Agenda

Environment, Health and Housing Committee

Date:	Tuesday, 17 March 2020 at 18:30
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	Councillor Ben Aitken (Chairman) Councillor Viv Willder (Vice-Chairman) Councillors Frank Andrews, Paula Brearley, Noreen Griffiths, Peter Hardy, Will Harris, Gavin Harrison, Karen Henshaw JP, Roger Lloyd, Michelle Morris, Bobby Rigby.

Public Platform

To hear representations from members of the public in accordance with Article 15 of the Constitution.
To register to speak under Public Platform: see Public Speaking at Council Meetings.

	PROCEDURAL ITEMS:	PAGE
1	**Declarations of Interest:** Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	**Confirmation of Minutes:** To confirm the minutes, as previously circulated, of the meeting held on 7 January 2020 as a correct record.	1
3	**Substitute Members:** Details of any substitute members notified in accordance with council procedure rule 23(c).	1
	DECISION ITEMS:	
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8	**Update on Care and Repair Services in Fylde**	45 - 47

Contact: Katharine McDonnell - Telephone: (01253) 658423 – Email: democracy@fylde.gov.uk

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DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	17 MARCH 2020	4
LYTHAM PARK CEMETERY INFRASTRUCTURE IMPROVEMENTS			

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

SUMMARY

In 2013 the Council approved a phased approach to the investment in infrastructure at Lytham Park Cemetery. Phase 1, 2 and 3A of the original scheme have been completed and this report details the Phase 3B approach.

The proposed works in phase 3B will enable the remaining north east area of the cemetery site to be opened up for burials and incorporates new land drainage, reinstating parts of the existing driveways and pedestrian paving, in the north west access improvements to and construction of a new permeable 44 space car park between the two chapels, improvements to the surface water management and drainage in the south east area of the site.

The approved capital programme includes a sum of £194,000 in 2020/21 for the Phase 3B of the infrastructure works at Lytham Cemetery. Additionally, the approved revenue budget for 2020/21 includes a sum of £20,000 for the maintenance and improvement of pathways and drives.

RECOMMENDATIONS

The committee is recommended:

1. To approve Phase 3B of the cemetery infrastructure improvements to be undertaken in 2020/21.
2. To approve the expenditure in the sum of £194,000 as contained within the approved capital Programme 2020/21 for Cemetery Infrastructure improvements together with the use of the £20,000 existing footpath maintenance revenue funding on the project as detailed within the report; and
3. To approve the engagement of William Pye Ltd to undertake Phase 3B of the cemetery infrastructure works as set out in figure 1 of the report, up to the value of £214,000 under the Council's Qualified informal tender procedure on the basis of an addition to an existing contract.

SUMMARY OF PREVIOUS DECISIONS

Full Council, 4th March 2013

Resolved that approval be given to the updated Five-Year Capital Programme which included Cemetery and Crematorium Infrastructure Works.

Cabinet, 8th May 2013

RESOLVED -

To approve the letting of the installation of the footpath adjacent to the lake to Landscape Engineering in the sum of £11,573; and note that this is part of the £80,000 sum for infrastructure investment at Lytham Park Cemetery, contained within the Councils approved 2013/14 capital programme.

Cabinet, 27th November 2013

RESOLVED -

1. To approve the engagement of Lancashire County Council to design and plan the cemetery extension scheme; design, procure and tender the footpath /roadway resurfacing works; and the appointment of the lowest tenderer to carry out footpath/roadway resurfacing works as outlined in the report.

2. To approve the above works are being funded from the balance of the approved 2013/14 capital programme sum of £80,000 for cemetery and crematorium infrastructure works (£68,427 balance remaining);

Full Council 3 March 2014

RESOLVED – The approval and adoption of the updated Five-Year Capital Programme including the changes proposed by Cabinet, as set out in Appendix G;

Lytham Park Infrastructure £300k.

Full Council 11 June 2019

RESOLVED - To approve the capital programme for Phase 3A infrastructure works at Lytham Cemetery for the sum of £294,000 in 2019/20 together with the approved revenue budget for 2019/20 of £20,000 for the maintenance and improvement of pathways and drives. However, these combined sums in a total of £314,000 are insufficient to cover the whole cost of the proposed works. Therefore it is proposed to deliver a two stage scheme with the first (Phase 3A) utilising the current budget during the summer of 2019 and then submit a capital bid for the remaining element (Phase 3B) of the overall scheme for consideration as part of the Council's 2020/21 budget setting process.

Full Council 4th March 2020

RESOLVED – The approval and adoption of the updated Five-Year Capital Programme as set out in Appendix G;

Lytham Park Cemetery Infrastructure improvements £194k.

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

REPORT

BACKGROUND

1. Lytham Park Cemetery opened as a burial ground in 1927 with the later addition of the Crematory and Chapel, which was dedicated in 1958. Lytham Park Crematorium is one of two Crematoria on the Fylde Coast which offers a dedicated burial and cremation service.

2. In 2013 the Council undertook to invest in a phased approach to improving the infrastructure at Lytham Park Cemetery.

Phase	Description	Status
Phase 1	Installation of footpath adjacent to the lake.	Complete
Phase 2	Resurface of the main drive.	Complete
Phase 3A	Design of the Cemetery Extension. Installation of a new access road to service existing graves and open up the burial ground to the rear of the site. A sustainable drainage system will be constructed to improve surface water management in the new areas.	Nearly complete
Phase 3B	Complete the Cemetery extension, improvements to access driveways & footways, construct a new permeable 44 space car park between the two chapels, improvements to the surface water management and drainage in the south east area of the site.	The subject of this report and to be delivered in 2020/2021.

Figure 1 Phased development programme

3. Phase 1 and 2 have been completed and Phase 3A is nearing completion leaving a final phase 3 b to be delivered.

4. The proposed works come under the Part 12 Class A (a) of the Town and Country Planning (General Permitted Development) (England), as such planning permission is not required.

SCHEME DETAILS

5. Fylde Council's Technical Services team have undertaken the design of the new and upgraded carriageways together with the design of a sustainable drainage system which is based upon the WaterCo Consultants Drainage Strategy (March 2018). An overview drawing of the project is included in Appendix 1.

6. Since 2013, the original scope of the project has been reviewed. Originally it was proposed to construct a 20-space car park at the rear of the crematorium building. Subsequent surveys and informal consultations revealed that traffic would be better managed by locating the car park nearer to the entrance on the northern boundary of the site. This enables visitors to the site to park in a more easily accessible location and reduces vehicle movements from the immediate area of the crematorium building. The amount of available land in this new location has enabled the design of a car park more suited to serve the whole cemetery and crematorium site and so reduce congestion at busy periods. As a result, the new car park is proposed to be 44 spaces in size. The three disabled parking spaces to the rear of the Crematorium building have been constructed in Phase 3A.

7. The preferred method to install a drainage system beneath the concrete rafts to accommodate the headstones of the graves will be continued for the remaining east side of the burial ground to the rear of the Crematorium building.

8. The first Phase, 3A, was to construct the majority of the main drainage including the detention basin, new access road, headstone rafts and land drainage to accommodate 1,066 burial plots and is near to completion. This phase is Phase 3B and is proposed to complete the remaining main drainage on the north east boundary, associated land drainage and headstone rafts for a further 618 burial plots, and the larger car park area. Further access road and pedestrian pathway improvements, expansion of the resurfacing

areas, improved access of the one-way system and additional water points, and surface water drainage improvements, all of which have all been afforded through contract savings.

PROCUREMENT

9. In August 2019 Officers from the Technical Services team led the phase 3A procurement process with the assistance of Parks, Leisure and Cultural Services. The tender followed the 'restricted tender procedure', using the CHEST procurement portal.

10. The tendered figures ranged from –

Contractor	Tender Figure
Eric Wright	£378,000
George Cox	£383,500
Horticon	£260,000
William Pye	£244,250

11. The lowest tenderer was appointed in August 2019 and started work the following month. Phase 3A is currently nearing completion.

12. The scope of work in Phase 3B is the same as 3A and therefore in January 2020 the contractor was asked to provide a quotation for Phase 3B, to be based upon the received tender rates for Phase 3A. The contractor has agreed to fix the rates to this effect and has submitted a quotation in line with the budget set out below. The benefits of this to the Council are that the contractor has already demonstrated value for money, by providing the most economically advantageous tender, proven quality throughout Phase 3A and, in addition, provides a saving due to the Council not having to retender the work and the omission of any mobilisation costs which would be incurred using another contractor.

13. As some value engineering has taken place with the Phase 3A contract it is possible to add some essential works to the Phase 3B work. This can be achieved by using the Councils Qualified informal procedure on the basis of a variation to an existing contract.

FINANCIAL IMPLICATIONS

14. The approved Capital Programme includes a sum of £194,000 in 2020/21 for infrastructure works at Lytham Cemetery. Additionally, the approved revenue budget for 2020/21 includes a sum of £20,000 for the maintenance and improvement of pathways and drives. It is proposed to use the £20,000 revenue budget towards the cost of the works in phase 3B and set against the additional resurfacing requirements.

Description	**Budget**
20/21 Capital Programme	£194,000
Footpath Revenue Budget	£20,000

Figure 1 Budget

15. The proposed Phase 3B additional works, comprises of the remaining main drainage on the north east boundary, associated land drainage and headstone rafts for a further 618 burial plots, and the 44-space car park area. This is the subject of the Environment Health and Housing capital bid for £194,000 to be included in the 2020/21 capital programme, funded from the capital investment reserve.

Description	**Cost**
Drainage	£40,000
Concrete Rafts	£14,000
Car Parks	£120,000
Footpath resurfacing	£20,000
Contingency	£20,000
Total	**£214,000**

Figure 2 Phase 3B Cost Plan

MAINTENANCE

16. The infrastructure works proposed will be maintained by staff currently employed at the cemetery and existing budgets.

PROGRAMME

17. The following programme for delivery of the project is proposed:

- Award of Contract Week 2 April 2020
- Confirmation of Acceptance Week 2 April 2020
- Commence on Site Week 1 May 2020
- Completion August 2020

CONCLUSION

18. The construction of the Lytham Crematorium Development works will complete the opening up the burial ground to the rear of the site to allow additional burials to take place ensuring that the council can continue to offer burials for an estimated further 10 years. The improved drainage will ensure that burial plots in this area of the cemetery do not become waterlogged. The creation of additional car parking will improve traffic management and movement around the cemetery and customer experience.

