residents' Car Parking Scheme

Review public information systems for residents

ACTIONS

Develop a policy on events including Club Days, festivals and concerts

Implement actions from the arts review

Improve information in tourist areas and about tourist areas including entrance signage and welcome points

Develop and promote rural tourism

Decide the most effective way to market Fylde, including the future of the holiday guide

Carry out visitor surveys and act upon the results

Review and develop social media and online information

Improve the Promenade and its attractions

Revisit the strategy for the development of Fairhaven Lake

INFORMATION ITEM



REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	TOURISM AND LEISURE COMMITTEE	12 NOVEMBER 2015	11

OUTSIDE BODIES

PUBLIC ITEM

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

SUMMARY OF INFORMATION

On 6 July 2015 the Council made a number of appointments to outside bodies. These appointments followed from recommendations from the programme committees for appointments from within their respective memberships.

In line with the Protocol for Members on Outside Bodies (Part 5f of the Council's Constitution), every member serving on an outside body is required to complete a reporting form every six months, which is submitted to the relevant programme committee to which the external partnership relates.

Included as an appendix to this report are: returned completed reporting forms, a list of outstanding reports and details of those bodies which have not met.

SOURCE OF INFORMATION

Elected member representatives to the Outside Bodies

LINK TO INFORMATION

[Outside Bodies Reporting Forms](#)

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

The information is provided to maintain an understanding of the work of the outside bodies, and remain abreast of any issues that may have an impact on the residents of the borough or the council.

FURTHER INFORMATION

Contact Tracy Morrison, tel: 658521

Outside Bodies - Member Reporting Form

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Councillor Tim Ashton Director
Period this report covers (date):	2015
Name of Outside Body:	Lytham Town Trust
How often does the organisation meet? And how often have you attended?	Quarterly
<p>Key issues arising for Fylde Borough Council</p> <p><i>Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc</i></p> <p>(Continue on a separate sheet if necessary).</p>	<p>Lytham Town Trust owns Lytham hall and has granted a lease to operate the hall to The Heritage Trust Northwest.</p> <p>A large regeneration project is taking place both within the grounds and on the building at Lytham Hall. The works on the building will start in Spring 2016 and residents will see a considerable amount of improvement on site.</p> <p>The trust also operates the Assembly Rooms in Lytham and these rooms are relatively well used and on occasion the council holds events there.</p>
Who did you inform of these issues within Fylde Borough Council?	There is an ongoing dialogue with Fylde Borough Council and the Trust that operates the Hall and a visit was arranged recently for members of the Tourism & Leisure Committee. There will also be report from the HTNW at the next Tourism & Leisure Committee Meeting.
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	There is a need for council involvement with the upgrade and ultimate operation of this strategic asset which is the only Grade 1 Listed Building in the Borough. Initially the Council had 3 directors on the Trust but this has been reduced to 1.
Any further comments? (continue on a separate sheet if necessary)	No further comments

2014/15

ANNUAL REVIEW

HOUSING

OUTDOOR EDUCATION

PHYSICAL ACTIVITY

YOUNG PEOPLE





2014/15 ANNUAL REVIEW

YMCA Fylde Coast has been part of the local community for over 90 years. In this period we have adapted and changed with the times in order to sustain and reinforce our presence. Throughout the last year we have undergone some changes as an organisation and 2014/15 has been a transitional year for us. We have undertaken a management restructure to ensure that our resources and new strategy remain at the heart of achieving our mission. In partnership with Wyre Council, this year has also seen the completion of the £5m redevelopment programmes at YMCA Poulton and YMCA Thornton, culminating in a variety of positive changes to the infrastructure of the facilities, that will surely benefit the local community for many years to come.

In addition to these changes, we have developed a clear strategy for '2015 & Beyond' and continued to develop and provide relevant, high quality services that have transformed communities so that all young people continue to belong, contribute and thrive. We have completed the modernisation of the changing facilities at YMCA Kirkham Rural Splash and invested heavily in our fitness studios across a number of our centres. As part of our ambitious redevelopment project and vision for YMCA Lakeside, we launched the first phase of our fundraising campaign through the completion of our 'Support the Lakeside Project' document. We also witnessed the installation of a new jetty at the site that will contribute greatly to the growth and sustainability of the facility.

We continued to prove successful in developing our service and programme areas. We introduced a number of new

youth work related projects such as Satellite Clubs, a Y: Body, Mind & Spirit programme, Y: Weight and a detached youth disability project. Additionally, we have also provided a new counselling service in Blackpool and introduced the Moving Forward programme for cancer patients.

