



Agenda

Operational Management Committee

Date:	Tuesday, 13 November 2018 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Roger Small (Chairman) Councillor Sandra Pitman (Vice-Chairman)</p> <p>Councillors Julie Brickles, Alan Clayton, Delma Collins, Richard Fradley, Karen Henshaw JP, Paul Hodgson, John Kirkham, Kiran Mulholland, Jayne Nixon, Thomas Threlfall.</p>

Public Platform

To hear representations from members of the public in accordance with Article 15 of the Constitution.
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 11 September 2018 as a correct record.	1
3	Substitute Members: Details of any substitute members notified in accordance with council procedure rule 22(c).	1
	DECISION ITEMS:	
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DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	OPERATIONAL MANAGEMENT COMMITTEE	13 NOVEMBER 2018	4
BUDGET SETTING – PRIORITISATION OF CAPITAL BIDS 2019/20			

PUBLIC ITEM

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 2019/20 which fall within the terms of reference of this Committee.

RECOMMENDATIONS

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.

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.

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

REPORT

1. The Council 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 11th April 2016.
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 2019/20 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 2019/20 report which was approved by the Finance and Democracy Committee at the meeting of 24th September 2018.
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 2019/20 which fall within the remit of this Committee.
Legal	No implications arising from this report.
Community Safety	No implications arising from this report.
Human Rights and Equalities	No implications arising from this report.
Sustainability and Environmental Impact	No implications arising from this report.
Health & Safety and Risk Management	No implications arising from this report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Management Team		October 2018

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Council Report - Approved Capital Strategy	11th April 2016	www.Fylde.gov.uk
Finance and Democracy Committee - Timetable for Developing Budget Proposals 2018/19	24 th September 2018	www.Fylde.gov.uk

Attached documents

Appendix A – Capital Bids for Consideration and Prioritisation:

1. Provision of Public Convenience Facilities on North Beach Car Park
2. Accommodation/ facilities at Snowdon Rd Depot
3. Car Park Barriers at Stanner Bank car park

No: 1 - Provision of Public Convenience Facilities on North Beach Car Park

Description of Scheme: Provision of a new public convenience facility on North Beach Car Park to provide additional facilities designed for improved customer satisfaction and safety to extend the current service provision.

There is no statutory requirement to provide public conveniences, however, the Public Health Act 1936 allows local authorities to “provide sanitary conveniences in proper and convenient situations”. In 2005, the council was faced with the prospect of having to close all of its public conveniences due to the need to upgrade facilities (particularly in order to comply with existing DDA legislation) and in response to the council’s worsening financial position. Rather than do this, the council entered into a long-term contract with Danfo (after an extensive options appraisal) to implement a strategy designed to continue provision. Unfortunately due to budget constraints it was not possible to replace all the existing facilities and the first part of that strategy involved a reduction in the total number of public conveniences across the borough with investment in new facilities in the areas of greatest demand.

Although a reduction in the number of units was not ideal it was felt that the public would prefer brand new facilities that deter antisocial behaviour even if that meant there would be fewer of them. This was preferable to the total withdrawal of what is a non-statutory service. Under the agreement with Danfo, the Council now operate 12 facilities, 10 of which have been upgraded with individual Danfo units, which comprise toilet and sink facilities within separate rooms, for which a fee is charged. 2 facilities (Church Street, Kirkham and Pleasant Street, Lytham) remain free of charge with a more historical format of multiple cubicles in one room with shared sink facilities serviced and maintained by Danfo. The Council has a legal responsibility to operate all its facilities in compliance with the requirements of the Equalities Act 2010. As such it was consequently decided to close the Council assets at North Promenade¹ in St Annes and Mill Street in Kirkham as they were non-compliant and the cost of repair to these buildings was beyond the available budget level. The toilet block at Wrea Green was handed over to the Parish and advanced plans are in place for the transfer of the Ansdell asset to Lytham St Annes Civic Society.

Under the terms of the existing Danfo arrangement the Council pays for the ongoing cleaning and maintenance of the public conveniences. A fee of 20 pence is charged for use of the facilities (with an additional charge of £1 at the North Promenade sluice unit) and the income is retained by the Council. The coin income from these facilities is significantly less than the annual costs of operating and maintaining the service. The total cost of the Danfo contract was £143,000 in 2017/18, while the associated income was £23,000 (approximately 16% of the overall budgeted costs).

Following a report to the Operational Management Committee in November 2017 a pilot project to explore the viability of introducing overnight motorhome parking at North Beach Car Park has been in operation since 29th March 2018. Up to 29th October 2018 629 overnight stays have been recorded with revenue from parking totalling £2,585. A report on this pilot phase is to be submitted to the Operational Management Committee to consider making this scheme permanent. The addition of a toilet block with sluice and shower facilities would make this an even more attractive location for motorhome visitors. Toilets, showers and changing facilities will also be of benefit to the many beach users that choose to access the beach at

¹ The facilities at North Promenade were subject to a successful capital bid in the 2016 programme and works to upgrade the facilities were completed in December 2016. These new facilities have proved very popular with residents and visitors over the busy summer period, generating an income in the region of £3,113 for the period Jan – July 2018, inclusive of the sluice unit income.

this location which includes those attending to enjoy windsports.

Members have requested that this site is considered for the extension of borough wide public convenience facilities as part of the 2019/20 Capital Bid Programme and Danfo have provided a quotation for the works. In addition, Danfo have confirmed that they will honour the annual cleansing and maintenance rate agreed for the North Promenade facilities, at a rate of £2,500 per annum (subject to annual RPI adjustments). This cost will be at least partly offset by the additional parking income generated.

Capital Cost Plan:

The proposal below is for the provision and installation of a Danfo Tetragon facility at North Beach car park. The Tetragon is a bespoke designed building manufactured off site and delivered and positioned on a pre prepared foundation. The units will be clad in an appropriate material which responds to its coastal location. This is to ensure that the installation will fit in to the local surroundings and be sympathetic to the local environment. Internal layout and facilities are identical to the Danfo units currently installed within the Borough of Fylde. The unit is to be positioned within the Car Parking Area at North Beach, adjacent to the Coastguard Building, subject to appropriate Planning Permission.

