



# Agenda

## Tourism and Leisure Committee

Date:	Thursday, 09 January 2020 at 18:30
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Cheryl Little (Chairman) Councillor Jayne Nixon (Vice-Chairman)</p> <p>Councillors Peter Anthony, Tim Armit, Brenda Blackshaw, Shirley Green, Gavin Harrison, Matthew Lee, Kiran Mulholland, Vince Settle, Elaine Silverwood, Roger Small.</p>

### Public Platform

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

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

	PROCEDURAL ITEMS:	PAGE
1	<b>Declarations of Interest:</b> Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	<b>Confirmation of Minutes:</b> To confirm the minutes, as previously circulated, of the meeting held on <a href="#">04 November 2019</a> as a correct record.	1
3	<b>Substitute Members:</b> Details of any substitute members notified in accordance with council procedure rule 23(c).	1
	<b>DECISION ITEMS:</b>	
4	<b>Budget Setting - Prioritisation of Capital Bids</b>	3-11
5	<b>Budget Setting - Consideration of Revenue Bid</b>	12-15
6	<b>Budget Setting - Fees and Charges 2020/21</b>	16-18
7	<b>Review of Scope of PSPO Controlling Barbecues and Outdoor Cooking</b>	19-20
8	<b>Fairhaven Lake – Adventure Play Area Project</b>	22-29
	<b>INFORMATION ITEMS:</b>	

<b>9</b>	<b>Revenue Budget Monitoring Report 2019/20 - Position as at 30 Nov 2019</b>	<b>30-37</b>
<b>10</b>	<b>Capital Programme Monitoring Report 2019/20 - Position as at 30 Nov 2019</b>	<b>37-47</b>
<b>11</b>	<b>Blue Flag Beach Award</b>	<b>48-49</b>
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<b>13</b>	<b>Mid-Year Performance 2019/20</b>	<b>51-55</b>
<b>14</b>	<b>Fairhaven Heritage Lottery Project Update</b>	<b>56-58</b>
<b>15</b>	<b>Reports of the Various Outside Bodies</b>	<b>59-70</b>
<b>16</b>	<b>The Corporate Plan 2020-2024</b>	<b>71-73</b>
<b>17</b>	<b>Budget setting – Revenue Budget 20/21 – First Draft</b>	<b>74</b>

Contact: Lyndsey Lacey-Simone - Telephone: (01253) 658504 – Email: [democracy@fylde.gov.uk](mailto:democracy@fylde.gov.uk)

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## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	4
<b>BUDGET SETTING – PRIORITISATION OF CAPITAL BIDS 2020/21</b>			

### PUBLIC ITEM

#### SUMMARY

The Council has a duty to manage its assets and capital resources in order to best deliver its objectives as set out in the Corporate Plan.

The consideration of capital bids for inclusion or otherwise within the Council's approved Capital Programme is a key component of the budget-setting process and contributes to the longer-term management of the Council's resources in an efficient and effective manner. This report requests that Members provide that consideration and prioritisation process in respect of the capitals bids for 2020/21 which fall within the terms of reference of this Committee.

#### RECOMMENDATIONS

##### The Committee is requested:

1. To consider and provide any feedback or comments on each of the capital bids relevant to this Committee's terms of reference as shown at Appendix A to this report; and
2. To provide a prioritised list of bids supported by the Committee for further consideration by the Budget Working Group.

#### SUMMARY OF PREVIOUS DECISIONS

The capital bids that are relevant to the terms of reference of this Committee are considered and prioritised each year as part of the annual budget-setting process. There have been no previous decisions in respect of these capital bids.

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

#### REPORT

1. The Council has a duty to manage its assets and capital resources in order to best deliver its objectives as set out in the Corporate Plan.

2. The prioritisation of capital investment according to a well-defined and rational approach is especially important in helping to prioritise resources when the demand for such resources exceeds the total of the resources available. This process is defined within the Council's Capital Strategy, the latest revision of which was approved by Council on 11<sup>th</sup> April 2016.
3. A key element of the prioritisation process, as described within the Capital Strategy, is the consideration of capital bids by the Council's Programme Committees. The capital bids for 2020/21 which fall within the terms of reference of this committee are shown at Appendix A to this report. The Committee is requested to consider and prioritise the capital bids relevant to this Committee's terms of reference.
4. Once capital bids have been prioritised by each programme committees, the Budget Working Group will review the outcome of the deliberations of programme committees and will make recommendations to the Finance and Democracy Committee via an updated Medium Term Financial Strategy (MTFS) report on a proposed budget package which will include capital budget proposals.

IMPLICATIONS	
Finance	The consideration of capital bids for inclusion or otherwise within the Council's approved Capital Programme is a key component of the proper financial management of the Council's resources. This report requests that Members provide that consideration and prioritisation process in respect of the capitals bids for 2020/21 which fall within the remit of this Committee.
Legal	No implications arising from this report.
Community Safety	No implications arising from this report.
Human Rights and Equalities	No implications arising from this report.
Sustainability and Environmental Impact	No implications arising from this report.
Health & Safety and Risk Management	No implications arising from this report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Paul Walker	<a href="mailto:Paul.walker@fylde.gov.uk">Paul.walker@fylde.gov.uk</a>	18 December 2019

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Council Report - Approved Capital Strategy	11th April 2016	<a href="http://www.Fylde.gov.uk">www.Fylde.gov.uk</a>

#### Attached documents

##### Appendix A – Capital Bids for Consideration and Prioritisation:

1. Improvements to Children's Play Areas
2. Blackpool Road North Playing Fields Drainage

## No 1: Improvements to Children's Play Areas

Fylde council own 17 formal children's play areas throughout St, Anne's, Ansdell and Lytham, with supplementary responsibility for 2 further play areas managed by charitable Trusts at Lowther Gardens and Park View Playing Fields.

The parks service is responsible for the formal inspection, repair and record keeping of these play areas. This service is also provided to the town and parish councils under an annual service level agreement.

All items of play equipment and surfacing are inspected weekly in line with RoSPA<sup>1</sup> guidance, by qualified Fylde Council play inspectors, with an independent inspection being undertaken by Fylde Council's insurance company, Zurich, once per year.

All faults and findings are classified as high, medium or low risk and rectified in priority order based on the level of risk. Relevant repairs are then carried out or the item is permanently or temporarily decommissioned.

All weekly and annual inspection results and remedial works are formally recorded and retained on a web-based inspection system to mitigate against any potential insurance claims.

In addition to the 'play and projects' team resource, Fylde council holds an operating budget to carry out repairs to the play equipment and surfacing. This budget is used for the replacement of 'worn' parts such as nuts, bolts, shackles, seats, panels, chains in addition to small repairs to rubber safety surfacing, fencing and furniture.

However, the council does not hold a budget for the replacement of failing or decommissioned play equipment or safety surfacing. Play equipment, surfacing and associated items on the play areas are in various condition from excellent to poor. As a rough guide, the lifespan of rubber safety surface is around 10 – 15 years, with play equipment around 10-30 years dependant on type, location, material and public use.

Fylde Council has been successful in recent years working with community groups in attracting external funding, diverting S106 funding into play improvements and replacement, but a longer term, sustainable approach is now required to address the gradual deterioration of the play facilities. Some remedial/replacement works are now required based on the formal inspection information. The priority works and estimated costs are listed in the table below.

Site	Items	Costings
South Park, Lytham	Safety Surfacing, Equipment & Path Infrastructure	£15,077
Lowther Gardens, Lytham	Safety Surfacing, Equipment & furniture	£14,564
Ashton Gardens, St Anne's	Safety Surfacing	£2,400
Hove Road, St Anne's	Equipment & Safety surfacing	£3,930
Hope Street, St Anne's	Equipment & safety surfacing	£8,281
Waddington Road, St Anne's	Equipment	5,748
	<b>Total</b>	<b>£50,000</b>

The above works are required as a priority during 2020/21 at a total estimated cost of £50,000. The proposal is to request a capital investment of £37,621 to be used in conjunction with the Government grant of £12,379 described

<sup>1</sup> RoSPA - Royal Society for the Prevention of Accidents

below, to provide a budget of £50,000 in 2020/21.

Fylde has recently been awarded a grant of £12,379 from the Ministry of Housing, Communities and Local Government, which can be used for *'Renovating children's play areas, particularly where they have fallen into disuse or disrepair or where health and safety may be an issue;'*

Extract from the grant offer letter:

*'The Ministry of Housing, Communities and Local Government (the Department) is issuing a grant of **£12,379** to **Fylde Borough Council** under powers in section 31 of the Local Government Act 2003. This will support work on those parks in your local area where you consider there is urgent need of refurbishment i.e. parks currently in disuse or at risk of closure due to health and safety concerns'.*

Work will continue with community groups to gain external grant funding and the allocation of further S106 monies to maximise the impact of this play replacement budget and to ensure long term sustainability of the boroughs formal children's play areas.

**Capital cost plan:**

Cost Heading	Description	Total £
Improvements to Children's Play Areas	To carry out play area improvement works as listed above.	£37,621
<b>Total Scheme Cost:</b>		<b>£37,621</b>

**Outputs (i.e. details of what the investment will specifically deliver):**

- Replacement of missing play equipment
- Replacement of safer surfacing
- Safer play surfacing
- Improved access for all

**Outcomes (i.e. details of the broader benefits achieved by the investment, for example community or environmental benefit, health and safety compliance, or statutory obligations):**

- Safer facilities and safety surfacing
- Better play facilities for the community
- Borough wide sustainability of formal play provision

**Contribution to corporate objectives (i.e. how does the project achieve or help deliver priorities within the corporate plan):**

Clean and green

- Deliver high quality parks and open spaces
- Maintain and increase Green Flag status for parks and open spaces

<b>Budget Resource Requirements</b>				
Breakdown of initial capital costs and future revenue implications				
Estimated Total Capital costs of bid (£000's): Improvements to Children's Play Areas				£37, 621
Annual additional Revenue costs arising from the bid (£000's): OR				£ nil
Future Annual Revenue Savings achievable as a result of the bid: (£000's):				£ nil
<b>Please provide any further details of revenue savings below:</b>				
<b>Value and phasing of bid:</b>				
<b>2020/21</b>  £37,621	<b>2021/22</b>  £000	<b>2022/23</b>  £000	<b>2023/24</b>  £000	Additional capital investment required (i.e. the value of the bid)
<b>Existing resources in the Capital Programme relating to this scheme:</b>				
<b>2020/21</b>  £12,379	<b>2021/22</b>  £000	<b>2022/23</b>  £000	<b>2023/24</b>  £000	These funds are currently held by Fylde Council which will be transferred to the capital programme to create a total budget of £50,000 in 2020/21
<b>Estimated timescales for the bid:</b>				
Start Date: April 2020			Completion Date: June 2020	

Project Risks (outline any risks to delivery of the project and how these will be mitigated)		
Risk	Impact	Mitigating Action
Budget not enough to keep up with 'failing' equipment & surfacing	Some items of equipment decommissioned	The budget will be used on a priority basis based on risk and condition of equipment and surfacing

## **No 2: Blackpool Road North Playing Fields drainage**

### **Description of Scheme:**

Blackpool Road North Playing Fields (BRNPF) has a culverted drain that runs the full length of the field, originating at Blackpool Road North and heading towards the Hawthorns estate (See appendix 1). Fylde Council are the riparian owners of this culverted (enclosed underground) watercourse and as such have the responsibility to “let water flow naturally” through the site. This drain at BRNPF is not part of a comprehensive field drainage system.

The current drain, which is of a porous concrete construction, has degraded as a result of sulphate (where the naturally occurring sulphates in the ground water corrode the concrete pipe) and has collapsed in sections along the field. There is no remedial solution for this, and the drain must be replaced at an approximate length of 380m.

There are numerous concerns with the continuation of this culverted drain downstream which passes through the land of 3 riparian owners before outfall. The outfall is overgrown and is managed and maintained by the owners of Blackpool Airport. This makes the maintenance and management of the flow of water along this watercourse extremely difficult. In addition, there is a known collapse downstream on private land which is restricting the flow of water.

The recommended remedial works are as follows;

1. Liaise with the owners of Blackpool Airport to enforce the clearance out of the outfall – In progress.
2. Enforce riparian owners who have collapses downstream of the playing fields.
3. Replace the drainage on FBC land with a dry swale system, with adequate attenuation.
4. Install 2 lateral drains to assist with the draining of Blackpool Road playing field.

It is recommended that Fylde Council work with Lancashire County Council as lead flood authority to enforce removal of any blockages and replacement of the pipe in the affected sections downstream.

### **Capital cost plan:**

<b>Cost Heading</b>	<b>Total £</b>
Total cost for the replacement and diversion of the drain.	105,000
<b>Total Scheme Cost:</b>	<b>£105,000</b>

### **Outputs (i.e. details of what the investment will specifically deliver):**

The proposed works will enable the water to flow through BRNPF unimpeded and is the minimum required as a Riparian Owner of a watercourse. Benefits to the council and community would be that the proposed dry swale and lateral drains will assist in draining the field, reducing the amount of surface water ponding and adding an aesthetically pleasing landscape feature.

**Outcomes (i.e. details of the broader benefits achieved by the investment, for example community or environmental benefit, health and safety compliance, or statutory obligations):**

The proposed works will add a landscape feature as a secondary benefit of the required drain replacement. It will also add to the setting of the playing fields and encourage biodiversity throughout the site. In addition the works to replace the drain is regarded as a catalyst that will enable the overall regeneration of BRNPF.

**Contribution to corporate objectives (i.e. how does the project achieve or help deliver priorities within the corporate plan):**

**Value for Money**

- Champion the quality and reputation of Fylde

**Clean & Green**

- Deliver high quality parks and open spaces

**A Great Place to Live**

- Support and promote volunteers' efforts to improve their local community
- Work with partners to improve health and wellbeing of all residents

**A Great Place to Visit**

- Maximise the natural assets of our coast and countryside by improving their facilities
- Provide a positive first impression of Fylde

**Budget Resource Requirements**

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £ 105,000

Annual additional Revenue costs arising from the bid (£000's): £ 0

OR

Future Annual Revenue Savings achievable as a result of the bid: (£000's): £ 0

**Please provide any further details of revenue savings below:**

**Value and phasing of bid:**

2019/20	2020/21	2021/22	2022/23	Additional capital investment required (i.e. the value of the bid)
£000	£105,000	£000	£000	

**Existing resources in the Capital Programme relating to this scheme: N/A**

2019/20	2020/21	2021/22	2022/23	Existing capital resources in the approved Capital Programme
£000	£000	£000	£000	

**Estimated timescales for the bid:**

Start Date June 2020 (Pending works downstream completed)

Completion Date September 2020

Project Risks (outline any risks to delivery of the project and how these will be mitigated)		
Risk	Impact	Mitigating Action
Lead Local Flood authority not enforcing as no housing currently under threat	No repairs carried out on riparian owned land leading to continued flooding.	May need to investigate other more costly options to drain the field.
Works on Riparian owner's land could lead to further collapses of pipework	Additional drain replacement costs to riparian owners leading to dissatisfaction of landowner and delays to project delivery.	Legal advice in relation to any works on private land will be sorted to mitigate any claims throughout the works and furthermore to mitigate a future responsibility for the drainage system.
Project delay due to unresolved issues downstream of BRNPF	Works clash with the 2020/21 football season	Technical services are actively engaging with the Lead Local Flood Authority in ensuring that the start point of all works (the outfall and blockage) is cleared before June 2020.