I would like to commend the efforts and dedication of all our staff, and the generosity and kindness of our volunteers, donors, partners, supporters and Board members. No one area of our work is more valuable or more important than another and together we can **'Change and Enhance Lives'**.

John Cronin
Chief Executive Officer
YMCA Fylde Coast

Who we are

We are an independent registered charity, forming part of the worldwide YMCA Movement. Every day we aim to provide a range of services for the community that **'Change and Enhance Lives'**.

One vision

YMCA Fylde Coast strives to transform people's lives by providing an inspirational journey which supports and develops individuals, with a focus on young people. We believe that by fulfilling this vision we can **'Change and Enhance Lives'**.

One mission

YMCA Fylde Coast is part of a worldwide Christian Movement whose central aim is to enable young people and other members of the community to achieve their full physical, social, cultural and spiritual potential.



YMCA Fylde Coast

19 sites

559
members of staff

60 volunteers

15,000 members

£8 million turnover

Working in **13**
communities
across the North
West region

**We housed
and supported
60 young
people and
16 families**



YMCA Housing programmes are designed to help people to secure and maintain a safe place to stay by supporting them to overcome periods of personal crisis and helping them to move into employment, education and training.

We have a 19 year history of delivering housing support and advice services across Wyre and Fylde districts. Over this time, we have developed exceptionally good local networks and partnerships. In total, this year we housed and supported **60** young people and **16** families in our **51** units of supported accommodation which are located across the Fylde Coast. Our Supporting People service is so much more than offering individuals and families a place to live. We have worked closely with them to develop individual support plans, focusing on providing help where it is needed to improve both life and independent living skills and helping them to be better prepared to maintain a tenancy long into the future.

Working with some of the most disadvantaged people within the local community, we have provided

a range of support services to ensure **99%** of young people and families from our supported accommodation were able to either make the transition to **independent living** or return to the **family home**.

This year, working again in partnership with Lancashire County Council, our YMCA Housing service has '**Changed and Enhanced the Lives**' of **99** of our service users, helping them to make the transition into employment, education or training via a recognised employer, education establishment or training provider.

In partnership with Fylde Council, we assisted **87** people, including **46** non-dependents, secure **74** safe, affordable, private sector tenancies. In fact, we are approaching **1,500** tenancies that we have secured with a bond guarantee since YMCA Face to Face records began in September 2001.

HOUSING

We have continued to build strong relationships with the private/social rented sectors, local authority and support agencies in Fylde, successfully contributing to their Homelessness Strategy.

This year we have worked in partnership with both Fylde Council and Blackpool Council to provide a high quality, person-centred confidential counselling service. Our Fylde Counselling Service uses trained and qualified staff who are BACP registered. We have received referrals from GPs and other professionals as well as accepting self-referrals and have provided a service for **174** people with **754 hours** of advice and support.

As part of our commitment to raise awareness of homelessness amongst local populations and communities, we delivered a number of homelessness awareness

training sessions to over **800** young people aged 14-16 from local schools, colleges and youth projects operating across the Fylde Coast, including our own National Citizen Service.

This year, YMCA Carlisle received a throughput of over **8,000** visits to the services and activities available at the centre, including specific personal development schemes centred on education, physical activity and employment. We have worked in partnership with local groups, organisations and independent charities to provide an accessible location for all members of the community.

We worked in partnership with three local authorities in Wyre, Fylde and Carlisle to increase the amount of unoccupied homes brought back into use as part of our **Making Homes** project.

“The YMCA Housing staff were very friendly and supportive and I was given all the advice and support I needed when it came to moving on to independent living.”

Resident, YMCA Foyer



In total, **17** homes identified as part of the project are now occupied.

This year, we rebranded our YMCA Housing service and launched our new interactive website ymcahousing.org.uk across a number of platforms. The website received over **1000** hits in the first month and enquiries about our services increased by **30%**.

**Provided 754
hours of counselling
advice and support**

YMCA Outdoor Education programmes are designed to inspire young people to aim high and set goals for the future, increase confidence, personal resilience and respect of others and improve learning, skills, education and employability.

Set on the shore of Lake Windermere, YMCA Lakeside is one of the largest professional outdoor activity centres in the country, working with schools, youth groups, families and businesses. Here we provide high quality residential and day experiences, all designed to inspire young people to grow in **body, mind and spirit.**

At YMCA Lakeside we have **‘Changed and Enhanced the Lives’** of **1 million** children and young people, including the most disadvantaged from across the UK for over 50 years. In the natural, beautiful environment, once again this year we have taken children and young people, often from urban and inner city surroundings and provided them with a range of fun, challenging and exciting outdoor experiential activities,

from canoeing to sailing, to rock climbing and abseiling.

