



Agenda

Operational Management Committee

Date:	Tuesday, 10 September 2019 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Roger Small (Chairman) Councillor Tommy Threlfall (Vice-Chairman)</p> <p>Councillors Mark Bamforth, Julie Brickles, Alan Clayton, Chris Dixon, Will Harris, Paul Hodgson, John Kirkham, Kiran Mulholland, David O'Rourke, Stan Trudgill.</p>

Public Platform

To hear representations from members of the public in accordance with Article 15 of the Constitution.

To register to speak under Public Platform: see [Public Speaking at Council Meetings](#)

	PROCEDURAL ITEMS:	PAGE
1	Declarations of Interest: Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	Confirmation of Minutes: To confirm the minutes, as previously circulated, of the meeting held on 20 June 2019 as a correct record.	1
3	Substitute Members: Details of any substitute members notified in accordance with council procedure rule 23(c).	1
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Contact: Sharon Wadsworth - Telephone: (01253) 658546 – Email: democracy@fylde.gov.uk

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

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DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	OPERATIONAL MANAGEMENT COMMITTEE	10 SEPTEMBER 2019	4
CHARGING INFRASTRUCTURE FOR ELECTRIC TAXIS			

PUBLIC ITEM

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

SUMMARY

As part of a successful joint bid to the Department of Transport, led by Lancaster City Council, Fylde Council is due to receive £105,000 for the installation of 4 'Rapid' electric vehicle charging points to be used by taxis. It is proposed that these charging points will be spread around the Borough, located near to areas that are frequented by taxis or are on frequent routes between common destinations as advised by the taxi trade.

It is hoped that the provision of a charging network will encourage taxi companies and drivers to invest in electric vehicles which in turn will encourage the wider public to consider electric vehicles as a viable alternative to standard powered vehicles. As there will be negligible electric taxis in use in Fylde when the charging points are first installed the charging points will be opened to the public to use initially until such a time that sufficient electric taxis are operational in the local area, at which point the charging points will be restricted to be used by taxis only.

RECOMMENDATIONS

The Operational Management Committee is recommended:

1. To support the taxi electric charging joint project led by Lancaster City Council;
2. To request that the Finance and Democracy Committee approve a fully-funded addition to the Capital Programme for 2019/20 in the sum of £105,000 for the provision of taxi charging points, as described within this report, to be met by a grant from central government for this purpose in the same amount;
3. Subject to (2) above, to approve the expenditure of £105,000 for the provision of taxi charging points to an appointed contractor subject to appropriate procurement exercise being completed by Lancaster City Council in conjunction with associated district authorities;
4. To allow one of the charging points to be located on Lytham Station Car Park for a period of at least 10 years at a peppercorn rate for up to two spaces; and
5. To delegate authority to the Director of Development Services to negotiate and grant a 10 year Licence at a peppercorn rate to the successful contractor.

SUMMARY OF PREVIOUS DECISIONS

Public Protection Committee, 17 July 2019

1. Supports the taxi electric charging joint project led by Lancaster City Council.
2. To recommend to the Operational Management Committee to agree that Fylde Council continue to be involved with the taxi electric charging joint project and to request the Operational Management committee to consider and recommend a fully funded addition to the Capital Programme at its next meeting for the project.

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

REPORT

1. In 2018 a grant bid opportunity via the Department for Transport's Office for Low Emission Vehicles (OLEV) Round 2 Ultra Low Emission Vehicle (ULEV) Taxi Infrastructure Competition became available to seek funding for electric charging points for hackney carriages and private hire vehicles. Led by Lancaster City Council, six Lancashire authorities, including Fylde Council, South Ribble Council, Wyre Council, Rossendale Council and Burnley Council, came together to make a bid for a grant to provide charging infrastructure for electric taxis. This process included various officer-led discussions, surveys and presentations involving the taxi trade. The bid was successful and the six authorities were awarded £630,000 for the provision of 24 rapid charging points (the type most suitable for taxis, taking between 30 to 45 minutes to charge) across the 6 local authority areas. The formal grant offer was received on 9 April 2019.
2. As part the submission the six authorities agreed at officer level to pursue the implementation of agreed common vehicle licensing policies and incentives to promote the uptake and anticipated transition of the taxi fleets to electric vehicles over the next few years. The grant award presented an opportunity to progress a more harmonised approach between all local authorities in Lancashire region and potentially beyond. Standardisation in this area offers the prospect of better air quality in Lancashire and benefits arising from a common shared approach to both councils and the trade. This area will be looked at by the Public Protection Committee.
3. 3 main reasons were identified to focus on hackney carriage and private hire vehicle to improve air quality:
 - i) Taxis, as a consequence of operating intensively in urban areas where air quality is at its poorest, are considered a significant contributor to poor air quality.
 - ii) Local authorities have regulatory powers to encourage and/or enforce the take-up of low emission vehicle taxis.
 - iii) Through exposing more of the population to the benefits of ultra-low emission vehicles, taxis can play an important role in influencing the wider take-up of such vehicles.
4. A number of the local authorities (including Fylde) have engaged a company to carry out a survey of taxi movements to inform suitable locations for electric taxi charging infrastructure and inform the taxi trade of the potential benefits of changing their vehicle to an electric one. A survey of the trade (to gather their opinions) also took place as part of information gathering to inform the charging infrastructure grant application. This process has enabled officers to identify potential locations that electric charging points can be installed subject to technical restrictions. In Fylde, the 4 charging points are likely to be spread out with one point in each of St Annes, Lytham, Warton or Freckleton and Kirkham or Wesham. Most of the suitable locations for the charging points are either on-street or on Parish Council car parks. In Lytham the most suitable location is on Lytham Station Car Park.
5. To ensure that taxis are able to operate cross-boundary and use the charging infrastructure in other districts, a joint procurement exercise is currently being undertaken between all the districts involved in the original funding bid and led by Lancaster City Council. The procurement exercise will involve using an OJEU compliant NHS framework agreement for electric vehicle charging and a tender exercise with those companies on the framework is being undertaken. Part of the tender criteria includes a requirement that the selected contractor will contribute financially an additional 25% to meet external funding requirements taking the overall financial value of works in the Fylde Borough to £131,250. The selected contractor will undertake all

relevant studies and work to install the charging infrastructure and then operate and maintain the charging points for a minimum of 10 years to a standard as set by the District Councils. The contractor will charge users an agreed amount to cover the cost of electric and on-going maintenance of the charging points. As there are currently no taxis registered with Fylde Council that are electric powered, when the 4 charging points are installed they will be open to the general public until such a time that the number of electric taxis reaches a pre-agreed amount at which time the charging points will be restricted for taxis only. There will be no on-going liability on Fylde Council or any other landowner where the charging points are located.

6. Members are therefore requested to support the electric taxi charging joint project led by Lancaster City Council.
7. Members are requested to recommend to the Finance and Democracy Committee at its next meeting a fully-funded addition to the Capital Programme for 2019/20 in the sum of £105,000 for the provision of taxi charging points, as described within this report, to be funded by a grant from central government for this purpose in the same amount and, subject to this being approved, to authorise the expenditure of the same amount once sites for the charging points have been confirmed and procurement of the contractor to supply and operate the charging points has been completed with Lancaster City Council and other Lancashire Districts involved in the project.
8. Members are requested to allow one of the charging points to be located on Lytham Station Car Park, covering up to two parking bays, as supported in principle by the Car Park Working Group, at a peppercorn rate. At this location there will be a negligible impact on income of £50 to £100 per year in loss of revenue.
9. The Committee is further requested to delegate authority to the Director of Development Services to negotiate and grant a 10 year Licence to the successful contractor for the operation and ongoing maintenance of the charging points.

