



Agenda

Environment, Health and Housing Committee

Date:	Tuesday, 13 March 2018 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Ben Aitken (Chairman) Councillor Viv Willder (Vice-Chairman)</p> <p>Councillors Peter Anthony, Maxine Chew, Gail Goodman JP, Shirley Green, Peter Hardy, Angela Jacques, John Kirkham, Roger Lloyd, Graeme Neale, Louis Rigby.</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 9 January 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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Contact: Katharine McDonnell - Telephone: (01253) 658423 – 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 DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	13 MARCH 2018	4
COMMUNITY HOUSING FUND GRANT POLICY			

PUBLIC ITEM

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

SUMMARY

The Community Housing Fund was announced in December 2016 by DCLG and provides revenue grant funding to enable community-led housing (CLH) schemes. Fylde Council was allocated a sum of £440,381 from the fund. Future allocations of funding for community-led projects will be via Homes England.

The initial grant allocation is to be used to build capacity within local groups such as improving technical skills, setting up support hubs to offer advice, business planning and providing staff to review local housing needs. In January 2018 a part-time Community Housing Fund (CHF) Development Officer was appointed to progress community-led development within the borough. The post is shared with Lancaster City Council and is funded from the grant allocation.

This report seeks approval to the adoption of the Community Housing Grant Fund Policy. The policy establishes the criteria required to access the Community Housing Fund grant in Fylde.

RECOMMENDATIONS

The Committee are requested to:

1. Note the contents of the report and the proposal to introduce a Community Housing Fund Grant Policy;
2. Approve the adoption of the Community Housing Fund Grant Policy as attached as Appendix 1 to this report; and
3. Subject to 2 above, to approve expenditure to a total sum of £60,000 in respect of the provision of grants in accordance with the Community Housing Fund Grant Policy.

SUMMARY OF PREVIOUS DECISIONS

Minutes of Council 17th October 2016

It was RESOLVED to:

1. Approve a fully funded addition to the Capital Programme in the sum of £550,00 –
 “Affordable Housing Scheme at Church Road Methodist Church” – for 2017/18 to be fully funded from part of the balance of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement Ref: 03/0157 – Queen Mary School Development: a total capital contribution of £550,000 to deliver 10 units for affordable rent at Church Road Methodist Church, St Anne’s to Great Places Housing Association); and
2. Authorise expenditure in the sum of £550,000 to Great Places Housing Association in relation to the scheme after regard and consideration of the compliance with the financial regulations covered within the body of the

report.

Minutes of Environmental, Health and Housing Committee 20th June 2017

It was RESOLVED;

1. To note the contents of the report and the proposals to take forward the Community Housing Fund in Fylde, noting that the funds in Year 1 should be used to develop an approach that fits within the current situation within the borough and a need to raise awareness of the Community Led Housing;
2. To recommend to Council approval of a fully-funded revenue budget increase for the total sum of £440,381 funded by the Community Housing Fund grant in the same sum;
3. Subject to 2 above, approve the engagement of a shared Community Housing Fund Development Officer (with Lancaster City Council) initially for a 12-month period to identify and build capacity within local groups by mapping existing interest and developing supporting information for groups to enable the local authority to draw down subsequent years funding to deliver housing on the ground for local people; and
4. Subject to 2 above, approve that part of the funding in the sum of £100,000 be used to provide support for the Church Road Methodist Church Project, (Committee 17th October 2016) which would in turn allow the S106 funds previously ear-marked for this project to be re-directed to support other affordable housing developments elsewhere in the Borough.

Minutes of Council 17th July 2017

It was RESOLVED to;

1. Approve a fully-funded revenue budget increase in the sum of £440,381, funded by the Community Housing Fund grant in the same sum, as recommended by the Environment, Health and Housing Committee at the meeting of 20th June 2017; and
2. To note that Subject to 1 above, part of the funding in the sum of £100,000 will be used to provide support for the Church Road Methodist Church Project, (Committee 17th October 2016) which would in turn allow the S106 funds previously ear-marked for this project to be re-directed to support other affordable housing developments elsewhere in the Borough.

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

COMMUNITY HOUSING GRANT FUND POLICY

1. The Community Housing Fund was announced in December 2016 and will provide nationally £60million per year of revenue grant funding to enable community led housing (CLH) schemes.
2. Fylde Council were allocated a sum of £440,381 to establish community-led housing within the borough. The fund provides revenue and capital funding as an alternative to, or to augment and bridge gaps in existing funding to increase genuinely community led housing in areas with high levels of second home ownership.
3. The Community-led concept is about local people playing a leading and lasting role in solving local housing problems, creating genuinely affordable homes and strong communities in ways that are difficult to achieve through mainstream affordable housing provision.
4. The initial grant funding does not have to generate quick delivery of units on the ground. There is flexibility for local authorities to develop an approach that fits within the current approaches that exist within their boroughs. It is expected subsequent years funding will be managed by Homes England and paid direct to established community groups for projects they are working on.

5. Within Fylde the concept of community led housing approaches is limited and resources will be required to establish what exists on the ground and possible opportunities that are community led.
6. The funding will be used to support challenges local authorities face in promoting community-led housing approaches and funding should be directed towards where the money is needed to:
 - a. Raise awareness and understanding of community led housing
 - b. Funding project development support within local authorities
 - c. Securing land opportunities
 - d. Pre-development funding
 - e. Safe capital grant
7. In order to tackle these challenges a grant fund policy has been developed to support identified Communities considering community led development to build capacity and confidence to take schemes forward. The full policy and application form is available in Appendix 1.
8. The fund can be used for:

Stage 1 costs (not exceeding £5k)

- Community development work – support community engagement work with local communities to set up and develop a community organisation.
- Community development/set up fund – to support the development of a specific group to ensure they fulfil the council's requirements and are a legal entity.

Stage 2 costs (not exceeding £15k)

- Feasibility Fund - support initial feasibility work for a potential community led housing scheme.

COMMUNITY HOUSING FUND (CHF) DEVELOPMENT OFFICER SUPPORT

9. The CHF Development Officer is split equally between Fylde Council and Lancaster City Council and has been in post since 1st January 2018. The role is to strengthen the approach to delivery of community led schemes by identifying and working with community groups to identify projects and strengthen the capacity within groups to take schemes forward by;
 - a) Co-ordinate access to CLH information and resources. Appendix 2 contains an information leaflet for communities and information will be available on Fylde BC website.
 - b) Communicate and enthuse target audiences –Councillors' and Officers, Town and Parish Councils, the general public, developers, housing associations and builders.
 - c) Work with community groups to identify projects and ensure they have access to CLH specialist consultant project development and delivery and Housing Association support.
 - d) Ensure that the Councils CLH delivery plan is realistic, imaginative, and appropriate in bridging real revenue and capital funding gaps, to deliver schemes that are in the true spirit of CLH, and which secures subsequent years funding.
10. Table 1 gives details of the Work Plan for the CHF Development Officer post in Fylde.