Please note:

- Danfo (UK) Ltd have assumed for the purpose of this quote that all services are local to the site and within 5 meters of the proposed location however, if there are no facilities available additional costs would be incurred;
- Enquiries have been made with the Coastguard with regards to the possibility of linking into the utilities available at their adjacent building, with an associated agreement and recharge of costs to Fylde Council based on sub-meters – response pending;
- Danfo (UK) Ltd has recommended a Euro Brick Type Cladding and a Pitched Roof however there are many other options that can be offered;
- This includes an external water tap with charging mechanism included

Cost Heading	Description	Total £
Provision of Tetragon 110 toilet block	Comprising of 1 fully accessible WC, 2 unisex WC, 1 internal shower, 1 sluice room and 1 changing cubicle	£99,800
Provision and installation of services (water/waste/electricity)		£36,000
Foundation slab		£6,500
Danfo installation costs		£15,000
Fees (planning/Building control)		£1,000
Sub - total		£158,300
Contingency (5% of sub-total)		£7,915
Project management/ supervision (10% of sub-total)		£16,625
Total		£182,840 Rounded to £185,000

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

Extend the provision of fit for purpose public convenience facilities with improved accessibility and safety for the benefit of residents and visitors to Fylde to the same award winning standard and high specification of the existing Danfo toilets in Fylde

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):

- Increased access to high quality toilet provision with improved accessibility and baby change facility
- Showcase Fylde as a place to visit in support of a thriving tourist economy in response to the increased number of visitors to the area since the recession
- The provision of additional public conveniences through Danfo Ltd will reduce instances related to community safety experienced as a result of inadequate provision i.e. vandalism of unused assets and the use of open spaces as toilet facilities
- The proposed new facility will be to a high standard specification including ongoing maintenance with a life expectancy in excess of the contract
- All health and safety implications of the facilities will be managed within the cleaning and maintenance arrangements with Danfo
- Consistent with aims of the asset management plan to maximise the use of Council land and assets in supporting the council's strategic objectives and priorities for the benefit of residents

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

Performance - to meet the expectations of our customers by enhancing the reputation of the Council

Place - to promote the enhancement of the natural and built environment by upgrading council owned infrastructure

People - to encourage cohesive communities by improving security to prevent and reduce instances related to community safety

Prosperity - Maximise the return from the use of buildings and land in helping services promote the strategic themes of place, people prosperity and performance.

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £185,000

Annual additional Revenue costs arising from the bid (£000's): nil at this stage

Danfo (UK) Ltd proposes that this additional unit should be added to the existing Fylde contract enabling Danfo to service and maintain the North Beach facility under the same terms and conditions but at a vastly reduced cost of 70% compared to the cleansing and maintenance of the other units per annum including ALL consumables, spares and repairs.

Please provide any further details of revenue savings below:

There will be an additional income generated from this new facility as a result of the 20 pence charges for use of the public conveniences, the £1 charge per use of the sluice unit and the additional charge (TBC) for shower and changing facilities and for the use of the external tap unit. This may be sufficient to offset the additional Danfo service charges.

Value and phasing of bid:

2019/20	2020/21	2021/22	2022/23	Additional capital investment required (i.e. the value of the bid)
£185,000	£000	£000	£000	

Existing resources in the Capital Programme relating to this scheme:

2019/20	2020/21	2021/22	2022/23	Existing capital resources in the approved Capital Programme
£000	£000	£000	£000	

Estimated timescales for the bid:

Start Date April 2019	July 2019
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Project Risks (outline any risks to delivery of the project and how these will be mitigated)

Risk	Impact	Mitigating Action
No existing resources in the Capital Programme relating to this scheme	100% financial capital outlay required from capital reserves	Consider alternative proposals for funding i.e. discuss possible capital funding for the work through the existing agreement with Danfo (may require renegotiation of existing contract)
Additional revenue budget requirement	Strain on existing budgets may require later right-sizing of the budget	Some of the revenue costs will be offset by the additional income generated. However this may not be sufficient to meet the full additional costs; consider increasing charges for use to boost income

No: 2 - Snowdon Road Depot Welfare Improvements

Description of Scheme:

The project involves improvements to the operational depot welfare facilities at Snowdon Road. Currently the depot services Operational Services which includes Fleet Services, Waste Management and Recycling and Amenity Cleansing and the Parks Operational Teams. There are approximately 100 members of staff who are based at Snowdon Road Depot.

Background

The Council acquired the land adjacent to the existing Snowdon Road Depot in February 2013 from Lancashire County Council to facilitate the expansion of the depot to accommodate the Parks and Greenspace service. Since the land was acquired the Council have constructed a steel portal framed building to accommodate the parks operational teams and office support staff.

Current Situation

Fleet services currently occupy the Fleet Management building and are self-contained in terms of offices, workshop space, and welfare facilities. Waste management and cleansing office staff currently occupy the small single story building on the entrance to the site with operational staff utilising the porta cabin /mess room facility catering for up to 60 members of staff.

The existing toilet facilities do not meet the minimum standards required by the Health and Safety at work act 2013 of 5 toilets and 5 wash hand basins for 76-100 members of staff.

Proposal

It is proposed to rationalise existing buildings and facilities to deliver fit-for-purpose male and female toilet facilities, showers, canteen, briefing room and associated offices. The existing porta cabin building will be removed.

A detailed breakdown of the funding strategy is detailed below –

Capital cost plan:

Cost Heading	Description	Total £
Construction works		£175,000
10% Design and project management fees		£17,500
3.9% Contingency		£7,500
Total		£200,000

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

- to provide fit for purpose depot and office accommodation and welfare facilities for the Waste and Cleansing services
- to meet statutory health and safety requirements
- to improve and extend the existing portal frame building
- Increase the useable space within the Snowdon Road depot site

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):

- Safer working environment
- Comply with Health and Safety at Work Act requirements regarding toilet provision.
- Improved workforce motivation and morale with the provision of modern fit for purpose facilities
- Better integration between operational staff

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

Value for money

- Continuously review services and assets to improve efficiency and effectiveness

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £200,000

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

Value and phasing of bid:

2019/20	2020/21	2021/22	2022/23	Additional capital investment required (i.e. the value of the bid)
£200,000	£000	£000	£000	

Existing resources in the Capital Programme relating to this scheme: Nil

2019/20	2020/21	2021/22	2022/23	Existing capital resources in the approved Capital Programme
£000	£000	£000	£000	

Estimated timescales for the bid:

Start Date : September 2019

Completion Date: March 2020

Project Risks (outline any risks to delivery of the project and how these will be mitigated)

Risk	Impact	Mitigating Action
Not securing planning permission	No change	Pre application discussions with the Council's planning team

No: 3 - Car Park Barriers at Stanner Bank Car Park

Description of Scheme:

For many years the ability to enforce parking on Stanner Bank Car Park has been an issue for Fylde Council. Many visitors choose to either sit within their vehicles or stay close by them to look over Granny's Bay, the Irish Sea and Fairhaven Lake. As a result, when enforcement officers attend the car park, visitors who have not paid for parking drive off the car park and are unable to issue Penalty Charge Notices. This issue has been reviewed several times in the past, most recently in a report to Cabinet on 14th January 2015 following a study on potential solutions. At the time it was concluded that any alternative would not be cost efficient; though a pay on foot barrier system was assessed as the most suitable option.

