

Agenda

Planning Committee

Date:	Wednesday, 8 March 2023 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	Councillor Trevor Fiddler (Chairman) Councillor Richard Redcliffe (Vice-Chairman) Councillors Tim Armit, Gavin Harrison, Jayne Nixon, Linda Nulty, Liz Oades, David O'Rourke, Heather Speak, Ray Thomas, Stan Trudgill.

	PROCEDURAL ITEMS:	PAGE
1	Declarations of Interest: Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	Confirmation of Minutes: To confirm the minutes, as previously circulated, of the meeting held on 1 March 2023 as a correct record.	1
3	Substitute Members: Details of any substitute members notified in accordance with council procedure rule 24.	1
	DECISION ITEMS:	
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5	Fully Funded New Capital Scheme Addition – Improvement to Sustainable Transport Facilities/Initiatives and Public Transport Facilities, Clifton Drive, St Annes	118-121
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Email: democracy@fylde.gov.uk

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

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DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HOUSING SERVICES MANAGER	PLANNING COMMITTEE	8 MARCH 2023	4
FYLDE HOUSING NEEDS SURVEY			

PUBLIC ITEM

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

SUMMARY

In 2020 approval was given to draw down S106 funds to undertake a district wide Housing Needs Assessment that considers current and future housing need in the Borough, different types of affordable housing tenures required and the economic needs/income levels the tenures should meet in the Borough of Fylde over the next five years.

The purpose of the survey is to provide a key piece of evidence base to support the Council in driving the delivery of affordable housing of appropriate types in different parts of the Borough and ensuring that the needs of particular groups are met.

In total 2,973 households completed a survey, of which 2,492 were households originally targeted through sampling and 481 completed forms on-line. The total response rate was therefore 20.4% from the targeted sample, rising to 24.4% if additional completions are included. The consultant comments that these response rates are very high relative to those currently seen for similar surveys across the country.

A Housing Need Assessment is a 'snapshot' that assesses housing need at a particular point in time. The robustness of the data to inform future housing and planning policies is determined by the response rates at the time of the survey. Due to the response rates to the housing need assessment the data is considered robust.

The main findings note a significant need for affordable homes, with a particular focus on the provision of social or affordable rented accommodation, therefore Housing and Planning Policies should prioritise the delivery of affordable rented products, or rented products into home ownership where opportunities arise.

Many households are likely to face difficulties in accessing market owner-occupation, including discounted market housing, due to the level of deposits required. Also of concern is the high level of debt of households living in rented accommodation both within the social and private rented sectors. This is further impacted by the inability of these households to join the register for social housing if rent arrears are above £500 or there is a payment plan in place for a 12 month period. This could be driving a highly benefit dependent private rented sector as households are stuck within expensive private rented accommodation that they are unable to afford, with many households not being eligible or believing they have little chance of being re-housed; and not applying.

RECOMMENDATIONS

1. That the findings of the Housing Needs Survey be noted;
2. That the type of affordable housing secured through planning decisions henceforth reflects the findings of the Housing Needs Survey in accordance with Local Plan Policy H4, in particular reflecting the need for the majority of affordable homes provided on such sites to be delivered as affordable rented or rent-to-buy accommodation;
3. That officers be requested to update the Affordable Housing Supplementary Planning Document (SPD) to reflect the key findings of the Housing Need Survey.

SUMMARY OF PREVIOUS DECISIONS

[Decision Item – Environmental Health and Housing Committee 17th March 2020 - Fylde Affordable Housing Delivery Programme](#)

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

[Decision Item – Finance and Democracy Committee 22nd June 2020 – Addition to Capital programme – Housing Needs Assessment](#)

It was RESOLVED to approve an addition to the Capital Programme for 2020/21 in the sum of £60,000 to undertake a district wide Housing Needs Assessment that considers current and future housing need, different types of affordable housing tenures required and the economic needs/income levels the tenures should meet. Funding will be met from s106 developer contributions held by the Council to facilitate the provision of affordable housing in the administrative area of Fylde, to be taken from 12/0717 Moss Farm, Cropper Road, Westby.

Environment, Health and Housing Committee 24 January 2023 resolved to–

1. Note the findings of the Fylde Housing Need Survey completed in January 2022 and use the data to secure affordable housing that meets the needs of the Borough; and
2. That Officers work with Registered Providers to have in place separate nominations arrangements, with stock in Fylde, for households in rent arrears as a direct cause of affordability in their own homes; and
3. That Officers work with Fylde Coast Housing Providers to amend the Consistent Assessment Policy (CAP) of MYHomeChoiceFyldeCoast, to enable households with housing debt of over £500, to be eligible to register if assessed as being in housing need due to the affordability of their current accommodation

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

Background

1. In 2020 approval was given to draw down S106 funds to undertake a district wide Housing Needs Assessment that considers current and future housing need in the Borough, the different types of affordable housing tenures required and the economic needs/income levels the tenures should meet in the Borough of Fylde over the next five years.

2. The purpose of the survey is to provide a key piece of evidence base to support the Council in driving the delivery of affordable housing of appropriate types in different parts of the Borough and ensuring that the needs of particular groups are met.
3. The formal procurement exercise was delayed due to the Covid pandemic and completed in August 2021. The successful Contractors were Justin Gardner Consulting (JGC) in partnership with CNB Housing Insights.
4. JGC are an independent consultancy providing specialist research studies to public sector clients with a track record of preparing housing needs studies, including Strategic Housing Market Assessments (using both primary and secondary data models); Housing Needs Studies/Surveys (district-wide and local) including parish and neighbourhood level studies; Housing requirements (demographic analysis) – including fully interactive models to allow a range of scenarios for growth to be developed; and Stakeholder/community consultation.
5. CNB focus on local housing needs assessments, working closely with parish councils and neighbourhood planning groups to deliver reliable evidence bases for neighbourhood planning. They have undertaken many assignments for community land trusts providing evidence of need for housebuilding for business planning and to support planning applications. They have been involved in major studies involving household surveys for local authorities who appreciate the value of the fine-grained information that can only be achieved using a properly designed household survey.

Methodology

6. The survey ran from the 17th January 2022 and closed on the 13th February 2022. A total of 12,193 survey forms were sent out to a sample of households selected in the urban areas and a 100% sample in rural locations. Households were given the option of completing the form on line or via paper.
7. The survey was carried out across the whole Borough and a key aspect was to understand the differences between the areas, and for this a total of 10 sub-areas were defined, made up of seven urban locations and three rural. Table 1 shows the sub-areas studied in the analysis and all reporting tables reference these sub areas.
8. The survey was promoted by weekly press releases and social media posts along with posters and surveys available at the Town Hall, libraries and the YMCA swimming pools and gyms. Additional households (not sampled) were encouraged to complete an online form, this included households living outside the Borough but with a connection to the council area (and who might therefore seek housing in the Borough). A final booster of 1,000 forms were hand delivered to areas of St Annes known to have high levels of private renting to try to encourage completed forms from this group of households.
9. In total 2,973 households completed a survey, of which 2,492 were households originally targeted through sampling and 481 completed forms on-line. The total response rate was therefore 20.4% from the targeted sample, rising to 24.4% if additional completions are included. The consultant comments that these response rates are very high relative to those currently seen for similar surveys across the country.
10. The housing needs and household survey was a key source of evidence for the report. Analysis was also drawn on a range of other sources of information. These secondary sources were used for a range of purposes, including to check the accuracy of survey data (and to allow reweighting for bias as appropriate) and to provide data not collected or readily available from a survey. This includes data on house prices and rent levels. Data sources other than the survey include:
 - a. Council Tax Register
 - b. Office for National Statistics (ONS) tenure estimates
 - c. Department for Levelling Up, Housing & Communities (DLUHC) dwelling stock data
 - d. Valuation Office Agency data on dwelling types
 - e. ONS population data (age structure)
 - f. Land Registry
 - g. ONS private rental market statistics
 - h. Internet price/rent level research (e.g. through Rightmove)
 - i. Data from Continuous Recording of Sales and Lettings (CoRe)

- j. Local Authority Housing Statistics
- k. Department of Work and Pensions (Housing Benefit data)
- l. Regulator of Social Housing (social/affordable rent data)
- m. Data from the Council – including homelessness data and information about relets of social housing

11. The final report sets out the findings that cover a range of core subject areas with a particular focus on the need for affordable housing:

- a. Income and affordability
- b. Affordable Housing Need
- c. Types of affordable housing
- d. Housing history and future aspirations
- e. Needs of particular groups

12. A Housing Need Assessment is a ‘snapshot’ that assesses housing need at a particular point in time. The robustness of the data to inform future housing and planning policies is determined by the response rates at the time of the survey. Due to the response rates to the housing need assessment the data is considered robust.

Table 1: List of sub-areas used in housing needs survey and description of area	
Sub-area	Description
St. Annes	Parish minus the postcodes identified in Fylde-Blackpool Periphery below
Lytham	Unparished area: this is the only unparished area in the Borough, so the whole of the unparished area of the Borough was treated as Lytham
Warton	Bryning-with-Warton (parish)
Fylde-Blackpool Periphery	Postcodes within the parish of Westby-with-Plumpton lying in the area bounded by (to the north and west of) School Road, Whitehill Road, Preston New Road and Peel Hill (but including properties on the east side of Peel Hill), plus properties lying within the Whyndyke Farm development site. Also properties within St Annes parish lying north of the nature reserve, Links golf course and Blackpool Airport
Kirkham	Parish
Wesham	Medlar-with-Wesham parish
Freckleton	Parish
Rural North	Staining (parish), Singleton (parish), Weeton-with-Preese (parish), Greenhalgh-with-Thistleton (parish), Elswick (parish), Little Eccleston-with-Larbreck (parish)
Rural West	Ribby-with-Wrea (parish), Westby-with-Plumpton (remainder of parish having subtracted the postcodes in Fylde-Blackpool Periphery above)
Rural East	Treales, Roseacre and Wharles (parish), Newton-with-Clifton (parish)

13. The Consultants were asked to provide details on the Margins of Error in regard to the results of the survey and their response is provided in paragraphs 14 to 17.

14. Although the estimate produced from a sample survey will rarely be identical to the population value, statistical theory allows us to measure the accuracy of any survey result. The standard error can be estimated from the values obtained for the sample and this allows calculation of confidence intervals which give an indication of the range in which the true population value is likely to fall.

15. The table below shows the margin of error associated with various different groups. The survey overall included 2,973 completed returns from an estimated population of 39,000 households. As well as the overall Borough-wide samples we have looked at sub-area samples; the survey saw a range of sub-area samples from 96 in the Fylde-Blackpool Periphery, up to 511 in St. Annes.
16. In all cases the error margins are based on 20% of the household population being in a particular category. For the whole survey, the error margin is 1.38% - this means if it was estimated that 20% of households had a particular characteristic, then we can be 95% confident that the true percentage is between 18.62% and 21.38%. For sub-areas, the error margins are larger, reflecting smaller samples.

Error margins associated with different sample sizes		
Description of group	Sample size	Margin of error (+/-)
Total sample	2,973	1.38%
Largest sub-area sample	511	3.40%
Smallest sub-area sample	96	7.66%

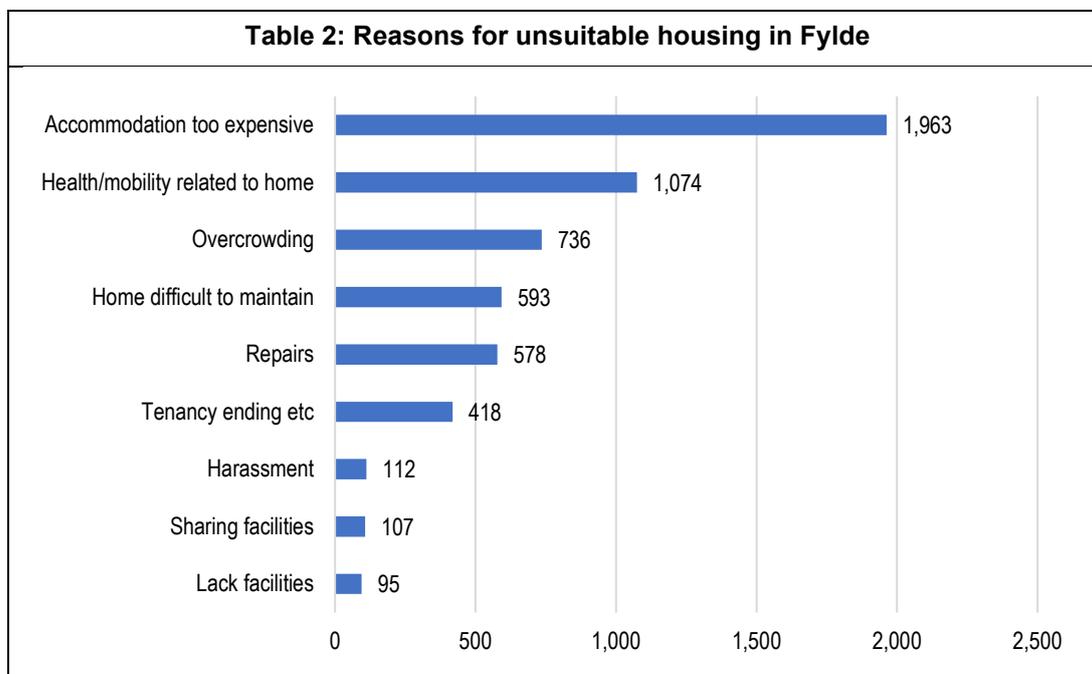
17. In interpreting these error margins, it does need to be remembered that the actual error for any given piece of data will relate to both the sample size and the proportion of the population with a given characteristic and so technically all data in the report will have its own error margin. Looking at the whole sample, if a characteristics were 50:50 (rather than 20:80) the error margin would be 1.73%, but if the characteristics were 5% (95:5) then the error is 0.75.

Incomes and affordability

18. Affordability of market housing is crucial to understanding the suitability of the housing market. A market survey showed a lower quartile house price of £155,000 across all types and size of homes and lower quartile rents at £475 per month in Fylde.
19. The survey results show a median household income of around £30,400 and within this there was a range from below £20,000 with 11% of respondents earning above £80,000. The mean household income is higher at £38,500. Owner occupiers have relatively high incomes, with much lower incomes seen in the social and private rented sector.
20. Households were asked about savings and debt, which from the respondents showed a wide range of different household circumstances. A quarter of respondents said they were in debt, but around a third have savings in excess of £50,000.
21. The survey focussed on non-owners where savings levels were very low and debt relatively high and this is important as households would need to raise a deposit to access the owner-occupied sector. Using the full range of financial information from the survey it is estimated that the average private renting households could afford to buy for around £72,300, with a figure of £55,100 for social tenants. Figures well below the lower quartile price of £155,000 (12).

Affordable housing need

22. This section focusses on the need for affordable housing in Fylde. In the Borough it is estimated that a total of 3,900 households are living in unsuitable housing (10% of all households in the Borough).
23. Table 2 below shows the main reasons for unsuitable housing in Fylde. For most of the categories the figures are based on household's perceptions, the exception is overcrowding which is based on calculations set against the bedroom standards.



24. For the purposes of this survey it is assumed that households in the following categories do not have an in-situ solution to their housing problems: End of tenancy; Over-crowding; Sharing Facilities; and, Harassment. Added to these figures are the current number of households in temporary accommodation at the time of the survey.

Current housing need in Fylde

25. There is therefore an estimated current housing need for **720 households** in the Borough, which equates to an annual need for 144 dwellings across all tenures per annum. If this is compared with MyHomeChoice, in March 2022, this showed 598 households registered, of which only 138 are considered to be in a reasonable preference category. This does imply that the Register applies a strict definition of housing need.

Housing need from newly forming households in Fylde

26. Respondents to the survey (2,797 households) indicated the presence of newly forming households. This equates to 559 newly forming households per annum. The assessment concludes that around two-fifths of these newly forming households will be unable to afford market housing, which equates to **1,024 over a 5 year period or 205 per annum over a five-year period**. This is the number of households who would be unable to afford to rent privately without the need to claim Housing Benefit or the Housing Element of Universal Credit. Table 3 below estimates the need for social/affordable rented housing from newly forming households in the next five years across Fylde.

Table 3: Estimated Need for Social/Affordable Rented Housing from Newly Forming Households (next 5-years)						
	Total Number of new households	1-bedroom need	2-bedroom need	3+-bedroom need	% unable to afford market housing	Newly forming households unable to afford market rents
St. Annes	891	278	520	92	35.0%	312
Lytham	631	202	363	66	48.5%	306
Warton	148	38	45	65	34.5%	51
FB Periphery	20	0	12	8	25.5%	5
Kirkham	348	164	136	48	28.5%	99
Wesham	152	9	56	87	45.3%	69

Freckleton	179	63	62	53	13.1%	23
Rural North	222	29	134	58	25.8%	57
Rural West	97	24	46	28	56.6%	55
Rural East	109	22	70	17	41.8%	46
TOTAL	2,797	830	1,446	522	36.6%	1,024

Supply of housing through relets or resales

27. The estimated future supply of housing through relets (the flow of affordable housing arising from existing stock available to meet current and future housing need) is therefore essential in informing Housing and Planning Policy.
28. Tables 4 and 5 estimate the need for affordable rented accommodation and affordable home ownership by sub area over the next 5 years in the Borough.
29. In summary there is a net need over the next 5 years for 2,091 homes for rent as either social/affordable rented accommodation and 874 units for low cost home ownership.