- Notes
1. ALL DIMENSIONS RELATING TO EXISTING LAYOUT TO BE CHECKED ON SITE PRIOR TO COMMENCEMENT OF WORKS.
  2. DO NOT SCALE OFF THIS DRAWING. USE ONLY FIGURED DIMENSIONS & IF IN DOUBT ASK. ALL DIMENSIONS ARE IN MILLIMETERS. ALL LEVELS ARE IN METRES.

Date	Revision



**Fylde Council**

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Drawn By: <b>JR</b>	Date: <b>04.DEC.19</b>
Checked By: <b>AS</b>	Scale: <b>NTS</b>

Project:  
**BRNPF Drainage**

Title:  
**Draft Proposal**

Drawing Number:  
**TS13025/02**

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	5
<b>BUDGET SETTING – CONSIDERATION OF REVENUE BID</b>			

### PUBLIC ITEM

#### SUMMARY

At the March 2020 Budget Council meeting Members will be requested to approve a revenue budget for 2020/21. That budget must include sufficient resources both for existing activities and for any new areas of expenditure that have been recommended by the Finance and Democracy Committee, following earlier consideration by the appropriate programme committee i.e. items of revenue growth.

The consideration of revenue growth items is a key component of the budget-setting process and contributes to the longer-term management of the Council's resources in an efficient and effective manner. This report requests that Members provide that consideration in respect of the revenue bid for 2020/21 which falls within the terms of reference of this Committee.

#### RECOMMENDATIONS

##### The Committee is requested:

1. To consider and provide any feedback or comments on the revenue growth bid relevant to this Committee's terms of reference as shown at Appendix A to this report.

#### SUMMARY OF PREVIOUS DECISIONS

The revenue growth bids that are relevant to the terms of reference of each Programme Committee are considered each year by that Committee as part of the annual budget-setting process.

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

#### REPORT

1. The role of the Council's Programme Committees in the consideration of revenue growth bids provides Members with the opportunity to discuss all revenue growth bids and to indicate their support or otherwise for each bid.

2. Once revenue growth bids have been considered by the appropriate programme committee, the Budget Working Group will review the outcome of the deliberations of programme committees and will make recommendations to the Finance and Democracy Committee via an updated Medium Term Financial Strategy (MTFS) report on a proposed budget package which will include any revenue budget proposals.

IMPLICATIONS	
Finance	The consideration of revenue growth bids for inclusion or otherwise within the Council's approved Revenue Budget is a key component of the budget-setting process. This report requests that Members provide that consideration in respect of the revenue growth bids for 2020/21 which fall within the remit of this Committee.
Legal	No implications arising from this report.
Community Safety	No implications arising from this report.
Human Rights and Equalities	No implications arising from this report.
Sustainability and Environmental Impact	No implications arising from this report.
Health & Safety and Risk Management	No implications arising from this report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Management Team		January 2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

#### Attached documents

Appendix A – Revenue Growth Bid for Consideration:

1. Additional Resource for Splash Staffing

# FBC – Revenue Growth Bid 2020/21

Prepared by/Bid Originator – Lisa Foden



## No 1: Additional Resource for Splash Staffing

### Description of Scheme:

#### 1. Background

During 2018/19 Fylde Council and the Friends of Promenade Gardens have worked in partnership on a project to fund and create a fully inclusive water play facility within a former paddling pool on the Promenade Gardens in St. Annes. Kingcombe Stonbury Ltd was awarded the construction contract in 2018 to the total project value of £259,295.

Construction of Splash was completed in October 2018 and the facility was opened to the public following an official launch event on the 16<sup>th</sup> March, 2019. The management and maintenance of the facility is the responsibility of the Parks and Coastal Services team.

Due to the overwhelming popularity of the facility, a full time seasonal Splash Attendant was appointed to supervise the facility and provide daily customer support in April 2019. As the season advanced and the number of users increased further, the decision was made to appoint a second full time Splash Attendant, to ensure user safety and provide additional flexibility with regard to opening and closing times. The two attendants were employed through an agency supplier until the closure of the facility in September.

The original capital bid included an annual revenue increase to fund chemicals, utilities and ongoing maintenance. However, additional revenue was not included to fund staffing, as the popularity and operation of the facility were unknown, and the requirement to have a constant site presence was not clear. Therefore, the two Splash Attendants have been from existing revenue budgets during 2019, resulting in a reduction of agency staff for the delivery of grounds maintenance.

#### 2. Proposal

The proposal requests the additional revenue budget to enable the continued annual appointment of two full time Splash Attendants from April until September and that this is considered as part of the 2020/21 budget setting and is a recurring budget for the life of the forecast.

An Information Item describing a season debrief of the Splash facility was presented to the Tourism and Leisure Committee on 4<sup>th</sup> November 2019, summarising findings from the first operating season and offering recommendations for 2020 following consultation with users and Members.

One key recommendation included a request for additional revenue to provide two full time Splash Attendants throughout the season to address anticipated annual visitor increases as the reputation grows; anticipated possible extension of facility opening hours during school summer holidays; improved access/ crowd management; improvements to ongoing security.

#### 3. Outputs

The appointment of 2 full-time Splash Attendants who complete the following duties, 7 days per week from April - September:

- To interact with the public and welcome users in a professional and enthusiastic manner.
- To maintain a vigilant watch of Splash in accordance with the operating procedures and take necessary action to ensure the safety of all facility users and staff.
- To ensure that all areas are being used correctly by users and promote safe practice.
- To inspect Splash daily and immediately report any damage or malfunction of equipment, plant or building fabric to the Senior Coast and Conservation Officer.
- To ensure that a consistently high level of cleanliness and hygiene is maintained throughout Splash at all times.
- To promptly open and close Splash in line with operating procedures and advertised public opening hours.
- To ensure the safe operation of the Splash plant room at all times, following operating procedures as per system training.
- To treat and record accidents/ incidents and report in line with Council policy.
- To assist with the testing, treatment and logging of Splash PH and chemical levels in line with operating procedures, making chemical adjustments and changing filters when required.
- To ensure that lost property is handled and recorded in line with procedures.
- To ensure that all equipment is stored safely and securely when not in use.
- To ensure that the plant room is kept secure and locked when not in use by staff.

#### 4. Outcomes

- Compliance with Health and Safety at Work Act 1974/ Management of Health and Safety at Work Regulations/ Control of Substances Hazardous to Health.
- Functioning, clean and safe Splash facility.
- Improved capacity to extend Splash opening hours when required.
- Improved crowd/ security management.
- Improved capacity to support users, accommodate special interest groups and accommodate people with learning difficulties.

#### 5. Summary of revenue costs

##### Summary of revenue costs £000

Role	Cost
Splash Attendant	£14,000
Splash Attendant	£14,000
<b>Total cost per annum</b>	<b>£28,000</b>

Hours	Basic Rate	AWR	Total
37	£5,235	£8,636	£13,872
37	£5,235	£8,636	£13,872
		<b>£17,27</b>	
	<b>£10,471</b>	<b>3</b>	<b>£27,744</b>

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	6
<b>BUDGET SETTING – FEES AND CHARGES 2020/21</b>			

### PUBLIC ITEM

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

### SUMMARY

Each year, as part of the budget-setting process, the schedule of fees and charges for the coming year (for each of the services that the Council provides) is reviewed by budget-holders prior to that schedule being considered by the relevant Programme Committee and finally being approved at the March Budget Council meeting.

Each Programme Committee is required to recommend to the Council for approval a schedule of fees and charges for those activities within the remit of the Committee.

This report requests that Members consider the proposed schedule of fees and charges for those services within the remit of this committee as detailed at Appendix A to this report and provide a recommendation to Council in this regard.

Note: A full schedule of proposed fees and charges for all Council services for 2020/21 is accessible at the link below:

<https://new.fylde.gov.uk/council/finance/draft-fees-and-charges-2020-21/>

### RECOMMENDATIONS

**The Committee is requested to consider the schedule of fees and charges for those activities within the remit of this committee as detailed in Appendix A to this report and:**

1. To recommend to Council a proposed schedule of fees and charges applicable for 2020/21; and
2. To note that the final fees and charges for 2020/21 will be approved by the Budget Council in March 2020.

### SUMMARY OF PREVIOUS DECISIONS

The proposed fees and charges for services that are within the terms of reference of each programme committee are recommended to Council for approval as part of the annual budget-setting process. There have been no previous decisions in respect of these fees and charges for 2020/21.

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

## REPORT

1. Each year, as part of the budget-setting process for the coming financial year, budget-holders are required to review the fees and charges that the Council applies to the range of services which it delivers.
2. There are different considerations for assessing changes to the level of fees and charges depending upon the nature of the service. This is explained below:
  - For certain activities, for example some environmental health-related activities, fee levels are set by statute at a prescribed level. In respect of these types of activity the review of fees and charges is restricted to ensuring that the correct amount is approved by Council and is correctly applied for the forthcoming year;
  - For other types of charges in respect of services for which the Council has statutory responsibilities (for example in relation to licensing matters) fee levels must be set at an appropriate level such that only eligible costs are recovered. In respect of these types of activity the review of fees and charges comprises a review of costs and the adjustment of fees where necessary to avoid the under or over-recovery of costs. Where only minor discrepancies are found between costs and fee levels the charges may be left unchanged until the next review to avoid the costs associated with more regular leaflet re-printing etc.; and
  - For other activities which are not set by statute and for which the Council is not acting under statutory powers (e.g. games site fees) fee levels may be set at levels that are determined by the Council itself. In respect of these types of activity the review of fees and charges comprises a review of costs, a review of the fee levels of competitor providers and after a consideration of the likely effect on demand for the services and the total income that would be received at different fee levels.
3. Fee levels for all services have been reviewed according to the differing criteria as described above and the Programme Committee is invited to consider and provide comments as appropriate.
4. The role of the Council's Programme Committees in providing a recommendation to Council of a schedule of fees and charges for services within the remit of that committee is a key part of the budget-setting process for the coming year. The final schedule of fees and charges for all Council services will be considered by the Budget Council in March 2020.

IMPLICATIONS	
Finance	The recommendation to Council of a schedule of proposed fees and charges for services within the remit of each Programme Committee is a key part of the budget-setting process for the coming year. This report requests that Members consider the schedule of fees and charges as detailed at Appendix A and provide a recommendation to Council as appropriate. Any financial implications from proposed changes to fees and charges will be quantified and reflected in the financial forecast contained in the final Medium Term Financial Strategy report to be considered by Budget Council in March 2020.
Legal	None arising from this report
Community Safety	None arising from this report
Human Rights and Equalities	None arising from this report
Sustainability and Environmental Impact	None arising from this report
Health & Safety and Risk Management	None arising from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Management Team		December 2019

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
n/a	n/a	n/a

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	7
<b>REVIEW OF SCOPE OF PSPO CONTROLLING BARBECUES AND OUTDOOR COOKING</b>			

### PUBLIC ITEM

#### SUMMARY

The report is a response to a resolution from the last meeting of the Committee that a further report be presented to a subsequent meeting of the Committee detailing the option/feasibility (including the associated risks and potential security issues) of reviewing the scope of the Public Space Protection Order (PSPO) to consider allowing barbecues and outdoor cooking on the beach.

#### RECOMMENDATIONS

##### The Committee is recommended to:

1. Note the observations contained within this report as to the implications of allowing barbecues and other forms of outdoor cooking on the beach at this time and to leave the existing PSPOs in place; and
2. Request that a further review of the effectiveness of the PSPOs is undertaken at the end of the 2020 season and reported to this Committee.

#### SUMMARY OF PREVIOUS DECISIONS

##### Tourism and Leisure Committee – 4 November 2019

That a further report be brought back to a forthcoming meeting of the Committee detailing the option/feasibility (including the associated risks and potential security issues) of reviewing the scope of the PSPO to look at allowing barbecues and outdoor cooking on the beach.

##### Council - 25 March 2019

to approve an additional unfunded annual revenue budget increase of £38,000 from 2019/20 onwards to cover the cost of enforcement in regards to the Public Space Protection Order in regards controls for the use of barbecues and other outdoor cooking on council owned land.

##### Tourism and Leisure Committee - 14 March 2019

1. To introduce a full prohibition of barbecues and other outdoor temporary cooking facilities on council owned land through the application of a Public Spaces Protection Order; to set the level of the Fixed Penalty Notice at £50; and
2. To recommend to Council an additional unfunded annual revenue budget increase of £38,000 to cover the cost of enforcement.

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

## REPORT

- At its last meeting this Committee considered a report reviewing the initial part season of operation from mid July to late September 2019 of the enforcement of the PSPOs controlling barbecues and outdoor cooking on council land.
- The Committee noted and discussed its contents and resolved that a further report be brought back to a forthcoming meeting of the Committee detailing the option/feasibility (including the associated risks and potential security issues) of reviewing the scope of the PSPO to look at allowing barbecues and outdoor cooking on the beach.
- This resolution has been considered by officers and an internal consultation undertaken with relevant staff, which included; Parks & Coastal Services, Operational Services and CSP Ltd (the current security service provider).
- Some of the comments and observations from these staff included:
  - BBQs happening on the beach can result in people burying BBQs in the sand leaving potential hazards for dogs and pedestrians,
  - Allowing BBQs on the beach will encourage further visitation of large groups which may result in greater concern by Members and greater risks/ higher volume of litter.
  - Allowing BBQs on the beach may possibly result in the secondary/ consequential effect of more people using BBQs in the dunes/ car park areas.
  - A lift of the ban may cause complaints from volunteer litter picking groups.
  - Staff report issues of disposable BBQs being put into the plastic beach bins causing fire damage and the need to replace the bins.
  - It would be more proactive to go back to the original idea of having designated areas for BBQ usage with appropriate infrastructure.
  - A lift of the ban will lessen the perceived strength/ position of the Council in the public domain and make enforcement more difficult.
- Whilst it remains possible to review the scope of the current PSPOs to allow barbecues and outdoor cooking on the beach, the Committee needs to consider all of the associated issues and risks in doing so. These would include addressing the issues highlighted above and would require:
  - Additional signage to differentiate between the promenade and dunes where the ban continued and the beach where barbecues would be allowed.
  - Additional resources to replace the existing litter bins on the beach with a larger and more robust specification to cater for the potential of lit disposable barbecues and coals being deposited in them. It must be noted that the current beach bins which were provided in 2018 are of plastic construction and are post mounted and only 50 litres in size.
  - Potentially increased patrols and vigilance along the beach to ensure no disposable barbecues are being buried/hidden in the sand.
- It is the view of officers that the current PSPOs have only been in place for a part season and that it would be preferable to operate the existing full ban throughout the 2020 season to evaluate more thoroughly the

impact and effectiveness of the ban. It would then be possible to evaluate and assess whether to continue with the total ban or consider the provision of designated areas.

IMPLICATIONS	
Finance	There are no implications arising directly from this report.
Legal	No implications arising from this report.
Community Safety	No implications arising from this report.
Human Rights and Equalities	No implications arising from this report.
Sustainability and Environmental Impact	No implications arising from this report.
Health & Safety and Risk Management	No implications arising from this report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Paul Walker	<a href="mailto:Paul.walker@fylde.gov.uk">Paul.walker@fylde.gov.uk</a>	18 December 2019

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	8
<b>FAIRHAVEN LAKE – ADVENTURE PLAY AREA PROJECT</b>			

### PUBLIC ITEM

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

### SUMMARY

The report sets out the details of a scheme included in the council's agreed capital programme in 2019/2020 for a new Adventure Play Area to be constructed as part of the NLHF (National Lottery Heritage Fund) restoration works at Fairhaven Lake. The Adventure Play Area will replace the existing junior play area and will be located close to the existing junior skate park in line with the site masterplan.