IMPLICATIONS	
Finance	This report requests a recommendation to the Finance and Democracy Committee for a funded addition to the Capital Programme for 2019/20 in the sum of £105,000 for the provision of taxi charging points, to be funded by a grant from central government in the same amount. Subject to such approval the Committee is requested to approve the expenditure for this purpose as described within the report.
Legal	There are no implications arising directly from the report.
Community Safety	There are no implications arising directly from the report.
Human Rights and Equalities	There are no implications arising directly from the report.
Sustainability and Environmental Impact	Whilst there are no Air Quality Management Areas within Fylde, supporting the provision of electric vehicles is beneficial in terms of reducing air pollution from licensed vehicles. By encouraging taxis to adopt electric vehicles it is hoped this will encourage the wider public to consider electric vehicles as a viable alternative to diesel or petrol vehicles.
Health & Safety and Risk Management	There are no implications arising directly from the report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Andrew Loynd Chris Hambly	andrew.loynd@fylde.gov.uk 01253 658527 chris.hambly@fylde.gov.uk 01253 658422	August 2019

BACKGROUND PAPERS		
Public Protection Committee	17 July 2019	Public Protection Committee

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	OPERATIONAL MANAGEMENT COMMITTEE	10 SEPTEMBER 2019	5
RECYCLING, BULKY WASTE AND FLYTIPPING			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

This report provides the committee with details of the current arrangements in place for the collection of recycling from the kerbside and plans to extend the range of materials collected. In addition, it offers information on the council's bulky waste collection service and provides an update on the true scale of flytipping and enforcement across the borough.

SOURCE OF INFORMATION

Waste Data Flow; Lancashire County Council; Fylde council internal data

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information has been provided at the request of the Chairman of the Operational Management Committee to provide an update on recycling and flytipping to members.

FURTHER INFORMATION

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

Recycling

1. Waste collection is one of the primary services delivered by the Council that has a direct impact on every household in the borough. An alternate weekly wheeled bin collection scheme is in place across the majority of Fylde with grey bin rubbish collected on one week and recycling collected the second week. An opt in chargeable garden waste collection service is also operational during recycling week.
2. This is a very popular service with high levels of customer satisfaction, very few complaints and a missed bin rate of less than 0.04% of all collections taking place. An assisted collection scheme is in place for those residents who are unable to present their own bins for collection.
3. The kerbside recycling scheme is consistent with the requirements of the national waste strategy and householders are able to recycle glass bottles and jars, plastic bottles, steel and aluminium tins and cans including aerosols and foil items, as well as paper and cardboard. There is no limit to the amount of recycling a household can present and additional recycling containers are available on request.

4. The Officers of the Waste Prevention and Enforcement team place a great emphasis on waste minimisation and recycling, with promotions and education aimed at encouraging residents to recycle as much of their waste as possible and reduce the quantities of grey bin waste.
5. The recycling rate reached a peak in 2015/16 with an overall rate of 51.4% which included all kerbside materials and garden waste. Unfortunately, this has subsequently decreased to a rate of 39.9% in 2018/19. The reduction is associated with a loss of green waste tonnage due to the subscription service and a decline in the amount of paper being presented for collection as digital technology supersedes traditional newsprint. This trend is consistent with the rest of Lancashire and the national picture.
6. The latest figures provided by LCC indicate that landfill waste is increasing at a rate of 3% per annum. The cost of landfill to LCC in 2016/17 was £47m. This is estimated to rise to over £75m in 2024/25. In addition, recycling rates have dropped over the last few years and Lancashire is now recycling less than half (45.7%) of the total waste.
7. The County (the disposal authority) is actively trying to reduce the amount of black bin waste going to landfill and has recently provided districts with funding options as an incentive to introduce new schemes to reduce this waste stream.
8. Fylde received funding to carry out a review of properties with 2 or more grey bins to establish if circumstances had changed since the extra bin was originally approved. Additional grey bins are only considered for households of 5 or more permanent residents or in exceptional circumstances (children in nappies or medical conditions), who are regularly producing additional non-recyclable waste which cannot be accommodated within one grey bin. Since the review commenced we have removed 195* bins, approved 418 properties and refused 62 applications *this is equivalent to diverting 97 tonnes of waste from landfill per annum. 846 properties are on the list for review in the second phase of the project and once complete, the approved properties will be added to the Bartec in cab system so that the crews know which bins are authorised for collection.
9. In an effort to boost the recycling rate and reduce the amount of single use plastics going to landfill, LCC has changed the processing operations to extract more plastic at the recycling plant. In addition, they are working to accept plastic pots, tubs and trays, as well as plastic bottles, from autumn 2019. This will extend the range of materials to include yoghurt pots, margarine tubs, meat packaging etc. but will not include plastic film or bags. A comprehensive communication campaign will accompany these changes, challenging residents to recycle up to 7,000 tonnes of pots, tubs and trays between October 2019 and October 2020.
10. The Government is in the process of conducting a review of the national waste strategy and it is predicted that weekly food waste collections will be mandated from 2023, separate to garden waste. Food and drink cartons and potentially plastic film may also be considered for inclusion from 2023 and Fylde will work alongside other Lancashire districts to introduce these changes with the minimum disruption to residents.

Bulky Waste

11. Fylde Council works in partnership with Bulky Waste Collectors to collect, reuse and recycle larger household items which cannot go in the wheeled bins. This service is only for domestic premises in Fylde and businesses need to make suitable arrangements for the collection of trade waste.
12. Collections can be carried out from within a resident's property at an agreed time. The items must be easily accessible in order to be removed, where applicable items must be disconnected, unplugged, defrosted and empty. They must also be able to fit through doorways without dismantling.
13. Items are collected in categories as follows:
 - Up to 3 items – £21.60*
 - 4 to 10 items – £43.25*
 - fridges, freezers and fridge freezers – £43.25 each
 - integrated fridge freezer (non-commercial) – £43.25 each
 - sheds (maximum size 6' x 6' / 1.83m x 1.83m) – £49.50 each

- over 10 items – £80.95 per hour (minimum charge of 1 hour paid and subsequent hours or part thereof will be billed retrospectively once the job is complete)*

*Fridge / freezers are not collected as part of the up to 3, 4-10 or over 10 items categories.

14. Certain items cannot be collected as part of the bulky waste collection service including: musical equipment, motor vehicle parts, asbestos, gym equipment, gas bottles and paint cans, fluorescent tubes, gypsum and plasterboard; in addition to bulky DIY waste. These materials will need to be collected by a licensed collector or take to the tip (Saltcotes Road, Lytham).

15. The bulky waste collection service is extremely popular with residents with high levels of customer satisfaction and repeat custom. Between April 2018 and March 2019, Fylde residents made use of the bulky waste collection service as follows:

- Up to 3 items = 1349
- 4 to 10 items = 194
- Over 10 items = 6 jobs
- Garden sheds = 3

16. 23.2 tonnes of bulky items were recycled or reused from households through this service in 2018/19.

Flytipping

17. Under Section 34 of the Environmental Protection Act 1990, all occupiers of domestic properties are required to take reasonable measures to ensure that waste produced on their property is only transferred to an authorised person. An authorised person is defined in law and includes the council waste collection service (i.e. bulky waste collection), a registered waste carrier (i.e. an authorised skip company) or an operator of a registered site (i.e. household waste recycling centre at Saltcotes Road). This responsible waste management reduces the risk of domestic waste ending up in the hands of those who would fly tip it.

18. Nationally two thirds of fly-tipping incidents involve household waste, often as a result of an individual breaching their duty of care to ensure their waste is taken away by an authorised carrier.

19. In all investigations of breaches of household waste duty of care, individuals are given the opportunity to demonstrate they took reasonable steps to determine the person that took their waste was authorised to do so. If fly-tipped waste is traced to an individual, and they are unable to identify who took their waste, or the carrier that they identify is unauthorised, then it is reasonable to believe they have not met their duty of care and appropriate enforcement action will be taken, including the issuing of fixed penalty notices if deemed appropriate.