Net Need = Current Need + Need from Newly-Forming Households + Existing Households falling into Need – Supply of Affordable Housing

	Current need	Newly forming households	Existing households falling into need	Total Gross Need	Relet Supply	Net Need	% of Total Net Need
St. Annes	222	312	328	861	160	701	33.5%
Lytham	137	306	395	838	90	748	36%
Warton	38	51	101	190	55	135	6.5%
FB Periphery	20	5	79	105	40	65	3%
Kirkham	61	99	75	235	100	135	6.5%
Wesham	0	69	74	143	70	73	3.5%
Freckleton	0	23	58	81	50	31	1.5%
Rural North	37	57	25	119	30	89	4.5%
Rural West	13	55	18	86	10	76	3.5%
Rural East	0	46	12	58	25	33	1.5%
TOTAL	527	1,024	1,165	2,716	625	2,091	100%

Source: Range of sources, including household survey

	Current need	Newly forming households	Existing households falling into need	Total Gross Need	Resales Supply	Net Need	% of Total Net Need
St. Annes	212	180	600	992	380	612	70%
Lytham	0	233	141	374	272	102	11.7%
Warton	19	38	14	71	43	28	3.2%

FB							-0.1%
Periphery	0	7	18	25	26	-1	
Kirkham	0	112	61	173	74	99	11%
Wesham	0	28	12	40	24	16	2%
Freckleton	0	21	0	21	60	-39	-4.5%
Rural North	0	95	11	106	60	46	5%
Rural West	0	39	0	39	34	5	.5%
Rural East	0	28	0	28	24	4	.5%
TOTAL	232	782	857	1,871	997	874	99.39%

Source: Range of sources, including household survey

Conclusion

30. There is a notable need for affordable homes, with a particular focus on the provision of social or affordable rented accommodation.
31. Housing and Planning Policies should prioritise the delivery of affordable rented products, or rented products into home ownership where opportunities arise.
32. Many households are likely to face difficulties in accessing market owner-occupation, including discounted market housing, due to low levels of deposits.
33. The level of debt of households living in rented accommodation both within the social and private rented sectors is high. This is further impacted by the inability of these households to join the register for social housing if rent arrears are above £500 or there is a payment plan in place for a 12 month period.
34. This could be driving a highly benefit dependent private rented sector as households are stuck within expensive private rented accommodation that they are unable to afford, with many households not being eligible or believing they have little chance of being re-housed; and not applying. My Home Choice only reflects 138 households in the reasonable preference categories in housing need.
35. Recommendations were made to the Environmental Health and Housing Committee on 24 January 2023 to note the findings of the study and allow officers to work to amend the Consistent Assessment Policy of MyHomeChoice to reflect households with housing debt of over £500 are eligible to register if assessed on affordability of their current accommodation.
36. Recommendations are made to Planning Committee to note the findings of the survey and request:
 - a. The key findings of the assessment to increase the supply of affordable rented accommodation form Planning Policy.
 - b. The Affordable Housing SPD be amended to reflect the key findings of the Housing Need Survey.

IMPLICATIONS	
Finance	None
Legal	None
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Kirstine Riding	Email & Tel 01253 658569	11/01/2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
MyHomeChoice Consistent Assessment Policy	2018	My Home Choice
Fylde Council Affordable Housing SPD	2021	Fylde Council

Attached documents

[Fylde Council Housing Need Survey](#)

Report to:

**Fylde
Council**

**Housing Needs
Survey**

Final Report

September 2022



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Summary

Introduction

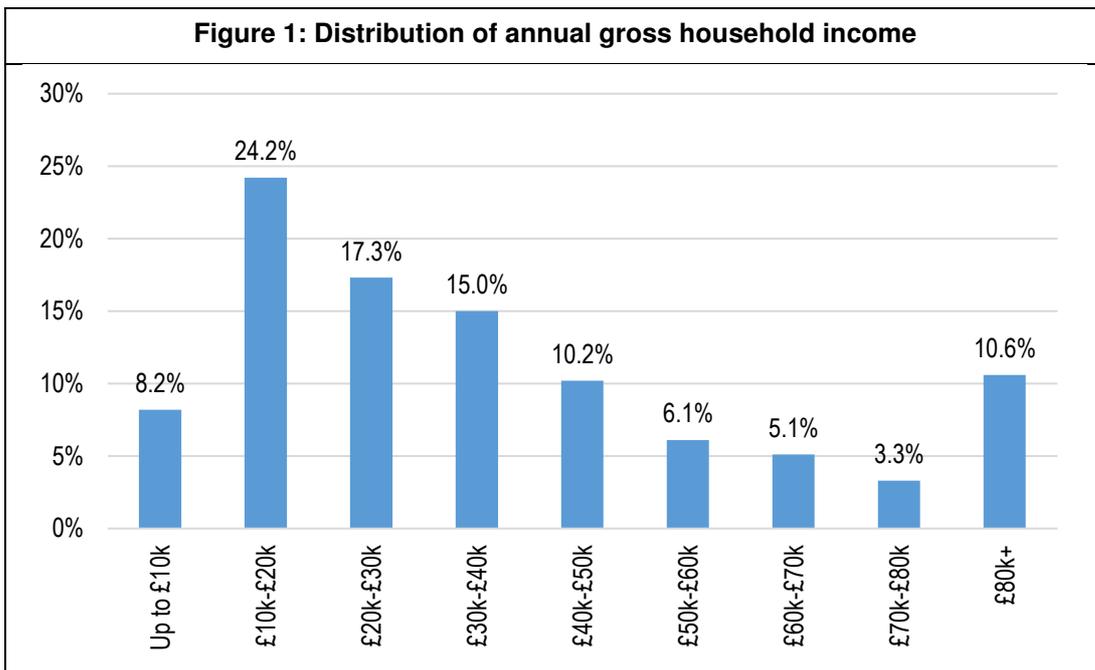
1. Justin Gardner Consulting (JGC) working in association with CNB Housing Insights were commissioned by Fylde Council to undertake a Housing Needs Survey for the Borough. The Housing Needs Survey provides a key piece of the evidence base to support the Council in driving the delivery of affordable housing of appropriate types in different parts of the Borough and ensuring that needs of particular groups are met.
2. The survey has been carried out across the whole of the Fylde Council area, along with smaller-area analysis for 10 sub-areas of the Borough. Overall, the survey achieved 2,973 responses from an initially targeted sample of 12,193 households (a response rate of 24%) with survey data being weighted for any measurable non-response bias by looking at key groups within the population (notably considering the tenure split).
3. A range of background analysis was undertaken to provide some context for the results of the survey and to understand key differences between sub-areas. Key findings include:
 - The Borough has a small social rented sector (at about 8% of households, around half the level seen nationally). Private renting is about average and there is a high proportion of outright owners (linked to a relatively old population structure);
 - St. Annes sees particularly high levels of private renting, with rural areas seeing low levels of rented housing generally (in both the private and social rented sectors);
 - Survey data confirms an older population structure, with 36% of the population being aged 60 and over (compared to 24% nationally);
 - Outright owners are predominantly made up of households of pensionable age and consequently have smaller household sizes. There is a strong concentration of lone parent households within the private rented sector.
 - Owner-occupiers generally live in houses (notably detached and semi-detached) whilst around half of all social and privately rented homes are flats; and
 - Levels of overcrowding are generally low but concentrated in rented housing (86% of all overcrowded households live in either the social or private rented sector).
4. This report sets out a number of either linked or distinct sections to cover a range of core subject areas with a particular focus on the need for affordable housing; the sections are summarised below:
 - Section 2 – Incomes and Affordability;
 - Section 3 – Affordable Housing Need;
 - Section 4 – Types of Affordable Housing;
 - Section 5 – Housing History and Future Aspirations; and
 - Section 6 – Needs of Particular Groups.
5. It should be noted that the numbers included in tables and figures throughout the report may not sum exactly due to rounding.

Incomes and Affordability

6. Assessing the affordability of market housing in an area is crucial to understanding the sustainability of the housing market. Poor affordability can result in the loss of employees from an area, an increase in poverty and a high number of households requiring assistance with their housing either via a social rented housing or through Housing Benefit (Local Housing Allowance). This can also result in a loss of mix and balance in the population within the area. This also reflects the qualitative view on the wider impact of affordability on the local housing market from local estate and letting agents and a small number of employers.

7. To look at the affordability of housing a market survey was undertaken to establish the entry-level costs to both buy and rent housing locally; this showed a lower quartile house price of around £155,000 (across all types and sizes of home) and lower quartile rents at £475 per month. The analysis also looked at how costs varied by size of dwelling and across the sub-areas.

8. When looking at household incomes, the survey showed a median household income of around £30,400; within this there are a range of incomes, with around a third of households having an income below £20,000 and 11% above £80,000. Owner-occupiers (notably those with a mortgage) have relatively high incomes, with much lower incomes seen in the social and to a lesser extent private rented sector. The analysis also showed typically higher incomes in more rural locations within the Borough.



Source: Household survey

9. The survey asked about savings and debt, which again showed a very wide range of different household circumstances – around a quarter of households said they were in debt, but approaching a third have savings in excess of £50,000. When focussing on non-owners, savings levels were very low (and debt relatively high); this is an important point given the need to raise a deposit to access the owner-occupied sector. With the full range of financial data considered it was estimated that the average private renting households could afford to buy for around £72,300, with a figure of £55,100 for social tenants, figures well below the lower quartile price of £155,000.
10. A series of affordability tests were run to look at all households' ability to afford to buy or rent housing in their local area. This suggested only 18% of households would be unable to access market housing to buy or rent. Focussing on non-owners, an estimated 52% are unable to afford. Additionally, the analysis points to a particular difficulty in non-owners buying homes, with just 19% being able to buy a lower quartile home – in part due to low levels of capital available to put towards a deposit.
11. The survey also asked a series of questions about potential new households (i.e. people living with others who will form their own independent household in the future) – households were asked about plans over the next 5-years. These households typically had lower levels of income than existing households and were less able to afford to buy or rent market housing.
12. The information about affordability amongst different groups of the population has been taken forward into an assessment of the need for affordable housing.

Affordable Housing Need

13. Analysis has been undertaken to estimate the need for affordable housing over the next five years (2022-27). The analysis is split into two categories:
 - need for social/affordable rented accommodation – based on households unable to buy or rent in the market; and
 - need for affordable home ownership (AHO) – this includes housing for those who can afford to rent privately but cannot afford to buy a home at entry level market prices.
14. The analysis has taken account of local housing costs (to both buy and rent) along with estimates of households' financial situations. Additionally, when looking at rented needs, consideration is given to estimates of the supply of social/affordable rented housing through relets. For AHO, consideration is given to the potential supply of resales of low-cost home ownership properties (such as shared ownership).
15. When looking at rented needs, the analysis suggests a need for 2,091 affordable homes over the next five years (418 per annum) and therefore the Council is justified in seeking to secure additional affordable housing. There is also a need shown in all parts of the Borough.

16. In interpreting this level of need it must be noted that many households find a housing solution through benefit support in the private rented sector (Housing Benefit or Universal Credit with a housing element). Additionally, much of the need is due to churn in the private rented sector (e.g. households moving from one benefit supported private tenancy to another) with the survey picking up a need at the point when households move. This means that whilst the need is high, it is the case that many households are able to find a solution to their housing needs (albeit one which is unlikely to be secure and may well be in accommodation that is unsuitable).
17. However, letting agents pointed out that the private rented sector plays an important role in housing people that relocate to work in the hospitality food and aerospace industries as well as providing a first home to newly forming households. The latter point is also evidenced by the English Housing Survey Headline Report 2021.
18. It is therefore suggested that the estimated annual need in the Borough of Fylde should not be compared with other housing figures (such as the housing requirement in the Local Plan). The analysis does however point to the Council needing to secure or enable good quality additional rented housing and affordable rented housing at all opportunities.
19. Additionally, the Council should ensure that any new affordable housing provided is available to Fylde residents or those with a local connection rather than to households across a wider area (e.g. neighbouring authorities). In making this comment it should be noted that it has been identified to us that some rented homes do see low demand and few bids on the local HomeChoice system that works across Fylde and neighbouring authorities. This seems likely in part to be due to households with debt of over £500 having applications suspended. The survey highlighted high levels of debt amongst households in the private rented sector and so the Council should consider working with Registered Providers to see if there are ways to enable these households to access housing. This is particularly important in the current cost of living crisis.

Figure 2: Estimated Need for Social/Affordable Rented Housing by sub-area (5-years)

	Current need	Newly forming households	Existing households falling into need	Total Gross Need	Relet Supply	Net Need
St. Annes	222	312	328	861	160	701
Lytham	137	306	395	838	90	748
Warton	38	51	101	190	55	135
FB Periphery	20	5	79	105	40	65
Kirkham	61	99	75	235	100	135
Wesham	0	69	74	143	70	73
Freckleton	0	23	58	81	50	31
Rural North	37	57	25	119	30	89
Rural West	13	55	18	86	10	76
Rural East	0	46	12	58	25	33
TOTAL	527	1,024	1,165	2,716	625	2,091

Source: Derived from a range of sources, including household survey

20. When looking at the need for AHO products, the analysis also suggests a need across the Borough, albeit (at 874 dwellings over five-years (175 per annum) the need is lower than for rented housing.

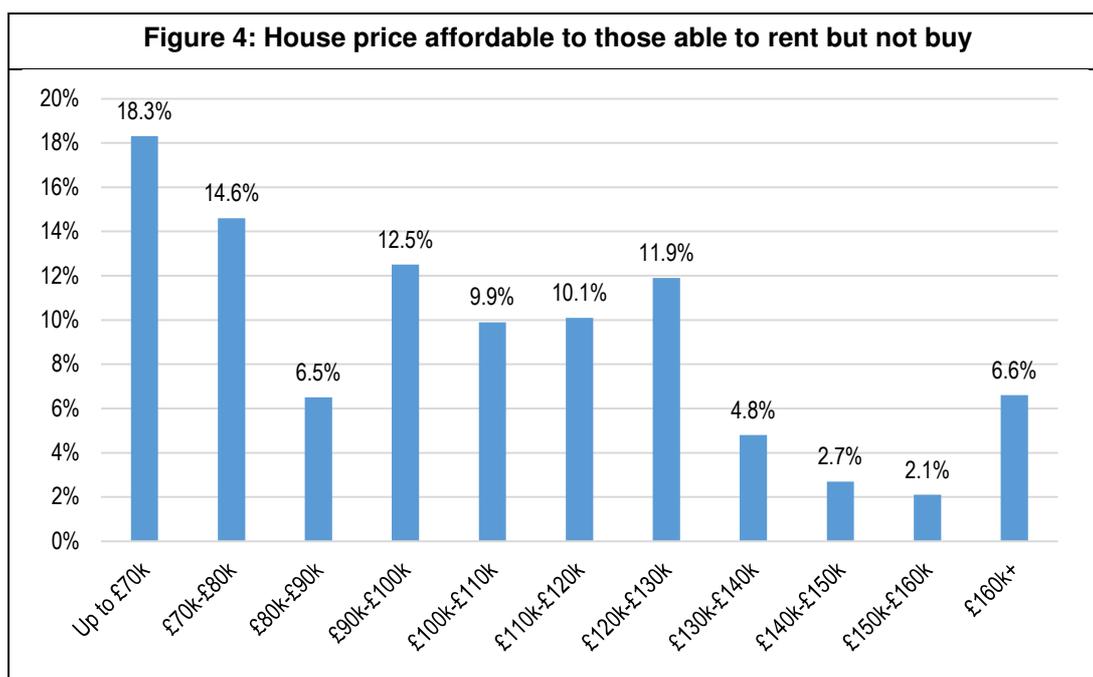
Figure 3: Estimated Need for Affordable Home Ownership by sub-area (5-years)						
	Current need	Newly forming households	Existing households falling into need	Total Gross Need	Resales Supply	Net Need
St. Annes	212	180	600	992	380	612
Lytham	0	233	141	374	272	102
Warton	19	38	14	71	43	28
FB Periphery	0	7	18	25	26	-1
Kirkham	0	112	61	173	74	99
Wesham	0	28	12	40	24	16
Freckleton	0	21	0	21	60	-39
Rural North	0	95	11	106	60	46
Rural West	0	39	0	39	34	5
Rural East	0	28	0	28	24	4
TOTAL	232	782	857	1,871	997	874

Source: Derived from a range of sources, including household survey

21. Analysis suggests that there are many households in Fylde who are being excluded from the owner-occupied sector (as evidenced by a reduction in the number of households who own with a mortgage and an increase in the size of the private rented sector). This suggests that a key issue in the Borough is about access to capital (e.g. for deposits, stamp duty, legal costs) as well as potential difficulties in accessing mortgages (e.g. where employment is temporary) rather than simply the cost of housing to buy.
22. The evidence does however point to a clear and acute need for rented affordable housing for lower income households rather than affordable home ownership products, and it is important that a supply of rented affordable housing is maintained to meet the needs of this group including those to which the Council has a statutory housing duty. Such housing is notably cheaper than that available in the open market and can be accessed by many more households (some of whom may be supported by benefit payments).
23. Overall, the analysis identifies a notable need for affordable housing, and it is clear that provision of new affordable housing is an important and pressing issue in the Borough. It does however need to be stressed that this report does not provide an affordable housing target; the amount of affordable housing delivered will be limited to the amount that can viably be provided. The evidence does however suggest that affordable housing delivery should be maximised where opportunities arise.