The opportunity has been tendered as a design competition on the CHEST Procurement Portal; separately from the main NLHF works contract to provide greater value-for-money. This report sets out the context and details the receipt of tenders, tender assessment and makes recommendations to proceed with the project through the letting of the contract to complete the work.

### RECOMMENDATIONS

Members of the Tourism and Leisure Committee are requested:

1. To approve the proposed expenditure in respect to the scheme as outlined in this report. The overall scheme contains a landscape element of £400,000. The Adventure Play Area scheme is included within the overall landscaping element at £80,000.
2. To approve the letting of the contract to Playdale for the sum of £80,000 to carry out the scheme as outlined in this report.

### SUMMARY OF PREVIOUS DECISIONS

**Tourism and Leisure Committee 14<sup>th</sup> March 2019 resolved:**

1. To consider the scheme as proposed within this report and recommend to Council approval of a fully-funded increase in the total scheme value within the Capital Programme of £2,317,497 (£33,342 in 2018/2019, £1,401,500 in 2019/2020, £713,943 in 2020/2021 and £168,712 in 2021/2022) in respect of the Fairhaven Lake & Gardens Restoration Project, to be met in full as detailed in the report;
2. Subject to the approval at 1 above, to authorise the proposed expenditure in respect of Professional fees in the sum of £170,653 and activity costs in the sum of £276,125 as detailed in section 9 in order to progress the scheme; and
3. To note that further draw down reports will be presented to the Tourism and Leisure committee as the scheme progresses.

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

## REPORT

### BACKGROUND

1. The Council have supported a grant application to the Heritage Lottery Fund (HLF) for the restoration of Fairhaven Lake & Gardens since 2011 and have committed capital funding to the project as detailed in this report. Two previous unsuccessful bids were made to the HLF in 2011 and 2014.
2. The Council submitted a third and final funding application to the HLF in August 2016 for a development grant to restore Fairhaven Lake & Gardens. The bid was prepared under the 'Parks for People' strand of the Heritage Lottery which is specific to the restoration of historic parks and gardens.
3. In January 2017 the Council was informed that the bid had been successful and a development grant of £165,500 was awarded for the project, on the condition that match funding of £54,866 was provided by Fylde through internal or external financial contributions, providing a total capital budget of £220,366, to provide Fylde Council with the opportunity to prepare a second round capital bid to the HLF.
4. Two project officers were recruited in August 2017, alongside a multi-disciplinary team of consultants to develop a capital grant (second round) application to the HLF. The second-round application to the HLF was made in August 2018 for £1,476,600, on the condition that partnership funding of £960,897 was secured to make an overall total project budget of £2,437,497.
5. In December 2018, the Council was notified that it had been successful in securing the second-round capital grant from the Heritage Lottery Fund of £1,476,600 for the restoration of Fairhaven Lake & Gardens. The grant has been awarded on the condition that match funding of a further £960,897 is provided by Fylde Council, through internal and external financial contributions, providing a total capital budget of £2,437,497.
6. The restoration project includes funding for the design and construction of a new Adventure Play Area, which is the focus of this Committee Report.
7. The Adventure Play Area scheme sits outside the main buildings and landscape contract as it was felt that inviting specialist play designers/installers to tender on a 'design competition' basis would result in the budget stretching further than if it was let under a main contractor.

### CURRENT SITUATION

8. The current junior play area is located immediately to the north of the Operational Boathouse, and is showing signs of wear and deterioration, as well as providing a relatively poor play experience.
9. Various iterations of the Fairhaven Masterplan have included a new Adventure Play Area, as this featured highly in public consultation and is now a key part of the National Lottery Heritage Fund's 'Approved Purposes', i.e. The Council is required to deliver this as part of the grant funding conditions.

### PROCUREMENT PROCESS & EVALUATION

10. Officers from the Tourism and Cultural Services Team have led the procurement process. A shortlist of 6 experienced play installers was invited to submit tender returns via the Chest North West Procurement Portal.

11. The suppliers were given a project value figure of £80,000 and a design brief prepared by the Parks Development Officer, which provided suppliers with comprehensive details of the essential project requirements. Suppliers have been requested to include an element of contingency within the £80,000 project total which will be held by the Council in case unforeseen events occur.
12. 6 suppliers were invited to tender based on their experience delivering quality play area installations and three suppliers returned completed submissions which were evaluated on a 100% quality basis.
13. The quality evaluation section was scored as follows:
  - 0        *The Evaluation Panel felt that none of the requirement was met or demonstrated or no response was provided.*
  - 1        *The Evaluation panel felt that a few areas (20% or less) of the requirement has been met or demonstrated.*
  - 2        *The Evaluation panel felt that some areas (between 21% and 59%) of the requirement has been met or demonstrated.*
  - 3        *The Evaluation panel felt that most of the requirement (between 60% and 75%) has been met or demonstrated with some areas missing/requiring improvement.*
  - 4        *The Evaluation panel felt that most of the requirement (between 75% and 90%) has been met or demonstrated.*
  - 5        *The Evaluation Panel felt that the supplier had met or demonstrated most or all of the requirement (between 90% and 100%)*
14. The result of the tender evaluation exercise is set out below. The evaluation panel comprised of officers from the Tourism and Cultural Services Team with feedback from key stakeholders; namely Friends of Fairhaven Lake and Fairhaven Youth Council.

Item	Item Weighting	KOMPAN	PLAYDALE	WICKSTEED
<b>Site Team and Sub-Contracting (if applicable)</b> Please provide details for the main contacts involved in delivery of the project and details for any element of work you intend to subcontract, including how you would manage the sub-contractors to ensure quality delivery/performance.	10%	4	3	4
Weighted Sub Total		<b>8</b>	<b>6</b>	<b>8</b>
<b>Range of Equipment and Play Value</b> Please provide full details of the equipment included in the final design.	20%	3	4	2
Weighted Sub Total		<b>12</b>	<b>16</b>	<b>8</b>
<b>Design and Creativity</b> Detail how you will deliver high quality, innovative conceptual designs that fulfil the specified brief and budget.	20%	4	5	2
Weighted Sub Total		<b>16</b>	<b>20</b>	<b>8</b>
<b>Quality Management System</b> Detail how you will ensure the quality of the facility complies with all relevant legislation and applicable British standards. Your response must include full details of quality control procedures, membership of any relevant professional body(s) and ISO accreditation(s).	15%	5	5	5

Weighted Sub Total		<b>15</b>	<b>15</b>	<b>15</b>
<b>Method Statement and Programme</b> Please provide full details of how the works for each stage of the project will be carried out.	25%	4	3	4
Weighted Sub Total		<b>20</b>	<b>15</b>	<b>20</b>
<b>Health &amp; Safety</b> Provide relevant up to date Health and Safety documents	10%	3	4	5
Weighted Sub Total		<b>6</b>	<b>8</b>	<b>10</b>
<b>Total</b>		<b>77</b>	<b>80</b>	<b>69</b>

15. The evaluation panel considered that the Playdale submission demonstrated a better quality provision in terms of quality of design, this included feedback from Friends of Fairhaven Lake and Fairhaven Youth Council. The quotation figure for the recommended submission is £80,000. The delivery of this project can commence on site in February 2020 and will be completed in March 2020.
16. Appendix A shows the 3D image of the play design which will be supplied and installed as part of the successful tender. The natural design of the adventure play area fits appropriately with the heritage character of Fairhaven Lake and Gardens and will provide a huge amount of play value to children between the ages of 5 to 12.

#### FINANCE DETAILS

17. The cost breakdown of the proposed Playdale scheme is attached at Appendix B.

#### METHOD AND COST OF FINANCING THE SCHEME

18. Funding for a scheme for this purpose is included within the approved Capital Programme for 2019/20 in the sum of £80,000. This sum is included within a wider landscaping budget of £400,000.

#### FUTURE REVENUE BUDGET IMPACT

19. There are no additional revenue implications to this proposal as the new facility will be inspected, repaired and maintained, by existing staff in the Parks & Greenspace Team.

#### VALUE FOR MONEY AND DETAILS OF PROCUREMENT PATH

20. In order to ensure that value for money is achieved a procurement exercise has been undertaken in accordance with the Council's contract procedure rules. Selection of the successful tenderer is on the basis that value for money is a key consideration as well as the suitability of the new facility.

#### SUMMARY

21. The proposal is to award the tender to design and install a new Adventure Play Area at Fairhaven Lake and Gardens as per the agreed tender specification to Playdale to the value of £80,000. The evaluation panel considered that the Playdale submission, demonstrated better provision in terms of quality design, how the proposal will fit within the space allocated and complement the existing park environs. Once approved the delivery of this project can commence towards the end of January 2020 with completion by end of March 2020.

IMPLICATIONS	
Finance	This report requests approval for expenditure in respect of the Fairhaven Heritage Lottery project as outlined in this report. The approved Capital Programme for 2019/20 includes a £80,000

	allowance for the Adventure Play Area which is included in a wider £400,000 general landscaping budget. The report also requests approval to the letting of the contract for the scheme.
Legal	None arising from this report
Community Safety	Provision of modern recreational facilities is important in terms of providing diversionary activities.
Human Rights and Equalities	None arising from this report
Sustainability and Environmental Impact	The proposals seek to incorporate low maintenance materials and to complement existing play provision. Fulfilling green flag award criteria in the provision of community facilities.
Health & Safety and Risk Management	The quotation requests included Health and Safety information which will be developed by the successful contractors prior to starting on site to safeguard the public.

LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	<a href="mailto:Charlie.richards@fylde.gov.uk">Charlie.richards@fylde.gov.uk</a> 01253 658472	19 December 2019

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Tourism and Leisure Committee	14 <sup>th</sup> March 2019	<a href="S:\Committee Documents\Reports Archive\Tourism &amp; Leisure\2018-2019\2019-03-14\Item 5 - Fairhaven Heritage Lottery Project.doc">S:\Committee Documents\Reports Archive\Tourism &amp; Leisure\2018-2019\2019-03-14\Item 5 - Fairhaven Heritage Lottery Project.doc</a>

Attached documents

Appendix A – Playdale 3D submission

Appendix B – Playdale Quotation

Fylde Borough Council  
Cultural Services  
Town Hall  
St Annes Road West  
Lytham St Annes  
Lancashire  
FY8 1LW

**Quotation****Quotation Number** 0000062155**Quotation Date** 29/11/2019**Scheme Number** 21131/LAN**Project For** Fairhaven Lake Adventure  
Playground

Product Code	Product Name	Quantity	Unit Price	Total
QJBTWT026	Customised Jukebox Plus for Flyde Borough Council (Green) - SGF* (Including: 1.9m Square Tower, 1.9m Angled Tower, 1.9m Plastic Slide, 1.9m Climbing Wall Vine Theming, 1.9m Rope Ramp, 1.9m Rope Climb Grass Trim, 1.9m Twisted Scramble Net, Spiders Web, Hangabout Seat, Bubble Play Panel Leaf Themed)	1.00	13,321.00	13,321.00
QNS783	Aerial Runway 25m - Spitfire Themed	1.00	7,301.00	7,301.00
TTS	Timber Team Swing Frame Only with Shackles SGF*	1.00	1,356.00	1,356.00
SEAT8	Green Team Swing Seat & Chains for Team Swing Frame	1.00	976.00	976.00
OC/03/S	Shelter - Option 3 (Frame/Roof/Seats) - SGF*	1.00	4,649.00	4,649.00
JC/CON/S	Jungle Climber - Congo - SGF*	1.00	8,448.00	8,448.00
RBCX	Rota Bounce	1.00	3,212.00	3,212.00
CGBL	Gravity Bowl	1.00	1,188.00	1,188.00
INT/S	Timber Intertwine - SGF*	1.00	949.00	949.00
JWK/S	Timber Jungle Walk - SGF*	1.00	760.00	760.00
MBA/S	Timber Monkey Bars - SGF*	1.00	574.00	574.00
RWK/S	Timber Rope Walk - SGF*	1.00	483.00	483.00
BBS/S	Timber Single Balance Beam - SGF*	1.00	283.00	283.00
SST/3/S	Timber Swinging Steps - 3 Steps - SGF*	1.00	1,043.00	1,043.00
PRP/S	Timber Parallel Ropes - SGF*	1.00	390.00	390.00
SWB/S	Timber Spiders Web - SGF*	1.00	1,097.00	1,097.00

# Playdale Playgrounds Ltd

Haverthwaite, Ulverston, Cumbria, LA12 8AE

Tel: 015395 31561

Fax: 015395 31539

E-mail: enquiries@playdale.co.uk

www.playdale.co.uk

**Playdale**

RPZ/S	Timber Zig Zag Rope - SGF*	1.00	751.00	751.00
SLZ/S	Timber Zig Zag Stilts - SGF*	1.00	757.00	757.00
AT(D8)	Timber Log Walk (1 X 600mm) - TGF*	11.00	31.00	341.00
QNS597	Entrance Arch for Fylde Borough Council (including CGL Arched Panel & Timber Posts 140mm diam) - TGF* Installed	1.00	1,244.00	1,244.00
QNS786	Entrance Arch for Fylde Borough Council (including Double CGL Arched Panels & Timber Posts 130mm diam) - TGF*	1.00	1,350.00	1,350.00
BFA	Close Board Fence (1m high)	57.00	53.00	3,021.00
SC(1.2M)	1.2m Wide Premier Safe Sprung Self-Closing Gate- Galv Finish	2.00	433.00	866.00
LT	Lakeland Table - TGF*	2.00	529.00	1,058.00
BS	Bandrake Seat - TGF*	1.00	261.00	261.00
EDL/2	Interlocking Log Edge 120mm 0.7m (0.3m in 0.4m out)(per mtr)	1.25	105.50	131.88
EDL/3	Interlocking Log Edge 120mm 0.8m (0.3m in 0.5m out)(per mtr)	1.50	116.90	175.35
EDL/4	Interlocking Log Edge 120mm 0.9m (0.3m in 0.6m out)(per mtr)	1.50	126.00	189.00
EDL/5	Interlocking Log Edge 120mm 1.0m (0.3m in 0.7m out)(per mtr)	1.25	135.00	168.75
PBRM01	Sand Bonded Rubber Mulch 1.6cfh (sqm installed). Including removal of clumps and filling in of voids on an existing fully compacted area.	95.50	70.00	6,685.00
PBRM01	Sand/Black Bonded Rubber Mulch 1.6cfh (sqm installed). Including removal of clumps and filling in of voids on an existing fully compacted area.	69.00	70.00	4,830.00
GRSL021	Black Grasslok Surfacing (150m2) Del & Ins	311.00	39.00	12,129.00
DEL005	Mounding, to be built up from spoil and imported material where necessary.	1.00	3,200.00	3,200.00
DEL015	Removal of existing Fence and Stone	1.00	1,194.00	1,194.00
DEL005	Contingency Fund	1.00	400.00	400.00
DEL008	Removal of foundation spoil, pallets, packaging and general rubbish.	1.00	328.00	328.00
DEL010	Container for on-site storage	1.00	422.00	422.00
DEL011	Welfare Facilities	1.00	2,226.00	2,226.00
DEL0002M	Delivery & Installation	1.00	18,007.00	18,007.00

<b>Discount</b>	<b>GBP 25,765.03</b>
<b>Total</b>	<b>GBP 80,000.00</b>

All the above prices are subject to VAT and are valid for a period of one month  
Please refer to our standard [Terms and Conditions](#) and [Additional Information](#)  
Finance Packages are available



Directors: John Croasdale, Gillian Croasdale BA FCA  
Registered in England No: 525615

Playdale Playgrounds Ltd is part of the Croasdale Family Group



42 Play Activities  
112+ Children Playing



# Fylde Borough Council - Fairhaven Lake Adventure Playground

Scheme No: 21131/LAN Date: 26/11/19 Drawn by: ML  
All plans are to scale unless otherwise stated. Artists impressions are provided as a visual only and may not accurately represent the layout of the finished site.  
All plans, quotations and correspondence between Playdale and the addressee are to remain strictly confidential between those parties only. Playdale reserve the right to make modification in design and specification.



www.playdale.co.uk  
f t y



# INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	9
<b>REVENUE BUDGET MONITORING REPORT 2019/20 –            POSITION AS AT 30<sup>th</sup> NOVEMBER 2019</b>			

## PUBLIC ITEM

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

## SUMMARY OF INFORMATION

The purpose of this report is to provide an update of the Council's General Fund (GF) Revenue Budget as at 30<sup>th</sup> November 2019 and specifically for those services under the Committee's remit.

