

# Agenda

## Planning Committee

Date:	Wednesday, 9 November 2022 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	Councillor Trevor Fiddler (Chairman) Councillor Richard Redcliffe (Vice-Chairman)  Councillors Tim Armit, Gavin Harrison, Kiran Mulholland, Jayne Nixon, Linda Nulty, Liz Oades, David O'Rourke, Heather Speak, Ray Thomas, Stan Trudgill.

	PROCEDURAL ITEMS:	PAGE
1	<b>Declarations of Interest:</b> 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	<b>Confirmation of Minutes:</b> To confirm the minutes, when published of the meeting held on <a href="#">2 November 2022</a> as a correct record.	1
3	<b>Substitute Members:</b> Details of any substitute members notified in accordance with council procedure rule 24.	1
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Contact: Lyndsey Lacey-Simone - Telephone: (01253) 658504 – Email: [democracy@fylde.gov.uk](mailto:democracy@fylde.gov.uk)

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## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	PLANNING COMMITTEE	9 NOVEMBER 2022	4

### CONTROL OF OPENING HOURS UNDER LICENSING AND PLANNING REGIMES

#### PUBLIC ITEM

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

#### SUMMARY OF INFORMATION

The hours of opening of licensed premises can potentially be controlled via both planning and licensing legislation. Whilst there is an element of overlap between the two regimes, there are some differences in the matters that can be taken into consideration in determining applications made under each process, which may lead to confusion. The attached briefing paper seeks to provide advice to clarify the operation of relevant processes and explain why two committees within the same council may impose different opening hours restrictions.

#### SOURCE OF INFORMATION

Head of Planning; Head of Environmental Health and Housing; and Head of Governance

#### LINK TO INFORMATION

The briefing paper is attached

#### WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

To ensure councillors are aware of the controls available through planning and licensing legislation.

#### FURTHER INFORMATION

Contact: Mark Evans, Head of Planning. t: 01253 658460 or e: mark.evans@fylde.gov.uk

**Perceived inconsistency between planning and licensing controls – Briefing Paper.**

**Introduction**

An issue has been raised regarding the imposition of different limitations on the hours of opening of premises through the licensing and planning regimes.

Whilst there is some overlap of the regimes, they are regulated through different statutes and this can sometimes result in different outcomes due to the different matters which may be taken into consideration in reaching decisions under these regimes. However, it is understandable that when two services of the Council reach different decisions on the same premises, members of the public can perceive this as inconsistent decision making and this paper seeks to highlight the reasons why the same premises may be required to close at different times by the planning and licensing teams.

**Planning**

Development is controlled under the Planning Acts and usually planning permission is required if a material change of use of the building is proposed.

When a planning application is received for property to be used for example as a restaurant, pub, take away shop, etc. local people are consulted before a decision is taken on the application. In many cases the public will express concern that the new business will cause a nuisance for people living in the vicinity.

Planning guidance states clearly that a planning application should not be refused if it is possible to make it acceptable through the imposition of conditions. In some cases applications are permitted with conditions restricting business closing times as this could address issues relating to late night disturbance.

Planning applications must be determined in accordance with the development plan unless material considerations indicate otherwise. This means that the planning authority can consider a wide range of factors including: highway safety, residential amenity, ecology and design.

Once planning permission is granted it is not normally possible to revisit the decision and impose tighter controls. One exception to this might be if another planning application for development of a different nature is proposed, for example to change a restaurant to a bar.

**Licensing**

Licensing control is exercised under the Licensing Act 2003. This Act introduced an integrated licensing regime that resulted in the previously separate licensing regimes including music and dancing, the sale of alcohol, etc. all being subjected to the same laws and policies, with the licensing of the sale of alcohol passing over from the magistrates to district and borough councils.

At the transition stage of the Act, all premises licensed with the magistrates had a legal right to keep the same hours and conditions under the new Licensing Act. Many of the hours and conditions issued by the magistrates were not consistent with planning requirements. Conversely, many of the older establishments had few planning restrictions, yet were obliged to close earlier under the licensing laws.

As a result of the introduction of the Licensing Act 2003, the Council inherited a system of terms and conditions often contradicting planning permissions. This is not to say that this was legally irregular in any way but simply demonstrates that the Licensing Act 2003 did not change any principles in this respect.

Section 182 of the Licensing Act 2003, obliges Councils to have regard to and follow statutory guidance issued by the Home Office which requires:

*“That planning, building control and licensing regimes will be properly separated to avoid duplication and inefficiency. The planning and licensing regimes involve consideration of different (albeit related) matters. Licensing committees are not bound by decisions made by a planning committee, and vice versa.”*

*“There are circumstances when as a condition of planning permission, a terminal hour has been set for the use of premises for commercial purposes.*

*Where these hours are different to the licensing hours, the applicant must observe the earlier closing time. Premises operating in breach of their planning permission would be liable to prosecution under planning law. Proper integration should be assured by licensing committees, where appropriate, providing regular reports to the planning committee.”*

The latest version of the S182 Guidance comments at 9.45, *“Where businesses have indicated, when applying for a licence under the 2003 Act, that they have also applied for planning permission or that they intend to do so, licensing committees and officers should consider discussion with their planning counterparts prior to determination with the aim of agreeing mutually acceptable operating hours and scheme designs.”*

The Licensing Act 2003 provides that a Licensing Committee may sub-delegate the exercise of its functions to a sub-committee made up of three people called a Licensing Panel.

When granting a licence, the Council must follow the guidelines in the relevant acts and these are different to of the guidelines for Planning. In the case of the Licensing Act, every decision must be taken having regard to the promotion of the four licensing objectives set out in the Act, which are:-

- the prevention of crime and disorder
- public safety
- the prevention of public nuisance
- the protection of children from harm

There is a further important difference between planning and licensing which is that unlike a planning application, if no relevant representations (i.e. representations relating to the licensing objectives) are received by a licensing authority during the consultation period then the licensing authority must grant the licence as applied for together with such conditions as are consistent with the operating schedule submitted by the applicant and mandatory conditions if appropriate. It is only if relevant representations are received that the application will be determined by the licensing panel and the statutory guidance issued to licensing authorities by the government is very clear on how licensing authorities should approach that duty:

The licensing authority “may then only impose conditions that are appropriate to promote one or more of the four licensing objectives.”

The Act is clear that decisions must not duplicate restrictions imposed by other statutes. Therefore, a decision based on the desire for the Licence to be consistent with planning laws would be legally unsafe.

The Licensing Panel has the right to revoke or suspend a licence after its grant if valid complaints and specific evidence of undermining the Licensing objectives are received. This is achieved by an application to review the premises licence which can be submitted by the police, responsible authorities, other persons (members of the public), borough councillors and Fylde Council itself as the Licensing Authority.

The issue of the relationship between licensing and planning was also considered by the High Court in *The Queen on the application of Blackwood v Birmingham Magistrates and The Birmingham City Council* [2006]. In this case a judicial review challenge was brought by a local resident against the decision of the Magistrates, on appeal from the Licensing Committee, to grant a variation of a premises licence. In summary, the main ground of challenge was that the Magistrates had failed to take account of relevant planning matters raised by the appellants and in doing so had acted unlawfully. The judicial review challenge was rejected by the High Court. The judge, Deputy Judge Parker QC, whilst noting that there was an overlap between the objectives of planning and licensing, stated at paragraph 62 of his judgment:

*“It was not for the Magistrates in a licensing appeal under the Act to examine whether the proposed variation required planning consent or to speculate whether, if it did, such consent would be forthcoming. That would be a planning matter falling exclusively within the competence of the planning authority.”*

Although this case was concerned with licensing, the Court made it clear that, whilst there is some overlap, the two regimes are separate and distinct.

### Planning Practice

Whilst there is no current planning policy in place that sets out a specific closing time (for either premises or external areas) current planning practice at Fylde is to limit the use of external dining and drinking areas in those circumstances where the premises are close to existing residential properties and there is potential for disturbance to residents. In making

planning decisions it is necessary to have regard to material considerations and there may, therefore, be occasions where it is appropriate to allow later use of external areas, for example where there are no residential properties in the immediate vicinity or where there is already a degree of activity and associated disturbance.

Any planning policy would be best pursued through the adoption of a Supplementary Planning Document (SPD). Until that time it is proposed that planning applications are determined on their own merit having regard to the consistent application of the limitation of hours of use of external dining areas. Where the hours of use are proposed to be permitted beyond 9.00pm, the reasons for such extension would be set out in the committee or delegated report. The adoption of an SPD would only be material in the determination of planning applications and would not address the perceived inconsistency between planning and licensing.

### Summary

In taking planning decisions, the council can only take into account matters relevant to planning. In taking licensing decisions, the council can only take into account matters relevant to the licensing objectives. In either case, a decision taking into account irrelevant factors could be legally challenged. Inconsistent decisions between the two committees should therefore not be viewed as necessarily demonstrating a failure of either process.

On the contrary, it would not be unusual for the two regimes to reach separate conclusions as they involve consideration of different (albeit related) matters. For example, licensing considers public nuisance whereas planning considers amenity. As such licensing applications should not be a re-run of the planning application and should not cut across decisions taken by the local authority planning committee or following appeals against decisions taken by that committee. Licensing committees are not bound by decisions made by a planning committee, and vice versa.

Where a condition of planning permission and a premises licence allow different terminal hours for the use of premises, the operator must observe the earlier closing time or be at risk of enforcement action. This is widely understood and accepted within the hospitality industry and by planning and licensing councillors.

Prepared by Mark Evans - 15 July 2014  
V1.6 - Updated 8 September 2022

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PROJECTS AND REGENERATION	PLANNING COMMITTEE	9 NOVEMBER 2022	5
<b>KIRKHAM FUTURES: WALL AT HILLSIDE</b>			

### PUBLIC ITEM

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

#### SUMMARY OF INFORMATION

This report gives an update as to the status of the retaining wall contained within the ownership boundary of the Hillside property in Kirkham and a summary of plans to incorporate an element of works to the wall within the Hillside project as part of the Kirkham Futures Programme.

#### SOURCE OF INFORMATION

Head of Projects and Regeneration

#### WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

A resolution was made within the last information item on Kirkham Futures to update the Committee on the status of the wall at Hillside.

#### FURTHER INFORMATION

Contact – Charlie Richards – Head of Projects and Regeneration [Charlie.richards@fylde.gov.uk](mailto:Charlie.richards@fylde.gov.uk)

Melissa Thorpe – Kirkham Futures Programme Manager [Melissa.thorpe@fylde.gov.uk](mailto:Melissa.thorpe@fylde.gov.uk)

### Introduction

1. This item concerns a retaining wall at Kirkham, which runs approximately 68m in a north/south orientation, from the grade II listed former Hillside restaurant at 48 Preston Street in the north, to the properties known as the Conifers and Mulberry Mews in the south. The northern section of the wall is owned by the council, having been acquired as part of the purchase of Hillside in December 2021. The southern section of the wall is understood to be owned by the owners of the various properties that it abuts.
2. The acquisition of Hillside was funded from the Future High Street Fund (FHSF) grant award to enable the commencement of repair and conversion works funded through both Heritage Action Zone (HAZ) and FHSF to secure a sustainable future use for the building.

3. The wall is in a dangerous condition, in particular the south section, having already suffered a partial collapse. The collapse occurred in the south section of the wall, which is not within the boundary of the Hillside Property. A detailed report of the condition of the wall prepared by the Council's Chief Engineer has been included as Appendix A. Before the acquisition of Hillside, the council took action under 77 of the Building Act 1984, seeking an order that the reputed owners of the wall put it in repair. Despite being satisfied of the dangerous condition of the wall, the court declined to make the order. Nevertheless, and despite the collapse occurring in the part of the wall outside the council's ownership, it is necessary to carry out works to rectify the condition of the part of the wall associated with Hillside.

#### **Next steps**

4. The acquisition of Hillside is now complete, and phase 1 emergency works to the property have commenced. Phase 2 of the project (the main refurbishment) has been paused whilst the outcome and recommendations of the Growth Lancashire Mid-Term Review are finalised. Once finalised, the scope of Phase 2 will be refined to align with the recommended end-use and business case for the building.
5. The council's Estates Team negotiated a reduction to the planned acquisition price, to take account of the poor state of the wall within the Hillside boundary. It is now proposed to use the 'surplus' money (circa £70k) resulting from this reduction to carry out works to secure the wall within the Hillside boundary. At the Council Meeting on 5 December 2021, it was resolved "that the Council underwrite any additional costs to the project arising from the repair or rebuild of the retaining wall bounding Hillside (as estimated in the report) that cannot be met from the approved funding for this scheme, to be funded from the Funding Volatility Reserve, if required."
6. It is now proposed that officers within the Technical Services division will manage a project in parallel to the Hillside refurbishment works to carry out the necessary repairs to the wall within the boundary of the Hillside as soon as practically possible. This will include the appointment of a structural engineer to examine the options available within the available budget and procurement of a suitable contractor to carry out the works.
7. Colleagues from Building Control will retain their involvement within the project to agree the final technical solution for securing the wall.
8. It is proposed that officers prepare a further report to be considered by a future Planning Committee once the scope of the works is agreed and a plan for implementation is known.

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	PLANNING COMMITTEE	9 NOVEMBER 2022	6
<b>KIRKHAM AND WESHAM STATION PARK AND RIDE FACILITY</b>			

### PUBLIC ITEM

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

#### SUMMARY OF INFORMATION

On 11 November 2020, Planning Committee considered a [report](#) that set out the findings of a [feasibility study](#), commissioned to explore a range of options to provide a park and ride facility at Kirkham and Wesham Station.

At that time, the cost of the project was estimated at £1.637m, far in excess of the £479,000 Section 106 contributions that had been secured to support improvements to the railway station. Members resolved to ring fence these funds for the project and asked officers to explore alternative funding sources to help deliver the project. To date, no such funding has been identified and no additional s106 funds have been received or are expected through additional planning permissions. It should also be noted that the cost of delivering the project is now likely to have increased significantly due to the recent, unprecedented, rise in building costs.

Officers will continue the search for suitable funding to deliver the project, with the assistance of Lancashire County Council's Rail Development Manager, who has been appointed since the project was last considered by Members.

Officers are mindful that the Sn 106 funds may need to be repaid if they are not utilised in a timely manner and so a further report will be brought for consideration if there is any danger that the funds will need to be repaid to the developer, the earliest repayment date being June 2028

#### SOURCE OF INFORMATION

Head of Planning

#### WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

Planning Committee requested that they be updated on progress in securing additional funding when the feasibility study was considered.

#### FURTHER INFORMATION

Contact: Mark Evans. t: 01253 658460 e: mark.evans@fylde.gov.uk

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF REGENERATION PROJECTS	PLANNING COMMITTEE	9 NOVEMBER 2022	7
<b>KIRKHAM FUTURES PROGRAMME UPDATE</b>			

### PUBLIC ITEM

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

#### SUMMARY OF INFORMATION

This report provides an update with regards to progress on the Kirkham Futures Programme and shares the discussion notes of the Kirkham Futures Steering Group meetings.

Members are reminded that the Kirkham Futures Programme is funded through the High Street Heritage Action Zone Funding (HAZ), FHSF and Lancashire County Council funding and runs from April 2020 to March 2024. The programme is in the final two years of delivery and spend and progress to date on the individual projects is included within the main body of the report.

#### SOURCE OF INFORMATION

The Head of Regeneration and Projects and Kirkham Futures Programme Manager have produced the information based on current delivery of the programme.

#### LINK TO INFORMATION

Appendix 1: Kirkham Futures Steering Group meeting notes

#### WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

To provide an update with regards to progress on the Kirkham Futures Programme.

#### FURTHER INFORMATION

Contact: [melissa.thorpe@fylde.gov.uk](mailto:melissa.thorpe@fylde.gov.uk) or [Charlie.richards@fylde.gov.uk](mailto:Charlie.richards@fylde.gov.uk)

## Kirkham Heritage & Eco Skills Resource Centre, Hillside, 48 Preston Street Kirkham

1. On 1 December 2021, the council approved the acquisition of the property known as Hillside, 48, Preston Street, Kirkham. The acquisition was to be funded from the Future High Street Fund grant award and would enable the commencement of repair and conversion works funded through both HAZ, FHSF and LCC to secure a sustainable future use for the building.
2. Subsequently in March 2022, the council acquired the Grade II Listed former Hillside restaurant at 48 Preston Street with the key objective being to establish a specialised centre to provide training in heritage and eco skills.
3. It was recognised prior to acquisition that Hillside was in a poor state of repair and the building was at risk. HAZ funding is in place to carry out emergency repairs to the external fabric of the building and JubbCrews chartered surveyors, based in Lancashire, have been appointed to specify and oversee the external works required. Contractor Heritage Property Repairs Northwest have been engaged to carry out the initial emergency works to secure the building and restore original lost or damaged historical features and prevent further damage to the building.
4. Emergency works are now underway at Hillside and a timetable for conclusion of these works is included below:

Project	Milestone	Expected Date	Revised dates
Hillside Urgent and External Repairs	Briefing and Review of existing information	April-July 2022	April-July 2022
	Set up and analysis	April-August 2022	April-August 2022
	Design Development	May-July 2022	May -July 2022
	Preparation of Construction contract	June-July 2022	September 2022
	Issue of draft licence for consideration to adjacent owner Merrie Men Inns to be agreed and signed	1 July 2022	September 2022
	Documentation of existing condition of adjacent property by contractor	July-August 2022	1 September 2022
	Erection of scaffolding & mobilise on site	Early September 2022	22 – 30 September 22
	Completion and handover & close out (12-14 week period of works)	Early December 2022	31 December 2022

5. Options for the future use of Hillside continue to be explored through a Mid-Term Review of the project in order that the revenue cost implications of each associated proposal can be fully considered together with an outline of revenue costs which could fall to the council.