Project Description	Milestones	Outcomes
Develop Affordable Housing Policy for Fylde that encompasses all options for affordable housing delivery	EHH Committee May 2018	
Develop a community grant policy and application process to access CHF and engagement process	EHH Committee March 2018	
Thorough communication of the spectrum of CLH types and support available.	Website/publicity/co mmunity events	Establishing new opportunities for future use of the CHF
Signposting to awareness raising material on website	Website/publicity/co mmunity events	Establishing new opportunities for future use of the CHF
All information to go through Communications Team for branding		

Promotion of affordable housing policy across community groups in Fylde including options for CLH.	Parish councils Town Councils Councillors via EHH Housing Show and Tell Church Groups Living above Shops initiative with local business owners in St Annes	Development of a robust plan to take schemes forward
Options for Community management on schemes that have sourced S106 funding	Church Road Methodist Sunnybank Mill	
Develop process for under taking ward level housing need surveys		
2018/19 Housing Need Surveys undertaken at: Lindsay Court, Warton, Elswick & St Annes		

IMPLICATIONS	
Finance	This report recommends the adoption of a policy in respect of the award of grants for the development of community housing projects to be funded from the Community Housing Fund. Additionally, on the assumption that the policy is adopted, the report requests approval to allocate a total sum of £60,000 for this purpose.
Legal	None
Community Safety	Community led initiatives for affordable housing provision
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Kirstine Riding	Kirstine.riding@fylde.gov.uk & Tel 01253 658569	26/02/2018

BACKGROUND PAPERS		
Minutes	17/10/16	Minutes of Council 17th October 2016
Minutes	20/6/17	Minutes of Environmental, Health and Housing Committee 20th June 2017
Minutes	17/7/17	Minutes of Council 17th July 2017

Attached documents

Appendix 1 - Community Housing Grant Fund Policy

Appendix 2 – Community Led development Draft Leaflet



COMMUNITY HOUSING FUND GRANT POLICY

1. What is the Community Housing Grant Fund Policy?

- 1.1 The Community Housing Fund was announced in December 2016 by DCLG and will provide revenue grant funding to enable community led housing (CLH) schemes. In year 1 Fylde BC have been awarded £440,381. Subsequent years funding for Community-led projects will be via Homes England.
- 1.2 The first year of funding is to be used to build capacity within local groups such as improving technical skills, setting up support hubs to offer advice, business planning and providing staff to review local housing needs.
- 1.3 In January 2018 a Community Housing Fund (CHF) Development Officer Post was appointed to take community led development forward within Fylde. The post is shared with Lancaster City Council and one of the purposes of the role is to support communities considering community led development.
- 1.4 Community led is about local people playing a leading and lasting role in solving local housing problems, creating genuinely affordable homes and strong communities in ways that are difficult to achieve through mainstream affordable housing provision.
- 1.5 The purpose of the Community Housing Grant Fund is to support identified communities considering community led development to build capacity and confidence to take schemes forward.

2. Purpose of this policy

- 2.1 This policy outlines the criteria required to access the Community Housing Fund grant in Fylde, in order to build capacity within community groups to take on community led development.
- 2.2 Funding will be allocated to support specific community-led housing schemes and will be made available to the following organisations.
- 2.3 **Community Organisations:** These will be community groups based in communities involved in the development of a community-led housing scheme. Community groups will need to be constituted to receive direct funding. The community group could be an existing charitable trust or development trust or similar body. Where a new community group is established to develop a scheme, then funding will be provided to help establish the group (see section: "What can the fund be used for").
- 2.4 **Registered Providers:** Funding will be provided to Registered Providers who are involved in the development of an identified community-led scheme. Funding for Registered Providers can be in the form of a grant. Funding from the Community Housing Fund for Registered Providers can be made available in addition to funding

from Homes England (HE) Shared Ownership and Affordable Homes Programme (SOAHP). Registered Providers can be involved in a community-led housing scheme in a number of ways. These can range from acting as purely a development partner and providing a design and build service to a community through to leading on the development of the scheme and providing the on-going management of the housing. However, it is essential that whatever role a Registered Provider has in a community-led scheme that the community takes a long-term role in the ownership, management or stewardship of the homes, for it to be a genuine community-led housing scheme.

- 2.5 **Other development partners:** In most cases, communities will be expected to work with Registered Providers as development partners. However, there may be situations where the community works with another development partner to deliver a community-led scheme. The Council may provide direct funding to alternative development partners in certain circumstances.
- 2.6 **Other organisations:** Funding will be provided to other organisations to fund specific issues. These can include funding to consultants for feasibility work, business planning, planning consultants, supporting housing needs surveys etc.
- 2.7 Direct recipients of funding through the scheme will be required to demonstrate they meet the following criteria:
 - Be able to demonstrate strong governance arrangements by operating through open and accountable, co-operative processes, with strong performance and management systems
 - Demonstrate it has the skills and capacity within the organisation, or available to the organisation
 - Demonstrate clear, realistic financial plans for the management and development of the housing scheme where applicable
 - Demonstrate community support for the proposals
 - Be clear about how the organisation will comply with relevant legislation and statutory requirements
- 2.8 In addition, community organisations will need to:
 - Be a legal entity, or be part of a legally constituted consortia agreement
 - Be appropriately constituted (examples might include; a registered charity, community interest company or charitable incorporated organisation, not for profit company or Industrial and Provident Societies for the Benefit of the Community)
 - Have stated community benefit objectives
 - Be non-profit distributing; any surpluses must be reinvested to further its social aims/community benefits

3. What can the grant be used for?

- 3.1 The fund can be used for the following broad categories:

Community Development Work:

Funding can be used to support community engagement work with local communities to enable them to set up and develop a community organisation.

- Set up costs for the group including legal structures and governance
- Advising the group on community-led housing models and the most appropriate models and approaches for their community/development
- Any training requirements
- Identifying other funding opportunities
- Assistance with funding applications and other support
- Longer term group and business development
- Any other specialist support

Feasibility Work:

Funding can be allocated to undertake initial feasibility work to identify the potential to develop a community-led housing scheme. Initial feasibility work can include;

- Feasibility studies
- Identifying and assessing potential sites and opportunities, costs and values
- Local Housing Needs Surveys
- Developing the initial project proposal and pre-application advice where sites do not have an existing planning permission
- Advice on early project planning/management and business plan development
- All professional costs: Design and Architectural costs, Quantity Surveyor, site Surveys and investigations etc.
- Legal costs.

Project management – coordinating and managing the professionals, ensuring the business plan is current and deliverable reporting regularly to the community group.

Other costs:

The Council will consider use of the fund for specific one-off costs for a particular site, without which the scheme could not be developed or be viable. This could include acquisition of particular sites, which could be “transferred” at a later date to a community-led housing group for development. The fund could also be used as gap funding to support viability of a particular scheme.

Tenure:

Grants are not limited to schemes which exclusively provide affordable housing, but additional weighting will be given to schemes that generate a higher level of affordable housing than planning permission would normally require. For mixed tenure schemes, the grant agreement will contain an overage/claw back provision for any schemes that could potentially generate a surplus. The fund can also be used to support self-build/custom build schemes which will be assessed on a case by case basis depending on the scheme and level of funding required.

3.2 What the fund will not support:

The fund cannot be for schemes that are not deemed to meet the basic principles

set out in this policy, to any organisation that does not meet the criteria listed in the policy. The fund will not normally be used for any development that has already commenced or to fund retrospective costs, although the council may investigate the implementation of a policy that would allow community groups to purchase affordable units from developers through S106 planning obligations. This option would require a very detailed analysis and understanding of the costs for all parties which would need to be undertaken as part of the council's Affordable Housing Viability Study.