Our qualified and experienced team of Outdoor Instructors are adept at coaching and mentoring our young people, using outdoor challenges to test leadership, communication and problem solving skills. They have helped them to look at ways of resolving conflict, how to make decisions, how to work as a team and most importantly how to learn from both success and failure.

This year we have enriched and added value to the lives of **7,725** young people through our bespoke outdoor educational programmes. Schools and youth groups have been able to tailor programmes to meet their curricular requirements as well as the social, emotional and personal development skills of their

90% of young people felt more confident in new situations and more likely to try new things



OUTDOOR EDUCATION



students. This year, our **Summer Day Camps** also proved to be as popular as ever with **248** children and young people attending over the 3 week period. Taking place throughout the summer holiday period, the camps deliver adventurous and challenging activities on a daily basis.

We have worked with and trained **21** national and international volunteers this year. All of our volunteers are young people who come from a variety of backgrounds and are key to the delivery of our programmes at YMCA Lakeside.

We have worked with **27** businesses, **71** youth organisations and **129** schools to deliver the right programmes for their individual requirements and needs. This year, we continued to develop our **Apprentice & Graduate Transition** courses, designed to support the challenging transition from education to the corporate world. A selection of **National and International** companies have taken full advantage of these programmes, focusing on personal development and strengthening personal responsibility. With over **50** years experience in outdoor learning and over **50** outdoor activities, we have promoted behaviour and attitudinal changes

through self-efficacy, team-building and leadership development activities. In summer, we undertook research with children and young people who attended YMCA Lakeside to explore just what a difference it can make. We found that YMCA Lakeside:

- Improves learning, skills, education and employability – This year, **82%** felt more confident about getting a job because of their new skills.
- Increases confidence, personal resilience and respect for others – This year, **90%** felt more confident in new situations and more likely to try new things.

“YMCA Lakeside shows you what kind of person you can be and inspires you to want something better from life”

Ellie – Mae, 14 years old, SPACE (Sefton Performing Arts and Creative Education), Bootle



- Inspires young people to set goals for their future and to aim high – This year, **81%** are more clear about their plans and confident of a bright future.

As part of our ambitious redevelopment project and vision for YMCA Lakeside, this year saw the launch of the first phase of our fundraising campaign through the completion of our **Support the Lakeside Project** document. The vision for the centre is to change the lives of **1 million more** young people who might not otherwise reach their full potential. To achieve this, we aim to create a world class outdoor activity centre that will be a place of inspiration and aspiration, where children and young people know they are safe, secure and valued. The project will create a new purpose built school and youth building with **192** student bed spaces, a **61** bed training centre and the provision of **12** eco-friendly family lodges. Our initial fundraising activities are targeted at raising **£5.2m** to fund the creation of the school and youth building.

After successfully receiving planning permission, this year we continued working in partnership with the Lake District National Parks Authority and installed a new **37-metre floating jetty** at YMCA Lakeside. The jetty will open up access and encourage more car-free travel to Lake Windermere’s western shore. Working in partnership with the GoLakes Travel programme and South Lakeland District Council, the jetty is designed to accommodate private boat users and passenger carrying vessels, allowing them to provide scheduled services to YMCA Lakeside in 2016.

Our YMCA National Centre at Lakeside has **‘Changed and Enhanced Lives’** through the provision of activities for a life beyond the classroom and the office, developing leadership, social and emotional qualities to educate and stimulate performance.

YMCA Physical Activity programmes are designed to help people to be physically active, support people who have, or are at risk of developing long term physical and mental health conditions, as well as encouraging young people to get involved in sport.

This was a transitional year for our physical activity service which witnessed the completion of two major redevelopment programmes at our facilities at YMCA Thornton and YMCA Poulton. The programmes were made possible thanks to a **£5m** investment by our partners at Wyre Council.

Completed in the spring of 2015, YMCA Thornton boasts a **10** lane ten pin bowling alley and diner, indoor skate park called **Air**, three dance/aerobic studios, two 3G pitches and a **115** station fitness studio. YMCA Poulton now includes a state of the art spa facility called **Spa on the Breck**, a **46** station fitness studio, dance studio and an upgrade of the pool and changing areas.

During this year, we also completed the re-design and modernisation of the changing facilities at YMCA Kirkham Rural Splash after receiving

£48,308 from the Sport England Inspired Facilities Fund. We also developed the fitness studios at YMCA St Annes Pool & Gym and YMCA Kirkham Rural Splash.