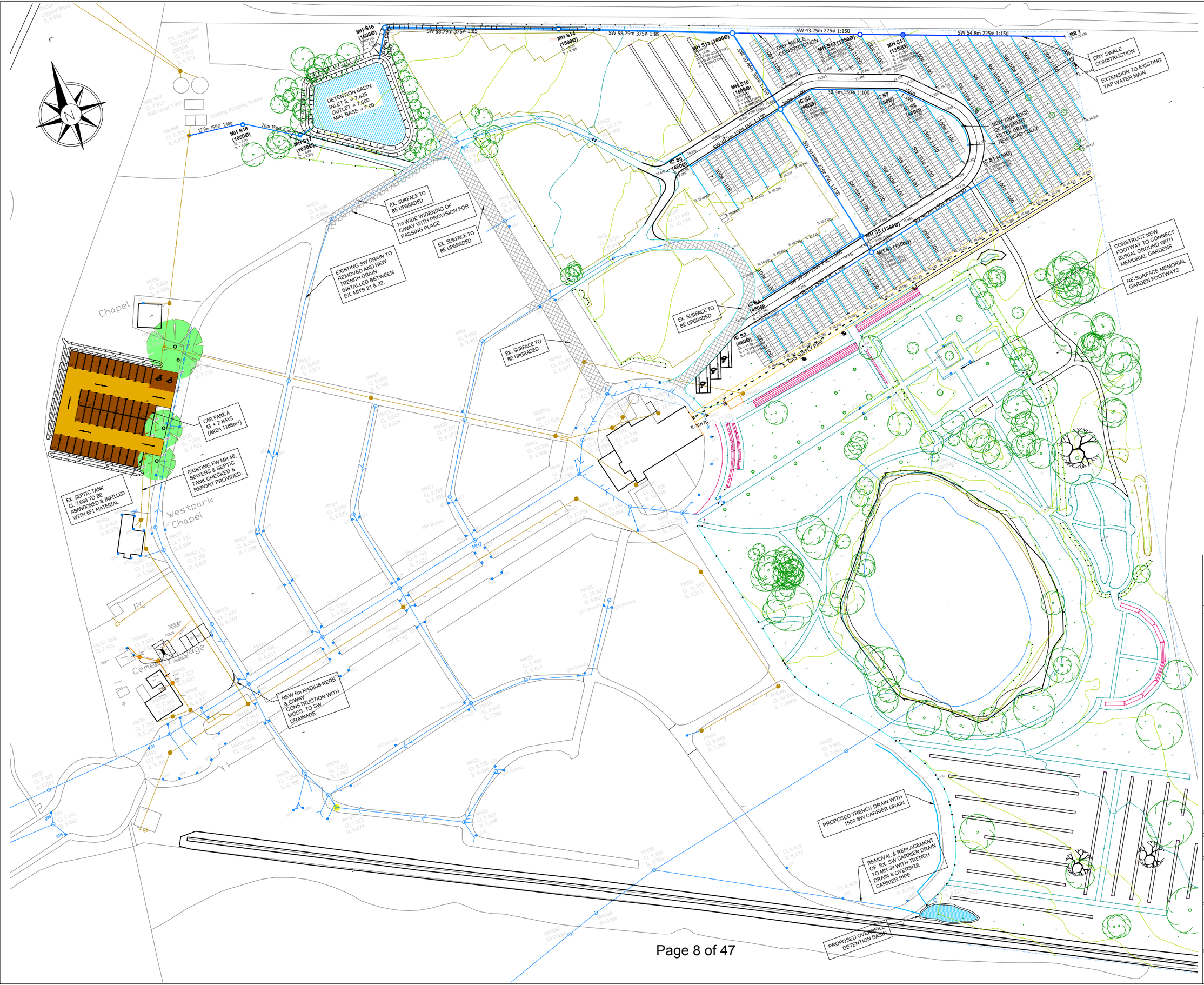
19. It should be noted that there are a number of further capital investment requirements to be considered at the Lytham Park Cemetery in the future. These include extension of the cemetery and rebuild/refurbishment of the chapel front entrance canopy. Each of these require further investigation and may be the future subject of future capital bids.

IMPLICATIONS	
Finance	This report details the proposed delivery mechanism for the infrastructure works at Lytham Cemetery and seeks approval for expenditure in the total sum of £214,000: £194,000 of which is within the approved Capital Programme for 2020/21 in relation to this scheme, and £20,000 of which is the 2020/21 annual revenue budget for paths and drives maintenance at the cemetery.
Legal	None
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Darren Bell	Darren.bell@fylde.gov.uk 01253 658465	25 February 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

Appendix 1 Overview drawing of the works



NOTES

1. ALL DIMENSIONS ARE IN METERS.
2. ALL LEVELS ARE TO ORDNANCE DATUM.
3. TO BE READ IN CONJUNCTION WITH DRAWINGS IN SERIES TS 12016.
4. MINIMUM DRAIN INVERT LEVEL TO BE 600mm

KEY

- INSPECTION CHAMBER
- PROPOSED SW MANHOLE
- EXISTING MH
- PROPOSED BRANCH SW DRAIN
- PROPOSED MAIN SW DRAIN
- EXISTING SW DRAIN
- EXISTING FW DRAIN

	Date	Revision

Fylde Council

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Drawn By: AMS	Date: JAN 2020
Checked By: AS	Scale: N.T.S. (1:575)

Project: LYTHAM CREMATORIUM PROJECTS

Title: GENERAL ARRANGEMENT PHASE 3B NEW ROADS, CAR PARK & DRAINAGE

Drawing Number: TS 12016-101

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	17 MARCH 2020	5
FYLDE AFFORDABLE HOUSING DELIVERY PROGRAMME			

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

SUMMARY

This report provides an update on the delivery of affordable housing in Fylde. Within Fylde there has been a 90% growth in affordable housing delivery between 2015/16 and 2018/19. This has been achieved by taking forward the recommendations made following the employment of an Affordable Housing consultant between September 2016 to February 2017. These included: a pipeline of schemes to take forward S106 funding opportunities; co-ordinating the efforts of Partner Register Provider and Developers to secure affordable housing delivery; and, tackling the volume of Affordable Housing units on private sector housing sites across Fylde without Registered Providers identified to take these units.

Due to this growth there is now a need to effectively manage the administration of affordable housing delivery in Fylde going forward. This includes monitoring the market values and eligibility of occupants accessing low cost home ownership options, administering the resale of discounted market units and the discount is secured on the units for future resales and monitoring delivery of affordable housing in line with S106 agreements and the corresponding Affordable Housing Statements. There is a necessity to ensure tenures delivered are meeting the current and future needs of households on low to middle incomes in Fylde.

A separate report is being presented to this same Committee requesting approval to redirect Face 2 Face YMCA Rent Bond Scheme funding from Community Grants into the Housing Service to create a permanent part time Affordable Housing Post focussed on improving the administration, monitoring and management of affordable housing delivery in Fylde. This will include liaison with the private rented sector to provide an affordable option for clients who cannot access affordable housing provided by Registered Providers.

The growth in delivery has also resulted in a need to update evidence the local authority holds to inform the types of tenures being delivered and ensuring these meet the current and future housing needs of Fylde residents. The report recommends an addition to the Capital Programme 2020/21 in the sum of £60,000 to undertake a district wide Housing Needs Assessment that considers housing need, different types of affordable housing tenures required and the economic needs/income levels the tenures should meet. Funding is to be met from S106 developer contributions held by the Council to facilitate the provision of affordable housing in the administrative area of Fylde, to be taken from delivery to be taken from 12/0717 Moss Farm, Cropper Road, Westby.

RECOMMENDATION

Committee are requested to:

1. Note the contents of the report and the changes in approach to delivery of affordable housing in the borough, and the increase in units delivered;
2. Recommend to the Finance and Democracy Committee approval to an addition to the Capital Programme for 2020/21 in the sum of £60,000 to undertake a district wide Housing Needs Assessment that considers current and future housing need, different types of affordable housing tenures required and the economic needs/income levels the tenures should meet. Funding will be met from S106 developer contributions held by the Council to facilitate the provision of affordable housing in the administrative area of Fylde, to be taken from delivery to be taken from 12/0717 Moss Farm, Cropper Road, Westby; and
3. Approve the draft consultation response to MHCLG on ''First Homes, Getting you on the ladder'' – Consultation on the design and delivery of First Homes running until the 3rd April 2020.

SUMMARY OF PREVIOUS DECISIONS

Cabinet 26th November 2014

Approved the appointment of a temporary project officer/consultant funded through the use of S106 monies to facilitate the development of an affordable housing delivery programme in the borough for 6 months and a fully funded revenue budget increase for the total sum of £25k to be met from affordable housing S106 receipts.

Environment, Health and Housing Committee 7th June 2016

Information item outcomes from Section 106 Affordable Housing project.

Environment, Health and Housing Committee 11th June 2019

It was RESOLVED
1. To note the contents of the report; and
2. To approve the adoption of a strategic approach to the allocation of future S106 funds by requesting Registered Providers of Affordable Housing submit Expressions of Interest prior to full funding submissions being made.

Environment, Health and Housing Committee June 2019
It was RESOLVED
1. To note the contents of the report
2. To approve the adoption of a strategic approach to the allocation of future S106 funds by requesting Registered Providers of Affordable Housing submit Expressions of Interest prior to full funding submissions being made.

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

REPORT ON THE DELIVERY OF AFFORDABLE HOUSING IN FYLDE

1. **Development of an affordable housing programme**
2. **Strategic approach to the allocation of future S106 grant funding**
3. **Affordable housing delivery and district wide housing need assessment**
4. **Planning policy for affordable housing delivery**
5. **National Government priority to low cost home ownership options**

1. DEVELOPMENT OF AN AFFORDABLE HOUSING PROGRAMME

1.1 The Section 106 affordable housing project ran from September 2016 to February 2017. The project developed a deliverable Affordable Housing Programme funded from existing and anticipated S106 monies held by the Council, which at that time stood at £2.4m. The project focussed on several key areas to improve affordable housing delivery in Fylde; a pipeline of schemes to take forward S106 funding opportunities; co-ordinating the efforts of Partner Register Provider and Developers to secure affordable housing delivery; and, tackling the volume of Affordable Housing units on private sector housing sites across Fylde without Registered Providers identified to take these units.

1.2 Outcomes from the project included:

- Successfully identified a number of deliverable development opportunities on brownfield sites in areas of strategic priority need that would use up all of the available Section 106 reserves for affordable housing provision, rejecting other potential schemes which were deemed undeliverable or represented poor value for money.
- Proposed a strategy for the ongoing use of Section 106 reserves as these are generated in future. The emphasis has been to use Section 106 reserves in a targeted manner on small scale 'in-fill' brownfield sites particularly where these schemes have a regenerative impact on local areas.
- Doubled the number of Housing Associations actively developing and acquiring new homes for rent and sale within Fylde. This has significantly impacted on the number of sustainable offers being made to developers for affordable housing on private sector sites.
- Moving forward with the Government focus on development of Low Cost Home Ownership options the Section 106 funds can also be used to enable subsidy for affordable rented delivery on S106 sites to ensure a mix of tenures.

1.3 Appendix 1 contains development sites where affordable housing has been delivered in Fylde since 2015/16 and Table 1 breaks down delivery by tenure in the financial years from 2015/16 to the end of Quarter 3 2019/20. A map on delivery across the borough is available following the link and this should be read using Appendix 2 as a guide to the different tenures.

1.4 The increase in delivery has been achieved by increasing the number of registered providers we actively work with to maximise all opportunities for S106, 30% affordable housing delivery on site, supporting 100% affordable housing schemes and providing S106 funds for brownfield regeneration sites.

1.5 The Council's approach to deliver the 30% S106 affordable requirement on site was traditionally 80% Affordable Rent and 20% intermediate tenures in the main shared ownership. This was acting as a barrier to securing Registered Provider interest in sites.

1.6 As a result, Fylde BC approach has changed to enabling a 'basket of tenures' on larger sites to meet a range of household incomes. We now look to deliver 50-60% affordable or social rented units and 50-40% intermediate tenures, however there is flexibility in this approach in order to secure provision on site.

TABLE 1 – Affordable Housing delivery	2015/16	2016/17	2017/18	2018/19	2019/20 up to end of Qtr 3
Affordable rent	23	47	77	186	79
Shared Ownership	0	18	13	32	64
Discounted market sale	0	0	17	14	14
TOTAL UNITS DELIVERED	23	65	107	232	157

1.7 The Registered Provider Partnership consists of housing associations in the borough who actively develop and manage housing stock providing both shared ownership and affordable rented tenures and currently there are eight providers: Progress Housing, Great Places, ForHousing, Community Gateway, Muir, Places for People, Jigsaw and YMCA.

1.8 There are additional registered providers of social housing who operate within the area who are not invited to attend the partnership. They do not have a direct management presence in the borough for their housing stock and contract it to other registered providers with a presence in the borough (Sage and Legal and General Homes) or focus their activity on shared ownership and do not provide an affordable rented option (Heylo and Step Forward).