20. Fly tipping is a significant problem to local communities and a risk to the environment. It is a drain on council resources and undermines legitimate waste businesses, where unscrupulous operators undercut those that operate within the law. The costs to local authorities of investigating, bringing prosecutions, clearance and disposal of fly tipping are considerable.

21. FPNs are an effective and visible way of dealing with low level environmental crime provided they are used sensibly, enforced fairly and are seen as a reasonable response to genuine problems. The council has already approved the successful use of FPNs, as an alternative to prosecutions, when dealing with other environmental crimes including littering, dog fouling and small-scale fly tipping vehicles.

22. Of the 641 incidents of fly tipping in Fylde Borough during 2018/2019, 246 (54%) were found to be household waste. Whenever evidence was found within these incidents of household waste deposited illegally, the investigation found that there was a failing in the duty of care and action was taken against the perpetrators.

	2015/2016	2016/2017	2017/2018	2018/2019
No. of Incidents	601	652	623	641

23. Figures are roughly the same for the last few years. The most common fly tipped material is “household Waste” which ranges from single items such as a mattress or piece of furniture to large loads such as full house clearances. Commercial waste only accounts for 14% (18/19)
24. The hotspot areas in the borough are Wildings Lane, St Annes, the lay by on Mythop Road, Staining and Brays Lane, Lytham.
25. All incidents of fly tipping are investigated where it is likely that evidence will be found before an instruction is sent to the depot to clear the material. This is done as quickly as possible to deter other offenders from adding to the flytipping. It is quite common for a single black sack to multiply into a full van load of flytipped items if left unchecked for a few days.
26. Obtaining sufficient evidence for a prosecution has been difficult – the test for the evidence is beyond all reasonable doubt and we are often reliant on members of the public to provide witness statements – the majority of which do not wish to do so.
27. The option to serve a fixed penalty notice for fly tipping for “low level” incidents such as single items or small amounts (car boot size) has proved very successful and since May 2017 7 FPNs at a total of £1400 have been issued. The standard FPN is £400 with the option to reduce to £200 if paid with 10 working days.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	OPERATIONAL MANAGEMENT COMMITTEE	10 SEPTEMBER 2019	6
CUSTOMER CHANNEL MIGRATION – SOCIAL MEDIA			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

This report provides the committee with an update on recent development of the council's social media platforms as part of the initiative to migrate customer contact from traditional resource intensive time consuming methods to digital means. The report highlights the recent success of social media platforms such as Facebook and Twitter and outlines the ongoing campaign to meet the increased demand for digital contact as well as offer existing customers the benefits of alternative media.

SOURCE OF INFORMATION

Online customer engagement through [Fylde Facebook](#) account and [Fylde Twitter](#) account.

There are also Twitter accounts for [Discover Fylde](#), The [Ranger Service](#) and the [Chief Executive](#).

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information has been provided as an update to the social media strategy originally approved by the council in March 2013.

FURTHER INFORMATION

Erin Coar, erin.coar@fylde.gov.uk

1. For many years local government has been playing catch up with digital means of communication both online through websites and recently through mobile devices with more and more customers expecting to be able to engage with the council 'on the go' 24/7. We have had contact from customers whilst they have been in Italy, Australia and the USA. Customer expectation is shifting and it is not just the younger generation, Fylde has a high percentage of 'Silver Surfers', digitally active users over the age of 60.
2. Even without the growing demand for online service provision research has proven time and again that online contact is far more resource (cost and time) effective than traditional means of contact such as face to face or the telephone. The original demand for online contact was through email or an online interactive form on the website, the council responded to this demand making it easy to contact online with listening@fylde.gov.uk and online transactions, including payments, becoming more popular than the phone line.
3. In recent years the demand for face to face contact has declined significantly whilst using the phone and email have levelled off. Customer engagement has now switched to social media, primarily Facebook and Twitter, the volume of people interacting on these platforms is increasing rapidly and the council will need to

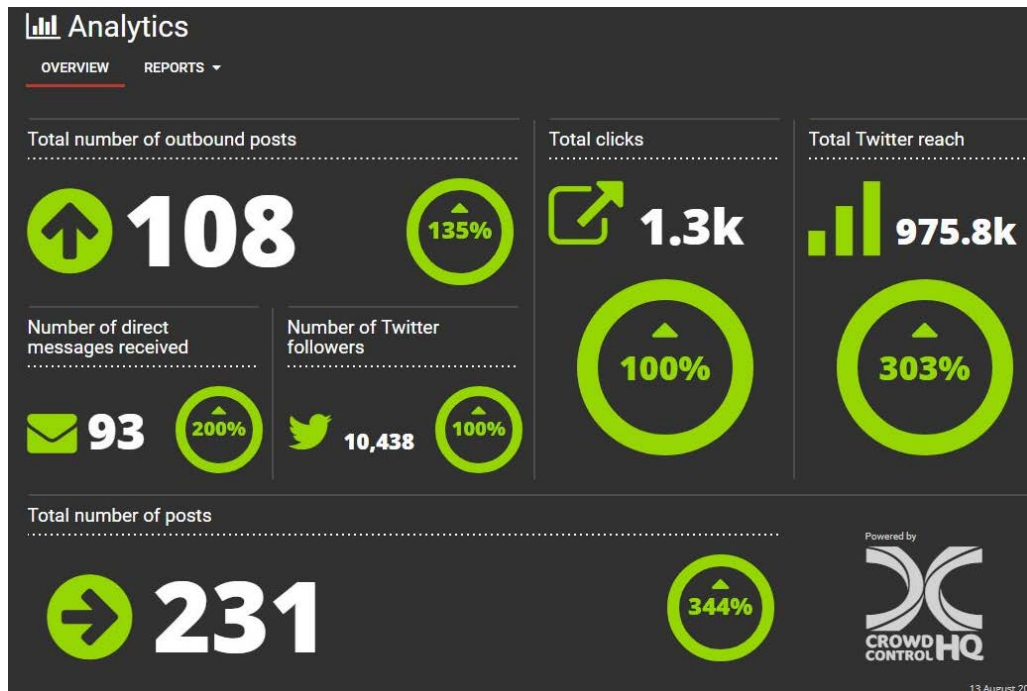
respond by making it easy for customers to contact at any time using the preferred social media from mobile devices.

4. The customer service team has always operated as the first point of contact for all enquiries regardless of how the contact is made. The shift to social media channels expands the number of ways that the customer can engage with the council; fax has died; the written letter is rare; face to face is minimal; phone calls and emails have reduced over recent months; but social media has expanded significantly and shows no sign of slowing.
5. More resources are still deployed to phones and face to face contact because more resource is required per contact. Local government research revealed the average cost of dealing with a face to face customer is £9.40; web chat £6.80; phone call £4.80; email £2.50; and online self-service 50p – for the same transaction. Social media contact is similar to email, there is a requirement to have a customer service operative provide a response at some point. However, social media engagement is almost a quarter of the cost of face to face and half the cost of a phone call.
6. The added benefit of social media channels is that they act as a means of gathering views, opinions and information that can be used to inform service deliver, the volume of messages is significant enough to identify trends or themes whilst excluding extreme or isolated comments. The data below is for July 2019 and shows that for both Facebook and Twitter the number of contacts is increasing with a reach of 214,100 users on Facebook and 975,800 on Twitter. Every category of engagement on social media platforms is experiencing an increase month on month as demand as well as awareness, that Fylde now offer this means of 24/7 contact, increase.
7. The system that provides the social media analytics below has recently been implemented at Fylde and will be used to monitor, evaluate and promote social media engagement as part of a campaign to increase awareness of the benefits amongst customers currently using traditional methods (phone and face to face) in a bid to save the customer time and the tax payers money.