Types of Affordable Housing

24. The previous section has estimated the need for affordable housing split into two broad categories (rented affordable housing and affordable home ownership). This section looks at these tenures in more detail, considering specific products within each of those two categories. The main focus is on the pricing of different types of housing.
25. Analysis was carried out to look at housing costs for rented products (social and affordable rents). It is notable that current social rents are significantly cheaper than affordable rents or market rents. Focussing on 2-bedroom homes, a social rent is about 70% the cost of a lower quartile market rent, whereas affordable rents are at 90% of lower quartile market rents). Local Housing Allowance (LHA) rates are generally similar to affordable rents, but it is notable that LHA rates are generally lower than market rents (both lower quartile and median) – this means households seeking accommodation in some locations (notably those areas with higher rents) may struggle to secure sufficient benefits to cover their rent.
26. On the basis of current market and affordable rents, only around 18% of households in need could afford an affordable rent (without claiming benefits or spending more than 30% of their income on housing). Therefore, it is considered the Council should prioritise the provision of social rents where possible: such rents will be the cheapest available and will therefore be accessible to a greater number of households. However, it will be important that seeking social rented provision does not prejudice the overall delivery of rented affordable housing, and affordable rents should be allowed where these can help delivery of on-site provision – it will however be important to ensure that affordable rents are truly affordable in a local context.
27. Analysis has been carried out to look at the affordability of Affordable Home Ownership (AHO). This includes Discounted Market Sales Housing (which will include First Homes), shared ownership and Rent-to-Buy housing - these are likely to be the main tenures of AHO moving forward.
28. Given current housing costs in the Borough, it is suggested that to make 2-bedroom homes affordable, a discount of up to around 30% would be required; for 3-bedroom homes, a discount up to 40% would be needed. The Council could investigate a higher than 30% discount for First Homes (maybe 40%), however as this might impact viability a higher figure should only be considered if this would not prejudice the provision of other forms of affordable housing (notably rented accommodation).
29. Survey data about households' financial situation also highlights the potential difficulty for many in accessing even discounted homes; for the group of households identified by the survey as being able to privately rent but not buy a home, some 33% can afford no more than £80,000 (which is about half the lower quartile prices of existing homes). The main reason for low values that can be afforded tends to be driven by levels of debt rather than income being the main barrier. Such households are unlikely to be able to raise a large deposit and may be suited to other forms of affordable home ownership, notably shared ownership and rent to buy.



Source: Household survey

30. Regarding shared ownership, the analysis suggests that equity shares of less than 50% will be needed to make this tenure affordable (for 2- and 3-bedroom homes). It also looks difficult to make larger (4+-bedroom) homes affordable in a local context. The Council should therefore investigate the viability of providing shared ownership with lower equity shares, but again it is noted that this would potentially mean Registered Providers are less able to cross-subsidise other forms of (rented) affordable housing. It is recommended that the provision of rented products is not jeopardised where viability is an issue.
31. Finally, given clear issues raised in the survey about levels of debt and lack of money for deposits to buy a home, the Council should encourage and enable Rent-to-Buy housing as an option. These schemes are designed to ease the transition from renting to buying the same home. Initially (typically five years) the newly built home will be provided at the equivalent of an affordable rent (approximately 20% below the market rate). The expectation is that the discount provided in that first five years is saved in order to put towards a deposit on the purchase of the same property. Rent to Buy can be advantageous for some households as it allows for a smaller 'step' to be taken on to the home ownership ladder

Housing History and Future Aspirations

32. The analysis moves on from affordable housing need to look at survey questions housing history (previous house moves, including locations and tenure of accommodation) and future housing intentions – similar questions being asked of existing and newly forming households.

33. The analysis shows the relatively high mobility of households living in the private rented sector and also that most households when moving remain in the same tenure (e.g. households moving from one owner-occupied home to another or one private rented home to another) - the survey highlighted very low mobility from social rented housing into owner-occupation. Some 55% of moving households had previously lived in the Borough, with 7% having moved from Blackpool and 14% from outside the North West region. Whilst there is clearly a degree of self-containment (households moving within the Borough) this does also show the importance of inward migration (45% of moves being from outside the Borough).
34. A total of 25% of households stated they need or are likely to move over the next 5-years, with the main reason for moving being that the current home is too small. Whilst the majority of households would like to become (or remain) owner-occupiers, there is a notable demand for social rented housing – this demand is particularly for 2-bedroom homes as well as some 1- and 3-bedroom properties. There are also a number of households who expect to move to private rented accommodation (although fewer want to) with again a particular focus on 2-bedroom homes.
35. For potential newly-forming households similar findings were shown by the survey with a preference for owner-occupation. For those who would like or expect rented tenures, there was again a particular focus on 2-bedroom homes.

Needs of Specific Groups

36. The final section of the report considers survey data about a range of different household groups within Fylde. In particular the information focusses on the key characteristics of each group and contrasts data with other households in the Borough. For the purposes of the study, we have studied the following groups:
- Households with support needs;
 - Older person households;
 - Families (households with children); and
 - Young people (and first-time buyers).
37. The survey identifies around a quarter of households as containing someone with a support need – in particular those with some form of physical disability. Support needs households see a high concentration in the social rented sector, are more likely to be living in accommodation that can be considered as unsuitable and typically have low income levels (and low savings) – the average income of a household with a support need is around £19,800, compared with a Borough average of £30,400. These households particularly highlighted a need for help in maintaining their home as the main improvement to their services.
38. Around a third of households are made up entirely of people aged 65 and over (with a further 9% containing people aged 65+ and under 65). Older person households tend to be smaller and are highly likely to be an outright owner. There is also a considerable degree of under-occupation amongst these households, which could present an opportunity to release larger homes if suitable smaller homes (possibly bungalows) were available.

39. Around 21% of households contain children (aged under 16) with over a quarter of these being lone parent households. Overall, the lone parent households in the survey do show characteristics of being more disadvantaged than other households with children (and households generally) with a high dependency on private rented housing, high levels of housing considered as unsuitable (including overcrowding) and low incomes.
40. Around 12.5% of households in the survey are headed by someone aged under 35; over half of these households contain children, along with a high proportion of lone parents. As with the analysis of families, the younger lone parent households look to be particularly disadvantaged. The survey also identifies that around 2,400 households have been first-time buyers over the past 5-years; these households have an average age of 37 and are mainly 2- (and 1-) person households.

Stakeholder Input

41. The project methodology involved seeking qualitative information from selected groups of stakeholders. The aim was to enable us to provide context to the HNS as well as nuance areas of the report. Stakeholder groups that were invited to participate were:
- Estate and letting agents;
 - Registered providers;
 - Large employers including the NHS.
42. The key messages from stakeholders are as follows.
43. Estate and Letting agents told us that in-migration occurred from many parts of the country and was not disproportionately from Blackpool. Drivers were retiring households and people relocating for employment. Agents believe that the main gap in supply is bungalow accommodation. There is also a need for age restricted leasehold apartments in Lytham. Agents consider that there is a significant undersupply of private rented housing due to landlords not investing sufficiently and demand from local residents unable to achieve affordable housing and incomers renting before buying.
44. Registered providers told us that notwithstanding improved supply in recent years there still remained a shortage of affordable housing in the Borough, particularly 1- and 4+-bedroom homes (due to recent development focussing on 2 and 3 bedroom housing). A number of respondents thought too much development had occurred in the rural areas and that particular needs in the urban areas were unmet. Respondents found the Fylde Coast Home Choice system to be effective and made constructive suggestions as to how it could be improved.
45. Large employers presented no evidence to suggest that any recruitment and retention problems they might be experiencing were due to a shortage of suitable housing in the borough.

Overall Summary

46. The Fylde Housing Needs Survey has looked at a range of topics with a particular focus on the need for affordable housing. The findings are clear; there is a notable need for affordable homes, particularly for rent, across the Borough. The survey also highlights likely difficulties for many households in accessing owner-occupied housing (or even discounted market housing) due to low levels of deposits which again points to the Council prioritising the delivery of rented products where opportunities arise.
47. One key message is the high level of debt of households living in rented accommodation (including the private rented sector). It is understood from conversations with the Council that households with rent arrears would be ineligible for social housing and this does seem to be driving a highly benefit dependent private rented sector (around 40% of all private tenants are claiming Housing Benefit or Universal Credit with a housing element).
48. As a priority, the Council should consider if changes need to be made to allocations policies to enable some households with debt to move into the social sector – such housing would provide a better security of tenure, lower rents, and quite likely be in better condition than housing in the private rented sector. The Council's Housing Register appears at face value to show low levels of need (just 138 in a reasonable preference category) and this seems likely to be, at least in part, due to many households either not being eligible or believing they have little chance of being housed; and therefore not applying.
49. Given levels of affordable need, the Council should also ensure that any new affordable housing is allocated to households with a local connection (by residence or employment) rather than being available to households from other locations.

1. Introduction

Introduction

- 1.1 Justin Gardner Consulting (JGC) working in association with CNB Housing Insights were commissioned by Fylde Council to undertake a Housing Needs Survey for the Borough. The Housing Needs Survey provides a key piece of the evidence base to support the Council in driving the delivery of affordable housing of appropriate types in different parts of the Borough, and ensuring that needs of particular groups are met. The survey therefore focusses on affordable housing needs, but also provides data about the needs of other particular groups – including people with disabilities.
- 1.2 Whilst the survey has been carried out across the whole Borough, a key aspect was to understand differences between areas, and for this a total of 10 sub-areas were defined. These were made up of seven urban locations and three rural. The table below shows the sub-areas studied in the analysis.

Sub-area	Description
St. Annes	Parish minus the postcodes identified in Fylde-Blackpool Periphery below
Lytham	Unparished area: this is the only unparished area in the Borough, so the whole of the unparished area of the Borough was treated as Lytham
Warton	Bryning-with-Warton (parish)
Fylde-Blackpool Periphery	Postcodes within the parish of Westby-with-Plumpton lying in the area bounded by (to the north and west of) School Road, Whitehill Road, Preston New Road and Peel Hill (but including properties on the east side of Peel Hill), plus properties lying within the Whyndyke Farm development site. Also properties within St Annes parish lying north of the nature reserve, Links golf course and Blackpool Airport
Kirkham	Parish
Wesham	Medlar-with-Wesham parish
Freckleton	Parish
Rural North	Staining (parish), Singleton (parish), Weeton-with-Preese (parish), Greenhalgh-with-Thistleton (parish), Elswick (parish), Little Eccleston-with-Larbreck (parish)
Rural West	Ribby-with-Wrea (parish), Westby-with-Plumpton (remainder of parish having subtracted the postcodes in Fylde-Blackpool Periphery above)
Rural East	Treales, Roseacre and Wharles (parish), Newton-with-Clifton (parish)

Source: Fylde Council

The Housing Needs Survey

- 1.3 The survey was sent to a total of 12,193 households across the Borough, a sample of households being selected in urban areas and a 100% sample in rural locations. Households were given the option of completing the paper form or online version.

- 1.4 In addition, through promoting the survey on social media additional households (not sampled) were encouraged to complete an online form, this included households living outside of the Borough but with a connection to the council area (and who might therefore seek housing in the Borough).
- 1.5 Finally, a booster of around 1,000 forms were hand delivered to areas of St. Annes known to have high levels of private renting to try to encourage further participation from this group of households.
- 1.6 In total, 2,973 households completed a survey, of which 2,492 were households originally targeted through sampling (and 481 completed forms online, or through the booster sample, including those completing a form but living outside of the area (44 households in total)). The total response rate was therefore 20.4% from the targeted sample (2,492/12,193), rising to 24.4% if additional completions are included.
- 1.7 These response rates are high relative to those currently seen for similar surveys across the country (where rates of below 10% have been seen in some instances).
- 1.8 The table below sets out the locations from which responses were received. This has been compared to the original sample to provide a response rate; some care needs to be taken in looking at this rate as some responses come from households who were not part of the original survey sample. The data also shows 202 completed forms where no area identifier was provided or, in some cases, due to an incomplete ID code or postcode being provided by respondents.

Figure 1.2: Fylde – Survey Responses by Sub-Area

Area	Survey responses	Original sample	Responses as % of sample
St Annes	511	1,749	29.2%
Lytham	371	1,249	29.7%
Warton	136	652	20.9%
Fylde-Blackpool Periphery	96	556	17.3%
Kirkham	184	759	24.2%
Wesham	136	633	21.5%
Freckleton	159	702	22.6%
Rural North	530	3,035	17.5%
Rural West	321	1,417	22.7%
Rural East	283	1,441	19.6%
Out of area	44	-	-
No area identified	202	-	-
Total	2,973	12,193	24.4%

Source: Household survey

- 1.9 The table below shows how the responses vary by tenure. It is recognised in surveys of this nature that certain groups are more or less likely to respond, with higher responses typically being seen from older outright owners, and lower responses from rented tenures, notably the private rented sector. This does seem to be the case for Fylde, although the booster in St. Annes has helped to provide a reasonable sample from the private rented sector (344 responses in total). The table below also shows the latest Office for National Statistics (ONS) estimates of tenure (from 2020) and also shows that 265 households did not provide information about tenure.
- 1.10 In interpreting the data in the table below, it is also necessary to be mindful of the way the sampling was undertaken (with a sample of households in urban areas and 100% of households selected in rural locations). On the basis that rural areas will have higher proportions of older owner-occupiers it would be expected that the proportion of completed forms in this group would be higher than found in the population overall.

Figure 1.3: Tenure of households completing survey in Fylde				
	Survey responses	% of responses	% excluding 'missing'	ONS estimate (2020) ¹
Owner-occupied (no mortgage)	1,491	50.2%	55.1%	45.2%
Owner-occupied (with mortgage)	689	23.2%	25.4%	26.7%
Social rented	184	6.2%	6.8%	8.2%
Private Rented Sector	344	11.6%	12.7%	19.9%
No information	265	8.9%	-	-
Total	2,973	100.0%	100.0%	100.0%

Source: Household survey

- 1.11 Survey data was weighted (upscaled) to match the tenure profile of the Borough shown above. An important aspect of preparing data for analysis is 'weighting' it. As can be seen from the table above, social survey responses never exactly match the estimated population totals. As a result, it is necessary to 'rebalance' the data to correctly represent the population being analysed via weighting. Weighting is recognised as being a way of compensating for low response amongst certain groups. Although response rates were lower amongst certain groups of the population (e.g. privately renting households in the table above) the application of a sophisticated weighting process, as has been used in this survey, removes any bias. In addition, the weighting takes account of the different sampling technique for different locations.

Background Analysis

- 1.12 The series of tables, figures and commentary below provide some key background data from the survey, once weighted for non-response bias². This is to provide some context for the analysis to follow. This particularly focusses on differences between locations and tenure.

¹ <https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/subnationaldwellingstockbytenureestimates>

² Non-response bias is where the characteristics of those responding to the survey are different to those who were selected to take part but don't – one example shown above is that outright owners are more likely to complete the survey than households living in private rented accommodation

1.13 The table below shows a cross-tabulation of tenure and sub-area which shows a sizeable private rented sector in St. Annes and much lower proportions in rural areas. Rural areas, along with Warton and Freckleton have very high levels of owner-occupation, particularly of outright owners. All locations (with the exception of Fylde-Blackpool Periphery and Wesham) have very low levels of social renting and the Borough-wide average (8.4% of households) is around half the level estimated nationally by ONS (17%). The proportion of households in private rented housing is very similar to the national average.

Figure 1.4: Tenure by sub-area

Sub-area		Owner-occupied (no mortgage)	Owner-occupied (with mortgage)	Social rented	Private rented	Total
St. Annes	No.	5,783	3,017	1,055	3,957	13,811
	%	41.9%	21.8%	7.6%	28.6%	100.0%
Lytham	No.	4,342	1,834	619	1,703	8,498
	%	51.1%	21.6%	7.3%	20.0%	100.0%
Warton	No.	943	623	306	272	2,144
	%	44.0%	29.1%	14.3%	12.7%	100.0%
Fylde/BP Periphery	No.	324	404	233	167	1,129
	%	28.7%	35.8%	20.6%	14.8%	100.0%
Kirkham	No.	1,358	1,076	297	554	3,285
	%	41.3%	32.8%	9.0%	16.9%	100.0%
Wesham	No.	502	753	363	323	1,942
	%	25.8%	38.8%	18.7%	16.7%	100.0%
Freckleton	No.	1,334	825	243	276	2,678
	%	49.8%	30.8%	9.1%	10.3%	100.0%
Rural North	No.	1,527	938	94	282	2,840
	%	53.8%	33.0%	3.3%	9.9%	100.0%
Rural West	No.	780	416	21	109	1,325
	%	58.8%	31.4%	1.6%	8.2%	100.0%
Rural East	No.	713	498	35	103	1,348
	%	52.9%	36.9%	2.6%	7.6%	100.0%
BOROUGH	No.	17,604	10,385	3,264	7,746	39,000
	%	45.1%	26.6%	8.4%	19.9%	100.0%

Source: Household survey

1.14 The table below shows the age structure in different locations from survey data, and this highlights an older population structure in many locations. Overall, the survey estimates around 36% of the population as being aged 60 and over, which compares with a latest national estimate (from ONS) of just 24%. All locations see a proportion of the population aged 60+ higher than the national average. The first release of 2021 Census data (published after this report was drafted) also shows 36% of the population as being aged 60+ - this source also confirms the 24% figure nationally³.