Collectively with our local authority and NHS partners, our MEND programme across Fylde, Wyre, Lancaster and Blackpool delivered **16 free 10-week programmes** to **210** children aged 5-13 who are above their ideal weight. The programme stimulates the importance of 3 key principles that are essential for a healthy lifestyle - behaviour change, nutrition and physical activity. As a result of participating on the programme this year, children have **increased their physical activity** by an average of **3.2 hours per week** whilst, **decreasing their sedentary behaviour by 4.5 hours per week.**

Our 14 week Health Referral Programme in Fylde and Wyre

Our Health Referral Programme helped over 1600 individuals to lead more active lifestyles



PHYSICAL ACTIVITY

helped over **1600** individuals to lead more active lifestyles with a view to decreasing their chances of developing long term health problems. Over **81%** of participants agreed that as a result of taking part in the programme they would continue participating in some form of physical activity.

This year saw the launch of our 12 month pilot programme, **Moving Forward**. The programme commenced in October and is specifically designed to encourage active participation and wellbeing before, during and after cancer treatment. Moving Forward operates in partnership with Macmillan Cancer Care, Blackpool Teaching Hospitals and Fylde, Wyre and Blackpool Clinical Commissioning Groups (CCGs). The pilot is specifically designed for breast and colorectal patients and if successful, will be opened up to other tumour sites. This year **46** patients accessed the programme.

We rebranded our website and introduced our new YMCA Lifestyles App to a range of digital platforms, allowing easier access to all our physical activity related news, offers and features. The App also allows members to book onto activities from any of their mobile devices. Launched in September, the App received over **4500** downloads by the end of the year.

Working in partnership with Momena and Lancashire County Council, January saw the launch of our new adult weight management programme **Y:Weight**. Although in its infancy, the 12 week programme has assisted **314** participants with a BMI of 25 or over adopt healthy lifestyle behaviour changes.

Operating from within our facilities, our Sports Development Team received more than **150** weekly attendances by young people for their multi-disciplinary coaching sessions.



We are working in partnership with YMCA England to create a number of **Satellite Clubs** for young people aged 14-25. Satellite clubs encourage young people to participate in sport and aim to bridge the gap between school sport and club sport. Since the programme commenced in October, we have launched **11** satellite clubs, worked with **12** local youth agencies, engaged with **96** young people and achieved a throughput of over **250** attendances per month. YMCA England were successful in gaining funding for the Satellite Club programme via a **£200,000** lottery grant from Sport

England. We are one of four YMCAs across the country running the programme.

This year has also witnessed the creation of the YMCA's first cycling club, **Y: Active Wheelers**. Although in its infancy, the club has set up its own governing committee and has affiliated to British Cycling. The club aims to increase participation in cycling by providing coaching sessions and free rides to young people, women and families.

“There have been a lot of positives from the programme. The kids help me more in the kitchen; they sleep better and have been able to concentrate better at school. The children want to exercise more and often ask to go out on their bikes”

Rebecca, mother of 2 children aged 8 and 10 who all attended the MEND programme



NCS graduates
contributed over
12,000
hours of voluntary
services to their
local community



YMCA Young People programmes are designed to provide positive experiences and support for the most vulnerable young people in our communities helping them to stay safe and inspiring them to aim high for the future.

‘**Changing and Enhancing the Lives**’ of young people within the local community is the core principle behind our mission and is the essential component operating throughout our work.

We have inspired and encouraged **360** young people in Fylde, Wyre and Lancaster to sign up to the summer and autumn **National Citizen Service (NCS)**. NCS is a social action programme aimed at developing young people, encouraging them to become more socially responsible and to contribute to their local communities. This year, graduates from the service contributed over **12,000** hours of voluntary services to their local community, assisting over **25** different organisations and fundraising over **£10,000** for local causes.

Since we commenced the service in 2012, there have been **10** graduates who have worked as Assistant Team Leaders on subsequent programmes, **2** of which will be Team Leaders for the summer programme in 2015.

This year saw us successfully take over the management of **Tommy’s Club for Young People**, a purpose built facility located within our centre at YMCA Lofthouse. Tommy’s offers a place for young people aged 8-18 to engage in positive and diversionary activities, guiding them to become responsible citizens. The club provides an extensive range of activities within a safe, warm and affordable venue for young people. Tommy’s is also an affiliated amateur boxing club and in addition to a full size boxing ring,



YOUNG PEOPLE

the club's other amenities include a youth café, indoor bowling and pool tables. A total of **120** young people made full use of the facilities at Tommy's this year. The club and its attendees also won a number of accolades, including the **Club Participation Award** at the inaugural Lancashire Boys and Girls Club Awards Ceremony.

