



Meeting Agenda

Cabinet
Town Hall, St Annes
Monday 28 June 2010, 7:00pm

The main doors to the Town Hall will be open to the public at 6:40pm

This meeting will be filmed for publication on the Council web site



CABINET

MEMBERSHIP

LEADER – COUNCILLOR DAVID EAVES

Councillor	Portfolio
KAREN BUCKLEY	PARTNERSHIPS & COMMUNITY ENGAGEMENT
SUSAN FAZACKERLEY	LEISURE AND CULTURE
TREVOR FIDDLER	PLANNING
CHERYL LITTLE	SOCIAL WELLBEING
ALBERT POUNDER	ENVIRONMENTAL WELLBEING
ROGER SMALL	FINANCE AND RESOURCES

Contact: Lyndsey Lacey - Telephone: (01253) 658504 - Email: lyndseyl@fylde.gov.uk



Our Vision

Fylde Borough Council will work with partners to provide and maintain a welcoming, inclusive place with flourishing communities.

Our Corporate Objectives

- To Promote the Enhancement of the Natural & Built Environment
 - To Promote Cohesive Communities
 - To Promote a Thriving Economy
- To meet the Expectations of our Customers

The Principles we will adopt in delivering our objectives are:

- To ensure our services provide value for money
- To work in partnership and develop joint working

A G E N D A

PUBLIC PLATFORM	
<i>To hear representations from members of the public in accordance with Cabinet procedure rules</i>	
PROCEDURAL ITEMS	
1. DECLARATIONS OF INTEREST: <i>If a member requires advice on Declarations of Interest he/she is advised to contact the Monitoring Officer in advance of the meeting. (For the assistance of Members an extract from the Councils Code of Conduct is attached).</i>	4
2. CONFIRMATION OF MINUTES: <i>To confirm as a correct record the Minutes of the Cabinet meeting held on 28 April 2010 attached at the end of the agenda.</i>	4
URGENT ITEMS	
3. URGENT ITEMS (The Chairman will be requested to indicate whether or not he accepts that any additional item should be considered by the Cabinet as a matter of urgency, in accordance with section 100 of the Local Government Act 1972 (as amended)).	4
4. POLICY DEVELOPMENT SCRUTINY COMMITTEE – RECOMMENDATIONS	7-13
5. COMMUNITY FOCUS SCRUTINY COMMITTEE – RECOMMENDATIONS	14-22
ITEMS FOR DECISION	
6. LYTHAM PARK CREMATORIUM REFURBISHMENT	23-30
7. FYLDE HOUSING ACTION PLAN 2010	31-66
8. MEDIUM TERM FINANCIAL STRATEGY – OUTTURN 2009/10 (INCLUDING GENERAL FUND, CAPITAL PROGRAMME AND TREASURY MANAGEMENT)	67-84

Personal interests

8.—(1) You have a personal interest in any business of your authority where either—

(a) it relates to or is likely to affect—

- (i) any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) any body—
 - (aa) exercising functions of a public nature;
 - (bb) directed to charitable purposes; or
 - (cc) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union),

of which you are a member or in a position of general control or management;

- (i) any employment or business carried on by you;
 - (ii) any person or body who employs or has appointed you;
 - (iii) any person or body, other than a relevant authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties;
 - (iv) any person or body who has a place of business or land in your authority's area, and in whom you have a beneficial interest in a class of securities of that person or body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital (whichever is the lower);
 - (v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi);
 - (vi) the interests of any person from whom you have received a gift or hospitality with an estimated value of at least £25;
 - (vii) any land in your authority's area in which you have a beneficial interest;
 - (viii) any land where the landlord is your authority and you are, or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi) is, the tenant;
 - (xi) any land in the authority's area for which you have a licence (alone or jointly with others) to occupy for 28 days or longer; or
- (b) a decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision;

(2) In sub-paragraph (1)(b), a relevant person is—

- (a) a member of your family or any person with whom you have a close association; or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph (1)(a)(i) or (ii).

Disclosure of personal interests

- 9.—(1)** Subject to sub-paragraphs (2) to (7), where you have a personal interest in any business of your authority and you attend a meeting of your authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.
- (2) Where you have a personal interest in any business of your authority which relates to or is likely to affect a person described in paragraph 8(1)(a)(i) or 8(1)(a)(ii)(aa), you need only disclose to the meeting the existence and nature of that interest when you address the meeting on that business.
 - (3) Where you have a personal interest in any business of the authority of the type mentioned in paragraph 8(1)(a)(viii), you need not disclose the nature or existence of that interest to the meeting if the interest was registered more than three years before the date of the meeting.
 - (4) Sub-paragraph (1) only applies where you are aware or ought reasonably to be aware of the existence of the personal interest.

- (5) Where you have a personal interest but, by virtue of paragraph 14, sensitive information relating to it is not registered in your authority's register of members' interests, you must indicate to the meeting that you have a personal interest, but need not disclose the sensitive information to the meeting.
- (6) Subject to paragraph 12(1)(b), where you have a personal interest in any business of your authority and you have made an executive decision in relation to that business, you must ensure that any written statement of that decision records the existence and nature of that interest.
- (7) In this paragraph, "executive decision" is to be construed in accordance with any regulations made by the Secretary of State under section 22 of the Local Government Act 2000(d).

Prejudicial interest generally

- 10.—**(1) Subject to sub-paragraph (2), where you have a personal interest in any business of your authority you also have a prejudicial interest in that business where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.
- (2) You do not have a prejudicial interest in any business of the authority where that business—
- (a) does not affect your financial position or the financial position of a person or body described in paragraph 8;
 - (b) does not relate to the determining of any approval, consent, licence, permission or registration in relation to you or any person or body described in paragraph 8; or
 - (c) relates to the functions of your authority in respect of—
 - (i) housing, where you are a tenant of your authority provided that those functions do not relate particularly to your tenancy or lease;
 - (ii) school meals or school transport and travelling expenses, where you are a parent or guardian of a child in full time education, or are a parent governor of a school, unless it relates particularly to the school which the child attends;
 - (iii) statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of, such pay;
 - (iv) an allowance, payment or indemnity given to members;
 - (v) any ceremonial honour given to members; and
 - (vi) setting council tax or a precept under the Local Government Finance Act 1992.

Prejudicial interests arising in relation to overview and scrutiny committees

- 11.—** You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where—
- (a) that business relates to a decision made (whether implemented or not) or action taken by your authority's executive or another of your authority's committees, sub-committees, joint committees or joint sub-committees; and
 - (b) at the time the decision was made or action was taken, you were a member of the executive, committee, sub-committee, joint committee or joint sub-committee mentioned in paragraph (a) and you were present when that decision was made or action was taken.

Effect of prejudicial interests on participation

- 12.—**(1) Subject to sub-paragraph (2), where you have a prejudicial interest in any business of your authority—
- (a) you must withdraw from the room or chamber where a meeting considering the business is being held—
 - (i) in a case where sub-paragraph (2) applies, immediately after making representations, answering questions or giving evidence;
 - (ii) in any other case, whenever it becomes apparent that the business is being considered at that meeting;
 unless you have obtained a dispensation from your authority's standards committee;
 - (b) you must not exercise executive functions in relation to that business; and
 - (c) you must not seek improperly to influence a decision about that business.
- (2) Where you have a prejudicial interest in any business of your authority, you may attend a meeting (including a meeting of the overview and scrutiny committee of your authority or of a sub-committee of such a committee) but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

REPORT



REPORT OF	MEETING	DATE	ITEM NO
GOVERNANCE AND PARTNERSHIPS DIRECTORATE - FOR THE CHAIRMAN OF THE POLICY DEVELOPMENT SCRUTINY COMMITTEE	CABINET	28 JUNE 2010	4

POLICY DEVELOPMENT SCRUTINY COMMITTEE - RECOMMENDATIONS

Public Item

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

Summary

The Policy Development Scrutiny Committee met on 5 May 2010, and there were a number of recommendations which Cabinet may wish to note.

Recommendation

1. To consider and note the recommendations of the Policy Development Scrutiny Committee.

Reasons for recommendation

To allow formal consideration of recommendations arising from Policy Development Scrutiny Committee

Alternative options considered and rejected

None applicable as the recommendations are coming forward from the scrutiny committee.

Cabinet Portfolio

The items fall within the following Cabinet portfolio(s):

Planning – Councillor Trevor Fiddler

Social Wellbeing – Councillor Cheryl Little

Report

To consider endorsing the recommendations of the Policy Development Scrutiny Committee meeting of 5 May 2010 as follows:

1 Draft Fylde Housing Action Plan 2010

Recommended for Cabinet approval:

The committee had no specific recommendations for Cabinet approval, as the document before them was a draft, the contents of which were noted. However, the committee requested that Cabinet should consider some issues when the final version of the Action Plan was presented to them. These issues were:

- 1) Park homes – that this is a serious and growing problem and to suggest that it is central government who will need to address this issue, and that Fylde should contact other local authorities with similar problems in order to lobby and put pressure on MPs to find a remedy
- 2) Empty homes - to recognise that the new government's programme includes a commitment to explore measures to bring empty homes into use, and to lobby our local MP for action on the matter as well as developing local initiatives.
- 3) That there should be better dialogue with developers in order to secure appropriate development where it is needed.

Conclusion

There were no other specific recommendations directed to Cabinet for consideration for approval. The minutes of the Policy Development Scrutiny Committee are attached as an appendix.

Report Author	Tel	Date	Doc ID
Annie Womack	(01253) 658423	10 June 2010	PDSC Recs

List of Background Papers		
Name of document	Date	Where available for inspection
Agenda and Minutes of Policy Development Scrutiny Committee	5 May 2010	www.fylde.gov.uk

IMPLICATIONS	
Finance	None arising directly from this report
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	None arising directly from this report
Health & Safety and Risk Management	None arising directly from this report

Attached documents

1. Policy Development Scrutiny Committee minutes

Policy Development Scrutiny Committee



Date	5 May 2010
Venue	Town Hall, St Annes
Committee members	Councillor Fabian Craig-Wilson (Chairman) Councillor Kiran Mulholland (Vice-Chairman) Brenda Ackers, Ben Aitken, Maxine Chew, John Davies, Leonard Davies, Howard Henshaw, Elizabeth Oades, Elaine Silverwood
Other Councillors	Trevor Fiddler, Cheryl Little, Barbara Pagett
Officers	Clare Platt, Paul Walker, David Gillett, Annie Womack
Others	

1. Declarations of interest

Members were reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000.

2. Confirmation of minutes

RESOLVED: To approve the minutes of the Policy Development Scrutiny Committee meetings held on 4 February 2010 and 16 March 2020 as a correct record for signature by the chairman.

3. Substitute members

The following substitutions were reported under council procedure rule 22.3:

Councillor Maxine Chew for Councillor Heather Speak

4. Draft Fylde Housing Action Plan 2010

This item was introduced by David Gillett, Head of Housing Services, who gave a presentation to the committee.

He explained that the Fylde Coast Housing Strategy, which set out both a long term view of how the Fylde Coast's housing offer can be further improved and

short term priorities for policy and for the delivery of effective housing services, had been approved by Cabinet in September 2009. Cabinet also resolved that a Fylde Borough specific housing Action plan would be developed and reported back to the Cabinet for approval following consultation.

Throughout 2009 the initial draft had been drawn up and consulted on, then in April 2010 a more detailed draft of the Fylde action plan was considered by the LSP housing theme group. He told the committee that a short period for comments to be submitted by members of the LSP housing theme group would end on the 21st May 2010.

Mr Gillett said that he anticipated the final Fylde action plan would be presented to Cabinet for consideration and approval in June 2010.

He explained to the committee that the Fylde Housing Action plan was a key document as it not only sets out the vision for housing in Fylde but also the key priorities and plans for the Borough. The current economic climate and the uncertainty about future funding streams would mean that the plans and priorities would be subject to regular, annual review, in the light of spending decisions made at a national level.

His presentation covered the key elements of the proposed Fylde Housing Action Plan:

- Resources to support the plan, including Fylde budget, s106 monies and various forms of potential and actual external funding
- Progress on initiatives for Fylde Coast and Fylde Borough
- The Action Plan itself, focussing on three main themes and issues drawn from the Fylde Coast Housing Strategy and the specific actions planned to address them in Fylde:

Quantity - providing appropriate numbers of the right kinds of high quality new homes, including affordable housing for sale and to rent, to maintain sustainable community life in urban and rural settlements and to meet long-term demand for housing

Quality - raising the quality of the overall housing offer to support growth in the Fylde Coast economy, to raise the quality of the private rented sector, to reduce pockets of deprivation on social housing estates, to improve housing conditions for the vulnerable and tackling the issue of park homes

People - Helping people to access the accommodation and support they need to lead stable and prosperous lives, to provide new opportunities for those at risk of homelessness, to meet the changing requirements of older people and improving connections with agencies and services to address the lack of specialist housing for “socially excluded” groups

Mr Gillett invited questions and comments from the committee at various stages of the presentation and there was a wide-ranging selection of topics discussed including:

- The affordable warmth and thermal efficiency of local housing, particularly that of elderly people, which Mr Gillett suspected was not significantly improving but said that it could only be confirmed by a further stock condition survey; there were a significant number of properties in this area which fail the decency standards as identified in the previous stock condition survey.
- Whether the requirement for temporary accommodation available for homeless people had increased. Mr Gillett said that the number remained the same and that there had actually been a fall in the number of homeless presentations - due partly to the Invest to Save budget - but that the quality and inadequacy of temporary accommodation was a concern.
- The requirement of the Housing and Communities Agency to engage in communication and funding discussions at a sub-regional level (i.e Fylde Coast) and the potential implications for Fylde Borough Council. Mr Gillett gave his opinion that, in view of diminishing available resources, it would be better to be involved and represented at the Fylde Coast level in order to give voice to the priorities and needs of Fylde Borough.
- Whether the figures in the report relating to the numbers of housing needed per year in Fylde Borough are accurate and whether the survey done by Fordham was flawed, Mr Gillett advised the a similar figure of the annual social housing requirement was produced by the separate strategic housing market assessment report in 2008.
- Concerns about park homes from two perspectives - the first that there are vulnerable people living in poorly insulated and poor quality mobile homes, and also that others from outside the Borough give up their permanent residence to live in these homes, pay no Council Tax, access local services, may need rehousing, and increasingly become a burden to local taxpayers.
- Concerns that developers are not actually providing more housing units in Lytham St Annes, where they are actually needed. Rural areas appeared to be bearing the brunt of new developments, which were not always appropriate for the area.
- A drive to put empty homes back into use, to include vacant property above shops and businesses, and to report on progress to the committee
- The committee agreed that the issues are of such importance that there should be an annual review of the plan brought to committee.

The committee requested Mr Gillett to highlight the committee's concerns as stated in the body of the minute and to raise the following items as a matter of priority with Cabinet members when he presented the Fylde Housing Action Plan to Cabinet:

- 1) Park homes - that this is a serious and growing problem and to suggest that it is central government who will need to address this issue, and that Fylde should contact other local authorities with similar problems in order to lobby and put pressure on MPs to find a remedy
- 2) Empty homes - to recognise that the new government's programme includes a commitment to explore measures to bring empty homes into use, and to lobby our local MP for action on the matter as well as developing local initiatives.
- 3) That there should be better dialogue with developers in order to secure appropriate development where it is needed.

After a full debate, the committee RESOLVED:

- 1 To thank Mr Gillett for his presentation and to note the report.

REPORT



REPORT OF	MEETING	DATE	ITEM NO
GOVERNANCE AND PARTNERSHIPS DIRECTORATE - FOR CHAIRMAN OF THE COMMUNITY FOCUS SCRUTINY COMMITTEE	CABINET	28 JUNE 2010	5

COMMUNITY FOCUS SCRUTINY COMMITTEE - RECOMMENDATIONS

Public Item

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

Summary

The Community Focus Scrutiny Committee met on 27 May 2010 and there were a number of recommendations which Cabinet may wish to note.

Recommendation

To note the recommendations of the Community Focus Scrutiny Committee

Reasons for recommendation

To allow formal consideration of recommendations arising from the Community Focus Scrutiny Committee

Alternative options considered and rejected

None applicable as the recommendations are coming forward from the scrutiny committee.

Cabinet Portfolio

The items fall within the following Cabinet portfolio(s):

Partnerships and Community Engagement- Councillor Karen Buckley

Planning - Councillor Dr Trevor Fiddler

Environmental Well Being - Councillor Albert Pounder

Report

To consider endorsing the recommendations of the Community Focus Scrutiny Committee which met on 27 May 2010 as detailed in the minutes attached.

1 Performance Exception Report

Recommended for Cabinet approval:

1. To note the removal of national and local indicators as highlighted in the report.
2. To retain current arrangements for the presentation of data.
3. To retain local performance indicator FYS17 relating to the percentage of employees trained in customer care.
4. To seek the approval of Portfolio Holder for Partnerships and Community Engagement for any advertisement costs in relation to recruitment other than corporate subscriptions to Jobs Go Public.

2 Exception Report Customer Service and Recycling

Recommended for Cabinet approval:

1. To ask the Assistant Director of Operational Services to write to Lancashire County Council expressing the committees concerns about the new disposal arrangements and the associated impact this has had on local residents.
2. To make appropriate arrangements for all interested members to visit the new waste treatment facility at Thornton.

The Committee also received reports relating to Fylde Citizens Advice Bureau - Monitoring Report and Planning Performance relating to minor applications. There were no specific recommendations directed to the Cabinet for consideration and approval for either of these topics. However, Cabinet might consider it useful to update itself on this work and the minutes of the Community Focus Scrutiny Committee are attached as an appendix.

Risk Assessment

This item makes no specific recommendations. Therefore there are no risks to address.