## Former Girls Charity School 52 – 64 Poulton Street, Kirkham

6. On 1st December 2021, the council also approved the acquisition of the freehold interest of the property known as the former girls school/TSB bank 52 - 64, Poulton Street, Kirkham and authorised officers to seek a potential restaurant / community tenant to take on a 7-year lease.
7. Subsequently the property was acquired by Fylde Council in April 2022 and as previously reported DC & MG Associates have been appointed to provide consultancy services through RIBA Stages 0-6.
8. An indicative timetable for delivery of this project is included below:

Milestone	RIBA Stage	Revised Completion dates
Preparation & Briefing	RIBA Work Stage 0-1	26 September 2022
Concept Design	RIBA Work Stage 2	10 October 2022
Spatial Co-ordination up to and including Planning/Listed Building Submission Planning Determination Period (may include application going to committee)	RIBA Work Stage 3  13 weeks	11 November  10 February 2023 1 March 2023 (committee date)
Technical Design including Tender Action/Building Regulation Submission	RIBA Work Stage 4	5 May 2023
Manufacturing and Construction including Project Administration and Practical/Site Completion (32 week period)	RIBA Work Stage 5	7 July 2023 - 16 February 2024
Close out including Project Administration and Retention Period	RIBA Work Stage 6	16 May 2024

## Kirkham Shopfront/Property Improvement Scheme

9. Progress on the Kirkham Shopfront/Property Improvement Scheme began in earnest in November 2021 with the appointment of the Design Team consisting of North West Design Collective (NWDC), Joseph Boniface Architects and DC & MG associates, to assist with the process of drawing up plans for individual projects, submitting applications for all the necessary consents required for the individual schemes and preparing the tender paperwork for each individual project.
10. Following the appointment of the design team applications were invited from businesses and landlords, within the defined HAZ and FHSF areas of Kirkham Town Centre, who wished to apply to the scheme for funding towards property/shopfront improvements. Demand was high with over twenty-five applications received across both the FHSF and HAZ schemes and the application process has since been closed to new applications.
11. To date six projects have been tendered with three of these projects due to start works in January 2023 and complete by March 2023. A further 5 projects are due to be tendered in October 2022.

## Kirkgate Centre

12. Members will recall that through Future High Street funding (FHSF) the Council had originally proposed to acquire and repurpose the Kirkgate Centre to create an alternative and sustainable use, in particular to see a scheme that would see the first and second floors converted to residential use to provide 22 two bed affordable apartments whilst the ground floor would be retained for active retail uses.
13. Unfortunately, despite ongoing conversations with several potential private sector providers and housing associations it has not been possible to secure a scheme at the Kirkgate Centre due to it not being viable for partner organisations engaged.
14. Senior officers have been in discussion with the Department for the Levelling Up, Housing and Communities around the possibility of reallocating/redistributing the funding to existing ongoing projects within the Kirkham FHSF. Subject to the funder's approval members of the Kirkham Futures Steering Group agreed that the priority for the redistributed funding should be to progress phase one and two of the public realms works which would

subsequently benefit everyone in the community and town centre and that an additional amount also be allocated to the Former Girls Charity School, 52-64 Poulton Street, Kirkham to account for the substantial increase in material and labour costs in relation to this scheme.

15. The change request documentation has now been submitted to the Department for Levelling Up, Housing and Communities with a proposal to reallocate the Kirkgate Funding to the Public Realm scheme and the Former TSB building.

#### Public Realm Phase 1

16. Following a Public Realm Phase One Pre-start meeting, held on Wednesday 7 September 2022 with the preferred contractor, an indicative timetable for the delivery of Phase one of the Kirkham Futures Public Realm Scheme is now outlined below;

Project	Milestone	Expected Date	Revised date
Public Realm Phase 1	Contract Award Date	26/07/2022	12/09/2022
	Establish Site Compound	16/09/2022	09/01/2023
	Market Square Commencement	21/09/2022	18/01/2023
	Market Square Completion	13/04/22	22/06/2023
	Poulton Street Commencement	21/09/2022	30/01/2023
	Poulton Street Completion	10/03/2023	17/07/2023
	Landscaping Commencement	25/11/2022	29/03/2023
	Landscaping Completion	07/03/2023	22/12/2023 *
	Church Street and Roundel Commencement	15/03/2023	01/03/2023
	Church Street and Roundel Completion	18/05/2023	22/06/2023
	Resurfacing of Poulton Street Commencement	05/06/2023	18/07/2023
	Resurfacing of Poulton Street Completion	07/06/2023	27/07/2023
	Planned Completion	12/06/2023	31/07/2023 **
	Contract Completion **	14/09/2023	08/01/2024
	<b>Key dates to work around</b>		
	Christmas Embargo		01/12/2022 – 3/01/2022
	Remembrance Day		10/11/2022
	Christmas Lights switch on		26/11/2022
	Easter		07/04/2023-10/04/2023
	Club Day		10/06/2023

#### Public Realm Phase 2

17. The programme for Phase two Public Realm works is currently being prepared by the Programme Manager and Head of Projects and Regeneration. This will align the works with the required funding timescales as stipulated by Lancashire County Council. The team is using the intelligence gathered through the Phase one works to inform the programme. Discussions with LCC's Highways team will also inform the programme, as well as consideration of the use of a partnership agreement to formalise the Section 278 approval process.

## **Programme Mid Term Review**

18. In addition to the continued delivery of each of the projects within the Kirkham Futures programme, Growth Lancashire has been commissioned by Fylde Council to undertake a Mid Term Review of the programme, with specific emphasis on highlighting the achievements and challenges the programme has faced to date. Growth Lancashire will seek to understand the opportunities and aspirations identified within the original business plan for the Hillside project, with a view to forming a revised opinion on the potential end use(s) of the Heritage and Eco Skills centre.

## **Health and Wellbeing Consortium 2020-2024**

19. Under the HAZ funding scheme, a Heritage & Well-being Consortium has been formed which brings together key partners who are in the process of running an exciting, innovative 4-year (2020-2024) programme of culture, heritage & well-being activities and interventions.
20. The project has already engaged many people in heritage themed activities in Kirkham.
21. Following the completion of an evaluation of year one and two of the Health and Wellbeing Project, a Year three programme of activity has been finalised with the support of the Project Steering Group and will see a renewed focus on engaging with Hard-to-Reach Groups.
22. On Saturday 24 September a Heritage Open Day & Artwork Launch was held at St Michael's Church in Kirkham. This was the first public viewing of the artworks created in the heritage, wellbeing and community engagement projects facilitated and developed by two artists working with local people in collaborative making and research workshops.
23. The open day featured Kirkham's Golden Threads - Making histories visible: Kirkham's Heritage of Flax production and manufacturing facilitated by textile artist Danielle Chappell-Aspinwall. An embroidered tapestry scroll created by Danielle, with an accompanying printed booklet of the research, sewing and embroidery by the group, Kirkham's History an A-Z Tour, a self-guided heritage and wellbeing map developed by Kremena Dimitrova, designer and illustrator and a display of specially commissioned documentary photographs of Club Day 2022, taken by Darren Andrews.
24. Green Close with Phoenix Rising were commissioned to produce these projects as part of the Heritage, Health and Wellbeing programme, building on from their heritage based social prescribing delivery in Kirkham funded through Historic England's High Street Heritage Action Zone with Fylde Borough Council.
25. The exhibition was also able to be viewed at the history lecture on St Michael's Day, Thursday 29th September at 7:30pm, which detailed the history of the Christian presence in Kirkham, which dates back to the year 680 AD.
26. The open day also provided the opportunity to promote a new creativity and heritage wellbeing programme being run by Phoenix Rising starting in St Michael's Church, Kirkham on Thursdays 1-3 pm: Kirkham Community Heritage Explorers running from 22nd September until December 2022.
27. Helen Shearn, the lead consultant on the Health and Wellbeing Project, has recently been invited to sit as part of an expert panel at a dedicated High Street Heritage Action Zone Conference to be held by Historic England in December in Blackpool. This conference will be an opportunity for Helen to share information and best practice on the success of the Health and Wellbeing project in Kirkham and to promote the Kirkham Futures Programme.

## HAZ Cultural Consortium 2020-2024

28. The programme of projects for year 2 of the Cultural Programme have been finalised and include:

**Kirkham's Heritage Thrills** – A Halloween inspired Flash Dance that promotes and celebrates local heritage. This will be videoed and released on Youtube/ TikTok, working with local dance company Euphoria Dance Studio on Poulton High St. (13 young people and 8 adults performing, with lots of helpers) To be released prior to Halloween.

**K for Kirkham** – working with the local schools and community to create a heritage inspired illuminated letter (medieval). The artist Maxine Lee, Mackie artist/ illustrator, will be picking up on some of the work that was done with the schools last year that couldn't be delivered due to Covid delivering workshops with the schools that engaged and also holding community workshops. This will result in a print, mural design, or something that can be used as merchandising. Created by the community working with a professional artist, providing high quality experiences and health and wellbeing opportunities. Promoting a sense of place.

**The 12 Days of Kirkham** – after much discussion KCC has decided to develop an opportunity where everyone can get involved in re writing this Carol for Kirkham. A Christmas Carol that will celebrate and promote local heritage, once again promoting a sense of place. This opportunity will largely be promoted on and engage with people via social media. However, it is the intention to invite local schools to create their own version. There will also be an opportunity for individuals to work with a professional artist and create illustrations to bring it alive. This can become a print, a card, as well as a Song for Kirkham. To be released and asking people to rewrite or fill in the blanks.

**A story for Kirkham - Two Fish Stones** - The main project will concern the Fish Stones and the creation of a story for Kirkham beginning in October, with a call to individuals to join in and create a story, working with professional artists that will become a festival, with performances, music, and dance. A programme of visual art, creative writing etc opportunities will be developed and released over a six-month period. It is intended to launch the first part to take place on November 26th as part of the Kirkham Christmas light switch on celebrations. The resulting final festival/ performance will hopefully take place when the public realm work is completed to form a celebration of the project overall. It is hoped to invite all the local dance, performance groups, choirs and musicians to get involved. Co-created and co-produced with the local community.



# Notes

## Kirkham Futures Steering Group

<b>Date:</b>	Tuesday, 12 April 2022	
<b>Venue:</b>	Remote Meeting Via Zoom	
<b>Present:</b>	Councillor Liz Oades (Chairman) Councillor Karen Buckley - Leader Tracy Manning - Deputy Chief Executive. Mark Evans - Head of Planning. Paula Huber - Economic Development & Regeneration Manager. Melissa Thorpe - Town Centres Manager & Acting Project Manager. Derek Appleton - Corporate Finance Manager. Carly Smith - Legal Officer. Erin Coar - PR & Communications Officer. Gemma Broadly - Head of Corporate Services.	
<b>Note Taker:</b>	Lyndsey Lacey-Simone	Principal Democratic Services Officer

### 1. Apologies

Apologies were received from Marie Percival and Andrew Chatterjee.

### 2. Welcome and Introductions

Following introductions, the Chairman welcomed all those present to the meeting.

### 3. Terms of Reference - Kirkham Futures Steering Group

Members were invited to consider the proposed Terms of Reference of the Kirkham Futures Steering Group (previously circulated)

It was AGREED: to recommend to the Planning Committee the Terms of Reference as set out on the agenda.

### 4. The Project so far and Current Challenges

To provide some context, **Tracy Manning (TM)** introduced this item. In doing so, she highlighted some of the past key resource & communication challenges of the project and actions taken to address some of these including the recent appointment of Charlie Richards as Head of Regeneration & Housing.

**Shop Front Improvement Scheme - Melissa Thorpe (MT)** introduced this item. She advised that 25 applications (15 within the HAZ area and 10 within the Future High Street fund area) had been received since its launch in November 2021. A Design Team (made up of NWDC and DC & MG) had been appointed. Matters associated with the planning and tendering arrangements were highlighted. **MT** reported that a Grant Panel has been established to look at the tenders received and allocate/award grants and that this body will meet on 19 April 2022. Details regarding this were outlined at the meeting.

**MT** went on to say that it was hoped that works on the first 4 shopfront projects would commence in 4 to 6 weeks albeit the demand for the scheme had been higher than the fund allocation.

**Cllr Oades (EAO)** commented that she was aware that some interested applicants had suggested that they had not had a response from the Council about their enquiry and sought reassurance that this would be addressed. **MT** stated that the Design Team would pick this up.

**Cllr Buckley (KB)** asked about the funding arrangements/criteria used and the associated planning/tender requirements. **MT** addressed this point and in doing so, confirmed that projects with planning permission could be eligible for up to a maximum of 90% grant dependant on the nature of the application.

**KB** asked about the total amount of the fund allocation. **MT** suggested that in the HAZ budget including match funding, there was £380,737 and approx. £480,000 in FHSF for the remaining 2 years for the shop front scheme. **MT** expanded on the anticipated delivery of the spend, given significant contractor/materials cost increases since the project's inception.

**Public Realm Improvements - ME** reminded the Group that the scheme had been designed and had the benefit of planning permission. He added that the tenders for the works came in considerably over the budget allocation. As a result of this, it had been necessary to look at how the project can be moved forward with the funding available. The 4 bidders had been contacted and had been asked to reduce the geographical area of the works. He explained that as it was still a live tender situation, the matter was deemed to be confidential and in view of this, the lowest tender figure was reported at the meeting. The preferred option highlighted at the meeting to address the challenge was to reduce areas by taking out the Preston Street and Freckleton Street arms of the scheme. **ME** went on to expand on the phasing of the scheme /rationale behind this approach.

**ME** further reported that another element of funding secured was the LCC grant (Lancs Economic Recovery Fund) which had been agreed in principle by LCC's Cabinet. He added that discussions are currently taking place with officers at County to finalise the business case to allow the Council to draw down the funding. Once concluded, the intention is to bring a report to cttee and add to the Capital programme at the earliest opportunity.

**EAO** asked about the materials removed from Poulton Street and whether it would be retained/ recycled in Freckleton Street & Preston Street. **ME** confirmed that the intention was to re-use material where possible to make the wider project more sustainable.

**KB** asked for an update on the status of the business case to LCC. In response, **ME** advised on the position to date.

**KB** sought clarification on the committee reporting arrangements. **Action: ME to review the committee reporting arrangements/timetable and come back to Councillors Oades and Buckley at the earliest opportunity.**

**Purchase of Hillside - ME** reported on this item. The Council had acquired the building and carried out some publicity on the purchase. In addition, an Architect, Jubb Clews (an established heritage practice) had been appointed to oversee the initial repair works /refurbishment. They had prepared a schedule of immediate repair works required to the building. The Company had in turn, appointed a company which specialises in restoration. **ME** explained that the next stage was to develop a site compound/ secure the building/ install scaffolding etc and management of the car park before commencing on site.

**ME** further reported that one of the key issues relating to the acquisition of the building was the retaining wall at the rear part of the site. He advised that the recent court case concluded in the Council's favour and there was no immediate requirement for expenditure to be incurred.

In terms of progress regarding the future use of the building, **ME** indicated that a recent meeting had been held with Heritage Trust for the NW, and that interest from other parties including Groundwork; UCLAN; Blackpool & Fylde College; and the NHS, had also been investigated in the early stages of the project.

The Chairman invited question and these related to the following areas: shared arrangements for the wall; parking arrangements; comms; interest shown from the various parties; viability of the project/ leases etc; lead for the project; future plans for the building & cttee reporting arrangements. **ME** addressed these points including proposed opportunities for the site to secure revenue income.

**TSB Building - ME** reported that the acquired the building had been a more straightforward project in that, the previous owner had commissioned some works in the past and there was an opportunity to appoint the same company as they had already undertaken some background data/ survey work of the building. **ME** added that the Council was in the process of appointing that company.