OR –

The fund cannot be used for the following:

- We will not fund any development which does not meet the basic principles for a community-led housing as set out previously.
- We will not fund any organisation that does not meet the criteria listed previously
- We will not fund any community/ organisation that does not have a legal structure
- We will not fund any development that has already commenced
- We will not fund any retrospective costs, which have already been incurred by the organisation

4 Commencement of the scheme and funding levels

- 4.1 The scheme will commence with effect from the 2018/19 financial year.
- 4.2 The operation of the scheme for subsequent years will be determined by a review of the effectiveness of the arrangements in delivering the intended outcomes. That review will be undertaken during 2018/19.
- 4.3 For 2018/19 the total grant funding to be distributed will be £60,000.
- 4.4 This policy will be subject to review as required or in order to satisfy any new guidance issued by either the Department of Communities and Local Government, Homes England or any other government body administering the grant funding.
- 4.5 There are two areas of work that may be covered by the grant fund set out below. Not all will be applicable as some community organisations may already be established and not require community development funding and in some cases may have already undertaken feasibility work in respect of a potential scheme, so may not require feasibility funding. Multiple applications can be made from the same community group, although if the fund is over-subscribed, the council will assess the merits of all applications being received, in order to ensure there is maximum coverage/outcomes across the borough.
- 4.6 **Community Development/Set-up Fund:** Funding can be applied for to support the development of a specific community group and to ensure they fulfil the council's

requirements and are a legal entity. Stage 1 costs are not expected to exceed £5K. If the group is already constituted then the funding will be paid directly to the community organisation. If the group is not yet constituted then the funding will be held by the Council and spent on set-up costs until such time that the organisation is constituted. Constituted groups can seek grant funding to support more than one project but it is not expected that the fund would provide set-up costs more than once without any justification for this.

- 4.7 **Feasibility Fund:** Funding can be applied for to support initial feasibility work for a potential community-led housing scheme. If the group is already constituted then the funding will either be paid directly to the community organisation or to the provider of the services. If the group is not yet constituted then the funding will be held by the Council and spent on feasibility costs until such time that the organisation is constituted. Stage 2 costs are not expected to exceed £15K.
- 4.8 It is intended that the community housing fund facilitates as many community groups as possible through stages 1 and 2 of the grant fund policy and therefore large sums of funding are not available for project construction. It is intended that capital funding to cover the project to be addressed within Stage 2 funding to establish if a project is feasible. Communities have access to a wider range of grant funding sources, which would not be available to Registered Providers or other public sector bodies. Support and advice will be provided to communities both through the Council and specialist advisors on alternative sources of funding for community organisations.

5 Grant application process

- 5.1 Funding will initially be made available to communities or organisations where they have expressed an interest in developing a community-led housing scheme. A number of communities have been identified/expressed an interest in developing a community-led scheme and initial work is being undertaken with those communities to develop a scheme. Funding will be made available to these groups in accordance with the policy to initially undertake community development work and/or feasibility work. These community groups will be required to complete a standard application form for the Community Development/Set-up Fund and Feasibility Fund.
- 5.2 Work will be undertaken over the forthcoming months to identify further communities who are interested in developing a community-led housing scheme.
- 5.3 Assessment of applications to the Community Fund stage 1 and 2 will be undertaken by the Council's Housing Services Manager and Community Housing Fund Development Officer.
- 5.4 The outcome of the feasibility work will determine whether the scheme will progress to the development stage (3). Determination of development funding for

schemes will be subject to a more detailed appraisal process, which will comprise of the following:

- Deliverability
- Value for money
- Eligibility , in terms of meeting the basic principles outlined in Section 1 and the wider criteria outlined in Section 3
- Allocations policy
- How the scheme will be managed and maintained
- Robustness of business model and financial viability
- Other sources of funding and finance

- 5.5 Applicants will be required to complete and submit a development appraisal form, and may also be required to submit supporting information. The appraisal can be completed by the community organisation, development partner, registered provider or consultant acting on behalf of the community.
- 5.6 Initial assessment of the appraisal will be undertaken by the Council's Housing Services Manager and Community Housing Fund Development Officer who will then recommend to the Environmental Health and Housing Committee and full council whether funding should be granted. The final decision on whether to approve the funding will then be made by Cabinet.

6 Payment of grant

- 6.1 **Stage 1: Community development set-up costs (up to £5K):** Grant payments will normally be paid on receipt of grant claim form and invoices for work carried out. It is recognised that some community groups may not yet be fully constituted or have very limited cash resources. As a result then the funding will be held by the Council and spent on set-up costs until such time that the organisation is constituted and/or has appropriate cash reserves. The exact arrangements for payment of grant will be determined on a case by case basis depending on the funding in place and the level of grant funding being awarded and will be detailed in the grant agreement.
- 6.2 **Stage 2: Feasibility costs (up to £15K):** Grant payments will normally be paid on receipt of grant claim form and invoices for work carried out. However, it is recognised that some community groups may not yet be fully constituted or have very limited cash resources. As a result then the funding will be held by the Council and spent on set-up costs until such time that the organisation is constituted and/or has appropriate cash reserves.
- 6.3 We will consider alternative/staged payments in cases where there may be cash flow issues and in order to allow groups to secure alternative development funding. However, it is expected that applicants will have sufficient development finance in place to ensure that they are able to manage their cash flow throughout the duration of the project.

- 6.4 Where the grant funding is being used to support a one-off specific cost such as site acquisition or site clearance then payment will normally be made to the applicant once that cost has been met by the applicant and upon receipt of evidence of payment of the cost by the applicant or direct to the service provider as appropriate and agreed with the council.
- 6.5 **Cost overruns:** Funding of cost overruns will only be considered in exceptional circumstances where costs are deemed unavoidable and unforeseeable. We will fund cost overruns only as a last resort and expect all other sources of potential funding to be exhausted. There can be no guarantee that we will fund cost overruns.

7 Grant Agreement

- 7.1 Grant recipients will be required to enter into a standard grant agreement with Fylde Council, which will stipulate a number of requirements including:
- **Monitoring Arrangements:** Fylde Council will require grant recipients to provide regular monitoring information as per the grant agreement.
 - **Use of Grant and details of works required:** The grant agreement will set out what the grant can be used for and details of the works required.
 - **Withholding, suspending and repayment of grant:** The grant agreement will also set out the circumstances in which grant may be withheld, suspended or repaid; and use of grant for purposes other for which the grant has been awarded etc.
 - **Overage/Clawback:** the grant agreement will detail what overage/clawback will apply.
 - **Procurement of services:** The grant agreement will set out the arrangements and financial thresholds that will apply around procurement of services, recognising that there may need to be some relaxation of existing requirements due to the specialist nature of some of the services required, and these must be discussed and agreed with the council where there is a departure from the council's policy.

Want to know more?

Fylde Council are operating a grant fund policy open for applications from Community-led groups to support community-led housing schemes. To find out if you are eligible and to access an application:

Visit: www.fylde.gov.uk/.....

Alternatively you can contact:

Kate Astley

Community Housing Fund Development Officer

01253 658420

Community-led Housing



Are there empty properties which could be brought back to life?

Does your community need more affordable housing so local people can remain local?

Community-led housing could be the answer



What is it?

‘Community-led Housing’ is a way for you: local people/communities to ease local housing demand by designing, developing and/or managing truly affordable housing.

No one knows your communities better than you, you live in them, work in them and collectively make your community what it is and what it stands for.

It can:-

- ◆ Be delivered in both rural and urban areas – it isn’t a one size fits all concept.
- ◆ Be the development of new build properties, re-use of existing buildings and bringing empty homes back into use.
- ◆ Be delivered by independent community groups, existing community organisations, Registered providers, landowners, Developers and local Authority



How can I be involved?

We are looking to raise awareness of community-led housing across the Borough and want to identify any areas for a community-led housing scheme.

Fylde council are looking for local community groups/ stakeholders that identify that their local communities require a shake up to their housing market and are interested in community-led housing.

There are three main ways in which community-led groups become involved in the process

Group-led: Community-led groups formed in response to local housing need, or to deliver their own homes. These could emerge from existing networks such as Neighbourhood Forums, Neighbourhood Plan Groups and Parish Councils.

Extension of community based activity: Existing community-based organisations with local roots decide to provide housing in addition to their current activities.

Developer-led partnership: A Local Authority, Landowner, Registered Provider or local developer wanting to provide housing that incorporates a community-led element.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	13 MARCH 2018	5
APPOINTMENT TO OUTSIDE BODIES/WORKING GROUPS			

PUBLIC ITEM

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

SUMMARY

Each year full Council appoints members to outside bodies for the forthcoming municipal year.