## SOURCE OF INFORMATION

Chief Financial Officer – the report is based upon information extracted from the financial ledger system of the Council for the period to 30th November 2019.

## LINK TO INFORMATION

General Fund Revenue Budget Monitoring Report 2019/20 as at 30<sup>th</sup> November 2019:

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

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

This information is provided to enable the committee to consider and scrutinise periodic revenue budget monitoring reports for those services under the committee's remit.

## FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel 01253 658566 e-mail: [paul.o'donoghue@fylde.gov.uk](mailto:paul.o'donoghue@fylde.gov.uk)

**Attached:** Revenue Budget Monitoring Report 2019/20

# GENERAL FUND REVENUE BUDGET MONITORING REPORT 2019/20

## POSITION AS AT 30<sup>TH</sup> NOVEMBER 2019

### Summary

The purpose of this report is to provide an update on the Council's General Fund Revenue Budget as at 30<sup>th</sup> November 2019. The report includes a narrative description of the most significant variances from the profiled latest budget and details any actions required to address these. Appendix A to this report shows the value of the most significant variances (those in excess of £5k) for all of the Council services by Committee and provides a brief explanation for each variance.

### 1. Background

- 1.1 The Council operates a system of Revenue Budget Monitoring which revolves around the production of detailed monthly monitoring reports for budget holders. Significant variances from the expected budget position at the point of monitoring, both for expenditure and income, are summarised in monitoring reports which are periodically reported to each Programme Committee for information purposes. This report therefore details the findings and issues emerging from budget monitoring carried out to 30<sup>th</sup> November 2019.
- 1.2 It should be noted that work continues on improving budget profiling across the Council in order that budget profiles more accurately reflect the spending pattern of individual budgets across the financial year. This serves to enhance budget monitoring and focus attention on true variances rather than budget profiling issues. This is a continuous process with budget holders so that the improved profiling continues to refine the budget monitoring system.
- 1.3 Council approved the 2019/20 budget at its meeting on 5<sup>th</sup> March 2019. Subsequently on 24<sup>th</sup> June 2019 the Finance and Democracy Committee approved the Council's outturn position for 2018/19. The impact of those approvals, including savings and growth options approved at Council and slippage from 2018/19 approved by the Finance and Democracy Committee, are now reflected in the Council's financial ledger.

### 2. Budget Rightsizing Exercise

- 2.1 Since 2011 an annual budget rightsizing exercise has been undertaken to analyse underspends which have occurred over the last 3 financial years and to adjust current and future year budgets to better reflect the level of resource requirement in the context of current financial constraints. This process was undertaken during the autumn of 2019 and the resulting changes to budgets were reflected in the revised Financial Forecast that was presented to the Council in December 2019. These amendments have also now been reflected in the Council's financial ledger. Therefore this report monitors expenditure and income against the updated approved budgets.

### 3. Budget Areas to Note

As would be expected, because monitoring is being undertaken as a comparison to recently revised budgets, there are only a small number of variances from that revised position to note. The main variances are described below:

#### i. Employee Costs

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

## **ii. Crematorium Income**

The number of cremations held this year has been below that forecast and the level of income received has reduced accordingly. The income budget for cremations has been raised year-on-year as previous income forecasts have been exceeded, but there is a concern that the level may now be set too high. A review of future income forecasts will be undertaken to consider the appropriate levels of future income expectations. This budget will be kept under review during the remainder of the year and the service may yet recover the position if activity increases in the following months.

## **iii. Computer Services**

An underspend is currently recorded against these budgets, however this period does not account for the renewal and ongoing services of our server operating system infrastructure licensing, Office 365, or desktop operating system licensing which are due calendar year end. Similarly, development works around the enhancement of user journeys on the website- from payment through to back office system and service fulfilment- which have completion delivery conditions upon them are also not accounted for in this period. With that in mind we do anticipate these variances to reduce significantly in the next period. Network improvement projects incorporating new technologies in the face of changing security compliance considerations are also planned for early 2020 which will require investment in the purchase of computer equipment. Due to the timing of these projects a proportion of the budgets may need to be rephased into 2020/21 as part of the next update to the Financial Forecast.

## **iv. Fleet and Plant Expenditure**

There are a number of favourable variances in respect of vehicle costs. Some are due to the fact that a number of vehicles have been acquired in the past 18 months, replacing older and more expensive to maintain vehicles. Additionally fuel costs for the first part of the year have been lower than anticipated. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next budget right-sizing exercise.

## **4. Conclusions**

- 4.1 The updated financial forecast, as presented to the Finance and Democracy Committee in November 2019, shows projected surpluses for 2019/20 and 2020/21 followed by a period of uncertainty as the national framework for the financing of local government will be subject to review. In light of the uncertainties surrounding future national funding arrangements the Council needs to continue with the approach to delivering savings and efficiencies and maximising income which have helped deliver balanced budgets and contribute to reserves over recent years. Through continued focus on the importance of financial stability the Council has delivered a significant savings programme since 2007 and has continued to reduce senior management costs and other overheads. Ongoing modernisation work and business improvement will continue to make Council services more efficient, save money and maintain frontline services to customers.
- 4.2 Finance staff work continuously with budget holders across the Council, and are heavily reliant upon budget-holders to be able to understand and quantify the potential impact of in-year hotspot variances within their areas of responsibility.
- 4.3 Regular budget monitoring reports such as this one are an integral part of the Council's financial monitoring framework. These are made available on the Council's website.

**REVENUE MONITORING 2019/20 - Period 8 to November 30th November 2019 (Variances in excess of £5K)**

Key

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

Service Area	Detailed Description	Full Year Budget	Budget as at Period 8	Actual & Commitments as at Period 8	Variance as at Period 8	FAVOURABLE / ADVERSE	Alert	Budget Holder Comments
		£	£	£	£			

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

All Council services	Employee costs including basic pay, pension, NI, and overtime, plus agency costs	9,197,862	6,245,617	6,202,559	-43,058	FAV	GREEN	The budget forecast which was approved by Council in March 2019 assumes Employee Cost Savings (including vacancy savings arising from delays in the recruitment to vacant posts) of £300,000 per annum from 2019/20 onwards. The actual level of savings achieved in relation to direct employee costs for the current year to date shows a level of savings in excess of this. This budget will be kept under review during the remainder of the financial year.
Elections - Other/Referendum	Elections - Neighbourhood Plan Referenda	26,411	17,611	0	-17,611	FAV	GREEN	The Council is currently waiting to see if permission to appeal to the Supreme Court is granted against an earlier Court of Appeal decision which challenged the St Annes Neighbourhood Plan. However it is unlikely that a Neighbourhood Planning referendum will be required in 2019/20 and this funding may ultimately be rescheduled to 2020/21. This budget will be kept under review during the remainder of the year and re-phased as necessary.

**OPERATIONAL MANAGEMENT COMMITTEE**

Vehicles & Plant	FMS Materials Cost	145,670	97,211	71,362	-25,849	FAV	GREEN	There are a number of favourable variances in respect of vehicle costs. Some are due to the fact that a number of vehicles have been acquired in the past 18 months, replacing older and more expensive to maintain vehicles. Additionally fuel costs for the first part of the year have been lower than anticipated. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next budget right-sizing exercise.
	Repairs by Commercial Garages	23,400	15,698	10,493	-5,205	FAV	GREEN	
	Fuel Costs	313,406	208,984	186,728	-22,256	FAV	GREEN	
	Tyres - Renewal	34,636	23,186	13,642	-9,544	FAV	GREEN	
Car Parks	Cash Collection - Pay and Display	11,000	7,336	18,052	10,716	ADV	AMBER	The cost of collecting cash from the pay and display machines, along with card-processing charges, have increased in recent years and it will be necessary to review this budget as part of the next budget right-sizing exercise.

## Appendix A (Cont'd)

### REVENUE MONITORING 2019/20 - Period 8 to November 30th November 2019 (Variances in excess of £5K)

Key

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

Service Area	Detailed Description	Full Year Budget	Budget as at Period 8	Actual & Commitments as at Period 8	Variance as at Period 8	FAVOURABLE / ADVERSE	Alert	Budget Holder Comments
		£	£	£	£			

#### OPERATIONAL MANAGEMENT COMMITTEE (Cont'd)

Fylde Waste Schemes	Other Sales	-50,000	-33,340	-67,382	-34,042	FAV	<b>GREEN</b>	This is additional unbudgetted income arising from the increased sale of chargeable wheeled bins in respect of newly built properties. This additional income will be reflected in the next update to the Financial Forecast.
Computer Services	Purchase of Computer Equipment, Program Licence Charges, Development Costs, Miscellaneous.	448,372	298,979	113,311	-185,668	FAV	<b>GREEN</b>	An underspend is currently recorded against these budgets, however this period does not account for the renewal and ongoing services of our server operating system infrastructure licensing, Office 365, or desktop operating system licensing which are due calendar year end. Similarly, development works around the enhancement of user journeys on the website- from payment through to back office system and service fulfilment- which have completion delivery conditions upon them are also not accounted for in this period. With that in mind we do anticipate these variances to reduce significantly in the next period. Network improvement projects incorporating new technologies in the face of changing security compliance considerations are also planned for early 2020 which will require investment in the purchase of computer equipment. Due to the timing of these projects a proportion of the budgets may need to be rephased into 2020/21 as part of the next update to the Financial Forecast.

#### TOURISM AND LEISURE COMMITTEE

Parks Development - Lytham & St Annes	Parks Furniture	16,100	10,736	22,390	11,654	ADV	<b>AMBER</b>	The year to date has seen additional expenditure for the purchase of memorial benches. It is anticipated that this additional cost will be offset by increased income for commemorative benches during the remainder of the year. This budget will be kept under review during the remainder of the financial year and may require adjustment as part of the next update to the Financial Forecast.
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## Appendix A (Cont'd)

### REVENUE MONITORING 2019/20 - Period 8 to November 30th November 2019 (Variances in excess of £5K)

Key

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

Service Area	Detailed Description	Full Year Budget	Budget as at Period 8	Actual & Commitments as at Period 8	Variance as at Period 8	FAVOURABLE / ADVERSE	Alert	Budget Holder Comments
		£	£	£	£			

#### ENVIRONMENT, HEALTH & HOUSING COMMITTEE

Cemetery & Crematorium	Cremations	-1,140,000	-760,152	-702,365	57,787	ADV	AMBER	The number of cremations held this year has been below that forecast and the level of income received has reduced accordingly. The income budget for cremations has been raised year-on-year as previous income forecasts have been exceeded, but there is a concern that the level may now be set too high. A review of future income forecasts will be undertaken to consider the appropriate levels of future income expectations. This budget will be kept under review during the remainder of the year and the service may yet recover the position if activity increases in the following months.
Taxi Licensing	Hackney Carriage Driver Licences	-16,094	-10,732	-20,749	-10,017	FAV	GREEN	A change in legislation 3 years ago introduced annual and 3 yearly licences. This year is the first renewal for the 3 yearly licence leading to an increase in income in the current year. The number of new application has also increased. As this is anticipated to be a recurring increase in income the budgets will be amended as appropriate as part of the next update to the financial forecast. Additionally, the number of applications for new and replacement vehicles has increased, leading to additional income from the issue of new licences.
	Private Hire Vehicle Licences	-25,296	-16,868	-26,811	-9,943	FAV	GREEN	

## Appendix A (Cont'd)

### REVENUE MONITORING 2019/20 - Period 8 to November 30th November 2019 (Variances in excess of £5K)

Key

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

Service Area	Detailed Description	Full Year Budget	Budget as at Period 8	Actual & Commitments as at Period 8	Variance as at Period 8	FAVOURABLE / ADVERSE	Alert	Budget Holder Comments
		£	£	£	£			

#### PLANNING COMMITTEE

Development Management	Consultants Fees	25,000	16,668	5,910	-10,758	FAV	GREEN	The council employs external consultants in order to provide specialist advice on particular planning matters as and when necessary. Expenditure against this budget is very much dependant upon the nature of applications received. A number of applications currently before the Council for consideration will require specialist advice. This budget will continue to be carefully monitored and adjusted as necessary as part of the next update to the Financial Forecast.
Planning Appeals	Planning Appeal Hearing Costs	50,000	33,340	660	-32,680	FAV	GREEN	Since the local plan was adopted, the number of planning appeals considered following public inquiry, which is the most costly method to the council, has reduced. As the local plan is now 12 months old and cannot be regarded as 'recently adopted' for the purposes of applying national planning policy, it may be that developers will once again seek to challenge the decisions of the council. This budget will continue to be carefully monitored and adjusted as necessary as part of the next update to the Financial Forecast.
Planning Enforcement	Enforcement Costs	25,000	16,668	0	-16,668	FAV	BLUE	Legal action in regard to a number of sites is currently underway and it is likely that there will be a call on this budget during the remainder of the current financial year. This budget will continue to be carefully monitored and adjusted as necessary as part of the next update to the Financial Forecast.
Planning Policy	Local Development Framework Costs	15,000	10,004	0	-10,004	FAV	BLUE	The local plan is currently under review and costs will be incurred in the latter part of the financial year as this process continues. This budget will continue to be carefully monitored and adjusted as necessary as part of the next update to the Financial Forecast.

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	10
<b>CAPITAL PROGRAMME MONITORING REPORT 2019/20</b> <b>POSITION AS AT 30 NOVEMBER 2019</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

The purpose of this report is to provide an update on the approved Capital Programme of the Council as at 30th November 2019 and specifically for those schemes under the remit of the Committee.

### SOURCE OF INFORMATION

Chief Financial Officer – the report is based upon information extracted from the financial ledger system of the Council for the period to 30th November 2019.

### LINK TO INFORMATION

Capital Programme monitoring Report to 30th November 2019:

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

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

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

### FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel 01253 658566 e-mail: [paul.o'donoghue@fylde.gov.uk](mailto:paul.o'donoghue@fylde.gov.uk)

**Attached** - Capital Programme Monitoring Report 2019/20

# **CAPITAL PROGRAMME MONITORING REPORT 2019/20 –**

## **POSITION AS AT 30<sup>TH</sup> NOVEMBER 2019**

### **Summary**

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

### **1. Background**

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

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

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

#### **i) Coast Protection Scheme**

The Fairhaven and Church Scar Coast Protection Scheme budget is £21.8m, being funded by Flood Defence Grant-in-Aid (which is an Environment Agency eligible cost reimbursable grant) of up to £21.4m; alongside a contribution from Fylde Council of £0.4m.

Work started on site in December 2017 and has progressed well. The revised Contract Completion Date is December 2020, but it is anticipated that contract Completion will be closer to summer 2020.

In addition to the core sea defence works a range of public realm enhancements to the scheme have been added with a budget of £360k (plus an extra £50k for an automated car park barrier system), funded by Fylde Council from the Capital Investment Reserve.