**ME** went on to explain that the plan of action was that during May/June period, the revised details of the scheme would be looked at with a view to tendering the contract in August/Sept and a proposed contract start date of October 2022. It would be a 9-month contract which proposed a cinema / restaurant opportunity with the aim of it being community focused. **ME** explained that there was some leeway on the budget, and he expanded on that.

**EAO** asked about the outcome of the consultation has there been support for the cinema. **ME** confirmed this to be the case and went on to further clarify the position.

**Kirkgate - ME** stated that this had been a challenging project. Registered providers had looked at this scheme and none could make it financially viable. The initial project was to acquire the building and pass on to a registered provider. The Council had been back to the Dept for the Levelling Up Fund to establish whether the fund could be reallocated/redistributed for other purposes such as works to the frontage of the building or the shop front scheme.

**EAO** referred to the loss of car parking spaces in the Market Square and enquired whether some of the monies could be used for this purpose. She highlighted those 25 spaces had been lost in Market Square. In response, **ME** provided some options and gave an undertaking for this to be looked at. **Action: ME**

#### 5. Mid -Term Review – Growth Lancashire

**Paula Huber (PH)** introduced this item and in doing so, provided some background to Growth Lancashire (GL). The Group was advised that the Council had recently become a member of Growth Lancashire. An overview of the specialist services provided by GL was given. **PH** stated that as the Kirkham programme is 2 years into a 4-year programme, it was an ideal time to review the status and challenges to determine how the Council is equipped to move forward over the next 2 years to deliver the project.

**PH** further reported that she had arranged an inception meeting with GL. They will undertake a mid-term review and look at key aspects of the programme with a view to reporting on the matter to a future meeting of the Steering Group.

**KB** asked about the Council's experience of working with GL. **PH** addressed this point.

**TM** gave her support to the proposed review of work to be undertaken by GL.

#### 6. Quarter 4 - HAZ and FHSF Funding Report

**Derek Appleton (DA)** provided some headline financial figures re HAZ and FHSF.

Kirkham HAZ scheme – It was reported that the claimable total expenditure at Quarter 4 was £635k against a forecast budget of £859k resulting in a loss of grant of £224k from Historic England. Historic England had stated that there is no slippage available. Mark Evans provided an update on the letter / correspondence from the MP.

Kirkham Future High Street Fund – It was reported that there is no loss of grant as the awarding body allows us to roll over any underspends into subsequent years.

**ME** went on to expand on the letter received from the MP for Fylde in that, there appeared to be a different message from Historic England and the MP. The information provided by the MP suggested that “the programme will not be at risk”, which was initially interpreted as the Kirkham programme and not the overall programme across the country. **Action: ME to further clarify the position with the MP and report back to the Group.**

#### 7. Community Engagement Programme Review - Year One

**MT** introduced this item. A copy of the end of year summary of the Year One Community Engagement Programme was circulated with the agenda. **MT** went through the detail contained in the summary and highlighted the main successes. Members were advised that the Project was very well received.

**MT** went on to confirm that Years 2 and 3 of the Community Engagement Programme were now in draft form.

8. Project Communications

By way of introduction, **EAO** referred to some communication challenges that she had experienced in recent times and looked for some improvement in this area. In response, **Erin Coar (EC)** confirmed that the contract with the external company responsible for external communications came to an end on 31 March 2022 and as a result, this would now be brought back in house. She added that as the Team had recently grown, there were now more resources available to accommodate the comms requirements.

**TM** emphasised the importance attached to both internal and external project communications. She went on to say that regular meetings of the Steering Group would go some way to address this and the knowledge base of what is going on with the project generally.

**KB** asked about what positive comms could be taken from the meeting. In response, **EC** stated that this was a significant point of the project and a roundup of what has been done so far /plans would be helpful. It was also acknowledged that a review/update of the content of website would be timely to strip out outdated information and refresh with updated information. **Action: EC/MT**

**ME** referred to the opportunity for visuals to engage with the community by putting up posters/ banners up in Kirkham town centre to highlight the current/ongoing works/car parking etc. **Action: MT**

**KB** asked that a comms plan be put in place highlighting the shop front scheme in particular. **Action: MT/EC**

9. Any Other Business

There was no other business.

10. Date of Next Meeting

The Chairman thanked all for their attendance and contributions. It was suggested that the next meeting be held w/c 9<sup>th</sup> May 2022 onwards. Date TBC.

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# Notes

## Kirkham Futures Steering Group

<b>Date:</b>	Thursday, 12 May 2022	
<b>Venue:</b>	Remote Meeting Via Zoom	
<b>Present:</b>	Councillor Liz Oades (Chairman) Councillor Karen Buckley - Leader Tracy Manning - Deputy Chief Executive. Mark Evans - Head of Planning. Melissa Thorpe - Town Centres Manager & Acting Project Manager. Derek Appleton - Corporate Finance Manager. Carly Smith - Legal Officer. Mike Harris – Press Officer.	
<b>Note Taker:</b>	Lyndsey Lacey-Simone	Principal Democratic Services Officer

### 1. Apologies

Apologies were received from Paula Huber, Marie Percival, Gemma Broadley and Erin Coar.

### 2. Welcome and Introductions

Following introductions, the Chairman welcomed all those present to the meeting.

### 3. Notes and Actions from Previous Meeting

**Tracy Manning (TM)** introduced this item. In doing so, she referred to the notes of the last meeting which detailed a list of actions arising from the previous meeting of the KFSG. In summary, these were reported as follows:

#### Actions Brought Forward from 12 April 2022

- **ME to review the committee reporting arrangements/timetable and come back to Councillors Oades and Buckley at the earliest opportunity.** It was reported that **Melissa Thorpe (MT)** had drafted an information report to go the June meeting of the Planning Cttee which will include past minutes of the group meetings.

**Cllr Buckley (KB)** requested that a report come to the next meeting of the Steering Group setting out the timetable for the delivery of the projects running to 31<sup>st</sup> March 2024 **Action: MT**

- **25 car parking spaces had been lost in Market Square** – Actioned - This was covered on the agenda under item 4.
- **ME to further clarify the position about the “programme not being at risk” with the MP and report back to the Group** – It was reported that the MP for Fylde had met with Minister and further feedback was sought **Action: ME to chase up and update the group at the earliest opportunity.**

- ***It was reported a review/update of the content of website would be timely to strip out outdated information and refresh with updated information.*** This was dealt with in the Comms item.
- ***The opportunity for visuals to engage with the community by putting up posters/ banners up in Kirkham town centre to highlight the current/ongoing works/car parking etc.*** This was dealt with in the Comms item.
- ***KB asked that a comms plan be put in place highlighting the shop front scheme in particular.*** This was dealt with in the Comms item.

#### 4. Project Updates

**Shop Front Improvement Scheme - Melissa Thorpe (MT)** introduced this item. In doing so, she referred to the document previously circulated to the Group on the matter.

Details regarding to recent challenges relating to the allocation of grant funding for three shopfront conversions were highlighted at the meeting. Members were invited to consider 3 options (detailed below) and the associated risks to the HAZ & FHSF shopfront scheme. It was also suggested that consideration be given to any changes that the group deem necessary to the amount of grants offered to the three applicants in the first instance, and to the scheme moving forward.

The options presented at the meeting were as follows:

**Option 1-** Provide a 90% intervention rate on all projects taking part in the scheme regardless of cost, size, or location within the town centre.

**Option 2** - Provide an 80% intervention rate on all projects taking part in the scheme regardless of cost, size or location within the town centre.

**Option 3** - A grant panel will assess Shopfront projects against the scoring criteria which will result in a varying degree of intervention rates based on pre-set criteria

**Cllr Oades (EAO)** stressed the importance attached to this scheme and suggested that the Council move forward with Option 2 to provide an 80% max intervention rate. This was supported by **KB**. **Action: MT**

**Public Realm Improvements - ME** reported that whilst the scheme had been designed and had the benefit of planning permission, the key issue that remained is that the tenders for the works had come in considerably over the budget allocation.

The Group was reminded that the other element of funding secured was the LCC grant (Lancs Economic Recovery Fund) which had been agreed in principle by LCC's Cabinet. **ME** informed the group that a business plan had now been submitted to LCC to allow the Council to draw down the funding. Once concluded, the intention was to bring a report to committee and add to the Capital programme at the earliest opportunity. The group was advised that LCC had asked for some additional information and anticipated start dates at this stage were nebulous until the funding was secured.

**KB** asked that a copy of business plan be shared with group. **Action: ME/PH**

**Future Car parking Provision** - A detailed discussion took place about matters associated with the displaced Market Square car parking and the impact on the high street generally including the proposal to move the car parking to Kirkgate if the scheme was progressed in Phase 2 of the design works.

**Market Square Planting Works** - Issues relating to the maintenance of Market Square planting works and the associated planning condition were raised at the meeting.

Reference to the Town Council's proposal to continue public realm themes outside project area including the design rationale were further highlighted.

**Councillor Oades (EAO)** sought clarification on a number of areas including: LCC decision making process regarding funding; loss car parking spaces/ use of Market Square when events are not taking place; feasibility of a parking permit scheme at Kirkgate; general management/maintenance of planting works and the town councils role; restrictions on planting in Market Square and issues of securing alternative locations whilst the public realm works were ongoing; relationship/communications between planning and parks; entrance to market square

being pulled up/ closed. **ME** addressed these points. **MT confirmed that the issues relating to the works at the entrance to the market square were due to the repair of a sink hole.**

**KB** asked financial aspects of the open spaces contract. **EAO** addressed this point.

**Former Girls School, schedule of works and timetable** - **ME** reported that he would update members on the indicative timetable at the next meeting. A local architect, who had been commissioned to undertake the works was currently putting together a schedule of adjustments to the scheme that had previously received planning permission. **Action: ME to circulate indicative programme and include on agenda for the next meeting.**

**KB** asked about ongoing revenue costs -**Derek Appleton (DA)** addressed this matter.

**Kirkgate** - **ME** stated that as previously advised, the Kirkgate centre acquisition is not going to go ahead as it was not viable for partner organisations. The initial project was to acquire the building and pass on to a registered provider.

It was reported that officers had spoken to our FHSF case officer at Dept for the Levelling Up Fund about the possibility of reallocating /redistributing the funds for other purposes such as works to the frontage of the building or the shop front scheme funds and to seek an 'in principle' agreement. 4 potential options had been put forward.

**ME** advised that any alternative proposal must:

- Meet the original objectives of the FHSF programme.
- Meet the minimum BCR of 2:1.
- A project change request must be submitted, and this would take at least 6-8 weeks to process.

Potential deliverable options put forward for consideration were:

1. Private scheme for Kirkgate working with current building owner to deliver market homes.
2. Public realm  
Required to meet increased cost in materials.  
Delivers more of the 'original' scheme.
3. Shopfronts  
Potential to offer higher intervention rates and scheme throughout
4. Former TSB Bank refurb  
Committed to scheme following purchase and costs increasing as with other projects.  
About £100k additional cost estimate (at current prices)

It was acknowledged that the ongoing increase in the costs of materials/ labour was deemed to be a high risk.

**EAO** stated that her preference would be to reinvest in existing projects (Options 2, 3 and 4) with the priority being (Option 2) public realms works that would benefit everyone in the community. This was agreed by the Group. **Action: ME to progress.**

**Health and Wellbeing Project** - **MT** presented an updated report on Year 3 of the Health & Wellbeing programme. She advised that the Council was in receipt of job description, person specification and a Service Level Agreement for a Local Heritage Health and Wellbeing Coach which will be jointly funded by Fylde Council and Wyre Rural Extended Network (WREN) Primary Care Network. WREN will manage the work of the postholder over the next 2 years of the project, with referrals being made into a social prescribing programme of events specifically developed for the Kirkham Futures Project. Year 3 will continue with the current post holder to provide a consultancy service over the next 12 months. The postholder will provide the link between the Council and WREN.

In addition to the above, an evaluation of the scheme (led by consultants) would be undertaken. It is proposed to extend their work until end of June to drive Year 3 and Year 4 work.

**Staffing - TM** reported on this matter and in doing so, referred to the staffing document previously circulated. She highlighted the new/ key posts and other supporting officers that would be involved in the delivery of the project.

5. Project Communications Plan

**Mike Harris (MH)** was invited by the Chairman to present an update in this matter. **MH** stated that a draft project Communication Plan which had recently been prepared included key milestones of the project. He added that this currently runs to July 2022. In addition, Kirkham Futures website was currently under review to update and remove outdated information. Social media details from Rhodes Media had been received which would enable Facebook coverage re Kirkham Futures to be implemented.

**KB** highlighted the need to prioritise the update the website to enable the update on the shop front scheme to be communicated. **Action: MH/ EC**

6. Growth Lancashire Mid Term Review

**TM** reported that both she and **Paula Huber** had recently attended a meeting with the Acting Head of Growth Lancashire (GL). The Group was reminded that the Council had previously agreed to be a member of Growth Lancashire and the Leader would sit on the Board.

Some of the areas discussed at the meeting were highlighted including: the need to conduct a mid- term review, which looked at the original aspirations being delivered /funding streams; economics / sustainability of some of the projects/end use of buildings alongside opportunities created with partner organisations.

**TM** stated that GL would draw up the methodology which would be focused on programme sustainability and approach to be agreed by the group in due course. **Action: TM to bring a report to the next appropriate meeting.**

7. Any Other Business

There was no other business.

8. Date of Next Meeting

The Chairman thanked all for their attendance and contributions. It was suggested that the next meeting be held w/c 20 June 2022 onwards. Date TBC.

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# Notes

## Kirkham Futures Steering Group

<b>Date:</b>	Thursday, 23 June 2022
<b>Venue:</b>	Remote Meeting Via Zoom
<b>Present:</b>	Councillor Liz Oades - Chairman Councillor Karen Buckley - Leader Mark Evans - Head of Planning. Charlie Richards - Head of Projects & Regeneration Melissa Thorpe - Kirkham Futures Programme Manager Marie Percival - Estates & Asset Manager Derek Appleton - Corporate Finance Manager. Carly Smith - Legal Officer. Erin Coar - Communications Officer.
<b>Note Taker:</b>	Lyndsey Lacey-Simone Principal Democratic Services Officer

### 1. Apologies

Apologies were received from Paula Huber.

### 2. Welcome and Introductions

The Chairman welcomed all those present to the meeting and in doing so, welcomed the newly appointed Head of Projects & Regeneration Charlie Richards to the meeting.

### 3. Notes and Actions from Previous Meeting

**The Chairman, Councillor Liz Oades (EO)** introduced this item. In doing so, she referred to the notes of the last meeting (held on 12th May 2022) which detailed a list of actions arising from the previous meeting of the KFSG. In summary, these were reported in italics as follows:

#### Actions Brought Forward from 12 May 2022

- ***Cllr Buckley (KB) requested that a report come to the next meeting of the Steering Group setting out the timetable for the delivery of the projects running to 31<sup>st</sup> March 2024 - Melissa Thorpe (MT) provided an update at the meeting. Action: CR/MT to provide a written timetable for the delivery of the projects.***
- ***25 car parking spaces had been lost in Market Square – Action: Mark Evans (ME) to report back on this matter.***
- ***ME to further clarify the position about the “programme not being at risk” with the MP and report back to the Group – Action: ME to update the group at the next meeting on the latest position.***
- ***A review/update of the content of website would be timely to strip out outdated information and refresh with updated information. Erin Coar (EC) addressed this point and stated that the Council was in***

the process of transferring the website responsibility from a private sector company to the corporate team and that a training session would be set up with the Team to progress this.

- ***The opportunity for visuals to engage with the community by putting up posters/ banners up in Kirkham town centre to highlight the current/ongoing works/car parking etc.*** MT updated the group on this group and outlined the work currently being undertaken in the Kirkham area generally. Reference was also made to Public Realm art workshop. EO offered to display information on the Town Council website and offered help from the local community in putting up posters etc.
- KB asked that a comms be put in place highlighting the shop front scheme. **Action: MT & CR to attend the next KTC meeting to update on scheme progress**
- ***Public Realm Improvements – KB asked that a copy of business plan be shared with group.*** EO referred to perceived inaction on the ground with public realm or Market Square, Kirkham. ME addressed this point and in doing so, highlighted the fact that it is a 4-year programme.
- ***LCC Grant*** - An update was given by ME on latest correspondence received from LCC. It was confirmed that LCC have all the information they require to sign off Phase 1 but the Council is awaiting details of the grant funding agreement. Challenges re Phase 2 works still being queried. He added that the other issue related to the S278 Agreement under the Highways Act that required completion. **Action: ME/CR To share a copy of the Business Plan with the Group.**

KB asked that a report on actions and matters arising be circulated prior to the next meeting of the Group. **Action: CR/ MT.**

#### 4. Programme Manager Project Update

**Health and Wellbeing Project** - MT presented an updated report on Year 3 of the Health & Wellbeing programme.

It was reported that MT had met with the Lead consultant who had now finalised the proposed Year 3 programme. Historic England had everything in place to enable them to appoint to the WREN post. It was reported that WREN will manage the work of the postholder over the next 2 years of the project, with referrals being made into a social prescribing programme of events specifically developed for the Kirkham Futures Project.