Once the Fairhaven and Church Scar coastal defence scheme and the proposed Fairhaven Lake Heritage Lottery funded works are completed in 2020 the number of visitors to this area is expected to increase along with demand for parking. As part of the coastal defence scheme Stanner Bank car park has been redesigned. As the works will involve excavation and remodelling the entrance to the car park it provides the most suitable and cost effective time to install a pay on foot barrier system. Such a system would include entry and exit barriers with associated terminals, two payment machines, an intercom system to enable customers to call for assistance and associated software and remote operating equipment to control the system.

Once the pay on foot barrier and associated equipment is purchased it will be installed as part of the works to the entrance of Stanner Bank Car Park associated with the coastal defence project.

A summary of the funding strategy is detailed below –

Capital cost plan:

Cost Heading	Description	Total £
Supply and installation of barriers and associated equipment		50,000
Total		£50,000

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

Purchase of equipment associated with a pay on foot barrier system including entrance and exit barriers and associated terminals, two payment machines, intercom system, software and remote access and control system.

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):

- Improved compliance with parking restrictions.
- Ability of customers to pay for parking used at the end of their stay so they are not clock watching/rushing to return to vehicles at the end of paid-for time.

- Reduced requirement for enforcement resulting in less negative publicity from those who receive Penalty Charge Notices.

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

Value for Money

- Increase income through new and existing means

A Vibrant Economy

- Improve the transport infrastructure and traffic flow
- Improve car parking

A Great Place to Visit

- Maximise the natural assets of our coast and countryside by improving their facilities
- Provide a positive first impression of Fylde
- Use technology effectively to make Fylde more accessible

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £50,000

Annual **additional Revenue costs** arising from the bid (£000's): for £10,000 for maintenance of the barrier system and providing out of hours support for intercom system and remote controls.

Value and phasing of bid:

2019/20	2020/21	2021/22	2022/23	Additional capital investment required (i.e. the value of the bid)
£50,000	£000	£000	£000	

Existing resources in the Capital Programme relating to this scheme:

2019/20	2020/21	2021/22	2022/23	Existing capital resources in the approved Capital Programme
£000	£000	£000	£000	

Estimated timescales for the bid:

Start Date : February 2020

Completion Date: March 2020

Project Risks (outline any risks to delivery of the project and how these will be mitigated)

Risk	Impact	Mitigating Action
Delays to coastal defence works	Delay installation of barrier system	Either purchase and store equipment until required or slip budget to 2020/2021.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	OPERATIONAL MANAGEMENT COMMITTEE	13 NOVEMBER 2018	5
FAIRHAVEN AND CHURCH SCAR PUBLIC REALM WORKS			

PUBLIC ITEM

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

SUMMARY

The report requests approval to the drawing down of the sum of £100k from the public realm budget for the Fairhaven to Church Scar Coast Protection Scheme. The public realm element of the scheme is within the Council's approved 2018/19 capital programme in the total sum of £360k. The £100k is to fund the creation of 10 new seating areas at Church Scar.

RECOMMENDATIONS

The Committee is recommended to:

1. Approve the proposed works to Church Scar promenade in the sum of £100,000 as detailed in the report, with the works being funded from the approved Fairhaven and Church Scar Public Realm budget which is within the Council's approved capital programme for 2018/19; and
2. Authorise the commissioning of the detailed design and construction of the seating areas to VBA Ltd subject to agreeing a price that is within the £100k budget for this purpose. Otherwise the work will be tendered to suitably qualified and experienced contractors and awarded to the lowest bidder, subject to the £100k maximum budget for this purpose.

SUMMARY OF PREVIOUS DECISIONS

Operational Management Committee at its meeting on 12th September 2017 resolved:

1. To approve expenditure in the sum of £19.83m in respect of the Fairhaven to Church Scar Coast Protection Scheme which was included within the approved Capital Programme in the total sum of £19.83m; and
2. To authorise that a contract to be entered into with the Preferred Bidder, VBA Joint Venture Ltd, for the detailed design and construction of the Fairhaven to Church Scar Coast Protection Scheme.

Full Council at its meeting on 4th December 2017 resolved:

1. To approve a funded budget increase for 2018/19 in the sum of £360k in respect of the Fairhaven and Church Scar Coast Protection Scheme, that was within the approved Capital Programme, to provide public realm enhancements to the core coast protection scheme;
2. To confirm that the two funded budget increases in the total sum of £480k (£360k in 2018/19 and £120k in 2019/20) would be met from the Capital Investment Reserve; and
3. To note that reports detailing each of the elements of work to draw down the funds would be provided to the respective programme committee (Operational Management Committee or the Tourism and Leisure Committee) in due course.