1.9 The £2.4m of S106 funds held in 2016 have been committed and provided 88 units of affordable rented accommodation in Kirkham and St Annes. Table 2 details the units delivered from 2015/16 with a contribution of Section 106 funding held by Fylde Council for this purpose.

Table 2 – Schemes completed with S106 grant funding from 2015/16

Section 106 funds allocated	Development	Registered Provider, tenure and units	Year completed
£375,000	Kwik Save Site, St Davids Road South, St Annes	Great Places, 15 affordable rent, 7x 2 bed house, 8x 3 bed house	2015/16
£562,697	YPAD, Patterson House, St Albans Road, St Annes	YMCA, 12 affordable rent, 12 x 1bed flat	2017/18
£840,000	Keenans Mill, Lord Street, St Annes	Progress Housing, 26 affordable rent, 10x 1 bed flat, 11x 2 bed flat, 2 x 2 bed house, 3x 3 bed house	2018/19
£920,000	Sunnybank Mill, Kirkham	ForHousing, 23 affordable rent, 10x 2 bed house, 7x 1 bed house, 6x 3 bed house	2018/19
£105,000 (purchase) £112,974 (Refurb)	93 St Albans Road, St Annes	ForHousing, 2 affordable rent, 1x 2bed flat, 1 x 1bed flat	2018/19
£550,000	Church Road Methodist Church, Church Road, St Annes	Great Places, 10 affordable rent, 6x 1 bed flats, 2x 2 bed houses, 2x 3 bed houses	2019/20

2. STRATEGIC APPROACH TO THE ALLOCATION OF FUTURE S106 GRANT FUNDING

2.1 The S106 project in 2016 recommended that future S106 funds could be targeted in a strategic manner by delivering high quality affordable housing on more marginal brown-field sites, providing local regeneration, whilst at the same time providing much needed affordable homes on a small scale in areas of priority need.

2.2 In June 2019 Environment, Health and Housing Committee approved the adoption of a strategic approach to the allocation of future S106 funds by requesting Registered Providers of Affordable Housing submit Expressions of Interest prior to full funding submissions being made. Submissions would need to demonstrate how the proposed project delivered high quality affordable housing on more marginal brown-field sites, providing local regeneration, whilst at the same time providing much needed affordable homes on a small scale in areas of priority need.

2.3 The council currently holds £2,503, 238 (December 2019) S106 grant funding for the provision of affordable housing.

3 AFFORDABLE HOUSING DELIVERY AND DISTRICT WIDE HOUSING NEED ASSESSMENT

3.1 Within Fylde there has been a 90% growth in affordable housing delivery between 2015/16 and 2018/19. There has been a growth in low cost home ownership options, shared ownership and discounted market sale that assist low to middle income earners into home ownership.

3.2 This has created a need to manage the administration of affordable housing delivery in Fylde going forward, to;

- Monitor the market values and eligibility of occupants accessing low cost home ownership options,
- Administer the resale of discounted market units to ensure applications for discounted market sale are accurately assessed and the discount is secured on the units with restrictive covenants for future resales
- Monitor delivery of affordable housing in line with S106 agreements and the corresponding Affordable Housing Statements
- Ensure tenures delivered are meeting the current and future needs of households on low to middle income in Fylde using available data sources
- Collate statistical evidence from available sources to inform affordable housing delivery and tenures required to meet current and future housing need
- Assist registered providers and developers in promoting intermediate tenures and ensure affordable rented units are meeting identified housing needs
- Promote community led/self-build opportunities across Fylde
- Work with the private rented sector to provide an affordable option for clients who cannot access affordable housing provided by Registered Providers by re-establishing the Rent Bond Guarantee Scheme.
- Have the ability when required, specifically for rural housing schemes, to undertake 100% housing need surveys to inform tenure mix.

3.3 This proactive approach will ensure we are securing sites for affordable housing provision and supporting the registered providers to ensure properties are allocated according to local connection requirements.

3.4 A report is being presented to this same Committee requesting approval to redirect Face 2 Face YMCA Rent Bond Scheme funding from Community Grants, into the Housing Service to create a permanent part time Affordable Housing post focussed on improving the administration, monitoring and management of affordable housing delivery in Fylde. This will include liaison with the private rented sector to provide an affordable option for clients who cannot access accommodation provide by Registered Social Landlords.

3.5 The growth in delivery has also resulted in a need to update evidence the local authority holds to inform the types of tenures being delivered and ensuring these meet the current and future housing needs of Fylde residents. Evidence currently available is from the SHMA Addendum 1, 2014, and statistics on households registered for rehousing with MyHomeChoice Fylde Coast.

3.6 The report recommends an addition to the Capital Programme 2020/21 in the sum of £60,000 to undertake a district wide housing needs assessment that considers; current and future housing needs; different types of affordable housing tenures required; and, the economic needs/income levels the tenures should meet.

Funding to be met from S106 developer contributions held by the Council to facilitate the provision of affordable housing in the administrative area of Fylde, to be taken from delivery to be taken from 12/0717 Moss Farm, Cropper Road, Westby.

3.7 The tender documents for this research will be informed by consulting with registered providers and developers operating in Fylde, and from this a steering group will be formed to receive and comment on regular updates as the research is underway.

4 PLANNING POLICY FOR AFFORDABLE HOUSING DELIVERY

4.1 The need for affordable housing in Fylde is quantified in the Fylde Coast Strategic Housing Market assessment (SHMA) 2014. The provision of affordable housing in order to contribute to meeting the needs identified, is an element of Strategic Objective 1 of the Fylde Local Plan to 2032. The SHMA (including its Addenda) identified a high level of affordable housing need in the Borough, of 249 affordable homes per annum for the remainder of the plan period (SHMA Addendum 1, 2014).

4.2 The context of the Borough of Fylde means that the provision of affordable housing is critical in the delivery of sustainable, mixed communities within Fylde. Fylde has higher house prices that generally elsewhere in the North West region or the Fylde Coast sub-region. Although incomes are typically higher that the region and sub region, the affordability of homes for lower income groups is poor. The lower- quartile ratio is very high at 6.67, meaning that the lower-quartile property ranked by price costs 6.67 times the lower-quartile gross annual income (of those working in the borough).

4.3 A draft Supplementary Planning Document (SPD) on Affordable Housing has been prepared and the consultation ran from 7th November 2019 to 5th December 2019 (4 weeks)[1]. The main objective of the Affordable Housing SPD is to provide greater detail with respect to the requirement for affordable housing on development sites and other issues relating to the provision of affordable housing.

4.4 The current stock for Registered Providers in April 2018 was 3,248 units, 619 of which have been built under a S106 agreement.

4.5 Policy H4 in the Local Plan, Affordable Housing details the requirement for on-site provision of affordable housing requires all market housing schemes of 10 or more homes will be required to provide 30% affordable housing. For residential developments within or in close proximity to the Key Service Centres, the provision of affordable housing will be to meet the requirements identified for borough wide needs. For developments within rural areas, the provision will be primarily to meet the requirements identified for the closest Tier 1 Larger Rural Settlements: ie. Newton, Staining and Wrea Green or Tier 2 Smaller Rural Settlements: ie Clifton, Elswick, Singleton and Weeton.

5 NATIONAL GOVERNMENT PRIORITY TO LOW COST HOME OWNERSHIP OPTIONS

5.1 Government policy now places much greater emphasis on the delivery of Low Cost Home Ownership (LCHO) as a proportion of the overall amount of Affordable Housing delivered.

5.2 Under the National Planning Policy Framework[2] social rented, affordable rented and intermediate housing, are provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision.

5.3 **Social rented and affordable rented housing is owned by local authorities and registered providers of affordable housing** (as defined in section 80 of the Housing and Regeneration Act 2008), for which guideline target rents are determined through the national rent regime. It may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the

[1] https://new.fylde.gov.uk/wp-content/uploads/2019/11/Draft-Affordable-Housing-SPD.pdf

[2] https://www.gov.uk/government/publications/national-planning-policy-framework--2

Homes and Communities Agency. Affordable Rent is subject to rent controls that require a rent of no more than 80% of the local market rent (including service charges, where applicable).

5.4 **Intermediate housing is homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition above**. These can include shared equity (shared ownership and equity loans), other low-cost homes for sale and intermediate rent, but not affordable rented housing.

5.5 Appendix 2 illustrates the tenure differences in affordable housing delivered in Fylde and should be cross referenced with the map of delivery across the borough in 1.3.

5.6 Shared ownership affordable housing is funded and leased under the Homes and Communities Agency SOAHP 2016-21 (Shared Ownership and Affordable Homes Programme). Government believes in shared ownership and it is one way to meet household's needs to aspire for home ownership in a different way. A Shared Ownership home allows the purchaser to buy a share in the equity while paying rent on the non-purchased share.

5.7 Government has broadened access to Help to Buy: Shared Ownership for potential purchasers. Outside London, anyone with a household income of less than £80,000 is now eligible, and there are no nationally or locally defined prioritization criteria (occupancy eligibility). This is secured via the Homes England Capital Funding Guide for shared ownership units[3].

5.8 This applies to both grant and non-funded grant shared ownership schemes being supplied under the HCA lease by registered providers. The direct impact if the occupancy restriction are not lifted is that shared ownership properties are not deliverable.

5.9 Within Fylde the local occupancy restriction was lifted on Little Tarnbrick, Kirkham following consultation with Councillors in June 2017 and it was agreed the local connection criteria for shared ownership should reflect Homes and Communities Agency SOAHP eligibility criteria. This has been the approach adopted on all new build shared ownership schemes. It may be that subsequent funding programmes allow the local authority to reintroduce eligibility criteria under the funding programme.

5.10 Since 2017/18 in Fylde there has been a growth in discounted market units within Fylde. Properties are directly sold by the Developer to eligible households. Eligible households have to be able to demonstrate a local connection to Fylde, either by employment, close family or having lived in the area. The property needs to be affordable based on income and savings.

5.11 The scheme is predominately for first time buyers, however other circumstances are also considered, for example, relationship breakdown and part owners having insufficient equity to re-enter the housing market and households that have previously owned, but have been in tied accommodation. Owners are required to live in the accommodation as their only and principal home and have no other interest in property in the UK or abroad.

5.12 The sale of discounted market housing is managed by the housing service. Discounts are normally 20% from the open market value, accessed by a qualified RICS surveyor and a restrictive covenant is placed on the property with Land Registry to ensure future re-sales meet the same discount and eligibility criteria.

6 MHCLG have recently announced a consultation on ''First Homes, Getting you on the ladder''[4] – Consultation on the design and delivery of First Homes running until the 3rd April 2020. The consultation seeks the views on the First Homes scheme and covers the design and delivery of First Homes; ensuring affordability and eligibility; supporting first homes scheme; supporting competitive mortgage lending; restrictions on letting; delivering the Armed Forces Covenant; and setting developer contributions of First Homes, delivering through exception sites, equality impact of the scheme and community infrastructure levy exemptions.

7 Appendix 3 contains a draft response from Fylde Council, for approval by this Committee to MHCLG. First Homes are in essence the current discounted market sale units enabled in Fylde.

[3] https://www.gov.uk/guidance/capital-funding-guide/1-help-to-buy-shared-ownership

[4] https://www.gov.uk/government/consultations/first-homes

RECOMMENDATIONS

8 Committee are requested to note the contents of the report, changes in approach to percentage of tenures for on-site delivery and required occupancy changes for shared ownership provision that has resulted in an increase in the number of affordable units delivered. Discounted market sale units are subject to occupancy restrictions.

9 A report is being presented to this same Committee requesting approval to redirect Face 2 Face YMCA Rent Bond Scheme funding from Community Grants, into the Housing Service to create a permanent part time Affordable Housing post focussed on improving the administration, monitoring and management of affordable housing delivery in Fylde. This will include liaison with the private rented sector to provide an affordable option for clients who cannot access accommodation provide by Registered Social Landlords.