It was suggested that Helen Shearn be invited to the next meeting to talk about the proposal for Year 3 and answer any questions relating thereto. KB suggested that in advance of the next meeting, a brief written summary of the matter be provided. **Action: MT**

**Cultural Programme** - Reference was made to the activities /artwork that took place in advance of the Jubilee and on-going in Kirkham. It was also reported that the Cultural Consortium had a stall at Club Day whereby literature/leaflets were handed out the people who are unable to access the information online. MT stated that the Comms Team in conjunction with the Consortium had worked hard to promote the various events via social media.

**FHSF** – It was reported that the Council had submitted its 6 monthly claim for the future high street fund. MT went on to explain that the Council reports quarterly to HAZ. KB asked for a copy of the claim to FHSF be circulated to the group. **Action: MT**

#### 5. Project Updates

**Shop Front Improvement Scheme** - MT introduced this item. In doing so, she referred to a series of prestart meetings taking place on 23 June on site in Kirkham with the contactors appointed to carry out the first part of the scheme. Details regarding this (including funding arrangements) were outlined at the meeting.

MT stated that in conjunction with Historic England, the Council's legal team had been working on the final grant agreement to be shared with the applicants.

MT reported that a considerable number of projects (at various stages of development) are with the design team as part of the 4-year programme of works. Further details on this matter were outlined at the meeting. **MT** then went on to address **EO** concerns about perceived lack of activity on the ground in Kirkham. **EO** suggested that it would be helpful to receive a progress report on the shop front scheme to include the list of schemes approved and any potential flexibility on procurement options in advance of the next meeting to aid communication.

**Action: MT to provide progress report to next board meeting**

**Former Girls Charity School 52-64 Poulton Street** - It was reported that the Council had a brief and a draft contract ready to go to the scheme architect as approved by the Planning Cttee on 8 June. The next stage of the project was outlined. It was hoped that planning permission would be secured in October/November and that tenders would be issued at end of year. Alongside this, the Council officers will continue to work to secure a potential tenant for the property with a 7-year lease to deliver a restaurant/community cinema experience. It was suggested by **EO** that a regular update on the matter would be helpful. **Action: MT to provide progress report to next board meeting**

**KB** sought clarification re governance arrangements/ timeframe for reports to be presented to the relevant committees and sought an update on this matter. **Action: CR to provide project timeline**

**Public Realm Improvements** - **ME** went on to highlight at the meeting that building costs are ever increasing. It was likely that the Council would require additional funding for Phase 1 to enable key contracts to be secured. He added that this may need formal consideration at committee in due course. As previously reported, the Council had spoken to our FHSF case officer at Dept for the Levelling Up about the possibility of reallocating the funding allocated to the Kirkgate centre project to the Public Realm scheme and the Former Girls Charity School and to seek an 'in principle' agreement. **KB** sought further information on this matter. **Action: CR/ME To issue a note/email on this matter in advance of the next meeting.**

**Hillside** - **MT** reported that a surveyor was now in place. In addition, a license was being drafted by Fylde Council's legal team to allow the scaffolding to go into the adjoining property to enable the emergency works identified to progress. The Council had been advised that it cannot liaise with the tenant directly so will now liaise with the freeholder. **MT** stated that a meeting was scheduled to take place on site next week with the contractor and architect/surveyor to touch base with progress. **MT** stated for the next stage of works, it was hoped to have a Project Manager in place to lead on this scheme. The Group was advised that concerns had been raised with Historic England (HE) regarding the funding that had been removed for the scheme. **HE** had subsequently offered non-financial (officer) support.

**Communications Update** - **EC** updated the Group. She stated that the website was being updated with a view to making the information more relevant to the project. The Comms Team now have access to social media and are managing the pages. The Team are looking to undertake a piece of work on the pages to ensure a greater following and move the content to the corporate account. Further details about this were outlined at the meeting. **EC** went on to say that the Newsletter/subscribers is also being managed differently to ensure more community engagement. In addition, work is currently being progressed with the development of a Stakeholder Engagement Plan (SEP). To assist with engagement, **EO** offered the use of KTC website.

**KB** asked about the SEP and who the stakeholders are. In doing so, she asked that details of the stakeholders be shared with the group. In addition, **KB** enquired about the feasibility of hard copies of newsletters being distributed to markets etc. The importance attached to face-to-face comms was also highlighted. **Action: EC/MT to share list of stakeholders.**

## 6. Any Other Business

**EO** referred to an email that she had received from a local resident about an on-going issue of some residents' driveways/garden frontages on Preston Street, Kirkham which were proposed to form part of the Public Realm Scheme for Kirkham.

It was reported that Lancashire County Council's legal team had confirmed that the land in question forms part of the Highway.

It was further reported that it is looking increasingly likely that the current Kirkham Public Realm Improvements scheme would not extend to Preston Street or Freckleton Street but may well be revisited in due course.

In responding to this point, **ME** referred to several meetings that had taken place with KTC on the matter.

7. Date of Next Meeting

The Chairman thanked all for their attendance and contributions. It was suggested that the next meeting be held at a date to be confirmed in July.

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# Notes

## Kirkham Futures Steering Group

<b>Date:</b>	Thursday, 28 July 2022	
<b>Venue:</b>	Remote Meeting Via Zoom	
<b>Present:</b>	<u>Councillors</u> Liz Oades - Chairman Karen Buckley - Leader <u>Officers</u> Charlie Richards - Head of Projects & Regeneration Carly Smith - Legal Officer Mike Harris - Press Officer Curtis Fetcher - Democratic Services Support Officer	
<b>Other Representatives:</b>	Gill Nolan and Janet Doolan - Growth Lancashire	
<b>Note Taker:</b>	Lyndsey Lacey-Simone	Principal Democratic Services Officer

## 1. Apologies

Apologies were received from Erin Coar, Mark Evans and Melissa Thorpe.

## 2. Welcome and Introductions

**The Chairman, Councillor Liz Oades (EO)** welcomed all those present to the meeting and in doing so, thanked Growth Lancashire and all those involved in the Kirkham Futures Programme.

**Charlie Richards (CR)** introduced Gill Nolan and Janey Doolan from Growth Lancashire who were both observing the meeting.

### 3. Notes and Actions from Previous Meeting

**EO** introduced this item. In doing so, she referred to the notes of the last meeting (held on 22 June 2022) which detailed a list of actions arising from the last two meetings of the KFSG. In summary, these were reported in italics as follows:

Actions brought forward from 12 May 2022

- i. Cllr Buckley (KB) requested that a report come to the next meeting of the Steering Group setting out the timetable for the delivery of the projects running to 31st March 2024 - Melissa Thorpe (MT) provided an update at the meeting. Action: CR/MT to provide a written timetable for the delivery of the projects.

**Update - Information had been included in Kirkham Futures Project Steering Group Report issued on 25 July 2022 to all group members. Action Complete.**

- ii. 25 car parking spaces had been lost in Market Square – Action: Mark Evans (ME) to report back on this matter.

**Update - Information had been included within the Kirkham Futures Project Steering Group Report issued on 25 July 2022 to all group members. Action with KTC to update Fylde with alternative areas for car park provision.**

- iii. *ME to further clarify the position about the “programme not being at risk” with the MP and report back to the Group – Action: ME to update the group at the next meeting on the latest position.*

**Update - Confirmation was sought at a recent meeting with the Senior Responsible Officer at Historic England over the underspend in 21/22 and the potential loss of this to the overall programme. It was confirmed that the underspend was lost to the Kirkham Futures Programme. The Scheme plan had been adjusted to reflect this and the mid-term review will assist in looking at the implications of this on the programme, in particular Hillside.**

- iv. *A review/update of the content of website would be timely to strip out outdated information and refresh with updated information. Erin Coar (EC) addressed this point and stated that the Council was in the process of transferring the website responsibility from a private sector company to the corporate team and that a training session would be set up with the Team to progress this.*

**Update - This information was included within the Kirkham Futures Project Steering Group Report issued on 25 July 2022 to all group members. Action Complete.**

- v. *The opportunity for visuals to engage with the community by putting up posters/ banners up in Kirkham town centre to highlight the current/ongoing works/car parking etc. MT updated the group on this group and outlined the work currently being undertaken in the Kirkham area generally. Reference was also made to Public Realm art workshop. EO offered to display information on the Town Council website and offered help from the local community in putting up posters etc.*

**Update - The information was included within the Kirkham Futures Project Steering Group Report issued on 25 July 2022 to all group members. Action Complete.**

- vi. *KB asked that a comms be put in place highlighting the shop front scheme. Action: MT & CR to attend the next KTC meeting to update on scheme progress.*

**Update - ME/CT attended the July Kirkham Town Council meeting to provide a general update on the project. It was reported that an ongoing Comms plan is in place and as soon as the shopfront grant agreements are signed and start dates confirmed for the first 3 shopfront schemes, then a series of communications can be confirmed to highlight progress.**

- vii. *Public Realm Improvements – KB asked that a copy of business plan be shared with group. EO referred to perceived inaction on the ground with public realm or Market Square, Kirkham. ME addressed this point and in doing so, highlighted the fact that it is a 4-year programme.*

**Update - CR shared relevant information on 27/07/2022. Action Complete.**

- viii. *LCC Grant - An update was given by ME on latest correspondence received from LCC. It was confirmed that LCC have all the information they require to sign off Phase 1 but the Council is awaiting details of the grant funding agreement. Challenges re Phase 2 works still being queried. He added that the other issue related to the S278 Agreement under the Highways Act that required completion. Action: ME/CR To share a copy of the Business Plan with the Group.*

**Duplicated with above - Action Complete**

Actions brought forward from 22 June 2022

- ix. *It was suggested that Helen Shearn be invited to the next meeting to talk about the proposal for Year 3 and answer any questions relating thereto. KB suggested that in advance of the next meeting, a brief written summary of the matter be provided. Action: MT*

**Update - As the Year 3 programme had not been finalised and the fact that the Programme Officer was currently unavailable, it was felt that it would be appropriate to invite Helen Shearn to a future meeting once the Programme is finalised.**

- x. *FHSF – It was reported that the Council had submitted its 6 monthly claim for the future high street fund. MT went on to explain that the Council reports quarterly to HAZ. KB asked for a copy of the claim to FHSF be circulated to the group. Action: MT*

**Copy of claim sent. Action Complete.**

- xi. *MT reported that a considerable number of projects (at various stages of development) are with the design team as part of the 4-year programme of works. Further details on this matter were outlined at the meeting. MT then went on to address EO concerns about perceived lack of activity on the ground in Kirkham. EO suggested that it would be helpful to receive a progress report on the shop front scheme to include the list of schemes approved and any potential flexibility on procurement options in advance of the next meeting to aid communication. Action: MT to provide progress report to next board meeting*

**Update - This was included within the Kirkham Futures Project Steering Group Report issued on 25 July 2022 to all group members. Action Complete.**

- xii. *Former Girls Charity School 52-64 Poulton Street - It was reported that the Council had a brief and a draft contract ready to go to the scheme architect as approved by the Planning Cttee on 8 June. The next stage of the project was outlined. It was hoped that planning permission would be secured in October/November and that tenders would be issued at end of year. Alongside this, the Council officers will continue to work to secure a potential tenant for the property with a 7-year lease to deliver a restaurant/community cinema experience. It was suggested by EO that a regular update on the matter would be helpful. Action: MT to provide progress report to next board meeting*

**Update - This was included within the Kirkham Futures Project Steering Group Report issued on 25 July 2022 to all group members. Action Complete.**

- xiii. *KB sought clarification re governance arrangements/ timeframe for reports to be presented to the relevant committees and sought an update on this matter. Action: CR to provide project timeline*

**Update - The schedule for each project is now in place (included within the report) and being monitored. Action: CR/MT to extract relevant dates where Committee approval is required and send advance notice to Democratic Services to include on the relevant workplan. Advice is being sought on the shopfront scheme as to what level of oversight is required (individually these are small grants below Committee threshold).**

- xiv. *Public Realm Improvements - ME went on to highlight at the meeting that building costs are ever increasing. It was likely that the Council would require additional funding for Phase 1 to enable key contracts to be secured. He added that this may need formal consideration at committee in due course. As previously reported, the Council had spoken to our FHSF case officer at Dept for the Levelling Up about the possibility of reallocating the funding allocated to the Kirkgate centre project to the Public Realm scheme and the Former Girls Charity School and to seek an 'in principle' agreement. KB sought further information on this matter. Action: CR/ME To issue a note/email on this matter in advance of the next meeting.*

**A report was taken to Full Council on 25 July 2022 for consideration. Action Complete.**

- xv. *KB asked about the SEP and who the stakeholders are. In doing so, she asked that details of the stakeholders be shared with the group. In addition, KB enquired about the feasibility of hard copies of newsletters being distributed to markets etc. The importance attached to face-to-face comms was also highlighted. Action: EC/MT to share list of stakeholders.*

**A copy of draft Stakeholder Communications Plan was circulated with the agenda.**

#### **4. Kirkham Futures Programme Officers Report - July 2022**

Further to the report considered by Full Council on 25 July 2022, CR was invited by the Chairman to provide an overview of the comprehensive Kirkham Futures Programme Steering Group Report (July 2022). A copy of the report had previously been circulated to the Steering Group.

By way of introduction, **CR** stated that it was his intention that the Programme Manager will produce a similar report prior to each meeting of the Group.

**EO** requested that she be provided with a paper copy of the report on each occasion. **Action CR**

In summary, the Kirkham Futures Project Report covered the following areas: key milestones /actions and activities that had been undertaken in the last period 23 June to 28 July 2022; the HAZ and FHSF project cost updates (including projected and actual spend); the overall programme funding source/profile; the specific/individual (HAZ & FHSF) project updates; an update on the Phase 1 (HAZ & FHSF) public realm works to be delivered (including details of the planned completion/ contract completion dates) under the Kirkham Futures Programme which was considered by Full Council on 25 July 2022 together with reference to the next phase of development under the Phase 2 Programme now that the LCC (LERG) monies had been confirmed. In addition, the report provided an update on progress with the Health and Wellbeing Programme (HAZ); the Cultural Programme (HAZ); the various stages of the Shopfront Improvement Scheme and an update on communications.

Members were invited to comment on the information contained in the document.

Following the presentation, the Chairman invited questions and comments. These were as follows:

**Councillor Karen Buckley (KB)** suggested that committee workplan be carefully monitored to ensure that key milestones dates relating to the Kirkham Futures Programme are fed into the committee process. **Action CR.**

**EO** sought clarification on the applications made to date for the Kirkham Shopfront Improvement Scheme with particular reference to some perceived delays along Church Street (i.e. the successful grants so far were for properties off the high street), Kirkham. **CR** addressed this point with a view to speaking to planning colleagues on the matter with a view to prioritise schemes on the High Street. **Action CR.**

Matters associated with the draft Licence relating to the adjacent property owner at Hillside (which was subject to a condition survey) was discussed. **Carly Smith (CS)** confirmed that this agreement/draft licence had been signed however the progression of the works under license is subject to an agreed condition survey. The condition survey is to be progressed. **Action MT.**

**CR** referred to the section within the report which related to a discussion that had taken place with the procurement team and Historic England about alternative options for the procurement of the contractors for the shopfront scheme. The information regarding alternative procurement options will be relayed to the grantees. **Action MT.**

**EO** commented that it would be helpful to progress the stakeholder engagement about the commencement of the Church Street works at the earliest opportunity. **Urgent Action MT.**

**EO** asked about the temporary closure of the weekly market in the Market Square, Kirkham. She explained that the Town Council has no jurisdiction over the use of the market square as it sits within LCC's remit. **CR** acknowledged this and advised that his team are looking for alternate locations to hold the weekly market. He gave an undertaking to update **EO** as soon as an alternate location is found. **Action CR/MT.**

In terms of the key dates to work around for the commencement of the Phase 1 works, **KB** suggested that the Easter period be included. This was agreed. **Action CR**

Reference was made to the Evaluation Report of the Year 2 social prescribing pilot project carried out under the Kirkham Futures Programme. The Group asked that this be circulated at the earliest opportunity. **Action CR.**

**KB** commented that it would be helpful if the Year 2 Evaluation Report was used to inform the draft programme for Year 3 and shared with the group. **Action CR / feedback to Helen Shearn.**

Further to the above, **KB** asked that the Cultural Programme (HAZ) also be used to inform the Year 3 Programme and that a copy be shared with the Group. **Action CR.**

## 5. Communications

**Mike Harris, Press Officer (MH)** was invited to present an update on communications. He reported that a large part of the communication management plan had been developed by the Regeneration Team. He then went on

to refer to recent communication actions including the promotion of events via Kirkham Futures social media, press, the corporate website and the Fylde newsletter.