Report Author	Tel	Date	Doc ID
Lyndsey Lacey	(01253) 658504	16 June 2010	CFSC Recs

List of Background Papers		
Name of document	Date	Where available for inspection
Agenda and Minutes of Community Focus Scrutiny Committee	27 May 2010	www.fylde.gov.uk

IMPLICATIONS	
Finance	None arising directly from this report
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	None arising directly from this report
Health & Safety and Risk Management	None arising directly from this report

Attached documents

Community Focus Scrutiny Committee minutes 27 May 2010

Community Focus Scrutiny Committee



Date	27 May 2010
Venue	Town Hall, St Annes
Committee members	Councillor Keith Hyde (Chairman) Councillor Thomas Threlfall (Vice-Chairman) Christine Akeroyd, Maxine Chew, Leonard Davies, Tony Ford, Ken Hopwood, Linda Nulty, Janine Owen, Dawn Prestwich, John Singleton
Other Councillors	Karen Buckley
Officers	Allan Oldfield, Clare Platt, Tracy Scholes, Paul Walker, Paul Rossington, Joceline Greenaway, Jamie Dixon, Christine Miller, Lyndsey Lacey, Darius Ward
Other Representatives	Kim Cook and Louise Pope - Citizens Advice Bureau

1. Declarations of interest

Members were reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000.

2. Confirmation of minutes

RESOLVED: To approve the minutes of the Community Focus Scrutiny Committee held on 15 April 2010 as a correct record for signature by the Chairman.

3. Substitute members

The following substitution was reported under Council procedure rule 22.3:

Councillor Leonard Davies for Councillor John Prestwich

4. Fylde Citizens Advice Bureau- Monitoring Report

By way of introduction, Tracy Scholes (Director of Governance and Partnerships) presented an overview of key aspects of the Service Level Agreement including the various performance measures that the Council has in place with Fylde Citizens Advice Bureau.

Mrs Kim Cook (Manager) and Louise Pope (Deputy Manager) of the Fylde Citizens Advice Bureau attended the meeting to present key points arising from the CAB Annual Report which was circulated with the agenda.

In brief, the presentation covered details of the advice service provided and staffing arrangements in place. In addition, it provided an update on funding opportunities since the last report to committee, statistical information required by the Service Level Agreement, client/enquiry numbers in 2009/10, percentage of Lytham St Annes residents using the CAB service, statistical information on the types of enquiries dealt with together with details of its future proposals to meet the demands of the service.

Councillor Singleton sought clarification on the percentage of Fylde residents using the CAB Service. This was addressed by Mrs Cook.

Following consideration of this matter it was RESOLVED to note the report and to thank Mrs Cook and Mrs Pope for the presentation and their attendance at the meeting.

5. Performance Exception Report

Darius Ward (Corporate Performance Officer) presented a comprehensive report on performance data for the Council for the 2009/10 period. A summary of all performance for 2009/10 was included as an appendix to the report.

Mr Ward explained that the report was presented in a revised format to reflect the new performance management system (Performance Plus) and a full explanation of the new system was given at the meeting.

Members were advised that over the next 12 months there would be a review of all performance information collected by the authority. A number of national indicators had already been removed by the Audit Commission and these were summarised in the report. In addition, proposals had been made to remove some local performance indicators and these were also listed in the report. Mr Ward added that where the measures were not performance related these would continue to be reported in either the Place Survey or the People Strategy.

The report highlighted areas of under and over performance. It made particular reference to those areas highlighted at the last meeting including a supporting commentary. Each of the Directors was present at the meeting to address key issues relating to their service area.

In brief, the report provided information on the processing of 'major'(NI1157a) 'minor'(NI1157b), and 'other' (NI1157c) planning applications, the number of

affordable homes delivered (NI155), number of households living in temporary accommodation (NI156), improved street and environmental cleanliness - levels of detritus (NI195b), the average number of days to respond to all Freedom of Information requests (FL1016), the percentage of long term sickness (FL1001), the cost of recruitment per vacancy (FL1004) and cost of HR per employee(FL1009).

Councillors Owen and Chew commented on their reasoning for retaining local performance indicator FYS17 relating to the percentage of employees trained in customer care.

Councillor Singleton sought clarification on the percentage of overdue Freedom of Information requests. This was addressed by Tracy Scholes.

Councillor Hopwood commented on the local indicators relating to improved street cleanliness and sought an assurance that the removal of chewing gum in town centres, in particular Lytham, would be addressed. In response, Mr Dixon confirmed this was included in the programme. He stated that gum removal is most effective during periods of wet weather and it was therefore earmarked for the October/November period.

Councillor Owen enquired about the advertisement costs associated with recruitment. Particular reference was made to specialist publications.

Following detailed discussion it was RESOLVED:

1. To note the performance for 2009/10.
2. To note the removal of national and local indicators as highlighted in the report.
3. To retain current arrangements for the presentation of data.
4. To retain local performance indicator FYS17 relating to the percentage of employees trained in customer care.
5. To seek the approval of Portfolio Holder for Partnerships and Community Engagement for any advertisement costs in relation to recruitment other than corporate subscriptions to Jobs Go Public.

(The Chairman indicated that he was satisfied that the matter was not controversial and dealt with the matter by a show of hands rather than by taking a recorded vote on it)

6. Exception Report Customer Service and Recycling

At the request of the Committee at its last meeting, Allan Oldfield (Director of Operational Services), Joceline Greenaway (Customer Services Manager) and Jamie Dixon (Assistant Director of Operational Services) attended the meeting to address key issues raised on the performance of the customer service team and the arrangements that had been put in place to collect cardboard for recycling.

In relation to Customer Services, Allan Oldfield explained that the service did experience a significant increase in the volume of calls in late March through to mid April 2010 as a direct result of the Council Tax, Business Rates, Benefits Service and Trade Waste Service. Mr Oldfield added that this was further compounded by the fact that the general election was called resulting in a further increase in the number of customer contacts. In addition, an even higher than expected number of calls were received during this period because of the added number of people calling about the changes to the cardboard collection service and the distribution of white sacks.

To assist members with their deliberations, appended to the report was performance data from the Customer Service Team over the last two years.

Mr Oldfield and Ms Greenaway further advised members on the staffing and telephone answering arrangements during this period, website updates undertaken together with proposals for the future management of the service.

With regard to the changes that had been made to the cardboard collection service, Mr Dixon explained that this was in response to the new waste treatment and disposal requirements set by Lancashire County Council.

Mr Dixon explained that a consultation exercise had been carried out in autumn to gauge the preferences for the potential options available to residents. Feedback was also obtained from workshops and road shows. The three options were:

- To provide no container at all and simply collect the cardboard as a side waste item (this is operated in Preston and South Ribble)
- To provide a large hessian sack for the cardboard at a cost of 12p each.
- To provide a wheeled bin for the cardboard (at a considerable cost to the Authority).

Mr Dixon further highlighted at the meeting a number of changes that had been made in response to feedback from customers since the launch of the cardboard collection service and these included:

- Press releases explaining the reasons why the changes were necessary.
- An interim temporary measure put in place to deal with the demand to collect green bins contaminated with food waste and cardboard.
- Website updates including regular updates to a frequently asked questions section.
- Three road shows planned for coming weeks in Kirkham, Lytham and St. Annes.

- Delivery of a new information leaflet to all households to remind residents what can go in each container.
- It is hoped that from Sept / Oct residents may be able to put food waste back into green bins. This is subject to confirmation from Lancashire County Council.
- A new service leaflet and white sacks will be delivered to all households later in the year.
- The stickers that are put on contaminated green bins have been changed to include additional information.
- Proposals to give stocks of white sacks to libraries and other public buildings.
- Proposals to review the changes later in the year and consider options for the future.

Mr Dixon further reported that a review meeting had been held with representatives of Operational services, Customer Services, the Communications Officer and the Portfolio Holder to help identify what went well, what did not go so well and lessons learned from the introduction of the new arrangements. A summary of the meeting was attached as an appendix to the report.

It was generally felt by members that it would have been helpful if they had been involved in the decision making. This had been compounded by the fact they had received many calls from local residents and felt that they were not in a position to address the concerns.

Councillor Chew suggested that it would be helpful for interested members to visit the new waste treatment facility at Thornton.

Following a full discussion it was RESOLVED:

1. To note the report
2. To ask the Assistant Director of Operational Services to write to Lancashire County Council expressing the committees concerns about the new disposal arrangements and the associated impact this has had on local residents.
3. To make appropriate arrangements for all interested members to visit the new waste treatment facility at Thornton.

(The Chairman indicated that he was satisfied that the matter was not controversial and dealt with the matter by a show of hands rather than by taking a recorded vote on it)

7. Planning Performance - Minor Applications

Paul Walker (Director of Strategic Development) and Paul Rossington (Development Manager) presented an updated report on activity around areas of under performance relating to minor planning applications as identified and discussed at the last meeting of the committee on 15 April meeting.

The update included an illustration of the numbers of applications received and determined from July 2009 to April 2010, the decisions made from 2001/02 to 2009/10, the determination rates for minor applications from July 2009 to April 2010 and a list of outstanding minor applications at the time of reporting with brief reasons for the “delay”

Mr Rossington stated the applications received and the decisions made had both increased / improved over recent months and that the determination rate for major applications had increased and now exceeded the national target. In addition, the minor and other categories were below target when measured at the year end for 2009/10, but that the minor cases were back above target on a monthly measured basis. Mr Rossington stated that in the main, the majority of “over time” minor applications were awaiting legal completions of Section 106 agreements (72%)

The Committee RESOLVED to note the report.

(The Chairman indicated that he was satisfied that the matter was not controversial and dealt with the matter by a show of hands rather than by taking a recorded vote on it)

REPORT

REPORT OF	MEETING	DATE	ITEM NO
DIRECTOR OF COMMUNITY SERVICES DIRECTOR STRATEGIC DEVELOPMENT SERVICES	CABINET	28 JUNE 2010	6

LYTHAM PARK CREMATORIUM REFURBISHMENT

Public Item

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

Summary

Members have previously considered the operational and financial implications of replacing the cremators at Lytham Park Crematorium. This report addresses the refurbishment of the crematorium whilst it is not operational.

Officers have sought tenders for refurbishment of the chapel, waiting room, vestry, offices, exterior canopy and the construction of a new pedestrian footpath along the main drive. It is estimated that the total cost of this refurbishment is £166,632. Members are requested to consider funding the project through a combination of capital and revenue contributions as identified in the report.

Recommendations

Members are requested to -

1. Approve the addition of a new scheme to the capital programme in the sum £166,632 in relation to refurbishment of the crematorium, fully funded by :
 - i) £100,000 virement from the 2010/11 revenue repairs and maintenance budget,
 - and ii) £66,632 virement from the cremator replacement capital scheme.
2. Approve the letting of the chapel refurbishment contract to RP Tyson Construction for the sum of £117,397

Reasons for recommendation

To facilitate refurbishment of the crematorium whilst the cremators are being replaced and the facility is not operational.

Alternative options considered and rejected

Not to proceed with crematorium refurbishment – rejected because the Chapel has not been refurbished since 1994 and is a well used facility .The close down period is an ideal opportunity to carry out important refurbishment works.

To proceed with a narrower scope refurbishment – rejected because the close down period is an ideal opportunity to carry out the widest possible refurbishment. Should costs increase as project develops, the scope of the works undertaken may, through necessity, be reduced.

Cabinet Portfolio

The item falls within the following Cabinet portfolio:

Social Wellbeing Councillor Cheryl Little

Report

Background

1. Members have previously considered the operational and financial implications of replacing the cremators at Lytham Park Crematorium. This report addresses the refurbishment of the crematorium whilst it is not operational.
2. At the meeting of Cabinet on 16 September 2009 Members agreed that Facultatieve Technologies be appointed to:
 - supply and install two new cremators and abatement equipment at Lytham Park Crematorium at a tender figure of £686,250
 - undertake a 7 year maintenance agreement. This increased maintenance cost will be financed from an increase in cremation fees from April 2010.

Since the budget and policy framework is agreed by Council, a report was also placed before the Council meeting of 28 September 2009, where it resolved to:

- approve a capital budget of £780,000 for the replacement of the cremators and installation of associated abatement equipment.
- approve an unfunded budget increase to the revenue budget estimates of £70,000 in 10/11, £81,000 in 11/12, £79,000 in 12/13 and £78,000 per annum thereafter, to finance this capital scheme.
- approve that any balance remaining after replacement of the cremators and installation of abatement equipment (up to the amount identified in the capital

programme) be used for general refurbishment of the crematorium whilst it is not operating, subject to compliance with financial regulations

Current Situation

3. Subsequently Facultatieve Technologies have been engaged to supply and install two new cremators and abatement equipment.
4. It is estimated that the crematorium will be closed for 4 – 6 weeks in order to replace the cremators. As the chapel will have to be closed to carry out this work it is financially prudent to do these works at the same time as the crematorium is closed.
5. The implementation phase of the project has involved the procurement of a contractor who will be engaged to refurbish the chapel. Tender documents were prepared and issued by Fylde Borough Council.
6. The scope of work in the contract and the project objectives include:
 - Refurbishment of the chapel, waiting room and vestry
 - Refurbishment of the offices
 - External restoration of front canopy
 - New pedestrian footpath along main drive
7. The outcomes envisaged as a consequence of the project include:
 - Improved customer experience and service
 - Improved physical appearance of the crematorium, including the canopy at the front of the chapel which is an original design feature and provides a major contribution to the wider historic landscape.
 - Improved safety for pedestrians
8. In order to ensure best value for money, the Council went out to tender for these works. However outside the scope of the tendered works, a contractor has been commissioned to carry out repairs to the leaking chapel roof.
9. In accordance with the Council's contract procedure rules Constructionline was used to obtain a list of suppliers. This ensures that qualified suppliers are selected via a transparent and auditable process. The suppliers were selected using following criteria:
 - General builders
 - Contract notification value below four million pounds
 - Based in the North West
 - Maximum number of five suppliers

10. The suppliers selected to tender for this work were:

- Clement Dickens & Sons Ltd
- Herbert T Forrset Ltd
- R P Tyson Construction
- Maysand Ltd
- J3 Projects

11. The tenders were evaluated on 100% price basis.

12. Detailed below is the programme identifying key milestones within the project.

Stage	Date(s)/time
Issue of Invitation to Tender	17 th May 2010
Submission of Tenders	7 th June 2010
First Evaluation of Tenders	14 th June 2010
Contract commencement	22 nd July 2010
Contract Completion	18 th August 2010

Financial Analysis

13. Tenders were received from the contractors as follows:

Name	Tender Amount	Programme
R.P.Tyson Ltd	£117,397	4 weeks
Clement Dickens & Son	£117,916	4 weeks
J3 Projects	£128,922	4 weeks
Maysand Ltd	£ 139,997	4 weeks
Herbett T Forrest Ltd	£ 157,486	4 weeks

14. Due to the very small difference between the two lowest tenders, priced bills of quantities were requested from both RP Tyson Ltd and Clement Dickens & Son Ltd. The quantity surveyor has compared the two and recommends the acceptance of the tender from RP Tyson Ltd at £117,397, which makes no reservations for not completing the work within the stipulated contract period.

15. Members have previously approved a budget of £797,000 in the capital programme for replacement of cremators and associated works. The following table identifies an updated capital cost breakdown estimate for the cremator replacement project:

Cremator Replacement	Value (£)
Tendered contract value less 2.72% discount	667,584
Upgrade electricity supply	26,096
Additional works	20,000
Professional fees	12,000
Contingency	4,688
Contribution to crematorium refurbishment	66,632
Total	797,000

16. The additional works associated with the cremator replacement include:

- Replacement electricity meters £1,000
- Sound proofing & new door £6,000
- Redecorate crematory £8,000
- Replacement catafalque £2,500
- New bier for coffins £1,865

17. The following table identifies the cost breakdown estimate for the refurbishment works:

Refurbishment	Value (£)
Tendered contract value	117,397
Roof repairs	20,000
Additional works	6,000
Professional fees	17,365
Contingency	5,870
Total	166,632

18. The additional works associated with the refurbishment include:

- New music system £1,200
- Office furniture £2,500
- Move phone lines etc. £400
- Art work for waiting room £1,650

19. It is proposed that the refurbishment works are funded as follows:

Funding of Refurbishment	Value (£)
Repairs and maintenance budget 2010/11	100,000
Capital contribution	66,632
Total	166,632

Risk Assessment

20. There are some risks associated with the actions referred to in this report. A copy of the risk assessment is attached at Appendix 1. Appropriate amendments will be made to the directorate operational risk register to accommodate these risks where necessary.

Conclusion

21. The Chapel refurbishment project has been tendered using the Constructionline random selection process and evaluated on the basis of 100% cost. R.P Tyson Ltd submitted the lowest tender. They are a local company with the required skills knowledge and experience to deliver the contract whilst the crematorium is shut down. The recommendation is that R.P. Tyson Ltd be appointed to undertake the refurbishment of the Chapel at Lytham Park Crematorium at the tendered amount £117,297. The funding strategy is identified in the report.

IMPLICATIONS	
Finance	Detailed financial implications are included in the main body of the report
Legal	A contract will be entered into with the successful tenderer.
Community Safety	None arising from the report.
Human Rights and Equalities	None arising from the report.
Sustainability and Environmental Impact	Improving the facilities at the crematorium will assist in maintaining the sustainability of the service in the longer term.
Health & Safety and Risk Management	The project represents significant investment for the Council. The risk assessment identifies key control measures to mitigate the risk associated with the project.