160 young people accessed the facilities and activities at YMCA Lancaster. The centre is specifically designed for young people and offers an open access youth café, a youth zone fitness studio and related classes, music tuition and rehearsal space. Our Sportivate funded youth programmes at the centre increased participation in sport and physical activity for **42** inactive young people.

This year, we continued our now award winning partnership work

with the Lancaster Youth Challenge (LYC), a consortium group made up of a number of local organisations, schools and charities. The LYC fought off fierce competition from 140 other projects to receive the Sportivate (Sport England) Project of the Year Award for their 2013 Youth Cycling Challenge, culminating in a 3 day cycle ride from Lancaster to Edinburgh.

Following on from their success in 2013, this year, the LYC completed a second challenge that allowed **10** young people and **4** volunteers to undergo a 6 month training programme and take part in a gruelling 7 day cycle ride from London to Paris. The LYC's aim is to increase participation in sport for NEET young people aged 16-21 who face a number of barriers in their lives.



"Taking part in NCS with the YMCA was the best and most surprising experience of my life"

Helen, 16 years old, NCS Graduate



After a successful bid to Children in Need, we launched our **Y: Body, Mind and Spirit** project which focuses on developing emotional health and wellbeing through engaging in physical and positive activities, understanding the relationship between nutrition and feelings and how to understand your body. This is the first year of a three year project and so far we have engaged **18** young people in the project.

Based at the Ridge Community Centre and working in partnership with Lancaster City Council, we provided a year round community provision that has engaged with all sections of the community. This year at the centre, we have operated sessions four nights per week and worked with over **160** young people. Our bespoke senior holiday scheme for 13-19 year olds is now in its second year and is operated in conjunction with our junior playscheme, providing a range of positive activities for young people and attracted a total

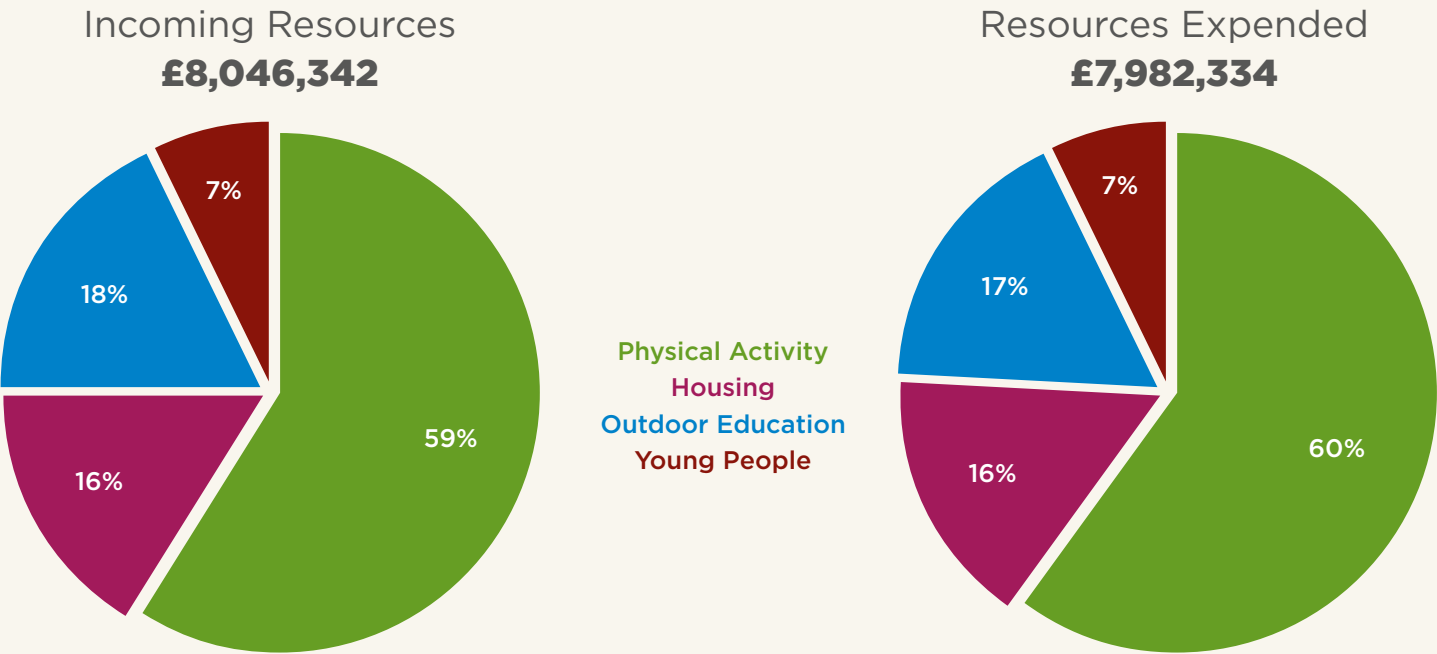
of **82** young people over a 4 week period.