10 Recommend to the Finance and Democracy Committee approval to an addition to the Capital Programme for 2020/21 in the sum of £60,000 to undertake a district wide Housing Needs Assessment that considers housing need, different types of affordable housing tenures required and the economic needs/income levels those tenures. Funding will be met from S106 developer contributions held by the Council to facilitate the provision of affordable housing in the administrative area of Fylde, to be taken from delivery to be taken from 12/0717 Moss Farm, Cropper Road, Westby.

11 This Committee approve the draft consultation response on ''First Homes, Getting you on the ladder'' – Consultation on the design and delivery of First Homes open until the 3rd April 2020.

IMPLICATIONS	
Finance	This report requests that the Committee recommend to the Finance and Democracy Committee approval to an addition to the Capital Programme 2020/21, in the sum of £60,000, to undertake a district wide housing needs assessment, this to be funded by S106 developer contributions held by the Council for this purpose.
Legal	None arising directly from this report
Community Safety	None arising directly from this report
Human Rights and Equalities	None arising directly from this report
Sustainability and Environmental Impact	None arising directly from this report
Health & Safety and Risk Management	None arising directly from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Kirstine Riding	Email & Tel 01253 658569	26th February 2020

BACKGROUND PAPERS		
Name of document	**Date**	**Where available for inspection**
Affordable housing delivery in Fylde 2014 to 2019	November 2019	https://new.fylde.gov.uk/wp-content/uploads/2019/11/A2-map-Affordable-Housing-Sites.pdf
Update MyHomeChoice Fylde Coast Environment, Health and Housing Committee 3rd September 2019	September 2019	https://fylde.cmis.uk.com/fylde/MeetingsCalendar/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1097/Committee/19/SelectedTab/Documents/Default.aspx
Homes and Communities Agency, Shared Ownership	2016	https://www.gov.uk/government/collections/shared-ownership-and-affordable-homes-programme-2016-to-2021-

Affordable Homes Programme (SOAHP) 2016-2021		guidance
Analysis of Housing Need in light of the 2012 Sub-National Population Projections Fylde Coast Strategic Housing Market Assessment – Addendum	November 2014	https://new.fylde.gov.uk/wp-content/uploads/2019/09/Fylde-Coast-SHMA-Addendum-1-November-2014-.pdf

Attached Documents
Appendix 1 – Affordable Delivery Tables
Appendix 2 – Affordable Tenures
Appendix 3 – Consultation Response

Appendix 1
Fylde Affordable Housing Delivery Tables Feb 2020

2015/16 AFFORDABLE DELIVERY											
Address	**Dwellings**	**Affordable**	**Developer and RSL**	**Comments**	**Completed**	**S106**	**HCA SHG**	**LA SHG**	**RCGF**	**Free Land**	**Tenure mix and size**
Former Kwik Save Site St Davids Road, St Annes 16/0081	15	15	Great Places	Started on site March 2015	Feb-16			x		x	7 x 2B4PH 8 x 3B5PH All AR
Richmond Avenue, Wrea Green 12/0072	53	8	Wain Homes and Great Places	Start on site Spring 2015	June 2015	x			x		
		23									

2016/17 AFFORDABLE DELIVERY								
Ref	**Site**	**Total**	**Affordable Housing arrangements**	**No AH units**	**RSL Partner**	**Developer**	**Status**	**Tenure mix and size**
13/0526	Riversleigh Farm	83	30% affordable	16 AR 4 SO delivered April 2016	For Viva	Prospect	Affordable rented handed over and 4 units of shared ownership in 16/17. Handover expected July 2017.	25 units 16 x 3B4PH AR 9 X 2B3PH LCHO
12/0765	The Heathers, Staining (Chain Lane)	42	30% affordable	8x AR	ForViva	Jones Homes	Completed May 2016 on AR	12 units – 8x AR and 4 x SO all 2 b4ph
13/0786	BAE site, Warton	275	s106 to 12/0550 secures 10%	4 AR	Muir	Barratt / Pioneer	Nov 16 4 handed over for affordable rent. 9 units in June 2017. Further 7 at least 18 months off.	20 AR (2b4ph) 5 DMS All 2 bed
12/0419 14/0613	Kirkham Triangle east 'Brookwood Park' On HCA completions	117	4 AR/35	4AR	For Viva	Story Homes	Initial 4 handed over Oct 16.	Total site 35 27 Affordable Rent 23x2bh 3x 3bh 8 DMS 3b4ph
11/0763	The Pastures, Mowbreck	100	29	15 AR 14 SO	For Viva and Heylo	Rowland Homes	15 AR and 14 SO	

	Lane, Wesham							
				65				AR = 47 S/O= 18

2017/18 AFFORDABLE DELIVERY								
Ref	**Site**	**Total**	**Affordable Housing arrangements**	**No AH units**	**RSL Partner**	**Developer**	**Status**	**Tenure mix and size**
16/0239	YPAD	12	100% 18-25 year olds	12	YMCA	YMCA	Affordable rent with rents discounted	12 1 bed flats all AR
13/0526	Riversleigh Farm	83	30% affordable	5 SO	For Viva	Prospect	Affordable rented handed over and 4 units of shared ownership in 16/17. Handover of SO in July 2017.	25 units 16 x 3B4PH AR 16/17 9 X 2B3PH LCHO (4 SO 16/17)
12/0765	The Heathers, Staining	42	30% affordable	4 x SO	ForViva	Jones Homes	Completed May 2016 on AR and 4 SO completed in 2017	12 units – 8x AR and 4 x SO all 2 b4ph
13/0786	BAE site, Warton	275	s106 to 12/0550 secures 10%	9	Muir	Barratt / Pioneer	Nov 16 4 handed over for affordable rent. 9 units in June 2017. Further 7 at least 18 months off. DMS last on site.	20 AR 5 DMS All 2 bed
14/0613	Kirkham Triangle east 'Brookwood Park' On HCA completions	117	S106 secures 30% affordable	4DMS 11 AR	For Viva	Story Homes	Initial 4 handed over AR Oct 16. 17/18 4 DMS available.	27 Affordable Rent 8 DMS 3b4ph

13/0448	Former EDS Heyhouses STA	162	s106 requires 10%	6 AR and 7 DMS	ForViva	Morris Homes	DMS on site and sale agreed on 7 units. For Viva units all let	6x 2B3PH – AR 3x 2B3PH – DMS 4x 3B4PH - DMS
14/0491	North View Farm, Wrea Green	42	s106 secures 30% with on:off split	6	All DMS	Redrow	Viability assessment planning agreed all to be DMS. Sold in 17/18.	4 x 2B Apartments 2 x 2BH
16/0194	Westgate Road, St Annes	25	Subject to an HCA bid for RCGF. 100% affordable.	25	Places for People	Baxter Homes and PfP	Section 106 agreement in place. Site transferred to PfP Jan 17.	25 units for AR 9 x 2B4PH 8 x 3B5PH 8 x 2B3PF
12/0635 and 15/0308	Kirkham Triangle West 'Little Tarnbrick Farm'	180	S106 condition secures 30%. 50/50.	9 AR (54 in total)	Great Places	Barratts	Variation to Affordable housing statement issue regarding shared ownership units and eligibility criteria resolved. All units handed over in June 2017.	50/50 split AR and LCHO. Mix of 2B3PH and 3B4PH 27 AR 15 SO 12 DMS
13/0590	Kings Close, Staining FY3 0DD	30	S106 condition secures 30%	5 AR 4 SO	ForViva	Jones Homes.	Completed 2017	5 x AR and 4 x LCHO
TOTAL DELIVERY				**107**				**AR = 77** **SO = 13** **DMS = 17**

2018/19 AFFORDABLE DELIVERY									
Ref	**Site**	**Total**	**Affordable Housing arrangements**	**No AH units**	**RSL Partner**	**Developer**	**Status**	**Tenure mix and size**	**Quarters**
13/0786	BAE site, Warton	275	s106 to 12/0550 secures 10%	S106 25 20 AR 5 DMS Outside of S106 19/20 TBC 10 SO Heylo 3 AR Adactus	Muir	Barratt / Pioneer	Nov 16 4 handed over for affordable rent. 9 units in June 2017. Further 7 18/19.	20 AR. Taken 13 2021 expect to complete. 5 DMS 19/20 All 2 bed	Qtr 1 – 7 AR 5 DMS To be delivered
15/0458	Willow Drive, Wrea Green	86	S106 condition secures 30% with on site Willows Edge	21 AR 3 DMS	For Viva	Story Homes.	Developer proposing	21 AR – 8 2B Apartments 5 DMS – 3 18/19 and 2 19/20	Qtr 1 – 10 AR Qtr 1 – 3 DMS Qtr 2 - 5 AR Qtr 3 – 6 AR
14/0613	Kirkham Triangle east 'Brookwood Park' On HCA completions	117	S106 condition secures 30% with on site	6 DMS 2 SO 12 AR	For Viva SO Step Forward	Story Homes	16/17 – 4 AR 17/18 – 11 AR 18/19 – 12 AR remaining TBC if 18/19	27 Affordable Rent 6 DMS 2 SO (8 DMS 3b4ph – 4 17/18 and 2 18/19 (2 changing	Qtr 1 – 12 AR 4DMS Qtr 2 – 1 DMS Qtr 4 – 2 SO, 1 DMS

								tenure to SO with Step Forward)	
16/0194	Westgate Road, St Annes	25	HCA bid for RCGF. 100% affordable.	25 AR	Places for People	Baxter Homes	Section 106 agreement in place.	25 units for AR 9 x 2B4PH 8 x 3B5PH 8 x 2B3PF	Qtr 1 – 25 AR
12/0635 and 15/0308	Kirkham Triangle West 'Little Tarnbrick Farm'	180	S106 condition secures 30%. 50/50.	15 SO 9 AR 5 DMS	Great Places	Barratts	Variation to Affordable housing statement issue regarding shared ownership units and eligibility criteria resolved. .	50/50 split AR and LCHO. Mix of 2B3PH and 3B4PH 27 AR – 9 17/18. 9 18/19. 9 19/20. 15 SO – 18/19 12 DMS	Qtr 1 – 5 AR 15 SO Qtr 2 – 5 DMS Qtr 4 – 4 AR
16/0905	Keenans Mill, St Annes	26	100% affordable with S106 funding	26 AR	Progress Housing	Brimas Construction	All Affordable Rent	10x 1 bed 11x 2 bed 2 x 2bh 3x 3bh	Qtr 1 – 26 AR
17/0044	Phase 1 Sunnybank Mill, Kirkham	23	100% with S106 funding	23 AR	For Viva	Tysons	All Affordable Rent expected Qtr 4 18/19.	10x 2BH 7x 1BH 6x 3BH	Qtr 3 – 10 AR Qtr 4 – 13 AR
	93 St Albans, St Annes	2	100% with S106 funding	2 AR	For Viva	For Works	All affordable rent. Expected Qtr 3 18/19	1x 1BF 1x 2BF	Qtr 4 – 2 AR
14/0779	The Pastures Mowbreck Lane 2	164	30% on site 50:50	14 AR 9 SO	For Viva/Heylo	Rowland Homes	47 S106 units 14 AR –18/19 19/20 – 9 AR 24 SO –	23 AR 24 SO	Qtr 1 – 4 AR Qtr 2 – 6 AR Qtr 4 – 9 SO and