Report Author	Tel	Date	Doc ID
Darren Bell	(01253) 658465	28.06.10	28.06.10 Crem Refurb

List of Background Papers		
Name of document	Date	Where available for inspection
Agenda & Minutes Cabinet	16 September 2009	www.fylde.gov.uk
Agenda & Minutes Council	28 September 2009	www.fylde.gov.uk

Attached documents

1. Risk Assessment Template – Appendix 1

Committee Risk Assessment Template

Directorate: Community Services Section: Leisure – Bereavement Services			Date of Assessment: 15 June 2010 Assessment Team: Clare Platt, Darren Bell, Alan Royston, Paul O'Donoghue		
Assessment Activity / Area / Type: Cremator replacement and Crematorium Refurbishment					
Do the hazards create a business continuity risk? Yes					
RISK DESCRIPTION	RISK LIKELIHOOD	RISK IMPACT	RISK MITIGATION	RESIDUAL RISK	RISK OWNER / RISK REGISTER
Increased expenditure / loss of income over projection – relatively low level of contingencies identified, installation over run etc.	4	3	Some assurance re. contingencies for cremator installation – new piece of equipment. Less assurance re. contingencies for building works, but if necessary scope of works reduced according to budgetary provision / possible revenue virement. Prudent estimate of installation period identified in report. Project management support from specialists. Ancillary works timetabled into project. Liquidated damages payable to offset loss of income.		Alan Royston
Failure of cremator supplier to deliver to specification	3	3	Project management support from NIFES Consulting. Performance bond in place. In house technical expertise.		Alan Royston
Failure of building contractor to deliver to specification	3	3	Project management support from architect, quantity surveyor, asset management contractor (Wyre BC) and in house.		Alan Royston
Cremator breakdown resulting in loss of income	2	3	7 year maintenance contract agreed with supplier. Reputable supplier.		Alan Royston

/ increased expenditure				
New cremator equipment does not abate mercury emissions	2	3	Contract with supplier. Reputable supplier.	Alan Royston
Staff unable to operate new cremator.	2	3	Training provided as part of contract	Alan Royston
Failure of cremator supplier to deliver due to staff absence	2	3	Business continuity plan in place	Alan Royston
Poor communication with key parties including funeral directors and members of the public, resulting in poor relationships and reputational loss	3	3	Communication plan implemented.	Alan Royston

Risk Likelihood

6 = Very High

5 = High

4 = Significant

3 = Low

2 = Very Low

1 = Almost impossible

Risk Impact

1= Negligible

2 = Marginal

3 = Critical

4 = Catastrophic

Multiply the likelihood by the impact and if the score is above 12 then mitigating action should be undertaken to reduce the risk. This action should be recorder and monitored in either a directorate or corporate risk register.

REPORT



REPORT OF	MEETING	DATE	ITEM NO
COMMUNITY SERVICES AND STRATEGIC DEVELOPMENT SERVICES	CABINET	28 JUNE 2010	7

FYLDE HOUSING ACTION PLAN 2010

Public Item

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

Summary

The purpose of this report is to present the draft Fylde Housing Action plan for approval following consultation. The Fylde Housing Action plan follows on from the cabinet approval of the Fylde Coast Housing Strategy in September 2009.

Recommendation

That Members consider the report and

1. Approve the draft Fylde housing action plan
2. Discuss and propose actions to respond to the comments of the Policy development scrutiny committee as outlined in paragraph 16
3. Request that officers undertake an equalities impact assessment, a health impact assessment and risk management assessment of the agreed Fylde Housing action plan.
4. Request an annual update of the plan be considered by the relevant scrutiny committee, taking into account developments arising out of recommendations 2 and 3

Reasons for recommendation

The draft Fylde Housing action plan has been developed following consultation.

Alternative options considered and rejected

Not to develop a Fylde housing action plan – rejected because the Council and its partners need an action plan to ensure delivery of the previously agreed housing strategy.

Cabinet Portfolio

The item falls within the following Cabinet portfolios:

Planning	Councillor Trevor Fiddler
Social Wellbeing	Councillor Cheryl Little

Report

Background

1. The Fylde Coast Housing Strategy was approved by Cabinet in September 2009. The Strategy sets out both a long term view of how the Fylde Coast's housing offer can be further improved and short term priorities for policy and for the delivery of effective housing services.
2. Cabinet also resolved that a housing action plan specific to Fylde borough should be developed and reported back to the Cabinet for approval following consultation.
3. The previous Fylde Housing Strategy and action plan was in place from 2004 - 2007 and has lapsed.

Development of the Fylde Housing Action plan

4. An initial draft of the Fylde housing action plan was considered by the Local Strategic Partnership (LSP) housing theme group in May 2009, with a further action planning event held in June 2009.
5. Detailed consideration of the contents of the action plan was undertaken by officers arising from these initial meetings. Details of the outcome from the action planning event and issues under consideration were provided to the LSP theme group and the policy development scrutiny committee.

6. A further more detailed draft of the action plan was considered by the LSP housing theme group in April 2010, followed by a short period of consultation .A summary of the responses and proposed actions to address them is outlined at Appendix 1
7. Further to the comments received from both the LSP theme group and the policy development scrutiny committee, a draft of the final Fylde housing action plan is now presented to Cabinet for consideration and approval. The proposed action plan is attached at Appendix 2.

Draft Fylde Housing Action Plan

8. The aim of the Fylde housing action plan is to set out the actions that will be taken to deliver the housing priorities for Fylde. The action plan is designed to ensure that the local authority and its partners are focussing on priorities and working together to deliver the best possible outcomes for local residents.
9. In the current economic climate it is not possible to project with any degree of certainty the resources that may be available beyond 2010/11. Hence it is recommended that officers undertake an annual review of progress against targets and the budgetary context in which we are working. .
10. The action plan sets out the issues which need to be responded to through policy and service delivery to provide improved quality of life for residents and support for the local economy.
11. The pressure on existing housing and a lack of new homes has led to significant problems of affordability, and the current economic conditions, have drastically reduced the number of new developments, placing more households at risk of homelessness.
12. The action plan defines priorities under the themes of Quality, Quantity and People and includes a number of actions drawn directly from the Fylde Coast Housing strategy.

13. The specific themes and issues included in the plan are summarised below:

Quantity - Providing appropriate numbers of the right kinds of high quality new homes to support Fylde Coast economy

- Making appropriate housing more affordable
- Delivering appropriate, high quality, new developments that support economic prosperity and high quality of life

Quality - Raising the quality of the overall housing offer

- Management and conditions in the private rented sector
- Poor home energy efficiency within the private sector housing stock
- Concentrations of deprivation on social housing estates and in Central ward St Annes
- Ensuring that any park homes used for permanent use are of an adequate standard, and in a suitable location, to protect the interests of residents.

People - Helping people to access the accommodation and support they need to lead stable and prosperous lives.

- Availability of housing options support and scale of activity to prevent homelessness
- Meeting the growing and changing needs of older people
- Lack of specialist housing and support for socially excluded groups

Consultation comments received

14. Members of the LSP housing theme group made a number of comments about the action plan. A summary of these comments and proposals as to how they can be addressed are outlined in Appendix 1.

15. The draft Fylde housing Action plan was presented to the policy development scrutiny meeting on 20 May 2010. A summary of the issues discussed and the subsequent recommendations of the committee are outlined below:

- The affordable warmth and thermal efficiency of local housing, particularly for elderly people.
- The need for temporary accommodation available for homeless households

- The need for Fylde to participate meaningfully with the Homes and Communities Agency and engage in funding discussions at a sub-regional level (i.e. Fylde Coast)
- Previous housing needs studies report relating to the housing numbers needed per year in Fylde Borough.
- Concerns about park homes from two perspectives – the first that there are vulnerable people living in poorly insulated and poor quality mobile homes, and also that others from outside the Borough give up their permanent residence to live in these homes
- Concerns that developers are not providing more housing units in Lytham St Annes, where they are actually needed. Rural areas appeared to be bearing the brunt of new developments, which were not always appropriate for the area.
- A commitment to bring empty homes back into use, to include vacant property above shops and businesses, and to report on progress to the committee
- The committee agreed that the issues are of such importance that there should be an annual review of the plan brought to committee.

16. The committee requested the following items be raised as a matter of priority with Cabinet

- 1) Park homes – that this is a serious and growing problem which needs addressing by central government. Fylde should contact other local authorities with similar problems in order to lobby and put pressure on MPs to find a remedy
- 2) Empty homes - to recognise that the new government's programme includes a commitment to explore measures to bring empty homes back into use, and to lobby our local MP for action on the matter whilst also developing local initiatives.
- 3) That there should be better dialogue with developers in order to secure appropriate development where it is needed.

Risk Assessment

17. There are no direct risks to address as part of the report. However the implementation of the Fylde Housing Action plan is a key issue and failure to implement the plan may have detrimental consequences.

Conclusion

18. The Fylde Housing Action plan is a key document as it not only sets out the vision for housing in Fylde but also the key housing priorities and plans for the Borough.
19. The current economic climate and the uncertainty about future funding streams inevitably means that these plans and priorities will be subject to regular, annual review, in the light of spending decisions made at a national level.
20. The Fylde housing action plan will influence key housing related decisions to be taken by the Council and its partners at a local level.

Report Author	Tel	Date	Doc ID
David Gillett	(01253) 658689	Date of report	

List of Background Papers		
Name of document	Date	Where available for inspection
Agenda & Minutes Cabinet		www.fylde.gov.uk

Attached documents

1. LSP Housing Theme groups responses
2. Draft Fylde Housing Action plan 2010

IMPLICATIONS	
Finance	The Fylde action plan sets out the known resource commitments as identified in the MTFS. Further review of resource requirements will be addressed as part of the outcome of national comprehensive spending review decisions and implications.
Legal	The Fylde action plan will assist the authority in meeting its statutory housing responsibilities as outlined in “ the Strategic housing role of local authorities: Powers and Duties”
Community Safety	The Fylde action plan will assist in improving community safety through plans and strategies to support vulnerable members of the community and supporting the aims and objectives of the Councils Sustainable Community Strategy
Human Rights and Equalities	An initial equalities impact assessment has been undertaken on the Fylde Coast housing strategy this will developed further once a final Fylde Housing Action plan has been agreed
Sustainability and Environmental Impact	The Fylde action plan should contribute significantly to the sustainability of communities through investment and support to economic and environmental improvements
Health & Safety and Risk Management	No direct implications for Health and Safety. Risk management will be addressed once the final Fylde Housing action plan is agreed.

Appendix 1

LSP Housing theme group responses

Respondent	Comments received	Actions
Initial comments of the LSP housing theme group	<ul style="list-style-type: none"> the need for ongoing awareness raising of the issues in the plan that the needs of young people should be identified the needs of young economically active people to support economic prosperity of the Borough should be addressed That Young People be included within the People theme as a fourth bullet point 	<p>The plan will form the ongoing work for the LSP housing theme group.</p> <p>The needs of Young people has been highlighted in the Quantity (pg 8) and People (pg 11) sections of the plan</p>
Kayt Horsley – Lancs. CC	<ul style="list-style-type: none"> A Health Impact Assessment should be undertaken for the Action plan. 	Agreed and commitment made in report to Cabinet
Amanda Holt – North Lancs PCT	<ul style="list-style-type: none"> Need to recognize the Fylde Sustainable Communities Strategy (SCS) to undergo a refresh and that the People and Communities theme group addressing community cohesion and neighbourhood regeneration Include Ambition 8 of the Fylde SCS: <i>Ensure the wider determinates of health are addressed</i> Include reducing health inequalities in a statement linked to Fylde SCS Amend 3.7 to include vulnerable groups such as those with drug and alcohol issues and offenders Infrastructures should be addressed in how housing can impact on other agency work: mental Health, Community involvement, green space, cycling, and health impacts such as asthma Joint work on incorporating more proactive approaches to addressing housing plans and the associated needs of communities through health impact assessments Opportunity for Housing to encourage greater partner working/priorities on this agenda 	<p>Amended Pg3</p> <p>Amended pg 2</p> <p>Amended pg 3</p> <p>Amended pg 4 new section 3.8</p> <p>Addressed in Cabinet report</p> <p>Addressed in Cabinet report</p> <p>Addressed in Cabinet report</p>

<p>Alison Moore – Lancs CC</p>	<ul style="list-style-type: none"> • General point - amend references to Lancashire Social Services to Adult and Community Services • Specific comments from the Adult and Community services Directorate Lancs CC <ul style="list-style-type: none"> ○ Comments based on issues raised by Lancashire Physical Disability Partnerships ○ The report mentions the affordability of properties for young people. Some of our members have been caught in a housing trap too, especially when a person is reliant upon state benefits for their income and as such not considered for mortgages. Disabled members have campaigned for shared ownership, which gives people a chance of some form of home ownership. ○ Disability Facility Grants – It is recognised there is a waiting list and demand exceeds supply. Across Lancashire we have examples of people sleeping in lounges, on sofas because they cannot access upstairs/bedrooms etc. Some people are left housebound for months at a time because ramps in/out of a home have not been installed. Disabled people can face homelessness if their own home is no longer suitable following an event/accident etc. This often happens around hospital discharges. ○ Disabled people have also campaigned for 'Lifetime Homes' as well as 'Affordable Homes'. Lifetime homes are built with 16 criteria in mind which benefits many people in terms of space, access, future adaptations etc. ○ Environment Directorate, Strategic Planning: I appreciate that the Action Plan sets out the actions which will be taken to deliver the strategic priorities established in the Fylde Coast Housing Strategy as they relate to Fylde and up to 2013. There are matters which should be taken account of but are not referenced in the Action Plan: <ul style="list-style-type: none"> ○ Code for Sustainable Homes ○ Decentralised energy supply (in line with Policy EM18 of Regional Spatial Strategy) 	<p>Amended all references</p> <p>These issues are addressed within the Fylde Coast Housing strategy and/or the Councils Affordable Housing guidance</p> <p>These issues are addressed within the Fylde Coast Housing strategy and/or the Councils Affordable Housing guidance and will be integrated into our ongoing affordable housing activities in the Quantity section of the Plan</p>
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	<ul style="list-style-type: none"> ○ Central Lancashire and Blackpool Growth Point and the M55 Hub master planning work. Even if Fylde Borough Council is not formally signed up to the Growth Point, the council is participating at a professional / technical level in the M55 Hub master planning work. The M55 Hub will have an influence on housing issues in Fylde. ○ Adult and Community Services – Commissioning: <p>Throughout the document there are references made to the challenges that arise as a result of the ageing population and the needs of other groups. It might be helpful to state that the assertions made in the strategy compliment the commitments outlined in the LCC Commissioning Intentions document. This shows that the thinking of Fylde is joined up and in keeping with LCC thinking.</p>	Agreed and amendment inserted on pg 13
Mary Mather – Places for People	The Fylde Housing Action plan in many ways echoes Places for People vision for its neighbourhoods in terms of not only improving the physical aspect of housing and communities but also investing in developing the lifetime opportunities for residents.	Noted and referred to in Cabinet report
Kim Cook – Kirkham CAB	The Action plan could highlight to a greater extent that Fylde Borough Council have just agreed a new 3 year SLA with the Bureau. Credit where it is due FBC are committed to providing free access to advice and information on housing, homelessness and grants eg disabled facilities for Fylde residents. Fylde CAB could feature in 2.2 as since the one-stop-shop was moved from Kirkham we provide not only Advice and Information but also a liaison service with the St Annes one-stop-shop on a number of housing related issues. In 2.6 Fylde CAB could appear as a partner as we frequently assist those who are elderly, vulnerable, on low incomes and also suffering fuel poverty (we have a new project with United Utilities running particularly to assist with water costs). We assist with Trust and grant applications as well as access to benefits and other assistance. Fylde BC have just committed funds to the Bureau under a new 3 year agreement in order for this work to continue.	Amended on pg 7 Amended

Fylde Housing Action Plan 2010

Fylde Housing Action Plan 2010

Contents

- **A vision for Fylde**
- **Assessment of past performance**
- **Resources**
- **Fylde Action Plan 2010**
- **Outcome and Output Targets for Fylde**

Fylde Housing Action Plan

Introduction

The Fylde Coast Housing Strategy establishes strategic priorities for the Fylde Coast housing market area. This Action Plan sets out the actions that will be taken to deliver the priorities of Fylde. Alongside the Action Plans for Blackpool, Wyre, and the Fylde Coast as a whole, it translates housing priorities into key actions up to 2013, taking into account the resources that are likely to be available. This Action Plan is designed to ensure that the local authority and its partners are focussing on priorities, and working efficiently to deliver together the best possible outcomes for local residents.

Where we can be more effective by working together with other Fylde Coast partners, we have included actions in the Fylde Coast-wide Action Plan.

A vision for Fylde

This document sets out a vision for housing in Fylde linking into the corporate objectives for the Borough, the Sustainable Community Strategy and the Fylde Coast Housing Strategy 2009.

Fit between Fylde Coast Housing Strategy and other objectives in Fylde

Fylde Coast Housing Strategy	Fylde Sustainable Community Strategy 2008 -18	Fylde Corporate objective
1. Quantity - Providing appropriate numbers of the right kinds of high quality new homes	Theme Seven: Thriving neighbourhoods Ambition 1 – A strategic approach to Housing Ambition 2 – Shaping the Place	To promote cohesive communities
2. Quality - Raising the quality of the overall housing offer to support growth in the Fylde Coast economy	Theme Three: Economic Prosperity Ambition 5 – to assist in the delivery of Neighbourhood renewal	To promote cohesive communities
3. People - Helping people to access the accommodation and support that they need to lead stable and prosperous lives	Theme Four: Health and Wellbeing Ambition 3 – Support people to improve their sense of wellbeing and maintain their independence Ambition 8 - Ensure the wider determinates of health are addressed	To promote cohesive communities

Fylde Borough Sustainable Community Strategy Vision

Fylde will be a welcoming place with energetic, high-skilled healthy people in flourishing communities. There will be diverse and prosperous culture and an economy that encourages everyone to contribute. This will be achieved by:

- Developing a model partnership and integrated working that will tackle the issues that affect the quality of lives of those that live, work and visit Fylde.
- Concerning and enhancing the built and natural environment.
- Supporting an environment for business and developing a vibrant and varied economy.
- Accessing healthy lifestyle choices and providing the right health care facilities to meet the community's needs
- The continuous development of Fylde as a learning community which offer access for all too relevant learning and training opportunities.
- Making Fylde a place where every older person is treated with dignity, listened to and has a much opportunity to lead an active and fulfilling life as the rest of the population.
- Providing children and young people of Fylde with support to be safe and stay safe, to enjoy learning and achieve full potential, to be healthy, contribute to their community and to achieve economic and social wellbeing.
- Developing opportunities for brining people from different backgrounds and ages together
- Supporting and encouraging thriving neighbourhoods in sustainable and mixed communities where people live out of choice.
- Developing cultural opportunities to contribute to the wellbeing and social independence of all.