We delivered detached youth work activities to **'hard to reach'** groups in socially deprived areas and promoted inclusive initiatives for young offenders and young people with disabilities. In partnership with Lancashire County Council, we provided positive activities to **200** 13-19 year olds in the deprived areas of Fylde and Lancaster during evenings, weekends and school holidays.

This year, in partnership with Lancashire County Council, we have delivered sport and positive activities to young people with learning and/or physical disabilities in Wyre, South Ribble and the Ribble Valley, delivering a broad range of activities including youth clubs, dance classes, foot golf, quad biking and archery. This coming year we will also be working in Fylde and hope to further broaden the range of activities on offer.

What it cost

Our Financial Year, 1st April 2014-31st March 2015*



*Financial figures based on management accounts 2014/15

The individuals and communities we seek to serve will remain the centre of our work this coming year. This belief in our mission will ensure that the YMCA remains focused and continues on our journey of Changing and Enhancing People’s Lives.

YMCA Fylde Coast would like to give thanks to all of our partners, commissioners, members and funders for their generous support.

- | | | | |
|------------------------------|---------------------------------------|---------------------------------|---|
| Aegon | Fylde Council | Lancaster University | The Cabinet Office |
| Amateur Swimming Association | Fylde and Wyre CCG | Macmillan Cancer Care | The Challenge |
| AXA | GoLakes Travel | MEND | The Department for Communities and Local Government |
| Blackpool CCG | Inclusive Fitness | Momenta | The Football Foundation |
| Blackpool Council | Inspira | North Lancashire CCG | The Football League Trust |
| Blackpool Teaching Hospital | Lake District National Park Authority | QMS | The Lofthouse Family |
| British Cycling | Lancashire County Council | Quality Management Systems | Wyre Council |
| Carlisle City Council | Lancashire Football Association | Regenda | YMCA England |
| Change For Life | Lancashire Sports Partnership | Sport England | |
| Children In Need | Lancaster City Council | South Lakeland District Council | |
| Cumbria County Council | | Supporting People | |
| Department for Education | | The Big Lottery | |

YMCA Fylde Coast, Central Office
YMCA St Annes
St. Albans Road
Lytham St. Annes
Lancashire
FY8 1XD

Tel **01253 724117**
Email **enquiries@fyldecoastymca.org**
Web **www.fyldecoastymca.org**

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Registered address: Champion Accountants LLP, Unit 2, Olympic Court,
Boardmans Way, Whitehills Business Park, Blackpool, FY4 5GU



Outside Bodies - Member Reporting Form

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Councillor Cheryl Little – Trustee
Period this report covers (date):	May 2015 – Sept 2015
Name of Outside Body:	Lowther Trust
How often does the organisation meet? And how often have you attended?	Once/Twice a month – I have attend all
Key issues arising for Fylde Borough Council <i>Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc</i> (continue on a separate sheet if necessary).	To support and see Lowther grow further to work with more of the community in more places as they take the Lowther brand to all areas of the Fylde.
Who did you inform of these issues within Fylde Borough Council?	Leader Councillor Sue Fazackerley
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Most definitely
Any further comments? (continue on a separate sheet if necessary)	Please see attached report

Chairman's statement
Lowther Gardens (Lytham) Trust
Sept 2015

The Trust has come a long way in the past three years, with the expansion of the Trust, set up of a trading Company, moving financial management away from Fylde Borough Council and transfer of title deeds for the land and facilities to the Trust (held on behalf of the Trust by the Charity Commission) but disappointingly to note during this time is that the financial landscape has changed into a much harsher place for the Arts.

As The Trust moves towards the end of their five year plan and starts negotiations for a further five years of support, subsidy and grant aid they will need to reflect on the changing environment.

Lowther Trust has grown a great deal in the past three years. But despite that, The Trust has maintained tight fiscal controls that saw - trade with a surplus of £14,888 before a depreciation charge of £34,382.