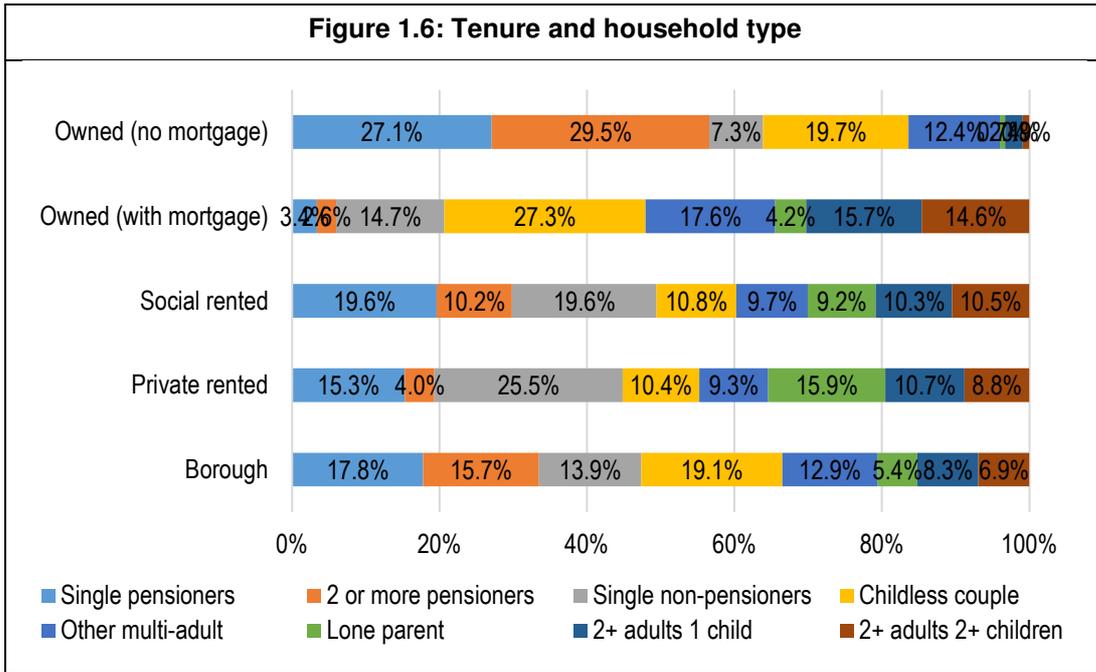
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<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/populationandhouseholdestimatesenglandandwalescensus2021>

Figure 1.5: Sub-area age profile								
Sub-area		0-14	15-29	30-44	45-59	60-74	75+	Total
St. Annes	No.	4,083	3,108	4,448	5,787	6,123	4,139	27,689
	%	14.7%	11.2%	16.1%	20.9%	22.1%	14.9%	100.0%
Lytham	No.	2,370	2,174	2,099	3,943	4,484	2,971	18,041
	%	13.1%	12.1%	11.6%	21.9%	24.9%	16.5%	100.0%
Warton	No.	819	729	812	1,026	890	466	4,741
	%	17.3%	15.4%	17.1%	21.6%	18.8%	9.8%	100.0%
Fylde/BP Periphery	No.	574	368	541	403	329	356	2,571
	%	22.3%	14.3%	21.0%	15.7%	12.8%	13.8%	100.0%
Kirkham	No.	1,207	1,327	892	1,919	1,448	862	7,655
	%	15.8%	17.3%	11.6%	25.1%	18.9%	11.3%	100.0%
Wesham	No.	874	606	965	946	804	257	4,452
	%	19.6%	13.6%	21.7%	21.2%	18.1%	5.8%	100.0%
Freckleton	No.	641	945	835	1,195	1,294	776	5,687
	%	11.3%	16.6%	14.7%	21.0%	22.8%	13.7%	100.0%
Rural North	No.	777	841	796	1,674	1,602	683	6,374
	%	12.2%	13.2%	12.5%	26.3%	25.1%	10.7%	100.0%
Rural West	No.	359	321	373	596	671	522	2,843
	%	12.6%	11.3%	13.1%	21.0%	23.6%	18.4%	100.0%
Rural East	No.	349	405	438	689	742	380	3,002
	%	11.6%	13.5%	14.6%	22.9%	24.7%	12.6%	100.0%
BOROUGH	No.	12,053	10,825	12,199	18,176	18,388	11,412	83,053
	%	14.5%	13.0%	14.7%	21.9%	22.1%	13.7%	100.0%

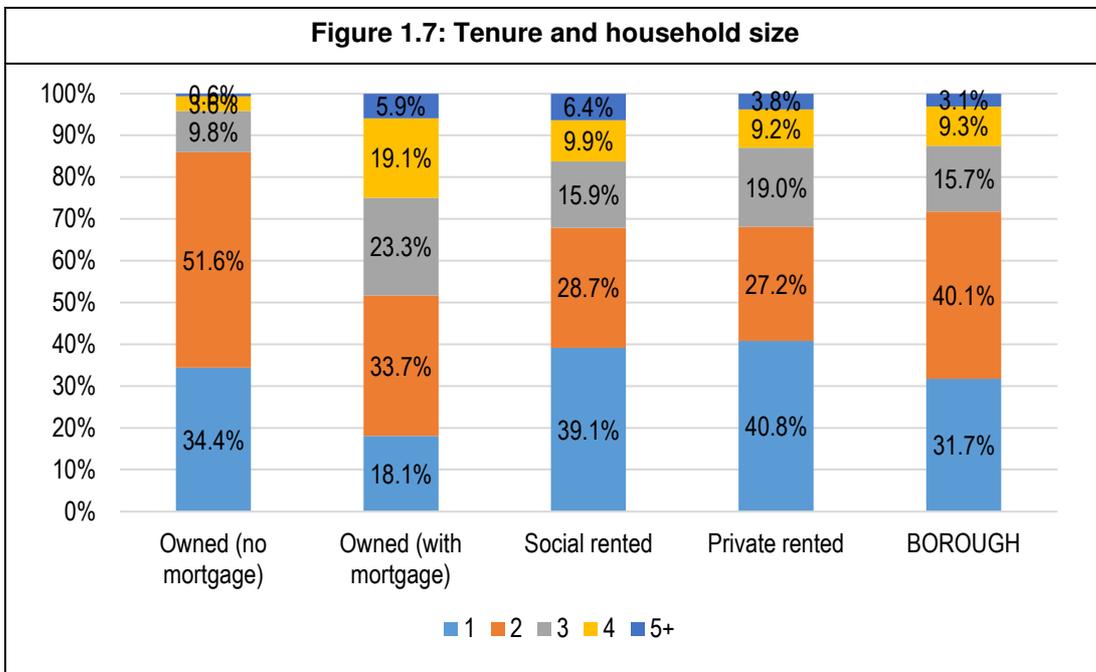
Source: Household survey

- 1.15 The figure below shows tenure and household types from the survey data, clearly identifying the high proportion of older person households in the owned outright sector. Other tenures do not see such concentrations of particular household type categories, although the high proportions of lone parents in the private rented sector (and to a lesser extent the social rented sector) is notable. The private rented sector also sees a high proportion of single non-pensioner households.



Source: Household survey

1.16 The average household size in the Borough was estimated from the survey to be 2.13 persons. This figure is slightly below the most recent English Housing Survey (EHS) national estimate of around 2.2 persons per household (2020-21). The figure below shows the number of people in households by tenure, this information is then summarised as average household sizes in the table that follows. The largest households were owner occupiers with a mortgage (average 2.62) whilst the smallest were outright owners (who are less likely to have children).



Source: Household survey

Figure 1.8: Average household size by tenure	
Tenure	Average household size
Owner-occupied (no mortgage)	1.85
Owner-occupied (with mortgage)	2.62
Social rented	2.20
Private rented	2.10
Total	2.13

Source: Household survey

- 1.17 The table below shows how average household sizes vary by location. Overall, households in St. Annes show the lowest household sizes, with the largest being in Kirkham – rural areas typically have average household sizes above the Borough average.

Figure 1.9: Average household size by sub-area	
Sub-area	Average household size
St Annes	2.01
Lytham	2.12
Warton	2.21
Fylde-Blackpool Periphery	2.28
Kirkham	2.33
Wesham	2.29
Freckleton	2.12
Rural North	2.25
Rural West	2.14
Rural East	2.23
BOROUGH	2.13

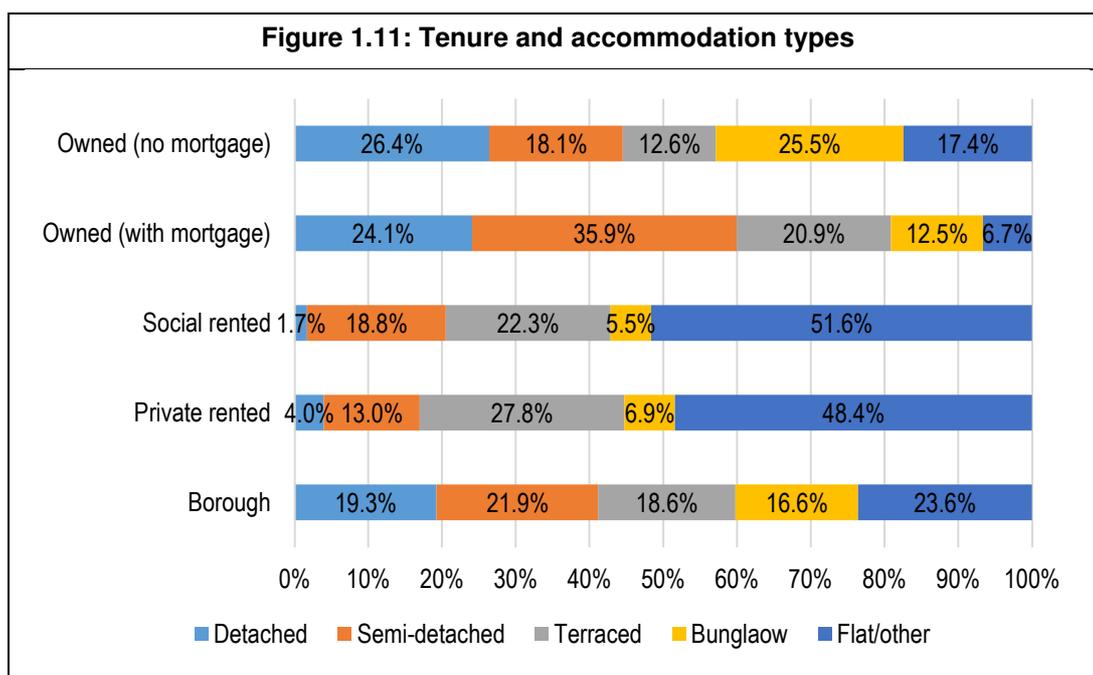
Source: Household survey

- 1.18 The figure below shows the distribution of dwelling types by different areas in Fylde from the survey data. The data shows notable differences between towns and rural areas with a much higher proportion of homes in rural areas being detached houses and a high proportion of bungalows. In St. Annes, around two-fifths of properties were found from the survey to be flats.

Figure 1.10: Dwelling type by sub-area							
Sub-area		Detached house	Semi-detached house	Terraced house	Bungalow	Flat/maisonette/other	Total
St. Annes	No.	1,480	2,999	1,718	2,215	5,399	13,811
	%	10.7%	21.7%	12.4%	16.0%	39.1%	100.0%
Lytham	No.	1,239	1,880	2,050	1,327	2,003	8,498
	%	14.6%	22.1%	24.1%	15.6%	23.6%	100.0%
Warton	No.	420	595	548	417	165	2,144
	%	19.6%	27.7%	25.6%	19.4%	7.7%	100.0%
Fylde/BP Periphery	No.	317	151	250	47	364	1,129
	%	28.1%	13.4%	22.1%	4.2%	32.3%	100.0%
Kirkham	No.	775	788	1,054	388	280	3,285
	%	23.6%	24.0%	32.1%	11.8%	8.5%	100.0%
Wesham	No.	636	315	584	95	312	1,942
	%	32.8%	16.2%	30.1%	4.9%	16.1%	100.0%
Freckleton	No.	450	565	405	941	317	2,678
	%	16.8%	21.1%	15.1%	35.1%	11.8%	100.0%
Rural North	No.	1,048	641	358	579	215	2,840
	%	36.9%	22.6%	12.6%	20.4%	7.6%	100.0%
Rural West	No.	651	237	122	198	116	1,325
	%	49.1%	17.9%	9.2%	15.0%	8.8%	100.0%
Rural East	No.	497	370	181	281	21	1,348
	%	36.8%	27.4%	13.4%	20.8%	1.5%	100.0%
BOROUGH	No.	7,513	8,538	7,270	6,487	9,191	39,000
	%	19.3%	21.9%	18.6%	16.6%	23.6%	100.0%

Source: Household survey

1.19 The figure below shows dwelling types by tenure. The data shows that owner-occupiers are particularly likely to live in detached houses with very few flats in this sector. Over half of dwellings in the social rented sector are flats with the private rented sector also having a large proportion of flatted housing.



Source: Household survey

- 1.20 A final initial analysis of survey data studies levels of overcrowding using the bedroom standard (see definition below). Essentially this is the difference between the number of bedrooms needed to avoid undesirable sharing (given the number of household members and their relationships to each other) and the number of bedrooms actually available to the household. The bedroom standard also provides the opportunity to look in more detail at households who under-occupy their dwelling.

Bedroom Standard

The 'Bedroom Standard' is used as an indicator of occupation density. A standard number of bedrooms is calculated for each household in accordance with its age/sex/marital status composition and the relationship of the members to one another. A separate bedroom is allowed for each married or cohabiting couple, any other person aged 21 or over, each pair of adolescents aged 10-20 of the same sex and each pair of children under 10. Any unpaired person aged 10-20 is notionally paired, if possible, with a child under 10 of the same sex, or, if that is not possible, he or she is counted as requiring a separate bedroom, as is any unpaired child under 10.

- 1.21 The standards used to check for overcrowding and under-occupation were as follows:

- **Overcrowding:** each household was assessed as to the number of bedrooms required. Any household without enough bedrooms was deemed to be over-crowded; and
- **Under-occupation:** households with more than one spare bedroom are deemed to be under-occupied.

1.22 The table below shows a comparison between the numbers of bedrooms in each home against the number of bedrooms required for all households in the Borough. It should be noted that the bottom two cells of the 4+ bedroom column contain some households that are either under occupied or overcrowded – for example they may require three bedrooms but live in a five-bedroom property or may require a five-bedroom property but are currently occupying a four-bedroom property.

Figure 1.12: Overcrowding and under-occupation

Number of bedrooms required	Number of bedrooms in home				Total
	1	2	3	4+	
1 bedroom	3,313	9,108	8,343	5,011	25,775
2 bedrooms	156	2,446	3,814	2,841	9,257
3 bedrooms	19	422	1,817	1,421	3,679
4+ bedrooms	0	0	95	193	289
Total	3,488	11,976	14,069	9,467	39,000

Source: Household survey

KEY: Overcrowded households Under-occupied households

1.23 The estimated number of overcrowded and under-occupied households in Fylde is as follows:

- **Overcrowded:** 1.9% of households = 736 households; and
- **Under-occupied:** 42.4% of households = 16,517 households.

1.24 The latest English Housing Survey data on overcrowding (also following the bedroom standard) suggests that nationally around 3.1% of households are overcrowded, higher than the levels recorded from survey data.

1.25 Further survey data suggests that overcrowded households are more likely to be living in rented accommodation, are particularly likely to state a need or likelihood of moving home over the next two years and are particularly likely to contain children (83% of all overcrowded households contain children aged under 16).

1.26 Looking at under-occupation the survey data shows that pensioner only households are particularly likely to be under-occupied. Under-occupation is also particularly high in the owner-occupied (no mortgage) tenure group – this is linked to the high proportion of older persons in this tenure.

Report Structure

1.27 As the study is predominantly designed to consider the need for affordable housing, there is an immediate focus on those part of the survey data which lead us to conclusions about the level of affordable need in the Borough. Further sections are then developed looking at other parts of the household survey questionnaire. The list of sections and a brief description can be found below:

- Section 2: Incomes and Affordability – provides a range of analysis about the financial situation of households in the Borough (including incomes, savings, equity etc.) to form a view about which households are likely to be able to afford housing in the private sector (and those who will need some form of affordable option);

- Section 3: Affordable Housing Need – using the financial data, along with other parts of the survey to estimate the need for affordable housing. The method follows that set out in Planning Practice Guidance (PPG) and is split between a need for rented affordable housing (social/affordable rents) and affordable home ownership;
- Section 4: Types of Affordable Housing – this section uses a combination of survey and secondary data (mainly about housing costs) to consider what types of affordable housing would be most suitable to meet the needs of local households;
- Section 5: Housing History and Future Aspirations – drawing on data in the survey about households' past moves and then considering what households would like and expect to do in the future. The latter analysis is split between existing and newly-forming households and is used to provide an indication of the sizes of homes likely to be needed in different sectors; and
- Section 6: Needs of Particular Groups – focussing on older people and those with disabilities, but also considers households with children and younger person households.
- Section 7: Stakeholder Inputs – provides a summary of discussions with key stakeholders (Estate and letting agents, Registered providers, Large employers including the NHS).

Rounding

- 1.28 It should be noted that the numbers included in tables and figures throughout the report may not sum exactly due to rounding.