In May 2015 Council asked that the programme committees make recommendations from within their respective memberships for those outside bodies relating to the brief for the committee.

This report covers those nominations that relate to the Environment, Health and Housing Committee.

RECOMMENDATIONS

The committee is invited to

1. recommend nominations to the outside bodies listed for consideration by council
2. consider removing the Police Crime Commissioner Forum from the list of Outside Bodies
3. confirm the establishment of the working groups(s) listed which will meet as and when required
4. to note the reports from members currently serving on outside bodies

SUMMARY OF PREVIOUS DECISIONS

20th May 2015 - Council sought recommendations from individual programme committees as to nominations for representation.

6 July 2015 – Council confirmed the nominations from the programme committees.

11 April 2016 – Council confirmed the nominations from the programme committees.

3 April 2017 - Council confirmed the nominations from the programme committees.

CORPORATE PRIORITIES

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

REPORT

1. The Council makes a number of appointments to outside bodies in each municipal year. In an election year these appointments are made at the AGM. In non-election years, these appointments are made at the last Council meeting of the municipal year. In May 2015, the Council deferred the decision to appoint to '*... allow the various programme committees the opportunity to recommend appointments from within their respective memberships for those outside bodies relating to the brief of their committee*'.
2. The Council needs to make appointments to outside bodies at its meeting on 16 April 2018 for the forthcoming municipal year 2018/19. Nominations are sought from the programme committees for representatives to the outside bodies.
3. This report deals with the outside bodies that relate to the terms of reference for the Environment, Health and Housing Committee. The first table below includes the name of the body/group, the role/purpose and which elected member currently represents the Council. The committee is invited to recommend nominations for consideration by Full Council.
4. Under the previous governance arrangements there existed the facility through scrutiny for members to establish specific task and finish groups to look in some depth at particular issues and make recommendations to Cabinet. With the adoption of the new governance arrangements that is no longer possible. However programme committees may wish to establish their own subject specific working groups to be set up when required in order to advise the parent programme committee on a particular topic/issue.
5. The second table below lists those working groups that relate to the terms of reference of the Environment, Health and Housing Committee that are currently established. The establishment of working groups is within the responsibility of the individual programme committees and does not need the approval of Council.
6. It is important that the members nominated to represent the Council on outside bodies/working groups have an appropriate interest in the body/partnership/subject, can commit to positively represent the Council and be available to commit the time to attend the majority of the meetings involved.
7. The members nominated should ideally be a member of the programme committee to which the matter relates to.
8. The current protocol is that members are required to produce regular reports about the outside bodies on which they serve, currently every six months. It is the intention that this information will be made available to the programme committee members to which the external partnership relates.
9. The conclusion of any working group would be brought to committee in a formal report as previously occurred in scrutiny.
10. Members may wish to give consideration to the removal of the Police Crime Commissioner Forum from the list of Outside Bodies. Of the two PCC Outside Bodies this is the more informal of the two, and has not met in the last 12 months with no apparent prospect of meeting.
11. For clarity, the following appended reports from members serving on Outside Bodies, include three by Councillor Goodman relating to the LCC Children's Services Scrutiny Committee. As an appointed member to the Children's Partnership, Councillor Goodman was asked to attend the scrutiny committee on behalf of the Partnership. For transparency (and interest of members of this committee) she has included reports of her view of the scrutiny committee to accompany her report from the Children's Partnership.

Environment, Health and Housing Committee- Outside bodies/partnerships			
Outside body / partnerships	Role/Purpose	Frequency of meetings	Current representation
Children's Partnership Board (formally the Children's Trust)	Sub regional partnership that ensures all child related initiatives are delivered efficiently and properly in particular services for vulnerable children	Quarterly	Councillor Gail Goodman
Community Safety Partnership	Working with partners and statutory agencies to reduce crime and disorder across the borough	3 times a year	Councillor Ben Aitken
Council for Voluntary Services, BWF	Observation role to a registered charity that works with groups and organisations in the Voluntary, Community and Faith sectors in the Blackpool, Wyre and Fylde.	Periodically	Councillor Gail Goodman
East Lytham Working Group	Set up by the Environment Agency, to address flood risk and land drainage concerns relating to land east of Lytham.	Periodically	Councilor Roger Lloyd
YMCA Housing (Face to Face)	YMCA Housing works in collaboration with young people and families that are in crisis by enabling them to secure and maintain a safe place to stay. Positive emotional and mental health and wellbeing is fundamental to the growth and development of an individual, as such YMCA Housing offers an holistic approach, supporting young people and families with dependent children to better manage and improve their situation and develop the confidence and skills to maintain independent living.	Quarterly	Councillor Vivienne Willder
Fylde & Wyre Health & Wellbeing Partnership	Partnership that links the activities of the CCG, local authorities and health providers to ensure they are all working to address the priority health needs of the community preventing waste and duplication e.g. Better Care Fund delivery	Monthly (12x p/a)	Councillor Vivienne Willder
Fylde Citizens Advice Bureau	Fylde CAB offer free independent impartial advice to residents on their rights, responsibilities and services available to them.	Quarterly	Councillors Louis Rigby, Linda Nulty and John Singleton
Fylde Coast LGBT Strategic Partnership	Raising awareness of LGBT issues at a strategic level and working to ensure the local LGBT community has a voice in local decisions. (formerly Blackpool, Fylde and Wyre LGBT Forum)	Periodic	Councillor Shirley Green
Fylde Coast Women's Aid	FCWA are one of three Domestic Abuse service providers. Domestic Abuse is a priority for both the CSP and PCC	Periodically	Councillor Viv Willder
Fylde Peninsular Water Management Group	Partnership between the Environment Agency, United Utilities, Blackpool, Fylde and Wyre Councils, LCC and Keep Britain Tidy and looks all aspects of water management including bathing water quality. Cabinet resolution 18/09/2013	Monthly (12x p/a)	Councillor Ben Aitken
Just Good Friends	Just Good Friends have the strapline 'Combatting Loneliness and Isolation' The group are based in St Anne's but work across the borough and the Fylde coast		Councillors Gail Goodman and Viv Willder

	providing support most days of the week to vulnerable people who are isolated or lonely.		
Lancashire Health and Wellbeing Board	Oversee delivery and performance of the public health responsibility passed to County and Districts	Bi-monthly (6x p/a)	Councillor Vivienne Willder
LCC Health Scrutiny Committee	Non-voting Co-opted district member. To review and scrutinise issues around public health and health inequalities. The Committee will review and scrutinise the work and performance of any relevant part of the County Council and its partners and the functions of the relevant Cabinet Members. To discharge the statutory health overview and scrutiny functions under the provisions of the Health and Social Care Act 2012.	6 weekly	Councillor Shirley Green
Local Liaison Committee Springfield Works	To act as a channel of communication between local community, Westinghouse, Springfield Fuels Ltd, the Nuclear Decommissioning Authority (NDA) and Regulatory Authorities. To scrutinize Springfields emergency and environmental plans.	Minimum 2 meetings per year	Councillor Ben Aitken and Roger Lloyd
MATAC (Multi Agency Tasking and Coordinating)	Councillor representation on the monthly CSP 'delivery' meeting, chaired by Police & addressing local priorities	Monthly	Councillor Roger Lloyd
Ormerod Trust	Trustee of the organization. The trust works with and supports people with learning disabilities.	At least Bi-monthly (6x p/a)	Councillor Angela Jacques
Police Crime Commissioner Panel	The Panel is a joint committee made up of representatives from the 15 local authorities in the Lancashire Police Force area, together with two independent co-opted members.	When required	Councillors Ben Aitken and Liz Oades
Registered Social Landlord (RSL) Partnership	Forum to ensure engagement with the borough's RSL's over development strategies	Bi-monthly (6x p/a)	Councillor Ben Aitken
Police Crime Commissioners Forum	Pan Lancashire meeting to discuss synergy between local CSP priorities and PCC's priorities	Quarterly	Councillor Ben Aitken To be disbanded?