Facebook Analytics for Fylde - July 2019



Twitter Analytics for Fylde – July 2019



INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	OPERATIONAL MANAGEMENT COMMITTEE	10 SEPTEMBER 2019	7
GENERAL FUND REVENUE BUDGET MONITORING REPORT 2019/20 - POSITION AS AT 31ST JULY 2019			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The purpose of this report is to provide an update on the General Fund Revenue Budget of the Council as at 31st July 2019 and specifically for those areas under the remit of the Committee.

SOURCE OF INFORMATION

Chief Financial Officer – the report is based upon information extracted from the financial ledger system of the Council for the period to July 31st 2019.

LINK TO INFORMATION

General Fund Revenue Budget monitoring Report to 31st July 2019:

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

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

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

FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel 01253 658566 e-mail: paul.o'donoghue@fylde.gov.uk

GENERAL FUND REVENUE BUDGET MONITORING REPORT 2019/20

POSITION AS AT 31ST JULY 2019

Summary

The purpose of this report is to provide an update on the General Fund Revenue Budget of the Council as at 31st July 2019. The report includes a narrative description of the most significant variances from the profiled latest budget and details any actions required to address these. Appendix A to this report shows the value of the most significant variances (those in excess of £5k) for all of the Council services by Committee and provides a brief explanation for each variance.

1. Background

- 1.1 The Council operates a system of Revenue Budget Monitoring which revolves around the production of detailed monthly monitoring reports for budget holders. Significant variances from the expected budget position at the point of monitoring, both for expenditure and income, are summarised in monitoring reports which are periodically reported to each Programme Committee for information purposes. This report therefore details the findings and issues emerging from budget monitoring carried out to 31st July 2019.
- 1.2 It should be noted that work continues on improving budget profiling across the Council in order that budget profiles more accurately reflect the spending pattern of individual budgets across the financial year. This serves to enhance budget monitoring and focus attention on true variances rather than budget profiling issues. This is a continuous process with budget holders so that the improved profiling continues to refine the budget monitoring system.
- 1.3 Council approved the 2019/20 budget at its meeting on 5th March 2019. Subsequently on 24th June 2019 the Finance and Democracy Committee approved the financial outturn position for 2018/19. The impact of those approvals, including savings and growth options approved at Council and slippage from 2018/19 approved by the Finance and Democracy Committee, are now reflected in the financial ledger of the Council and therefore this report monitors expenditure and income against the updated approved budgets.

2. Budget Rightsizing Exercise

- 2.1 For a number of years the Council has carried out an annual budget rightsizing exercise to analyse underspends which have occurred over the last 3 financial years and to adjust current and future year budgets to better reflect the level of resource requirement in the context of current financial constraints. This process will be repeated during the second quarter of 2019/20 and any resulting changes to budgets will be reflected in later updates to the Councils Financial Forecast.

3. Budget Areas to Note

There are a number of budget areas to note on this General Fund Budget Monitoring report:

i. Employee Costs

The budget forecast which was approved by Budget Council in March 2019 assumes reduced payroll costs as a result of 'turnover savings' (delays in the recruitment to vacant posts) of £300,000 per annum from 2019/20 onwards. The actual level of savings achieved in relation to direct employee costs for the current year to date shows a level of turnover savings in excess of this. This budget will be kept under review during the remainder of the financial year.

ii. Sale of Sand (Sand-winning)

The increase in the annual income budget for 2019/20 to 400k (from £300k in the previous year) may be a challenging target and income to date is below the budgeted amount. Some of this may be due to a slight delay in invoicing whilst details of tonnage amounts are awaited. This budget will be kept under review during the remainder of the financial year and will be adjusted as necessary as part of future updates to the Financial Forecast.

iii. Fleet Costs

There are a number of favourable variances in respect of vehicle costs in the period to date. Some are due to the fact that a number of new vehicles have been acquired in the past 12 months, replacing older and more expensive to maintain vehicles. Additionally fuel costs for the first part of the year have been lower than anticipated. This budget will be kept under review during the remainder of the financial year and adjusted as necessary.

iv. Car Park Income

Despite some recent inclement weather, there has been periods of very good weather especially in April and late May/June which has resulted in higher than budgeted income. This budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next update to the Financial Forecast.

v. Miscellaneous Properties income

Additional income has been generated from rent reviews, fees for filming and photography on Council-owned land and from new concessions and other licences. This additional income will be reflected in the next update to the Financial Forecast.

vi. Cemetery and Crematorium income

The reduced income arising from funerals and interments is due to a lower than anticipated volume of activity and is offset to a degree by an increase in income from memorials. This budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next update to the Financial Forecast.

4. Conclusions

External pressures outside the Council's control are impacting on all local authorities. Instructions remain in place that officers should not commit to any unnecessary expenditure and should seek to maximise efficiencies. This approach has a downward impact on costs incurred by the Council and may result in an under-spend against budget this year.

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

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

We are still at the early part of 2019/20 and it is therefore not possible to draw any firm conclusions on the in-year financial position. The financial risks facing the Council, as set out in the MTFS to Council in March 2019 still remain. Instructions issued by Management Team that budget holders are to remain prudent in order to build up additional balances are still in place.

REVENUE MONITORING 2019/20 - Period 4 to July 31st 2019 (Variances in excess of £5k)
Appendix A

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

Service Area	Detailed Description	Full Year Budget	Budget as at Period 4	Actual as at Period 4	Commitments at Period 4	Actual & Commitments as at Period 4	Variance as at Period 4	FAV / ADV	Variance	Alert	Budget Holder	Budget Holder Comments
		£	£	£	£	£	£		%			
FINANCE & DEMOCRACY COMMITTEE / CORPORATE CROSS CUTTING BUDGETS												
All Council services	Employee costs including basic pay, pension, NI, and overtime, plus agency costs	9,149,668	3,159,078	3,083,183	55,199	3,138,382	-20,696	FAVOURABLE	-0.7%		Corporate	The budget forecast which was approved by Budget Council in March 2019 assumes reduced payroll costs as a result of 'turnover savings' (delays in the recruitment to vacant posts) of £300,000 per annum from 2019/20 onwards. The actual level of savings achieved in relation to direct employee costs for the current year to date shows a level of turnover savings in excess of this. This budget will be kept under review during the remainder of the financial year.
Elections - Other/Referendum	Elections - Neighbourhood Plan Referenda	26,411	8,808	0	0	0	-8,808	FAVOURABLE	-100.0%		Hazel McNicoll	The Council is currently waiting to see if permission to appeal to the Supreme Court is granted against an earlier Court of Appeal decision which challenged the St Annes Neighbourhood Plan. However it is unlikely that a Neighbourhood Planning referendum will be required in 2019/20 and this funding may ultimately be rescheduled to 2020/21. This budget will be kept under review during the remainder of the year and re-phased as necessary.
Legal Services Team	Legal Fees and Court Costs	10,000	3,336	31,420	1,524	32,944	29,608	ADVERSE	887.5%		Ian Curtis	The majority of these costs have been incurred in meeting counsel's fees to defend the council's position in a claim for reimbursement of a significant amount of business rates monies previously paid to Fylde Council. A further element relates to counsel's fees in the 'Neighbourhood Plan Challenge case', which the Council has won at all stages so far, but which may yet be taken to the Supreme Court. It will be necessary to address this additional financial requirement as part of the next update to the Financial Forecast.
Internal Audit	Miscellaneous Income	0	0	-6,360	0	-6,360	-6,360	FAVOURABLE	100.0%		Dawn Highton	This is additional unbudgetted income arising from the provision of internal audit services to Lancaster City Council. This additional income will be reflected in the next update to the Financial Forecast.
Miscellaneous Properties	Other Rent	-164,457	-54,860	-81,639	0	-81,639	-26,779	FAVOURABLE	-48.8%		Marie Percival	This is additional income arising from rent reviews, fees for filming and photography on Council-owned land and from new concessions and other licences. This additional income will be reflected in the next update to the Financial Forecast.