Summary

- 1.29 Justin Gardner Consulting (JGC) working in association with CNB Housing Insights were commissioned by Fylde Council to undertake a Housing Needs Survey for the Borough. The Housing Needs Survey provides a key piece of the evidence base to support the Council in driving the delivery of affordable housing of appropriate types in different parts of the Borough and ensuring that needs of particular groups are met.
- 1.30 The survey has been carried out across the whole of the Fylde Council area, along with smaller-area analysis for 10 sub-areas of the Borough. Overall, the survey achieved 2,973 responses from an initially targeted sample of 12,193 households (a response rate of 24%) with survey data being weighted for any measurable non-response bias by looking at key groups within the population (notably considering the tenure split).
- 1.31 A range of background analysis was undertaken to provide some context for the results of the survey and to understand key differences between sub-areas. Key findings include:
- The Borough has a small social rented sector (at about 8% of households, around half the level seen nationally). Private renting is about average and there are a high proportion of outright owners (linked to a relatively old population structure);
 - St. Annes sees particularly high levels of private renting, with rural areas seeing low levels of rented housing generally (in both the private and social rented sectors);
 - Survey data confirms an older population structure, with 36% of the population being aged 60 and over (compared to 24% nationally);

- Outright owners are predominantly made up of households of pensionable age and consequently have smaller household sizes. There is a strong concentration of lone parent households within the private rented sector;
- Owner-occupiers generally live in houses (notably detached and semi-detached) whilst around half of all social and privately rented homes are flats; and
- Levels of overcrowding are generally low but concentrated in rented housing (86% of all overcrowded households live in either the social or private rented sector).

1.32 This report sets out a number of either linked or distinct sections to cover a range of core subject areas with a particular focus on the need for affordable housing; the sections are summarised below:

- Section 2 – Incomes and Affordability;
- Section 3 – Affordable Housing Need;
- Section 4 – Types of Affordable Housing;
- Section 5 – Housing History and Future Aspirations;
- Section 6 – Needs of Particular Groups; and
- Section 7 – Stakeholder Inputs.

1.33 It should be noted that the numbers included in tables and figures throughout the report may not sum exactly due to rounding.

2. Incomes and Affordability

Introduction

- 2.1 Assessing the affordability of market housing in an area is crucial to understanding the sustainability of the housing market. Poor affordability can result in the loss of employees from an area, an increase in poverty and a high number of households requiring assistance with their housing either via a social rented property or through Housing Benefit (Local Housing Allowance). This can also result in a loss of mix and balance in the population within the area.
- 2.2 This section provides a detailed analysis of survey data relating to a range of financial information (including income, savings and equity) which is used to provide a local level estimate of affordability based on the prices and rents considered below.

Local Prices and Rents

- 2.3 An important part of the affordable needs model is to establish the entry-level costs of housing to buy and rent. The affordable housing needs assessment compares prices and rents with the incomes of households to establish what proportion of households can meet their needs in the market, and what proportion require support and are thus defined as being in 'affordable housing need'. For the purposes of establishing affordable housing need, the analysis focuses on overall housing costs (for all dwelling types and sizes).
- 2.4 The analysis below considers the entry-level costs of housing to both buy and rent across the Borough. The approach has been to analyse Land Registry and ONS data to establish lower quartile⁴ prices and rents. Using a lower quartile figure is consistent with the PPG and reflects the entry-level point into the market recognising that the very cheapest housing may be of sub-standard quality and in low supply.
- 2.5 Data from the Land Registry for the year to September 2021 shows estimated lower quartile house prices by dwelling type. The data shows that entry-level costs to buy are estimated to start from about £83,000 for a second-hand flat and rising to £248,000 for a detached home. Looking at the lower quartile price across all dwelling types, the analysis shows a lower quartile price of £155,000. The figures are all based on cost of existing homes in the market although newbuild prices are considered later in this section when looking at potential costs of affordable home ownership dwellings.

⁴ The lower quartile (LQ) is the value under which 25% of data points are found when they are arranged in increasing order. In this case the LQ price would be one where 25% of sales are below the LQ price and 75% above.

Figure 2.1: Estimated lower quartile cost of housing to buy by type (existing dwellings) – year to September 2021 – Fylde	
	Lower quartile price
Flat/maisonette	£83,250
Terraced	£137,000
Semi-detached	£159,000
Detached	£248,000
All dwellings	£155,000

Source: Land Registry

- 2.6 It is also useful to provide estimates of property prices by the number of bedrooms in a home. Analysis for this draws together Land Registry data with an internet search of prices of homes for sale (using sites such as Rightmove). The analysis suggests a lower quartile price of about £90,000 for a 1-bedroom home, rising to £250,000 for homes with 4-bedrooms.

Figure 2.2: Estimated lower quartile cost of housing to buy by size (existing dwellings) – year to September 2021 – Fylde	
	Lower quartile price
1-bedroom	£70,000
2-bedrooms	£115,000
3-bedrooms	£170,000
4-bedrooms	£275,000
All dwellings	£155,000

Source: Land Registry and Internet Price Search

- 2.7 A similar analysis has been carried out for private rents using ONS data – this covers a 12-month period to September 2021. For the rental data, information about dwelling sizes is provided (rather than types); the analysis shows an average lower quartile cost (across all dwelling sizes) of £475 per month. The table also shows Local Housing Allowance (LHA) rates for the Fylde Coast Broad Rental Market Area (BRMA). The LHA rates for all sizes of property are below lower quartile rents, this is an important finding as it implies many households are likely to need to ‘top up’ their rent from other sources as benefit is not covering the full cost.

Figure 2.3: Lower Quartile Market Rents, year to September 2021 – Fylde		
	Lower Quartile rent, pcm	LHA rates
Room only	-	£282
Studio	£295	-
1-bedroom	£397	£368
2-bedrooms	£520	£497
3-bedrooms	£650	£573
4-bedrooms	£800	£650
All dwellings	£475	-

Source: ONS⁵

⁵ <https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/privaterentalmarketsummarystatisticsinengland>

- 2.8 It is of interest for this study to see how prices and rents vary by location. The table below shows an estimate of the overall lower quartile house price and private rent in each of the sub-areas; this is based on Land Registry data for prices and analysis of online data on available lettings which has then been adjusted to be consistent with the data from ONS. The analysis shows some variation in prices and rents, with prices (and rents) estimated to be highest in the Rural West area. The lowest prices and rents were found to be in Wesham.

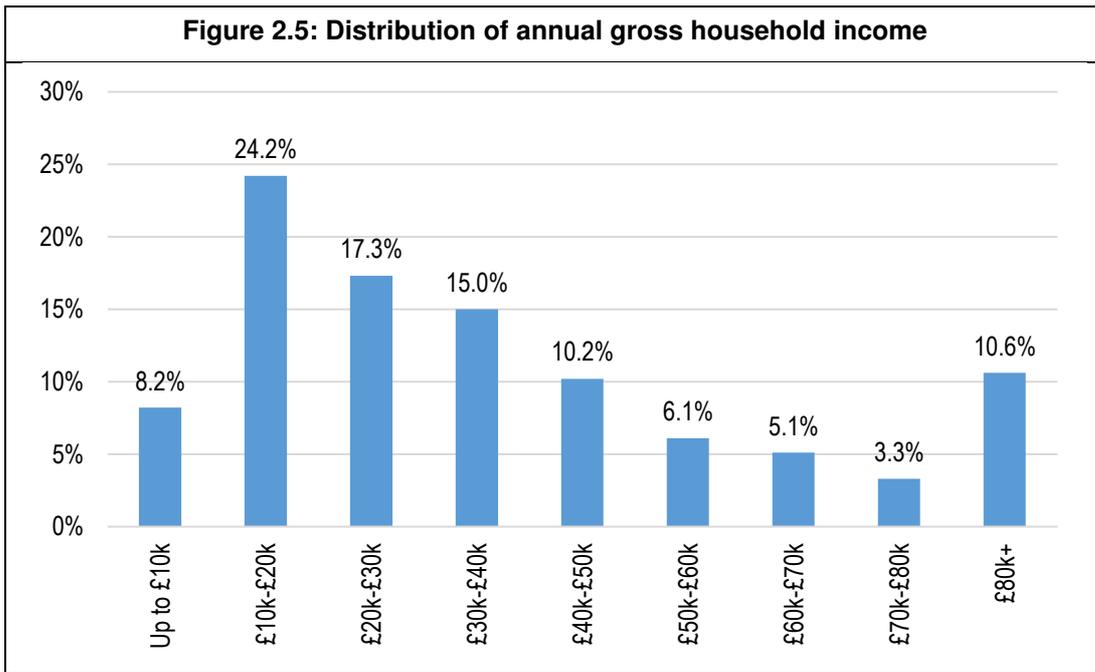
Figure 2.4: Lower Quartile Prices and Market Rents, by sub-area		
	Lower quartile price (existing dwellings)	Lower Quartile rent, pcm
St Annes	£142,000	£405
Lytham	£211,000	£610
Warton	£144,000	£545
Fylde/BP Periphery	£148,000	£485
Kirkham	£132,000	£460
Wesham	£118,000	£435
Freckleton	£142,000	£550
Rural North	£177,000	£600
Rural West	£284,000	£910
Rural East	£172,000	£595
All dwellings	£155,000	£475

Source: Internet private rental cost search and Land Registry

Household Income

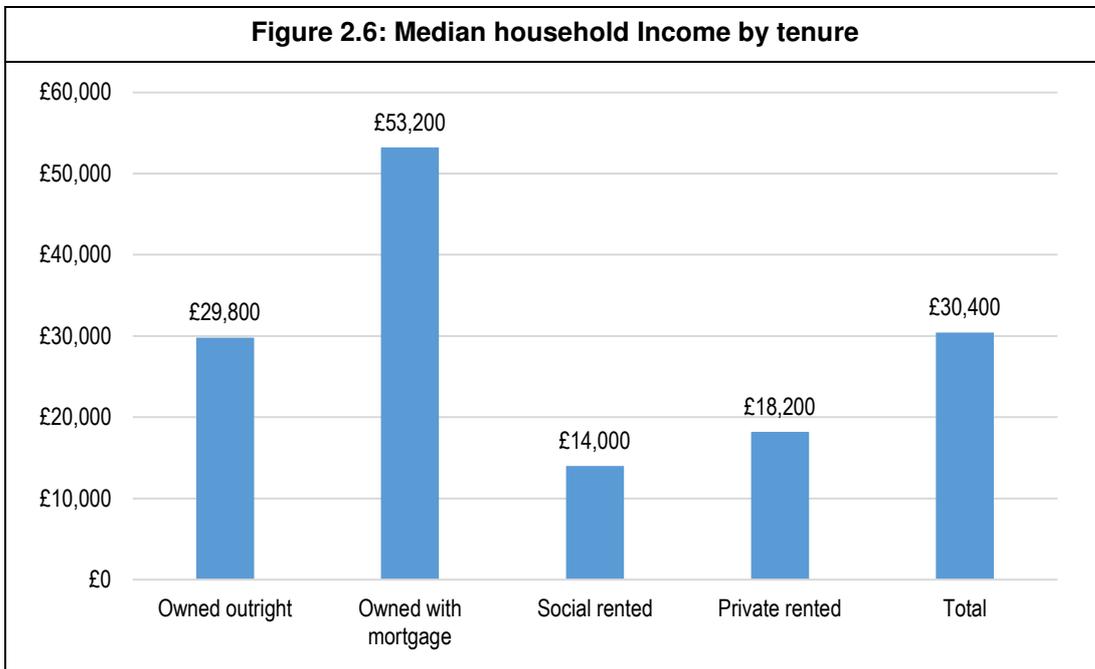
- 2.9 Survey results for household income estimate the mean gross household income level to be £38,500 per annum in Fylde, including households without any members in employment. The median income is noticeably lower than the mean, at £30,400 per annum.
- 2.10 The figure below shows the distribution of income in the Borough. It is clear that there is a significant range of incomes, with approaching a third of households having an income of less than £20,000, and around 11% an income in excess of £80,000. Approaching half (49%) of households with incomes of less than £20,000 have a retired household reference person (HRP)⁶. Households where the HRP is in employment have a median income of around £41,200.

⁶ HRP is defined as the "householder" (that is the person in whose name the accommodation is owned or rented)



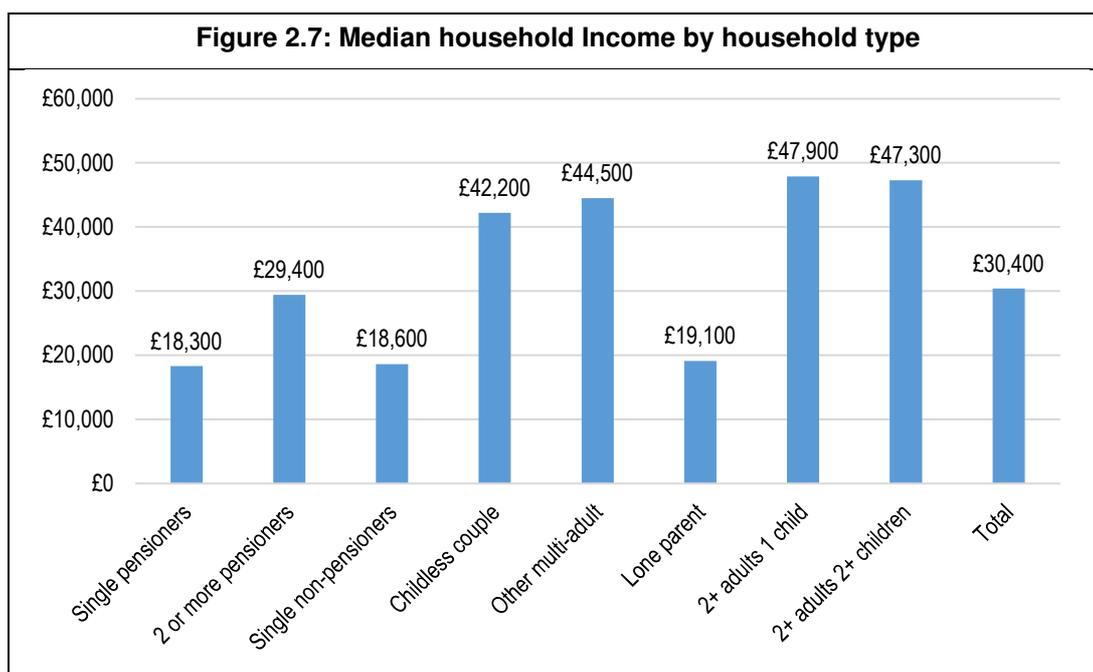
Source: Household survey

2.11 As can be seen below, the income of households varies greatly by tenure, with those in rented accommodation, particularly social rented accommodation, having much lower average incomes. The incomes of outright owners are significantly lower than for those with a mortgage reflecting the high number of people who are retired living in this tenure.



Source: Household survey

2.12 The chart below shows how households containing two adults have higher average incomes, while single pensioners and lone parents have much lower incomes.



Source: Household survey

- 2.13 Finally, we can look at how median household incomes vary by sub-area – this is shown in the table below. The table shows that there are considerable differences between households in different parts of the Borough with median incomes varying from £22,300 in the Fylde/Blackpool Periphery to £42,700 in Rural West.

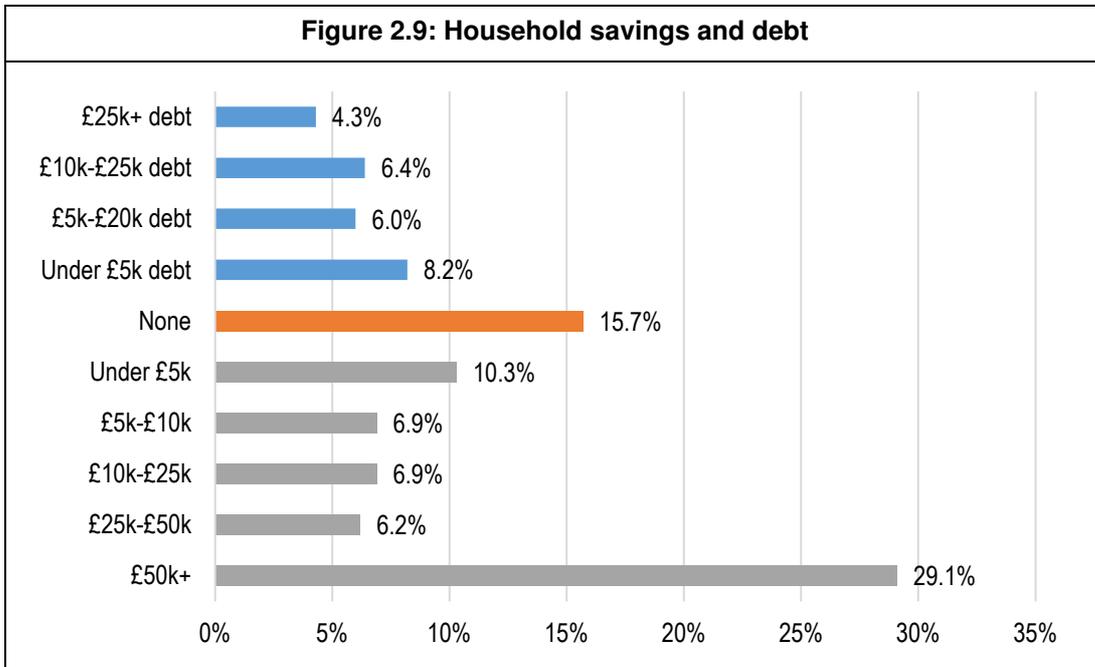
Figure 2.8: Median income by sub-area

Sub-area	Median income
St. Annes	£26,700
Lytham	£31,700
Warton	£32,700
FB Periphery	£22,300
Kirkham	£33,500
Wesham	£26,500
Freckleton	£29,500
Rural North	£38,100
Rural West	£42,700
Rural East	£39,200
Total	£30,400