Environment, Health and Housing Committee– Working groups			
Working group	Role/purpose	Notes	Current representation
Crematorium	Look at long term issues regarding the crematorium including, but not limited to, capacity in light of housing developments in the borough.	Current	Councillors Ben Aitken, Maxine Chew, Gail Goodman, Viv Willder

IMPLICATIONS	
Finance	No implications arising from this report
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
Democratic Services	democracy@fylde.gov.uk	20/2/18

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
None		

Attached documents

Appendix 1 – Status of reports from Outside Bodies representatives

Appendix 2 – Reports from Outside Bodies representatives.

Outside Body		Councillor	Report rec'd
Environment, Health & Housing, 13/03/18 meeting.			
	Children's Partnership Board (formally the Children's Trust)	Gail Goodman	12 Feb 2018
	Community Safety Partnership	Ben Aitken	23 Jan 2018
	Council for Voluntary Services, BWF	Gail Goodman	12 Feb 2018
	East Lytham Working Group	Roger Lloyd	16/2/18 nil report
	YMCA Housing (Face to Face)	Viv Willder	22/2/18
	Fylde & Wyre Health & Wellbeing Partnership	Viv Willder	22/2/18
	Citizens Advice Fylde	Louis Rigby	
	Citizens Advice Fylde	John Singleton	27/2/18 nil report
	Citizens Advice Fylde	Linda Nulty	22/2/18
	Just Good Friends	Viv Willder	22/2/18
	Just Good Friends	Gail Goodman	12 Feb 2018
	Fylde Coast LGBT Strategic Partnership	Shirley Green	
	Fylde Coast Women's Aid	Viv Willder	Nil Report – no mtgs
	Fylde Peninsular Water Management Group	Ben Aitken	23 Feb 2018
	Lancashire Health & Wellbeing Board	Viv Willder	19 Feb 2018
	LCC Health & Scrutiny Committee	Shirley Green	
	Local Liaison Committee Springfield Works	Roger Lloyd	Oct 2017
	Local Liaison Committee Springfield Works	Ben Aitken	23 Jan 2018
	MATAC	Roger Lloyd	Oct 2017, Nov 2017
	Ormerod Trust	Angela Jacques	16 Feb 2018
	Police Crime Commissioners Forum	Ben Aitken	Nil Report – no mtgs
	Police and Crime Commissioners Panel	Ben Aitken	23 Jan 2018
	Police and Crime Commissioners Panel	Liz Oades	Nil return
	Registered Social Landlord (RSL) Partnership	Ben Aitken	23 Jan 2018

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr Gail Goodman - Member
Email	cllr.ggoodman@fylde.gov.uk
Period this report covers (date):	29 November 2017
Name of Outside Body:	Fylde, Lancs and Wyre Children's Partnership Board
How often does the organisation meet? And how often have you attended?	This organisation meets every four months and I attended this meeting.
Key issues arising for Fylde Borough Council	Safeguarding issues - Hayley Clarke Children and Family Wellbeing Service (formerly Wellbeing, Prevention and Early Help), Charlotte Iddon. Supporting Care Leavers into Employability - Charlotte Iddon. Opportunities for Care Leavers - Chair. Wyre Participation Report - Debbie Terras.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Kathy Winstanley attended.
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	In light of our more vulnerable children, including those with SEND, and their families within the Fylde, it is critical that we maintain the contact with this Body, and act upon any issues which directly affect our children and young people.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr. Gail Goodman - Rep for FBC
Email	cllr.ggoodman@fylde.gov.uk
Period this report covers (date):	18 October 2017
Name of Outside Body:	Children's Services Scrutiny Committee - Lancs CC
How often does the organisation meet? And how often have you attended?	Every two months, and I have attended two out of three meetings to date.
Key issues arising for Fylde Borough Council	Tracking of Care Leavers - Overview of new process. Homelessness Protocol and Supported Accommodation. (There is a power point presentation available for information, if required, by Tracy Poole-Nandy, HOS Central Lancs CC) Children's Services Scrutiny Committee Work Plan 2017/18.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Reported back via the Partnership Board
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	In the Autumn of 2017, a vacancy became available on this Scrutiny Committee, held at County Hall, Preston, for a representative from the Children's Partnership Board. I was elected upon expressing an interest and this is the first meeting.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr. Gail Goodman - Rep for FBC
Email	cllr.ggoodman@fylde.gov.uk
Period this report covers (date):	6 December 2017
Name of Outside Body:	Children's Services Scrutiny Committee - Lancs CC
How often does the organisation meet? And how often have you attended?	This organisation meets every two month and I have attended 2 out of the last 3 meetings.
Key issues arising for Fylde Borough Council	Secure accommodation. Recruitment and Retention - Children's Social Care. Children's Services Scrutiny Committee Work Plan 2017/18 - for ongoing debate and discussion.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Informed through the Children's Partnership Board
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	The Work Plan is critical in ensuring the ongoing effectiveness of this Organisation. It covers issues such as identified areas for Savings 2018/19 - 2020/21. e.g. Family Information Service Children's Social Care, Fostering and Residential. and the Newton Europe Diagnostic. SEND- Information and Advice and Support. Youth Offending Team Children and Family Wellbeing Service. Special Guardianship Order Section 17 Payments. etc.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr.Gail Goodman - Rep for FBC
Email	cllr.ggoodman@fylde.gov.uk
Period this report covers (date):	31 January 2018
Name of Outside Body:	Children's Services Scrutiny Committee - Lancs CC
How often does the organisation meet? And how often have you attended?	Every two months and I have attended 2 out of the last 3 meetings, as a newly elected representative.
Key issues arising for Fylde Borough Council	<p>Scrutiny of Budget Proposals for 2018/19. Joint Local Area SEND/ Inspection in Lancashire - this issue has given some cause for concern as Ofsted have deemed Lancashire SEND Services to 'have room for improvement'. A detailed discussion and a close scrutiny of the Ofsted Report by Offices highlighted those areas which were of most concern. There were a good number of questions from the Councillors present and a clear promise that there would be much work put into the issues raised.</p> <p>Children's Services Scrutiny Committee's Work Plan 2017/18. (See previous meeting 6 December 2017)</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Informed through Children's Partnership Board
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	<p>The results of the Ofsted Report on Lancashire's SEND services caused concern and affect all local areas - East Lancs, Chorley, Greater Preston and South Ribble, Morecambe Bay, Fylde and Wyre,, West Lancashire, Blackpool, Blackburn with Darwen.</p> <p>Many queries and questions were taken away by the Officers for close perusal.</p>