REVENUE MONITORING 2019/20 - Period 4 to July 31st 2019 (Variances in excess of £5k)
Appendix A (cont'd)

Key	BLUE	Variance currently showing but expected to be on target at year end
	GREEN	Favourable variance against latest budget
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Service Area	Detailed Description	Full Year Budget	Budget as at Period 4	Actual as at Period 4	Commitments at Period 4	Actual & Commitments as at Period 4	Variance as at Period 4	FAV / ADV	Variance	Alert	Budget Holder	Budget Holder Comments
		£	£	£	£	£	£		%			
TOURISM & LEISURE COMMITTEE												
Parks Development	Other Miscellaneous Grants	0	0	-12,379	0	-12,379	-12,379	FAVOURABLE	100.0%		Tim Dixon	In March 2019 the Council were notified of a 'Local Authorities Parks Improvement Funding Grant' from the Government of £12,379 to support work on parks where there is urgent need of refurbishment. A report will be presented to the Tourism and Leisure Committee later in the year to detail proposals for how the grant will be used.
Coast and Countryside	Sale of Sand (sandwinning)	-400,000	-133,440	-119,158	0	-119,158	14,282	ADVERSE	10.7%		Marie Percival	Although some of this shortfall may be due to a slight delay in invoicing, the increase in the annual income budget for 2019/20 to 400k (from £300k in the previous year) may be a challenging target. This budget will be kept under review during the remainder of the financial year and will be adjusted as necessary as part of future updates to the Financial Forecast.
OPERATIONAL MANAGEMENT COMMITTEE												
Fleet	FMS Material Cost	147,670	48,661	22,557	6,986	29,543	-19,118	FAVOURABLE	-39.3%		Kathy Winstanley / Steve Fulton	There are a number of favourable variances in respect of vehicle costs. Some are due to the fact that a number of vehicles have been acquired in the past 12 months, replacing older and more expensive to maintain vehicles. Additionally fuel costs for the first part of the year have been lower than anticipated. This budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next update to the Financial Forecast.
	Fuel Costs	313,406	104,536	94,882	0	94,882	-9,654	FAVOURABLE	-9.2%			
Fylde Waste Schemes	Other Sales	-45,000	-15,008	-32,485	0	-32,485	-17,477	FAVOURABLE	-116.5%		Kathy Winstanley	This is additional unbudgetted income arising from the increased sale of chargeable wheeled bins in respect of newly built properties. This additional income will be reflected in the next update to the Financial Forecast.
Car Parks	Car Parking Fees	-575,000	-252,179	-257,735	0	-257,735	-5,556	FAVOURABLE	-2.2%		Andrew Loynd	Despite some recent inclement weather, there has been periods of very good weather especially in April and late May/June which has resulted in higher than budgeted income. This budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next update to the Financial Forecast.

REVENUE MONITORING 2019/20 - Period 4 to July 31st 2019 (Variances in excess of £5k)
Appendix A (cont'd)

Key	BLUE	Variance currently showing but expected to be on target at year end
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Service Area	Detailed Description	Full Year Budget	Budget as at Period 4	Actual as at Period 4	Commitments at Period 4	Actual & Commitments as at Period 4	Variance as at Period 4	FAV / ADV	Variance	Alert	Budget Holder	Budget Holder Comments
		£	£	£	£	£	£		%			

ENVIRONMENT, HEALTH & HOUSING COMMITTEE

Cemetery and Crematorium	Interments	-200,000	-66,720	-60,408	0	-60,408	6,313	ADVERSE	9.5%	AMBER	Alan Royston	The reduced income arising from funerals and interments is due to a lower than anticipated volume of activity and is offset to a degree by an increase in income from memorials. This budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next update to the Financial Forecast.
	Cremations	-1,140,000	-380,304	-350,126	0	-350,126	30,178	ADVERSE	7.9%	AMBER		
	Memorial Income	-40,000	-13,344	-19,859	0	-19,859	-6,515	FAVOURABLE	-48.8%	GREEN		
Homelessness	Bed and Breakfast accommodation costs	30,000	10,008	17,535	0	17,535	7,527	ADVERSE	75.2%	AMBER	Kirstine Riding	Although this adverse variance is partially offset by income of £7,000 from Housing Benefits, the service has seen a marked increase in presentations of single households in priority need following the introduction of the Homeless Reduction Act. This budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next update to the Financial Forecast.
Housing Standards	Disabled Facilities Grant Fees	-150,000	-50,040	-71,819	0	-71,819	-21,779	FAVOURABLE	-43.5%	GREEN	Kirstine Riding	The increase in the level of Disabled Facilities Grant funding from central government in recent years has the effect of also increasing the level of fees receivable by Fylde Council for the management of grant-funded works as more grants are able to be awarded. Additionally the grant management fee level has been increased to 15% in line with that levied by other councils. This budget will be reviewed as part of the right-sizing exercise and adjusted as necessary.

REVENUE MONITORING 2019/20 - Period 4 to July 31st 2019 (Variances in excess of £5k)
Appendix A (cont'd)

Key	BLUE	Variance currently showing but expected to be on target at year end
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		£	£	£	£	£	£		%			

DEVELOPMENT MANAGEMENT COMMITTEE

Development Management	Consultants Fees	30,000	10,008	3,570	1,355	4,925	-5,083	FAVOURABLE	-50.8%		Mark Evans	Consultants are appointed as and when necessary to provide specialist advice on complex planning applications and projects. Accordingly expenditure is dependant upon the nature of planning applications submitted during the year. The budget will continue to be monitored during the remainder of 2019/20 and adjusted as necessary.
Planning Appeals	Planning Appeal Hearing Costs	50,000	16,680	660	5,000	5,660	-11,020	FAVOURABLE	-66.1%			Costs associated with planning appeals vary depending upon the number of planning appeals that are made against the Council's decisions. Following the adoption of the Local Plan in October 2018 there has been a marked decrease in the number of major planning appeals submitted to the planning inspectorate. The budget will continue to be monitored and may be adjusted as part of future updates to the Financial Forecast.
Development Management Team	Consultants Fees	40,000	13,344	0	0	0	-13,344	FAVOURABLE	-100.0%			The need to appoint specialist consultants to assist in the determination of planning applications depends on the nature of applications submitted to the Council and as such is difficult to forecast accurately. To date that need has been lower than anticipated. The budget will continue to be monitored during the remainder of 2019/20 and adjusted as necessary.
Planning Policy	Local Development Framework Costs	18,000	6,004	0	0	0	-6,004	FAVOURABLE	-100.0%			The review of the Local Plan has commenced, but no costs outside normal staffing costs have yet been incurred. There will be a need to seek specialist advice later in the year as the review continues. The budget will continue to be monitored during the remainder of 2019/20 and adjusted as necessary.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	OPERATIONAL MANAGEMENT COMMITTEE	10 SEPTEMBER 2019	8
CAPITAL PROGRAMME MONITORING REPORT 2019/20 – POSITION AS AT 31st JULY 2019			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The purpose of this report is to provide an update on the approved Capital Programme of the Council as at 31st July 2019 and specifically for those schemes under the remit of the Committee.

SOURCE OF INFORMATION

Chief Financial Officer – the report is based upon information extracted from the financial ledger system of the Council for the period to July 31st 2019.