How can housing contribute to this vision?

Access to an appropriate balance of good quality housing supports all the themes identified in the Sustainable Community Strategy but in particular underpins the economic, social and environmental ambitions for the Borough helping shape community and create a sense of place. New housing development must be appropriate for the needs of the Borough; but also that best use is made of the existing housing stock. It is essential to work across all tenures and ensure that links are made to the support services which some people need to live in their homes. A strategic approach to prevention of homelessness is important in delivering sustainable and thriving neighbourhoods.

Housing can contribute by:-

- Increasing the availability of good quality, sustainable affordable housing
- Preventing homelessness
- Improving conditions in the private sector especially in the private rented sector
- Supporting people to live as independently as possible and remain in their homes
- Reducing health inequalities through the design and planning of built environments that help us lead active, healthy lives with good public transport infrastructures and good social networks

The Fylde Sustainable communities Strategy (SCS) is to undergo a refresh in late 2010 and the Fylde Housing Action plan will provide significant input to the refresh in conjunction with the People and Communities theme group addressing community cohesion and neighbourhood regeneration

Assessment of past performance

QUANTITY

Following on from the Housing Strategy 2004-07 and the work undertaken by the RSL¹ Partnership a number of sites were identified and bids were submitted to the Housing Corporation 2008-11 Bidding Round. This resulted in an allocation of £3.3million to deliver a total of 80 units in the Borough. The RSL Partnership continues to identify sites, share information and bid for resources via Continuous Market Engagement. The Partnership has responded to the economic climate by successfully changing the tenure of 33 units. Units have been converted from shared ownership to social rented and a number of units have been converted to the rent to Homebuy model. The Partnership has also supported developers to submit bids via the Kick Start funding programme to enable stalled sites to be developed.

Learning from delivering affordable housing on previous sites the Interim Planning Policy was reviewed and the Affordable Housing Policy was developed with input from the RSL Partnership. This is working towards improving the information available to developers and the policy direction of the Local Authority.

During 08/09 297 net additional dwellings were completed, and 698 planning applications were granted permission in 08/09. The target for National Indicator 155 (number of affordable homes delivered) was exceeded 61 units were delivered against a target of 50.

QUALITY

Results from the 2008 Place Survey report that 86% of respondents are satisfied with the local area as a place to live. Fylde is a prosperous place to live, a number of large employers in the area play an important role in attracting people to live in area. Evidence suggests that household movement is also linked to quality of life rather than purely economic motivations. There is a higher than average proportion of self employed in the borough which suggests a small business culture in Fylde.

A House Condition Survey was completed in 2008. This concluded that in Fylde just over 34% of dwellings fail the decent homes standard. Within the private rented sector the failure rate rises to just over 50%. The main cause of failure in both cases is the poor degree of thermal comfort which is strongly linked to HHSRS² failures related to excess cold. Many of the non decent homes are occupied by vulnerable people. Approximately 5000 dwellings have a category 1 hazard. The category 1 hazards are dominated by excess cold issues with falls in the home as the next most common occurrence. The costs associated with the removal of category 1 hazards and the repair of dwellings is significant. It is this group of people to whom the council owes a responsibility to ensure that their living conditions are improved.

¹ RSL – Registered Social Landlord

² HHSRS – Housing Health and Safety Rating System

A new Private Sector Housing Assistance Policy has been approved, this focuses on decency and fuel poverty. The Housing Renewal Assistance (HRA) budget for 09/10 was £579K and will be used to clear the current waiting list. It is likely that the budget will be considerably reduced for 10/11. Budget received from the Older Peoples Partnership Board has resulted in 152 insulation measures. The current Housing Renewal Assistance funding for 09/10 is being used to support insulation activities and so far has resulted in 250 insulation measures. Fylde is working with all Lancashire district council to meet the targets set for National Indicator 187 which are to reduce the % of people on benefits currently living in properties with a SAP of <35 from 9.39% in 2008 to 8.62% in 2011. A draft affordable warmth strategy has been formulated by Fylde, Wyre and Blackpool Councils this links in with the Private sector assistance policy and sits alongside the Fylde Coast Housing Strategy.

The current budget for disabled facilities grants is £610K and is expected to deliver approximately 110 adaptations. There is a 2 year waiting list however all applicants are risk assessed therefore the waiting list in reality comprises of less urgent and low priority cases. As in recent years demand continues to be greater than resources available.

Private enforcement activity has increased over the last two years as performance information shows. During 07/08 75 HMOs³ were inspected, 152 service requests were received and 25 notices were served. During 08/09 78 HMOs were inspected and 170 complaints received. A total of 13 notices were served this decrease can be attributed to the new charging policy for notices which has encouraged Landlords to complete works required that pay the charge for a notice to be served. Activity continues in 09/10 but with reduced staff numbers, during the first 6 months 72 complaints have been received and 41 HMOs inspected. A total of 3 notices have been served.

PEOPLE

The Fylde homelessness strategy was approved July 2008 and covers the next five years to 2013, the action plan is monitored by the Homelessness Action Group. As part of that action plan the Council has implemented an invest to save scheme to assist in preventing homelessness. During 2008/09 22 households were assisted which resulted in 14 loans and 8 grants. The Action Learning Centre which was a pilot project funded jointly by Communities and Local Government, Wyre BC and Fylde LSP⁴ has continued after the pilot stage to provide a mediation service for 16& 17 year olds, this is funded jointly by Fylde and Wyre Borough Councils.

The Government Mortgage Rescue scheme has been up and running since January 2009. While we have not seen huge numbers of people the Council processes on average 4 applications per month.

³ HMO – House of multiple occupation

⁴ LSP – Local Strategic Partnership

The Council is involved in the newly established Lancashire homelessness Forum which is monitoring all 14 district homelessness action plans to assist 4NorthWest is achieving the aims and objectives of the North West Homelessness Strategy. Benchmarking is completed by the forum and good practice is shared amongst the group.

DISC was commissioned by Lancashire Supporting People to deliver a floating support service across the North of Lancashire. This service is tenure neutral and has filled a gap in provision of support for tenants in the private rented sector and among other client groups who historically had no access to floating support; the contract is currently running at full capacity.

Current support for the HIA⁵ has been scrutinised by Members and is considered to be good value for money and during 08/09 dealt with 4082 enquiries across Fylde and Wyre and completed 2246 handyman jobs across Fylde & Wyre. A Lancashire wide review of Home Improvement agencies is currently being carried out and the Council is committed to supporting the future of the HIA in Fylde & Wyre. The North Locality Housing Support Development Group has been set up by Lancashire Supporting People and is chaired by Fylde Borough Council. The development Group will be concentrating on an analysis of the North West needs model and production of commissioning plans for socially excluded groups. A review of older peoples support and accommodation in the North and across Lancashire began summer 2009.

Fylde BC approved in 2010 a new 3 year Service level agreement with CAB which will enable the continuation of the service providing free access to advice and information on housing, homelessness and grants.

⁵ HIA – Home Improvement Agency

A vision for Fylde linked to the Fylde Coast Housing Strategy 2009

Fylde is one of the most sought after residential locations in the Fylde coast and Lancashire and will continue to be a prestigious location. There is a challenge to meet the broader housing needs of the Borough.

The vision for Fylde is developed around the themes of Quantity, Quality and People.

QUANTITY

Two key issues are integral to Quantity in Fylde

1. Making appropriate housing more affordable

The Fylde Coast housing Strategy highlights the following:

1. In respect of Lytham St Annes:
 - The need to provide a broad mix of housing types within larger new developments
 - Some low cost housing for sale
 - High need for social rented housing
 - Maintain and expand upon the upturn in the provision of new affordable housing
 - Priority for social rented home is for more 2 Bedroomed and larger homes
2. For other areas of Fylde:
 - Provides an attractive rural offer with strong connections to neighbouring boroughs
 - Rural North West Fylde accounts for 9% of the total for affordable homes in Fylde
 - For Kirkham/Wesham there is a good existing balance of sizes of homes, is relatively more affordable than other parts of the Borough, accounts for 11% of the total need for affordable homes in Fylde and we should continue to provide a balanced mix of new homes in the area.
 - Housing needs are similar to Fylde as a whole, focusing on 2 and 3 Bedroomed houses.

In Fylde it is difficult for local people on modest incomes to be able to afford to buy or rent a suitable home. The problems of affordability especially effect young people looking to rent or buy their first home, exacerbating the trend of young people leaving areas like much of Fylde.

The needs of young working people who find it difficult to afford owner occupation require the provision of some lower cost housing for sale.

Fewer people are able to exercise their preference to buy their own homes, and consequently live in the private rented sector instead. High costs areas increasingly become enclaves of the old and wealthy, reducing the viability of local services and community life, especially in rural areas.

There has been a major growth in house prices and rents since 2000 that has far outstripped income growth, making housing less affordable to local people, especially in Lytham St Annes and Fylde North. In the long term, there remains an underlying trend of a lack of sufficient housing to meet total demand from households, suggesting a continuing long term trend of price rises.

The supply of social housing properties falls far short of demand. Fylde has a very small social housing stock at 6% of all homes in Fylde and the demand for social housing is currently very high.

The 2008 Strategic Housing Market Assessment suggests there would need to be a total of 610 social rented homes built in Fylde every year to fully meet the current priority needs for social rented housing. This amount of properties can never be provided but the work to deliver more affordable homes, meeting clear needs for social renting, will continue.

With limited options available the housing benefit subsidised private rented housing stock plays a large and increasing role in housing people on low incomes.

2. Delivering appropriate, high quality, new developments that support economic prosperity and high quality of life

We need to get an appropriate balance of new housing development in terms of quantity, location, and types of units, and enable high quality design, so that the developments contribute to prosperity and quality of life for decades to come. The Local Authority has a critical role to play in setting clear policies and standards, and actively promoting high quality development. The introduction and use of effective planning policies is a key priority, informed by an understanding of long term goals, the local economy, demographics, and the local housing market.

Actions relating to affordability will not only include a commitment to the provision of more affordable homes through the Planning system, through our RSL partners and the HCA, but also to working with local communities, rural communities, landowners and with local charitable trusts to develop affordable housing for local people. In particular ensuring sensitive local lettings policies apply and work with rural communities in identifying local housing needs.

QUALITY

Four key issues drawn from the Fylde Coast Housing Strategy around the Quality theme for Fylde

1. Management and conditions in the private rented sector

Fylde is keen to work positively with private sector landlords and recognises the increasing contribution the private rented sector makes to housing provision in the borough.

House condition surveys show that on average homes in the private rented sector are poorer in quality than homes in any other tenure, and the private rented sector plays a much larger role in housing people on low incomes than is typical in other parts of the country.

Actions are to centre around an emphasis on the enforcement of statutory standards, the provision of incentives to raise standards and investigation of opportunities through our RSL and third sector partners and provision of a Landlords Accreditation scheme.

2. Poor home energy efficiency within the private housing stock

Fuel poverty contributes to cold-related illnesses, high healthcare costs, excess winter deaths and deteriorating housing condition. There are more vulnerable people (defined as anyone on low incomes, older people, and those with disabilities) living in private homes in Fylde that fail to meet the Government's Decent Homes Standard than the national average. Two thirds of all homes that fail the Decent Homes Standard do so because of lack of thermal comfort – poor energy efficiency and heating systems, making it important that we improve the energy efficiency of the local housing stock, focussing on the most vulnerable people.

Actions will be developed from the Fylde Coast Affordable warmth Strategy including actions to achieve a coordinated strategic approach, to raise awareness and deliver improved home energy efficiency targeted at the fuel poor.

3. Concentrations of deprivation on social housing estates and in Central Ward St Annes

The most significant concentrations of deprivation and highest turnover on social housing estates are found in Kilnhouse Lane St Annes and Lower Lane Freckleton. While investment by the Housing Associations helps to make homes more comfortable and attractive, there are still major challenges to improve neighbourhood environments and the economic and social profile of these Council – built estates so that they give residents better opportunities to do well.

Actions are to be developed as part of the work on Area Delivery plans with partner RSL's

Central ward St Annes remains a priority to help deliver one of the key aims of the Shaping the place project, namely, to improve the quality of the Housing stock. Previous research through an HMO Audit provided an invaluable database to work with HMO landlords to improve standards in Central ward. Further developments on actions relating to neighbourhood renewal will be influenced by decisions reached through the LSP regarding any potential roll- out of the shaping the place project

4. Ensuring that any park homes used for permanent residential use are of an adequate standard and in a suitable location, to protect the interests of residents.

There are 662 park homes with residential approval and over 3,000 with approval for only holiday use in Fylde. We do not know the extent of use of holiday accommodation as permanent homes, but know that it takes place; the number of people living in park homes is likely to be significantly greater than the numbers that have residential approval. Park homes can be isolated, have poor thermal efficiency, and high financial charges. These issues are especially relevant to older people as their health and in some cases financial resources decline. There are obvious implications for a range of public services but in particular needs arising for re-housing through housing options services.

Actions will focus on minimising further park homes developments, enforcement of planning conditions, and assistance to occupiers of park homes through housing advice.

PEOPLE

Three key issues have been identified around the People theme for Fylde.

1. Availability of housing options support and scale of activity to prevent homelessness

Homelessness is not just a cause of wider problems, but is often a consequence of other difficulties. Many people who are at risk of homelessness are struggling with a range of problems that come to a head, and some get into the cycle of falling in and out of accommodation. Having the right support reduces homelessness in the long term, but also essential underpinning improvements in community safety, child protection, health, wellbeing, and economic performance.

It is hard to place individuals accepted as homeless in suitable accommodation because of the pressures within the local housing market and relative lack of homes affordable to people on local housing allowance in both the social rented and private rented sectors; rent bond assistance provided through the third sector plays a very important role.

Actions will be drawn from the approved Homelessness Strategy and associated action plan for Fylde and the Homelessness prevention action plan whose key themes include the development of housing options work to prevent homelessness including more advice and support to young people.

2. Meeting the growing and changing housing support needs of older people

Fylde has an old and ageing population, and this has a significant impact on housing market trends. Older people are a highly diverse group, with very different levels of health, incomes, integration within local communities, work, locations and housing conditions. This variation means that provision of housing options will have to be equally varied, and consider the requirements of older people who are active and well and well as those who are relatively frail. Irrespective of people coming to the area to retire, the number of older people is set to grow significantly as people generally live longer.

Services to deliver physical adaptations for older and disabled people and assist with repairs play a valuable role in helping people to lead independent lives within their own homes. Demand is always likely to exceed supply, meaning that services have to be focussed on priority groups. Disabled facilities grants area available for people who require significant adaptations to their existing homes regardless of tenure and are extremely important to the quality of life of individuals with mobility problems and for reducing unnecessary hospital stays. Supply is restricted by the availability of grant funding and the ability of local authorities to match fund the grant.

While most older people support themselves in their own home, a significant minority require specialist accommodation and floating support. These needs are changing over time because of local population dynamics, but also because of changing preferences and the development of new models of support. There is often a very close relationship between housing related support and social care. The recent North West

Supported Housing Needs Assessment suggests that there is, nonetheless, sufficient sheltered housing, but that we should deliver much more support that is flexible wherever people live, rather than focussing on on-site support for older people in socially rented sheltered accommodation.

The challenges arising as a result of the ageing population in Fylde compliment the commitments outlined in the LCC commissioning intentions document which makes the commitment to work with partners to ensure that people have access to a wide range of practical support and useful information to enable them to improve their well-being and independence and specifically the action to improved co-ordination of housing related support with other services

Actions to concentrate on: reviewing the outcomes from the Care and repair review, seeking to maximize the resources for DFG funding, support the provision of more housing with care and determine the need for other specialist accommodation options.

3. Lack of specialist housing and support for “socially excluded” groups

Helping people with chaotic lives, such as those with drug and alcohol misuse problems, offenders, and mental health issues is essential to underpin objectives live reducing crime and increasing economic prosperity. There is a lack of specialist accommodation for many of these groups. A recent North West Supported Housing Needs Assessment indicated particular shortages of housing-related support for people with drug and alcohol problems and a requirement for more housing related support for people with mental health problems. We need to determine the type of specialist support required and the extent to which this should be based on specialist accommodation compared with floating support services and the address the current under-provision.

Actions to include the developing of improved connections between agencies and services.

4. Meeting the needs of young people

Helping meet the needs of young people runs through all aspects of the People theme and is a key issue for Fylde. Actions will centre on the delivery of our homelessness strategies and through appropriate access to social housing through the proposed sub regional CBL scheme.

Resources to support the Action plan

FBC Medium Term Financial Strategy

The Councils Medium term financial strategy sets out the Councils strategy for the five years 2009/10 to 213/14. The strategy recognizes that the next four year period is likely to be challenging for the public sector generally and specifically for Fylde BC. To deliver the priorities and plans requires collaboration between key partners and stakeholders and the targeting of the limited resources.

The precise detail of future public sector settlements to local government has not been determined however all projections suggest that funding will fall in real terms. Consequently the MTFS may require revision during 2010/11.

The MTFS outlines some of the key activities and programmes which will support the Councils objectives and the funding streams which these will call upon.

Housing is a key objective within *Promoting Cohesive Communities* and specifically identifies the development of the Fylde Housing Action plan, Homelessness plans in support of the Fylde Coast Housing Strategy and the delivery of Affordable housing as key delivery issues within the MTFS and assumes that existing revenue and Capital funding continues to be available.

In revenue terms the MTFS for housing provides in 2010/11 for FBC contribution for Home Improvement Agency, YMCA F2F, and for New Fylde Housing tenancy support, out of hours service, spend to save, mortgage rescue support, private rented sector temp accommodation and temporary accommodation budget generally as well as staff costs across the range of Housing functions.