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Ben Aitken
Email	
Period this report covers (date):	January 2018
Name of Outside Body:	Fylde Safety and Community Partnership
How often does the organisation meet? And how often have you attended?	Every four months regular attender
Key issues arising for Fylde Borough Council	Particular attention is given to crime and disorder in Fylde. Crime reduction initiatives. Looking after the most vulnerable, particularly substance misuse. Fylde has more alcohol related problems than drugs. Road safety, domestic abuse and reoffending initiatives with input from the Probation Service. Also input from Public Health and Fire Service. From March there will be 8 new PSBO's beginning in Fylde.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	Asking questions about cyber bullying i.e. on line death threats etc.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr. Gail Goodman - Representative
Email	cllr.ggoodman@fylde.gov.uk
Period this report covers (date):	27 September 2017
Name of Outside Body:	Blackpool, Wyre and Fylde Council for Voluntary Se
How often does the organisation meet? And how often have you attended?	This organisation meets quarterly, and I attended on this date.
Key issues arising for Fylde Borough Council	<p>The Chair of this organisation is retiring at its AGM on 12 October 2017. Consequently, there appears to be no-one to be taking his place, and to date, there have been no notification of further meetings.</p> <p>At this meeting, key issues involved Finance and the Gateway Grant for Fylde and Wyre.</p> <p>A meeting was to take place with Simon Lawton of LACVS in order to look at the best bid in relation to the Health and Well Being Fund and the Connected Communities Innovation - the second being more appropriate for volunteers.</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	-
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	It is worthwhile to continue to have a representative on this Body, providing regular meetings continue, following the Chair's resignation.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr. Viv Willder
Email	cllr.vwillder@fylde.gov.uk
Period this report covers (date):	Oct 17-Feb 18
Name of Outside Body:	Face to Face (YMCA HOUSING)
How often does the organisation meet? And how often have you attended?	About 4 times a year. All of them.
Key issues arising for Fylde Borough Council	<p>The YMCA Housing has areas that do and have funding from FBC.</p> <p>For instance....the new "PATERSON HOUSE" build had a grant allocated from 106 monies and their own YMCA funding.</p> <p>A beautiful build that will and has helped 18/25 year old young (working) people who had nowhere to live independently from various "homeless" areas.</p> <p>"Harbour House" that looks after vulnerable young people, has and is losing grant monies over the next two years. A decision on this is ongoing!</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Committee, Chairman and FBC officers
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	A wonderful YMCA Sub Committee, who are dedicated to help "young people" find housing, work etc

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr. Viv Willder
Email	cllr.vwillder@fylde.gov.uk
Period this report covers (date):	Oct 17-Feb 18
Name of Outside Body:	Fylde & Wyre Health & Wellbeing Partnership
How often does the organisation meet? And how often have you attended?	Regularly, missed one last August but a FBC officer also there.
Key issues arising for Fylde Borough Council	<p>As this is a Partnership, with clinical/support officers from NHS, Progress Housing, Regenda, Wyre and Fylde Council LCC, YMCA and the Police, many subjects are discussed thoroughly for all of F&W residents.</p> <p>One issue that was pertaining to ALL was the " Fylde Coast Accountable Care" arrangements (ACS) and this was also being used in Lancashire and South Cumbria.</p> <p>Therefore to be changed to " Accountable Care Partnership" (ACP). A commitment to empowering people and to take greater responsibility for their own health.</p> <p>This noted that funding would possibly be reduced in the future. and would need to tap into other organisations, such as the private sector, football clubs and other support groups in Lancashire to review joint strategic needs and to avoid duplication.</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Committee, Chairman
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	The Partnership, are fully informed by Fylde officers giving "their" ideas and "what" Fylde has/is doing for the past and the future.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr. Linda Nulty
Email	cllr.lnulty@fylde.gov.uk
Period this report covers (date):	Up to 22/02/2018
Name of Outside Body:	Citizen's Advice Fylde
How often does the organisation meet? And how often have you attended?	Every 6-8 weeks. I have attended nearly all meetings, though there are sometimes clashes with other commitments
Key issues arising for Fylde Borough Council	Advice given on many different aspects and challenges of life for our residents, often FBC issues, including benefits.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Reports are sent to the Council directly via Tracy
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	There have been some changes to the Management Committee with new Trustees and a newly elected Chairman. Good use is being made of the appointment system for clients in Lytham St. Annes being held at the Town Hall. Manning the Bureau all day every day including the telephone advice line, is a challenge, but new volunteers are being recruited constantly. There are many complex issues being dealt with very effectively by the C.A. and it is hard to imagine where else many clients could turn to for help with their problems. It also helps both organisations that Fylde Foodbank is located in the same building allowing Foodbank vouchers to be issued and fulfilled easily when necessary.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	John Singleton C.A.B.
Email	johnsingleton1@outlook.com
Period this report covers (date):	February 2018
Name of Outside Body:	C.A.B. Kirkham
How often does the organisation meet? And how often have you attended?	4 times per 12 months Have not attended since I became Mayor due to Civic and fundraising duties.
Key issues arising for Fylde Borough Council	Other Councillors are also on this outside body and will be providing reports
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	n/a
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	The next meeting is on the 6th March which I will be free to attend.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr Gail Goodman- Representative
Email	cllr.ggoodman@fylde.gov.uk
Period this report covers (date):	6 September 2017
Name of Outside Body:	Just Good Friends
How often does the organisation meet? And how often have you attended?	This organisation meets almost daily for its members - offering many varied activities and events. As new representatives of JGF, we are invited to the AGM and any of the regular meetings.
Key issues arising for Fylde Borough Council	A new organisation now belonging to the Outside Bodies and represented by Cllr. Viv Willder and myself. It is noted that new residents, within our Wards, particularly those who may be alone and/or vulnerable be advised of this facility and encouraged to drop in for coffee and a chat. On the day of the AGM, we were welcomed and a Guest Speaker from United Utilities gave information upon saving water and special arrangements for those who may be affected by a water shortage, and access to bottled water.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Group Meeting of Conservatives
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	This is a worthwhile Body with regard to ensuring friendship and contact for those who may be new to the area or, indeed, recently bereaved.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr. Viv Willder
Email	cllr.vwillder@fylde.gov.uk
Period this report covers (date):	Oct 17-Feb 18
Name of Outside Body:	Just Good Friends
How often does the organisation meet? And how often have you attended?	They meet 4 times a week in various places in St Anne's. I have been to see them 3 times. At the Palace.....and at the Vic Hotel since November to present date! Always welcomed and lovely people!
Key issues arising for Fylde Borough Council	None.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	A great group who have now expanded into Fleetwood. Although early days...the small group were welcomed by THE HEALTHY FLEETWOOD initiative through Wyre Council in conjunction with Fylde & Wyre Health and Wellbeing Partnership. If anyone wants to see what "Just Good Friends" are doing and where.....go to.... www.justgoodfriends.org.uk