							9 18/19 15 19/20		4 AR
13/0231	Bridgeside	22	100% affordable housing	22 AR	Progress	Baxter Homes	14 2B 8 3B	All 22 handed over 02/11/18.	Qtr 3 – 12 AR Qtr 4 – 10AR
16/0156	54 Bryning Lane, Wrea Green	36	30% with 50 onsite and 50% off site contributions.	5 SO	Muir	Hollinwood Homes.	Planning approved 36 units	All SO. Completed Feb 2019	Qtr 4 – 5 SO
08/1049	Pontins Nth (Ph 2)-all AH to be delivered in Ph2	275	s106 secures 30%	22 AR 4 SO *89 AR Sage* *40 SO Sage* *7 SO Heylo* *11 AR Places for People* *Total = 147*	Sage with Places for People managing agent. Heylo additional 7 for SO. PfP additional 11 AR.	Persimmon	PP granted and AHS approved.	Heylo additional 7 outside of 30% TBC **18/19** = 22 AR and 4 SO – Sage **19/20** = 12 AR and 20 SO Sage. 7 SO Heylo Places for People 11 AR **20/21** – 34 AR and 7 SO Sage **21/22** – 22 AR and 8 SO Sage	18/19 Qtr 4 – 22 AR 4 SO
				232UNITS					186 AR, 32 SO, 14 DMS

2019/20 AFFORDABLE DELIVERY									
Ref	**Site**	**Total**	**Affordable Housing arrangements**	**No AH units**	**RSL Partner**	**Developer**	**Status**	**Tenure mix and size**	**Quarters**
13/0786	BAE site, Warton	250	s106 to 12/0550 secures 10%	S106 25 20 AR 5 DMS Outside of S106 14 SO 15 AR	Muir 20 AR Heylo 10 SO Adactus 15 AR Adactus 4 SO	Barratt / Pioneer	**16/17** = 4 AR Muir **17/18** = 9 AR Muir **18/19** = 7 AR Muir **19/20** = 3 AR June 19 9 AR Nov 19 3 AR March 20 and 4 SO. Heylo - 10 SO	20 AR Muir complete 18/19 5 DMS Qtr 2 Barratts 19/20 10 SO Heylo 19/20 15 AR and 4 SO Adactus	Qtr 1 = 3 AR 4 SO Qtr 2 =5 DMS Qtr 3 = 6 SO and 9 AR Qtr 4 = 3 AR and 4 SO March 2020
15/0458	Willow Drive, Wrea Green	86	S106 condition secures 30% with on site Willows Edge	26 units 21 AR 5 DMS	ForViva	Story Homes.	Developer proposing	21 AR – 8 2B Apartments – 18/19 5 DMS – 3 18/19 and 2 19/20	Qtr 1 - 2 DMS
13/0674	Blackfield End Farm, Warton (East Side of Church Road)	330 160 East Side	30% AH Looking to be flexible with tenure range 25% AR 35% SO 40% DMS Northern phase AHS	48 Phase 1 12 AR 17 SO 19 DMS 2 SO Progress	For Viva and Step Forward 25% AR 35% SO 40% DMS	Miller Homes	Planning by appeal. Reserved matters for AH submitted and approved. On both West and East side site may 19	Phase 1 19/20 = 12 AR, 17 SO 19 DMS	Qtr 2 no reported delivery Qtr 4 – 17 SO Poss add 4 Progress TBC Qtr 4
13/0674	Blackfield End Farm, Warton (West Side of Church Road)	170 West Side	Assuming following AHS for East Side 30% AH. 25% AR	51 Phase 2 (AHS submitted	Jigsaw	Stewart Milne Homes	Planning by appeal. Separate reserved matters application	Phase 2 = 13 AR 17 SO	All delivery 2020/21 Nov 15

			35% SO 40% DMS Southern phase AHS	for 50)				20 DMS	June 2021 15
12/0635 and 15/0308	Kirkham Triangle West 'Little Tarnbrick Farm'	180	S106 condition secures 30%. 50/50.	54 Section 106 27 AR 15 SO 12 DMS Outside of S106 4 AR 12 SO	Great Places and Adactus	Barratts	54 Section 106 27 AR 15 SO 12 DMS Outside of S106 4 AR 12 SO	50/50 split AR and LCHO. Mix of 2B3PH and 3B4PH 27 AR – 17/18 = 9 AR GP 18/19 = 9 AR 15 SO GP 19/20 = 9 AR GP. 12 DMS – 18/19 = 5, 19/20 = 7 Adactus 3 AR and 7 SO 19/20. 6 add units Adactus 1 AR and 5 SO 4x 3b and 2x 2b March 2020	Qtr 1 – 3 DMS, 5 AR Qtr 2 = 4 DMS 4 AR Qtr 3 = 3 AR and 7 SO Qtr 4 = 6 - 5 SO and 1 AR handover March 2020.
17/1038	Phase 2 Sunnybank Mill, Kirkham	9	100% affordable	9 AR	For Viva	Tysons	Qtr 1 19/20	8x 2BH	Qtr 1 – 9 AR
14/0779	The Pastures Mowbreck Lane 2	164	30% on site 50:50	9 AR 15 SO	For Viva/Heylo	Rowland Homes	47 S106 units 14 AR –18/19 19/20 – 9 AR 24 SO – 9 18/19 15 19/20	23 AR 24 SO	Qtr 1 –3 AR 6 SO 6 AR and 9 SO TBC
17/0665	Church Road Methodist Church	10	100% affordable rent with S106 funding	10 AR	Great Places	Tysons		4 x 2BH 6x 1BF July 2019	Qtr 2 10
17/0997	Ribchester Road	6	100% affordable	6	Heylo 6 SO Off site contribution for	Windmill Holdings.	100% affordable as on site for 2 sites Ballam Road and	19/20	Qtr 4 = 6

					AR		Ashton Nurseries.		
16/0817	Sunnydale Nurseries, Little Eccleston	37	30% affordable housing requirement	12 SO (6 2B flats Heylo and 4x 2b and 2x 3b houses Jigsaw) 2 SO Jigsaw	Heylo and Jigsaw 100% shared ownership	Wain Homes and Heylo	Planning approved. 106 signed.	100% Shared Ownership expected 19/20	Qtr 1 = 0 Qtr 2 = 6 (SO Heylo) Qtr 3 = 2 (SO) Qtr 4 = 6 (SO
08/1049	Pontins Nth (Ph 2)-all AH to be delivered in Ph2	275	s106 secures 30%	*23 AR* *27 SO* *89 AR Sage* *40 SO Sage* *7 SO Heylo* *11 AR Places for People* *Total = 147*	Sage with Places for People managing agent. Heylo additional 7 for SO. PfP additional 11 units in Qtr 3.	Persimmon	PP granted and AHS approved. **18/19** = 22 AR and 4 SO – Sage **19/20** = 12 AR and 20 SO Sage. 7 SO Heylo Places for People 18 AR **20/21** – 34 AR and 7 SO Sage **21/22** – 22 AR and 8 SO Sage		19/20 Qtr 1 - 4 SO Sage Qtr 2 - 7 SO Heylo Qtr 3 – 12 AR and 16 SO. Sage PfP additional 11 AR. Qtr 4 – additional 7 PfP AR
15/0763 16/0488	Land North of Preston Old Road, Clifton Lantern Fields	75	S106 condition secures 30%.	13 AR 9 SO 3 SO	22 Progress Housing 13 AR and 9 SO 3 SO Jigsaw homes	Wain Homes	13 AR Progress 9 SO 3 SO Adactus		Qtr 1 – 6 AR and 7 SO Qtr 3 = 3 SO Qtr 4 – 2 SO and 7 AR
19/0186	Naze Court, Naze lane, Freckleton	12	100% Affordable Rent	12 AR	Progress	Progress	AHS statement submitted planning approved	4 x 2BB 2 x 2BH 6 x 3BH	Qtr 4 –12 AR

18/0043	Lower Lane, Freckleton	10	30% equates to 1 x4/5 bed unit	1 AR	JK Bearsdworth	Progress Housing	On site	1x 4/5B	Qtr 4 = 1
							TOTAL	Qtr 1 = 30 AR. 5 DMS and 17 SO Qtr 2 = 14 AR, 9 DMS, 13 SO Qtr 3 = 35 AR, 34 SO	= 52 = 36 = 69

Affordable housing tenures delivered in Fylde

Discounted OMV

Discount Market Sale (OMV) is a low cost home ownership product where a new build property is purchased at a discounted price. This discount is usually around 20% and the scheme is to help low and middle earners get onto the property ladder – household incomes below £60,000. These properties are available in partnership with the council at a % below the current market value. Discount is applied in line with market value of area which varies slightly across Fylde.

Affordable Rent

Homes that are owned, let, managed and maintained by a registered housing provider (RP). Rents are charged lower than open market rents – often around 80%.

Affordable rent properties across Fylde are allocated via 'my home choice' made up of registered providers who hold housing stock across Fylde, Wyre and Blackpool.

Shared Ownership

This is where you purchase a share of the property (its equity) – generally between 25% and 80% and the rest is owned by the registered provider. A rent will be payable to the registered provider usually around 3% of the unsold equity. It allows you to take out a smaller mortgage than if you were buying the whole property. Applicants must be 18 years old and annual household income must be less than £80,000 outside of London. There is no set minimum income allowance.

Social Rent:

Social rented housing is owned and let by local authorities and housing associations. These homes are offered at the lowest rents which are set by the Government for households on low incomes.

Social Rent units cannot be enabled in Fylde At present

Our Ref:

Your Ref:

Please Ask For: Kirstine Riding

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Date: 06 March 2020

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By email: FirstHomes@communities.gov.uk

APPENDIX 3 – Environment, Health and Housing Committee 17th March 2020

Dear Sirs

Ensuring First Homes are affordable

Q1: Minimum discount - We believe that the minimum discount should be 20%, but with local flexibility. Fylde Council have been working on an Affordable Housing SPD that for each market area within the borough the amount of discount to be applied to discounted market sales units has been calculated to (approximately) ensure affordability for the lower-quartile worker in the borough. The actual discount applied has then been moderated, to ensure that provision of such housing remains viable.

We therefore feel the level of discount should be set by local authorities as opposed to a national set target.

Q2, Q3 and Q4: Price cap – The appropriate price cap levels set ranging from £450,000 to £600,000, bear no relevance to the housing market in the North West. The price caps should be set at a local level to reflect local circumstances, the local housing and employment market. Across the NW region there are massive disparities in the housing market and in some areas in boroughs house prices are further affected by local circumstances such as being in a commuter belt or tourism area.

Eligibility for the First Homes scheme

Q5: Local connection restrictions – A national definition is required to avoid disagreements at the local level to be defined within national planning guidance related to Frist Homes.

Q6: Local connection restrictions fall away – we would suggest a period of 3 to 6 months give flexibility for the housing market to source buyers with a local connection prior to widening the connection area.

Q7: First time buyer prioritisation waived – First Homes should be available for first time buyers. There are other circumstances that need to be reflected such as marital breakdown and period of time in tied accommodation prior to being eligible for a First Home. An important issue is being able to access the housing market. The key factor should be that households need to live in the

properties as their principal and only home and have no equity in any other property in the UK and abroad.

Q8: National income cap – We agree with a national income cap that reflects other forms of intermediate tenure as defined in NPPF, for example shared ownership. This would provide households choice in the type of affordable intermediate tenures that would best fit their financial circumstances. Local authorities need to have the ability to consider people's income and assets to ensure First Homes are achieving the purpose they were created for, to target households on low to middle incomes excluded from the market housing.

Q9: Eligibility restrictions – Should be around local connection (resident, employment and family in the area), income levels and affordability of the chosen tenure. Households should not have equity in another property and are required to live in the property as their principal and only home. The tenure is operating in the housing market therefore is need to be an attractive option for mortgage lenders.

Supporting the First Homes scheme

Q10: Local Authorities best placed to oversee discounts – Local Authorities have a part, but the conveyancing market has a key role in ensuring the discounts are applied for first and subsequent resales by registering a restrictive covenant around discount and eligibility requirements with the land registry.