The Trust has increased the number of performances held during the year to 219, of which 100 are amateur community performances, and have expanded their community usage to 64 sessions.

This year they had visitor numbers of more than 47,850 to the theatre and countless numbers of families enjoying the facilities of the wider park itself.

The Trust has continued to work both directly and indirectly with ourselves FBC as partners and are currently developing links with other funding and supportive partners from the arts world.

In their commitment they plan to spend more of their resources on developing marketing and engaging further with the local and regional community.

Coaching and developing at the Lowther, is at the heart of the services offered and to this end there have been successful workshops provided for user groups and it is hoped that these will be rolled out over the next two years for the wider public.

The next two years will see Lowther grow further to work with more of the community in more places as they take the Lowther brand to all areas of the Fylde.

They will initially build the capacity to give more people opportunities from work that is centred at the Lowther, but it is hoped that this may spawn a network of links directly in each community.

At a time when Arts funding is being cut, The Trust is keeping a careful watch on the ways in which the economy and government policy are affecting the creative industries and are actively researching funding streams.

They continue to monitor customer satisfaction both within the park and the Lowther buildings and respond accordingly.

The Trust has updated its governance documents creating more transparency with its appointment of Trustees and the way it takes management decisions. All Trustee members have completed Charity Commission registration and evaluation forms.

Throughout the year saw the departure of one Theatre Manager and the appointment of a new Manager. The trust also moved forward with staffing plans to implement appointment of an operations Manager who started in the new financial year.

They have also seen the further development of a strategy for a master plan for the gardens and improvements to the Theatre.

They also supported renewal of the green flag and actively took part in the “In Bloom” competition.

With support from Fylde Council they will continue this work to provide a first class resource for all the community.

Their purpose continues to provide a community resource, both through the Park and the Theatre and work with their hundreds of volunteers, donors, campaigners and partners so that there will be an enriched facility for all residents and visitors.

Cheryl Little
Chair T&L Committee
Representing FBC on Lowther Gardens (Lytham) Trust.

ST. GEORGE'S DAY FESTIVAL 2015

REPORT 2015

This year marked the Seventh Annual St George's Day Festival and was widely considered to be the biggest and most successful yet. All the events were extremely well supported and the turnout was high. We raised £54, 359 in total for the three charities; ABF The Soldiers Charity, Trinity Hospice and Palliative Care Services and The Boathouse Youth charity. All the events ran smoothly with no major problems. The increased number of attendees to this year's festival compared to previous years raised some issues which will need to be investigated further before future events. These include needing more staff or volunteers, maximizing the potential space in both marquees and parking also needs to be considered. There also needs to be an increased presence on social media both before and during the festival. In summary, the main strength of the festival is the balance between providing the community with high quality and enjoyable events, whilst still maintaining fundraising as the top priority. However due to high expenses, mainly overheads, the profit as a percentage of the revenue is less than 50% where many charities would expect a 500% return on investment of a similar size. A simple solution would be to increase the utilization of overhead costs, for example holding more events in the marquee such as the comedy night planned for 2016. Overall, the St George's Festival of 2015 has been a great success and will hopefully continue to grow and increase in profit for the benefit of the charities involved.

INTRODUCTION

The St George's Day Festival aims to raise vital funds for three important charities, both local and national, as well as putting Lytham St Annes and Lancashire on the national map and finally making St George's Day a national holiday. It celebrates the very essence of what it means to be English with a fantastic atmosphere at all the events and provides Lytham with a wonderful opportunity to strengthen community links. The range of events means there's something for everyone from all demographics. The Lunch and Black Tie Dinner provide an excellent platform to both network and socialize and are very popular among local businesses. The Parade and Family Fun Day bring people to Lytham from all over the country, raising the profile of the town and providing families with a great day out.

In summary, the festival is the perfect combination of fun exciting events, whilst raising money for three vital causes and it has continued to grow, year on year, with 2015 being no exception!

This report summarizes the format of each event and details the feedback given. This year brought some new challenges with the most attendees to date at many of the events. The report also looks at the important matter of how to maximize the profit, whether we are doing this effectively and how to improve in future years.

Both the financial data and feedback from guests and committee members shows that this festival has been the most successful yet, both in terms of quality of the events and profit. The committee members were thrilled with the turnout at each event and the high number of tickets sold, which also accounted for the highest share of revenue. The most frequent comment was that the atmosphere at all events was fantastic which is thought to be in part due to the stunning decoration of the marquee, the highly popular entertainment provided by both a local DJ and also the two bands and partly due to the efficiency and smooth running off all the events.