It was reported that the Programme Manager would be providing a schedule of planned communications/ press releases to coincide with key milestones.

**MH** went on to say that the Kirkham Futures 'Mailchimp' account had been disabled and that subscribers had been informed that to enable them to continue to receive updates, they would need to subscribe to the general newsletter.

**MH** advised that the Comms Team continue to update the website/ share progress via digital challenges as and when appropriate. **Action MH.**

**KB** asked about the website links for the Kirkham communications. It was suggested that the website be updated to direct people correctly. **Action MH.**

**KB** asked that the Stakeholder Communications Management Plan be reissued. **Action MT**

**KB** asked whether the July Programme report would form part of a report to be considered by the Planning Committee, Town Council and the Business group. **Action - CR to confirm the position.**

**KB** asked about the branding of the report which included details of the main funders. She stated that Lancashire County Council had been omitted and asked if this could be rectified. **Action CR.**

6. Activity and Events Update

No update was provided.

7. Any Other Business

There was no other business.

8. Date of Next Meeting

The Chairman thanked all for their attendance and contributions. It was suggested that the next meeting be held at a date to be confirmed in September.

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# INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	PLANNING COMMITTEE	9 NOVEMBER 2022	8
<b>GENERAL FUND REVENUE BUDGET MONITORING REPORT 2022/23 - POSITION AS AT 30<sup>th</sup> SEPTEMBER 2022</b>			

## PUBLIC ITEM

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

## SUMMARY OF INFORMATION

The purpose of this report is to provide an update on the General Fund Revenue Budget of the Council as at 30<sup>th</sup> September 2022 and specifically for those areas under the remit of the Committee.

## SOURCE OF INFORMATION

The report is based upon information extracted from the financial ledger system of the Council for the period to 30<sup>th</sup> September 2022 and feedback and commentary received from budget holders.

## LINK TO INFORMATION

General Fund Revenue Budget monitoring Report to 30<sup>th</sup> September 2022:

<http://www.fylde.gov.uk/council/finance/budget-monitoring/>

## WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information is provided to enable the committee to consider and scrutinise periodic revenue budget monitoring reports for those areas under the remit of the Committee.

## FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel 01253 658566

e-mail: [paul.o'donoghue@fylde.gov.uk](mailto:paul.o'donoghue@fylde.gov.uk)

# **GENERAL FUND REVENUE BUDGET MONITORING REPORT 2022/23**

## **POSITION AS AT 30<sup>TH</sup> SEPTEMBER 2022**

### **Summary**

The purpose of this report is to provide an update on the General Fund Revenue Budget of the Council as at 30<sup>th</sup> September 2022. The report includes a narrative description of the most significant variances from the profiled latest budget and details any actions required to address these. Appendix A to this report shows the value of the most significant variances for all of the Council services by Committee and provides a brief explanation for each variance.

### **1. Background**

- 1.1 The Council operates a system of Revenue Budget Monitoring which revolves around the production of detailed monthly monitoring reports for budget holders. Significant variances from the expected budget position at the point of monitoring, both for expenditure and income, are summarised in monitoring reports which are periodically reported to each Programme Committee for information purposes. This report therefore details the findings and issues emerging from budget monitoring carried out to 30<sup>th</sup> September 2022.
- 1.2 It should be noted that work continues on improving budget profiling across the Council in order that budget profiles more accurately reflect the spending pattern of individual budgets across the financial year. This serves to enhance budget monitoring and focus attention on true variances rather than budget profiling issues. This is a continuous process with budget holders so that the improved profiling continues to refine the budget monitoring system.
- 1.3 Council approved the 2022/23 budget at its meeting on 3<sup>rd</sup> March 2022. Subsequently on 23<sup>rd</sup> June 2022 the Finance and Democracy Committee approved the financial outturn position for 2021/22. The impact of those approvals, including savings and growth items approved at the Council budget meeting, along with slippage from 2021/22 as approved by the Finance and Democracy Committee, are now reflected in the financial ledger. Therefore, this report monitors expenditure and income against the updated approved budgets for 2022/23.

### **2. Budget Rightsizing Exercise**

For a number of years the Council has carried out an annual budget rightsizing exercise to analyse underspends which have occurred over the last 3 financial years and to adjust current and future year budgets to better reflect the level of resource requirement in the context of current financial constraints. This process is currently being repeated during 2022/23 and the resulting changes will be reflected in the latest budgets and updates to the Councils Financial Forecast.

### **3. Conclusions**

The Council has seen particular volatility in expenditure and income levels since the commencement of the pandemic which has required that the Council continues the approach to continually seek opportunities to achieve savings and efficiencies to enable a balanced budget position and financial stability to be maintained.

As a consequence of the uncertainty about the impact of the pandemic on national public finances, the Government implemented a one-year Spending Review for 2022/23 and the Council, as with all Local Authorities, received a one-year funding settlement for the year. This was the second year running that the funding settlement was for one-year only. The MTFs report presented to Council in March 2022 sets out the full context of the financial landscape of the council, including an assessment of the key financial risks which primarily relate

to uncertainties around reviews of the future funding regime for local government. The report can be found at this link: [MTFS Report March 2022](#).

UK CPI was 0.7% in March 2021 but thereafter began to steadily increase. Initially driven by energy price effects and by inflation in sectors such as retail and hospitality which were re-opening after the pandemic lockdowns, inflation then was believed to be temporary. Thereafter price rises slowly became more widespread, as a combination of rising global costs and strong demand was exacerbated by supply shortages and transport dislocations. The surge in wholesale gas and electricity prices led to elevated inflation expectations. CPI for September 2022 registered 10.1% year on year, up from 9.9% in August 2022. Increasing inflation is exerting significant upward pressure on prices for utilities and on supplies and services across all sectors of the economy, which in turn increases the base costs for both revenue and capital budget items. The situation is particularly acute in the construction sector where supply chain issues and price increases are combining to put increased risks on the delivery of capital programme schemes. This is likely to be a continuing issue for the council during 2022/23 and this has resulted in current scheme delays and reviews on scheme costings.

Regular budget monitoring reports are an integral part of the Council's financial monitoring framework and these reports will be available on the Councils website.

External pressures outside the Council's control are impacting on all local authorities. Instructions remain in place that officers should not commit to any unnecessary expenditure and should seek to maximise efficiencies wherever possible.

Finance staff work continuously with budget holders across the Council and are heavily reliant upon budget-holders to be able to understand and quantify the potential impact of in-year hotspot variances within their areas of responsibility.

In light of the potential for future general reductions in central government funding from 2023/24 onwards, the Council needs to continue with the approach to delivering savings and efficiencies which have helped deliver balanced budgets and provided contributions to reserves over recent years.

Through continued focus on the importance of financial stability the Council has delivered a significant savings programme in recent years and has continued to reduce overheads wherever possible. Ongoing modernisation work and business improvement will continue to make Council services more efficient, save money and maintain high quality frontline services to customers. For Fylde Council to continue to successfully meet the new challenges that it faces it is vital that this approach continues and that all reasonable opportunities for further cost-reduction measures and for the generation of additional income are seriously considered. Prudent financial management in previous years has provided a level of reserves which allows the necessary time to determine how this council can best respond to the challenges ahead.

We are now at the mid-point of the 2022/23 financial year and much uncertainty exists with respect to the remainder of the year. Therefore, it is not possible to draw any firm conclusions on the in-year financial position. The financial risks facing the Council, as set out to Council in March 2022 and updated to Finance & Democracy Committee in June 2022 remain alongside the significant additional risks presented by the pandemic. Instructions issued by Management Team that budget holders remain prudent are still in place, and the overall financial position of the council will be captured in the next update of the financial forecast in the Medium Term Financial Strategy which will be presented to members in the forthcoming committee cycle.

## REVENUE MONITORING 2022/23 - Period 6 to 30th September 2022 (Variances in excess of £5K)

Appendix A

NB: Some budget variances occurring as a result of budget profiling issues where no variance is expected to remain by year-end, or variances to be resolved by virements, are excluded from the list below.

Key

BLUE
GREEN
AMBER
RED

Variance currently showing but expected to be on target at year end
Favourable variance against latest budget
Adverse variance against latest budget
Projected adverse outturn variance

### FINANCE & DEMOCRACY COMMITTEE / CORPORATE CROSS CUTTING BUDGETS

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
All Council services	Employee costs including basic pay, pension, NI, and overtime, plus agency costs	10,412,612	5,389,764	5,486,404	96,640	ADVERSE	RED	All Budget Holders	The budget forecast which was approved by Council in March 2022 assumed employee cost savings (including vacancy savings arising from delays in the recruitment to vacant posts) of £300,000 per annum from 2022/23 onwards. The actual spend to date includes an estimated pay award of £1,925 per pay point (pro-rata'd for the year to date) based on the latest offer, which is yet to be formally agreed and equates to c6.75% on the pay-bill, whilst the budget for pay award assumed a 2.75% increase. Together these changes equate to the adverse variance shown. This budget will be kept under review during the remainder of the financial year and will be adjusted as part of future budget right-sizing exercises and confirmation of the agreed pay award.
Utilities	Electricity	92,878	46,461	25,709	-20,752	FAVOURABLE	RED	Andrew Loynd	Underspend as a result of some credits plus August and September bills not yet being processed. Overall it is expected that, with the increase in electricity costs, across the year the budget will be significantly overspent. The budgets will be kept under review and adjusted as necessary as part of the budget right-sizing exercise to reflect this.
	Gas	44,800	22,410	29,364	6,954	ADVERSE	RED	Andrew Loynd	Costs have significantly increased. Although expenditure should decrease over summer months this will rise over winter. The budgets will be kept under review and adjusted as necessary as part of the budget right-sizing exercise to reflect this.
	Sewerage & Environmental Services	11,611	5,826	-4,998	-10,824	FAVOURABLE	RED	Andrew Loynd	With change in provider, credits received for previous financial year. Expect this to be claimed by new provider and this years budget to be invoiced in full. The budgets will be kept under review and adjusted as necessary as part of the budget right-sizing exercise to reflect this.
Human Resources	Training Exps - qualifications	25,000	12,502	553	-11,949	FAVOURABLE	BLUE	Alex Scrivens	The deadline for Personal Development Appraisals has just passed 30/09/22, therefore the plan is to utilise the budget in Q3/Q4.
Computer services	Purchase of Computer Equipment	186,975	93,522	122,840	29,318	ADVERSE	BLUE	Ross McKelvie	The budgets shown include a healthy slippage which will be used to develop the device, virtual infrastructure and enhancement of cyber going forward, with an exploration of solutions currently underway which should see normalisation through both budgets shown after implementation.
	Computer - Development Costs	275,427	137,768	48,865	-88,903	FAVOURABLE	BLUE	Ross McKelvie	
St Annes Public Offices	Consultants Fees	0	0	6,000	6,000	ADVERSE	RED	Phil Howarth	Agents fees incurred regarding the disposal and re-development of the site.
	Legal Fees and Court Costs	0	0	6,000	6,000	ADVERSE	RED	Phil Howarth	Additional funding agreed to cover costs associated with sale/lease of site.

**TOURISM AND LEISURE COMMITTEE**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Sports Development	Weight Management Activities	41,863	20,938	3,574	-17,364	FAVOURABLE	BLUE	Ian Brookes	Phasing of expenditure - anticipated to be spent to budget at year end.
	Business Health Matters Initiatives	17,400	8,700	0	-8,700	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end. There are more engagement days planned for the remainder of the year
	PCC - Safe Communities Project	26,750	13,378	720	-12,658	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end. Delivery of the project has been moved to after the summer holiday period
St. Annes-Leisure (Strategic)	Crown Green Bowling	0	0	-5,200	-5,200	FAVOURABLE	GREEN		Additional unbudgeted income. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Lytham-Parks (Non-Strategic)	General Maintenance of Grounds	4,106	2,054	7,715	5,661	ADVERSE	RED	Lisa Foden	Essential maintenance costs incurred during 2022/23. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Fairhaven Lake and Gardens	Boats Maintenance Etc	10,000	5,004	13,498	8,494	ADVERSE	RED	Nick Skiba	Fuel charges for boats increased, plus purchase of treatments to keep the Lake weed free to allow for continuation of the boat service through the season. Will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Crown Green Bowling	0	0	-6,314	-6,314	FAVOURABLE	GREEN		The income target within a wider games Site Income code (including other sites). This will be re profiled as part of Budget Right Sizing
	Adventure Golf	-165,000	-82,530	-113,858	-31,328	FAVOURABLE	BLUE		Extra visitors due to promotional activities and boat / golf combi ticket
	Watersport Activities	-45,000	-22,506	-12,392	10,115	ADVERSE	RED		New offer at Fairhaven and marketing campaigns have taken place. Will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Boat Service	-72,500	-36,264	-80,184	-43,920	FAVOURABLE	GREEN		Higher than expected revenue due to warm weather during the summer
	Combined Tickets/Other Fees	-7,500	-3,750	-10,920	-7,170	FAVOURABLE	GREEN		Higher than expected revenue due to warm weather during the summer and marketing campaigns
Fylde Tourism	Income - Kite Festival	-20,000	-20,000	-8,121	11,879	ADVERSE	RED	Tim Dixon	Reduced income from expected revenues from event car park and trade stalls. Budget will be reviewed and opportunities to look for a sponsor from 2023 event onwards
Coast and Countryside	Consultants Fees	45,716	22,866	46,017	23,151	ADVERSE	BLUE	Phil Howarth	Profiling of the Sand winning Environmental studies - anticipated to be spent to budget at year end.

OPERATIONAL MANAGEMENT COMMITTEE									
Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitment s as at Period 6	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Fylde Waste Schemes	Other Sales	-50,000	-25,010	-37,100	-12,090	FAVOURABLE	GREEN	Clare Blyth / Mark Wilde	Additional income due to customer demand and an increase in service provision from 3 to 4 days per week
	Green Waste Subscription Charge	-693,800	-693,800	-672,280	21,520	ADVERSE	RED	Clare Blyth / Mark Wilde	Subscriptions to the scheme are less than budgeted for - the scheme is still open until end of November and is being actively promoted.
Trade Waste Service	Bulk Bin Collection Charges	-160,000	-160,000	-166,687	-6,687	FAVOURABLE	GREEN		Increase in number of customers for trade waste services.
	Bulk Bin Disposal Charges	-160,000	-160,000	-168,275	-8,275	FAVOURABLE	GREEN		Increase in number of customers for trade waste services.
Highways Cleansing	Parish Council Amenity Cleansing Grant	32,656	32,656	24,198	-8,458	FAVOURABLE	GREEN		Reduction in grant payable to town and parish councils - Newton and Clifton Parish Council no longer receiving the grant and cleansing responsibility back under FBC remit. Budget to be updated as part of the budget rightsizing exercise.
Fleet & Plant	FMS Materials Cost	140,670	70,439	84,888	14,449	ADVERSE	RED		There are a number of adverse and favourable variances in respect of vehicle costs. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Fuel Costs	280,595	140,393	184,058	43,665	ADVERSE	RED		
	Tyres - Renewal	34,636	17,430	11,982	-5,448	FAVOURABLE	BLUE		
	Bartec-In Cab Technology	19,970	10,062	17,381	7,319	ADVERSE	RED		
	Agrippa Signage	11,005	5,545	0	-5,545	FAVOURABLE	GREEN		
St Annes Square (Maintenance)	Reps & Mtce of Capital Schemes	45,000	22,506	212	-22,294	FAVOURABLE	BLUE	Phil Howarth	This was for a rolling programme of maintenance to be managed by the Town Centre Manager. A programme of works is currently being developed.
Property Management Team	Surveys / Valuation Fees	15,000	7,500	-40	-7,540	FAVOURABLE	BLUE	Phil Howarth	The valuations for the current year are in progress and this budget will be fully spent by year end.
	Miscellaneous Income	0	0	-5,525	-5,525	FAVOURABLE	GREEN	Phil Howarth	Additional unbudgeted income - Estates legal fees contribution. This will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Car Parking Fees	Car Parking Fees	-685,000	-342,639	-466,384	-123,745	FAVOURABLE	GREEN	Andrew Loynd	Due to the good weather and increased visitors it is anticipated that the annual income will be greater than expected. The budgets will be kept under review and adjusted as necessary as part of the budget right-sizing exercise to reflect this.
Car Parks General	Other General Repairs and Mtce	20,600	10,304	555	-9,749	FAVOURABLE	GREEN		Profiling. Budget held back due to expected significant costs of updating all p&d machine modems to 4g due to 2/3g turn off during 2023. Further costs anticipated to be incurred.
Stanner Bank Car Park	Ticket Issuing Machines	0	0	9,495	9,495	ADVERSE	RED		These are costs associated with operating and maintaining the barrier system out of hours. The budget will be kept under review during the remainder of the financial year.
Off-Street Parking Enforcement	Decrim - Off-Street Pkng Fees	-40,000	-20,008	-33,867	-13,859	FAVOURABLE	GREEN		With an increase in visitors as per above the increase in parking contraventions has occurred resulting in a higher number of Penalty Charge Notices being issued. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Cemetery and Crematorium	Crematorium Furnace Repairs	2,500	1,252	37,205	35,953	ADVERSE	RED	Rebecca Riley	Essential replacement of major cremator components scheduled for November 2022 in order to keep the facilities operational. Virements are being explored to fund these works.
	Interments	-200,000	-100,040	-133,945	-33,905	FAVOURABLE	BLUE		There is increased demand for plots post pandemic. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.