The Capital budgets in the MTFS for 2009/10 were £610k for Disabled Facilities Grant and £579K for Housing Renewal Assistance and for 2010/11 onwards is assumed at the same level for DFG and at £200K for Housing renewal assistance. Housing renewal assistance is funded through grant from the Regional Housing Pot. The allocation was at an unusually high level in 2009/10, and a much lower level in 2010/11 as a result of a reduction in the overall funding available to the NW region from Government, and a re-focussing of the resource within the North West.

In practical terms DFG funding will need revising upwards if recent demand trends continue with a corresponding increase in FBC share. The renewal programme relies entirely on external grant funding through the Regional Housing Board. There is no provision for FBC funding in the Medium Term Financial Strategy for housing renewal grant activity.

Funding from Planning gain

Potential for significant, but as yet, unknown s106 monies as and when planning permissions are taken up. There is potential for receipt of at least a further £2.4m in affordable housing contributions when the housing market improves from developments with existing planning approvals. However, some S.106 agreements may be subject to re-negotiation in the current economic climate. In the short term, few developments are being initiated as the housing market remains at a low level of activity.

The Council was awarded Housing and Planning delivery grant of £10,000 in 2009/10, an amount that could increase significantly if progress is made in demonstrating a 5 year housing land supply and moving forward with development of the Core Strategy.

Homes and Community Agency: National Affordable Housing Programme

The Council has been successful in securing funding through the NAHP programme in recent years and continues to work with the RSL partnership to secure funding to meet the Affordable Housing needs of the Borough through the HCA. However, the outlook for further high levels of funding through the National Affordable Housing Programme is poor as grant funding is reined in to reduce public expenditure. The HCA is also reluctant to make further funding allocations in the borough until an Investment Plan has been agreed through its single conversation process. The Council is therefore working with Fylde Coast partners to progress the Single Conversation process and through it secure the resources needed to continue to meet the high need for affordable housing in the borough.

Homelessness grant

The Council receives £30,000 pa revenue funding to support our Homelessness and Housing Advice service and is vital to support our activity in the current economic and housing climate for the prevention of Homelessness in the Borough. The ring fence for this funding has now been removed, making it important that continuing to resource the Service is established as a local priority.

Supporting People

Supporting People funding provides revenue resources for housing-related support services for vulnerable people, including older people who require support, people with long term disabilities, and people with a range of shorter term support needs. The ring fencing of this funding ended in 2009/10, giving more discretion to Lancashire County Council who are the commissioning authority as to how the significant funding allocation is used. Lancashire CC are reviewing their commissioning plans in 2010, and it is important that Fylde BC plays an active role in this process to ensure that local needs are fully understood and recognised, and appropriate services are sufficiently well resourced.

In the current economic climate it is not possible to project with any degree of certainty the resources available beyond 2010/11 and a review of this plan will be required annually to reflect any changes at a national level reflected in spending reviews.

Key Actions

Fylde Coast Housing Strategy Objective	1.QUANTITY – Providing appropriate numbers of the right kinds of high quality new homes							
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
Support the local economy and meet long term demand for housing as household numbers rise by increasing rates of new building	1.1	Development of the Core Strategy for Fylde and establish policies and procedures that can define and shape the types of new homes delivered in both Urban and Rural areas. Awareness of Core Strategy development in other authorities.	Complete a Strategic Housing Land Availability Assessment Update SHLAA Publish the Issues and Options document for consultation Publish the Pre-Submission document for consultation Publish a revised Local Development Scheme	Publication March 2010 Yearly TBD TBD TBD	Officer time & additional staff as per the restructure. Additional staff x2 (temp from LCC) HPDG will need to be secured	Core Strategy published		Fylde Strategic Development Services
	1.2	Develop site specific briefs for major new developments	Identify a range of strategic sites across the Borough Identify the Council's preferred strategic sites across the Borough Publish site specific supplementary planning documents / development plan documents	TBD post 2011	Part of the Core Strategy Resources			Fylde Strategic Development Services
	Fylde Coast Joint action	Develop joint design standards and guidance / training	Adoption of written statement / guide to the standards required Use of design review mechanism	2011	TBD	Shared understanding and delivery of higher quality new housing Training of DC officers and Members	Blackpool BC Wyre BC	Fylde Strategic Development Services

Fylde Coast Housing Strategy Objective	1.QUANTITY – Providing appropriate numbers of the right kinds of high quality new homes							
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
<i>Increase the provision of affordable homes in the Borough and maintain sustainable community life in urban areas and rural settlements.</i>	1.3	Establish key priorities for the delivery of affordable homes over the next 5 years.	Using existing research identify the type and size of homes required and preferred locations. Single Conversation from 2010. Establish monitoring and reporting mechanisms for S106 monies. Review the policy and procedure on the use of S106 monies	2010	Limited staffing and revenue resource available S106 monies 5% contributions	5 year plan published detailing affordable home priorities.	Fylde Coast HA partners HCA Local Developers	Fylde Strategic Development Services Fylde Housing Services
	Fylde Coast Action	Establish and operate the new Fylde Coast commissioning framework for Housing Association partners	Approve the commissioning framework Complete tendering process for prospective partners Commissioning framework operational Agree Area Delivery Plans for Fylde	2010 Apr 2010 Sept 2010	Officer time	Fylde Coast Housing Association Partnership delivering affordable housing	Fylde BC Blackpool Council Wyre BC Fylde Coast Housing Associations	Fylde Housing Services

Fylde Coast Housing Strategy Objective	1.QUANTITY – Providing appropriate numbers of the right kinds of high quality new homes							
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
	1.4	Identification of publicly owned land for new affordable housing provision	Review Council owned assets & establish Council priorities for the use of disposed assets. Establish disposal plans for key publicly owned facilities	2011	Officer time Officer time	Borough wide asset disposal strategy	Lancashire County Council. North Lancashire PCT DWP MOD	Fylde Asset Manager Fylde Strategic Development Services
	1.5	Consider the outcomes of the partial review of the RSS in relation to gypsy & travellers	Commence the identification of sites in the light of the outcomes from the review	2010	Officer time	Potential site identification and feed into Core Strategy process	LCC Wyre BC Blackpool BC Environmental services	Fylde Strategic Development Services
Maintain a sustainable community life in rural settlements by providing affordable Housing for local residents and workers who would otherwise be priced out	1.6	Undertake affordable housing needs surveys in rural parishes where there is interest and potential for small developments with a population of less than 3,000	Establish timetable to complete the surveys All results analysed, presented to Members, Parishes, General public Results fed into affordable home priorities for next 5 years	Feb 10	Within existing staff time	Rural parish housing needs surveys complete by 2013		Fylde Housing Services

Fylde Coast Housing Strategy Objective	2.QUALITY- Raising the quality of the overall housing offer to support growth in the Fylde Coast economy							
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
Raise the quality of the private rented sector	Fylde Coast joint action	Develop space, quality and management standards for enforcement of the private rented sector, (Joint standards for HMOs adopted in Fylde 2009)	Quality & Management standards agreed by Lancashire Private Sector Housing Group. Implement agreed standards	2010	Officer time included in current role of enforcement staff.	Standards implemented in Fylde	Fylde Coast Local Authorities	Fylde Housing Services
	Fylde Coast Joint action	Explore with Blackpool and Wyre the development of a new landlord accreditation scheme and joint Landlords forum	Agree costs and delivery agent Comment on proposals from the RLA and negotiation on costs Introduction of new scheme	Jun 2010 Oct 2010	£6k per annum for accreditation scheme. £3K per annum for LL forum		Blackpool BC Fylde BC Wyre BC Private sector LL / RLA	FBC Housing Services
	2.1	Bring empty properties back into use	Identify which properties have been empty for more than 5 years and develop a targeted policy	2010	Officer time S106 monies	Targeted approach 5 properties brought back into use per year	RSLs	Fylde Housing Services
	2.2	Develop a housing options one stop shop which incorporates the rent bond scheme, housing advice and all other housing options	Expand F2F YMCA rent bond scheme into a social lettings agent Incorporate a full property management service for private landlords into the one stop shop	2012 2013	Premises Rent Staff Set up costs Annual running costs	High street presence offering a one stop shop for housing options	Face to Face YMCA Private LL	Fylde housing Services

Fylde Coast Housing Strategy Objective	2.QUALITY- Raising the quality of the overall housing offer to support growth in the Fylde Coast economy							
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
	2.3	Work with the Fylde Coast Credit Union to assist in improving the condition of private housing	Availability of loans through the Credit Union	2011	New funding will be required. Contribution to the Credit Union reserves	Home Improvement scheme	Fylde Coast CU – Wyse Money	Wyse Money Fylde Housing Services
Reduce concentrations of deprivation on large social housing estates by improving the neighbourhood environments, re-developing unpopular housing stock, and diversifying tenures	2.5	Work with HA's on plans for neighbourhood improvement within their stock Work with HA's to review the future of the least popular social rented stock	Identify management issues Identify environmental improvements across the RSL stock Identify any 'hard to let' properties and reasons for. Work with RSLs to achieve the standards within the new TSA regulatory framework Completion of Area Deliver plans	Sept 2010	Staff time from LA & HA. Requires capital input from HAs HA capital resources to re configure hard to let stock, carry out environmental improvements etc.			Fylde Housing Services Fylde Coast RSLs
Improve housing conditions for people who are vulnerable because they are older or on low incomes, tackle fuel poverty and reduce domestic carbon emissions	2.6	Review assistance to vulnerable owner occupiers for home repairs	Participate in the Lancs SP commissioning review of HIAs Implement the recommendations from the Lancashire SP Commissioning review of HIAs across Lancashire Maintain existing commitment to Fylde & Wyre Care and Repair.		Officer time Officer time	Long term funding commitment to 2013	Lancashire SP Wyre BC Fylde & Wyre Care and Repair	Lancashire SP

Fylde Coast Housing Strategy Objective	2.QUALITY- Raising the quality of the overall housing offer to support growth in the Fylde Coast economy							
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
			<p>Maintain commitment to CAB enabling assistance to the elderly and vulnerable on low incomes and suffering fuel poverty</p> <p>Agree plan to maintain resources available for the Private Sector Assistance Policy</p>	2010	FBC Medium Term Financial strategy	<p>3 year SLA</p> <p>Minimum waiting list</p> <p>Improving performance in relation to vulnerable people in the private sector living in decent homes.</p>	Kirkham CAB	<p>Fylde BC</p> <p>Fylde Housing Services</p>
	Fylde Coast Joint Action	Implement the actions of the Fylde Coast Affordable warmth Strategy	<p>Strategy approved</p> <p>Establish an active range of products</p> <p>Marketing and awareness raising</p> <p>Establish effective referral mechanism especially for vulnerable persons</p> <p>Steering group established to monitor affordable warmth action plan</p>	2010	Resource requirement will need to be informed by the strategy when approved.	Action plan delivered	<p>Wyre BC</p> <p>Blackpool Council</p> <p>Cumbria & Lancashire ESTAC</p>	Fylde Coast Local Authorities
	2.8	Develop mechanisms to enforce the policies to control the use of Park homes as permanent accommodation	<p>Identify resources to undertake a mapping exercise of mobile homes sites in the Borough</p> <p>Develop a targeted strategy</p>	<p>2010</p> <p>2011</p>	Officer time		<p>Fylde Licensing services</p> <p>Fylde Planning services</p>	Fylde Housing Services

Fylde Coast Housing Strategy Objective	3. PEOPLE – Helping people to access the accommodation and support they need to lead stable and prosperous lives							
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
Provide new opportunities for people at risk of homelessness, and those without work, to make a positive contribution to the local community	3.1	Contribution to the development of commissioning plans for socially excluded groups.	<p>Complete analysis of the NW needs model.</p> <p>Participate in the needs model iterative process on an annual basis</p> <p>Establish clear channels of communication & coordinated working between housing related support and care & health services.</p>	2010	<p>SP budget Other budgets</p> <p>Strong commitment from Senior Staff and front line teams</p>	<p>Correct level of service provided</p> <p>Service user centred approach</p> <p>Excellent service delivery</p>	<p>Lancashire SP & Providers</p> <p>Lancashire Social Services – Adult Social Care and Older Peoples North Lancashire PCT</p> <p>Lancashire Probation</p>	Fylde Housing Services
	3.2	Develop and expand the personalisation and choice agenda in Fylde	Participate in the Lancashire Supporting People Personalisation working group	2010	Officer time			
	3.3	Achieve the strategic aims of the Fylde Homelessness Strategy and Action plan	<p>Implement identified service specific tasks</p> <p>Complete review of strategy action plan</p> <p>Meet and maintain targets for NI 156</p> <p>Complete identified service developments</p> <p>Provision of Supported Housing scheme for homeless households</p>	2010				<p>Fylde Housing Services</p> <p>F2F YMCA New Fylde Housing</p> <p>HCA SP Muir HG</p>

Fylde Coast Housing Strategy Objective		3. PEOPLE – Helping people to access the accommodation and support they need to lead stable and prosperous lives						
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
			Review current Homelessness Partnership Agreement and agree a new term Maintain current funding levels received from CLG Review rough sleeping in the Borough	2010 2011	£28K per annum to F2FYCMA Rent bond scheme £30K per year from 2011 Officer time	CLG 2012 target met		
	3.4	Implement the CLG Mortgage rescue scheme and other products launched by CLG during the recession	Mortgage rescue scheme up and running Increase the provision of debt advice within the Borough Implement repossession loan scheme developed by CLG Explore the provision of financial assistance and options available through Fylde BC resources	2009 2010 2010 onwards 2011	Officer time Dedicated post at CAB CLG £28K + £15K per year for 3 years	Full rescue package available to residents of the Borough during the recession	CAB Plum Life	Fylde Housing Services
	Fylde Coast Joint Action	Contribute to the introduction of the Fylde Coast choice based lettings scheme	Establish Fylde annual lettings plan Agree detailed systems and policies Introduce the new arrangements	2010 2010 2011		Better/clearer options for those in housing need, improved efficiency, and high quality information	Fylde Coast CBL partners, voluntary / support agencies	Fylde Housing Services

Fylde Coast Housing Strategy Objective	3. PEOPLE – Helping people to access the accommodation and support they need to lead stable and prosperous lives							
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
Meet the changing requirements of older people and those requiring long term care through the provision of the right mix of specialist accommodation, adaptations, and support	3.5	Continue to meet the demand for disabled adaptations.	Secure funding to significantly reduce the DFG waiting list Ensure that all resources required are secured to deliver the required number of DFGs each year		Potential requirements £900K pa to meet need, and additional staff resource			Fylde Housing Services
	3.6	Establish a plan for changing the balance of specialist support for older people.	Participate in the SP North Locality review of older peoples support – accommodation and non accommodation based Implement the recommendations of the review Develop more clarity on the types of housing required for older people at different levels of the market Establish the need for housing with care schemes to meet the needs of the frail elderly	2009/10 2010 - 2013 2010-2012 2010-2012	Staff time to take part in the review. Will be additional to current staff resource.			Fylde Housing Services Lancashire SP
	3.7	Agree and deliver plans for meeting the housing needs of people requiring long term care, including people with learning disabilities and physical disabilities	Establish the needs of people requiring long term care Develop commissioning plan for the Fylde Link in with affordable housing priorities	2014	Staff time additional to current staff resource.	Housing needs identified Needs met through provision of housing and or support.	Lancashire SP LCC Adult and Community Services – Learning Disabilities & physical disabilities Ormerod Home Trust	LCC Adult and Community Services – Learning Disabilities & physical disabilities

Fylde Coast Housing Strategy Objective		3. PEOPLE – Helping people to access the accommodation and support they need to lead stable and prosperous lives						
	Key Actions		Milestones	Target Dates	Resources	Outputs	Partners	Lead Person / Organisation
	3.8	Agree and deliver plans for meeting the housing needs of vulnerable people including those with drug and alcohol issues' and offenders	<p>Establish the needs</p> <p>Develop commissioning plans for the Fylde</p> <p>Link in with affordable housing priorities</p>	2014	Staff time additional to current staff resource	<p>Housing needs identified</p> <p>Needs met through provision of housing and or support</p>	Lancashire SP	<p>Fylde Housing Services</p> <p>Lancashire SP</p>

Outputs and Outcomes for Fylde

Theme	Indicator	Baseline	3 Year Target (As at March 2012)	10 Year Target (As at March 2019)
Quantity	NI 154: Net additional homes provided per annum	Average of 5 years to March 2008 = 254	tba	306
Quantity	NI 155: Number of affordable homes delivered (gross) per annum	Average of 5 years to March 2008 = 36	09/10 = 55 10/11 = 60 11/12 = TBD	70
Quantity	Number of affordable homes (gross) provided in settlements with populations of 3,000 or less per annum	Average of 3 years to March 2009 = 2	5	5
Quality	State of repair - % private sector homes with Cat 1 hazards	House Condition Survey 2008 = 14.9%	n/a	n/a
Quality	Energy efficiency - Average SAP rating of private sector stock in LA area	House Condition survey 2008 = 51	n/a	n/a
Quality	NI 187: Tackling fuel poverty – people receiving income based benefits living in homes with a low energy efficiency rating	LAA % of vulnerable people in homes with SAP of < 35 = 9.39%	8.62%	n/a
Quality	% private sector homes empty for more than 6 months	2.5%	N/a	n/a
People	Number of households where (a) homelessness prevented and remain in own home / (b) homelessness prevented through alternative accommodation, per annum	P1E returns 2008/09 (a) = 19 and (b) = 39	tbd	tbd
People	NI156: Number of households living in temporary accommodation	As at 31.03.10 = 6	6	n/a
People	% social rented tenants of working age in work, education, or training	4NW strategic housing indicator	n/a	n/a
People	NI 142: Number of vulnerable people who are supported to maintain independent living	tbc	tbc	tbc

REPORT

REPORT OF	MEETING	DATE	ITEM NO
FINANCE	CABINET	28 th June 2010	8

MEDIUM TERM FINANCIAL STRATEGY – OUTTURN 2009/10 (Including General Fund, Capital Programme and Treasury Management)

Public Item

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

Summary

This report sets out for Members the General Fund Outturn (including Revenue, Capital and Treasury Management) for 2009/10. The report explains major variations between the latest approved Budget and Actual Expenditure and quantifies the impact on the Council's reserves.