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Ben Aitken
Email	
Period this report covers (date):	Nov 2017
Name of Outside Body:	Fylde Coast Water Quality
How often does the organisation meet? And how often have you attended?	Every two or three months
Key issues arising for Fylde Borough Council	Looked at the recently released water quality issues. Conclusion is that the quality has improved but could be better. Input from UU and the EA. A day is being prepared in B/pool to review everything pertaining to the group, including frequency of meetings.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Councillor Viv Willder
Email	cllr.vwillder@fylde.gov.uk
Period this report covers (date):	Oct 17-Feb 18
Name of Outside Body:	LCC Health and Wellbeing Board
How often does the organisation meet? And how often have you attended?	Regularly, only missed one meeting and a substitute attended in my place (Cllr Aitken)
Key issues arising for Fylde Borough Council	Ensuring that Fylde's health needs are recognised due to its age profile and the mostly rural nature of the borough. This is stark contrast to many other of the Lancashire authorities, a lot of the focus is on urban areas.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Committee, Chairman and officers
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	Need to ensure that Fylde gets a proportion of grant monies in the future to offset any health needs.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Ben Aitken
Email	
Period this report covers (date):	Summer 2017
Name of Outside Body:	Springfield Liaison Committee
How often does the organisation meet? And how often have you attended?	Every four months, I try to attend all.
Key issues arising for Fylde Borough Council	Extra meeting at Lea Golf Club looking at the implications of fallout in the areas around the plant. This was to allow Councillors to checkout what was to be released to the public.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Roger Lloyd Observer
Email	r.lloyd@fylde.gov.uk
Period this report covers (date):	Oct 17
Name of Outside Body:	Springfields
How often does the organisation meet? And how often have you attended?	6 months ,I have missed one
Key issues arising for Fylde Borough Council	<p>29% of UKs electricity is provided by the nuclear industry Westinghouse is the US. LTD Company that runs The reprocessing at Springfield. Westinghouse USA LTD went into administration on the 29th of march 2017 There have been no inquiries from Cuadrilla to remove Uranium from their waste production to Springfield for reprocessing, and we were assured that possible earthquakes from Cuadrillas activities would not be a problem to Springfields site security. On the whole now there is less low level waste in the Nuclear Industry due to technological advances and more efficient clean up practices There was one leak of low level radiation on site as a weld failed on a storage unit ,resulting in a Kilo of waste not being contained.</p> <p>The recent safety record of the facility has been improving year on year ,resulting in the facility gaining 2 awards for safety practices for this year alone.</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Roger Lloyd observer
Email	R.lloyd@fylde.gov.uk
Period this report covers (date):	Aug /sept
Name of Outside Body:	Tasking and Co-Ordinating
How often does the organisation meet? And how often have you attended?	Usually once a month
Key issues arising for Fylde Borough Council	<p>* 80% of police work is attributed to mental health issues.</p> <p>*. St Annes and Klrkham police stations front desks will now close in april 2018</p> <p>*. The police in Lancashire have 75 million pounds less than they had in 2010</p> <p>* From April 2017 the ways crimes are reported has changed,previously the police had 3 days to report a crime,now they have 24 hours,which has led police to report more crime initially until they determine if a crime has occurred after further investigation .crimes reported can be negated.</p> <p>*. However violent crime is despite the changes of police reporting procedure on the increase</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	This is a very worthwhile and informative committee,one that gives a real insight into police activities on a monthly basis.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Roger Lloyd
Email	Cllr.rhlloyd@fylde.gov.uk
Period this report covers (date):	Sept / Oct
Name of Outside Body:	Tasking and Coordinating
How often does the organisation meet? And how often have you attended?	Usually once a month nearly all of them
Key issues arising for Fylde Borough Council	<p>There is a shortage of community beat police managers in the Fylde. (Four have been identified) .CBMs are usually responsible for specific areas and their role is similar to old fashioned policing being seen and connecting with their respective communities, and enhancing quality of life issues for local residents</p> <p>The police and crime commissioner has released funds for voluntary street wardens for patrols in targeted areas</p> <p>"The Harbour " has usually up to 5 police in attendance on call there .</p> <p>Crime figures suggest that things are levelling out and in some cases decreasing this month.</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Roger Lloyd
Email	Cllr.rlloyd@fylde.gov.uk
Period this report covers (date):	Oct/Nov
Name of Outside Body:	Tasking and coordinating
How often does the organisation meet? And how often have you attended?	Once a month ...nearly all of them
Key issues arising for Fylde Borough Council	<p>Drink Drive Xmas campaign to be launched soon it will also include this year roadside testing for drugs such as cannabis and cocaine and other substances</p> <p>A worrying trend in the Fylde is the steep rise in domestic abuse up 29% on last years figures</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Cllr Roger Lloyd
Email	Cllr.rlloyd@fylde.gov
Period this report covers (date):	January February
Name of Outside Body:	Police tasking and coordinating
How often does the organisation meet? And how often have you attended?	Usually every month
Key issues arising for Fylde Borough Council	<p>There will be 8 more PCSOs on duty in the summer effectively doubling their numbers.. The police in Lancashire have seen 100 million pounds reduction of their funding since 2010</p> <p>There has been a significant increase in neighbour disputes in the Fylde since Xmas Domestic abuse was up on last year by 27%</p> <p>Nitrous oxide containers are being used by youngsters in the Ansdell area Lytham in particular has become a Mecca for cocaine dealers and users and is rapidly becoming one of the worst areas in Lancashire for its abuse. The police are now targeting the town.</p> <p>Car theft particularly in the rural areas has seen a significant increase Also of note is the increase in Lead thefts.</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
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?	

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Call Angela Jacques Trustee
Email	Cllr.ajacques@fylde.gov.uk
Period this report covers (date):	Oct to Feb
Name of Outside Body:	Ormerod trust
How often does the organisation meet? And how often have you attended?	Mainly every two months . Extra have been necessary due to developments regarding the organisation. Of the 6 meetings have attended 5. The missed one due to a clash with a hearing at F B C.
Key issues arising for Fylde Borough Council	None apart from an inspection of the old council offices for maybe new office premises but was thought the cost of converting for suitable use was not viable.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	Up the the chief exec to do this.
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	No

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Ben Aitken
Email	
Period this report covers (date):	Nov-Jan2018
Name of Outside Body:	PCC Panel
How often does the organisation meet? And how often have you attended?	Fairly regularly every two months, regular attender.
Key issues arising for Fylde Borough Council	<p>Previous November meeting was to look at the implications for the Jan budget meeting and future developments.</p> <p>At the January meeting the budget was agreed despite strong questions about the £10m IT spend and the reasons for the PCC not outlining each item of spend. The £1.4m PCC Office costs were queried. It is expected that the PCC consultation on raising the precept will be accepted allowing continuous increases of income from local taxpayers.</p>
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	PCC Forum is dysfunctional and is dealt with at other meetings.

Details

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director)	Ben Aitken
Email	
Period this report covers (date):	Nov 2017
Name of Outside Body:	Registered Providers (RSO)
How often does the organisation meet? And how often have you attended?	At present every two months
Key issues arising for Fylde Borough Council	Everything is proceeding satisfactorily with the six RPs. However changes are required. Questions are being asked as to the regularity of meeting and having each RP committed to the Choice Based Letting policy.
	Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc
Who did you inform of these issues within Fylde Borough Council?	
In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?	Yes
Any further comments?	Expect a statement after the next meeting

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	13 MARCH 2018	6
CARE AND REPAIR ANNUAL REPORT (FYLDE AND WYRE)			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

This report is the TENTH annual report to Members on the operation of the Wyre and Fylde Care and Repair service. This report covers the period 1st April 2016 to 31st March 2017.

The Care and Repair Service is administered from Wyre Council on behalf of the two authorities. The service is a 'not for profit' home improvement agency. It is available to older people and adults with disabilities in Wyre and Fylde and has two distinct elements. The first is the 'core' service which is designed to facilitate repairs and adaptations to enable people to stay in their home. Case workers visit eligible persons in their homes to provide advice on suitable repairs and adaptations and explore whether any grant or charitable funding may be available to help pay for required works. The second element is the 'handyperson' scheme designed to keep people safe in their homes to prevent the risk of trips and falls.

SOURCE OF INFORMATION

Annual report provided by Care and Repair (Fylde and Wyre) completed by Michelle Scott, Care and Repair Manager

LINK TO INFORMATION

[Care and Repair Annual Report 2016/17](#)

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This report is the tenth annual report to Members on the operation of the Wyre and Fylde Care and Repair service. The ninth annual report was reported to Environment, Health and Housing Committee on the 21st February 2017.

A review of the Care and Repair service/commissioning strategy undertaken by Lancashire County Council (LCC) in 2014 and this required a 'partnering arrangement' between Fylde and Wyre councils to agree, with LCC, to deliver the joint service, with Wyre Council as the lead authority. Additional services were included and the annual contribution of £30,000 provided by Wyre and Fylde Councils be fixed and committed for 3 to 5 years. This was presented to the Community Focus Committee on the 4th December 2014. 2016/17 was the second year of this agreement. Care and Repair have agreed in future to provide reports in a timely manner and the report for 2017/18, the third year of this agreement, will be available in September 2018.