Source: Household survey

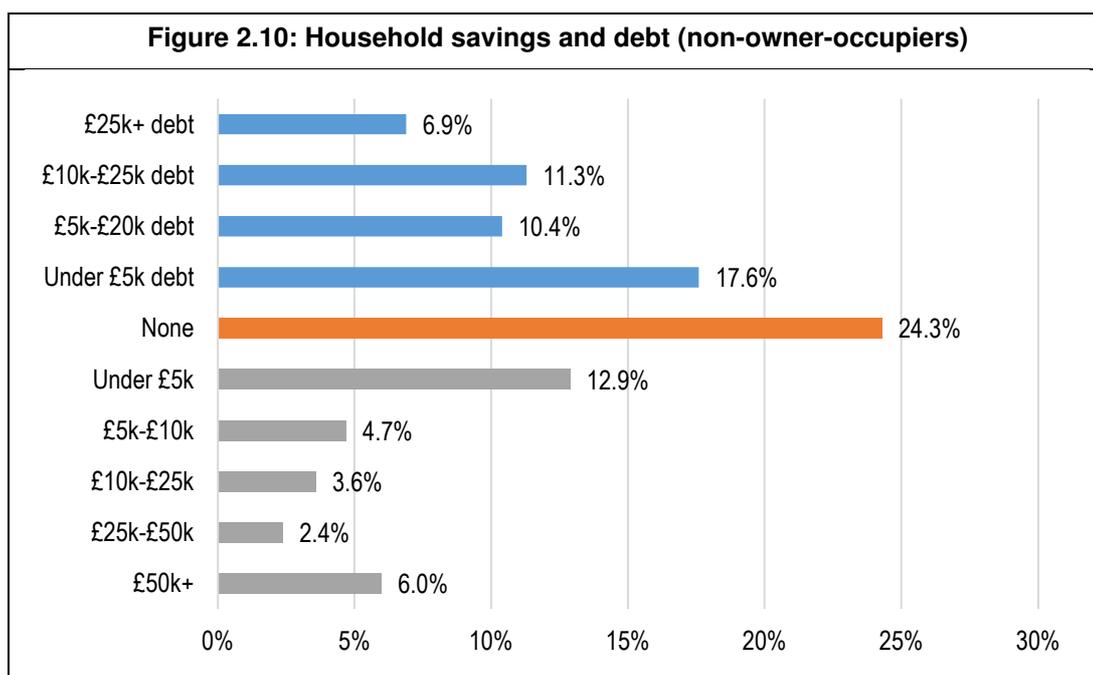
Household Savings/debt and Equity

2.14 Households were also asked to indicate levels of savings and debt (excluding mortgage debt). The average (mean) household has £56,800 in savings (median of £4,100) – these figures include levels of both savings and debt. The figure below shows the distribution of savings in the Borough. An estimated 25% of households indicated that they were in debt with a further 16% having no savings. At the other end of the scale, it is estimated that 29% of households have savings of £50,000 or more.



Source: Household survey

2.15 Analysis has also been carried out to look at the level of savings for owner and non-owners separately. The figure below shows the distribution of savings for non-owners. A key finding is that far higher proportion of non-owners are in debt (46% compared with 17% of owners and 25% of all households) and the very low proportions with any reasonable level of savings (over £5,000). Only 17% of non-owners have more than £5,000 of savings compared with 62% of owners and 49% of all households.



Source: Household survey

- 2.16 The survey also collected information about the amount of equity owner-occupiers have in their home. For both owner-occupier groups together (with and without mortgages) the average (mean) amount of equity was estimated to be £231,700, with a median of £191,800. It is estimated that 1% of owner-occupiers are in negative equity.
- 2.17 In addition to the information collected about income, savings and equity the survey form asked households whether they had any other financial resources which could be used towards a deposit on a dwelling (and if so the amount). The majority (90%) of households stated that they had no further access to financial resources other than those already analysed.

Households' Overall Financial Situation

- 2.18 As noted, data was therefore collected in the household survey on a range of financial information (including incomes, savings and equity). The latter combination of statistics has been used to assess the ability of households to afford housing.
- 2.19 For illustrative purposes the income of a household is multiplied by four to represent an approximate maximum amount of mortgage advance that an average household might secure.
- 2.20 The following table provides the median financial situation by tenure. The table shows for owners without a mortgage (many of them retired) that the proportion of equity and savings in overall financial capacity is around three-quarters of financial capacity. For owners with mortgages the proportion of non-income elements of financial capacity falls to around a 35%. In the case of both rented tenures, there is a negligible savings figure and no owned equity. The private rented households have a higher financial capacity than social tenants due to higher average incomes. It is clear that there is a substantial difference between the financial capacity of existing owner occupiers, and other households.

Tenure	Median annual gross household income	Median savings (including other funds)	Median equity	Potential access to funds
Owner-occupied (no mortgage)	£29,800	£49,500	£236,900	£405,800
Owner-occupied (with mortgage)	£53,200	£1,400	£110,900	£325,100
Social rented	£14,000	-£900	£0	£55,100
Private rented	£18,200	-£300	£0	£72,300
Average	£30,400	£4,200	£126,900	£252,600

Source: Household survey

2.21 When compared with the price of entry level purchase housing which is around £155,000 (lower quartile), it is clear that a large majority of renting households will be unable to access full scale equity ownership. Of course, within the broad private renting group in particular there will be households on much higher incomes who can consider purchase.

The Affordability of Housing in Fylde

2.22 The information presented so far in this section has considered the median values of the various financial data for households within a range of groups of the population. Variations exist within these household groups and the survey dataset contains an estimate of the overall financial capacity of each household in the study area. This information can be used to examine the ability of households to afford housing locally taking into account the full range of financial resources available to them, rather than just income as is used in the standard affordability ratios. The affordability criteria used can be summarised as:

- Assessing whether a household can afford home ownership - A household is considered able to afford to buy a home if the residual cost is no more than 4 times the gross household income. The residual cost is calculated by deducting any capital that is available for use towards home ownership (e.g. savings or equity) from the overall cost of the home.⁷
- Assessing whether a household can afford market renting - A household is considered able to afford market rented housing in cases where the rent payable would constitute no more than 30% of gross income⁸.

⁷ The four times mortgage multiple has been based on consideration of typical figures available in the market (where a range from 4 to 4.5 seems typical). The lower end of this range is used to reflect slightly lower prices in Fylde when compared with pricing nationally.

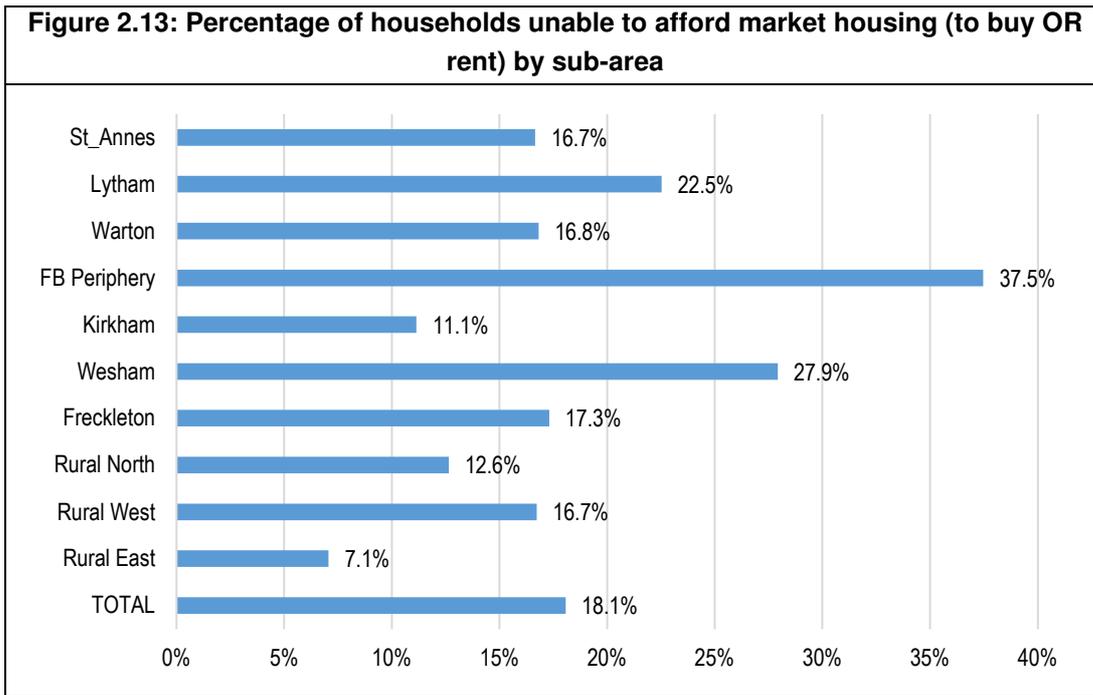
⁸ The 30% threshold figure has been based on consideration of a range of sources, including previous housing needs guidance, letting agent practice and other similar research projects to this. A figure of 30% seems generally to have become the benchmark figure generally used.

- 2.23 This test means that it is possible to distinguish whether a household would be able to afford either form of market housing (to buy or privately rent) or whether they would require affordable accommodation based on these income multiples. The analysis takes account of differing prices and rents in different parts of the Borough (based on household's current residence) – so for example a household living in Rural West would need a higher income to be considered as able to rent housing compared to a similar household in St. Annes.
- 2.24 The table below shows the current affordability of market housing by household type. This is the theoretical affordability of households as the analysis considers all households in the Borough and does not take into account their intention to move home.
- 2.25 The table shows that overall, around a fifth of households in the Borough are unable to afford market housing without the need for some form of subsidy. Within this we see that 45% of lone parent households are unable to afford market housing compared with 6% of childless couples and around 9% of larger pensioner households.

Figure 2.12: Households unable to afford market housing (to buy OR rent) by household type			
Household type	Affordability		
	Number of each household type unable to afford market housing	Total number of each household type in Fylde	% of households of each household type unable to afford market housing
Single pensioners	1,702	6,950	24.5%
2 or more pensioners	554	6,113	9.1%
Single non-pensioners	1,886	5,415	34.8%
Childless couple	427	7,461	5.7%
Other multi-adult	680	5,044	13.5%
Lone parent	945	2,097	45.1%
2+ adults 1 child	509	3,222	15.8%
2+ adults 2+ children	344	2,698	12.8%
Total	7,048	39,000	18.1%

Source: Household survey

- 2.26 The figure below shows affordability by sub-area. Given previous information about income levels and variations in house prices and rents the general pattern of affordability is as might be expected. Households in Fylde/Blackpool Periphery being considerably less likely to be able to afford market housing than households in other (particularly rural) areas. Households in Rural East appear most likely to be able to afford.



Source: Household survey

2.27 The data shown above is for all households and includes those who are already homeowners (the vast majority of whom can afford housing due to higher income and equity/savings levels). Below we have therefore provided data just for households who are not currently owner-occupiers. Compared with all households this data shows much higher proportions of households being unable to afford. Over half of all non-owners fail the affordability test with lone parents again showing particularly high proportions unable to afford.

Figure 2.14: Affordability and household type (non-owners)

Household type	Affordability		
	Unable to afford market housing to rent or buy	Total number of non-owning households	% of households of each household type unable to afford market housing
Single pensioners	1,127	1,825	61.7%
2 or more pensioners	328	644	51.0%
Single non-pensioners	1,645	2,615	62.9%
Childless couple	353	1,158	30.5%
Other multi-adult	546	1,038	52.6%
Lone parent	933	1,534	60.8%
2+ adults 1 child	444	1,170	38.0%
2+ adults 2+ children	340	1,027	33.1%
Total	5,715	11,010	51.9%

Source: Household survey

Households Able to Rent but not Buy

- 2.28 As well as looking at households unable to afford to buy OR rent housing locally the analysis considers households who are able to rent a home but not afford to buy. This category is important when considering the need for affordable home ownership products, which now form part of the Government's definition of affordable housing in the NPPF (latest version July 2021).
- 2.29 The table below shows the tenures of housing affordable to households in the Borough; this confirms the 18.1% who are unable to afford to buy OR rent and also shows around 11% as able to rent but not buy. There are a further 12% who can afford to buy only, these households are mainly older owner-occupiers with a high level of equity but more modest incomes.

	Households	% of households
Afford to buy or rent	23,221	59.5%
Afford to rent only	4,151	10.6%
Afford to buy only	4,580	11.7%
NOT afford suitable housing	7,048	18.1%
Total	39,000	100.0%

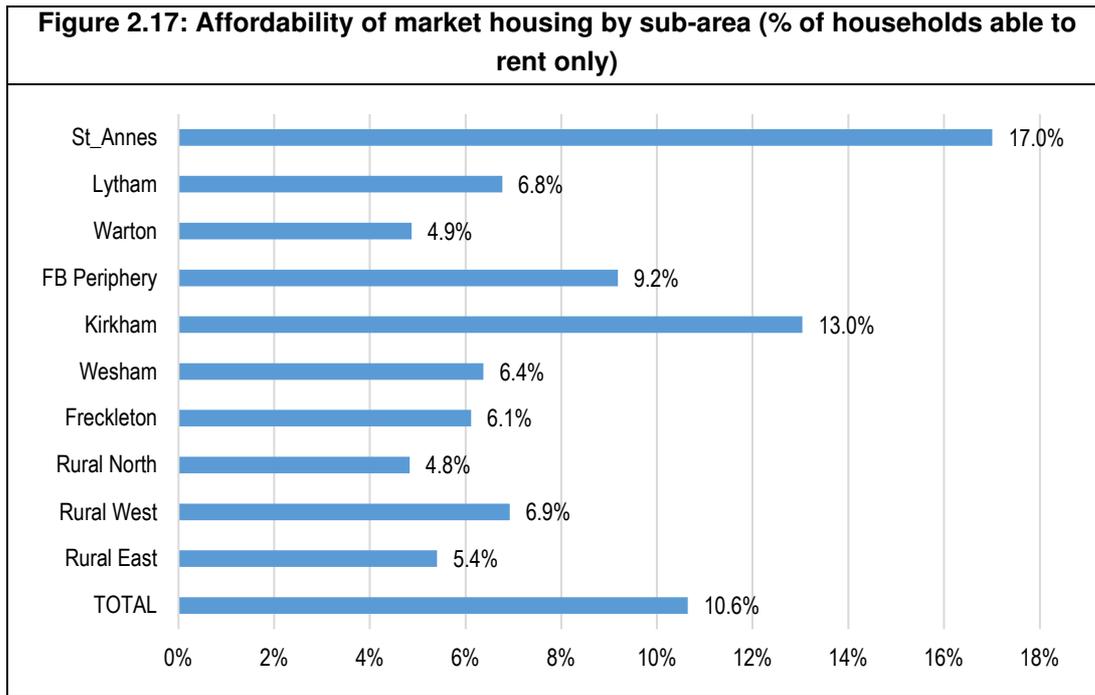
Source: Household survey

- 2.30 To demonstrate the link between current tenure and type of affordability, the table below compares the two. This clearly shows the majority of those only able to afford are outright owners, whilst those only able to rent are very much focussed in the private rented sector. This is to be expected and a notable point as affordable home ownership and rental products are likely to be focussed on being provided to people/households seeking to move out of the private rented sector..

	Afford to buy or rent	Afford to rent only	Afford to buy only	NOT afford suitable housing	Total
Outright owner	12,426	93	4,193	893	17,604
Owner with mortgage	8,869	845	231	440	10,385
Social rented	341	657	0	2,267	3,264
Private rented	1,585	2,556	156	3,449	7,746
Total	23,221	4,151	4,580	7,048	39,000

Source: Household survey

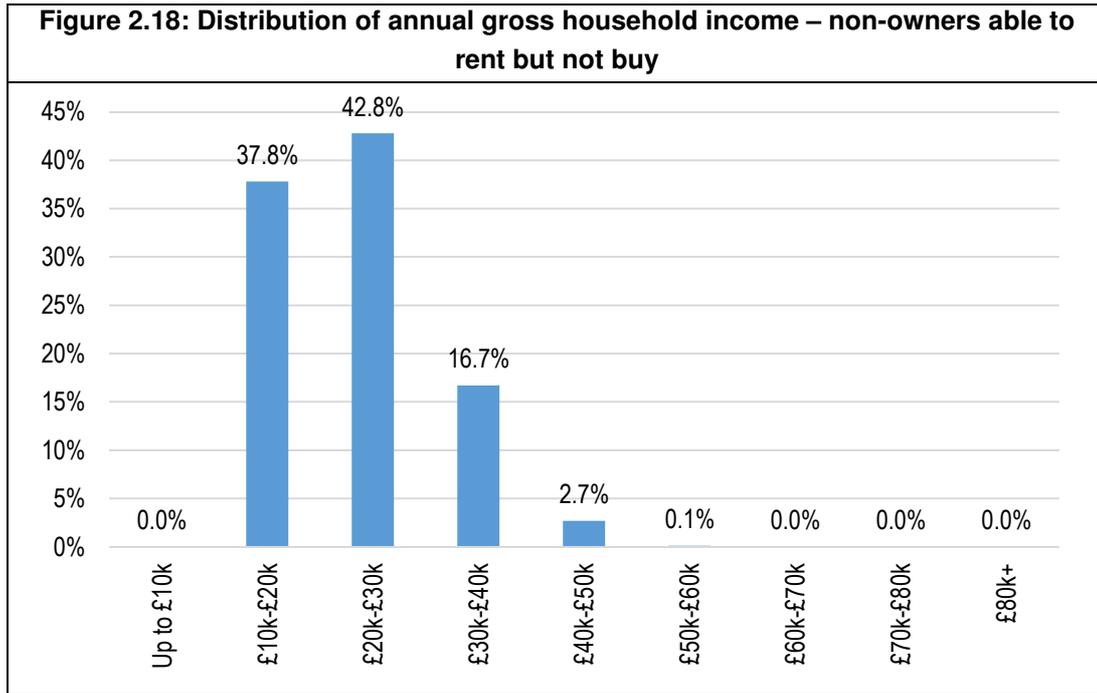
- 2.31 The figure below shows the above information by sub-area. This clearly shows the highest proportion of households able to rent but not buy are found in St. Annes – this is to be expected given the size of the private rented sector in this area. Conversely, rural locations tend to see a much lower proportion.