Recommendations

Cabinet is recommended to approve:-

- 1) The General Fund Outturn Expenditure, as set out in section 2, together with the recommended adjustments as set out in Section 2
- 2) The Capital Outturn as set out in section 6 to 10 and its proposed financing as set out in table 5 and;
- 3) The Treasury Management Annual Report is set out in section 11 to 14 and the actual Prudential Indicators set out in Appendix F.

Alternative options considered and rejected. Not applicable – alternative implications are addressed in the body of the report.

Cabinet Portfolio

The item falls within the following Cabinet portfolio: Finance & Resources - Cllr Roger Small

REPORT

1.0 Information

- 1.1 The Medium Term Financial Strategy was presented to Cabinet in November 2009, with financial updates in January and February 2010 and then the final strategy and budget decisions approved by Council on 1st March 2010.
- 1.2 The Medium Term Financial Strategy considers the General Fund Revenue (including Collection Fund) and associated reserve balances, the Capital Programme and the Treasury Management Annual Report. This report sets out the outturn position for these areas of activity for 2009/10.
- 1.3 In line with the Accounts and Audit Regulations 2003, the Council is required to approve the Statement of Accounts by 30th June each year. The Audit Committee is delegated to approve the Statement of Accounts.
- 1.4 The Medium Term Financial Strategy outturn position 2009/10 report constitutes part of the Council's procedures for performance management.

2.0 General Fund Revenue Outturn Position (including Collection Fund)

- 2.1 This section of the report covers the General Fund Revenue Outturn position for 2009/10. General Fund Revenue can be defined as the day to day running costs associated with the delivery of the Council's services. The General Fund Revenue Budget is monitored and reported to the Portfolio Holder for Finance & Resources on a quarterly basis.
- 2.2 The General Fund Expenditure and Income Account comparing Actual Expenditure for the year against Latest Approved Estimate by service is set out in Appendix A. A detailed list of major variances within Services which contribute to the outturn position is set out in Appendix B. Appendix B, for simplicity, excludes internal recharges.
- 2.3 At time of writing this report work is underway to verify whether the budget variances reported are 'one off' or recurring items. The outcome of this work will be reflected in future revenue budget forecasts.
- 2.4 In arriving at the outturn position the Council's agreed budget decisions (at Council on 3rd March 2009) have been implemented.
- 2.5 In line with recommended accounting practices the Performance Reward Grant (PRG) has been transferred to an earmarked reserve in order to carry forward the grant funding in future years. Although the Council is the Accountable Body for the Fylde PRG, the Fylde Lancashire Strategic Partnership are the appointed decision making body in relation to the allocation of the PRG.
- 2.6 Included in the outturn position is the impact of capitalisation. The Medium Term Financial Strategy approved by Council on 1st March 2010 assumed that the redundancy and pension strain costs of the approved staffing restructures would be met by capitalisation rather than being charged directly to the Revenue Budget. The approved capitalisation settlement received from DCLG for 2009/10 was £950k, of which it has been possible to capitalise £588k.
- 2.7 As reported to Members at the Budget Council on 1st March 2010, contracting arrangements for Waste Management with Wyre Borough Council ends on 31st

March 2012. A retendering exercise is proposed and the full detailed implications of this (HR / legal / financial etc.) and the options available to the Council will be presented to Members over the coming months.

- 2.8 There are still a number of significant financial risks in the Council's current MTFS and significant financial uncertainties facing Local Government from 2011/12; including a potential cut in government grant, and/or cap or freeze on Council Tax. The new Coalition Government have made it clear that Public Expenditure must reduce.
- 2.9 The following contingency issues are also highlighted and recommended :
- i) The reimbursement rate paid to bus operators under the Concessionary Fares Scheme remains the subject of legal challenge by one major operator in Lancashire. Negotiations have reached a stalemate and at the time of writing the report a claim has been lodged with a Tribunal Hearing to arbitrate on this issue. The in-year spend on this budget item in 2009/10 has been £177k less than budgeted and it is recommended that this amount be set aside in an earmarked reserve until this matter is resolved.
 - ii) In light of the comments made above in relation to future financial uncertainties it is felt prudent that a Comprehensive Spending Review (CSR) reserve be established to enable the Council to prepare for future financial pressures in a planned and cost effective way. Further information will be brought forward as more of the detail becomes available.
- 2.10 Budget variances arising from slippage (expenditure committed to 2009/10) are listed in Appendix C.
- 2.11 The General Fund (Revenue Budget) Outturn position, after taking into account the above adjustments and slippage items, is set out in Table 1 as follows:-

Table 1 General Fund Revenue Budget

	£000
Outturn variance per Appendix A	916 (Fav)
Add:	
Outturn variance re LABGI/ABG grant received	7 (Fav)
Movements on Building control & Land charges reserves	39 (Fav)
Budgeted transfer to reserves	74 (Fav)
Provisional variance before adjustments	1,037 (Fav)
Recommendations prior to account closure:-	
a) Slippage items (para 2.10 refers)	339 (Adv)
b) Concessionary Fares Reserve (pending outcome of legal challenge) – para 2.9 i refers	177 (Adv)
Total In Year Adjustments	<u>516</u> (Adv)
 Remaining Revenue Budget (Additional Efficiencies Secured during 2009/10)	 <u>521</u> (Fav)
Recommendation at final accounts closure:-	
a) Comprehensive Spending Review Reserve (para 2.9 ii refers)	521 (Fav)
General Fund Outturn Balance (i.e. no additional balances to transfer to General Fund Reserves)	Nil

Note:-

The in-year Revenue Budget underspend of £521k represents a 4.7% efficiency achievement in service delivery when compared with the latest net budget estimate of £11.193m (agreed at Budget Council on 1st March 2010)

3.0 Collection Fund Outturn Position

- 3.1 The Council operates the Collection Fund under the Local Government Finance Act 1988. It contains the income and expenditure relating to Council Tax, and National Non Domestic Rates (NNDR). The surplus on the fund for the year was £275k which will be shared between the Borough Council, the County Council, the Police Authority and the Fire Authority in 2011/12. The Borough's share of the surplus will be £35k.

4.0 Statement of General Fund Revenue Reserves

- 4.1 Table 2 details the Council's General Fund Reserves position at 31st March 2010.

Table 2 – Statement of General Fund Revenue Reserves

	Last Estimate £m	Actual £m	Variation £m
Opening Balance	1.348	1.348	
Call on/to Reserves	<u>-0.187</u>	<u>0.152</u>	-0.339 (Fav)
Closing Balance	<u>1.161</u>	<u>1.500</u> (1)	

Notes

- (1) First call on Revenue balances in 2010/11 is the slippage of £339k as set out in Appendix C which brings the underlying General Fund balances position back to £1.161m.

5.0 General Fund Revenue Outturn Conclusions

- 5.1 In 2009/10 the Council has benefited from an underspend on Concessionary Fares, utility consumption and the prudent management of operational budgets which has produced additional one-off vacancy savings as a result of ongoing restructuring. However, the Council continues to see a decline in fees and charges income, in particular on planning application fees, due to the underlying economic position.
- 5.2 This net underspend in 2009/10 improves the Council's overall financial position which is to be welcomed in light of forthcoming public spending reductions. Officers have maintained a tight control on in-year budgets to help prepare the Council for the anticipated spending pressures and cuts.
- 5.3 The next five year period is likely to be very challenging for the public sector generally and specifically to the Council. The new Coalition Government has made it very clear that public expenditure will have to be reduced as soon as possible. The high risk financial pressures facing the Council in the future, as reported in the Council's

Medium Term Financial Strategy still remain. To summarise again for Members, these high risks are:-

- Government Grant Support;
- Concessionary Fares;
- Cap or freeze on Council Tax increases;
- Future external contracting arrangements;
- Pensions Review;
- Pay/Inflation uncertainties, and;
- Reducing income and fees and charges uncertainty

6.0 Capital Outturn 2009/10

- 6.1 The overall position after taking slippage into account 2009/10 is a net capital underspend of £521k against the latest updated estimate. This includes slippage of £482k leaving an underlying underspend of £41k. No external resources have been lost as a result of this underspend.
- 6.2 The 1st quarter update of the Five Year Capital Programme for 2010/11 will be amended to reflect the outturn results and any other changes approved to date.
- 6.3 The financing proposals represent the most cost effective financing to the Council and leave it with the greatest flexibility in respect of future years.

7.0 Capital Expenditure 2009/10

- 7.1 Capital expenditure for 2009/10 is detailed in Table 3.

Table 3 - Latest Estimate Compared with Outturn 2009/10

	£m	Notes
3 rd Quarter Approved Capital Programme Update	3.993	
Changes as per Note 1	<u>0.054</u>	1
Last Estimate	4.047	
Less Outturn Expenditure	-3.526	
Net Underspend for Year	0.521 (Fav)	
Less Slippage & Accelerated spend	<u>-0.480</u> (Adv)	
Underlying Underspend (i.e Increase in Capital Programme Surplus)	<u>0.041</u> (Fav)	

Note 1:

£3k Increased expenditure on Tourist Board Project funded through additional grant.

£51k Increased expenditure on replacement vehicles funded through borrowing rather than leaving as cheapest option for Council. This has been authorised in line with S151 Officer Delegations. The cost of borrowing is fully financed from Revenue Budget contributions.

Both changes have nil impact on the overall Capital Programme.

- 7.2 Details of variances for all schemes are shown in Appendix D and variances exceeding £100k are set out in Appendix E.

8.0 Usable Capital Receipts 2009/10

- 8.1 Capital Receipts are a major component of the Council's capital financing strategy. Details of usable receipts are set out in Table 4:-

Table 4 - Usable Capital Receipts 2009/10

	Approved Estimate £000	Outturn £000	Variance+/- £000
Opening Balance at 01.04.2009	0	0	0
Capital Receipts received in year	<u>474</u>	<u>475</u>	<u>1</u>
Sub Total	474	475	1 (Adv)
Capital Receipts used to finance expenditure		-475	
Closing Balance at 31.03.2010		<u>0</u>	

- 8.2 Table 4 shows the actual usable capital receipts were £1k more than that estimated for the year.

9.0 Capital Financing 2009/10

- 9.1 The proposed financing of capital expenditure is set out in Table 5.

Table 5- Proposed Capital Financing 2009/10

	£000
EXPENDITURE:	<u>3,526</u>
FINANCING:	
Grants & Contributions	1,995
Capital Receipts	475
Borrowing	1,035
Revenue Contribution	<u>21</u>
Total Capital Financing	<u>3,526</u>

10.0 Capital Outturn – Conclusions

- 10.1 The outturn position is in line with the last forecast reported to Members.

11.0 TREASURY MANAGEMENT ANNUAL REPORT

11.1 Summary

- 11.2 This section of the report covers Treasury Management operations for the financial year to 31st March 2010.

- 11.3 The Prudential Indicators and Treasury Management Strategy for 2009/10 were set out in the report to Council on 3rd March 2009. Performance has been monitored during the year and reported on a quarterly basis to the Portfolio Holder (Finance & Resources). The actual Prudential Indicators for 2009/10 are shown in Appendix F.

11.4 Information

The Council fulfils the requirements of the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities.

The Council is required to comply with both 'Codes' through Regulations issued under the Local Government Act 2003.

12.0 Implications

12.1 Economic Background

The financial year 2009/10 continued the challenging environment of the previous year, although the second half of the year did see the UK economy recovering, albeit weakly. The main implications of the exceptional economic circumstances have been deteriorating investment returns and, continuing counterparty risk.

12.2 Interest Rates

The Monetary Policy Committee (MPC) has maintained the Base Rate at 0.5% throughout 2009/10.

12.3 Borrowing

The borrowing strategy is to reduce the revenue cost of the Council's borrowings. This is achieved through measures such as debt repayment and restructuring, new borrowing, and a review of the level of externally managed funds. The Council's Treasury Consultants advise on the timing of potential transactions so as to maximise the advantages of interest rate movements.

Long term borrowing is only undertaken for a capital purpose and the Statutory borrowing limit, the Authorised Limit (£9.9m), was not breached.

The Council's long-term borrowing requirement was reviewed in November 2009 as part of the Treasury Strategy meeting with the Council's treasury advisors Butlers.

Based on the Quarter 2 Capital Programme update, at that time the five year borrowing requirement was forecast as follows:-

Table 6 Borrowing Requirement

	£M
Capital financing requirement at end of 5 years (2013/14)	3.5
Existing long term loans at end of 5 years (2013/14)	<u>1.0</u>
Borrowing Shortfall	<u>2.5</u>

As long-term interest rates were forecast to rise relatively quickly, Butlers recommended borrowing early to secure debt at a low interest rate. It was agreed that the shortfall would be met as follows:-

Table 7 Planned Borrowing

	£M
New PWLB (Public Works Loan Board) long-term loans	<u>2.5</u>

In line with Butlers advice, the Council borrowed two new loans on the 14th December 2009. One for £1.5M for a period of 5 years at a rate of 2.74% and one for £1M for a period of 10 years at a rate of 3.91%. This was authorised inline with the Section 151 officer's delegations.

The Council's borrowings at 31st March, 2010 is set out in Table 7

Table 8 – Analysis of Borrowing

Type of Loan	Balance 31.03.10 £M
Public Works Loan Board (PWLB)	3.5
Gross Borrowing	3.5
Provisions as per Balance Sheet	0
Operational Boundary	3.5

The figures in this report are based on the principal amounts borrowed and invested and so may differ from those in the final statutory annual accounts by items such as accrued interest.

There are no concerns regarding the Council's current debt maturity profile.

12.4 Investments

The Council's investment policy is governed by CLG (Communities & Local Government) Guidance, which has been implemented as part of the Council's annual investment strategy approved by Council on 3rd March 2009. The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

12.5 Internally Managed Funds

During the year, cash sums managed internally by the Council have been investing for periods of up to one month with approved banks, building societies and the Debt Management Office (HM Treasury).

The Council held an average cash balance of £0.9M of internally managed funds. The overall performance was a gross return of 0.40%, compared with a benchmark target of 0.37%. Interest earned was £26.5k compared to a revised budget of £22.5k.

13.0 VAT Claim

Work was undertaken by finance staff and consultants which has arisen as a result of inconsistency between UK and European VAT law during the period 1990-1996. Consequently the Council in the current year has received a one off net VAT refund of £347k. Included in that sum was interest owed for £206k.

14.0 Prudential Indicators

During 2009/10 the Council complied with all of its legislative and regulatory requirements which require the Council to identify and, where possible, quantify the levels of risk associated with its treasury management activities. The actual prudential indicators for the year are shown in Appendix F.

15.0 Overall Conclusion

The improved Outturn position is welcomed and represents an overall improvement in the Council's forecast position. A number of announcements have been made regarding future Council Tax increases and at this stage it remains unclear if the Council will be able to increase its Council Tax in line with the budget forecast. In addition Members will be aware that the Government's Comprehensive Spending Review will take place later this year and could substantially reduce the amount of Government grant available to the Council. In the light of this financial uncertainty the Council should retain any additional funds in reserve until the future position is clearer.