FURTHER INFORMATION

Contact: Kirstine Riding, Housing Services Manager

Care & Repair (Wyre and Fylde)

Annual Report

1 April 2016 to 31 March 2017

Core Service

During the year 1 April 2016 to 31 March 2017, Care & Repair (Wyre and Fylde) dealt with 3899 enquiries for advice and support

Timescales for delivery of the service were as follows:

Average number of weeks between enquiry and first visit – 0.45 weeks

Average number of weeks between first visit and practical completion for jobs costing less than £1000 – 10.2 weeks

Average number of weeks between first visit and practical completion (jobs costing £1000 or more) – 12.5 weeks

We have little control over timescales where there is involvement with charities, as finding this funding can be very time-consuming and is often delayed whilst waiting for trustees to meet to consider requests, make their decisions and authorise funding

The Handyperson service has delivered to the following timescale for carrying out works – average number of weeks between initial enquiry and completion being 0.45 weeks

On the rare occasion that there was an extended delay for a job, this was due to, or at the request of, the service user

The Service has facilitated the following works for clients:

Private/Charity Funded Works

Cases completed	52
Cases in progress	23

In addition, during the year, at various stages during the process, 18 jobs did not progress for a number of reasons, including:

- Client not eligible for charity funding but not willing to pay for the work
- Client changed their mind about having the work done
- Client decided that the quotations were too high

Care & Repair supplied and fitted grab rails for 100 clients at low cost, for those people who did not wish to wait for an assessment by Social Services. This service keeps waiting times down for Occupational Therapist assessment for those people who require only a grab rail

and ensures that people who do not qualify for a rail from Social Services can still have grab rails fitted safely and professionally.

Care & Repair has continued to deliver and install minor aids (grab rails, shower seats, newel rails, etc) for Millercare and HMI Pharmacy, who are retail providers of minor aids under the Lancashire County Council retail prescription scheme, including keysafes, which are now also included within the scheme. The arrangement has continued to be beneficial to all, especially the clients, who have their equipment delivered and fitted quickly and safely, as well as getting the opportunity to access other services provided by Care & Repair.

Caseworkers carried out 551 visits to people in their homes, assessing their needs and providing support, including assisting with benefits claims for Attendance Allowance, Disability Living Allowance and Personal Independence Payments and making referrals to other support services.

Benefits Claims

During the year, Caseworkers have completed applications to support 421 clients with claims for Attendance Allowance. Our high success rate has resulted in additional annual income for individuals of at least £2865.20 and, for some couples, as much as £8559.20. For the 144 clients who we have been able to follow up, this has provided additional annual income of £576,659.20. In addition, successful claims for other disability-related benefits have also brought in additional annual income of at least £82,459.00 for disabled residents in Wyre and Fylde.

Marketing/Promotion

Throughout the year, Caseworkers and the Manager attended a range of events/venues to promote the services provided by Care and Repair:

- Holland House Surgery
- Clifton Hospital
- St Annes Palace
- Tram Sunday, Fleetwood
- Fylde and Wyre Falls service
- Clifton Medical Centre
- Cleveleys Methodist Church
- Queensway Medical Centre (flu jab clinic)
- St Annes YMCA
- Memory Assessment Clinic, Lytham Hospital
- Stroke Association meeting
- Victim Support
- Thornton Medical Centre
- St Annes Rotary

- North Fylde Inner Wheel

Supplies of leaflets have been distributed across Wyre and Fylde, to a wide range of venues and organisations, including Lancashire Wellbeing, Blackpool Victoria Hospital, Lytham Primary Care Centre, Age UK Lancashire, St Annes Fire Station, LCC Adult & Community Services offices, Bispham Rehabilitation, Regenda, as well as shops, churches, libraries, GP surgeries and businesses who are in contact with people who would be eligible for our service. Leaflets are delivered door to door in areas which we know are populated predominantly by our target client group.

The Manager has played an active part in the following groups:

- Wyre and Fylde Community Network
- Advice Network Steering Group
- Patient Participation and Engagement Group
- Everybody's Business Implementation team
- Fylde and Wyre Dementia Action Alliance Steering Group
- Garstang Integrated Care Community
- Healthier Fleetwood
- Energy Officers
- Children and Young People's Forum
- Disability Partnership
- Lancashire Agencies Forum
- Fylde and Wyre CCG Engagement event
- CCG Roadshow
- Fylde 50+ Forum

The Manager attended the following events during the year:

- CHiL Review event
- HIA Conference
- Fylde and Wyre CCG event
- Community Switch event
- Dementia Conference
- Mental Health multi-agency workshop
- Fylde Foodbank AGM
- Community Open day – St Annes Palace
- Regenda 10 Year Vision consultation
- Integrated Home Improvement Service Review
- Lancashire DAA Leads meeting

Working with Partners

Funding was in place from Fylde Community Safety Partnership for the whole of 2016-17 to continue with Sanctuary Scheme work in Fylde to support victims of domestic violence, anti-social behaviour and repeat burglary. During the year, Care & Repair dealt with 7 referrals to the Sanctuary Scheme in Fylde

Wyre also funded the Sanctuary Scheme and during the year, Care & Repair dealt with 17 referrals in Wyre for the Sanctuary and Haven Schemes.

Care & Repair has continued to work in partnership with Lancashire Fire and Rescue Service, making referrals to the Fire Service for smoke alarms and Home Fire Safety Checks.

Funding for Affordable Warmth initiatives was provided by Lancashire County Council Public Health, with Care & Repair the lead Agency for this work in Wyre, acting as first point of contact, assessing referrals for eligibility and providing appropriate support. Referrals were made to Fylde Council, as the fund holder for Fylde, for support with affordable warmth for residents in Fylde. In addition to the funding provided for the project, Care & Repair received additional Gas Safety funding. Care & Repair also raised a further £29,917.15 from charities and other sources towards the cost of heating repairs. Affordable warmth work will continue to be provided through the summer to support clients who are eligible.

Staff

A new Technical Officer was recruited in July 2016 to replace the previous post-holder who moved to a different role in Wyre Council

Handyperson Service

During the year, the Handyperson Service carried out 1727 jobs

- Aids & Adaptations 403
- Prevention 589
- Security 163
- Trip hazard 14
- Small repairs 536
- Other 22

The small repairs handyperson service has continued to provide help for clients with works which would not be viable for a contractor but which clients are not able to carry out themselves. Charges for the Handyperson small repairs service brought in £4565.00 contribution towards running costs and 38 clients made voluntary donations, amounting to £373.00, an average donation of £9.81.

Care & Repair responded to 1034 enquiries during the year for reputable trades-people to carry out works which are not appropriate for the Handyperson Service for clients who are able to arrange works themselves, without support from the Care & Repair core service.

Finance and Funding

Care & Repair has operated within budget and retains a contingency fund of 3 months operating costs

The current Lancashire County Council Integrated Home Improvement Service (IHIS) collaboration agreement runs to March 2018, with the option for Lancashire County Council to extend the contract for up to a further 2 years.

The commissioned service for Fylde and Wyre continues to be delivered by Wyre Council, on behalf of Wyre and Fylde under the collaboration agreement, with additional funding contributions of £30,000 per District from Wyre Council and Fylde Council.

The service now includes delivery of minor adaptations, with Care & Repair delivering 563 minor adaptations during 2016-17. This provides items such as internal banister rails, step adaptations and external handrails for residents following assessment by Lancashire County Council.

Care & Repair continues to work as a key partner, delivering services which meet priorities and targets for Lancashire County Council Adult and Community Services and Public Health, Wyre and Fylde District Councils, Lancashire Health and Wellbeing Board and the Clinical Commissioning Groups covering Wyre and Fylde. It plays a key role in supporting residents to remain living independently in their homes for as long as they wish, preventing hospital admissions and reducing the need for social care interventions.

Michele Scott
Manager
February 2018