Q11: Managing oversight of restrictive covenants – Local Authorities affordable homes administration services have a role to play, however the conveyancing market and the work undertaken by Solicitors is essential. The placing of restrictive covenants is outside the role of the Local Authority.

Q12: Minimising costs to Local Authorities – It is inevitable there will be a cost to local authorities to administer and manage the First Homes scheme. Within Fylde the administration of discounted market re-sales was a burden as a local authority we have accepted in order to provide a basket of tenures on developer sites.

Supporting competitive mortgage lending

Q13: Standardised First Home Model to support mortgage lending – This is essential, eligibility restrictions for intermediate housing creates a risk to mortgage lenders and engagement of the mortgage lenders in promoting and lending on the scheme is required.

Q14: Mortgage Protection Clause – It would be impossible to enable a First Homes Scheme without a Mortgage Possession Clause as it acts as a route to minimise risk to mortgage lenders. It would assist in negotiating with Developers to have a recognised mortgage possession clause as part of the guidance for the scheme.

Restrictions on letting First Homes

Q15 and Q16: Ability to rent out First Homes – Never, the tenure no longer serves the initial purpose it was created to undertake. The properties would be lost to the private rented market, creating tenure insecurity. Why would local authorities be interested in such a scheme if after a period of time, the properties become part of the private rented market. The option would make the scheme open to abuse, which would be impossible for local authorities to monitor. People's circumstances change and as with the current discounted market sale properties in Fylde the units need to be resold to provide an affordable intermediate tenure to newly forming households.

Delivering the Armed Forces Covenant

Q17, Q18 and Q19: First Homes for serving and recent veterans of the Armed Forces - Fylde Council support any initiatives that assist serving and veterans from the Armed Forces. The requirement to live in the properties as principal and main home should assist in relaxing local connection requirements. The appropriate length of time for households leaving the forces and being able to access First Homes should be 5 years and longer in order to provide intermediate tenures. However, there will need to be a cut off point which we would suggest should be 10 years.

Q19: Supporting Armed Forces personnel to access First Homes – The key way would be liaison with the mortgage lenders to ensure their products recognise the need to think flexibly for serving and veteran Armed Forces personnel who wish to lend.

Setting developer contributions for First Homes

Q20: Appropriate mechanism to deliver Frist Homes – We agree that First Homes needs to become a recognised intermediate tenure via the NPPF and guidance. Changes to legislation will be required to deal with the management and detectivity of suitable sites where the tenure can be enabled.

Q21: Option to use S106 affordable housing delivery requirements on sites – The S106 affordable housing requirement on site of 10 units or more would be a workable approach if the properties as First Homes remain in perpetuity with restrictive covenants registered with Land Registry. If affordable in perpetuity is not protected, then the S106 affordable housing requirement is not a suitable option. If the option is as a percentage of all units delivered on suitable sites this needs to be outside of the Section 106 affordable housing requirement, to ensure the tenure does not negate or reduce the need to provide affordable rented and shared ownership accommodation.

Q22: Appropriate level of ambition for First Homes delivery – If we are assuming, contrary to Q21 that First Homes are to be delivered as part of the S106 affordable housing delivery requirements on sites, the % of units would need to be as low as possible to not compromise delivery of other affordable tenures. We would expect this tenure to replace discounted market sale and in Fylde the current approach for the S106 affordable requirement is 60% affordable rented and 40% intermediate and First Homes would be part of the intermediate option along with Shared ownership. First Homes would become the equivalent of the discounted market sale units already being delivered in Fylde.

Delivery through exception sites

Q23: Amend entry level exceptions site policy to become First Homes exception site policy – This would not be appropriate. Exception sites are around meeting housing need within a local area and the option for exception sties as First Homes should not be confused with exception site policy.

Q24: Local Authorities have the flexibility to pursue other forms of affordable tenure on entry-level exception sites – The requirement to prescribe tenure to be delivered on exception sites, to avoid conflict with developers would be welcomed. Exception sites are not a main delivery option for affordable housing in Fylde.

Q25: The use of rural exception sites – Rural exception sites are not suitable for First Homes as outside of sustainable development boundaries. An approach to amend the policy could act as a loop-hole in existing planning policy.

Q26: Further steps Government could take to boost First homes Delivery - Covenant legislation to ensure the Conveyancing industry have a formal role to play in registering the restrictive covenants,

negotiation with mortgage lenders to ensure flexibility and willingness to lend on First Homes, legislative changes to the NPPF with associated guidance and administrative support for Local Authorities in enabling the provision on site of First Homes. Within Fylde the First Homes tenure is similar to discounted market sale units already enabled and we would welcome the option as a specific form of intermediate affordable housing.

Community Infrastructure Levy exemptions

Q27: Exempt First homes form the Community Infrastructure Levy – We would support this approach if to be delivered as part of the S106 requirement, but not if as a percentage of all units delivered. CIL is there for a reason to enable infrastructure investments required for new homes provision. First Homes households would still require health services, education service and transport infrastructure.

Q28: Government to take steps to prevent CIL being set at a level to reduce affordable housing delivered through section 106 obligations – We would not support this approach. There is a need for a basket of tenures on site and to maximise affordable housing options for households on the lower quartile income levels.

Equality impacts of the First Homes scheme

Q29: Equality impacts on protected groups – First Homes if delivered instead of other affordable tenures would impact on the secure housing choices of less well-paid households and will reduce their accessibility to secure and affordable housing. In many local authorities the ability to deliver social rented accommodation is limited and the main tenure registered providers are enabling is affordable rent and shared ownership, so we are already in a situation as the most affordable social rented option is difficult to deliver.

Q30: Other comments – A definition is required as to what is a First-Time buyer in relation to available assets and income is required and included in NPPF guidance. First Homes need to be considered as affordable in perpetuity and measures need to be in place to ensure this.

If you have any enquiries in relation to our response, please do not hesitate to contact us.

Yours faithfully

Kirstine Riding

Housing Services Manager

Fylde Council

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	17 MARCH 2020	6

ADMINISTRATION OF AFFORDABLE HOUSING DELIVERY IN FYLDE

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

SUMMARY

In September 2019 an Officer decision was made to withdraw funding from the Rent Bond Guarantee scheme operated by Face to Face YMCA on behalf of Fylde Council, giving three month's notice, as required under the Homeless Partnership Agreement, for the funding to cease and the scheme to no longer be operational from December 2019.

The introduction of the Homeless Reduction Act (HRA) in 2018, Welfare Reform Act 2012 and the roll out of Universal Credit in December 2018 has directly impacted on the ability of Face to Face YMCA to be able to continue to deliver the paperless Rent Bond Guarantees with private landlords on behalf of Fylde Council. At the time of the introduction of the HRA, the rate of rent bonds established by the service fell from 29 in 2017/18, to 8 rent bonds in 2018/19 and this decline continued throughout 2019/20. By December 2019, 12 Rent Bonds had been reported as being delivered by Face 2 Face YMCA, but the majority of these were into YMCA owned stock and not with private landlords working with the scheme.

Fylde Council are keen to re-establish the Rent Bond Guarantee Scheme and to operate it as an in-house service, along with other work required to improve affordable housing provision within the social and private rented sectors.

It is requested Committee consider the redirecting of funding from Community Grants, previously used to support Face 2 Face YMCA Rent Bond Guarantee, into the Housing Service to create a permanent part time Affordable Housing Post focussed on improving the administration, monitoring and management of affordable housing delivery in Fylde. This will include liaison with the private rented sector to provide affordable accommodation for clients who would not be able to access social rented accommodation.

RECOMMENDATIONS

Committee are requested to:

1. Note the contents of the report and the impact of the Homeless Reduction Act 1018 and Welfare Reform Act 2012 has had on the operation of the Rent Bond Scheme by Face to Face YMCA.
2. Recommend to Finance and Democracy Committee approval to a fully-funded increase to the Housing Services budget in the sum of £30,000, to be met from an equivalent reduction in the Community Grants budget. The additional Housing Services budget would provide for the employment of an Affordable Housing Officer post to develop affordable housing opportunities within both the social and private rented sectors.

SUMMARY OF PREVIOUS DECISIONS

Environment, Health and Housing Committee, November 2017

The committee RESOLVED to:
1. Note the new provisions within the Homelessness Reduction Act 2018 and, in particular the extended range of statutory homelessness duties the Council is obliged to perform under the new Act;
2. Note the new initiatives Fylde Council are intending to introduce with the additional financial support that has been made available by Government to support Local Housing Authorities in implementing the Homelessness Reduction Act 2018; and
3. Recommend to Council approval of a fully-funded revenue budget increase for the total sum of £122,900. £98,862 funded by DCLG Flexible Homeless Grant and £26,038 funded by DCLG New Burdens Funding.

Environment, Health and Housing Committee, September 2019

With no further questions, it was RESOLVED to;

1. Note the contents of the report;
2. Approve the attached Homelessness and Rough Sleeping Strategy draft for consultation with partner organisation, with a final report to come back to the Committee for final approval in November 2019.

Environment, Health and Housing Committee, January 2020
Following a brief debate, it was RESOLVED to;
1. Note the contents of the report and outcomes of the consultation with partner agencies to inform the draft Homelessness and Rough Sleeping Strategy 2019-2024 and that the report was now to run for 5 years from 2020-2025;
2. Approve Fylde Council's Homelessness and Rough Sleeping Strategy 2020-2025 to direct the work of the Housing and Homelessness Service at Fylde;
3. Recommend to the Finance and Democracy Committee a fully-funded revenue budget increase in the total sum of £70,921 (£7,500 in 2019/20, £18,571 in 2020/21, £22,425 in 2021/22 and £22,425 in 2022/23) funded by £53,766 Flexible Homeless Grant and £17,155 by DCLG New Burdens Grant; and
4. Recommend to the Finance and Democracy Committee a further fully-funded revenue budget increase in the total sum of £2,000 in 2020/21 funded by the DCLG Rapid Rehousing Personal Budgeting Support Grant.

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

Report

Administration of affordable housing delivery in Fylde

1. **Background**
2. **Impact of the Homeless Reduction Act 2018 on the Rent Bond Scheme administered by Face to Face YMCA**
3. **Impact of the Welfare Reform Act 2012 and the roll out of Universal Credit on the Rent Bond Scheme administered by Face to Face YMCA**
4. **Proposal to redirect Community Grant Funding used to fund the Rent Bond Guarantee Scheme**
5. **Employment of an Affordable Housing Officer**
6. **Conclusions**

Background

1. In September 2019 an Officer decision was made to withdraw funding from the Rent Bond Guarantee scheme operated by Face to Face YMCA on behalf of Fylde Council, giving three month's notice, as required under the Homeless Partnership Agreement, for the funding to cease and the scheme to no longer be operational from December 2019.

2. Face to Face have been working closely with Fylde Council to deliver homelessness services for a number of years. Since 2009, funding has been provided to Face to Face YMCA to run a Rent Bond Guarantee Scheme funded by Community Grant funds held by Fylde Council. The funding was used to employ a Rent Bond Guarantee Officer to liaise with private landlords to accommodate tenants using a paper Rent Bond Guarantee, as opposed to a financial bond. Funding provided annually from 2009/10 was £28,700 and this was increased from 2016/17 to £29,516.

3. The Rent Bond Guarantee scheme was an essential service that assisted clients into the private rented sector by acting as a liaison between private landlords and prospective clients in sourcing and maintaining a tenancy. On average the service could be guaranteed to deliver around 25 to 30 tenancies within the private rented sector, using a paperless rent bond to assist Fylde Council to support households unable to access social rented accommodation into private sector accommodation.

4. The introduction of the Homeless Reduction Act (HRA) in 2018, Welfare Reform Act 2012 and the roll out of Universal Credit in December 2018 has directly impacted on the ability of Face to Face YMCA to be able to continue to deliver the paperless Rent Bond Guarantees with private landlords.