2.32 As with previous analysis, it is informative to focus the data just on households who are currently not owners (again as this will be the group to be targeted by affordable home ownership products). The figures below show firstly the income distribution of this group and then the level of savings/access to capital.

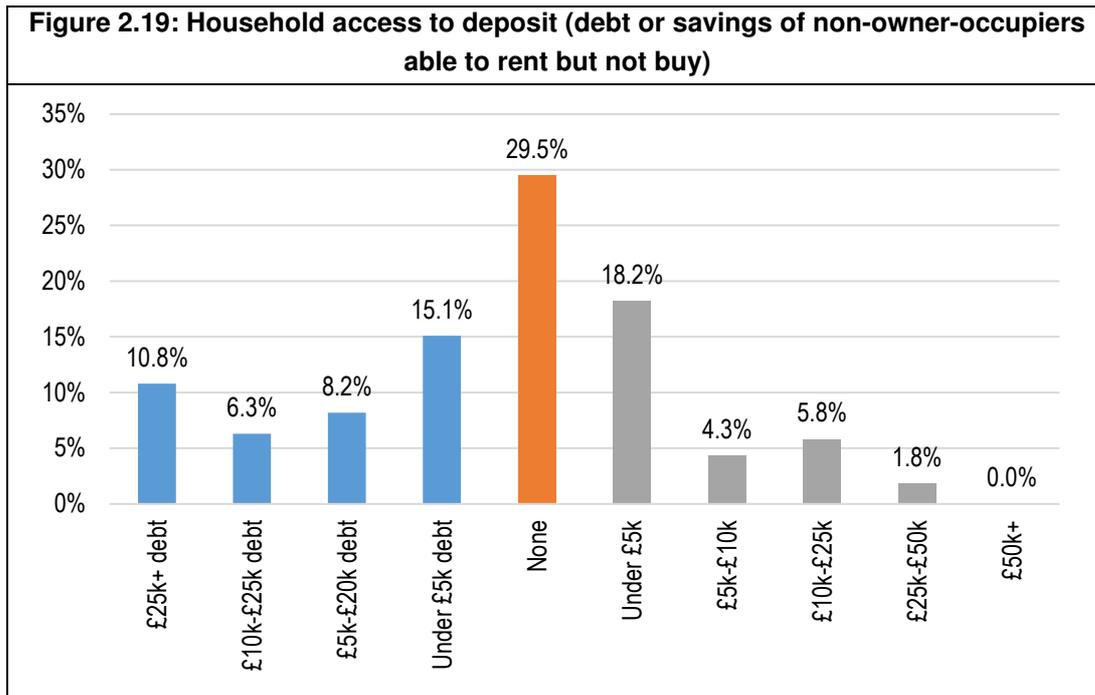
2.33 With the income distribution, it is clear there is a predominance households in the £20,000-£30,000 per annum bracket. The average (mean) income of households in this group is £24,300, with a median figure of £23,100. A household with an income of around £25,000 would be able to secure a mortgage for around £100,000 and with a 10% deposit would roughly be able to buy a home for £110,000. This figure is around 70% of the overall lower quartile value in the Borough (for second-hand homes).

2.34 This clearly demonstrates for many households there is a significant gap between what can be afforded and the cost of market housing. Where there is a large gap between the two it is likely that social (rented) tenures will be required to provide housing at an affordable price.



Source: Household survey

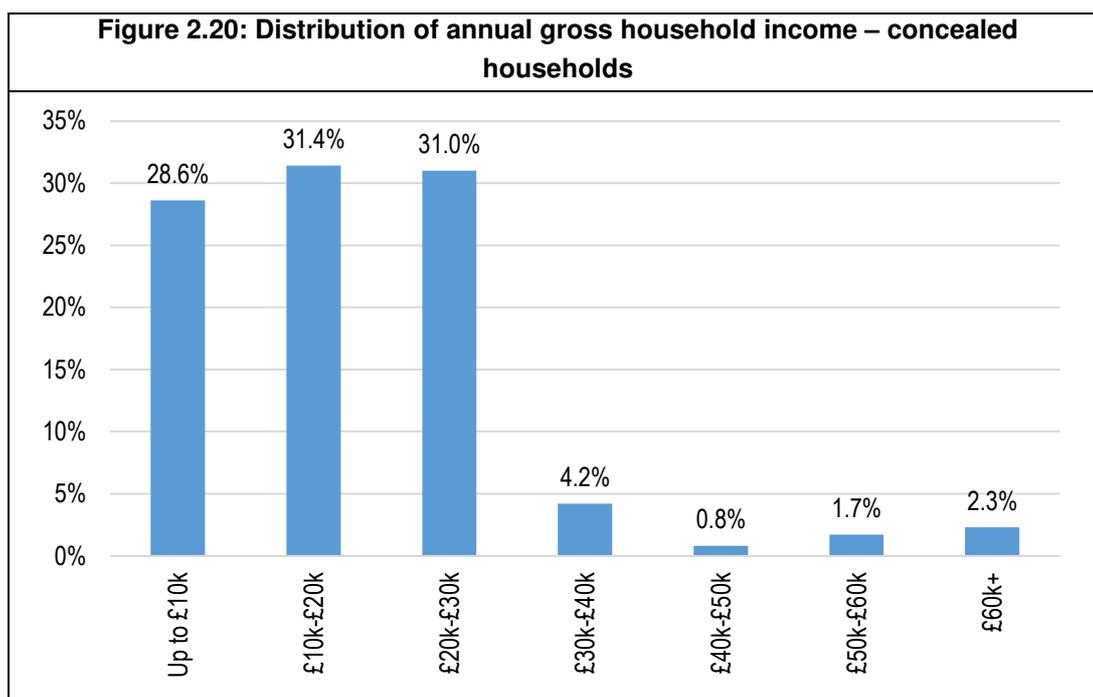
- 2.35 When looking at access to savings for a deposit, the analysis is noteworthy, showing that only 30% of households have a positive level of saving and only 8% have savings in excess of £10,000 (a level that might be required to be able to buy a home). This analysis suggests for many households that finding a deposit may be a barrier to home ownership, even if a discounted product were to be provided. This points to certain forms of affordable home ownership as being likely to be more suitable – in particular shared ownership or Rent to Buy housing which would typically require smaller deposit requirements than other forms of home ownership (such as discounted sales housing and/or First Homes).
- 2.36 Whilst levels of debt will impact on households' ability to afford market housing, it is also likely to be a barrier to accessing social rented accommodation. Discussions with the Council reveal that a households with more than £500 of housing related debt would not be eligible for a social tenancy. Whilst the survey did not differentiate between types of debt it seems likely that many households will have some level of arrears. This means they would not be able to bid for social rented homes (despite having a need for such accommodation). This would be likely to significantly under-estimate need if measured using administrative sources (such as the Housing Register).



Source: Household survey

Concealed Households' Financial Situation

- 2.37 As well as existing households, the survey asked a range of question from concealed/potential households. These are households living with others but looking to set up their own independent home over the next five years – the main group will be grown-up children living with parents. In total the survey estimates 3,368 households as needing or being likely to move over the next five years (an average of 674 per annum).
- 2.38 The survey results for household income of concealed households estimate the mean gross household income level to be £18,900 per annum, including households without any members in employment. The median income is lower than the mean, at £17,000 per annum.
- 2.39 The figure below shows the distribution of income of concealed households. This shows the majority of households (around 62%) have an income in the range of £10,000-£30,000 per annum, although a significant proportion have incomes lower than this. Very few households have an income in excess of £30,000.



Source: Household survey

- 2.40 One issue that has been highlighted in previous guidance about housing needs surveys (dating back to 2000) is that the incomes of concealed households are often much lower than the incomes seen when households actually move (as many households will be at the start of careers and would expect incomes to increase. Indeed, previous guidance has suggested using data from recently moving households to provide an indication of likely income when households move home. That said, the Survey of English Housing shows that a high proportion of households have their first home in the private rented sector (Headline Report 2021).
- 2.41 From the survey, it is possible to look at newly forming households with the table below showing the average (mean) income of households forming over the past 5-years as being around 76% higher than for the concealed households picked up by the survey.

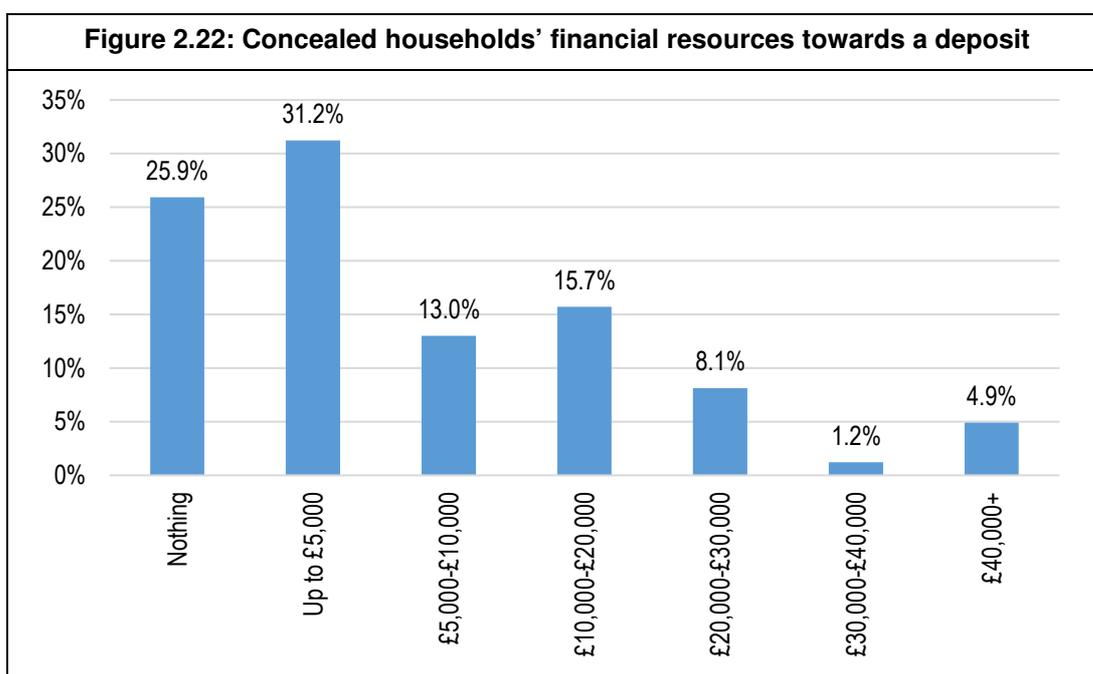
Figure 2.21: Income of recently moving households by previous tenure

Previous tenure	Mean income	Median income
Owner-occupied	£46,274	£37,295
Social rented	£24,499	£16,832
Private rented	£30,178	£22,092
Newly-forming	£33,299	£26,439
Total	£38,227	£29,547
Concealed households	£18,924	£17,030

Source: Household survey

2.42 Using the information about the difference between concealed households income now and the incomes that might be expected when they move, the survey data has been uprated by 76% to provide a better indication of potential incomes at the time of moving. This is however not without issue; for example concealed households do not move when they cannot afford to; they only do so when they can. Therefore, using the income level when they move could give an over-estimate of the income as a concealed household. That said, it is considered that linking to data on households who have moved is the most robust method of using the available data, and is one which is more likely to under- than over-estimate the affordable need.

2.43 Household were also asked about any financial resources for a deposit, with the figure below showing typically low levels of available finance (57% with no more than £5,000). Again it seems likely that access to deposits will be a barrier to accessing the owner-occupied sector.



Source: Household survey

2.44 Using the same affordability test as for existing households (including price and rent data based on place of residence), the table below shows an estimated 38% of concealed households will not be able to buy or rent in the market. The analysis also shows no households as able to buy but not rent, but 27% who can afford to rent only (and who would again be potential targets for affordable home ownership).

Figure 2.23: Tenures of housing affordable to concealed households

	Households	% of households
Afford to buy or rent market housing	1,180	35.0%
Afford to rent only market housing	909	27.0%
Able to buy only	0	0.0%
NOT afford suitable market housing	1,279	38.0%
Total	3,368	100.0%

Source: Household survey

Summary

- 2.45 Assessing the affordability of market housing in an area is crucial to understanding the sustainability of the housing market. Poor affordability can result in the loss of employees from an area, an increase in poverty and a high number of households requiring assistance with their housing either via a social rented property or through Housing Benefit (Local Housing Allowance). This can also result in a loss of mix and balance in the population within the area.
- 2.46 To look at the affordability of housing a market survey was undertaken to establish the entry-level costs to both buy and rent housing locally; this showed a lower quartile house price of around £155,000 (across all types and sizes of home) and lower quartile rents at £475 per month. The analysis also looked at how costs varied by size of dwelling and across the sub-areas.
- 2.47 When looking at household incomes, the survey showed a median household income of around £30,400; within this there are a range of incomes, with around a third of households having an income below £20,000 and 11% above £80,000. Owner-occupiers (notably those with a mortgage) have relatively high incomes, with much lower incomes seen in the social rented sector and to a lesser extent the private rented sector. The analysis also showed typically higher incomes in more rural locations within the Borough.
- 2.48 The survey asked about savings and debt, which again showed a very wide range of different household circumstances – around a quarter of households said they were in debt, but approaching a third have savings in excess of £50,000. When focussing on non-owners, savings levels were very low (and debt relatively high); this is an important point given the need to raise a deposit to access the owner-occupied sector. With the full range of financial data considered it was estimated that the average private renting households could afford to buy for around £72,300, with a figure of £55,100 for social tenants, figures well below the lower quartile price of £155,000. Levels of debt will also impact on households being able to access the social rented sector as rent arrears in excess of £500 would typically mean a household is not eligible for housing (and would likely need to find a solution in the private rented sector).
- 2.49 A series of affordability tests were run to look at households' ability to afford to buy or rent housing in their local area and this suggested 18% of households would be unable to access the market. Focussing on non-owners, an estimated 52% are unable to afford. Additionally, the analysis points to a particular difficulty in non-owners buying homes, with just 19% being able to buy a lower quartile home – this looks in part to be due to low levels of capital available to put towards a deposit and the impact of debt.
- 2.50 The survey also asked a series of questions about potential new households (i.e. people living with others who will form their own independent household in the future). These households typically had lower levels of income than existing households and a were less able to afford housing of all types.
- 2.51 The information about affordability amongst different groups of the population has been taken forward into an assessment of the need for affordable housing.

3. Affordable Housing Need

Introduction

- 3.1 Using the household survey data, this section provides an assessment of the need for affordable housing in Fylde and the ten sub-areas. The analysis specifically considers general needs housing, with further analysis of specialist housing (e.g. for older people) being discussed later in the report.
- 3.2 The analysis follows the PPG (Sections 2a-018 to 2a-024) and provides two main outputs, linked to Annex 2 of the NPPF – this is firstly an assessment of the need for social/affordable rented housing and secondly to consider the need for affordable home ownership products.

Methodology Overview

- 3.3 The method for studying the need for affordable housing has been enshrined in Government practice guidance for many years, with an established approach to look at the number of households who are unable to afford market housing (to either rent or buy) – it is considered that this group will mainly be a target for rented affordable homes (social/affordable rented) and therefore the analysis looks at a need for *'affordable housing for rent'* as set out in Annex 2 of the NPPF. The methodology for looking at the need for rented (social/affordable) housing considers the following:
- **Current affordable housing need:** an estimate of the number of households who have a need now, at the point of the assessment, based on data from the household survey – this figure is then annualised so as to meet the current need over a period of time;
 - **Projected newly forming households in need:** using demographic projections to establish gross household formation, and then applying an affordability test to estimate numbers of such households unable to afford market housing;
 - **Existing households falling into need:** based on studying past trends in the types of households who have accessed social/affordable rented housing; and
 - **Supply of affordable housing:** an estimate of the likely number of lettings that will become available from the existing social/affordable housing stock.
- 3.4 The first three bullet points above are added together to identify a gross need, from which the supply of relets of existing properties is subtracted to identify a net annual need for additional affordable housing. For the purposes of this assessment, this analysis is used to identify the overall (net) need for social/affordable rented housing.
- 3.5 This approach has traditionally been used to consider the needs of households who are in housing need and have not been able to afford market housing (either to buy or to rent). As the income necessary to afford to rent homes without financial support is typically lower than that needed to buy, the ability of households to afford private rents has influenced whether or not they are in need of affordable housing.