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

The main building and landscape works contract will now be undertaken between September 2020 and April 2021. Consequently this supplementary scheme has now been re-phased into 2020/21 to reflect this as part of the latest update to the Financial Forecast. Events and Activities at the lake and gardens will continue throughout this period.

The Adventure Golf scheme has been delayed from the original dates set out within the Committee reports due to physical constraints arising from the Heritage Lottery Fund works at the location. The Adventure Golf works has now be rescheduled into 2020/21 as part of the latest update to the Financial Forecast. The proposed start date for physical works is April 2020 with a completion target of summer 2020.

#### **iii) Disabled Facilities Grants**

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

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

The next phase of regeneration works in St Annes was agreed to be Wood Street, subject to agreement with landowners following the usual model. However, despite several meetings with tenants and owners there remain difficulties in securing authority to carry out works to all forecourts for implementation of the easterly side of the works. As a result it is now recommended that the westerly side (The Council's car park side) be finalised initially with a view to commencement in the spring of 2020. In addition it is proposed to extend the Pier link scheme/ Clifton Drive South to include other elements of the town centre regeneration plan as set out in the 2020 Vision document. It is anticipated that works will commence in February 2020, with an element of the scheme now being rescheduled into 2020/2021 as part of the next update to the Financial Forecast.

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

In respect of the major capital scheme for Lytham Town Centre, a number of suggestions have been made from the Business Group and other parties. Some of which require careful consideration with agencies such as Lancashire County Council. Options are being considered involving local members and a draft plan drawn together. This will have a phased programme of works to be considered by planning committee. It is envisaged that the first phase will be commenced this financial year.

### **3 Conclusions**

- 3.1 Actual expenditure to 30<sup>th</sup> November 2019 is £7.521m against an updated full year budget of £15.872m. This equates to 47% of the latest budget. Certain schemes will be adjusted or re-phased into 2020/21 as part of future Financial Forecast updates that are reported to Members during the year.
- 3.2 The current Capital Programme as updated is showing a balanced position for 2019/20 onward. The Capital Programme and the associated financing will be subject to discussion with members during the months in the lead up to the annual budget setting process for 2020/21.
- 3.3 Any additional expenditure which is not fully-funded by external finance would normally require the generation of capital receipts or further borrowing (the latter placing further pressure on the Revenue Budget from the consequent repayment costs). However Budget Council on 4<sup>th</sup> March 2013 approved the creation of a Capital Investment Reserve to finance future capital expenditure.

The balance of this reserve at 31st March 2019 was £4.385m. Of this, £3.398m is committed to deliver existing approved capital schemes in future years, leaving an unallocated balance on the reserve of £0.987m.

Further transfers into the reserve in the total sum of £1.830m (£0.721m for 2019/20 and £1.109m for 2020/21) are estimated in the November update to the financial forecast as presented to the Finance and Democracy Committee, which would result in a revised unallocated balance on the reserve of £2.817m. These estimated transfers into the reserve are, of course, subject to change as actual expenditure and income levels will undoubtedly differ to the forecast amounts over the next two financial years.

Additional future projects will be subject to further consideration as part of the budget setting process for 2020/21. Whilst it remains the case that this reserve is the preferred source of finance for any further additions to the Capital Programme, continuing contributions to the reserve are required in order to maintain a sustainable funding source for future years.

# **CAPITAL PROGRAMME - 2019/20 IN-YEAR SCHEME MONITORING REPORT - AS AT 30/11/19**

## **Appendix A**

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 30/11/19 £000	Variance £000	Comments
<b><u>FINANCE &amp; DEMOCRACY COMMITTEE</u></b>								
Accommodation Project - Phase 8 - Town Hall Car Park	General asset disposal receipts	0	33	0	33	17	16	This scheme (the final element of the Accommodation Project) has now been completed. The only outstanding element of the scheme relates to the final invoices and the retention amounts, which are expected to be finalised during 2019/20.
Purchase of Land Adjacent to Squires Gate Station	Capital Investment Reserve	0	0	5	5	0	5	Negotiations with the landowner have commenced for the Council to purchase a small parcel of land to facilitate the creation of an accessible route to Squires Gate Railway Station platform. Once purchased the Council will grant a long ground lease of this land to Network Rail to include the transference of responsibility for management and maintenance of the land.
<b>Sub total</b>		<b>0</b>	<b>33</b>	<b>5</b>	<b>38</b>	<b>17</b>	<b>21</b>	
<b><u>TOURISM &amp; LEISURE COMMITTEE</u></b>								
St Annes Pool	No external finance - funded by borrowing / general asset disposal receipts	93	0	-93	0	0	0	No expenditure is currently planned. This budget has been removed and any further updates will be reflected in future reports to Committee.
Fairhaven Lake & Promenade Gardens Restoration	Capital Investment Reserve	120	0	148	268	135	133	The main building and landscape works contract will now be undertaken between September 2020 and April 2021. Consequently this supplementary scheme has now been re-phased into 2020/21 to reflect this as part of the latest update to the Financial Forecast. Events and Activities at the lake and gardens will continue throughout this period.
Promenade Footways	No external finance - funded by borrowing / general asset disposal receipts	40	-5	40	75	0	75	A scheme is being developed to utilise this funding to complement the 'St Annes Road West – Square to Pier Link and Gateway' capital scheme. It is anticipated that the proposed scheme will be submitted to the Tourism and Leisure Committee for consideration in March 2020 for delivery in 2020/21. Consequently this scheme will be re-phased as part of the next update to the financial forecast.
Staining Playing Fields Development Scheme	Capital Investment Reserve	129	151	-94	186	168	18	Phases 1 and 2 of the scheme commenced in April 2019 and the works are due to be complete by March 2020 within the budget of £186,000. Whilst the contractor was 'on site' to undertake these phases it became apparent that the secondary drainage works and additional levelling of the site (phase 3 of the scheme) needed to be undertaken at the same time to ensure best value for money and a fully competent drainage scheme. The remaining budget for Phase 3 is £94,000 and a scheme for these works are being designed in consultation with the parish council and community groups. It is expected that physical works will start in March/April 2020 with an anticipated finish date of May 2020. Therefore the £94,000 budget for phase 3 of the scheme has been re-phased into 2020/21 to reflect this as part of the latest update to the Financial Forecast.

# **CAPITAL PROGRAMME - 2019/20 IN-YEAR SCHEME MONITORING REPORT - AS AT 30/11/19**

## **Appendix A (cont'd.)**

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 30/11/19 £000	Variance £000	Comments
<b><u>TOURISM &amp; LEISURE COMMITTEE (cont'd.)</u></b>								
Ashton Gardens Play Area	Capital Investment Reserve	20	0	0	20	0	20	This project is expected to be completed in December 2019 within budget.
Ashton Gardens Nursery Improvements	Capital Investment Reserve	30	0	0	30	0	30	The works for this scheme have been tendered and are planned to be undertaken during January 2020 with the scheme expected to be completed within budget during 2019/20.
Coastal Signage Improvements	Capital Investment Reserve	60	0	-60	0	0	0	A proposed scheme is currently being developed. It is intended that the scheme will be presented to the Tourism and Leisure Committee for consideration in March 2020. As the scheme will no longer commence in 2019/20 it has been re-phased into 2020/21 as part of the latest update to the Financial Forecast.
Open Space access control measures	Capital Investment Reserve	15	0	0	15	0	15	Further consultation has been undertaken with ward members and residents to establish the exact need of access controls at King George V Playing Fields and Blackpool Road Playing Fields This consultation has not proved decisive in establishing public need for access controls at the site. Officers will monitor the situation and a report will be presented at a future meeting of the Tourism and Leisure Committee and any changes will be reflected in the next update to the Financial Forecast.
Coastal Explorers	Capital Investment Reserve	20	0	0	20	0	20	Officers are developing external funding bids to support this project. An 'expression of interest' to the 'Big Lottery' fund has been submitted which, if successful, will require a full funding bid to be prepared and submitted. This would be for a grant in the sum of £150,000. A further funding bid will be submitted to Arts Council England in 2020 in the sum of £50,000. As the outcome of these bids will not be known by the end of the financial year it is anticipated that the £20,000 Council contribution will not now be required until 2021. Consequently the scheme will be re-phased as part of the next update to the Financial Forecast.
Weeton Village Hall - public open space improvements	S106 Developer Contributions	0	0	7	7	7	0	A Service Level agreement has been prepared between Fylde and Weeton Parish Council. The scheme is expected to be completed within budget during 2019/20.
Fylde Sand Dunes Improvement Scheme	S106 Developer Contributions / Specific Grants	0	0	52	52	0	0	A proposed scheme was presented to the Tourism & Leisure Committee in November 2019, and subsequently approved by the Finance & Democracy Committee, with funding in the sum of £25,000 being provided by developer s106 contributions. In December 2019 it was announced that the grant application to the Lancashire Wildlife Trust in the sum of £27,000 had been successful, and consequently all of the required funding for the scheme has now been secured.
<b>Sub total</b>		<b>527</b>	<b>146</b>	<b>0</b>	<b>673</b>	<b>310</b>	<b>311</b>	

# **CAPITAL PROGRAMME - 2019/20 IN-YEAR SCHEME MONITORING REPORT - AS AT 30/11/19**

## **Appendix A (Cont'd)**

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 30/11/19 £000	Variance £000	Comments
<b><u>OPERATIONAL MANAGEMENT COMMITTEE</u></b>								
Replacement Vehicles	Capital Investment Reserve / Borrowing	471	148	0	619	376	243	It is anticipated that all vehicle purchases will be completed to budget in 2019/20. If any vehicle orders are delayed due to specific build time this may lead to the re-phasing of a proportion of the budget into 2020/21.
Car Park Improvements	No external finance - funded by borrowing / general asset disposal receipts	30	0	0	30	0	30	A proposed scheme will be presented for consideration to the Operational Management Committee at either the January or March 2020 meeting of the committee for delivery in 2020/21. Consequently this scheme will be re-phased into 2020/21 as part of the next update to the financial forecast.
Public Transport Improvements	S106 Developer Contributions	48	30	13	91	31	60	This funding is being spent as projects are developed. To date £13,200 has been allocated to Staining Parish Council to support a free local bus service. A number of other schemes are being developed and negotiations with Lancashire County Council, as the commissioning body for bus services for the borough, are continuing in order to assess the viability of each scheme. Not all of this funding may be expended in 2019/20 and it may be necessary to re-phase the unspent element into 2020/21 as part of the next update to the financial forecast.
Fairhaven and Church Scar Coast Protection Scheme	Specific Government Grant (Environment Agency) / Capital Investment Reserve	7,330	2,276	0	9,606	5,573	4,033	Delivery of the scheme remains on schedule, with further information provided within the body of this report. Any changes or re-phasing will be reflected in future updates to the financial forecast.
Fairhaven and Church Scar Coast Public Realm Works	Capital Investment Reserve	260	100	0	360	0	360	A report on this scheme is being presented to special meetings of the Operational Management and the Finance and Democracy Committees in December 2019. Any changes to the scheme arising from the deliberations of those committees will be reflected in the next update to the financial forecast.
Accommodation/ facilities at Snowdon Rd Depot	Capital Investment Reserve	200	0	0	200	0	200	An updated and enhanced scheme will be proposed to the January meeting of the Operational Management Committee requesting support for a capital growth bid for 2020/21 in respect of the additional funding required. Consequently this scheme will be not now be commenced in 2019/20 and will therefore be re-phased into 2020/21 as part of the next update to the financial forecast.
North Beach Car Park: Development of Toilet Facilities	Capital Investment Reserve	185	0	-185	0	0	0	In November 2019 the Finance and Democracy Committee approved the virement of the funding for this scheme into an alternative scheme for toilet provision at the Splash Park facility.
Toilet facilities and perimeter fencing at the Splash Park facility	Capital Investment Reserve	0	0	185	185	0	185	In November 2019 the Finance and Democracy Committee approved the virement of the funding from the North Beach Car Park Toilet Facilities to an alternative scheme for toilet provision and the installation of perimeter fencing at the Splash Park facility in the same amount. The works are expected to commence in 2019/20 with completion anticipated before the main 2020 tourist season.

# **CAPITAL PROGRAMME - 2019/20 IN-YEAR SCHEME MONITORING REPORT - AS AT 30/11/19**

## **Appendix A (Cont'd)**

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 30/11/19 £000	Variance £000	Comments
<b>OPERATIONAL MANAGEMENT COMMITTEE (cont'd)</b>								
Stanner Bank car park - barrier scheme	Capital Investment Reserve	50	0	0	50	0	50	This scheme will be delivered alongside the Fairhaven and Church Scar Public Realm Works scheme, a report on which is being presented to special meetings of the Operational Management and the Finance and Democracy Committees in December 2019. Any changes to the scheme arising from the deliberations of those committees will be reflected in the next update to the financial forecast.
Charging Infrastructure for Electric Taxis	Specific Government Grant	0	0	150	150	0	150	A scheme is currently being developed to provide electricity charging points for taxis. Four Rapid Charging points are proposed to be installed across the Fylde Borough to provide suitable locations at key hubs that taxis stop or pass. The Car Park Working Group supported the installation of one of the charging points on Lytham Station car park. The contract is to be issued in December with new chargers to be installed from March to August 2020. Consequently as this scheme will not now be delivered in 2019/20 it will be re-phased into 2020/21 as part of the next update to the financial forecast.
<b>Sub total</b>		<b>8,574</b>	<b>2,554</b>	<b>163</b>	<b>11,291</b>	<b>5,980</b>	<b>5,311</b>	

### **ENVIRONMENT, HEALTH & HOUSING COMMITTEE**

Disabled Facilities Grants (DFG) Programme	Specific Grant (Better Care Fund) / External Contributions / Grant repayments	1,050	13	80	1,143	818	325	The grant allocation has been increased for 2019/20 to a total of £1,090k which, together with slippage of £13k from 2018/19 and a further £40k from New Fylde Housing in relation to DFG works on properties that they own, provides total funding for 2019/20 of £1,143k. This revised allocation has been reflected in the latest update of the Financial Forecast. Grant awards are progressing well and It is anticipated that the majority of the grant allocation will be spent in 2019/20.
Housing Needs Grant	DFG Grant Repayments	0	16	25	41	2	39	The income from returned DFG grants is intended to be used for incidental costs relating to abortive DFG works e.g. architect fees. As this requirement is unplanned it is not readily predictable as to when costs will be incurred. It is anticipated that not all expenditure will be spent this financial year and any remaining monies will be requested for slippage to 2020/21.
Affordable Housing Scheme Sunnybank Mill, Kirkham	S106 Developer Contributions	460	-460	0	0	0	0	This scheme was completed to budget in March 2019.
Church Road Methodist Church, St Annes	S106 Developer Contributions	275	0	0	275	275	0	This scheme was completed to budget in August 2019.
Affordable Warmth Scheme	Specific Grant (Lancashire County Council)	0	8	0	8	1	7	This funding is intended to provide financial support for means-tested affordable warmth measures undertaken by CHiL (Cosy homes in Lancashire) Scheme as and when required. It is anticipated that not all expenditure will be spent this financial year and any remaining monies will be requested for slippage to 2020/21.