5. The Fylde Council Homelessness and Rough Sleeping Strategy 2020-2025 action plan has a commitment to consider the future of Face to Face YMCA rent bond scheme in light of the changes to local authority housing services as a result of the Homeless Reduction Act (HRA) 2019. The action plan notes that the number of clients sourcing accommodation through the Rent Bond Scheme has fallen since the introduction of the HRA 2018. The new prevention and relief duties placed on local authorities has resulted in clients being supported directly by the local authority into the private rented sector.

Impact of the Homeless Reduction Act 2018 on the Rent Bond Scheme administered by Face to Face YMCA

6. At the time of the introduction of the Homeless Reduction Act In 2018, the rate of rent bonds established by the service fell from 29 in 2017/18 to 8 rent bonds in 2018/19 and this decline continued throughout 2019/20. By December 2019, 12 Rent Bonds had been reported as being delivered by Face 2 Face YMCA but the majority of these were into YMCA owned stock and not with private landlords working with the scheme.

7. Work was undertaken from March 2019 jointly with Face 2 Face and the Housing Service to attempt to reinvigorate the scheme, which included regular meetings on progress and housing staff at Fylde visiting Face to Face offices and advising on how the service could be improved to increase the number of Rent Bonds and liaison with private landlords.

8. The introduction of the Homeless Reduction Act saw a dramatic increase in the number of clients directly accessing advice and assistance into accommodation under prevention and relief duties, direct to the Local Authority Housing Service. The Act placed new statutory responsibilities for local authorities to support everyone to prevent homelessness (Prevention Duty) and/or obtain alternative accommodation (Relief Duty) regardless of 'priority need' as defined by the existing legislation – Housing Act 1996 part 7 as amended by the Homelessness Act 2002.

9. Within Fylde homeless presentations increased by 155% from 89 in 2017/18, to 227 in 2018/19. However, the number of households to whom a statutory main duty has increased only slightly from 27 in 2018 from 89 presentations, to 30 in 2019 with 227 presentations.

10. Overall the local authority housing service saw a 170% increase in requests for housing assistance from 326 in 2017/18 to 802 in 2018/19. This has resulted in an overall increase in homeless presentations to the authority to whom either a prevention, relief duty or main housing duty is owed.

11. Under prevention and relief duties introduced under the Homeless Reduction Act, clients who previously would have engaged with Face to Face YMCA to be supported into private sector accommodation, are approaching and receiving support from the local authority.

Impact of the Welfare Reform Act 2012 and the roll out of Universal Credit on the Rent Bond Scheme administered by Face to Face YMCA

12. The Welfare Reform Act 2012 introduced a new Universal Credit (UC) which replaces most existing benefits. The transition from Live Service to Full Service was rolled out in the Fylde Coast on the 5th December 2018. From this date, all new claimants for means tested working age benefits administered by DWP need to claim UC.

13. In UC full service, 18-21 year olds will have no automatic entitlement to the housing element of UC. In addition, those who are 22-24 are only entitled to the shared accommodation rate of the Local Housing Allowance (LHA) in the private sector. The Act also introduced a benefit cap on the total amount of benefits a household is entitled to, spare room subsidy that reduces benefit entitlement to social housing tenants under occupying their home, disability benefit changes and the replacement of council tax benefit with local council tax support.

14. The housing element is paid direct to claimants as part of their monthly universal credit payment and it is their responsibility direct to the landlords. Previously if claimants were on housing benefit, landlords and tenants could ask for the rent to be paid direct to the landlord.

15. As part of the review meetings Face to face YMCA had highlighted, this as an issue in their ability to recruit landlords to the scheme due to the paper bond not covering rental arrears, whereas the landlords are able to receive rental arrears from cash bonds held in a deposit protection scheme.

16. The Housing Service at Fylde has been able in recent years under funding accessed from the Trailblazer and Rapid Rehousing initiatives, to establish a tenancy support service for clients who have accessed private rented accommodation and as a result, private landlords are preferring to work directly with the local authority.

Proposal to redirect Community Grant Funding used to fund the Rent Bond Guarantee Scheme

17. Fylde Council are keen to re-establish the Rent Bond Guarantee Scheme and to operate it as an in-house service, along with other work required to improve affordable housing provision within the social and private rented sectors.

18. It is requested Committee consider the redirecting of funding from Community Grants that was previously used to support Face 2 Face YMCA Rent Bond Guarantee into the Housing Service to create a permanent part time Affordable Housing Post focussed on improving the administration, monitoring and management of affordable housing delivery in Fylde. This will include liaison with the private rented sector to provide an affordable option for clients who cannot access affordable housing provided by Registered Providers by re-establishing the Rent Bond Guarantee Scheme.

19. The growth in affordable housing delivery across Fylde, as detailed in a report presented to this same Committee, has created a need to manage the administration of affordable housing delivery in Fylde going forward, to;

    - Monitor the market values and eligibility of occupants accessing low cost home ownership options,
    - Administer the resale of discounted market units to ensure applications for discounted market sale are accurately assessed and the discount is secured on the units with restrictive covenants for future resales
    - Monitor delivery of affordable housing in line with S106 agreements and the corresponding Affordable Housing Statements
    - Ensure tenures delivered are meeting the current and future needs of households on low to middle income in Fylde using available data sources
    - Collate statistical evidence from available sources to inform affordable housing delivery and tenures required to meet current and future housing need
    - Assist registered providers and developers in promoting intermediate tenures and ensure affordable rented units are meeting identified housing needs
    - Promote community led/self-build opportunities across Fylde

- Work with the private rented sector to provide an affordable option for clients who cannot access affordable housing provided by Registered Providers by re-establishing the Rent Bond Guarantee Scheme.
- Have the ability when required, specifically for rural housing schemes, to undertake 100% housing need surveys to inform tenure mix.

20. The scheme would run alongside other initiatives the Housing Service have already established to support clients into accommodation as detailed in the Rough Sleeping and Homelessness Strategy 2020 to 2025[1] and Tenancy Support Policy.

    a. Pre-tenancy training to single people who are seeking accommodation or are at risk of losing their existing accommodation provided by Human Kind in a class room setting or via an e-learning course,

    b. Tenancy Ready Training Course specifically for young people 16-25 run by the YMCA on behalf of Fylde Council. The course is accessible via computer or portable device. The focus is on preventing homelessness, however if a young person does find themselves in that situation it enables customers to consider their housing options and suitability and affordability of accommodation.

    c. Tenancy support service for vulnerable tenants across all client groups who are at high risk of tenancy failure to maximise their independence and minimise the risk of tenancy breakdown within both the social and rented sectors and the homeless,

    d. Rapid Rehousing Officer that undertakes a navigator role with rough sleepers or clients at risk of becoming rough sleeper to source and access health and substance misuse services and support to source or maintain tenancies,

    e. Personal Budgeting Support for all clients accessing accommodation and Debt Advice Service for clients where debt issues are directly affecting a customer's ability to access secure and affordable accommodation. The service provides a bespoke budgeting advice service and specialist debt advice service provided by Blackpool Council at Fylde Council offices.

    f. Regulation of housing standards in the private rented sector by monitoring and enforcement of housing standards under Housing Health and Safety Rating Regulations 2005 [2] . The local authority has a role in overseeing HMO properties.

Employment of an Affordable Housing Officer

21. The Affordable Housing Officer role will be to develop affordable housing opportunities within both the social (Registered Social Landlord accommodation) and private sectors (Private Landlords and Letting Agencies) within Fylde.

22. Many clients that present to Fylde Housing Service are unable to access affordable housing provided by Registered Providers in the borough, due to a history of failed tenancies and unable to produce a reference from their previous landlord. Within Fylde, the majority of these clients will be looking to access HMO accommodation.

23. The re-establishment of the rent bond scheme and support as detailed in paragraph 14, will enable the housing service to work closely with the private rented sector to enable clients to access and maintain accommodation, in order to maintain tenancies in the private rented sector and in the future look to source affordable housing provided by Registered Providers in Fylde.

24. The role will focus on:

    a. Monitor delivery of affordable housing in line with S106 agreements and the corresponding Affordable Housing Statements

[1] https://new.fylde.gov.uk/resident/housing/homelessness-our-legal-duties/
[2] http://www.legislation.gov.uk/uksi/2005/3208/contents/made

b. Monitor the market values and eligibility of occupants accessing low cost home ownership options,

c. Administer the resale of discounted market units to ensure applications for discounted market sale are accurately assessed and the discount is secured on the units with restrictive covenants for future resales

d. Manage and administer the paperless rent bond scheme and work with the private rented sector landlords to support the scheme

e. Develop community led and self -build opportunities across the borough

f. Ensure tenures delivered are meeting the current and future needs of households on low to middle income in Fylde using available data sources

Conclusion

25. Committee are requested to note the contents of the report and the impact of the Homeless Reduction Act 1018 and Welfare Reform Act 2012 has had on the operation of the Rent Bond Scheme by Face to Face YMCA. To note, Fylde Council are keen to re-establish the Rent Bond Guarantee Scheme and to operate it as an in-house service, along with other work required to improve affordable housing provision within the social and private rented sectors.

26. Committee are requested to recommend to Finance and Democracy Committee, approval of a fully funded budget increase to the Housing Service, in the sum of £30,000 to be met from redirecting funding provided to Face to Face YMCA, from the Community Grants budget, for the employment of an Affordable Housing Officer post to develop affordable housing opportunities within both the social and private rented sectors.

IMPLICATIONS	
Finance	This report requests a recommendation to the Finance and Democracy Committee for a fully-funded budget increase in the Housing Service budget in the sum of £30,000 to be met from an equivalent reduction in the Community Grants budget.
Legal	None arising directly from this report
Community Safety	None arising directly from this report
Human Rights and Equalities	None arising directly from this report
Sustainability and Environmental Impact	None arising directly from this report
Health & Safety and Risk Management	None arising directly from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Kirstine Riding	Kirstine.riding@fylde.gov.uk	02/02/2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Fylde Council Homelessness and Rough Sleeping Strategy 2020-2025 Fylde Council Tenancy Support Policy	January 2020	https://new.fylde.gov.uk/resident/housing/homelessness-our-legal-duties/

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	17 MARCH 2020	7

EXPRESSION OF INTEREST IN SECTION 106 FUNDS PROGRESS HOUSING BUY BACKS OF EXISTING STOCK SOLD UNDER THE RIGHT TO BUY

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

SUMMARY

The Affordable Housing S106 project in 2016 recommended that future S106 funds could be targeted in a strategic manner by delivering high quality affordable housing on more marginal brown-field sites, providing local regeneration, whilst at the same time providing much needed affordable homes on a small scale in areas of priority need.

In order to develop this strategic approach to the allocation of future S106 funds Committee received an Information Item on the 11th June 2019 advising Registered Providers in future will submit expressions of interest for consideration, prior to submitting full funding applications request for Section 106 funding.

Expressions of Interest for Section 106 funds have been received from Progress Housing for two buy backs, from existing stock sold under the Right to Buy. The proposals for both units would give PHA greater control in the management of the housing stock in each area. Section 106 funds are requested for 37% of the purchase price for Property 1 and 33% for Property 2. The remaining funding is to be met from internal funding and Progress would have all management and repairing responsibilities going forward.

RECOMMENDATION

Committee are requested to:

1. Approve the Expression of interest by Progress Housing for the use of Section 106 funds for the two units available as buy backs into social housing stock in Fylde,
2. To invite Progress Housing Association to submit a full application for S106 funding, to include a financial appraisal with purchase price and the property inspection report.