OPERATIONAL MANAGEMENT COMMITTEE									
Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitment s as at Period 6	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Cemetery and Crematorium	Cremations	-1,070,000	-535,214	-491,785	43,429	ADVERSE	RED	Rebecca Riley	There has been a reduced demand for services from residents outside of the borough. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Memorial Income	-40,000	-20,008	-13,542	6,466	ADVERSE	BLUE		There has been a reduced demand for services from residents outside of the borough. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
ENVIRONMENT HEALTH & HOUSING COMMITTEE									
Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitment s as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Homelessness	Storage and Removal Costs	5,000	2,504	9,878	7,374	ADVERSE	BLUE	Kirstine Riding	The homeless service continues to see high demand for temporary accommodation with limited move on opportunities. This has a direct impact on storage costs as there is a legal requirement to store clients belongings to whom we have a statutory housing duty.
	Computer - Program Licence Chgs	0	0	10,495	10,495	ADVERSE	BLUE		Jigsaw license for homelessness and housing advice service 22/23 is awaiting a decision on the Homeless Prevention Grant 22/23 being placed in housing team based budget on the 12th Oct 2022.
	CAB - Debt Advice Service	18,772	9,388	575	-8,813	FAVOURABLE	BLUE		Service is operated by Blackpool Debt Advice Service and costs are per client referred in from 21/22. Originally service was set up with CAB and included staffing costs which is no longer the case. There is an expected under spend at the end of every financial year.
	Ex-Offender Initiatives	34,172	17,090	6,000	-11,090	FAVOURABLE	BLUE		Project is progressing as expected. Funding merged with Rapid Rehousing programme and taken out for procurement as Ex offenders and Rough Sleeping Programme.
	B&B	71,750	35,888	88,070	52,182	ADVERSE	AMBER		The homeless service continues to see unprecedented levels of demand for temporary accommodation coupled with limited move on opportunities. The budget is partially offset by Housing benefit income which stands at £31k.The expected outturn position will be above the full year budget of £71k.
	Rapid Re-housing Programme	29,000	14,506	6,089	-8,417	FAVOURABLE	BLUE		Project is progressing as expected. Funding merged with Ex-offenders programme and taken out for procurement as Ex offenders and Rough Sleeping Programme.
	Housing Benefit/Universal Credit Repayment	-45,000	-22,506	-31,632	-9,126	FAVOURABLE	BLUE		The homelessness and housing advice service is seeing unprecedented demand for temporary accommodation coupled with lack of move on options. Increase in HB claims towards the housing costs for B&B placements.
	CLG Homelessness Grant	-146,630	-73,343	-354,487	-281,144	FAVOURABLE	BLUE		Full Council decision on use of uncommitted Homeless Prevention grant spend for 22/23 approved on 12th October 2022 to commit this funding into the Housing base budget to cover costs of delivering the homeless service. As such this favourable variance will offset some of the adverse variance currently showing against homelessness budgets.
Housing Standards	Contribution to Wyre - Care & Repair	30,000	15,006	0	-15,006	FAVOURABLE	GREEN		Handyperson and Sanctuary Service now delivered by Preston Care and Repair. Outturn position expected to be below budget as demand for service is still being gauged.
	Disabled Facilities Grant Fees	-160,000	-80,032	-61,017	19,015	ADVERSE	AMBER		Delivery of grant is being delivered as expected with the full budget expected to be committed by the end of the financial year.

ENVIRONMENT HEALTH & HOUSING COMMITTEE									
Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitment s as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Housing Standards	Enforcement Notices	0	0	-6,737	-6,737	FAVOURABLE	GREEN	Kirstine Riding	HMO inspection programme actively underway. Number of enforcement notices served as part of the programme. Currently no budget set for this income. Outturn position expected to be £10k. This will be reflected as part of the budget rightsizing exercise.
Community Safety Initiatives	Community Safety Initiatives	25,041	12,525	431	-12,094	FAVOURABLE	GREEN	Ian Williamson	The delivery of Community Safety Initiatives is currently under review and there may be some slippage of this budget at outturn.
Pollution Control	Works Completed in Default of Notice	0	0	5,326	5,326	ADVERSE	AMBER		An increase in statutory enforcement notices served and residents not complying meaning the LA has to undertake work in default. We send invoices (plus officer time etc) but these often don't get paid. A charge gets placed on the property after a length of time.
Covid-19 Support	Unringfenced Covid Grant Support	178,320	89,198	0	-89,198	FAVOURABLE	GREEN	Tracy Manning	The Government provided un-ringfenced Covid support grant to all local authorities in 2021/22, with Fylde receiving £392k for the year and this is the remaining balance. This budget will be kept under review as part of the ongoing response to the Covid pandemic throughout the remainder of the current financial year.
	LCC - Practical Support for Self-Isolation	0	0	-137,155	-137,155	FAVOURABLE	BLUE		It is anticipating that LCC will seek a return of this funding which has not been spent.
Covid-19 Contain Management Outbreak (COMF)	COMF Expenditure	188,516	94,258	61,699	-32,559	FAVOURABLE	BLUE		This budget will be kept under review as part of the ongoing response to the Covid pandemic throughout the remainder of the current financial year.
PLANNING COMMITTEE									
Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitment s as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Development Management	Consultants Fees	50,047	25,027	11,339	-13,689	FAVOURABLE	GREEN	Mark Evans	The requirement to engage external consultants is dependant on the nature of the planning applications submitted. The nature of applications received to date has only required a limited element of specialist input.
	Planning Application Fees	-675,000	-337,632	-311,645	25,987	ADVERSE	RED		Income from application fees is dependant upon the number and nature of planning applications submitted by third parties and so is outside the direct control of the council. The situation will continue to be monitored through the MTFS.
Planning Appeals	Planning Appeal Hearing Costs	50,000	25,010	0	-25,010	FAVOURABLE	GREEN		There have been no major planning appeals submitted during the year to date and so there has been no call on this budget at the time of reporting.
Planning Enforcement	Enforcement Costs	40,000	20,006	0	-20,006	FAVOURABLE	GREEN		Court action regarding the case this funding was set aside for was suspended due to the Coronavirus pandemic in line with Government guidance. Processing of the enforcement case has recommenced, although expenditure may be delayed as the courts recover from their backlog of cases.
Development Management Team	Consultants Fees	30,000	15,006	0	-15,006	FAVOURABLE	GREEN		This funding is ring fenced following the increased income from planning application fees in 2018. It is proposed to utilise this budget to address current capacity issues within the planning team and to help implement any recommendations emerging from the Planning Peer Challenge.
Planning Policy	Local Development Framework Costs	15,000	7,500	0	-7,500	FAVOURABLE	BLUE		The council is in the process of preparing two Supplementary Planning Documents which will require funding from this budget later in the financial year.

**PLANNING COMMITTEE**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Regeneration Team	UKSPF Investment Plan Support Fees	0	0	9,000	9,000	ADVERSE	AMBER	Charlie Richards	The government have committed an allowance of £20,000 to each local authority to support the preparation and submission of their UKSPF investment plan. The Council appointed Reay Associates to support the preparation of the UKSPF investment plan, of which the final commission totalled £9,000. The allowance will be made available for each local authority to make a claim against once the funding allocations are confirmed, which is expected in Autumn 2022.
Pleasure Island/Salters Wharf	Consultants Fees	120,000	60,024	75,242	15,218	ADVERSE	BLUE		This spend is directly associated with the St Annes Masterplan commission. The commission is now complete and the budget is expected to be fully spent by year end.
	LCC - Lancashire Economic Recovery Grant	-108,000	-54,022	0	54,022	ADVERSE	BLUE		The grant claim process with LCC to fund the expenditure above is currently being finalised and payment is expected before the end of 2022.

# INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	PLANNING COMMITTEE	9 NOVEMBER 2022	9
CAPITAL PROGRAMME MONITORING REPORT 2022/23 – POSITION AS AT 30 <sup>th</sup> SEPTEMBER 2022			

## PUBLIC ITEM

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

## SUMMARY OF INFORMATION

The purpose of this report is to provide an update on the approved Capital Programme of the Council as at 30<sup>th</sup> September 2022 and specifically for those schemes under the remit of the Committee.

## SOURCE OF INFORMATION

The report is based upon information extracted from the financial ledger system of the Council for the period to 30<sup>th</sup> September 2022 and updates provided by budget holders.

## LINK TO INFORMATION

Capital Programme Monitoring Report to 30<sup>th</sup> September 2022:

<http://www.fylde.gov.uk/council/finance/budget-monitoring/>

## WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information is provided to enable the committee to consider and scrutinise the Capital Programme monitoring reports for those schemes under the remit of the Committee.

## FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel 01253 658566

e-mail: [paul.o'donoghue@fylde.gov.uk](mailto:paul.o'donoghue@fylde.gov.uk)

## **Summary**

The purpose of this report is to provide an in-year progress update in respect of those schemes within the Capital Programme that have been approved for delivery in 2022/23, together with an update on the overall Five-Year Capital Programme of the Council. This report includes a narrative description of some of the more significant schemes within the Capital Programme and details any risks and the actions required to address these. Appendix A to this report provides an update by Committee on schemes scheduled for commencement or delivery in 2022/23. Appendix B provides a summary of the latest position for the 5 year Capital Programme and Appendix C provides details of the financing of the programme.

### **1. Background**

The Council approved the Capital Programme on 3<sup>rd</sup> March 2022. That update showed a balanced capital programme position from 2021/22 onwards. This report includes year to date expenditure and sets out the latest phasing of the programme and any additions or changes since the capital programme was presented to Council in March 2022. The Programme has also been rolled forward to include the year 2026/27.

### **2. Notes on Specific Schemes**

There are a number of schemes for which further information is provided below:

#### **(i) Town Centre Regeneration Kirkham**

Following the Government's Future High Street funding initiative (FHSF), the Planning Committee resolved, in the autumn of 2019, to choose Kirkham Town Centre as its choice to pursue any bids for funding under the scheme. The first opportunity, being part of the broader FHSF, named the High Street Heritage Action Zone initiative (HS HAZ) was launched. This was a competitive process and seeks to enhance the historic environment of high streets that have conservation area status. Following the expansion of the funding for the scheme, due to unprecedented bids from a national perspective, the Kirkham bid proved to be successful, following a recommendation to Government from Historic England (HE). HE is the body responsible for administering the scheme. The grant award is £1.8m and will be match funded from a number of sources including Fylde Council, Kirkham Town Council and Section 106 payments for public realm improvements attributed to residential planning permissions. The scheme will run over 4 years, commencing in April 2020, and includes a wide range of projects.

In line with many other authorities, due to COVID 19, the implementation of the scheme has been delayed and a revised project plan, which sets out the projects to be delivered and the associated funding, has been agreed with Historic England.

A further bid for £9.1m was also submitted under the main body of the Future High Street Fund during 2020 and proposed to deliver a number of schemes across the whole of the town centre including the re-purposing of buildings, traffic management measures, building reuse and enhancement and public realm projects. This was once again a competitive process. The bid was well founded, and the economic case was very strong. In April 2021 an award of £6.29m for the Kirkham scheme was announced from the Ministry of Housing, Communities and Local Government (MHCLG) which was approved at Council on the 5<sup>th</sup> July 2021. A report was approved by Planning Committee and Council in December 2021 to authorise various property acquisitions as part of the project.

The Kirkham Futures Regeneration Programme, which encompasses the funding streams identified above is a complex multi-stranded programme with strict delivery timeframes. As such the Programme has been added to the Council's Strategic Risk Register in order that the identified risks can be managed.

#### **(ii) St Annes Sea Wall**

St Annes Seawall is 660m long and was constructed in 1935. It reduces the risk of coastal erosion and flooding to over 400 properties. The seawall surrounds The Island, which is one of three strategic headlands which are critical to maintaining healthy beaches, dunes and reducing the risk of coastal erosion along Fylde Council's frontage. St Annes Seawall is at the end of its design life and is in poor condition; it is cracking and crumbling and is subject to

ongoing repairs and maintenance. Voids have previously been identified resulting in settlement of the promenade. The crest level is low and overtopping during storms results in damage to the promenade and flooding of the car park, swimming pool and fitness centre plant room, and flooding up to the thresholds of the cinema, casino, amusement, and restaurant complex.

In 2020 the council were awarded £300k Pipeline acceleration funding to develop the St Annes Seawall Outline Business Case. Following this a bid has now been submitted to the Environment Agency formally for their appraisal and consideration and if EA funding is approved the planning phase will commence consisting of technical surveys including topographical, geotechnical, detailed design, ecological and bird surveys and an environmental impact assessment. It will include securing all the necessary licenses, consents and approvals including: Marine License, Planning Permission and Environment Agency Flood Risk Activity Permit (FRAP) licence. The scheme will be in the sum of £11.8m funded by Environment Agency grant of £9.5m and the council's contribution of £2.3m towards the total project cost which was approved at Council on the 5<sup>th</sup> July 2021. EA have now approved the scheme and the final award is a total scheme cost of £12.1m funded by EA Grant of £9.7m and the council's contribution of £2.4m. This has now been reflected within the capital programme. Following the planning phase it is proposed to start the construction in 2 phases. Phase 1 is anticipated to commence in Autumn 2023 and complete in late Spring 2024. Phase 2 will commence in Autumn 2024 and complete late Spring 2025 to minimise business disruption.

### **(iii) Fairhaven Lake and Gardens Heritage Lottery Scheme**

In December 2018, the council was notified that it had been successful in securing the second round capital grant from the Heritage Lottery Fund in the sum of £1.4m for the restoration of Fairhaven Lake & Gardens, with further match funding provided by Fylde Council and other external financial contributions. Works have progressed albeit at a reduced pace as a result of the pandemic and the Adventure Golf is now complete and open to the public and the remaining works are due to be completed during 2022.

Until the scheme is fully delivered there remains the possibility of additional contract costs beyond those in the approved budget.

### **(iv) St Annes Regeneration Schemes**

The next section of works has been agreed along St. Annes Road West between The Pier and The Square (known as the Square-Pier Link). A scheme designed to the available budget was presented and approved by Planning Committee, but the Regeneration Manager was asked to look at extending the scheme, potentially widening pavements to provide an enhanced pedestrian ambience and increased paving space capacity to absorb high levels of footfall that is encountered at peak times. As matters stand, the potential for achieving these enhancements to the scheme is being discussed with Lancashire County Council as any further amendments would have to be agreed, since there would be changes to the highway configuration. It is now proposed to pursue the scheme as part of a wider programme of works in the town centre following the preparation of a masterplan which has been commissioned.

### **(v) Lytham Regeneration Schemes**

Work has commenced on the redesign and re-planning of the public realm of Lytham Centre. The Corporate Plan currently programmes the commencement of the Clifton Street Works (£750k) during 2022/23. Additional funding has been applied for as part of the UK Shared Prosperity Fund (UKSPF) submission, the outcome of which is expected in October/November. The UK SPF funding award will be phased and so delivery of the project will need to be reviewed accordingly. The Lytham Beach Lighting Scheme (£50k) is programmed for delivery during the current financial year.

### **(vi) Better Care Fund (Formerly Disabled Facilities Grants)**

As the local housing authority, the Council has a statutory duty to provide disabled adaptations within the Borough. In order to fund these works the Council receives grant support which previously was provided by the Department for Communities and Local Government (DCLG). From 2015/16 the Government established the 'Better Care Fund', and under these new arrangements the funding for Disabled Facilities Grants transferred to

the Department of Health, with funding being distributed to all Councils via the upper-tier authority for that area. As such, in Lancashire the fund is administered by Lancashire County Council. Each upper-tier authority then allocates the funding to their respective housing authorities (i.e. district councils within their area) to enable them to continue to meet this statutory responsibility.

The level of government funding has increased significantly under the 'Better Care Fund' arrangements and the budget for 2022/23 (including slippage) totals £1.503m which provides for the delivery of disabled adaptations. It is anticipated that for 2022/23 all identified need for disabled adaptations can be met from the existing resource.

**(vii) M55 Link Road (Inc. S106 monies for design work)**

The accelerated delivery of the £27m M55 Heyhouses Link Road is subject to a funding package made up from a number of sources. This funding is now in place and work has started on site with the earthworks being the first phase. The road will then be constructed by Lancashire County Council's in-house team and is due for completion in early 2024. It is expected that LCC will require the funding to be transferred to them during the latter stages of the project and so is likely to be spent during 2022/23.