## CAPITAL PROGRAMME - 2019/20 IN-YEAR SCHEME MONITORING REPORT - AS AT 30/11/19

## Appendix A (Cont'd)

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 30/11/19 £000	Variance £000	Comments
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### ENVIRONMENT, HEALTH & HOUSING COMMITTEE (cont'd)

CCTV Replacement Schemes	Specific Grant (LSP Performance Reward Grant)	0	27		27		27	It has been agreed by the Environment, Health and Housing Committee that capital expenditure will only be made on essential work or replacement CCTV when necessary and subject to approval. It is anticipated that not all expenditure will be spent this financial year and any remaining monies will be requested for slippage to 2020/21.
Cemetery and Crematorium - Infrastructure Works	Capital Investment Reserve	294			294	75	219	This scheme is currently being delivered and it is expected to be completed by the end of January 2020.
<b>Sub total</b>		<b>2,079</b>	<b>-396</b>	<b>105</b>	<b>1,788</b>	<b>1,171</b>	<b>617</b>	

### PLANNING COMMITTEE

St Annes Regeneration Schemes	S106 Developer Contributions / Capital Investment Reserve	315	0	0	315	10	305	The next phase of regeneration works in St Annes was agreed to be Wood Street, subject to agreement with landowners following the usual model. However, despite several meetings with tenants and owners there remain difficulties in securing authority to carry out works to all forecourts for implementation of the easterly side of the works. As a result it is now recommended that the westerly side (The Council's car park side) be finalised initially with a view to commencement in the spring of 2020. In addition it is proposed to extend the Pier link scheme/ Clifton Drive South to include other elements of the town centre regeneration plan as set out in the 2020 Vision document. It is anticipated that works will commence in February 2020, with an element of the scheme now being rescheduled into 2020/2021 as part of the next update to the Financial Forecast. #
St Annes Road West – Square to Pier link and Gateway	Capital Investment Reserve	110	0	0	110	0	110	This scheme is being progressed in consultation with various agencies including Lancashire County Council and the owners of adjoining land. The works are expected to commence in April 2020. The scheme will be re-phased into 2020/21 as part of the next update to the Financial Forecast.
Lytham Regeneration Schemes	S106 Developer Contributions / Capital Investment Reserve	400	0	0	400	0	400	In respect of the major capital scheme for Lytham Town Centre, a number of suggestions have been made from the Business Group and other parties. Some of which require careful consideration with agencies such as Lancashire County Council. Options are being considered involving local members and a draft plan drawn together. This will have a phased programme of works to be considered by planning committee. It is envisaged that the first phase will be commenced this financial year.
Kirkham Public Realm Improvements	S106 Developer Contributions / Capital Investment Reserve	0	5	0	5	0	5	It is expected that this scheme will be delivered within budget during this financial year.
M55 Link Road	S106 Developer Contributions / M55 Link Road Reserve	0	103	1,000	1,103	20	1,083	Discussions are ongoing with the developer of the residential land at Queensway and other public bodies to secure funding to enable the accelerated delivery of the M55 link road. Given deadlines attached to other funding streams that have been secured to accelerate the delivery of the link road, it is expected that a decision on the accelerated delivery of the road will be made this financial year.
Ansdell / Fairhaven - Public Realm Scheme	Capital Investment Reserve	0	10	0	10	0	10	It is expected that this scheme will be delivered within budget during this financial year.

# **CAPITAL PROGRAMME - 2019/20 IN-YEAR SCHEME MONITORING REPORT - AS AT 30/11/19**

## **Appendix A (Cont'd)**

APPROVED SCHEMES	Financing Source	Approved Budget 2019/20 £000	Slippage B/F from 2018/19 £000	Adjustments from 05/03/19 £000	Updated Budget 2019/20 £000	Expenditure to 30/11/19 £000	Variance £000	Comments
<b>PLANNING COMMITTEE (cont'd)</b>								
St Annes Pier - Coastal Revival Fund	Specific Grant	0	24	0	24	13	11	It is expected that this scheme will be delivered within budget during this financial year. This project has been tied to the phasing of a wider scheme of works by the Pier Company.
Tree Planting	Capital Investment Reserve	25	0	0	25	0	25	It is expected that this scheme will be delivered within budget during this financial year.
Kirkham and Wesham Station	S106 Developer Contributions	0	0	15	15	0	15	The procurement of a feasibility study to examine the options available to deliver a park and ride facility at Kirkham and Wesham Station is currently underway. It is expected that the study will be completed during the current financial year.
Future High Street Fund: Kirkham	Specific Grant	0	0	75	75	0	75	The initial confirmed allocation of £75,000 provides the resource for the development of a substantive full bid under the Future High Street Fund (FHSF) programme - the substantive bids are expected to be in the £5m - £10m range. A further application has been made for an additional £75,000 funding to develop the full bid which is expected to be confirmed or otherwise in early 2020. The Planning Committee in November 2019 approved the broad approach to the development of the Future High Street Fund Business Case, which will also form part of a longer term regeneration strategy for the town centre, and agreed to adopt the Future High Street Consultants Brief for the purposes of commissioning the appropriate consultants to assist with the preparation of the Business Case.
<b>Sub total</b>		<b>850</b>	<b>142</b>	<b>1,090</b>	<b>2,082</b>	<b>43</b>	<b>2,039</b>	
<b>Total Expenditure</b>		<b>12,030</b>	<b>2,479</b>	<b>1,363</b>	<b>15,872</b>	<b>7,521</b>	<b>8,299</b>	

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

	Estimate 2019/2020 £000	Estimate 2020/2021 £000	Estimate 2021/2022 £000	Estimate 2022/2023 £000	Estimate 2023/2024 £000
<b>FINANCE &amp; DEMOCRACY COMMITTEE</b>					
Accommodation Project - Phase 8 - Town Hall Car Park	33				
Purchase of Land Adjacent to Squires Gate Station	5				
<b>Sub total</b>	<b>38</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOURISM &amp; LEISURE COMMITTEE</b>					
Fairhaven Lake & Promenade Gardens Restoration	268	2,045	125		
Fairhaven Adventure Golf	0	505			
Promenade Footways	75	0	40	40	40
Staining Playing Fields Development Scheme	186	94			
Ashton Gardens Play Area	20				
Ashton Gardens Nursery Improvements	30				
Coastal Signage Improvements	0	60			
Open Space access control measures	15				
Coastal Explorers	20				
Weeton Village Hall	7				
Fylde Sand Dunes Improvement Scheme	52				
<b>Sub total</b>	<b>673</b>	<b>2,704</b>	<b>165</b>	<b>40</b>	<b>40</b>
<b>OPERATIONAL MANAGEMENT COMMITTEE</b>					
Replacement Vehicles	619	562	119	306	971
Car Park Improvements	30	30	30	30	30
Public Transport Improvements	91	48	48	30	
Fairhaven and Church Scar Coast Protection Scheme	9,606				
Fairhaven and Church Scar Coast Public Realm Works	360				
Accommodation/ facilities at Snowdon Rd Depot	200				
North Beach Car Park: Development of Toilet Facilities	185				
Stanner Bank car park - barrier scheme	50				
Charging Infrastructure for Electric Taxis	150				
<b>Sub total</b>	<b>11,291</b>	<b>640</b>	<b>197</b>	<b>366</b>	<b>1,001</b>
<b>ENVIRONMENT, HEALTH &amp; HOUSING COMMITTEE</b>					
Disabled Facilities Programme	1,143	1,130	1,130	1,130	1,130
Housing Needs Grant	41				
Affordable Housing Scheme - Sunnybank Mill, Kirkham	0				
Church Road Methodist Church, St Annes	275				
Affordable Warmth Scheme	8				
Rapid Deployment CCTV Replacement Projects	27				
Cemetery and Crematorium - Infrastructure Works	294				
<b>Sub total</b>	<b>1,788</b>	<b>1,130</b>	<b>1,130</b>	<b>1,130</b>	<b>1,130</b>
<b>PLANNING COMMITTEE</b>					
St Annes Regeneration Schemes	315				
St Annes Road West – Square to Pier link and Gateway	110				
Lytham Regeneration Schemes	400	300	100		
Kirkham Public Realm Improvements	5				
M55 Link Road - S106 monies for design work	1,103				
Ansdell / Fairhaven - Public Realm scheme	10				
St Annes Pier - Coastal Revival Fund	24				
Tree Planting	25				
Kirkham and Wesham Station	15				
Future High Street Fund: Kirkham	75	75			
<b>Sub total</b>	<b>2,082</b>	<b>375</b>	<b>100</b>	<b>0</b>	<b>0</b>
<b>Total Expenditure</b>	<b>15,872</b>	<b>4,849</b>	<b>1,592</b>	<b>1,536</b>	<b>2,171</b>

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

	Estimate 2019/2020 £000	Estimate 2020/2021 £000	Estimate 2021/2022 £000	Estimate 2022/2023 £000	Estimate 2023/2024 £000
<b>FINANCING:</b>					
Capital Receipts - General Asset Sales	45	45	45	45	45
Capital Receipts - Right to Buy Receipts	25	25	25	25	25
Better Care Fund / Disabled Facilities Grant	1,103	1,090	1,090	1,090	1,090
Disabled Facilities Grant Repayments - 'Housing Needs Grants'	41				
Section 106 Monies - St Annes	265				
Section 106 Monies - Lytham	130				
Section 106 Monies - Church Road Methodist Church, St Annes	275				
Section 106 Monies - M55 Link-Road	103				
Section 106 Monies - Public Transport Improvements	91	48	48	30	
Section 106 Monies - Staining Chain Lane Playing Fields	174				
Section 106 Monies - Kirkham and Wesham Station	15				
Section 106 Monies - Weeton Village Hall	7				
Section 106 Monies - Fylde Sand Dunes Improvement Scheme	25				
Capital Investment Reserve	1,356	625			
Capital Investment Reserve	875	410	100		
Capital Investment Reserve - Underwriting max £343k - Fairhaven	0	32			
M55 Link-Road Reserve	1,000				
Funding Volatility Reserve - Fairhaven Restoration Project	0	400			
Other External Finance (see analysis below )	9,837	1,652	165	40	40
Direct Revenue Finance					
Prudential Borrowing	505	522	119	306	971
<b>Total Financing</b>	<b>15,872</b>	<b>4,849</b>	<b>1,592</b>	<b>1,536</b>	<b>2,171</b>

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

**Other External Finance: Analysis**

LSP Performance Reward Grant	27				
Environment Agency - Fylde Coastal Preliminaries	9,206				
Lancashire County Council - Affordable Warmth Scheme	8				
Coastal Revival Fund - St Annes Pier	24				
Central Government Grant - Future High Street Fund: Kirkham	75	75			
Staining Parish Council	11	14			
Friends of Staining Open Spaces	1				
John Lees Charitable Trust	0	30			
New Fylde Housing - DFG Contribution	40	40	40	40	40
Lancashire Environmental Fund - Fylde Sand Dunes Imp't Scheme	27				
Heritage Lottery Fund - Fairhaven Restoration Project	268	1,084	125		
Sport England - Fairhaven Restoration Project - confirmed	0	100			
United Utilities - Fairhaven Restoration Project	0	60			
Lytham Schools Foundation - Fairhaven Restoration Project	0	15			
RSPB - Fairhaven Restoration Project	0	8			
Coastal Communities Fund - Fairhaven Restoration Project	0	130			
Lawn Tennis Association - Fairhaven Restoration Project	0	51			
Lancashire Environmental Fund - Fairhaven Restoration Project	0	30			
Café Tenant Contribution - Fairhaven Restoration Project	0	15			
Central Government - Charging Infrastructure for Electric Taxis	150				
	9,837	1,652	165	40	40

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	11
<b>BLUE FLAG BEACH AWARD</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

At the meeting of the Tourism and Leisure Committee on 9<sup>th</sup> March 2017, the committee considered a decision item on the potential to gain Blue Flag Award accreditation for St. Annes North Beach and St. Annes Amenity Beach. A list of the Blue Flag Award criteria was included in the report with any improvement works listed against each requirement that would need to be fulfilled by the Council to achieve Blue Flag Award accreditation. The report also explained the need for 'Excellent' bathing water quality to achieve and retain Blue Flag status.

After full consideration it was resolved:

1. To assess the list of requirements that would need to be fulfilled to allow a competent application for Blue Flag accreditation for the two beaches.
2. To decide if the proposed list of requirements are to be further detailed and costed and to be presented in a further report to the committee.
3. To offer 'in principle' support to any further capital bids and/ or revenue increases based on a more detailed list of requirements in a future report.

Following the meeting, officers undertook a more detailed review of the Blue Flag Award criteria including an assessment of the two beaches against a total of the thirty award requirements. An assessment table was completed with actions and costings.

In summary, St. Annes Amenity Beach fulfils the majority of the Blue Flag Award criteria if it was to achieve 'Excellent' water quality and the signage was improved. St. Annes North Beach does not currently fulfil the Blue Flag Award criteria as it does not have adequate level of facilities such as public toilets or seasonal dog controls on the amenity beach areas. The cost of installing public toilets on North Beach Car Park is estimated to be in the region of £90,000 - £140,000 dependant on the size and design of unit.

Defra's 2019 Bathing Water Classification results were released in November and St. Annes Amenity Beach obtained a 'Good' result and St. Annes North Beach obtained a 'Sufficient' result. The beaches are required to attain an 'Excellent' result to achieve a Blue Flag Award. In recent years, St. Annes North Beach has achieved an 'Excellent' result once and St. Annes Amenity Beach has never achieved 'Excellent' result.

Consideration was also given to the borough wide consultation exercise concerning the introduction of Public Space Protection Orders relating to dog controls on public open spaces. A seasonal Dog Exclusion Order will continue to apply to St. Annes Amenity Beach. However, a decision was made that no controls will be applied to St. Annes North Beach. A key requirement of the Blue Flag Award is that dogs must be seasonally controlled or excluded from the beach.

In consideration of these points, officers will prioritise their efforts towards a successful Blue Flag Award application for St. Annes Amenity Beach. The Parks and Coastal Services team have actioned the proposed infrastructure improvements and are progressing signage enhancements as part of the Coastal Signage Strategy, as advised from the assessment report, in readiness for future applications if and when bathing water results achieve the 'Excellent' result required.

#### **SOURCE OF INFORMATION**

- Annual Bathing Water Quality (Information Report), Environment Health & Housing Committee, 7<sup>th</sup> January 2020.
- Blue Flag Award (Decision Item), Tourism and Leisure Committee, 11<sup>th</sup> January 2018.
- Blue Flag Award (Decision Item), Tourism and Leisure Committee, 9<sup>th</sup> March 2017.
- Blue Flag Award Assessment.

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

To update members on the progress of the resolution from the Tourism and Leisure Committee Meeting on 9<sup>th</sup> March 2017.

#### **FURTHER INFORMATION**

Contact Lisa Foden, Parks and Coastal Services Manager T: 01253 658468 E: [lisa.foden@fylde.gov.uk](mailto:lisa.foden@fylde.gov.uk)

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	12
<b>YMCA – KIRKHAM SWIMMING POOL – WORKING GROUP</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

Fylde Council supports the YMCA Kirkham Pool with an annual subsidy and a Service Level Agreement (SLA). At the Tourism and Leisure Committee meeting on 6 June 2019, Mr John Cronin, Chief Executive of the Fylde Coast YMCA, presented to the committee in respect of the operation of the facility. The Committee agreed that a working group comprising the Chairman, Vice-Chairman, Councillors Harrison, Silverwood and Armit should be formed, to seek additional information about the facility, service delivery and support of the Council. This group met with representatives from the YMCA on 29 November 2019 in which further information was provided. Cllr Harrison would in future be invited to the YMCA Leisure Managers meetings as Fylde Councils nominated Outside Bodies representative and additionally to the quarterly operational meeting that Officers have with representatives of the YMCA. Upon conclusion of this meeting, the working group was disbanded.

### SOURCE OF INFORMATION

Tim Dixon, Tourism and Cultural Services Manager

### INFORMATION ATTACHED

None

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

To provide members with an update of the decision taken by the Committee on 6 June 2019 in which additional information about the YMCA Kirkham Pool facility was requested.