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

REPORT

BACKGROUND AND STRATEGIC CONTEXT

1. The Council are currently in the process of delivering a £21.83m replacement hard coastal defence scheme at Fairhaven and Church Scar.
2. The Operational Management Committee received a report in September 2017 which approved entering into a contract with VBA Joint Venture Ltd to design and construct Fairhaven to Church Scar Coast Protection Scheme.
3. As noted in the minutes of the Operational Management Committee meeting of 14th March 2017 the public realm enhancements to the core sea defence scheme are not able to be funded from the Environment Agency coastal defence grant.
4. In December 2017 Council approved a funded budget increase for 2018/19 in the sum of £360k in respect of the Fairhaven and Church Scar Coast Protection Scheme, that is within the approved Capital Programme, to provide public realm enhancements to the core coast protection scheme

Table 1 – Summary of the proposed public realm works at Fairhaven and Church Scar

Element of work	Description of need/work	Cost (£000)
Remodelling entrance	Remodelling of the Stanner Bank Car Park entrance covering an area around 1,300m ² to compliment the overall coastal defence project. Entrance to be narrowed with landscape to marry in with the Green at Granny's Bay. Surface treatments to match coastal defence designs, Carriageway 6 m wide with a buff coloured chip. Promenade to be 5.5 m concrete exposed aggregate finish. Revised car parking entrance/layout provided	140
Benches Fairhaven Promenade	– Provision of bespoke seating to compliment the wider landscape. Seating to be designed and constructed of quality materials which are durable and long lasting. Designs and numbers of benches to be agreed as part of discharge of the planning conditions.	150
Benches at Church Scar	Creation of bespoke scallop shaped seating areas with two concrete benches with timber slats. The rear of the Seating area to be created using timber sleepers laid vertically. Land to the rear of the benches to be married in with the sleeper wall.	50
Provision of service ducting to Mawson lookout (estimate)	Provision of ducting to allow for future services connection to a potential structure/building on or around the Mawson lookout.	20
Total of public realm works		£360

5. The Contractor VBA Joint Venture Limited are progressing well with the delivery of the Church Scar element of the scheme. The sloping revetment is complete and the new promenade is well underway. The project is now at a stage where the seating areas require commissioning on a design and build basis.
6. The Planning Consent (2017) provides for 6no Seating areas over the 1km. A subsequent access audit has identified that BS 8300-1:2018 (Design of an accessible and inclusive built environment) recommends that *"In commonly used pedestrian areas, transport interchanges and stations, seats should be provided at intervals of not more than 50m"*. Given that the promenade is not typically as busy as a town centre, it is considered that 10no seats over 1km will suffice (at 100m spacing).
7. To facilitate this happening the existing Memorial Benches from Church Scar have been re-located to suitable nearby areas.

SCHEME DETAILS

8. The new seating areas perform an important element within the new landscape at Church Scar. It is important that they are in scale with the enormity of the new hard coastal defences, they create an identity, a sense of place and perform the function of a seating area.
9. The design and construction of the seating area is complex as the base of the seating area requires casting in concrete with an exposed aggregate surface to match in with the new promenade surface. The rear of the seating area is a rustic timber retaining wall with piled foundations which will respond to the dune landscape to the rear. The seat itself will be of a concrete construction with wooden slats a backrest and arm rest. (See Appendix 1)

PROJECT GOVERNANCE

10. The Scheme to date has been run in the PRINCE2 environment (**P**ROjects **I**N **C**ontrolled **E**nvironments). It is proposed that the Scheme continues to operate under PRINCE2.

PROCUREMENT AND VALUE FOR MONEY

11. The current contract with VBA provides the mechanism to ensure that the Council only pays reasonably incurred costs for any further works. Notwithstanding this the Council has reserved the right to procure the seating areas in line with the Council's procurement policy for medium sized contracts.

COST OF SCHEME AND METHOD OF FINANCING

12. The original estimate for the scheme was £50k to provide 6 seating areas. However following the access audit it would be prudent to provide 10 seating areas which increases the overall cost of seating to an estimated £100k.

Table 2 – Estimated project costs

Item	Cost(£000)
Design	£5
Construction	£90
Contingency (5%)	£5
Total Cost	£100

13. Within the 2018/19 capital programme the public realm budget includes an element to provide seating at Fairhaven of £150k. If the Operational Management Committee are minded to approve the additional expenditure of £50k to provide additional seating at Church Scar there remains sufficient funding within the public realm budget for seating of £200k to provide seating for the whole area of the scheme (Fairhaven and Church Scar).
14. The seating areas will be funded to the value of £100k from the £360k Fairhaven and Church Scar coast protection public realm works budget within the Councils 2018/19 capital programme.

FUTURE REVENUE BUDGET IMPACT

15. Once completed the coastal defence's maintenance will be undertaken by the Preferred Bidder for the first year. After that the Council's Technical Services team will undertake the maintenance of the seating areas from the existing coastal defence revenue maintenance budget.

RISK ASSESSMENT

16. The Scheme is considered to be a low risk project, and continues to be managed as such.

VIABLE ALTERNATIVES

17. The Planning Consent identifies the seating areas as a specific condition. Any alternative locations would have to be agreed with the Local Planning Authority.

OBJECTIVES, OUTPUTS AND OUTCOMES

18. The objectives, outputs and outcomes of the seating areas is to provide innovative seating, set back from the main promenade, and also provide a degree of shelter.

DRAWINGS AND PLANS

19. The concept design of the seating area is contained in Appendix 1, and the 10no are to be spaced equidistant along the 1km of Church Scar's promenade.

CONCLUSION

20. The Committee is requested to authorise the drawdown of £100k from the £360k public realm budget for 10no seating areas, and to approve the procurement of the same.

IMPLICATIONS	
Finance	The report requests approval to the drawing down of the sum of £100k from the public realm budget for the Fairhaven to Church Scar Coast Protection Scheme to fund the creation of 10 new seating areas at Church Scar. This report also requests approval to the commencement of the works as detailed in the report, with the works being funded from the total Fairhaven and Church Scar Public Realm budget which is within the Councils approved capital programme in the sum of £360,000.
Legal	None arising from this report
Community Safety	None arising from this report
Human Rights and Equalities	None arising from this report
Sustainability and Environmental Impact	None arising from this report
Health & Safety and Risk Management	None arising from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Darren Bell	Darren.Bell@fylde.gov.uk 01253 658465	2 nd November 2018

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Planning Consent	21/4/17	https://www3.fylde.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=FYLDE_DCAPR_47511

Attached documents - Appendix 1 – Artistic impression.

Appendix 1

Artistic Impression

Note 1: The seats will be pushed back to abut against the rear timber feature to form a back rest.

Note 2: Armrests will be provided.

Note 3: A central gap between the seats will be provided for wheelchairs etc. to fit into the enclave.



DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	OPERATIONAL MANAGEMENT COMMITTEE	13 NOVEMBER 2018	6
APPOINTMENT OF MEMBER WORKING GROUP – PLASTIC CONSCIOUS FYLDE			

PUBLIC ITEM

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

SUMMARY

The report outlines the proposal for the establishment of a cross party member working group: 'To investigate and consider the options to minimise the reliance on single use plastic items across the borough to become a 'plastics conscious' borough. This initiative will target all aspects of the supply chain for single use plastic options such as drinks bottles and straws, by educating producers, suppliers and consumers about the dangers posed to the natural environment from these items, encouraging the use of alternative options and ensuring that any single use items are recycled wherever possible or disposed of responsibly to prevent them being littered across Fylde.