Report Author	Tel	Date	Doc ID
Bernard Hayes	(01772) 906197	June 2010	

List of Background Papers		
Name of document	Date	Where available for inspection
Medium Term Financial Strategy Update, Including General Fund, Capital Programme And Treasury Management For 2009/10 – 2013/14	1 st March 2010	www.fylde.gov.uk Council Meeting agenda, 1 st March 2010

Attached documents

Appendix A – General Fund Revenue Expenditure & Income Account
Appendix B – General Fund Outturn 2009/10 – Variations from Revised Estimates
Appendix C – Revenue Budget Slippage Items
Appendix D – Capital Outturn Variations
Appendix E – Prudential Indicators

IMPLICATIONS	
Finance	Detailed financial implications are contained in the body of the report
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	None arising directly from this report
Health & Safety and Risk Management	None arising directly from this report

GENERAL FUND REVENUE EXPENDITURE & INCOME ACCOUNT

	Latest Estimate	Outturn	Variance + Over / (Under)
	£'000	£'000	£'000
<u>Net Expenditure</u>			
Chief Executive	0	(3)	(3)
Community Services	3,070	2,672	(398)
Governance and Partnerships	3,634	3,829	195
Strategic Development	2,575	2,559	(16)
Customer & Operational Services	3,153	2,663	(490)
Exceptional Items	(347)	(347)	0
Sub Total	12,085	11,373	(712)
Contingency	(139)	0	139
Net Cost of Services	11,946	11,373	(573)
Gain (-) on the disposal of fixed assets	0	(165)	(165)
Interest payable and similar charges	68	66	(2)
Interest and investment income	(25)	(28)	(3)
Pension accounting adjustment	(135)	359	494
Net Operating Expenditure	11,854	11,605	(249)
Net accounting adjustments to General Fund (note 1)	(715)	(793)	(78)
Capitalisation	0	(589)	(589)
Revised Estimate/Outturn	11,139	10,223	(916)
Financing			
General Government Grants	(1,114)	(1,577)	(463)
Non-Domestic Rate Redistribution	(4,646)	(4,646)	0
Demand on the collection fund (incl prev yr's surplus)	(5,266)	(5,266)	0
	(11,026)	(11,489)	(463)
(Surplus)/Deficit for the Year	113	(1,266)	(1,379)
STATEMENT OF MOVEMENT ON THE GENERAL FUND			
(Surplus)/Deficit for the Year (see above)	113	(1,266)	(1,379)
Transfer to / (from) Reserves	74	1,114	1,040
Use of / (Transfer to) Balances	187	(152)	(339)

NOTE 1**Net accounting adjustments to General Fund' is made up of:**

Capital Accounting Adjustments	(715)	(814)	(99)
Direct Revenue Finance	0	21	(21)
	(715)	(793)	(120)

NOTE 2**The General Fund revenue balances position is as follows:**

General Fund Revenue Balances b/f	1,348	1,348	0
Add: Transfer to / (from) Balances	(187)	152	339
General Fund Revenue Balances c/f	1,161	1,500	339

General Fund (Revenue Budget) Outturn Hotspots Report 2009 / 10

APPENDIX B

Budget Variance greater than £10,000

Service Area	Cost Code	Detail	2009 / 10 Latest Budget	2009 / 10 Actual as at Period 13	Annual Variance	Fav (F) / Adv (A)	Reason for Variance
CORPORATE							
Employee Costs / Agency / Consultancy	Various	Net Vacancy Savings	10,500,307	10,203,866	(296,441)	F	Additional one-off savings in staffing costs, including vacancy savings, achieved during 2009/10 as part of the corporate re-structuring exercise
Utilities	Various	Electricity / Gas	288,146	228,762	(59,384)	F	Underspend across the Council as a result of usage efficiencies and downturn in prices
COMMUNITY SERVICES DIRECTORATE							
Other Public Health Risk	3334	Miscellaneous Receipts	0.00	(13,570)	(13,570)	F	The additional income arises from the recovery of costs for work in default of notices & the introduction of the drainage service; and is offset by the additional expenditure to undertake the works concerned.
Housing Standards	5200	Disabled Facilities Grant Fees	(35,875)	(62,778)	(26,903)	F	Additional fee income generated above budget due to grant allocation from government
St Annes - Leisure & Playground	3072	Games Site Fees	(76,500)	(50,298)	26,202	A	Reduced income from game sites due to poor 2009 summer
Crematorium	3255	Cremations	(490,171)	(520,169)	(29,998)	F	Crematorium income above budget
Lowther Pavilion	3010	Contribution to Lowther Trust	252,016	236,800	(15,216)	F	General reduction on support services
CUSTOMER & OPERATIONAL SERVICES DIRECTORATE							
Waste Mgmt	3470	Hire of Transport	10,000	28,896	18,896	A	The age and condition of the vehicle fleet has resulted in the need for additional hire.
Waste Mgmt	3470	Other Reimbursements	0	(15,016)	(15,016)	F	External funding awarded for on-street recycling scheme.
Waste Mgmt	3470	Recycling Income	(107,420)	(158,522)	(51,102)	F	The operational team have worked hard to secure alternative better prices for recycled materials in the market that has led to increased income.
Waste Mgmt	3471	Contract services	(4,248,782)	(4,368,280)	(119,498)	F	Additional income from a higher than original forecast annual contract uplift and additional work
Trade Waste Service	3472	LCC-Landfill Levy/Tipping Chgs	164,000	141,336	(22,665)	F	Reduced trade waste disposal and landfill tax charges than originally forecast due to increased trade waste recycling.
Trade Waste Service	3472	Bulk Bin Lease Charges	(35,000)	(45,365)	(10,365)	F	Increased bin lease charges from Trade Waste customers due to additional bins leased.
Highways Cleansing	3450	Rech - Vehicle and Plant Costs	205,615	219,057	13,442	A	Increased cost due to the age and quality of vehicles and plant.
Highways Cleansing	3450	Hire of Plant	5,000	16,954	11,954	A	Increased cost due to the age and quality of vehicles and plant.
FMS	7811	Preston CC - SLA Other	0	15,009	15,009	A	Payment to Preston City Council for the interim managment of FMS to cover the period Apr-June 2009 until the new Transport Manager was appointed in July 2009.

General Fund (Revenue Budget) Outturn Hotspots Report 2009 / 10

APPENDIX B

Budget Variance greater than £10,000

Service Area	Cost Code	Detail	2009 / 10 Latest Budget	2009 / 10 Actual as at Period 13	Annual Variance	Fav (F) / Adv (A)	Reason for Variance
GOVERNANCE & PARTNERSHIPS DIRECTORATE							
Members Expenses	2000	Purchase of Equipment	17,920	0	(17,920)	F	Delay in procurement of Member's sound system. Report to go forward in 2010/11
Members Expenses	2000	Members Special Resp Allwncs	78,074	65,678	(12,396)	F	Due to changes in Scrutiny Structure
Members Expenses	2000	Standards Committee Invstgtns	20,000	2,133	(17,867)	F	Two Standard Committee investigations carried out by external investigators, and which were expected to be paid for from the 2009-10 budget have not been completed. Their costs will be met from the 2010-11 budget instead, with no need for slippage. The number and seriousness of standard complaints are not predicatable. However, the Council has a statutory obligation to make resources available that the Monitoring Officer considers are sufficient to enable him to carry out this functions
Rent Allowances	5300	Rent Allowances	(22,440)	(183,820)	(161,380)	F	Increased recovery of Housing Benefit overpayments
Finance Miscellaneous	2103	Provision for Bad Debt top-up	0	164,553	164,553	A	Provision has been increased markedly due to an increased recovery of Housing Benefit overpayments
STRATEGIC DEVELOPMENT DIRECTORATE							
Strategic Dev Directorate Mgt Team	7654	Licensing Charges	10,554	0	(10,554)	F	Favourable variance - Budget needs to be removed MTFS.
Development Control	3605	Planning Application Fees	(320,000)	(276,111)	43,889	A	Income down generally due to economic / market conditions.
Development Control	3605	Miscellaneous Receipts	(12,300)	(1,570)	10,730	A	Income down generally due to economic / market conditions.
Building Control	3550	Building Control Fees	268,550	180,724	87,826	A	Overall deficit on Building Control fees due to economic downturn and delay in restructures. These have now been addressed and will lead to subsequent yrs costs being reduced to offset the reduced income
Fylde Low Energy Initiative	3305	FLoWE Initiatives	12,000	0	(12,000)	F	No spend due to not achieving grant income targets below.
Fylde Low Energy Initiative	3305	Miscellaneous Contributions	(32,880)	(7,831)	25,049	A	Grant income not achieved which was to part fund the post earlier in the year and fund different schemes initiatives - adverse variance. Post now mainstreamed as per cabinet report
Land Charges	2600	Land Charges Fees - LCC	21,674	9,712	(11,963)	F	Saving on LCC fees due to new charging arrangemet - Land Charges target overall to break even so not a true variance.
Miscellaneous Properties	3801	Other Rent	(31,813)	(93,325)	(61,512)	F	£24k rent arrears Boaters Landing Kiosk - Prior Years. In addition previous years miscoding across various sites across the authority - now amalgamated showing an overall surplus - Budget to be adjusted via future MTFS
Town Hall	7070	Other Miscellaneous Repairs	32,400	16,789	(15,611)	F	General underspend due to delay in Strategic Development restructure
St Annes Public Offices	7071	Other Miscellaneous Repairs	25,300	13,421	(11,879)	F	General underspend due to delay in Strategic Development restructure
Sub-total					(575,689)	F	
Other Minor Net Under and Overspends					55,100	A	
(Surplus) / Deficit for the year					(520,589)	F	

Revenue Slippage 2009 / 2010

Requests to transfer 2009/10 Budget to 2010/11

Ref. No.	Cost Centre	Service Area	Sub Analysis	Anticipated Under spend £	Slippage Requested £	Explanation of Slippage	Effect on service delivery
COMMUNITY SERVICES DIRECTORATE							
1.1	5270	Homelessness	Contingency Costs	20,000	10,000	Cabinet Report 18 November '09 - approved any under spend to be carried forward and used in the following year to match fund the invest to save budgets. It is anticipated there will be an increase in 2010/11 of invest to save applications/approvals arising out of the housing recession	- An inadequate invest to save fund will result in increased homelessness presentations and a duty to provide an interim or full duty accommodation.
1.2	7750	Housing Team	Advertising	3,000	3,000	Vacancies frozen during 09/10 consequently no expenditure has been incurred in advertising vacant posts. Restructure is due for implementation 2010/11	- Restructure due for implementation in 10/11 and these funds will enable appropriate advertisement of posts ensuring good coverage and early appointment
Community Services sub-total				23,000	13,000		
CUSTOMER AND OPERATIONAL SERVICES DIRECTORATE							
2.1	7040	Human Resources	Training Exps - qualifications	14,000	3,000	To fund training in customer care and the new competency framework for managers which has been delayed in 2009/10 because of restructures and capacity issues. The customer care sessions are set up for May, June and September 2010 and the competency framework will be implemented with the Blackpool HR between May and September 2010	- Inability to implement the new competency framework that will form an integral part of the performance management system - this will have a detrimental impact on UoR assessment - Failure to implement compulsory element of the induction procedure by not delivering the customer care courses
2.2	7041	Payroll Administration	Payroll Services - Blackpool BC	7,526	2,000	Funds for an upgrade of the PUMA payments system linked to payroll expenses - part contribution to upgrade costing £12,000 with Blackpool paying the other £10,000. This upgrade has been delayed due to pay and grading work overtaking matters at Blackpool. The upgrade will be implemented in July 2010 and include online processing of overtime payments. A further £5,000 is in the budget as Wyre payroll services that was ceased in 2009 and the funds are part of 7041/42501 that is reflected in the 2010/11 budget	- Inability to continue online payments - would need to revert back to paper based systems
2.3	3450	Highways Cleansing	Other General Repairs and Mtce	25,000	25,000	Essential concrete repair / replacement work required to ensure site health & safety. Consideration for undertaking the work in-house was given but this was not possible due to the scale of the works needed. The work has therefore been delayed due to having to procure the work externally	- The essential works would not be completed and the site health & safety requirements would not be met. This would impact negatively on service delivery and also the implementation of the Operational Services Modernisation Strategy
2.4	3470	Fylde Waste Schemes	Salaries - Basic Pay	113,114	40,000	The Waste Service Offices at Snowdon Road requires a major refurbishment to comply with health & safety requirements and to provide office accommodation that is fit for purpose. This forms part of the recently approved Modernisation Strategy for the Operational Services. This additional capital work will form part of the existing capital scheme for the FMS Relocation (£229k for building works and site alterations)	- The essential works would not be completed and the site health & safety requirements would not be met. This would impact negatively on service delivery and also the implementation of the Operational Services Modernisation Strategy
Customer & Operational Services sub-total				159,640	70,000		
GOVERNANCE & PARTNERSHIPS DIRECTORATE							
3.1	7021	Accountancy	Agency/Consultant Fees/Subscriptions and Levis General	18,900	18,900	To fund the ongoing implementation of IFRS in 2010/11.	- Non compliance with statutory requirement to implement IFRS
3.2	7022	Finance Administration	Computer - Program Licence Charges	35,170	35,170	Interface problems encountered during the upgrade of the ICON cash receipting system have delayed the implementation into 2010/11. This budget is required to fund the remainder of the implementation costs	- The Council would be unable to complete The upgrade of The ICON system and would therefore not be PCI compliant
3.3	2002	Member Development	Training Exps - Seminars	3,500	3,300	Member training on Treasury Management and Leadership day delayed in 2009/10 rescheduled in 2010/11	- Treasury Management - Essential/mandatory training to be undertaken by Audit Committee members at The earliest opportunity. with The requisite training members will not be fully equipped with The skills/knowledge to make decisions - Leadership Day - Change Management considered a priority by Management Team
3.4	7603	Health & Safety at Work Act	Hlth and Sfty at Work Act Exp	1,427	800	Replacement carpet required due to modification of the Democratic Services room brought about by the Governance & Partnership restructure and identified as a H&S risk. Replacement delayed in March due to the ICT network cabling project which was carried out in March.	- No budget available in 2010/11
Governance & Partnership sub-total				58,997	58,170		

Revenue Slippage 2009 / 2010

Requests to transfer 2009/10 Budget to 2010/11

Ref. No.	Cost Centre	Service Area	Sub Analysis	Anticipated Under spend £	Slippage Requested £	Explanation of Slippage	Effect on service delivery
STRATEGIC DEVELOPMENT DIRECTORATE							
4.1	3608 / 3607	Core Strategy / Planning Development	Salaries - Basic Pay/National Insurance/Superannuation/Printing/Consultants Fees/Sustainability Appraisal/Publicity and Constn SHLAA/Legal Fees and Court Costs/Release of Prior Year Provision	72,000	72,000	Two factors have delayed progression of the Core Strategy, which are the restructure of Planning Services and obtaining a Barrister's opinion. The LDF Steering group has recently considered and agreed new timetable for completion of the Core Strategy.	- Members have raised concerns that the lack of a Core Strategy is potentially leaving the Council open to speculative planning applications on an ad-hoc and unplanned basis. Also the three Fylde coast authorities have been attempting to work towards a time aligned Core Strategy and have shared the procurement of a number of important background studies
4.2	3606	Planning Appeals	Planning Appeal Hearing Costs	20,070	20,070	A number of ongoing appeals where claims have been submitted	Insufficient budget provision
4.3	3280	Coast Protection	Other General Repairs and Mtce	69,247	69,000	The restructure of the Strategic Development Services Directorate has meant that the planned programme of works have been delayed.	- Will affect our ability to carry on with our program of Health & Safety works and improvements to the access on the main amenity beach St.Annes
4.4	Z881	Lowther Pavilion	Other Miscellaneous Repairs	General Repair & Maintenance under spend £87,000	26,000	Programme of repairs & maintenance for the ladies toilets has been delayed due to planned concerts.	- Will put severe strain on the repair & maintenance budget and jeopardize the refurbishment project at the crematorium 2010/11
4.5	3822	St.Annes Square Maintenance	Reps & Mtce of Capital Schemes	10,562	10,000	The restructure of the Strategic Development Services Directorate has meant that the planned general maintenance & repairs has been delayed.	- This will affect the appearance of the town centre, may reduce trade and tourism
4.6	4175	Highways General	Cycle Stands	800	800	The restructure of the Strategic Development Services Directorate has meant that the planned work has been delayed.	- This will affect the number of places you can park a bike
Strategic Development sub-total				259,679	197,870		
Total Revenue Slippage				501,316	339,040		

CAPITAL OUT-TURN VARIATIONS - 2009/10

SCHEME CODE	APPROVED SCHEMES / CAPITALISATION	Approved Budget 2009/10 £000	Slippage B/F from 2008/09 £000	Adjustments Quarter 1, 2, 3 & 4 £000	Updated Estimate 2009/10 £000	Outturn £000	Variance £000	Saving (-) / Overspend £000	Slippage (-) / Accelerated Spend £000	Reason
COMMUNITY SERVICES										
Z010	Disabled Facilities Programme	610	8	40	658	657	-1		-1	General slippage into 2010/11
Z024	Pvte Sector Hsng Renewal Grants	268	5	339	612	473	-139		-139	Slippage due to increased allocation in 2009/10
Z068	Crematorium Project - Cremators		3	-3	0		0			Budget from slippage re-profiled into 2010/11
Z030	Ashton Gardens Heritage Restoration	1,545	16	-122	1,439	1,207	-232		-232	Anticipated scheme to be completed to budget in 2010/11. £233k re-phased to reflect scheme slippage. Capital virements approved by cabinet 16.09.09
Z052	Chimes	27		-5	22	22	0			Scheme Completed. Cabinet Report 16.09.09 detailing scheme underspend and approving virement of the saving into Ashton Gardens
Z053	Youth Facilities	15	15	-30	0		0			Capital virements approved by cabinet 16.09.09
Z065	Play Equipment	135	-1	4	138	78	-60		-60	Delay in scheme. Anticipated scheme completion to budget in 2010/11
Z071	King George V Playing Fields - Play Area & Landscape			132	132	117	-15	-15		Scheme completed. £16k saving
Z070	Kirkham Baths	60		23	83	83	0			Scheme completed to budget
NEW	Mornington Road			0	0		0			Scheme re-profiled into 2010/11 due to opportunities of securing potential additional funding streams for the scheme
	Sub total	2,660	46	378	3,084	2,637	-447	-15	-432	
STRATEGIC DEVELOPMENT SERVICES										
Z001	St Annes Square Regeneration	54	-1	-23	30	30	0			Scheme complete - £23k re-phased into 2010/11. Report pending for request of virement of £23k to a new match funding regeneration capital scheme
Z027	Town Hall accommodation	2,942	10	-2,927	25	0	-25		-25	Scheme currently being reviewed as a 'Plan B' option following a report to Council on 27th July 2009. Budgets rephased into 2010/11 pending review. Further £25k slippage
Z036	Cons'n Area Rest'n Scheme St Annes		11	-5	6	7	1		1	Budget to be reduced in 2010/11
Z045	St Annes Town Centre	79		-78	1	1	0			Scheme re-phased into 2010/11 for further opportunities of match funding
Z062	Tourist Board Project - Public Realm Streetworks	110		-42	68	39	-29		-29	Scheme re-phased at request of Lancashire County Council and the Tourist Board for further opportunities of match funding
Z047	Footway Lighting Schemes	12		-12	0		0			Change to scheme delivery directed from Lancashire County Council - report pending for request of virement of £12k to Tourist Board Project - Public Realm Streetworks
Z051	Kirkham Building Refurbishment	150	46	-144	52	33	-19		-19	Scheme slippage re-profiled into 2010/11 due to a cautiousness to invest from the private sector due to current economic conditions
Z049	Car Park Improvements	30	11		41	7	-34		-34	Slippage due to re-profiling of works into 2010/11 for works on Lytham Station Car Park, North Beach Car Park and potential set up costs for Pay on Foot scheme
Z072	Tourist Information Centre (Purchase)			25	25	25	0			Scheme completed to budget
	Sub total	3,377	77	-3,206	248	142	-106	0	-106	
GOVERNANCE & PARTNERSHIPS										
Z046	CCTV Community Safety	0	44	5	49	49	0			Scheme completed to budget
Z073	Election Management and Electoral Registration System			11	11	0	-11	-11		Scheme cancelled following a final review of existing contractual arrangements
Z074	Replacement Software System - Pericles				0	58	58		58	Scheme commenced March 2010 and subsequently re-phased to reflect this, budget to be reduced in 2010/11. Scheme to be completed in 2010/11 to budget
	Sub total	0	44	16	60	107	47	-11	58	
CUSTOMER & OPERATIONAL SERVICES										
Z075	Fleet Management Services Depot Re-Location				0		0			Scheme to commence April 2010
Z038	Replacement Vehicles			51	51	51	0			Section 151 Officer delegated decision to fund replacement vehicles through borrowing as the preferred financing option
	Sub total	0	0	51	51	51	0	0	0	
CAPITALISATION										
NEW	Capitalisation Directive - Statutory Redundancy			130	130	114	-16	-16		Capitalisation submission confirmed as successful up to the limit of £250k Re: Statutory Redundancy - overall saving of £16k on redundancy costs in 2009/10
NEW	Capitalisation Directive - Pension Fund Costs			474	474	475	1	1		Capitalisation submission confirmed as successful up to the limit of £700k Re: Pension Fund Costs but conditional from being met from capital receipts - £1k variance over
	Sub total	0	0	604	604	589	-15	-15	0	
Grand Total All Schemes		6,037	167	-2,157	4,047	3,526	-521	-41	-480	

Detailed Explanation where Capital Estimate Variance is in excess of £100k

Ashton Gardens - £232k

Ashton Gardens Heritage Lottery Project is not due to be completed until December 2010. Not all of the approved elements of the project have been delivered by the capital works contract. Other elements still to be delivered include the play area, ornate metal overthrows to the main gates, signage and soft landscaping and the slippage has been re-profiled into 2010/11 to reflect this latest position.