### FURTHER INFORMATION

Contact Tim Dixon, Fylde Borough Council Tel: 01253 658436

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT DIRECTORATE	TOURISM AND LEISURE COMMITTEE	09 JANUARY 2020	13
<b>MID-YEAR PERFORMANCE 2019/20</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

The report provides details of the key performance outcomes for the first half of the financial year 2019/20. Performance is reported against the targets set for the year and commentary is provided by performance exception.

### SOURCE OF INFORMATION

Tourism and Leisure team input data into the InPhase corporate online system from service based performance data

### LINK TO INFORMATION

<http://fyldeperformance.inphase.com> - Full Corporate Performance suite for Fylde Council

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

The performance information is relevant to the committee terms of reference and the responsibility of the committee to monitor performance of the services within its remit.

### FURTHER INFORMATION

Contact: Alex Scrivens, Performance & Improvement Manager (01253 658543 or [alex.scrivens@fylde.gov.uk](mailto:alex.scrivens@fylde.gov.uk)).

\*\*\*\*\* PERFORMANCE ABOVE TARGET \*\*\*\*\*

*Commentary is provided to explain why progress has exceeded target, with details of how this will be maintained.*






*None to report.*

\*\*\*\*\* PERFORMANCE BELOW TARGET \*\*\*\*\*






*Commentary is provided to explain why performance is currently not on target, with details of any corrective action.*

*None to report.*

## PERFORMANCE KEY ICON STATUS

	<b>Over Performance</b> – the indicator is over performing against target
	<b>On Track</b> – the indicator is performing within tolerance of target.
	<b>Cautionary Under Performance</b> – the indicator is moderately under performing. Whilst the indicator has slipped from target it maybe a minor blip overall or minor action will remedy it.
	<b>Under Performance</b> – the indicator is under performing against target.
	<b>Missing Data</b> – the indicator is missing data, this could be due to lag in data in the way the information is collated, or because its currently unavailable.
<b>N/A</b>	<b>Not Applicable</b> – no comparable data available. This could be due to the methodology being change or being a new measure created.

**APPENDIX 1: Performance Measures mid-year performance (1st April 2019 - 30th September 2019)**

Tourism and Leisure						
Local Key Performance Indicators	Frequency	Good Performance Is	APR 2018 SEP 2018	APR 2019 SEP 2019	Mid-Year Target	Performance Status
<a href="#">PM20: Number of Major parks achieving a 'Green Flag' award</a>	Annual	Bigger is Better	6	<b>6</b>	6	
<a href="#">PM21: Number of community groups supported (including 'in bloom' &amp; 'friends of')</a>	Annual	Bigger is Better	30	<b>32</b>	30	
<a href="#">PM22: Number of 'in bloom' awards achieved by groups working with LA</a>	Annual	Bigger is Better	30	<b>30</b>	28	
<a href="#">PM23: Number of swims at St Annes pool</a>	Monthly	Bigger is Better	56,803	<b>54,515</b>	52,500	
<a href="#">PM94: Number of recorded safety inspections carried out on each unit of children's play equipment</a>	Annual	Bigger is Better	49	<b>49</b>	48	

**INFORMATION:** Through an annual subvention agreement with Lancashire County Council Designation Management Organisation (DMO), Marketing Lancashire Ltd, Fylde Council is provided with an annual report detailing a range of tourism statistics. These statistics, which are compiled on behalf of Marketing Lancashire Ltd by Global Tourism Solutions (UK) Ltd, use the STEAM economic impact modelling process that are considered as the official tourism statistics. The latest figures are now available covering January to December 2018.

FYLDE VISITOR ECONOMY						
Local Key Performance Indicators	Frequency	Good Performance Is	2017	2018	Year on Year Variance	Performance Status
<a href="#">PM120: Annual number of visitors visiting Fylde</a>	Annual	Bigger is Better	3,316,000	<b>3,271,000</b>	-1.3%	⚠
<a href="#">PM121: Number of day visitors visiting Fylde</a>	Annual	Bigger is Better	2,815,000	<b>2,754,000</b>	-2.2%	⚠
<a href="#">PM122: Number of visitors staying in Fylde as part of a holiday or short break</a>	Annual	Bigger is Better	501,00	<b>517,000</b>	3.2%	ℹ
<a href="#">PM123: Annual number of visitors days in Fylde</a>	Annual	Bigger is Better	4,606,000	<b>4,684,000</b>	1.7%	ℹ
<a href="#">PM124: Annual number of visitor days from staying visitors in Fylde</a>	Annual	Bigger is Better	1,791,000	<b>1,930,000</b>	7.8%	✅
<a href="#">PM125: Total economic impact generated within the local economy through visitor &amp; tourism business (£)</a>	Annual	Bigger is Better	248,799,000	<b>264,178,000</b>	6.2%	✅
<a href="#">PM126: Economic impact by day visitors to Fylde (£)</a>	Annual	Bigger is Better	97,558,000	<b>99,151,000</b>	1.6%	ℹ
<a href="#">PM127: Economic impact by staying visitors in Fylde (£)</a>	Annual	Bigger is Better	151,240,000	<b>164,329,000</b>	8.7%	✅
<a href="#">PM128: Number of full time equivalent jobs supported by the visitors to Fylde</a>	Annual	Bigger is Better	3,222	<b>3,344</b>	3.8%	ℹ
<a href="#">PM129: Total number of Accommodation Stock</a>	Annual	Bigger is Better	10,076	<b>11,594</b>	15.1%	✅
<a href="#">PM130: Total number of Serviced Accommodation Stock</a>	Annual	Bigger is Better	3,122	<b>3,056</b>	-2.1%	⚠
<a href="#">PM131: Total number of Non-serviced accommodation stock</a>	Annual	Bigger is Better	6,954	<b>8,538</b>	22.8%	✅

# INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	14
<b>FAIRHAVEN HERITAGE LOTTERY PROJECT UPDATE</b>			

## PUBLIC ITEM

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

## SUMMARY OF INFORMATION

### Main Works Contract (Heritage Buildings and Landscapes)

1. Tender submissions for the main works contract were received on 13th September 2019 from the 6 contractors on the tender shortlist. The contractors' prices were all significantly above the allotted budget for the scheme (by an average of circa £1.2M) and therefore the tender process was required to be voided in line with procurement regulations.
2. The main reason for the inflated tender prices was due to over-engineering of the RIBA Stage 4 Technical Design, however as the design information was significantly late in coordination and production by the Lead Consultant, the necessary cost scrutiny was unable to be undertaken before it was released to the market. The inflated tender prices were over budget across the entirety of the project design packages; including the architectural package, mechanical and electrical package, structural engineering package and landscape package. The Lead Consultant has subsequently withdrawn from the project.
3. Once it was evident that the tender process was required to be voided, the project board and other key stakeholders were engaged to revise the delivery programme. The overwhelming consultation favoured a delay to any physical construction works to the buildings and landscape until the end of the summer season 2020 to minimise disruption to the park activities and businesses, with physical works commencing in September 2020. The programme has therefore been rescheduled and a high-level summary of the programme is described below:

Activity	Date(s)
Re-procurement and re-structure of professional team	November - December 2019
Complete RIBA Stage 4 Design and Pre-Tender Estimate	January 2020 – May 2020
Tender Period	June 2020 – July 2020
Construction Works	September 2020 – May 2021

4. As described above, the Lead Consultant has withdrawn from the project and officers are currently in the process of procuring a new professional team of specialist consultants required for the remainder of the project. Any issues around the withdrawal of the former lead consultant and the quality of their

work will be pursued separately.

- The new consultancy team will be led directly by the Project Officer to ensure the council has a greater level of control over the performance of the consultancy team and their ability to produce design information on time and to the allocated budget.

#### **Project Income & Underwriting Update**

- The project team in conjunction with the Friends of Fairhaven Lake have secured a grant of £30,000 from the Lancashire Environmental Fund (LEF). The Council agreed to underwrite £343,000 of unsecured match funding in July 2018 to strengthen the NLHF Round 2 capital bid. This grant is one of 4 external grants that were underwritten by the council.
- In addition to the above, during the last reporting period the Lawn Tennis Association (LTA) have confirmed changes to their capital grant programme criteria. This is also one of the 4 external grants that were originally underwritten by the council.
- The LTA have informed the Council that they are no longer awarding capital grants for grassroots tennis improvements but are instead offering interest-free loans in their place. Proposed changes to the LTA grant programme were announced in August 2018 (at the time of the NLHF Round 2 application) but not confirmed until late September 2019. The unsecured match funding amount of £51,102 was originally underwritten by the Council with the expectation that the LTA would consider providing a capital grant in a similar sum. However, that is no longer the case. As the LTA loans would be accompanied by restrictive criteria for the use of those funds, some of which may not be consistent with the general development plans for the site, and would also incur administrative and legal burdens, it is not considered practical to the overall ambitions for the site to accept a loan on the terms offered. Consequently, this is a sum that the Council will now be required to meet from the amount previously agreed as external grant underwriting by Fylde Council for the development.
- Council officers have now secured £130,000 of the original £343,000 underwriting amount. The table below contains the latest position with regards to the capital underwriting associated with the Fairhaven NLHF scheme.

<b>Funding Source</b>	<b>Original Amount</b>	<b>Description of Funding</b>	<b>Actual Amount Received</b>	<b>Notes</b>
Sport England Community Asset Fund	£131,791	Match funding for the Watersports Centre and Community Facility.	£100,000	Sport England capped grant at £100,000
Coastal Community Fund (CCF)	£130,000	Match funding for the lake desilting package.	£0	CCF application was unsuccessful
Lawn Tennis Association	£51,106	Tennis improvements	£0	Funding criteria has been revised (see 9. above) and application will not be progressed in line with Finance recommendation.
Lancashire Environmental Fund	£30,000	Adventure Play Area	£30,000	Application successful
<b>Sub Total</b>	<b>£342,897</b>		<b>£130,000</b>	

#### **Adventure Play Area**

- Decision item number x on the committee agenda details the procurement and contract award of the Adventure Play Area project, which is part of the wider Heritage Lottery project.

### **Adventure Golf**

11. Tender documents were prepared and issued to the market via the Chest Procurement Portal on 29<sup>th</sup> November 2019. The current return date for the tender submissions is 10<sup>th</sup> January 2020. A design and build contractor will be procured by the end of January 2020 to deliver the adventure golf physical works by 3<sup>rd</sup> July 2020. The facility will be operational by the start of the summer public holidays in 2020. This project is not part of the wider Heritage project and a Decision Item report will be presented at a future Tourism & Leisure Committee detailing the project and the results of the tender evaluation.

### **Activity and Events Programme**

12. The first year of the NLHF Activity and Events Programme is now complete and the second year of Activity and Events has been programmed and is currently about to be marketed via social media and the Corporate communication channels.
13. Some of the key statistics associated with Activity and Events i.e. the 'People' side of the project are as follows:
- 154,818 visitors recorded up until the end of November 2019 (this represents a slight drop of 5.6% compared to the same time period in 2018);
  - Social media figures for the Fairhaven project – 546 Twitter followers and 630 Facebook followers;
  - 1759 Volunteer hours recorded at an in-kind contribution value of £24,382;
  - 41 events held with 8353 participants recorded;
  - Of the 87 Activity feedback surveys that have been completed; 97% rated the activity good or above, 99% would take part again and 100% of the activities 'met expectations'.

### **SOURCE OF INFORMATION**

Charlie Richards, Fairhaven Project Officer

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

A request was made at the Tourism & Leisure Committee held on the 7<sup>th</sup> September 2017 for a regular information item to be presented to the Committee.

### **FURTHER INFORMATION**

Contact – Charlie Richards, Fairhaven Project Officer, 01253 658472, [charlie.richards@fylde.gov.uk](mailto:charlie.richards@fylde.gov.uk)

Contact – Mark Wilde, Head of Tourism, Leisure and Cultural Services, 01253 658475, [mark.wilde@fylde.gov.uk](mailto:mark.wilde@fylde.gov.uk)

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	15

### REPORTS OF THE VARIOUS OUTSIDE BODIES

#### PUBLIC ITEM

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

#### SUMMARY OF INFORMATION

On 15 July 2019, Council made a number of appointments to outside bodies. These appointments followed from recommendations from the programme committees for appointments from within their respective memberships.

In line with the Protocol for Members on Outside Bodies (Part 5f of the Council's Constitution), every member serving on an outside body is required to complete a reporting form every six months, which is submitted to the relevant programme committee to which the external partnership relates.

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

#### SOURCE OF INFORMATION

Elected member representatives to the Outside Bodies

#### INFORMATION ATTACHED

Outside Bodies Reports and Summary

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

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

#### FURTHER INFORMATION

Contact Tracy Manning, Director of Resources – [tracy.manning@fylde.gov.uk](mailto:tracy.manning@fylde.gov.uk)

Outside Body		Councillor	Status
<b>Tourism &amp; Leisure Committee – 9 January 2020 meeting</b>			
	Arts Partnership for Fylde	Jayne Nixon	Nil report – no meetings
	Arts Working Group	Vince Settle	Nil report – meetings suspended
	Fairhaven Lake & Gardens Restoration Project Board	Cheryl Little	Attached
	Fylde Arts Association	Jayne Nixon	Nil report – no meetings
	Fylde Coast YMCA Partnership Board	Gavin Harrison	Nil report – no meetings
	Lowther Trust	Roger Small	Attached
	Lytham Hall Partnership	Shirley Green	Attached
	Lytham Town Trust	Ray Thomas	Attached
	St Georges Day Festival Committee	Cheryl Little	Attached

**From:** no-reply@fylde.gov.uk  
**Sent:** 11 December 2019 09:17  
**To:** Democracy  
**Subject:** Fylde Borough Council - A new Outside Bodies - Member Reporting Form report has been submitted - 4793433



Hello Fylde Borough Council,

This email has been sent to you from Fylde Council by one of your customers. They have reported the incident and captured all the details in an aid to help you resolve the issue quickly:

Number4793433

Type Outside Bodies - Member Reporting Form

**Customer Details**

Name  
Mobile 1234567890  
Phone  
Home -  
Phone  
Email anonymous@mycouncilservices.com  
Address  
Address England, United Kingdom

**Information**

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director):-

Councillor Cheryl Little Chair of Tourism & Leisure Committee

Email  
cllr.clittle@fylde.gov.uk

Period this report covers (date)  
November 2019

Name of Outside Body  
Fairhaven Lake and Gardens NLHF Restoration Project

How often does the organisation meet?

every month

**How often have you attended?**

All but one this year

**What are the key issues arising for Fylde Borough Council**

Please see report

**Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc**

Please see report

**Who did you inform of these issues within Fylde Borough Council?**

Mark Wilde/Paul Walker - if appropriate HLF Board

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**

Yes of course

**Any further comments?**

The main works contract will be deferred until September 2020 due to overruns in programme caused by the over-specification of the scheme and tender returns being received significantly over budget. Works could have taken place from January 2020 – July/August 2020 however it was felt that these would cause significant disruption to the park's activities during the peak season. The Adventure Play Area works are out to tender and will be delivered between January and March 2020 The Adventure Golf project is now out to tender and will be completed on site by July 2020. The lake works and interpretation contracts will be delivered alongside the main works contracts, commencing in September 2020. The Activity and Events programme is being delivered successfully by the Activity Development Officer with a further two calendar years remaining of the programme. Monitoring and Evaluation of the project is being undertaken as per the National Lottery Heritage Fund's requirements.