The Marine Conservation Society recently reported that in 2017, during their annual beach cleans, there has been a 10% rise in plastic pollution on Britain's beaches over the past year and an overall increase of 28% since 2008. The situation in Fylde mirrors the concerns raised in other coastal areas, with the majority of discarded plastics related to 'on the go' plastic food and drink packaging, including plastic bottles, plastic and polystyrene food containers, coffee cups, drinks straws, plastic punnets, clingfilm and plastic bags.

By highlighting the amount of single use plastics items in circulation across Fylde and championing sustainable alternatives the authority will be able to influence the overall reliance on single use plastics with an associated impact on the amount of plastic found littered on and around our beaches, parks and open spaces, highways and other public areas.

The cross party working group will consider what steps the Council can take, in collaboration with Lancashire County Council as the waste disposal authority and other local partners, to bring about a significant change in historical practice with regards to single use plastics and will report back to the committee with recommendations.

RECOMMENDATION

1. That the committee nominate two representatives to be part of the cross party working group looking at the Plastic Conscious Fylde initiative on the grounds that the work of the group will cover issues relevant to the remit of this committee.

SUMMARY OF PREVIOUS DECISIONS

There have been no previous decisions on this item at the time of publication however, the item is scheduled to be presented to the Environment, Health and Housing Committee for consideration at the 6th November 2018 meeting which takes place before the meeting of this committee.

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

REPORT

1. Across the UK and beyond, there is a growing appetite to reduce or eliminate single use plastics as a result of the BBC Blue Planet programme and other media coverage.
2. For this report, single use plastics are defined as ‘plastics which are only used once before they are thrown away or recycled’.
3. The issue of single use plastics is high in the public consciousness and the council has a significant opportunity to influence reduced usage in Fylde – through its role as service provider, employer and advocate.
4. The motivation for such change can be broadly summarised through the following perceived shortcomings within the plastics system:
 - Not all plastic packaging is designed in a way that they can be recycled, leading to a significant proportion going to landfill
 - Consumers are confused about what plastic packaging can and cannot be recycled, with varying recycling provision in different local authority areas
 - Plastics are entering the natural environment – for example through marine plastic pollution
 - The UK is very reliant on export markets for plastic recycling; in recent years, this reliance has been exposed through the Chinese ban on importing plastic waste.
5. DEFRA in their ‘A Green Future: Our 25 Year Plan to Improve the Environment’, have a target of achieving zero avoidable plastic waste by the end of 2042.
6. In addition, the Waste and Resource Action Programme’s (WRAP), ‘UK Plastic Pact’, seeks to bring together government, NGOs and businesses to transform the UK plastic packaging sector, by 2025, by meeting the following targets:
 - 100% of plastic packaging will be reusable, recyclable or compostable
 - 70% of plastic packaging will be recycled or composted
 - 30% average recycled content will be eliminated through redesign, innovation or alternative/reuse delivery models

(Further information regarding the UK Plastic Pact can be found at: <http://www.wrap.org.uk/content/the-uk-plastics-pact>).
7. There are many reasons why the Council would wish to support a reduction in single use plastics, not least the environmental benefits of doing so and the significant costs associated with the disposal of plastic recycle.
8. There are also numerous considerations which may limit what we are able to achieve, including the costs and availability of more sustainable alternatives.
9. Numerous Local Authorities across the country have recently considered the issue of single use plastics, with varying commitments to reduce or remove single use plastics resulting. Examples of commitments and action taken can be found at the following links:

www.plymouth.gov.uk/plastics;

<http://www.frometowncouncil.gov.uk/frome-town-council-go-single-use-plastic-free/>

<https://www.penzancetowncouncil.co.uk/community-information/plastic-free-penzance>

10. In providing education about plastic consumption and recycling, it is important to recognise that Fylde Council is a Member of the Lancashire Waste Partnership (LWP). The LWP exists to forge closer working between Lancashire County Council (as Lancashire's waste disposal authority) and other Lancashire District Councils (as Lancashire's waste collection authorities). Given the commitment to working with waste partners in Lancashire it would therefore be beneficial to consider undertaking work in relation to plastic waste in collaboration with LWP partners.
11. The Chairman of the Environment, Health and Housing Committee has proposed that a cross party working group should be established with five or six elected members from the Environment, Health & Housing Committee and the Operational Management Committee with the scope: 'To investigate and consider the options to minimise the reliance on single use plastic items across the borough to become a 'plastics conscious' borough, which will report back to the Environment, Health and Housing committee and make any appropriate recommendations.

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report.
Legal	There are no legal implications arising directly from this report.
Community Safety	There are no community safety implications arising directly from this report.
Human Rights and Equalities	There are no human rights and equalities implications arising directly from this report.
Sustainability and Environmental Impact	There are no sustainability and environmental impact implications arising directly from this report.
Health & Safety and Risk Management	There are no health and safety and risk management implications arising directly from this report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Kathy Winstanley	Kathyw@fylde.gov.uk 01253 658634	29 th October 2018

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	OPERATIONAL MANAGEMENT COMMITTEE	13 NOVEMBER 2018	7
CONCLUSION OF PILOT OVERNIGHT MOTORHOME PARKING AT NORTH BEACH CAR PARK			

PUBLIC ITEM

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

SUMMARY

A report to the Operational Management Committee on 14th November 2017 proposed that a pilot scheme be operated to assess the impact of allowing overnight motorhome parking on North Beach Car Park. The scheme started on 29th March 2018 and has been in operation since. During this time no complaints have been received by Parking Services relating to the operation of this scheme. A consultation was carried out with residential properties and businesses that neighbour the car park plus relevant organisations during October 2018 with no responses received from residents and two positive responses from organisations. As such it is recommended that the pilot scheme be made permanent.

RECOMMENDATION

1. To continue operating an overnight motorhome parking scheme on North Beach Car Park with the same restrictions as applied during the pilot scheme.