The organization of all events has been reported to be excellent, although most involved feel that this would be easier with more volunteers or staff. Some committee members also thought that some decisions should have been made earlier such as the bar and treasurer so that guests could be invoiced as booking forms were received and also tickets could have been sent as the payment was received. Rowley's would also have liked to receive a copy of the table plan earlier.

The parking was often an issue at all the events, but particularly the Family Fun Day. It has been suggested that we use the Green for both participants and public parking as is the case for the 40's weekend. We could then charge and this would be another source of revenue for the festival.

Briefing Note on the Arts Working Group

Prepared by Cllr. Vince Settle

1. Introduction

The Arts Working Group is set up to oversee the management and promotion of the Lytham St. Annes Art Collection. Its' members are; Fylde Borough Council [one staff member and one councillor], Lancashire County Council Museums Service, Civic Society, Booths, Fylde Fine Arts Society and Richard Marshall. Other persons or bodies may attend on an Ad Hoc basis. Since the May elections, the group has met twice on 29th June and 10th September and the topics below are standard agenda items.

2 Tagging the Treasures

Fylde fine arts society won a lottery grant to catalogue the collection

And various groups of volunteers are now carrying out this work.

3 Restoration & Conservation work

Restoration of individual paintings is being carried out by the LCC's

Museum service, but cost is a severe restraint so this is a slow process.

4 Exhibitions

The only exhibition space currently for the collection is the Booths

Exhibition area, and consequently a rotation process operates, and

Including special exhibitions such as the recent Margaret King exhibition entitled From the Seabed to the Farthest Star.

A brief discussion was held at the last meeting regarding the desirability of a larger art gallery and suitable building to accommodate the collection.

5 Donations to the LSA collection and Acquisitions Policy

Two paintings by Walter Eastwood have recently been donated, these being entitled Lytham Shipyard and Langdale Pike. Regarding future donations, the working group will draw up a proposal to agree the criteria for accepting future items into the collection.

Outside Bodies - Member Reporting Form

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr. Raymond Thomas Representing FBC (Tourism and Leisure)
Period this report covers (date):	Eligibility and invited from 8 th July 2015 - 19 th Oct 2015
Name of Outside Body:	ARTS PARTNERSHIP (LYTHAM)
How often does the organisation meet? And how often have you attended?	Each month - Library (Lytham) + informal meetings with C.C. Tim Ashton and Alex O'Toole
Key issues arising for Fylde Borough Council <i>Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc</i> (continue on a separate sheet if necessary).	<p>FBC - Budget - Requires continued funding for projects eg Lytham Arts Festival - through Lytham Business Partnership.</p> <p>Developing & working partnership with Library (Lytham) - hosting workshops - art events etc.</p> <p>Better use of library facilities & NCC involvement</p> <p>Use & funding for possible Community Radio Station in library.</p> <p>Challenges - eg. Art Festival competing with the commercial Lytham Festival - media space credibility.</p>
Who did you inform of these issues within Fylde Borough Council?	Paul Walker - re funding for Arts Festival. Discussions with Darren Bell re. Lytham Hall & Art Collection display
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	This is a very active outside body contributing to the promotion of the Arts & Cultural development of the whole of Fylde. Providing a positive impact on the area, its people & businesses.
Any further comments? (continue on a separate sheet if necessary)	This I feel gives 'value for money'. It is worthwhile & affects both young people & old. A good example of a working partnership with FBC & the Tourism & Leisure Committee.

Cllr Raymond Thomas

Outside Bodies - Member Reporting Form

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr. Raymond Thomas. Tourism & Leisure Committee
Period this report covers (date):	July 2015 — P.D.
Name of Outside Body:	Fylde Arts Association Exc. Committee.
How often does the organisation meet? And how often have you attended?	To date not been informed of any meetings to attend.
Key issues arising for Fylde Borough Council <i>Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc</i> (continue on a separate sheet if necessary).	
Who did you inform of these issues within Fylde Borough Council?	Enquired personally & informed Katharine McDonnell to this effect.
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	
Any further comments? (continue on a separate sheet if necessary)	

Cllr. Raymond
Thomas

OUTSTANDING AND NIL REPORTS – NOVEMBER 2015

Tourism & Leisure, 12/11/15 meeting. Closing date for reports 30/10/15			
Outside Body	Councillor	Notes	Information on nil report
Fylde Coast YMCA Partnership Board	Cheryl Little	Nil report – although YMCA Annual report submitted in lieu	no meeting