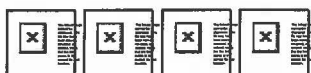
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**From:** no-reply@fylde.gov.uk  
**Sent:** 05 December 2019 11:26  
**To:** Democracy  
**Subject:** Fylde Borough Council - A new Outside Bodies - Member Reporting Form report has been submitted - 4770791



Hello Fylde Borough Council,

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Number4770791

Type Outside Bodies - Member Reporting Form

**Customer Details**

Name  
Mobile 1234567890  
Phone  
Home -  
Phone  
Email anonymous@mycouncilservices.com  
Address  
Address England, United Kingdom

**Information**

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director):-

Councillor Roger Small

Email  
cllr.rsmall@fylde.gov.uk

Period this report covers (date)  
May 2019-November 2019

Name of Outside Body  
Lowther Trust

How often does the organisation meet?  
Monthly

**How often have you attended?**

Seven meeting out of seven

**What are the key issues arising for Fylde Borough Council**

The legal dispute and financial running of Lowther Trust.  
Also the governance of Lowther Trust

**Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc**

SLA monitoring between Fylde and Lowther

**Who did you inform of these issues within Fylde Borough Council?**

Leadership Group, T&L Committee and Senior Management

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**

Yes

**Any further comments?**

None

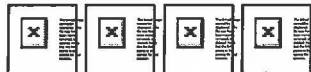
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**From:** no-reply@fylde.gov.uk  
**Sent:** 18 December 2019 12:16  
**To:** Democracy  
**Subject:** Fylde Borough Council - A new Outside Bodies - Member Reporting Form report has been submitted - 4822978



Hello Fylde Borough Council,

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Number4822978

Type Outside Bodies - Member Reporting Form

**Customer Details**

Name  
Mobile 1234567890  
Phone  
Home -  
Phone  
Email anonymous@mycouncilservices.com  
Address  
Address England, United Kingdom

**Information**

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director):-

Shirley Green Observer

Email  
cllr.sgreen@fylde.gov.uk

Period this report covers (date)  
May 2019 - Dec 2019

Name of Outside Body  
Lytham Hall Partnership

How often does the organisation meet?  
Every two to three months

**How often have you attended?**

2 (Max number of meeting held)

**What are the key issues arising for Fylde Borough Council**

The key issue for FBC, Lytham Town Trust and Friends of Lytham Hall is that Heritage Trust North West continue to keep us informed of any funding issues that may arise and that funding meant for Lytham Hall is indeed being spent there. To ensure that all these agencies keep a dialogue going so that everyone is aware of what is happening on a regular basis.

**Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc**

Everyone does have an opportunity to ask question of and make comment to HTNW. These comments are heeded and responded to which is a huge step forward from when this committee was first started. I see no current implications for FBC.

**Who did you inform of these issues within Fylde Borough Council?**

-

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**

Yes

**Any further comments?**

-

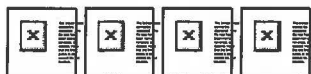
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**From:** no-reply@fylde.gov.uk  
**Sent:** 10 December 2019 12:22  
**To:** Democracy  
**Subject:** Fylde Borough Council - A new Outside Bodies - Member Reporting Form report has been submitted - 4789786



Hello Fylde Borough Council,

This email has been sent to you from Fylde Council by one of your customers. They have reported the incident and captured all the details in an aid to help you resolve the issue quickly:

Number4789786

Type Outside Bodies - Member Reporting Form

**Customer Details**

Name  
Mobile 1234567890  
Phone  
Home -  
Phone  
Email anonymous@mycouncilservices.com  
Address  
Address England, United Kingdom

**Information**

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director):-

Cllr Raymond Thomas Representing FBC on Lytham Town Trustees

Email  
Cllr.rthomas@fylde.gov.uk

Period this report covers (date)  
N/A

Name of Outside Body  
Lytham Town Trust

How often does the organisation meet?

As required - normally three or four times a year

**How often have you attended?**

Since officially elected through the T and L Committee, there had been no official meetings. Next in January 2020.

**What are the key issues arising for Fylde Borough Council**

Lytham Hall and the Assembly Room

Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc

Issues relating to tenancy- use etc

**Who did you inform of these issues within Fylde Borough Council?**

Will inform T and L and Leadership Meeting.

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**

Absolutely.

**Any further comments?**

-

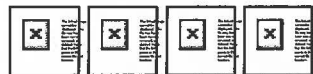
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**From:** no-reply@fylde.gov.uk  
**Sent:** 16 December 2019 12:44  
**To:** Democracy  
**Subject:** Fylde Borough Council - A new Outside Bodies - Member Reporting Form report has been submitted - 4812751



Hello Fylde Borough Council,

This email has been sent to you from Fylde Council by one of your customers. They have reported the incident and captured all the details in an aid to help you resolve the issue quickly:

Number4812751  
Type Outside Bodies - Member Reporting Form

**Customer Details**

Name  
Mobile 1234567890  
Phone  
Home -  
Phone  
Email anonymous@mycouncilservices.com  
Address  
Address England, United Kingdom

**Information**

**Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director):-**

Councillor Cheryl Little - chairman of Tourism & Leisure Committee

**Email**  
cldr.clittle@fylde.gov.uk

**Period this report covers (date)**  
2019

**Name of Outside Body**  
St Georges Day Festival committee

**How often does the organisation meet?**

as and when

**How often have you attended?**

none this year

**What are the key issues arising for Fylde Borough Council**

-

**Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc**

-

**Who did you inform of these issues within Fylde Borough Council?**

-

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**  
yes

**Any further comments?**

Due to the cancellation of SGD Festival no meetings have taken place in 2019

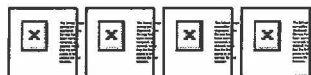
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## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
OFFICE OF THE CHIEF EXECUTIVE	TOURISM AND LEISURE COMMITTEE	9 JANUARY 2020	16
<b>THE CORPORATE PLAN 2020-2024</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

The draft of the emerging Corporate Plan 2020-2024 can be accessed using the link included in this report. The Corporate Plan outlines the key strategic objectives and aims of the council for the period 2020-2024. The plan is renewed every four years with annual progress reports and reviews, the strategic objectives and aims in the plan inform the operational business plans for each service area.

This is the first draft of the 2020-2024 plan that is currently subject to consultation feedback from all stakeholders. The draft plan is available on the council web site with details on how to provide feedback. The draft plan considers the statutory responsibilities of the council focusing on the strategic initiatives that are pertinent to Fylde which are additional to the day to day operation of the council. The Plan takes into consideration emerging legislation, policy and changes in resources and responsibilities and is informed by partners, elected members and external organisations.

The Corporate Plan is a key strategic document that forms part of the Council's budget and policy framework. The plan is presented as a one page 'poster' that presents the longer-term objectives and the key actions / commitments that will be delivered to achieve the objectives. The plan is part of the performance management framework linking with the Directorate Service Plans developed each year which include more detail on actions required to deliver the strategic objectives.

The current Corporate Plan comes to its conclusion on 1<sup>st</sup> April 2020. For the new Corporate Plan 2020-24, a consultation period will be held externally from 2<sup>nd</sup> January 2020 to 17<sup>th</sup> February 2020 allowing for partnership and public feedback. Members can also submit comments, suggestions or feedback by emailing [alex.scrivens@fylde.gov.uk](mailto:alex.scrivens@fylde.gov.uk) or using the online facility on the website that all stakeholders have access to. The consultation will be promoted via Social Media and a press release produced for the local press. The final draft of the Corporate Plan 2020-2024 will be presented to Full Council on April 20<sup>th</sup>, 2020.

### SOURCE OF INFORMATION

- Current legislation in all service areas
- Local Government Association guidance
- District Council Network advice, initiatives and projects
- Directorate Service Plans
- Partner consultation, research and feedback
- Medium Term Financial Forecast
- Resident Survey and other customer feedback

**LINK TO INFORMATION**

Appendix 1: Corporate Plan 2020-24 DRAFT 271119

Appendix 2: [Corporate Plan 2020-24 Consultation LINK](#)

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

The information is being included on the agenda of every committee in the January 2020 cycle of meetings to ensure that all elected members are aware of the opportunity to provide comment, suggestion, feedback and ideas as well as seek clarification on the emerging Corporate Plan 2020-2024.

**FURTHER INFORMATION**

Allan Oldfield, [allan.oldfield@fylde.gov.uk](mailto:allan.oldfield@fylde.gov.uk) 01253 658500

Alex Scrivens, [alex.scrivens@fylde.gov.uk](mailto:alex.scrivens@fylde.gov.uk) 01253 658543

# DRAFT: CORPORATE PLAN 2020/24

## Economy

## Environment

## Efficiency

## Tourism

### AMBITIONS

#### To create a vibrant and healthy economy we will:

- Develop & deliver Master Plans for the town centres
- Support and promote appropriate development
- Facilitate improved transport infrastructure and connectivity
- Maximise the use of all council owned assets
- Work with partners to attract new employment and create vibrant economic communities
- Retain and enhance the identity of our local communities

#### To deliver services customers expect we will:

- Reduce the use of plastics & increase recycling
- Enhance the natural environment
- Improve coast and countryside accessibility
- Address anti-social behaviour
- Create clean, safe and healthy communities
- Provide high quality parks and open spaces
- Provide safe, clean and accessible coast and countryside facilities
- Provide coastal defences and drainage infrastructure to protect against flooding
- Implement energy efficient initiatives

#### By spending money in the most efficient way we will:

- Keep council tax as low as possible whilst delivering first class services
- Adopt a 'Customer First Attitude'
- Actively seek feedback to improve service delivery
- Apply technology to deliver services in the most efficient way possible
- Continuously review every service to meet changing customer expectation
- Champion and enhance the reputation of the council
- Keep customers informed through open and transparent communication

#### To create a great place to live and visit we will:

- Provide high quality leisure, tourism, arts, sports and recreation facilities
- Deliver and support a diverse programme of events across the Fylde coast and countryside
- Develop and promote unique destination points across the coast and countryside
- Maintain public swimming provision
- Provide parking solutions that meet the needs of residents, workers and visitors
- Support and facilitate heritage and arts

### ACTIONS

- Develop policy to protect the character of communities i.e. heritage assets, listed features, town centre markets
- Implement means of influencing legislation for leasehold arrangements on residential dwellings
- Work with partners to deliver the M55 Link Road and other transport infrastructure i.e. rural bus routes
- Deliver enough housing of appropriate type, tenure, design, density and mix to meet local need
- Work with partners in town centres to:
  - increase shopping footfall and the retail offer
  - encourage activity after 6pm
  - implement a zero-tolerance litter policy
  - provide car parking to attract customers
- Consult with interested parties and agree the future use of Lytham Institute in accordance with the terms of the Trust
- Develop the Enterprise Zone through the Fylde Coast partnership attracting employment and new industry
- Support the regeneration of our towns and villages
- Deliver next phase of St Anne's regeneration
- Deliver Kirkham High Street regeneration project
- Progress Lytham regeneration programme
- Apply the Commercial Strategy to council assets and future investment to secure best value
- Work with local business and partners to improve town centre shopping experiences and markets
- Explore opportunities for income generation from use of natural assets i.e. location filming, event hire
- Channel business rates funding opportunities to economic development.
- Review leases and Service Level Agreements

- Implement carbon reduction policies including: plastics reduction, tree planting, energy efficiency and recycling
- Design education and awareness programmes to support carbon reduction policies and actions
- Work with partners to deliver the carbon reduction policy actions i.e. reduce, re-use, recycle, tree planting
- Identify priority locations for tree planting to include numbers and types of trees
- Develop coast & countryside walks and pathways, improving signage and incorporating ranger events
- Educate and enforce to prevent littering, fly tipping, illegal signage, dog fouling and anti-social activity
- Develop the cemetery & crematorium project to address parking, green energy efficiency and long-term expansion
- Work with partners on flood prevention measures and drainage infrastructure to protect properties
- Engage with partners on health & wellbeing issues in the community and assist residents with accessing support
- Further reduce the number of empty homes and encourage the development of quality energy efficient affordable homes to rent or buy
- Create and maintain high quality parks and open spaces working with volunteer groups to achieve Green Flags
- Maintain our seaside award and work toward Blue Flag status
- Explore opportunities to introduce electric car charging points
- Proactively enforce against illegal encampments
- Deliver a regeneration programme for St Anne's coastal strip including sea defences
- Deliver public realm and drainage infrastructure to enhance rural areas

- Implement measures to seek grant funding, sponsorship, advertising and partnership working
- Explore income generating opportunities and maximise return from assets in line with the commercial policy
- Develop innovative ways of using signage, including advertising, use of digital screens to communicate with customers
- Promote the resident's car parking permit and simplify the offer
- Provide access to council services through all possible means with particular focus on the most vulnerable
- Enable customers to provide feedback on service at the point of delivery and use it to improve the service
- Review all emergency plans and incorporate measures for responding to incidents
- Use bin stickers and vehicles to promote council services
- Review the Public Space Protection Orders as means of enforcement
- Implement a code of conduct scheme for professional / multiple dog walkers
- Implement the signage strategy to create greater awareness of what is available, how we perform and enhance our reputation
- Support the Boundary Commission with the review of Fylde for 2023
- Review bus shelter provision and maintenance including income generating opportunities
- Implement new toilet provision at locations based on demand and investigate income opportunities

- Deliver an events programme that covers the coast and countryside including:
  - Strengthening our existing events
  - Investigating new opportunities
  - Marketing and promoting events
  - Supporting galas, club days and carnivals
- Represent the council on Lowther Trust ensuring the purpose of the Trust is achieved and the council's interests are protected
- Deliver the Fairhaven Lake project to include:
  - Completing the HLF bid
  - Introduce Adventure Golf and other activities
  - Improve facilities i.e. café, car parking, kiosk
- Promote the Parks Development approach to partnerships across the Borough on parks and open space
- Work in partnership with Lytham Hall to enhance and preserve the Grade 1 listed asset
- Pursue registration of LSA art collection and options available for display with partners
- Work with LCC to develop car parking options for the coastal promenades and manage overnight parking provision
- Develop leisure offer along the coast to cater for residents and visitors all year round eg, pier, Island, Fairhaven
- Review motor home parking provision

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	TOURSIM AND LEISURE COMMITTEE	9 JANUARY 2020	17
<b>BUDGET SETTING – REVENUE BUDGET 2020/21 - FIRST DRAFT</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

The first draft of the revenue budget for 2020/21 has been prepared and is available via the link below. As in previous years, the budget has been prepared on a continuation basis and has been updated to reflect all Committee and Council decisions made to date, the outcome of the budget-rightsizing exercise and all virements.

### SOURCE OF INFORMATION

Revenue Budget Book 2020/21 – First Draft

### LINK TO INFORMATION –

<https://new.fylde.gov.uk/council/finance/revenue-budget-2020-21-first-draft/>

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

The provision of a first draft of the 2020/21 Revenue Budget to the Council's Programme Committees allows members of each Programme Committee to review the draft revenue budget for the services within the Committee's terms of reference and to provide any comments or feedback as appropriate to the committee Lead Officer, Service Director or budget holders.

This first draft does not reflect any changes to fees and charges for 2020/21 as these will be considered by Programme Committees during the January cycle of meetings. Nor does it reflect any revenue growth items or the revenue implications of capital bids. At this stage the draft budget for 2020/21 does not include recharges in respect of support services and service management costs as these elements remain to be finalised. A further budget-rightsizing exercise will be carried out early in 2020 and this first draft will be updated to reflect any changes arising from that piece of work.

The final revenue budget for 2020/21 will include any subsequent decisions made and will be presented to Members for approval at the Council meeting on 4th March 2020.

### FURTHER INFORMATION

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