SUMMARY OF PREVIOUS DECISIONS

14/03/12 – Portfolio Holder Decision on Motorhome Overnight Stays to allow Overnight motorhome parking on St Annes Swimming Pool Car Park

15/01/14 – Report to Cabinet on Car Parking which resolved ‘To agree to the existing Car Park Orders being amended to allow a 24 hour multi-day motorhome tariffs on The Island’

13/09/16 – Report to Operational Management Committee on Car Parking Working Group Report which resolved ‘To proceed with a consultation with residents with a view to extend the Motorhome scheme to North Beach Car Park’

14/11/17 – Report to Operational Management Committee which resolved ‘To operate a one year pilot scheme to assess the viability of operating an overnight motorhome parking scheme on North Beach Car Park. The scheme would be reviewed by members after September 2018.’ And ‘To reduce standard tariffs on North Beach Car Park in line with Lytham Station Car Park and implement overnight motorhome parking charges with similar reduced rates.’

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

REPORT

1. The report to the Operational Management Committee of 14th November 2017 set out how the overnight motorhome parking scheme on St Annes Swimming Pool Car Park had been a success, particularly with those who wished to stay close to local amenities. North Beach Car Park, being mostly under used, was suggested as being a suitable option to provide an additional location to allow motorhomes to park overnight which would suit those visitors who prefer a quieter area.
2. As North Beach Car Park has residential properties along two sides a consultation was carried out during the summer of 2017 to obtain their thoughts on the proposal to introduce overnight motorhome parking. A significant number of residents responded with concerns over a variety of potential issues. As a result of these it was agreed that a pilot scheme be operated to trial whether motorhomes should be allowed to stay overnight at this location with motorhomes limited to a set area away from residential properties.
3. Following an amendment to the car park legal order, plus the creation of 10 dedicate parking bays and adding temporary signage, the pilot scheme started on 29th March 2018. The provision of this location was promoted through social media with targeted marketing at motorhome enthusiast blogs and chat rooms. Notices were placed at St Annes Swimming Pool Car Park to advise users of the additional facility.
4. Up to 29th October 2018, 594 vehicles paid to park for a total 629 nights. Total revenue to the Council was £2,585. On seven occasions the number of vehicles which paid to stay reached the maximum of 10. During this time no complaints have been received by parking services regarding motorhomes.
5. During October 2018 a second consultation was carried out with residential properties and businesses that neighbour North Beach Car Park as well as relevant organisations. This is set out in Appendix 1. No responses were received from residential properties. A brief response from the Police was in favour of the scheme and a detailed response from St Annes Town Council (Appendix 2) was in favour of the scheme with a request for public WCs and associated sluice unit to be added. This additional request supports the capital bid for the development of toilet facilities at North Beach Car Park which is presented elsewhere within the agenda for consideration by this Committee.
6. As no complaints have been received during the operation of the pilot scheme and none were received from the 2nd consultation, it is proposed that overnight motorhome parking on North Beach Car Park should be allowed permanently. Additional costs for this will be approximately £400 for new permanent signage which will be produced once the Coastal Signage Strategy, which is currently being developed, is finalised and adopted. These costs can be contained within existing approved budgets.

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report
Legal	The car park legal order was adjusted in March 2018 to allow overnight motorhome parking. No further legal input required.
Community Safety	There are none arising directly from this report
Human Rights and Equalities	There are none arising directly from this report
Sustainability and Environmental Impact	There are none arising directly from this report
Health & Safety and Risk Management	There are none arising directly from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Andrew Loynd	andrewl@fylde.gov.uk , 01253 658 527	5 Nov 2018

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Operational Management report and Minutes	13/9/16	Operational Management 13/9/16
Operational Management report and Minutes	14/11/17	Operational Management 14/11/17

Attached documents

Appendix 1 – Consultation Questionnaire

Appendix 2 – St Annes Town Council Consultation Response



3rd October 2018

Dear Occupier,

In July 2017 we contacted you to seek your opinion on the proposal to allow motorhomes to park overnight on North Beach Car Park. 13 responses were received from residents neighbouring the car park with various concerns identified. A report was submitted to Fylde Council's Operational Management Committee on 14th November 2017 which included the various issues raised. In light of these concerns it was agreed that a pilot scheme be introduced to assess whether the potential issues would occur. In addition, members of the committee instructed that the total number of motorhomes allowed be limited and that they should be restricted to a set area of the car park away from residential properties.

The pilot scheme started in March 2018 and is now almost over. To date Fylde Parking Services are unaware of any complaints being raised in relation to the pilot scheme or any related issues being caused by motorhomes being present on North Beach Car Park. However we would like to hear your comments/thoughts on how, if at all, you have been affected during this period of time. This information will be used by the Operational Management Committee to decide whether or not the scheme should be revoked or continued.

Scheme Details

The pilot scheme was established to allow self-sufficient motorhomes to park overnight on North Beach Car Park. Should this scheme be continued it is currently expected that the pilot phase conditions and restrictions will be retained. These are:

- An appropriate fee set for a single nights parking or multiple days/nights up to 3 nights.
- Maximum stay of 3 consecutive nights. No return visit allowed within 5 days.
- Overnight motorhomes must park in designated bays.
- No caravans or trailers allowed.
- No open fires or BBQs allowed.
- No overnight concessions for blue badge holders.
- No dumping of waste or rubbish.
- That facility users respect the car park's neighbours and report instances of excessive noise, littering and antisocial behaviour to Fylde Council.

Users are signposted to use the sluice unit on North Promenade car park to dispose of waste liquids.

Who else is being consulted?

We are consulting with residents adjacent to the car park, Lancashire Highways, Lancashire Police, the Coastguard, St Annes Town Council and other interested parties.

How to Respond

Fylde Council would like to know your opinion of the pilot scheme. Please complete the short questionnaire below and return to Parking Services, Fylde Council, Town Hall, Lytham St Annes, Lancashire, FY8 1LW. All responses must be received by Monday 22nd October. All responses will be collated and a summary reported to the Council's Operational Management Committee on 13th November 2018.

Name

Address

Postcode

Do you believe allowing motorhomes to park overnight on North Beach Car Park benefitted the area in any way, eg by acting as a deterrent for antisocial behaviour?

Do you believe allowing motorhomes to park overnight on North Beach Car Park had a negative impact in any way, eg though increased noise, litter, visual intrusion, etc...? If so was this constant/regular or limited to certain instances?

Do you have any further comments?