Private Sector Housing Renewal Grants - £139k

The in year (09-10) allocation from central government was unexpectedly and significantly increased to £579k. On the one hand this was welcomed in that it enabled the council to make good progress in eliminating the waiting list for assistance, on the other hand it involved approving many more grants with the risk that a number of these may not reach completion within the year. At the year end the entire budget was actually committed and the waiting list had virtually been eliminated. On approval, an applicant is given at least 6 months and generally 12 months in which to complete the approved works. It is normal procedure that some approved grants do not always reach completion within the financial year particularly when that approval takes place in the latter part of the year and the 6 or 12 months is given to carry out the works. Approximately £72,750 of the slippage has been committed and will be spent in 2010-11. Over the previous 2 years or so members have expressed a wish to develop a loan product whereby a move to a defined repayment of assistance monies would be introduced. The slippage includes a saved pot of capital monies that had been notionally allocated to fund a future loan product. This has been made up by a top slicing of the budget from previous years and also includes grant repayments received over the two financial years ending in March 2010. The remainder of the slippage of £66,600 represents this loan pot. Currently, research is being carried out across the North West region to explore the viability of establishing a regional loan product. It should then be possible for Fylde to join in delivering a regional loan product. Members resolved in the autumn of 2009 to defer the introduction of a local loan product pending the outcome of the research at a regional level. The slippage referred to will, at least, be required to participate in the regional scheme. The timing of such a scheme is not yet certain but the outcome of the research should be known within the next few months. The research is supported by 4NW and will be included within the regions housing priorities.

Prudential Indicators

Prudential Indicator	Revised Indicator 2009/10 £M	Actual 2009/10 £M	Note
Authorised limit for external debt	10.1	3.5	1
Operational boundary for external debt	5.3	3.5	2
Maximum principal sum invested > 364 days	0	0	
Limit on fixed interest rate for net borrowing	5.6	0.7	
Limit on variable interest rate for net borrowing	2.8	0	
Maturity structure of borrowing limits:-			
Under 12 months	20%	28.78%	
12 months – 24 months	100%	-	
24 months – 5 years	100%	42.73%	
5 years – 10 years	100%	28.49%	
10 years and above	100%	-	
Capital Financing Requirement (CFR)	3.6	3.6	3
External Debt – Gross Borrowing	5.1	3.5	4
Investments	0	2.8	
Net Borrowing	4.1	0.7	
Capital Expenditure	4.0	3.5	
Ratio of Financing Costs to Net Revenue Stream	(1%)	(1%)	
Incremental Impact on Capital Investment Decisions on the Council Tax	£1.45	Nil	

Notes

1. The authorised limit indicator of £10.1m is set deliberately higher than the actual forecasted borrowing amount as it needs to take into account any unexpected cash movements, and becomes the Authority's statutory limit. The actual debt position (Note 2) is the maximum external debt at any time during the period, plus long-term liabilities such as provisions.
2. The Operational Boundary is the expected borrowing position of the Council during the year.
3. This represents the Council's underlying need to borrow.
4. External Debt (Gross Borrowing) is lower than the Operational Boundary as it excludes long-term liabilities such as provisions.

Cabinet



Date	Wednesday, 28 April 2010
Venue	Lowther Pavilion, Lytham
Committee members	John Coombes (Leader of the Council) Councillors Roger Small, David Eaves, Susan Fazackerley, Dr. Trevor Fiddler, Cheryl Little and Albert Pounder
Other Councillors	Councillors Maxine Chew, Fabian Craig- Wilson, John Davies, Kevin Eastham, Tony Ford, Kathleen Harper, Ken Hopwood, Linda Nulty, Barbara Pagett, Elaine Silverwood
Officers	Phillip Woodward, Bernard Hayes, Clare Platt, Paul Walker, Andrew Cain, Lyndsey Lacey
Members of the public	7 members of the public were in attendance

Public Platform

In accordance with Other Procedures (Rule 2.4) of the Council's Constitution, Mr Peter Savic of St Annes had requested to address Cabinet in respect of item 8 on the agenda (North Beach Car Park Charging).

1. Declarations of interest

Members were reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000.

Councillor Elaine Silverwood declared a personal interest in item 10 on the agenda relating to Lowther Gardens Charitable Trust.

2. Confirmation of minutes

RESOLVED: To approve the minutes of the Cabinet meeting held on 11 March 2010 as a correct record for signature by the chairman.

3. Urgent items

There were no items of urgent business. However, the Chief Executive indicated that in light of the business on the agenda of the meeting this evening, the Cabinet meeting scheduled for 5th May had been cancelled.

4. Community Focus Scrutiny Committee - Recommendations

Members of Cabinet were asked to consider the recommendations made by the Community Focus Scrutiny Committee at its meeting held on 15 April 2010 (previously circulated).

Councillor David Eaves (Environmental Wellbeing Portfolio Holder) presented to members of Cabinet an update on the sickness management arrangements and the cardboard (white bag) collection service.

In reaching its decision, Cabinet considered the details set out in the report before it and at the meeting and RESOLVED to note and approve the recommendations made by the Community Focus Scrutiny Committee.

5. Policy Development Scrutiny Committee - Recommendations

Councillor Fabian Craig-Wilson (Chairman of the Policy Development Scrutiny Committee) presented the recommendations made by the Committee at its meeting held on 28 April 2010.

In reaching its decision, Cabinet considered the details set out in the report before it and at the meeting and RESOLVED to note and approve the recommendations made by the Policy Development Scrutiny Committee.

6. Community Parks Improvement Programme

Councillor Susan Fazackerley (Leisure and Culture Portfolio Holder) presented an updated report on progress made with the community parks development programme.

Councillor Fazackerley's report provided a comprehensive overview of the partnership work that the Council had undertaken in recent years with various active 'Friends' groups to develop their local parks and open spaces. In addition, the report sought Cabinet's approval to secure Section 106 contributions against pending community parks improvement projects. It was suggested that this would increase the opportunity of gaining additional external grant funding for each project and help deliver the ambitions of local community groups. Relevant section 106 contributions were detailed on the agenda against the most appropriate projects.

Cabinet was advised that there were currently 6 community parks improvement projects which were 'live' but at different stages of development and details of each project were set out in the report.

Some of the minor risks associated with the actions referred to in the report were highlighted by Councillor Fazackerley.

In reaching its decision, Cabinet considered the details set out in the report before it and at the meeting and RESOLVED:

1. To agree to the allocation of the section 106 contributions to the identified schemes as outlined in the report and to support the relevant community groups in the improvement of public open space.
2. To agree that the Council will act as the accountable body for individual schemes and funding streams where necessary.
3. To approve a revenue funded budget increase of £20,000 in respect of the scheme at Weeton and that this be funded in 2010/11 from section 106 monies held by the Council

for public open space provision. In addition, agree to allocate that amount to Weeton Parish Council for the improvement of public open space; on condition that the Parish Council be required to enter into an agreement with Fylde Borough Council prior to release of funds, and providing details of how the funds had been used within 12 months of the allocation.

4. To present individual detailed reports of the remaining schemes to future meetings of Cabinet to ensure that the Council's financial regulations are satisfied.
5. To pass on the committee's thanks and appreciation to all the relevant staff involved in the projects.

7. Transfer of Assets to Town/ Parish Councils

Councillor Roger Small (Finance and Resources Portfolio Holder) presented a comprehensive report on key issues associated with the proposed transfer of assets from the Borough Council to town/parish councils.

In his report, Councillor Small made reference to previous deliberations on the matter and the subsequent call-in. He also made reference to the financial and operational opportunities and the wide-ranging implications for all the partners that might be involved with the process. Specific key issues and indicative milestones were also highlighted in the report.

Prior to consideration of this matter, Councillor Oades submitted a question seeking confirmation that there would be early dialogue with Kirkham and St. Annes Town Councils with regard to this proposal. She suggested that if the terms were not agreeable then the Town Councils might not wish to proceed which would save a great deal of officer time. Councillor Small agreed that there should be dialogue with both Town Councils and commented that this had already commenced as the transfer could only take place with the agreement of all parties concerned. Further work would be undertaken in the coming months and negotiations would take place with town councils prior to the matter being reported to full council. He also added that the outcome of the Community Governance Review which was currently underway to consider (amongst other things) the parishing of Lytham would be an important consideration in whether the transfer could be taken forward.

In reaching its decision, Cabinet considered the details set out in the report before it and at the meeting and RESOLVED to:

1. To re-affirm its commitment to the 'in-principle' desire to transfer open space and outdoor leisure assets in Kirkham, St Annes and Lytham to town and parish councils in those areas;
2. To confirm the intention to retain the following assets as 'Borough-wide' assets
 - a. Lytham Park Cemetery & Crematorium
 - b. The Beach and Foreshore at Lytham St Annes
3. To acknowledge that the particular circumstances relating to the future ownership and management of Lowther Gardens and Pavilion will need to be determined outside of the consideration of the asset transfer concept detailed in this report;
4. To acknowledge the close relationship between the content of this report and the outcome of the concurrent Community Governance Review;
5. To note the officer capacity required to collate and present the information necessary to make progress on this matter and the external support that is being sought to supplement this capacity in order to keep within the anticipated timescales.

8. North Beach Car Park

Further to the budget agreed by Council, Councillor David Eaves (Environmental Wellbeing Portfolio Holder) and Paul Walker (Director of Strategic Development Services) presented proposals for introducing car parking charges on North Beach car park.

In brief, the report made reference to previous decisions on the matter and the feasibility of introducing pay on departure charging facilities. It also included details of a request to purchase/lease the car park together with an interim proposal for a conventional pay and display arrangement.

At the meeting, Mr Walker made reference to minor amendments to the financial implications highlighted in the report. He stated that it was now estimated that the income generated thorough pay and display could be between £8,367 and £16,735 excluding VAT. In addition, the purchase of two machines including installation was now estimated to cost £9,100. A revised scheduled the income and expenditure breakdown was circulated at the meeting.

In reaching its decision, Cabinet considered the details set out in the report before it and at the meeting and RESOLVED:

1. To thank Mr Savic for his contribution to the debate.
2. To agree to charges being levied on North Beach car park in accordance with those set by Council using the pay and display method of charging and that a variation of order be advertised.
3. To agree to the Portfolio Holder considering any representations received as part of the consultation before agreeing the final outcome.

9. Exclusion of the Public

RESOLVED: That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business, on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 and 3 respectively of Schedule 12A of the Act.

10. Lowther Gardens Charitable Trust

In accordance with the decision of Cabinet at its meeting in July 2009, Councillor Susan Fazackerley (Leisure and Culture Portfolio Holder) presented a report on the outcome of the recruitment process for an additional 6 trustees of the Lowther Gardens Charitable Trust. A copy of the report had previously been circulated to each members of the Council.

In reaching the decision set out below, Cabinet considered the details set out in the report before it and at the meeting and RESOLVED:

1. To appoint Mr Gerry Corless, Dan Creasey, Mr Philip Hargreaves, Mr James Leak, Mr Timothy Lince and Mr Peter Taylor as additional trustees of the charity known as Lowther Gardens, Lytham and
2. To appoint the Portfolio Holder for Community Services as the Council's representative at meetings of the trustees.

11. St Annes Pool

Councillor Susan Fazackerley (Leisure and Culture Portfolio Holder) and Councillor Roger Small (Finance and Resources Portfolio Holder) presented a comprehensive report on the outcome of the recent tendering exercise for the management of St Annes pool. As part of that report, recommendations on how the facility could be let and operated were highlighted.

The report included details of previous decisions on the matter and an outline of the tendering process, the nature of bids received and the tender evaluation process. It also provided information on the refurbishment/ re-commissioning of the pool, the outcome of the tender evaluation, details of the preferred operator and the financial implications.

Included as appendices to the report were:

- Cost estimates to refurbish and reopen St Annes pool
- A copy of the Leisure Management arrangement between the YMCA and Wyre BC
- Committee Risk Assessment Template
- The Management and Operation of St Annes Pool - Evaluation Report
- Draft Heads of Terms for the lease of St Annes pool to YMCA.

During the consideration of this matter, a number of questions submitted by Councillors Oades and Nulty were taken into account. Councillor Nulty, who was present at the meeting, was invited to the Cabinet table and presented the following questions:

- *Is the payment of capital funding of £475,000 included in the total revenue budget of £178,000?*
- *It is suggested on page 56 that the YMCA set-up costs are £67,000 with an annual payment of £124,000 after this. So where does the £178,000 come from? The figures in general do not seem to account for this amount.*
- *On page 58- Despite evaluating Fylde Leisure's bid as being not totally credible, it would appear to come in at a much cheaper price, even allowing for the over-estimation of usage and the requirements of the contract/service being met. I don't understand the mark-down on price. Please explain?*
- *On page 68 - Are the risks considered to be acceptable by the Finance Team?*
- *At the Kirkham Pool there is considerable financial input from the Parish/Town Councils, public donations and sponsorship, making up 15% of the total revenue funding. I see no mention of this type of financial contribution from St. Annes, Lytham, Ansdell etc or sponsorship and public donations. Is this to be pursued, to make the scheme equitable with the rural areas and can the Fylde Borough contribution be reduced by a similar percentage, saving more than £300,000 over the 12 years of this arrangement?*

In responding to the above questions Councillor Small indicated that Table 4 in the report confirmed that capital funding requirement was included in the ongoing revenue budget and that the make up of the £178,000 was also detailed in this Table and in paragraph 8b of the report.

He also explained the details of the weighting characteristics of the evaluation process (detailed in Appendix 4 of the report) which led to the higher score being achieved by the successful tenderer even though their bid did not appear to be the cheapest.

The Director of Finance indicated that the financial risks to the Council had not changed since the budget setting meeting of the Council on March 1st & these were repeated in Appendix 3 of the report. He also confirmed that a member of the Council's Finance Team had been part of the evaluation panel.

In relation to the last of Councillor Nulty's questions Councillor Small indicated that one of the conditions of the financial support provided by the Borough Council in support of the ongoing operations at Kirkham Pool was that the operator (YMCA) should share operational and financial information after the first year. This period was about to come to a close and a meeting would be arranged with the relevant staff and portfolio holder to assess the financial model and operational performance of the Kirkham Pool. Should this reveal that there are examples of good practice and opportunities for income generation that have not been taken into account in relation to the St Anne Pool projections, then these would be pursued.

Councillor Oades questions were as follows:-

- *Has it been possible to evaluate the two bids fairly and how the evaluation was done?*
- *In view of the impending Borough Council elections are you able to assure us that this proposal is sustainable? In view of the warnings from the Finance Officer at the time of the budget setting and the risks in the budget forecast which could become reality in the likely event that Government Grants will be cut, are you certain that future Councils will be able to afford the subsidy proposed by the YMCA?*
- *Are you happy that you are achieving value for money for the tax payers of Fylde in accepting the YMCA bid? I believe that the second bid asked for substantially less subsidy and offered greater leisure provision, particularly for the under 16's age group?*

Councillor Small indicated that the answers to these questions had been largely answered in those given in discussion with Councillor Nulty. The evaluation methodology was comprehensively detailed in Appendix 4 of the report; the financial risks were unchanged from the Council Budget meeting on March 1st and were re-stated in Appendix 3 of the report; the re-opening of St Annes Pool was being achieved at substantially less cost than its last full year of operation in 2008 and that there was greater certainty over the financial sustainability of the proposals which were being recommended. He was not aware of any impending Borough Council elections - only the forthcoming general election on 6th May 2010.

In reaching its decision, Cabinet considered the details set out in the report before it and at the meeting and RESOLVED:

- 1) 1. To note the outcome of the tender evaluation exercise and accept the YMCA as the preferred bidder to operate the pool.
- 2) To appoint the YMCA on the basis of their bid for a 12 year management agreement with lease subject to the heads of terms and costs as detailed in the report.
- 3) To agree a revised revenue budget of £148,785 to operate the pool in 2010/11 (as set out in section 8 of the report) funded by the revenue estimate of £119,000 agreed by Budget Council along with a fully funded addition to the revenue budget of £30,000 of unallocated area based grant.
- 4) To approve the Capital scheme for the refurbishment and reopening of St Annes pool at the level of £322,000 as detailed in section 8 and appendix 1 of the report.
- 5) To approve the retention and earmarking of the remaining £153,000 of capital to help contribute towards the cost of meeting future replacement/refurbishment needs and liabilities.

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