**(viii) St Annes Masterplan – Levelling Up Fund Capital Bid Submission Round 2 - £14.6m**

A Levelling Up Fund capital bid was submitted on the 27<sup>th</sup> July 2022 for £14.6m and the outcome is expected in Autumn 2022. Consultants were appointed to prepare a comprehensive masterplan to shape the future development of St Annes Town centre and the Island site on the Promenade and to help the council to access external funding. The views of the public and key stakeholders have been sought during a consultation exercise and these views had helped to shape the development of the masterplan. A bid was prepared and submitted to the second round of the governments Levelling Up fund. The round had three investment themes being transport; regeneration and town centre investment, and cultural investment. There was an opportunity to secure funding to help deliver different phases of the masterplan, in particular the public realm improvement to the area around the train station, dedicated pedestrian and cycle links, an events space in the Square and improving the connection to the town centre and the sea front. If successful it is expected that the bid will deliver a transformation of the town centre with 4 hectares of new public realm and 460 metres of active travel links, encouraging increased walking and cycling and an enhanced events programme to increase both day and overnight visitors to Fylde.

### **3 Conclusions**

- 3.1 Actual expenditure to 30<sup>th</sup> September 2022 is £1.786m against a full year budget of £18.470m. This equates to 9.7% of the latest budget. Progress on the delivery of a number of schemes has been delayed due to the continuing economic recovery from the coronavirus pandemic, together with supply chain challenges and higher inflation leading to a review on the original costings of capital schemes. This is noted as appropriate in the analysis at Appendix A. Consequently, the phasing of some schemes may have to be adjusted or re-phased into 2023/24 as part of the information that is provided from budget holders on a scheme by scheme basis and this will be reflected in future Financial Forecast updates during the year.
- 3.2 UK CPI was 0.7% in March 2021 but thereafter began to steadily increase. Initially driven by energy price effects and by inflation in sectors such as retail and hospitality which were re-opening after the pandemic lockdowns, inflation then was believed to be temporary. Thereafter price rises slowly became more widespread, as a combination of rising global costs and strong demand was exacerbated by supply shortages and transport dislocations. The surge in wholesale gas and electricity prices led to elevated inflation expectations. CPI for September 2022 registered 10.1% year on year, up from 9.9% in August 2022.

Increasing inflation is exerting significant upward pressure on prices for utilities and on supplies and services across all sectors of the economy, which in turn increases the base costs for both revenue and capital budget items. The situation is particularly acute in the construction sector where supply chain issues and price increases are combining to put increased risks on the delivery of capital programme schemes. This is likely to

be a continuing issue for the council during 2022/23 and this has resulted in current scheme delays and reviews on scheme costings.

- 3.3 Capital Receipts to date total £99,321 against a total in year budgeted figure of £100,000 made up of Right to Buy Receipts and General Asset Sales. Any changes to this will be reflected in future Financial Forecast updates during the year.
- 3.4 The current Capital Programme as updated is showing a balanced position for 2022/23 onwards. The Capital Programme and the associated financing will be subject to discussion with members during the months in the lead up to the annual budget setting process for 2023/24.
- 3.5 Any additional expenditure which is not fully funded by external finance would normally require the generation of capital receipts or further borrowing (the latter placing further pressure on the Revenue Budget from the consequent repayment costs). However, Budget Council on 4<sup>th</sup> March 2013 approved the creation of a Capital Investment Reserve to finance future capital expenditure. The balance of this reserve at 31<sup>st</sup> March 2022 was £6.094m. Of this £2.765m is already committed to deliver existing approved capital schemes leaving an uncommitted balance of £3.329m. A further budgeted contribution into the reserve of £0.428m in 2022/23 was reported in the latest Medium Term Financial Strategy (MTFS) forecast presented to full Council in March 2022, which would result in an unallocated balance on the reserve at 31<sup>st</sup> March 2024 of £3.757m. The estimated transfer in are subject to change as costs and income will undoubtedly fluctuate over the next 2 financial years.

To Note: Council in July 2022 approved the underwriting to the sum of £942,589 for 2022/2023 financial year from the Capital Investment Reserve in the event that approval is not ultimately confirmed from the Future High Street Fund team at DLUHC for the Kirkham Futures programme for Public Realm phase 1 works (this underwriting being required in order for the contract to be awarded for delivery of the public realm works) so the potential Capital Investment Reserve balance would be £2.814m if approval from DLUHC was not ultimately received.

An updated position in respect of the Capital Investment Reserve will be included within future updates of the Financial Forecast presented to the Finance and Democracy Committee and to Council. Additional future projects will be subject to further consideration as part of the budget setting process for 2023/24. Whilst it remains the case that this reserve is the preferred source of finance for any further additions to the Capital Programme, continuing contributions to the reserve are required in order to maintain a sustainable funding source for future years.

## UPDATED 5 YEAR CAPITAL PROGRAMME 2022/23 TO 2026/27 - BY SCHEME

	Estimate 2022/23 £000	Estimate 2023/24 £000	Estimate 2024/25 £000	Estimate 2025/26 £000	Estimate 2026/27 £000
<b>FINANCE &amp; DEMOCRACY COMMITTEE</b>					
2188 Purchase of Land Adjacent to Squires Gate Station	6				
2232 Public Offices Capital Works	65				
<b>Sub total</b>	<b>71</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOURISM &amp; LEISURE COMMITTEE</b>					
2112 Fairhaven Lake & Promenade Gardens Restoration	250				
2097 Promenade Footways	155	40	40	40	40
2176 Staining Playing Fields Development Scheme	43				
2179 Coastal Signage Improvements	61				
2192 Fylde Sand Dunes Improvement Scheme	11				
2197 Blackpool Road North Playing Fields drainage	26				
2212 Park View Drainage Improvement Scheme	64				
2213 Fairhaven Boathouse - Remodelling and Refurbishment Scheme	217				
2214 Play Area Improvements	43				
2219 Fairhaven Kiosk / Ice Cream Bar Project	345				
2220 Boating Pool Safety Improvements	51				
2221 North Beach Windsports Centre	250				
2223 Petanque Court - Budget Council March 2022	13				
2224 Play Area - Blackpool Road North Playing Field - Budget Council March 2022	125				
2225 Improvements to Children's Play Areas - Budget Council March 2022	100				
2231 Lytham St Annes Art Collection Display Options	65				
<b>Sub total</b>	<b>1,819</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>
<b>OPERATIONAL MANAGEMENT COMMITTEE</b>					
2038 Replacement Vehicles	628	971	791	1,251	359
2049 Car Park Improvements	60	30	30	30	30
2165 Public Transport Improvements	150				
2130 Fairhaven and Church Scar Coast Protection Scheme	10				
2207 St Annes Sea Wall	2,600	7,480	1,870		
2190 Charging Infrastructure for Electric Taxis	27				
2195 Cemetery and Crematorium - Infrastructure Phase 3b	35				
2199 Outdoor Digital Signage	20				
2216 Staining Drainage Improvement Scheme	65				
2226 North Beach Car Park Public Conveniences	150				
2227 Stanner Bank Public Conveniences Refurbishment	78				
2228 Carbon Neutral Vehicles	34	27			
2229 Cleaning Mechanical Sweeper Vehicle	60				
2222 Changing Places	40	80			
<b>Sub total</b>	<b>3,957</b>	<b>8,588</b>	<b>2,691</b>	<b>1,281</b>	<b>389</b>
<b>ENVIRONMENT, HEALTH &amp; HOUSING COMMITTEE</b>					
2010 Disabled Facilities Programme	1,503	1,317	1,317	1,317	1,317
2161 Housing Needs Grant	55				
2107 Rapid Deployment CCTV Replacement Projects	1				
2201 Hydration points	60				
2205 Fylde Affordable Housing Delivery Programme	41				
2208 Affordable Housing Scheme, Lytham Road, Warton	260				
2230 Replacement of Town Centre CCTV Systems - Budget Council March 2022	79				
2186 Tree Planting Scheme	19				
<b>Sub total</b>	<b>2,018</b>	<b>1,317</b>	<b>1,317</b>	<b>1,317</b>	<b>1,317</b>
<b>PLANNING COMMITTEE</b>					
2138 St Annes Regeneration Schemes	123				
2185 St Annes Road West – Square to Pier link and Gateway	110				
2139 Lytham Regeneration Schemes	800				
2136 Kirkham Public Realm Improvements	2				
2158 M55 Link Road (Inc. S106 monies for design work)	2,121				
2172 St Annes Pier - Coastal Revival Fund	5				
2193 Future High Street Fund: Kirkham	5,488	1,008			
2203 Elswick Village Green	60				
2204 Kirkham Heritage Action Zone	1,746	622			
2218 25 Victoria Road St Annes Y-Pad Scheme	150				
<b>Sub total</b>	<b>10,605</b>	<b>1,630</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditure</b>	<b>18,470</b>	<b>11,575</b>	<b>4,048</b>	<b>2,638</b>	<b>1,746</b>

**CAPITAL PROGRAMME - 2022/23 IN-YEAR SCHEME MONITORING REPORT - AS AT 30/09/22**

**Appendix A**

CODE	APPROVED SCHEMES	Head of Service / Budget Holder	Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/09/22 £000	Variance £000	Budget Holder Comments
	<b>FINANCE &amp; DEMOCRACY COMMITTEE</b>									
<b>Z188</b>	Purchase of Land Adjacent to Squires Gate Station	Darren Bell	Capital Investment Reserve	0	6		6		6	This project is ongoing. As agreed at Full Council, the compulsory purchase of the land was initiated. It is expected that the process will be completed by the end of 2022/23.
<b>Z232</b>	Public Offices Capital Works	Darren Bell	Capital Investment Reserve	0	0	65	65		65	Contractors currently being engaged and programme of works being developed. Works to be complete by March 2023.
	<b>Sub total</b>			<b>0</b>	<b>6</b>	<b>65</b>	<b>71</b>	<b>0</b>	<b>71</b>	
	<b>TOURISM &amp; LEISURE COMMITTEE</b>									
<b>Z112</b>	Fairhaven Lake & Promenade Gardens Restoration	Mark Wilde	Capital Investment Reserve	0	250		250	30	220	Building and landscape capital works are complete. Defect period is the end of September 2022. Final condition surveys will be completed detailing any outstanding works. Lake package to be completed during this financial year. Engagement with consultants regarding further designs has commenced with the lake dredge removal from the original schedule of programmed capital works and subsequently re-scoped within the 5 year management and maintenance plan due to time constraints with obtaining licenses from the marine authority. This will all be contained within existing approved budgets.
<b>Z097</b>	Promenade Footways	Darren Bell	No external finance - funded by borrowing / general asset disposal receipts	155	0		155		155	This funding has been identified to improve the footway surface around St Annes Promenade bandstand and boating pool. The scheme is linked with the Square to Pier Link and Gateway scheme to be delivered through the Planning Committee with the intention that works will run concurrently by the same contractor. These works are currently delayed with an unknown start date. When the Pier scheme is progressed this scheme will be finalised and a draw-down report for funding presented to the committee.
<b>Z176</b>	Staining Playing Fields Development Scheme	Mark Wilde	S106 Developer Contributions / Capital Investment Reserve	0	43		43	30	13	Plans for landscaping works are currently being developed with project completion anticipated to be during 2022/23.
<b>Z179</b>	Coastal Signage Improvements	Darren Bell	Capital Investment Reserve	0	61		61	1	60	Phases 1, 2 and 3 (Consolidation / Rationalisation, Digital Beach Signs and Beach Safety Signs) have been completed. Phases 3 and 5 (Waymarking & Directional and Heritage & Interpretation) are currently being modelled. Remaining scheme delivery completion is anticipated to be during 2022/23.
<b>Z192</b>	Fylde Sand Dunes Improvement Scheme	Mark Wilde	S106 Developer Contributions / Specific Grants	0	11		11		11	All works successfully completed. Awaiting final invoices.
<b>Z197</b>	Blackpool Road North Playing Fields Drainage	Darren Bell	Capital Investment Reserve	0	26		26		26	Works are substantially complete. Remaining funding for additional works on the maintenance of football pitches is to be utilised as match-funding for an external funding bid to further improve the football pitches.
<b>Z212</b>	Park View Drainage Improvement Scheme	Darren Bell	Capital Investment Reserve	39	0	25	64	40	24	Works are substantially complete. Remaining funding for additional works on the maintenance of football pitches is to be utilised as match-funding for an external funding bid to further improve the football pitches.
<b>Z213</b>	Fairhaven Boathouse - Remodelling and Refurbishment Scheme	Darren Bell	Capital Investment Reserve	217	0		217		217	This scheme is currently scheduled for delivery later in 2022/23.
<b>Z214</b>	Play Area Improvements	Mark Wilde	Capital Investment Reserve	0	43		43	43	0	All works successfully completed to budget.
<b>Z219</b>	Fairhaven Kiosk / Ice Cream Bar Project	Darren Bell	Funding Volatility Reserve	340	5		345		345	Scheme approved at Council 5th July 2021. Project currently under review.
<b>Z220</b>	Boating Pool Safety Improvements	Mark Wilde	Capital Investment Reserve	0	51		51	26	25	All major works successfully completed. Sign/safety fencing is outstanding and due to be completed November 2022.
<b>Z221</b>	North Beach Windsports Centre	Darren Bell	Capital Investment Reserve	0	200	50	250	243	7	Project substantially complete. Awaiting final invoices.
<b>Z223</b>	Petanque Court	Mark Wilde	Capital Investment Reserve	13	0		13		13	Design and construction is scheduled for winter 2022/23.
<b>Z224</b>	Play Area - Blackpool Road North Playing Field	Mark Wilde	Capital Investment Reserve	125	0		125		125	Opportunity for the design and build of a new play area was advertised on the 16th March 2022 via the CHEST procurement portal which attracted six submissions. The contract has now been awarded.
<b>Z225</b>	Improvements to Children's Play Areas	Mark Wilde	Capital Investment Reserve	100	0		100		100	Due for design and construction winter 2022/23. Tender now closed. Tender evaluation and contract award is currently being reviewed.
<b>Z231</b>	Lytham St Annes Art Collection Display Options	Mark Wilde	Capital Investment Reserve	0	0	65	65		65	Finance & Democracy Committee (June 22) approved a new scheme of £65k fully funded from the Capital Investment Reserve.
	<b>Sub total</b>			<b>989</b>	<b>690</b>	<b>140</b>	<b>1,819</b>	<b>413</b>	<b>1,406</b>	

Appendix A (Cont'd)