Privacy Statement

Fylde Council takes your privacy seriously and will only use the personal information you supply for the specific task it is collected for. The information you provide by completing this form will only be used for its stated purpose and will not be shared with any other Council department or third party unless obliged as part of carrying out the Council's statutory duties. The Council's and Parking Service's full privacy notices can be found at www.fylde.gov.uk.

Name Cllr. Tony Ford on behalf of St Anne's Town Council
Address West Lodge, 5 St George's Road St Anne's
Postcode FY8 2AE

I am writing on behalf of the Town Council's Planning Committee in connection with the proposal to allow motorhomes to park overnight on North Beach Car Park.

The Town Council **support** in principle the proposals based on the existing conditions and restrictions as detailed in the scheme details.

The Town Council have no comments to make on the two elements contained in the questionnaire.

However, the Town Council would like to see a toilet block constructed on North Beach Car Park to provide not only a waste disposal sluice system for campervanners but also provide toilet facilities for other users of the beach and the dunes. Such facilities would meet the needs of both campervan users and day trippers/visitors as well as other regular North Beach Car Park users.

This Car park is heavily used, especially during the summer season, and there is a genuine need for Public Toilet facilities in this area as the nearest ones available are at North Promenade Car Park almost a mile away.

Providing such public facilities would improve the 'tourism offer' making St Anne's more welcoming to visitors. Increased visitor numbers support the aims of the St Anne's Neighbourhood Plan, backs the local economy, and accords with the published FBC Corporate Plan. (See attached)

Cllr. Tony Ford

Chairman
Planning & Environment Committee
St Anne's on the Sea Town Council

October 2018



Corporate Plan 2016-2020



VALUE FOR MONEY

Spending your money in the most efficient way (achieving the best services) we will:

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

CLEAN & GREEN

Delivering the services that cleaning, environmental and health care we will:

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

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
- Attract new businesses and develop existing ones

A GREAT PLACE TO LIVE

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

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

A GREAT PLACE TO VISIT

Promoting Fyde as a great destination to visit we will:

- Deliver and support quality events throughout the Fyde
- 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 Fyde
- Use technology effectively to make Fyde more accessible
- Encourage visitor feedback to improve our tourism offer

ACTIONS

- Produce and implement an investment strategy
- Explore and initiate new income streams
- Complete the accommodation project works
- Review the potential / function of all property assets in response to the need to be financially self-sustaining by 2020
- Improve online services to increase efficiency, reduce transaction costs and generate income
- Produce a new Council Website with streamline content and integrate digital by preference to enable 24/7 services

- Focus resources on the reduction of seasonal litter
- Strive to achieve Blue Flag status for the beaches
- Produce landscape masterplan for Lyham Park Cemetery

- Engage effectively with the Local Enterprise Partnership
- Progress the re-opening of the M55/Moss Road link
- Investigate the potential of developing the digital high street
- Facilitate and support Town Centre Partnerships
- Channel business rates funding opportunities to economic development

- Implement the timetable for the Local Plan delivery
- Develop and implement a policy to protect our heritage
- Tackle social isolation and health inequalities with Public Health
- Support community groups throughout the borough to maximise success in the regional and national 'In Bloom' initiative

- Improve entrance signage and welcome points
- Improve information in and about tourist areas
- Develop and promote rural tourism
- Decide the most effective way to market Fyde as a holiday destination
- Maximise the natural assets of our coast and countryside by improving their facilities
- Work up the stage 1 development of the Fairhaven Lake Project Plan and submit stage 2 bid to Heritage Lottery Fund

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
ICT SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	13 NOVEMBER 2018	8
ICT WEBSITE IMPROVEMENT PROJECT			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The ICT Team in conjunction with all services areas have reviewed the existing web content found at www.fylde.gov.uk

This has resulted in the development of a new digital platform for web content and a programme of works to improve it. This work includes a new design which improves navigating the web site and accessibility of the content. We have enhanced the search functionality making it easier for users to find the things they are looking for and the use of web technology to group together the most popular content items so these appear clearly on the home page.

Another area we are making improvements on is to join up service areas. We will make it easier to contact the council about a range of services by grouping together tasks for common things such as moving into the area. We offer many services delivered by different areas of the same organisation, grouping tasks together helps us to streamline contact into the council and offer a joined up service.

It is our intention to demonstrate the new site and show some real examples of the above and how these improvements will help make our web services easier to use.

SOURCE OF INFORMATION

Fylde ICT Team

LINK TO INFORMATION

www.fylde.gov.uk

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

Update on the review of content found at www.fylde.gov.uk

FURTHER INFORMATION

A demonstration is planned at the meeting with a spot for any questions.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	OPERATIONAL MANAGEMENT COMMITTEE	13 NOVEMBER 2018	9
FAIRHAVEN TO CHURCH SCAR COAST DEFENCE WORKS			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

An update is given on the progress of the Fairhaven to Church Scar Scheme (the Scheme).

SOURCE OF INFORMATION

The Scheme's Project Manager (Mike Pomfret).

LINK TO INFORMATION

Please see the below 1 page summary note.

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This update is given to keep the Committee informed of the progress of the Scheme.

FURTHER INFORMATION

Contact Mike Pomfret, mike.pomfret@fylde.gov.uk.

Summary Note

- The large crane at Church Scar has been demobilised following completion of the heavy lifting operations.
- Promenade works are finishing off at Church Scar with a forecast completion of the main construction by January 2019.
- The grassland (Biological Heritage Site) at Church Scar will remain to be fenced off from the public though whilst it is being re-established; with the temporary footpath diversion remaining in place.
- The site compounds at St Stanner Bank car park and St Paul's car park have been set up.
- Piling operations have commenced at Fairhaven, with noisy activities being completed in sensitive areas ahead of the over-wintering bird season.
- The Customer Experience Centre has now had 819no people attending since its opening, with 224no people signed up for email notifications for the latest newsletters and general information.
- An updated public newsletter was distributed on the 31st August; and all public newsletters issued can be found via the following link:

<http://www.fylde.gov.uk/business/environmental-protection/fairhaven-lake-church-scar-sea-defences/>

- Following respective approvals and authorities the new works at Granny's Bay are currently undergoing detailed design.
- The overall Scheme remains on budget and time, with a current forecast completion of November 2019 (although this may extend until Spring / Summer 2020 with the works at Granny's Bay).