LINK TO INFORMATION

Capital Programme monitoring Report to 31st July 2019:

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

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

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

FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel 01253 658566 e-mail: paul.o'donoghue@fylde.gov.uk

CAPITAL PROGRAMME MONITORING REPORT 2019/20 –

POSITION AS AT 31ST JULY 2019

Summary

The purpose of this report is to provide an in-year progress update in respect of those schemes within the Capital Programme that have been approved for delivery in 2019/20, together with an update on the overall Five Year Capital Programme of the Council. This report includes a narrative description of some of the more significant schemes within the Capital Programme and details any risks and the actions required to address these. Appendix A to this report provides an update by Committee on schemes scheduled for commencement or delivery in 2019/20. Appendix B provides a summary of the latest position for the 5 year Capital Programme and Appendix C provides details of the financing of the programme.

1. Background

The Council approved the Capital Programme on 5th March 2019. That update showed a balanced capital programme position from 2019/20 onwards. This report includes year to date expenditure and sets out the latest phasing of the programme and any additions or changes since the capital programme was presented to Council in March 2019. The Programme has also been rolled forward to include the year 2023/24.

2. Notes on Specific Schemes

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

i) Coast Protection Scheme

The Fairhaven to Church Scar Coast Protection scheme total cost is £21.8m, being funded by Environment Agency grants of £21.4m and a contribution from Fylde Council of £0.4m. This is made up of a contract price of £19.5m, with a risk/contingency budget of £1.8m and a budget for fees of £0.5m. Work started on site in December 2017 and is progressing well with the replacement hard sea defences and work on the promenade underway at Church Scar is nearing completion. Work on the sheet piling around Fairhaven Lake started in September, four months ahead of schedule.

The Coastal Defence Team have been successful in securing additional funding from the Environment Agency to enable the Granny's Bay hard sea defences to be delivered following completion of the Fairhaven Scheme in 2019/20. A report on this additional work in the sum of £2m (which is reflected in the total scheme cost above) was approved by the Operational Management Committee at its meetings in September 2018 and June 2019 and by Council in October 2018. The Granny's Bay works will essentially tie the two schemes at Fairhaven and Church Scar together, as well as providing local erosion and flood protection for local residents. Completion of these works will remove the requirement for much of the emergency maintenance works undertaken by the Council following extreme storms at Granny's Bay. With Granny's Bay now included the whole scheme is now currently forecast to be completed by summer 2020.

In addition to the core sea defence works a range of public realm enhancements to the scheme have been added to the scheme at a total cost of £360k, funded by Fylde Council from the Capital Investment Reserve. The works relate to the remodelling of the Stanner Bank car park entrance, the provision of bespoke seating to compliment the wider landscape and the provision of ducting to allow for future services connection to a potential structure/building on or around the Mawson lookout. These works will be delivered alongside the main scheme.

The expenditure forecast has been re-phased to reflect the current expectations regarding the timing of the delivery of the scheme. Further re-phasing of the expenditure profile between the years is likely to be required as the scheme progresses and the capital programme will be updated accordingly and reported regularly to members.

ii) Fairhaven Lake & Promenade Gardens Restoration including the Adventure Golf Scheme

The tender for the physical works (Buildings and Landscapes) was issued on the 1st August, with works due to start on site in October and to be completed by July 2020. This excludes the lake works which are due to be undertaken on site in Autumn/Winter 2020. An element of the scheme will be re-phased into 2020/21 to reflect this as part of the next update to the Financial Forecast. Events and Activities at the lake and gardens will be on-going throughout this period.

The Adventure Golf scheme has been delayed from the original dates as set out within the earlier Committee reports due to physical constraints arising from the Heritage Lottery Fund works at the location. The Adventure Golf works will now be rescheduled into 2020/2021 as part of the next update to the Financial Forecast. The proposed start date for work to start on site is now April 2020 with a completion target date of summer 2020.

iii) Disabled Facilities Grants

The grant allocation has been increased for 2019/20 to a total of £1,090k which, together with slippage of £13k from 2018/19 and a further £40k from New Fylde Housing in relation to DFG works on properties that they own, provides total funding for 2019/20 of £1,143k. This revised allocation will be reflected in the next update of the Financial Forecast. Grant awards are progressing well and it is anticipated that the majority of the grant allocation will be spent in 2019/20.

iv) St Annes Regeneration Schemes

The next phase of regeneration works in St Annes was agreed to be Wood Street, subject to agreement with landowners following the usual delivery model. However, despite several meetings with tenants and owners there remain difficulties in 'acquiring' all of the forecourt for implementation of the easterly side of the works. As a result it is now recommended that the westerly side (The Council's car park side) be finalised initially with a view to commencement in the spring of 2020. In addition it is proposed to extend the Pier link scheme/ Clifton Drive South to include other elements of the town centre regeneration plan as set out in the 2020 Vision document. It is anticipated that an element of the scheme will now be rescheduled into 2020/21 as part of the next update to the Financial Forecast.

v) Lytham Regeneration Schemes

In respect of the large capital scheme for Lytham town centre, a number of suggestions have been made by the Lytham Business Group and other parties, some of which require careful consideration along with agencies such as Lancashire County Council. Options are being considered involving local members and a draft plan is being drawn together. This will have a phased programme of works to be considered in due course by the Planning Committee. It is envisaged that the first phase will be commenced during the current financial year.

3 Conclusions

- 3.1 Actual expenditure to 31st July 2019 is £3.905m against a full year budget of £17.579m. This equates to 22.2% of the latest budget. Certain schemes will be adjusted or re-phased into 2020/21 as part of future Financial Forecast updates that are reported to Members during the year.
- 3.2 The current Capital Programme as updated is showing a balanced position for 2019/20 onward. The Capital Programme and the associated financing will be subject to discussion with members during the months in the lead up to the annual budget setting process for 2020/21.
- 3.3 Any additional expenditure which is not fully-funded by external finance would normally require the generation of capital receipts or further borrowing (the latter placing further pressure on the Revenue Budget from the consequent repayment costs). However Budget Council on 4th March 2013 approved the creation of a Capital Investment Reserve to finance future capital expenditure. As at 31st March 2019 the balance of the reserve was £4.386m after a favourable 2018/19 outturn position allowed for the transfer into the reserve of an additional sum of £0.530m in 2018/19.

There is a forecast further transfer into the reserve in 2019/20 of £0.955m along with future committed expenditure from the reserve of £3.361m (not including any possible underwriting of the Fairhaven

Restoration Scheme as approved by Council in July 2018), leaving a forecast unallocated balance on the reserve at the end of 2019/20 of £1.980m.

An updated position in respect of the Capital investment Reserve will be included within the Financial Forecast Update to be presented to the Finance and Democracy Committee in November this year and to Council the following month. Additional future projects will be subject to further consideration as part of the budget setting process for 2020/21. Whilst it remains the case that this reserve is the preferred source of finance for any further additions to the Capital Programme, continuing contributions to the reserve are required in order to maintain a sustainable funding source for future years.