SUMMARY OF PREVIOUS DECISIONS

Cabinet 26th November 2014
It was RESOLVED:

1. To approve the use of S106 monies to facilitate the appointment of the temporary project officer/consultant on the terms outlined in the report;
2. To approve the appointment of a temporary project officer/consultant for a maximum period of 6 months to produce a deliverable S106 funded Affordable Housing Programme for the Borough; and
3. To approve a fully- funded revenue budget increase for the total sum of £25,000 (£16,000 in 2014/15 and £9,000 in 2015/16) to fund the costs of the temporary project officer/consultant for a maximum period

of 6 months to be met from the S106 Affordable Housing receipts in respect of the agreements as identified at Appendix 2of the report.

Environment, Health and Housing Committee 7th June 2016

Information Item – Outcome from Section 106 Affordable Housing Project
The purpose of the information report was to update members on progress regarding the use of existing and future Affordable Housing commuted sum reserves. Attached as an appendix to the report was the outcomes from the Section 106 Affordable Housing Project which had been delivered by way of a 6 month temporary appointment of an external housing consultant with a particular background in the development and delivery of Affordable Housing. The project recommended that future S106 funds could be targeted in a strategic manner by delivering high quality affordable housing on more marginal brown-field sites, providing local regeneration, whilst at the same time providing much needed affordable homes on a small scale in areas of priority need.

Environment, Health and Housing Committee 11th June 2019

Information Item – Expressions of interest for future S106 funding

In order to develop a strategic approach to the allocation of future S106 funds the Housing Service are requesting Registered Providers submit expressions of interest for consideration, prior to submitting full funding applications. This will assist in developing a strategic approach to the allocation of future funds in line with the recommendations made.

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

REPORT

EXPRESSION OF INTERST SECTION 106 FUNDS

PROGRESS HOUSING ASSOCIATION

1. The objective of this expression of interest form is to aid Fylde Borough Council in developing a deliverable affordable housing programme funded from existing and anticipated S106 monies held by the council.
2. Expressions of interest (EOI) are assessed and taken before the Environment, Health and Housing committee to determine if a full request for S106 funding can be submitted.
3. Progress Housing Association are a registered provider registered with MyHomeChoice Fylde Coast.
4. Progress Housing Association (PHA) has a total of 2141 units in the Borough of Fylde of which 1,584 is general needs, 398 is Independent Living, 71 Supported Living properties, 10 homeless units with the remainder being leasehold. Their development target is to deliver 200 units per annum with the Borough of Fylde being a priority area for delivery. They are currently engaging with a number of developers to acquire units on wider sites whilst also looking at land-led development which will enable us to build their own affordable house-types.
5. This EOI is for two buy backs, from existing stock sold under the Right to Buy.

Organisation:	Progress Housing Association
Address	Sumner House 21 King Street Leyland PR25 2LW

PROPERTY 1

Preesall Close, St Annes. This unit is a two-bedroom flat, ex local authority owned stock on the Heyhouses estate a substantial amount of which is owners and managed by PHA since the transfer from New Fylde Housing. The unit is in a block of 4 cottage flats and the other 3 are in PHA ownership, therefore the acquisition would allow them control of the block and so increase their presence in the area. The Housing Management team have confirmed there is high demand for units of this type in the area. A financial appraisal has been completed, the property has been inspected and the current owners has accepted a conditional offer.

Property 1: Site location	1 Preesall Close, St Annes FY8 3PN
Brownfield Site	Yes
Planning Reference (if applicable)	N/A
Local regeneration outcomes – environmental, economic and social wellbeing that will lead to community sustainability	Bringing this unit back into PHA's ownership will allow us to have control of the block which makes it easier for improvement works to be carried out if necessary.
Number of units and size of units	1 x 2 bedroom flat 83m2
Tenure of units	Affordable Rent
S106 Funds required	£40,000
Internal funding	£67,552
Homes England funding	£0

PROPERTY 2

Everest Court, Wesham. This unit is a 3 bedroom house, ex local authority stock and a substantial amount of properties in the area are still owned and managed by PHA since the transfer from New Fylde Housing. PHA's Housing Management team have confirmed there is high demand for units of this type in the area. The unit is in a block of terraced houses, the majority of which are owned by PHA so this acquisition would allow us control of the block and to further increase our presence in the area. A financial appraisal has been completed, the property has been inspected and the current owners has accepted a conditional offer.

Site location	5 Everest Court, Wesham PR4 3BD
Brownfield Site	Yes
Planning Reference (if applicable)	N/A
Local regeneration outcomes – environmental, economic and social wellbeing that will lead to community sustainability	Bringing this unit back into PHA's ownership will allow us to have control of the entirety of Everest Court which makes it easier for improvement works to be carried out if necessary.
Number of units and size of units	1 x 3 bedroom terraced house 79m2
Tenure of units	Affordable Rent
S106 Funds required	£40,000
Internal funding	£80,967
Homes England funding	£0

CONCLUSIONS

6. Fylde Council have not previously used S106 funds for the buy-back of properties sold under the Right to Buy or Right to Acquire. However, the funds can be used for facilitating affordable housing provision which can include purchasing the buy-back of such units.
7. The proposals for both units would give PHA greater control in the management of the housing stock in each area. Property 1, 1 Preesall Close in St Annes, would give Progress Housing Association control of a block of 4 cottage flats where other 3 are in PHA ownership, therefore the acquisition would allow them control of the block. The proposal for Property 2, 5 Everest Court in Wesham is in a block of terraced houses where the majority of which are owned by PHA.
8. Funding required is 37% of the purchase price for Property 1 and 33% for Property 2. The remaining funding is to be met from internal funding and Progress would have all management and repairing responsibilities going forward.
9. Clarity is required as to whether the units will qualify for the Right to Acquire. This is where housing association tenants, if their home has been built or brought by a housing association after 1 April 1997 and paid for through a social housing grant, can exercise their right to acquire their home. Discounts range from £9,000 to £16,000. Tenants would have held the tenancy for 3 years.
10. The recommendation is to approve the EOI for the use of Section 106 funds for the two units available as buy backs into social housing stock in Fylde,
11. Progress Housing Association be invited to submit a full application request for S106 funds to be made, to include a financial appraisal with purchase price and the property inspection report.
12. Progress Housing Association will be required to enter into a funding agreement with Fylde Council where funding can be applied for when contracts for the transfer of the properties have been exchanged.

IMPLICATIONS	
Finance	There are no financial implications arising at this stage. Financial implications may arise at a later stage if and when a full funding application is submitted. This will be the subject of a subsequent report to seek approval for the release of 1106 funding for this purpose.
Legal	None until full funding application is submitted
Community Safety	None arising directly from this report
Human Rights and Equalities	None arising directly from this report
Sustainability and Environmental Impact	None arising directly from this report
Health & Safety and Risk Management	None arising directly from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Kirstine Riding	Email & Tel 01253 658569	03/03/2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	17 MARCH 2020	8

UPDATE ON CARE AND REPAIR SERVICES IN FYLDE

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

SUMMARY OF INFORMATION

The purpose of this information item is to update Committee on the situation with Care and Repair services in Fylde.

A decision by Lancashire County Council to end Integrated Home Improvement Services across the county on 31 March 2020 was reported to the Environment, Health and Housing Committee on 5 November 2019. The report explained the impact of these changes on Care and Repair services currently delivered in Fylde. The request to Fylde Council from Wyre Council was to continue with the £30,000 commitment under the current funding agreement for Fylde Care and Repair services, plus as additional £40,000, for a grant period to be agreed. A total annual funding commitment of £70,000.

This committee resolved to continue to fund Care and Repair (Fylde and Wyre) at the current level of £30,000 for 2020/21, but this was dependent of funding being received from the CCG and quarterly data for Fylde being received on the number of residents accessing the service within Fylde. This would allow the Council time to consider the most appropriate arrangements for providing the Core and Handyperson service in Fylde. It was agreed:

1. Wyre Council be invited to come to the next meeting of this Committee to provide information on the delivery of the service in Fylde and costs to deliver that service
2. Fylde Council to explore potential sources of funding to develop the service within Fylde.

On 7 February 2020 Wyre Council informed Fylde of their decision to run a Wyre only Care and Repair service from 1st April 2020. Wyre Council have stated that they will make sure that any Fylde cases are completed as far as possible in the lead up to 1st April and if there is a need for any handovers of incomplete cases, this will be arranged nearer the time. As a result, they will not be attending a future meeting of Environment, Health and Housing.

SOURCE OF INFORMATION.

Care and Repair Service Fylde and Wyre (2015/16 to 2018/19)

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This report aims to inform the Committee of the current position, with regard to the delivery of the Care and Repair services in Fylde.

FURTHER INFORMATION

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Introduction

1. The report to Committee on the Care and Repair Service on 5 November 2019 explained how the removal of financial support by Lancashire County Council for Integrated Care Services made it impossible to continue the Care and Repair Service as it is currently delivered across Fylde and Wyre from 1 April 2020. A request was made by Wyre Council to increase the level of funding by an additional £40,000.

2. Committee decision was to:

2.1 Approve Fylde Council continuing to fund the service at the current level of £30,000 for 2020/21, to allow the Council time to consider the most appropriate arrangements for providing the Core and Handyman service in Fylde. This will be dependent on funding being confirmed by the CCG and data provided on a quarterly basis for residents accessing the service within Fylde; and

2.2 Wyre Council be invited to come to the next meeting of this Committee to provide information on the delivery of the service in Fylde and costs to deliver that service

2.3 Fylde Council to explore potential sources of funding to develop the service within Fylde.

Recent developments

3. On 7 February 2020 Wyre Council informed Fylde of their decision to run a Wyre only Care and Repair service from 1st April 2020. Wyre Council have stated that they will make sure that any Fylde cases are completed as far as possible in the lead up to 1st April and if there is a need for any handovers of incomplete cases, this will be arranged nearer the time.

4. Discussions are taking place to establish the number and type of cases to be handed over so that they can be managed within Housing Services at Fylde. This is likely to include cases accessing the Core Service and the Handyperson service.

5. In the light of the above developments, Wyre Council have concluded that there is nothing to be gained from attending a future meeting of the Environment, Health and Housing Committee. This seems acceptable, given the current decision.

Looking ahead to 2020-21 and beyond

6. Given the recent developments outlined above, the Core and Handyperson Services will cease in Fylde on 31 March 2020 and for the financial year 2020/21 Housing Services will focus on delivering the third part of the Committee decision on 5 November 2019 which is to explore potential sources of funding to develop the service within Fylde.

7. It is envisaged that the sum of £30,000 which had been committed to support the Wyre based Care and Repair Service in 2020/21 can be utilised to investigate the development of services that best meet the needs of customers in Fylde beginning in 2021.

Customer feedback

8. The Committee Report of 5 November 2019 reported data around the delivery of the Core and Handyperson Services. Unfortunately, data around the core service could not be broken down to provide figures for Fylde alone. Data for the Handyman service was available for Fylde. However, the results of a customer satisfaction survey, also reported to Committee of 5 November 2019, indicated the take up of Handyperson Services to be significantly higher than for the other core services. See Table 1 below.

9. The most used service in Fylde, as indicated by customer questionnaires is the provision of Minor Aids and Adaptations and this service remains the responsibility of Lancashire County Council who are tendering for this work across Fylde.

Table 1 Fylde respondents to the survey **Q1. What service were you requiring from Care and Repair?**	
Small Adaptions (ie. Handrials, ramps etc)	157
Handy Person Service	89
Assistance with application for benefits	45
Advice on reputable trades companies in the area	32
Other	17
Assistance with energy efficiency measures	5

Key:

Services *in italics* are regarded as core services

Conclusion

10. The delivery of Minor Aids and Adaptations will continue to be available to Fylde under the arrangements being established by Lancashire County Council.
11. During 2020/21 officers at Fylde Council will investigate the delivery of core services across Fylde, focussing on the development of a Handyperson Service. It is not anticipated that the full range of Core Services can be offered in-house, but it should be possible to signpost residents to other partners/services who can offer a similar service from 1 April 2021 onwards.