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	OPERATIONAL MANAGEMENT COMMITTEE	13 NOVEMBER 2018	10
REVISED CHRISTMAS COLLECTION ARRANGEMENTS			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

It is necessary to amend the normal refuse collection arrangements over the Christmas period to account for no collections on the bank holiday days: 25th, 26th and 1st. This item provides details of the amended dates and information which will be provided to residents.

SOURCE OF INFORMATION

Kathy Winstanley, Head of Health and Environment

LINK TO INFORMATION

N/A

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information is being provided to the operational Management committee as it falls within the range of services the Committee covers.

FURTHER INFORMATION

Kathy Winstanley, Head of Health and Environment, kathyw@fylde.gov.uk, 01253 658634

INFORMATION NOTE

Revised Christmas Collection Arrangements

As in previous years, it is necessary to make changes to the scheduled Christmas Collection arrangements for refuse and recycling when the normal collection day falls on one of the bank holidays including Christmas Day, Boxing Day and New Year's Day. These are the only 3 bank holidays when the Operational Services staff are not required to work. These collection days are rescheduled days by moving collections forward or backwards and working Saturdays over the festive period with the least possible disruption to the resident. The amended Christmas arrangements for this year are as follows:

NORMAL COLLECTION DAY		RESCHEDULED COLLECTION DAY
Monday 24 December	collected on	Saturday 22 December
Tuesday 25 December	collected on	Monday 24 December
Wednesday 26 December	collected on	Thursday 27 December
Thursday 27 December	collected on	Friday 28 December
Friday 28 December	collected on	Saturday 29 December
Monday 31 December	collected on	Monday 31 December
Tuesday 1 January	collected on	Wednesday 2 January
Wednesday 2 January	collected on	Thursday 3 January
Thursday 3 January	collected on	Friday 4 January
Friday 4 January	collected on	Saturday 5 January

Please note there will be no green bin collections from Monday 24 December 2018 to Saturday 5 January 2019. There are no other changes to the alternate weekly collection schedule and normal collections will resume from Monday 7 January 2019.

These Christmas arrangements will be advertised to all residents through the delivery of a Christmas collection tag which will be attached to the grey refuse bin on collection day during the period 19th – 30th November and the information is also available on the Council website at: <http://www.fylde.gov.uk/resident/recycling-refuse/household-waste-collection/christmas-collections-2018/>.

The tags also contain the following information on the recycling of real Christmas Trees and the Green Waste subscription service:

- If you live in FY3, FY4 or FY8, volunteers are offering to collect your real tree in exchange for a donation to Trinity Hospice. Collections will take place on 12 & 13 January (*registration closes on 8 January*) – visit www.fylde.gov.uk/christmas to book your collection now

- Real Christmas trees can also be taken to **collection points** across the borough between 4 – 13 January 2019. Find your nearest collection point at www.fylde.gov.uk/christmas
- Alternatively, real trees can be chopped up and placed inside the green bin (lid closed) for collection once normal collections resume
- The new subscription period for the Green Waste Subscription service is effective from **1 April 2019 to 31 March 2020**. The cost is £30 per bin and an email/letter will be sent out in January inviting you to renew your subscription
- If you are subscribing for the first time? Please visit www.fylde.gov.uk/myaccount to register and pay. Details on how to subscribe will be advertised from January
- A new bin sticker will be issued which must be attached to the green bin from **1 April 2019**.

FURTHER INFORMATION AVAILABLE FROM

Kathy Winstanley, Head of Health and Environment, kathyw@fylde.gov.uk, 01253 658634.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	OPERATIONAL MANAGEMENT COMMITTEE	13 NOVEMBER 2018	11
UPGRADE OF BARTEC IN CAB TECHNOLOGY SYSTEM			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

A contract for the upgrade of the Bartec In Cab technology system was let recently as an exempt contract under the qualified informal procedure. This item formally reports the letting of the contract and explains why the qualified informal procedure was used.

SOURCE OF INFORMATION

Director of Resources

LINK TO INFORMATION

[Upgrade of Bartec \(exempt contract\)](#)

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

When the qualified informal procedure has been used, the council's contract procedure rules require that the relevant director must report the circumstances to the next available meeting of the relevant committee.

FURTHER INFORMATION

Kathy Winstanley, Head of Health and Environment, kathyw@fylde.gov.uk, 01253 658634

INFORMATION NOTE

Upgrade of Bartec In Cab Technology System

CONTRACT PROCEDURE RULES

1. The council's contract procedure rules normally require that contracts worth over £10,000 be let using a competitive procedure or be called off from a framework which has itself been subject to competition. However, in certain circumstances, a contract may be exempt from that requirement.
2. The rules set out the circumstances where a contract may be exempt. A contract is exempt if other procedures cannot practicably be followed and:
 - the contract is an extension of an existing contract;
 - the contract is for spot purchasing fuel or utilities;
 - the goods, materials or works desired are of a proprietary or special character or for other reasons there would be no genuine competition; or
 - in the opinion of the Chief Executive the need for the goods materials or works is urgent.
3. These exempt contracts are let using the qualified informal procedure, which simply requires that the relevant director be satisfied that the arrangements made secure the best available terms to the Council.
4. The qualified informal procedure also requires that the circumstances be reported to the next available meeting of the relevant committee.

USE OF THE QUALIFIED INFORMAL PROCEDURE

5. A contract for the upgrade of the hardware and software in support of the Bartec In Cab Technology has recently been let as an exempt contract under the qualified informal procedure. The contract was for the supply of 21 new in cab terminals running on the upgraded Collective software system, as well as installation and training support, and the expenditure under the contract is £45,000. The contract was let to Bartec Auto ID Limited.
6. The contract falls within the 3rd bullet point in paragraph 2 above, in that this is an upgrade to an existing operating system which has been in place since 2010. Other procedures for letting the contract could not practicably have been followed because this is an extension to an existing process which has involved significant developmental work from both sides. When Bartec was originally installed in the fleet, the goods were of a special character and there was no genuine competition to the services offered. There are now some different providers on the market however, if we were to switch to a brand new system this would require a full installation with significant developmental work (with increased costs and time delays). Upgrading the existing Bartec system will ensure that any additional developmental work can be completed in a timely manner to ensure the system is fully operational ahead of the commencement of year 3 of the green waste subscription service in April 2019.

FURTHER INFORMATION AVAILABLE FROM

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