CAPITAL PROGRAMME - 2019/20 IN-YEAR SCHEME MONITORING REPORT - AS AT 31/07/19

Appendix A

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 31/07/19 £000	Variance £000	Comments
<u>FINANCE & DEMOCRACY COMMITTEE</u>								
Accommodation Project - Phase 8 - Town Hall Car Park	General asset disposal receipts	0	33		33		33	This scheme (the final element of the Accommodation Project) has now been completed. The final invoices and the retention element remain to be settled.
Purchase of Land Adjacent to Squires Gate Station	Capital Investment Reserve	0		5	5		5	The Council has commenced negotiations with the landowner to purchase the land.
Sub total		0	33	5	38	0	38	
<u>TOURISM & LEISURE COMMITTEE</u>								
St Annes Pool	No external finance - funded by borrowing / general asset disposal receipts	93			93		93	No expenditure is currently planned for 2019/20. If not required in this financial year the budget will be re-phased into 2020/21 which will be reflected in the next update of the Financial Forecast.
Fairhaven Lake & Promenade Gardens Restoration	Capital Investment Reserve	120		1,435	1,555	84	1,471	The scheme is progressing well although an element may require re-phasing into 2020/21. Further details are provided within the body of the report.
Fairhaven Adventure Golf	Capital Investment Reserve	0		505	505		505	This scheme has been delayed from the original dates set out within the Committee reports due to physical constraints arising from the Heritage Lottery Fund works at the location. Further details are provided within the body of the report.
Promenade Footways	No external finance - funded by borrowing / general asset disposal receipts	40	-5		35		35	A scheme is being developed and will be submitted to the Tourism and Leisure Committee for consideration at either the September or November meeting of the committee.
Staining Playing Fields Development Scheme	Capital Investment Reserve	129	151		280	134	146	Phase 1 and 2 started in April 2019 and the works are due to be complete by March 2020. The primary drainage works and secondary sports pitch drainage are being undertaken. The cost of these phases are £186,000. Once the contractor was 'on site' to undertake the main drainage scheme, it became obvious that the secondary drainage works and additional levelling of the site needed to be undertaken at the same time, to ensure best value for money and a fully competent drainage scheme. The remaining budget for Phase 3 is £94,000 and a scheme for these works are being designed in consultation with the parish council and community groups. It is expected that physical works will start in March/April 2020 with an anticipated finish date of May 2020. An element of the scheme will be re-phased into 2020/21 to reflect this as part of the next update to the Financial Forecast.

Appendix A (cont'd)

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 31/07/19 £000	Variance £000	Comments
<u>TOURISM & LEISURE COMMITTEE (cont'd)</u>								
Ashton Gardens Play Area	Capital Investment Reserve	20			20		20	Tenders have been received and evaluated for the supply and provision of a new timber 'Galleon'. A report will be presented to the meeting of the Tourism and Leisure Committee in September 2019 detailing the procurement process and requesting approval to award the contract. The works are due to start in December 2019 with a completion date of January 2020.
Ashton Gardens Nursery Improvements	Capital Investment Reserve	30			30		30	Tenders have been received and evaluated to carry out the improvement works. A report will be presented to the meeting of the Tourism and Leisure Committee in September 2019 detailing the procurement process and requesting approval to award the contract. The works due to start in October 2019 with a completion date of November 2019.
Coastal Signage Improvements	Capital Investment Reserve	60			60		60	A proposed scheme is currently being developed. It is intended that the scheme will be presented to the Tourism and Leisure Committee for consideration at either the January or March 2020 meeting of the committee. It is expected that the scheme will be re-phased into 2020/21 and that this will be reflected in the next update of the Financial Forecast.
Open Space access control measures	Capital Investment Reserve	15			15		15	Consultation with ward members and relevant 'friends groups' are currently being undertaken to confirm the details of what access controls are required at Blackpool Road North Playing Fields and King George the V Playing Field (Heeley Road). Once the requirements are agreed a report will be presented to the November meeting of the Tourism and Leisure Committee detailing the procurement process and requesting approval to award the contract. It is anticipated that the physical works will be completed by 31st March 2020.
Coastal Explorers	Capital Investment Reserve	20			20		20	Officers are currently developing and progressing funding bids for the project. An 'expression of interest' to the Big Lottery Fund is being prepared and once assessed feedback on the submission of a full application should be received, which may in turn lead to a grant application of £50,000. A further grant application will be made to Arts Council England in 2020, for a further £50,000. Meanwhile officers are working on the specification and logistics for the provision and installation of the Coastal Explorers unit, to be located at Fairhaven Lake around early 2021. This is a trial project which will deliver a diverse range of cultural and arts projects and initiatives that will be creative and educational and may lead to a further grant application to Arts Council England for a permanent facility. It is expected that the scheme will be re-phased into 2020/21 and that this will be reflected in the next update of the Financial Forecast.
Sub total		527	146	1,940	2,613	218	2,395	

Appendix A (Cont'd)

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 31/07/19 £000	Variance £000	Comments
OPERATIONAL MANAGEMENT COMMITTEE								
Replacement Vehicles	Capital Investment Reserve / Borrowing	471	148		619	199	420	It is anticipated that most planned vehicle purchases will be completed to budget during 2019/20 although the delivery of a number of vehicles may be delayed due to the long build times for bespoke vehicles and delivery may run into 2020/21.
Car Park Improvements	No external finance - funded by borrowing / general asset disposal receipts	30			30		30	A proposed scheme will be presented for consideration to the Operational Management Committee at either the September or November 2019 meeting of the committee.
Public Transport Improvements	S106 Developer Contributions	48	30	13	91		91	This funding is being spent as projects are developed. To date £13k has been allocated to Staining Parish Council to support a free local bus service.
Fairhaven and Church Scar Coast Protection Scheme	Specific Government Grant (Environment Agency) / Capital Investment Reserve	7,330	2,276		9,606	2,987	6,619	This project is currently on target and within the agreed spending profile.
Fairhaven and Church Scar Coast Public Realm Works	Capital Investment Reserve	260	100		360		360	This project is currently on target and within the agreed spending profile.
Accommodation/ facilities at Snowdon Rd Depot	Capital Investment Reserve	200			200		200	A proposed scheme will be presented for consideration to the Operational Management Committee at the November 2019 meeting of the committee.
North Beach Car Park: Development of Toilet Facilities	Capital Investment Reserve	185			185		185	Site investigations and surveys are currently underway. A report will be presented to the Operational Management Committee once the scheme has been fully designed and developed.
Stanner Bank car park - barrier scheme	Capital Investment Reserve	50			50		50	Progress on this scheme is dependant on the wider sea defence project. With Stanner Bank Car Park entrance likely to be used as part of the operating area for the installation of Granney's Bay sea defence works (which has just been awarded) the barrier is unlikely to be installed until those works are complete. The works will now be rescheduled into 2020/2021 as part of the next update to the Financial Forecast.
Sub total		8,574	2,554	13	11,141	3,186	7,955	

Appendix A (Cont'd)

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 31/07/19 £000	Variance £000	Comments
ENVIRONMENT, HEALTH & HOUSING COMMITTEE								
Disabled Facilities Grants (DFG) Programme	Specific Grant (Better Care Fund) / External Contributions / Grant repayments	1,050	13	80	1,143	489	654	Grant awards are progressing well and It is anticipated that the majority of the available funding of £1,143k will be spent in 19/20. Further details are provided within the body of the report.
Housing Needs Grant	DFG Grant Repayments	0	16	17	33	2	31	The income from returned DFG grants is intended to be used for incidental costs relating to specific DFG works e.g. architect fees. As this requirement is unplanned it is not readily predictable as to when costs will be incurred.
Affordable Housing Scheme Sunnybank Mill, Kirkham	S106 Developer Contributions	460	-460		0		0	This scheme was completed to budget in March 2019.
Church Road Methodist Church, St Annes	S106 Developer Contributions	275			275		275	This scheme was completed to budget in August 2019.
Affordable Warmth Scheme	Specific Grant (Lancashire County Council)	0	8		8		8	This funding is intended to provide financial support for means-tested affordable warmth measures undertaken by CHiL (Cosy homes in Lancashire) Scheme as and when required. There have been no requests for such support received during the year to date.
CCTV Replacement Schemes	Specific Grant (LSP Performance Reward Grant)	0	27		27		27	It has been agreed by the Environment, Health and Housing Committee that capital expenditure will only be made on essential work or replacement CCTV when necessary and subject to approval; all unspent funds will continue to be slipped as necessary.
Cemetery and Crematorium - Infrastructure Works	Capital Investment Reserve	294			294		294	This scheme is expected to commence shortly and to be completed by the end of November 2019.
Sub total		2,079	-396	97	1,780	491	1,289	

Appendix A (Cont'd)