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/09/22 £000	Variance £000	Budget Holder Comments
	<u>OPERATIONAL MANAGEMENT COMMITTEE</u>									
<b>Z038</b>	Replacement Vehicles	Mark Wilde	Borrowing	306	322		628	97	531	It is anticipated that part of the replacement vehicle purchases for this financial year will be required to be re-phased in future updates of the financial forecast due to expected longer lead times from the tenders. This will be reviewed later in the year and the forecast will be updated if required.
<b>Z049</b>	Car Park Improvements	Darren Bell	No external finance - funded by borrowing / general asset disposal receipts	30	30		60		60	Capital funding is being built up to enable the resurfacing of Fairhaven Rd and/or Swimming Pool Car Parks once the St Annes hard sea defences have been completed. The forecast will be updated to reflect the latest position.
<b>Z165</b>	Public Transport Improvements	Darren Bell	§106 Developer Contributions	30	120		150		150	This scheme relates to developer contributions (§106) funding that is paid to Lancashire County Council (LCC). The funding will contribute to the delivery of improved public transport services where an enhanced public transport requirement is identified as a result of increased housing development. These payments may be made over a period of several years and in this instance the §106 agreement allows for payments to be made up until 2028.
<b>Z130</b>	Fairhaven and Church Scar Coast Protection Scheme	Darren Bell	Specific Government Grant (Environment Agency) / Capital Investment Reserve	0	10		10		10	This is the residual Sand Dune improvement works on the Dunes North of Fairhaven Lake. This was an outstanding condition of the Fairhaven Coastal Defence scheme which Environment Agency Grant in Aid can be claimed. Dunes project team currently reviewing with the aim to deliver by March 2023.
<b>Z207</b>	St Annes Sea Wall	Charlie Richards	Specific Government Grant (Environment Agency)	2,571	29		2,600	304	2,296	Funding was secured in 2021/22 to initiate the development and delivery phase of this project. The planning phase has now commenced consisting of technical surveys including topographical, geotechnical, detailed design, ecological and bird surveys and an environmental impact assessment. It will include securing all the necessary licenses, consents and approvals including: Marine License, Planning Permission and Environment Agency Flood Risk Activity Permit (FRAP) licence. The EA have now approved the scheme and the final award is a total cost of £12.1m funded by EA Grant of £9.7m and the council's contribution of £2.4m. Following the planning phase it is proposed to start the construction phase Autumn 2023.
<b>Z190</b>	Charging Infrastructure for Electric Taxis	Darren Bell	Specific Government Grant	0	27		27	19	8	Project completed within budget. Awaiting final invoices.
<b>Z195</b>	Cemetery and Crematorium - Infrastructure Phase 3b	Darren Bell	Capital Investment Reserve	0	35		35		35	The main project is now complete. Additional landscaping, surfacing and drainage works will be completed during 2022/23.
<b>Z199</b>	Outdoor Digital Signage	Mark Evans	Capital Investment Reserve	0	20		20		20	The outdoor digital signage proposal has been referred to the Town Centres Working Group in order to consider alternative siting proposals that will be more suitable in the conservation area location in which they are proposed. Various options are currently being examined and it is expected that the projects will be delivered during 2022/23.
<b>Z216</b>	Staining Drainage Improvement Scheme	Darren Bell	Capital Investment Reserve / Staining Parish Council	65	0		65		65	Plans for landscaping works are currently being developed with project completion anticipated to be during 2022/23.
<b>Z226</b>	North Beach Car Park Public Conveniences	Darren Bell	Capital Investment Reserve	150	0		150	1	149	Purchase order for the unit has been issued. Site surveys for construction of concrete base have been completed. Expected completion Autumn 22.
<b>Z227</b>	Stanner Bank Public Conveniences Refurbishment	Darren Bell	Capital Investment Reserve	58	0	20	78	4	74	F&D (June 22) approved an additional £20k fully funded from the Capital Investment Reserve. Works out for tender. Expected delivery within 2022/23.
<b>Z228</b>	Carbon Neutral Vehicles	Mark Wilde	Capital Investment Reserve	34	0		34		34	Budget Council approved a new scheme for Carbon Neutral vehicles and it's recommended that two operational vehicles are replaced with electric vehicles during 2022/23 followed by the replacement of the mayoral car in 2023/24.
<b>Z229</b>	Cleaning Mechanical Sweeper Vehicle	Mark Wilde	Capital Investment Reserve	60	0		60		60	Machine has been ordered following a tendering process and delivery is expected shortly.
<b>Z222</b>	Changing Places	Darren Bell	Capital Investment Reserve / Specific Grant	0	0	40	40	29	11	External funding awarded March 22. Full Council agreed 10% match funding and draw down for Phase 1 (April 2022). Total funding to deliver 3 changing places facilities by March 2024 is £120,000. The first facility at North Beach Windsports Centre is complete. Initial £45k external funding received. Negotiations for Lowther and Kirkham sites have been initiated with potential options being explored.
	<b>Sub total</b>			<b>3,304</b>	<b>593</b>	<b>60</b>	<b>3,957</b>	<b>454</b>	<b>3,503</b>	

Appendix A (Cont'd)

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/09/22 £000	Variance £000	Budget Holder Comments
	<b>ENVIRONMENT, HEALTH &amp; HOUSING COMMITTEE</b>									
<b>Z010</b>	Disabled Facilities Grants (DFG) Programme	Ian Williamson	Specific Grant (Better Care Fund) / External Contributions / Grant repayments	1,130	186	187	1,503	566	937	The grant programme is now progressing as normal and all of the funding is expected to be fully committed by the end of the financial year.
<b>Z161</b>	Housing Needs Grant	Ian Williamson	DFG Grant Repayments	0	55		55		55	Housing Needs grant awards are dependent on the repayments received by the sale of properties where DFG grant has previously been provided. The funding to be used where professional services have been provided, such as architectural fees, but the DFG grant has not gone ahead in 2022/23.
<b>Z107</b>	CCTV Replacement Schemes	Ian Curtis	Specific Grant (LSP Performance Reward Grant)	0	1		1		1	Four WCCTV rapid deployable cameras with accessories have been purchased and two have been deployed at Lytham Windmill and Park View. The other two are available for deployment on submission of an application. This is the residual funding.
<b>Z201</b>	Hydration Points	Darren Bell	Capital Investment Reserve	0	60		60	6	54	A drawdown request for a small number of hydration points was approved in March 2022. Four wall mounted units have been installed with signage being designed. Two free-standing units are on order, to be installed late summer/early Autumn 22.
<b>Z205</b>	Fylde Affordable Housing Delivery Programme	Ian Williamson	S106 Developer Contributions	0	41		41		41	Housing Survey now completed. Awaiting final invoice.
<b>Z208</b>	Affordable Housing Scheme, Lytham Road, Warton	Mark Evans	S106 Developer Contributions	0	260		260		260	Council (19/10/20) approved a scheme for affordable housing on Lytham Road Warton, utilising S106 funding. phased equally over two financial years (2020/21 and 2021/22), the sum of £260,000 to be fully funded from a portion of the balance of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement ref: 12/0717 - Moss Farm, Cropper Road, Westby). Negotiations are still underway to approve the Affordable Housing Statement for the site, in line with the conditions for the grant.
<b>Z230</b>	Replacement of Town Centre CCTV Systems	Ian Curtis	Capital Investment Reserve	79	0		79		79	The Council have jointly with Wyre Council appointed a consultant to review the current system, provide a specification for the new system and assist with the procurement process and project management of the contractor. Following the consultant's assessment, we are looking to go out to tender for the supply, installation and maintenance of the new system before Christmas. Currently there is uncertainty about if the project can be delivered by the end of March 2023 but we will have a clearer understanding of timescales once we receive the consultants's report.
<b>Z186</b>	Tree Planting Scheme	Mark Evans	Capital Investment Reserve	0	19		19		19	Take up of trees for the "15 Trees for 15 Parishes" scheme was not as high as envisaged. The Carbon Neutral Working Group asked that the funds be slipped to allow planting during the 2022/23 planting season.
	<b>Sub total</b>			<b>1,209</b>	<b>622</b>	<b>187</b>	<b>2,018</b>	<b>572</b>	<b>1,446</b>	

Appendix A (Cont'd)

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/09/22 £000	Variance £000	Budget Holder Comments
	<b>PLANNING COMMITTEE</b>									
<b>Z138</b>	St Annes Regeneration Schemes	Charlie Richards	S106 Developer Contributions / Capital Investment Reserve	0	123		123		123	The funding was specifically aimed at delivering the Wood Street (Phase 3) Scheme. Works commenced but, despite being suspended due to the covid situation, have now been completed on phase 3a (north side). There are some works that have not yet been invoiced, which are currently undergoing a snagging process prior to final sign off. Any residual amounts unspent will be directed towards the implementation of an enhanced Pier Link project in accordance with the decision made by Planning Committee on 22 June 2020. The Pier Link project now forms part of a wider suite of works proposed as part of the St Annes Town Centre Masterplan, which are in turn subject to a bid to the Levelling Up Fund. The scope of the project will be reviewed once the outcome of the bid is known.
<b>Z185</b>	St Annes Road West – Square to Pier link and Gateway	Charlie Richards	Capital Investment Reserve	110	0		110		110	This project was referred back to the Planning Committee by the Finance and Democracy Committee. It has subsequently been resolved to pursue the delivery of the Pier Link as part of a wider programme of investment in St Annes Town Centre that will be guided by a Town Centre Masterplan, which in turn is subject to a bid to the Levelling Up Fund. The scope of the project will be reviewed once the outcome of the bid is known.
<b>Z139</b>	Lytham Regeneration Schemes	Charlie Richards	S106 Developer Contributions / Capital Investment Reserve	800	0		800	55	745	Work has commenced on the redesign and re-planning of the public realm of Lytham Centre. The Corporate Plan currently programmes the commencement of the Clifton Street Works (£750k) during Q2 of 2022/23. Additional funding has been applied for as part of the UK Shared Prosperity Fund (UKSPF) submission, the outcome of which is expected in October/November. The UK SPF funding award will be phased and so delivery of the project will need to be reviewed accordingly. The Lytham Beach Lighting Scheme (£50k) is programmed for delivery during the current financial year.
<b>Z136</b>	Kirkham Public Realm Improvements	Charlie Richards	S106 Developer Contributions / Capital Investment Reserve	0	2		2		2	This is a residual amount from the last phase of regeneration works allocated for signage which will now be delivered as part of the Kirkham Future High Street Fund / Heritage Action Zone programme.
<b>Z158</b>	M55 Link Road (Inc. S106 monies for design work)	Mark Evans	S106 Developer Contributions / M55 Link Road Reserve	2,000	121		2,121		2,121	The accelerated delivery of the £27m M55 Heyhouses Link Road is subject to a funding package made up from a number of sources. This funding is now in place and work has started on site with the earthworks being the first phase. The road will then be constructed by Lancashire County Council's in-house team and is due for completion in early 2024. It is expected that LCC will require the funding to be transferred to them during the latter stages of the project and so is likely to be spent during 2022/23.
<b>Z172</b>	St Annes Pier - Coastal Revival Fund	Mark Evans	Specific Grant	0	5		5		5	This scheme is funded by a specific grant from MHCLG for which Fylde Council is acting as the accountable body. The spend of the remaining funds rests with the owners of the Pier, but is anticipated to be completed during 2022/23.
<b>Z193</b>	Future High Street Fund: Kirkham	Charlie Richards	Specific Grant	4,417	551	520	5,488	8	5,480	In April 2021 an award of £6.29m for the Kirkham scheme was announced from the Ministry of Housing, Communities and Local Government (MHCLG) which was approved at Council on the 5th July 2021. During 2021/22 the Council purchased 2 properties within Kirkham Town Centre for restoration alongside the Kirkham Heritage Action Zone Scheme. Council approved a funded budget increase of £845k (£520k in 2022/23 and £325k in 2023/24) in July 2022 fully funded from Lancashire County Council grant.
<b>Z203</b>	Elswick Village Green	Mark Evans	Capital Investment Reserve / S106 Developer Contributions / Specific Grant	0	115	-55	60	60	0	Planning Committee in April 2022 approved that, subject to the Parish Council entering into a legally binding agreement to return the funding should it not be utilised in accordance with the agreed terms, Committee authorise transfer of £60,000 (£35,000 funded from Sn 106 monies held to improve the public realm in Elswick Village and £25,000 from the approved capital programme) to Elswick Parish Council for use in the formation of a new village green in Elswick village in line with the details approved under planning permission 20/0390. The project is now completed and the funds have been transferred to the Parish Council.
<b>Z204</b>	Kirkham Heritage Action Zone	Charlie Richards	Capital Investment Reserve / S106 Developer Contributions / Specific Grant	1,030	716		1,746	74	1,672	This is a 4 year programme (2020-2024) with spending being spread across the programme period. Delays have resulted from the Coronavirus pandemic and officers have been working with Historic England to agree a reprofiling of the spend to minimise the loss of grant. Historic England have confirmed that £224k has been removed from the scheme funding and the programme has been adjusted for this reduction in grant and the related expenditure.
<b>Z218</b>	25 Victoria Road St Annes Y-Pad Scheme	Ian Williamson	S106 Developer Contributions	150	0		150	150	0	Scheme approved at Finance & Democracy Committee 29th March 2021. It was phased over two financial years (2021/22 and 2022/23) for £200,000 with 25% being paid at the start of being on site and the remaining 75% on project completion upon the units being allocated to Fylde Coast YMCA, after regard and consideration of the compliance with the financial regulations. The project has now been completed and all payments transferred.
	<b>Sub total</b>			<b>8,507</b>	<b>1,633</b>	<b>465</b>	<b>10,605</b>	<b>347</b>	<b>10,258</b>	
	<b>Total Expenditure</b>			<b>14,009</b>	<b>3,544</b>	<b>917</b>	<b>18,470</b>	<b>1,786</b>	<b>16,684</b>	

**UPDATED 5 YEAR CAPITAL PROGRAMME 2022/23 TO 2026/27 - FINANCING**

	Estimate 2022/23 £000	Estimate 2023/24 £000	Estimate 2024/25 £000	Estimate 2025/26 £000	Estimate 2026/27 £000
<b>FINANCING:</b>					
Capital Receipts - General Asset Sales	75	45	45	45	45
Capital Receipts - Right to Buy Receipts	25	25	25	25	25
Better Care Fund / Disabled Facilities Grant	1,260	1,237	1,237	1,237	1,237
Disabled Facilities Grant Repayments - 'Housing Needs Grants'	55				
Section 106 Monies - St Annes	73				
Section 106 Monies - Lytham	130				
Section 106 Monies - M55 Link-Road	121				
Section 106 Monies - Public Transport Improvements	150				
Section 106 Monies - Elswick Village Green	35				
Section 106 Monies - Kirkham Heritage Action Zone	263	168			
Section 106 Monies - Fylde Affordable Housing Delivery Programme	41				
Section 106 Monies - Affordable Housing Scheme, Lytham Road, Warton	260				
Section 106 Monies - Progress Housing Buy Backs	0				
Section 106 Monies - 25 Victoria Road St Annes Y-Pad Scheme	150				
Capital Investment Reserve	2,738	27			
M55 Link-Road Reserve	2,000				
Funding Volatility Reserve - Fairhaven Kiosk / Ice Cream Bar Project	345				
Funding Volatility Reserve - St Annes Sea Wall	0	2,300			
Other External Finance (see analysis below )	10,127	6,802	1,950	80	80
Direct Revenue Finance	0				
Prudential Borrowing	622	971	791	1,251	359
<b>Total Financing</b>	<b>18,470</b>	<b>11,575</b>	<b>4,048</b>	<b>2,638</b>	<b>1,746</b>
<b>Total surplus (-) / shortfall in year</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Cumulative surplus (-) / shortfall</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

See note below for external funding available to finance the above schemes:

<b>Other External Finance: Analysis</b>					
LSP Performance Reward Grant Reserve	1				
Environment Agency - Fairhaven and Church Scar	10				
Environment Agency - St Anne's Sea Wall	2,600	5,180	1,870		
Coastal Revival Fund - St Annes Pier	5				
Central Government Grant - Future High Street Fund: Kirkham	4,968	683			
Staining Parish Council	10				
New Fylde Housing - DFG Contribution	243	80	80	80	80
Lancashire Environmental Fund - Fylde Sand Dunes Imp't Scheme	11				
Heritage Lottery Fund - Fairhaven Restoration Project (Remainder of £1.476m)	366				
Lytham Schools Foundation - Fairhaven Restoration Project	5				
Central Government - Charging Infrastructure for Electric Taxis	27				
Wesham Town Council	0				
Elswick Parish Council (Elswick Village Green)	0				
Kirkham Town Council (Kirkham Heritage Action Zone)	95				
External Grants - Lancs Env Fund (Elswick Village Green)	0				
External Grants - Pocket Parks (Elswick Village Green)	0				
External Grants - Historic England (Kirkham Heritage Action Zone)	661	272			
External Grants - Historic England - Additional Grant (Kirkham HAZ)	29	10			
Private Sector / Other (Kirkham Heritage Action Zone)	548	172			
Changing Places - Department for LevellingUp, Housing and Communities	28	80			
Lancashire County Council - Kirkham Futures	520	325			
	10,127	6,802	1,950	80	80

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEMOCRATIC SERVICES	PLANNING COMMITTEE	9 NOVEMBER 2022	10

### REPORTS OF THE VARIOUS OUTSIDE BODIES

#### PUBLIC ITEM

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

#### SUMMARY OF INFORMATION

On 25<sup>th</sup> April 2022, Council made appointments to the various outside bodies. These appointments followed recommendations from the various programme committees.

In line with the Protocol for Members on Outside Bodies (Part 5f of the Council's Constitution), every member serving on an outside body is required to complete a reporting form every six months, which is submitted to the relevant programme committee to which the external partnership relates. This report deals with appointments within the remit of this committee. The last reports were submitted to the March 2022 cycle of meetings.

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

#### SOURCE OF INFORMATION

Elected member representatives to the Outside Bodies

#### INFORMATION ATTACHED

Outside Bodies Reports and Summary

#### WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

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

#### FURTHER INFORMATION

Contact: [democracy@fylde.gov.uk](mailto:democracy@fylde.gov.uk)

Outside Body		Councillor	Report Status
<b>Planning Committee</b> <b>Meeting date 21<sup>st</sup> September 2022</b>			
	Duty to Cooperate	Chair & Vice of Planning – Trevor Fiddler & Richard Redcliffe	Nil return – no meeting
	Education Liaison Group (Planning)	Richard Redcliffe	Nil return – no meeting
	Education Liaison Group (Planning)	Linda Nulty	Nil return – no meeting
	Highways and Transportation Group	Liz Oades	Nil return – no meeting
	Highways and Transportation Group	Chris Dixon	Nil return – no meeting
	Highways and Transportation Group	Stan Trudgill	Nil return – no meeting
	Lancashire Enterprise Partnership (LEP) Joint Scrutiny Committee	Chris Dixon	Nil return – no meeting