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 31/07/19 £000	Variance £000	Comments
PLANNING COMMITTEE								
St Annes Regeneration Schemes	S106 Developer Contributions / Capital Investment Reserve	315			315	10	305	The scheme is currently in development and there are a number of issues that remain to be determined. It is anticipated that an element of the scheme will now be rescheduled into 2020/2021 as part of the next update to the Financial Forecast. Further details are provided within the body of the report.
St Annes Road West – Square to Pier link and Gateway	Capital Investment Reserve	110			110		110	This scheme is being progressed in consultation with with various agencies including Lancashire County Council and the owners of adjoining land. The works are expected to commence in March 2020.
Lytham Regeneration Schemes	S106 Developer Contributions / Capital Investment Reserve	400			400		400	This scheme is currently in development and there are a number of issues that remain to be determined. It is still envisaged that the first phase will be commenced during the current financial year. Further details are provided within the body of the report.
Kirkham Public Realm Improvements	S106 Developer Contributions / Capital Investment Reserve	0	5		5		5	It is expected that this scheme will be delivered within budget during this financial year.
M55 Link Road	S106 Developer Contributions / M55 Link Road Reserve	0	103	1,000	1,103		1,103	Discussions are ongoing with the developer of the residential land at Queensway and other public bodies to secure funding to enable the accelerated delivery of the M55 link road. Given deadlines attached to other funding streams that have been secured to accelerate the delivery of the link road, it is expected that a decision on the accelerated delivery of the road will be made this financial year.
Ansdell / Fairhaven - Public Realm Scheme	Capital Investment Reserve	0	10		10		10	It is expected that this scheme will be delivered within budget during this financial year.
St Annes Pier - Coastal Revival Fund	Specific Grant	0	24		24		24	It is expected that this scheme will be delivered within budget during this financial year. This project has been tied to the phasing of a wider scheme of works by the Pier Company.
Tree Planting	Capital Investment Reserve	25			25		25	It is expected that this scheme will be delivered within budget during this financial year.
Kirkham and Wesham Station	S106 Developer Contributions	0		15	15		15	The procurement of a feasibility study to examine the options available to deliver a park and ride facility at Kirkham and Wesham Station is currently underway. It is expected that the study will be completed during the current financial year.
Sub total		850	142	1,015	2,007	10	1,997	
Total Expenditure		12,030	2,479	3,070	17,579	3,905	13,674	

UPDATED 5 YEAR CAPITAL PROGRAMME 2019/20 TO 2023/24 - BY SCHEME

	Estimate 2019/20 £000	Estimate 2020/21 £000	Estimate 2021/22 £000	Estimate 2022/23 £000	Estimate 2023/24 £000
FINANCE & DEMOCRACY COMMITTEE					
Accommodation Project - Phase 8 - Town Hall Car Park	33				
Purchase of Land Adjacent to Squires Gate Station	5				
Sub total	38	0	0	0	0
TOURISM & LEISURE COMMITTEE					
Ashton Gardens Depot					
St Annes Pool	93				
Fairhaven Lake & Promenade Gardens Restoration	1,555	714	169		
Fairhaven Adventure Golf	505				
Promenade Footways	35	40	40	40	40
Staining Playing Fields Development Scheme	280				
Ashton Gardens Play Area	20				
Ashton Gardens Nursery Improvements	30				
Coastal Signage Improvements	60				
Open Space access control measures	15				
Coastal Explorers	20				
Sub total	2,613	754	209	40	40
OPERATIONAL MANAGEMENT COMMITTEE					
Replacement Vehicles	619	562	119	306	971
Car Park Improvements	30	30	30	30	30
Public Transport Improvements	91	48	48	30	
Fairhaven and Church Scar Coast Protection Scheme	9,606				
Fairhaven and Church Scar Coast Public Realm Works	360				
Accommodation/ facilities at Snowdon Rd Depot	200				
North Beach Car Park: Development of Toilet Facilities	185				
Stanner Bank car park - barrier scheme	50				
Sub total	11,141	640	197	366	1,001
ENVIRONMENT, HEALTH & HOUSING COMMITTEE					
Disabled Facilities Programme	1,143	1,130	1,130	1,130	1,130
Housing Needs Grant	33				
Affordable Housing Scheme - Sunnybank Mill, Kirkham	0				
Church Road Methodist Church, St Annes	275				
Affordable Warmth Scheme	8				
Rapid Deployment CCTV Replacement Projects	27				
Cemetery and Crematorium - Infrastructure Works	294				
Sub total	1,780	1,130	1,130	1,130	1,130
PLANNING COMMITTEE					
St Annes Regeneration Schemes	315				
St Annes Road West – Square to Pier link and Gateway	110				
Lytham Regeneration Schemes	400	300	100		
Kirkham Public Realm Improvements	5				
M55 Link Road - S106 monies for design work	1,103				
Ansdell / Fairhaven - Public Realm scheme	10				
St Annes Pier - Coastal Revival Fund	24				
Tree Planting	25				
Kirkham and Wesham Station	15				
Sub total	2,007	300	100	0	0
Total Expenditure	17,579	2,824	1,636	1,536	2,171

UPDATED 5 YEAR CAPITAL PROGRAMME 2019/20 TO 2023/24 - FINANCING

	Estimate 2019/20 £000	Estimate 2020/21 £000	Estimate 2021/22 £000	Estimate 2022/23 £000	Estimate 2023/24 £000
FINANCING:					
Capital Receipts - General Asset Sales	45	45	45	45	45
Capital Receipts - Right to Buy Receipts	25	25	25	25	25
Better Care Fund / Disabled Facilities Grant	1,103	1,090	1,090	1,090	1,090
Disabled Facilities Grant Repayments - 'Housing Needs Grants'	33				
Section 106 Monies - St Annes	265				
Section 106 Monies - Lytham	130				
Section 106 Monies - Church Road Methodist Church, St Annes	275				
Section 106 Monies - M55 Link-Road	103				
Section 106 Monies - Public Transport Improvements	91	48	48	30	
Section 106 Monies - Staining Chain Lane Playing Fields	174				
Section 106 Monies - Kirkham and Wesham Station	15				
Capital Investment Reserve	1,976				
Capital Investment Reserve - Budget Council Proposals March 19	985	300	100		
Capital Investment Reserve - Underwriting max £343k - Fairhaven	32				
M55 Link-Road Reserve	1,000				
Funding Volatility Reserve - Fairhaven Restoration Project	400				
Other External Finance (see analysis below)	10,364	754	209	40	40
Direct Revenue Finance					
Prudential Borrowing	563	562	119	306	971
Total Financing	17,579	2,824	1,636	1,536	2,171

Total surplus (-) / shortfall in year	0	0	0	0	0
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Cumulative surplus (-) / shortfall	0	0	0	0	0
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See note below for external funding available to finance the above schemes:

Other External Finance: Analysis

LSP Performance Reward Grant	27				
Environment Agency - Fylde Coastal Preliminaries	9,206				
Lancashire County Council - Affordable Warmth Scheme	8				
Coastal Revival Fund - St Annes Pier	24				
Staining Parish Council	25				
Friends of Staining Open Spaces	1				
John Lees Charitable Trust	30				
New Fylde Housing - DFG Contribution	40	40	40	40	40
Heritage Lottery Fund - Fairhaven Restoration Project	594	714	169		
Sport England - Fairhaven Restoration Project - confirmed	100				
United Utilities - Fairhaven Restoration Project	60				
Lytham Schools Foundation - Fairhaven Restoration Project	15				
RSPB - Fairhaven Restoration Project	8				
Coastal Communities Fund - Fairhaven Restoration Project	130				
Lawn Tennis Association - Fairhaven Restoration Project	51				
Lancashire Environmental Fund - Fairhaven Restoration Project	30				
Café Tenant Contribution - Fairhaven Restoration Project	15				
	10,364	754	209	40	40