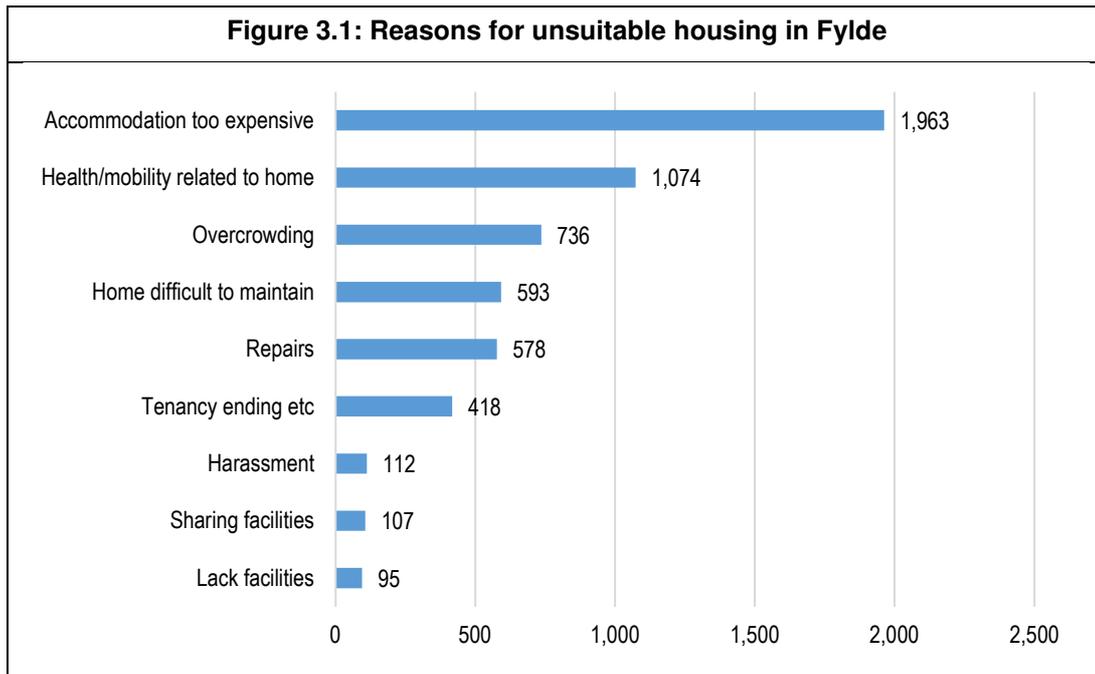
- 3.6 The NPPF and associated guidance has expanded the definition of those in affordable housing need to include households who might be able to rent without financial support but who aspire to own a home, and require support to do so. The PPG includes households that “*cannot afford their own homes, either to rent, or to own, where that is their aspiration*” as having an affordable housing need.
- 3.7 This widened definition has been introduced by the Government to support increased access to home ownership, given evidence of declining home ownership and growth in private renting over the last 20 years or so. The PPG does not however provide specific guidance on how the needs of such households should be assessed and so this study adopts a broadly consistent methodology to that identified in the PPG, and considers a current need; a newly-arising need on an annual basis; existing households falling into need; and an annual estimate of supply.

Need for Affordable Housing

- 3.8 The sections below work through the various stages of analysis to estimate the need for social/affordable housing in the Borough and sub-areas. Final figures are provided as an annual need (including an allowance to deal with current need). As per 2a-024 of the PPG, this figure can then be compared with likely delivery of affordable housing.

Current Need for Affordable Housing to Rent

- 3.9 The first stage of the model assesses current need (sometimes termed the ‘backlog’ of housing need). This begins with an assessment of housing suitability and affordability and also considers homeless households before arriving at a total current need estimate (gross).
- 3.10 A key element of housing need is an assessment of the suitability of a household’s current housing with this study using a range of criteria as set out in the figure below. In the Borough it is estimated that a total of 3,900 households are living in unsuitable housing (this represents 10% of all households in the Borough).
- 3.11 The figure below indicates the number of households living in unsuitable housing (ordered by the number of households in each category). It should be noted that the overall total of reasons for unsuitable housing shown in the figure will usually be greater than the total number of households with unsuitability, as some households have more than one reason for unsuitability. The main reason for unsuitable housing is in relation to accommodation costs, specifically in relation to the heating of the home.
- 3.12 For most of the categories below the figures are based on households’ perceptions of their circumstances, the exception to this is for overcrowding which has been based on calculations set against the bedroom standards (which was discussed in the previous section).



Source: Household survey

3.13 The table below shows unsuitable housing by tenure. With the patterns emerging suggesting that households living in social and private rented accommodation are the most likely to live in unsuitable housing.

Figure 3.2: Unsuitable housing and tenure

Tenure	Unsuitable housing		
	In unsuitable housing	Total households	% in unsuitable housing
Owner-occupied (no mortgage)	544	17,604	3.1%
Owner-occupied (with mortgage)	366	10,385	3.5%
Social rented	732	3,264	22.4%
Private rented	2,257	7,746	29.1%
Total	3,900	39,000	10.0%

Source: Household survey

3.14 Although the survey has highlighted a number of households as living in unsuitable housing it is most probable that some of these problems can be resolved without the need to move to alternative accommodation. For the purposes of this assessment it is assumed that households in the following categories DO NOT have an in-situ solution to their housing problems:

- End of tenancy;
- Overcrowding;
- Sharing facilities; and
- Harassment.

- 3.15 Looking at the reasons for unsuitability it is estimated that around a third of those unsuitably housed do not have an in-situ solution to their problems – this represents 1,282 households.
- 3.16 The ability of these households to afford entry-level market housing of a suitable size was then tested using the affordability criteria set out previously. The data suggests that there are 692 households that are living in unsuitable housing, need to move and cannot afford market housing.
- 3.17 The table below shows the tenure of these households. The results show that households in the social rented sector are most likely to be in need, followed by households living in private rented housing. Given the relative size of the private rented sector it is notable that some 63% of needs are estimated to be from households in this tenure.

Figure 3.3: Current affordable housing need and tenure – households unable to buy OR rent			
Tenure	Housing Need		
	In housing need	Total households	% in need
Owner-occupied (no mortgage)	11	17,604	0.1%
Owner-occupied (with mortgage)	52	10,385	0.5%
Social rented	193	3,264	5.9%
Private rented	437	7,746	5.6%
Total	692	39,000	1.8%

Source: Household survey

- 3.18 For the purposes of the housing needs assessment, households considered to be in housing need have been split into two categories: current occupiers of affordable housing in need (i.e. social rented), and households from other tenures in need. It is estimated that some 193 households in need currently live in affordable housing, 499 are in other tenures.
- 3.19 The Housing Needs Assessment is a ‘snapshot’ that assesses housing need at a particular point in time. There will, in addition to the existing households in need, be some homeless households who were in need at the time of the assessment and should also be included within any calculation of backlog need. To assess the number of homeless households we have used information from the Council about households living in temporary accommodation – this shows a further 28 households as in need for the fourth quarter of 2021/22.
- 3.20 Adding this figure to the estimated current need from survey data (of 692 households) gives a total estimated need of 720 – this represents the number of households with a need currently. For the purposes of analysis, it is assumed that the local authority would seek to meet this need over a period of time. Conventionally, surveys of this nature seek to meet the need over a 5-year period and so the need is annualised by dividing by 5 (to give an annual need for 144 dwellings across all areas).

- 3.21 The estimate of current affordable need can be compared with data from the MyHomeChoice Housing Register which as of March 2022 showed a total of 598 households registered (excluding those currently in affordable housing) – suggesting the survey is picking up a similar number. However, it should be noted of the 598 only 138 are considered to be in a reasonable preference category which does imply that the Register applies quite a strict definition of need. The 138 figure represents about 0.4% of all households in the Borough, whereas nationally around 2.3% of households are registered and in a reasonable preference category.

Current need for Affordable Housing to Buy

- 3.22 A similar analysis has been undertaken for households who are able to afford to rent a home but not buy, with the table below showing affordable need for this group. In total, 347 households indicate a need for affordable home ownership, with 232 of these in the private rented sector.

Figure 3.4: Affordable housing need and tenure – households able to rent but NOT buy			
Tenure	Housing Need		
	In housing need	Total households	% in need
Owner-occupied (no mortgage)	0	17,604	0.0%
Owner-occupied (with mortgage)	0	10,385	0.0%
Social rented	115	3,264	3.5%
Private rented	232	7,746	3.0%
Total	347	39,000	0.9%

Source: Household survey

Newly Forming Households

- 3.23 The number of newly forming households has been estimated through survey data as the number of new households expected to form over the next five years (and then annualised). In total, some 2,797 households indicated the presence of a newly forming household and this is 559 per annum. This figure takes account of respondents who are likely to form a new households with another person and also discounts those moving to live with an existing household (e.g. someone moving to be with a partner at their current accommodation).
- 3.24 In assessing the ability of newly forming households to afford market housing, data has been drawn from the household survey, taking account of typical incomes of households who have recently formed as well as the incomes of households identified in the survey as being future movers (analysis provided in the previous section).
- 3.25 The analysis has therefore adjusted the income data of newly forming households to reflect the difference between current incomes and likely incomes at time of forming – this will include the potential uplift to income for two households coming together to form a new household. In doing this it is possible to calculate the proportion of households unable to afford market housing. For the purposes of the need for social/affordable rented housing this will relate to households unable to afford to buy OR rent in the market.

3.26 The assessment suggests overall that around two-fifths of newly forming households will be unable to afford market housing (to rent privately) and this equates to a total of 1,024 newly forming households which will have a need (and average of 205 per annum on average) across the study area – the table below provides a breakdown by sub-area. This is the number who would be unable to afford to rent privately without the need to claim Housing Benefit (or Universal Credit with a housing element) or for whom it would be necessary to spend more than 30% of their gross income on housing.

Figure 3.5: Estimated Need for Social/Affordable Rented Housing from Newly Forming Households (next 5-years)

	Total Number of new households	1-bedroom need	2-bedroom need	3+-bedroom need	% unable to afford market housing	Newly forming households unable to afford market rents
St. Annes	891	278	520	92	35.0%	312
Lytham	631	202	363	66	48.5%	306
Warton	148	38	45	65	34.5%	51
FB Periphery	20	0	12	8	25.5%	5
Kirkham	348	164	136	48	28.5%	99
Wesham	152	9	56	87	45.3%	69
Freckleton	179	63	62	53	13.1%	23
Rural North	222	29	134	58	25.8%	57
Rural West	97	24	46	28	56.6%	55
Rural East	109	22	70	17	41.8%	46
TOTAL	2,797	830	1,446	522	36.6%	1,024

Source: Household survey

3.27 The table below shows the same analysis but for households who are able to afford to rent but not buy, this totals 782 households (156 per annum).

Figure 3.6: Estimated Need for affordable home ownership from Newly Forming Households (next 5-years)			
	Number of new households	% unable to afford to buy but able to afford to rent	Newly forming households able to afford to rent but unable to afford to buy market housing
St. Annes	891	20.1%	180
Lytham	631	36.9%	233
Warton	148	25.5%	38
FB Periphery	20	35.9%	7
Kirkham	348	32.3%	112
Wesham	152	18.7%	28
Freckleton	179	11.7%	21
Rural North	222	43.0%	95
Rural West	97	40.5%	39
Rural East	109	25.2%	28
TOTAL	2,797	27.9%	782

Source: Households survey

Existing Households Falling into Affordable Housing Need

3.28 The second element of newly arising need is existing households falling into need. To assess this, survey data about past households' moves into the social rented sector and benefit supported private rented sector has been used (along with a locally based affordability test). The method uses data on past moves as a proxy for the nature and scale of households moves likely in the future. The method used can be set out as a number of stages:

- Identifying households moving over the past 5-years;
- Filtering out households who moved to owner-occupied accommodation (assumed to be able to afford housing);
- Filtering out households moving within the social rented sector (as homes released would be available for use by another households);
- Filtering out moves to the private rented sector where Housing Benefit (or Universal Credit with a housing element) is not claimed – again assuming households were deemed able to afford at the point of moving; and
- Applying an affordability test to check if any households could afford market housing (a very low number but included for completeness of analysis).

3.29 Following the analysis through suggests a need arising from 267 existing households each year across the Borough plus 171 who can afford to rent but not buy. The tables below break this down by sub-area.

3.30 These figures need to be understood in the context of the households being picked up as in need as a large proportion are households moving within the benefit supported private rented sector, which has quite a ‘churn’. As these households need to claim benefits the analysis assumes that they would ideally be placed in social housing rather than continuing to move within the PRS. Social housing would be expected to provide a security of tenure, a lower rent and quite likely more suitable accommodation (in terms of size and condition).

3.31 One key advantage of the survey based approach to looking at affordable need is being able to pick up the role played by the private rented sector as it is quite likely that many of these households, despite clearly having needs, will never have approached the Council regarding their needs. This may in part be due to eligibility restrictions such as rent arrears. Further data about trends in benefit claimants in the private rented sector can be found later in this section.

Figure 3.7: Estimated Need for Social/Affordable Rented Housing from Existing Households Falling into Need (5-years)

	Total Additional Need	% of Total	1-bedroom	2-bedrooms	3+-bedrooms
St. Annes	328	31.2%	204	124	0
Lytham	395	33.3%	138	185	72
Warton	101	7.6%	22	40	39
FB Periphery	79	7.7%	12	42	25
Kirkham	75	5.6%	30	45	0
Wesham	74	5.5%	23	50	0
Freckleton	58	4.3%	0	36	22
Rural North	25	2.5%	13	8	5
Rural West	18	1.3%	3	15	0
Rural East	12	0.9%	8	0	5
TOTAL	1,165	100.0%	454	544	168

Source: Derived from a range of sources as described in text

Figure 3.8: Estimated Need for affordable home ownership from Existing Households Falling into Need (5-years)

	Total Additional Need	% of Total
St. Annes	600	70.0%
Lytham	141	16.5%
Warton	14	1.6%
FB Periphery	18	2.1%
Kirkham	61	7.1%
Wesham	12	1.4%
Freckleton	0	0.0%
Rural North	11	1.3%
Rural West	0	0.0%
Rural East	0	0.0%
TOTAL	857	100.0%

Source: Derived from a range of sources as described in text

Supply of Housing Through Relets/Resales

- 3.32 The future supply of affordable housing through relets is the flow of affordable housing arising from the existing stock that is available to meet future need. This focusses on the annual supply of social/affordable rent relets.
- 3.33 The Practice Guidance suggests that the estimate of likely future relets from the social rented stock should be based on past trend data which can be taken as a prediction for the future. Information from CoRe⁹ has been used to establish past patterns of social housing turnover. The figures are for general needs lettings but exclude lettings of new properties and also exclude an estimate of the number of transfers from other social rented homes. These exclusions are made to ensure that the figures presented reflect relets from the existing stock.
- 3.34 On the basis of past trend data it has been estimated that 125 units of social/affordable rented housing are likely to become available each year moving forward for occupation by newly forming households and existing households falling into need from other tenures.

Figure 3.9: Analysis of Past Social/Affordable Rented Housing Supply, 2018/19 – 2020/21 (average per annum) – Fylde

Year	Total Lettings	% as Non-New Build	Lettings in Existing Stock	% Non-Transfers	Lettings to New Tenants
2018/19	327	73.1%	239	53.6%	128
2019/20	373	60.1%	224	67.4%	151
2020/21	184	66.8%	123	78.9%	97
Average	295	66.3%	195	64.2%	125

Source: CoRe/LAHS

- 3.35 The table below shows the estimated supply of affordable housing from relets in each sub-area. The sub-area figures have been based on information provided by the Council about lettings over the five-year period to January 2022.

⁹ The continuous recording of lettings and sales in social housing in England (referred to as CoRe) is a national information source that records information on the characteristics of both private registered providers and local authority new social housing tenants and the homes they rent

Figure 3.10: Estimated supply of affordable housing from relets of existing stock by sub-area (per annum)		
	Annual supply	% of supply
St. Annes	32	25.6%
Lytham	18	14.8%
Warton	11	8.8%
FB Periphery	8	6.4%
Kirkham	20	16.0%
Wesham	14	11.0%
Freckleton	10	7.7%
Rural North	6	4.6%
Rural West	2	1.3%
Rural East	5	4.0%
TOTAL	125	100.0%

Source: CoRe/LAHS/Fylde Council

- 3.36 The PPG model also includes the bringing back of vacant homes into use and the pipeline of affordable housing as part of the supply calculation. These have however not been included within the modelling in this report. Firstly, there is no evidence of any substantial stock of vacant homes (over and above a level that might be expected to allow movement in the stock). Secondly, with the pipeline supply, it is not considered appropriate to include this as to net off new housing would be to fail to show the full extent of the need, although in monitoring it will be important to net off these dwellings as they are completed.
- 3.37 As with the need for social/affordable rented housing, it is also necessary to consider if there is any supply of affordable home ownership products from the existing stock of housing. As with assessing the need for affordable home ownership, it is the case that at present the PPG does not include any suggestions about how the supply of housing to meet these needs should be calculated.
- 3.38 The main source is likely to be resales of products such as shared ownership and other forms of low cost home ownership (LCHO). According to data from the Regulator of Social Housing there were 219 LCHO homes in the Borough as of 2021, if these have a similar turnover to stock in the social sector then it can be estimated that there would be around 10 resales per annum across the study area. These properties would be available for these households and can be included as the potential supply.
- 3.39 In addition, it should be noted that the analysis looks at households unable to afford a lower quartile property price. By definition, a quarter of all homes sold will be priced at or below a lower quartile level. According to the Land Registry, in Fylde there were a total of 1,515 resales (i.e. excluding newly-built homes) in the last year (year to March 2022) and therefore around 379 would be priced below the lower quartile. This is 379 homes that would potentially be affordable to the target group for affordable home ownership products.

- 3.40 It is then possible to provide a best estimate of the supply of lower quartile homes that are bought by the target group of households (assumed to be first-time buyers). Whilst dated, a report by Bramley and Wilcox in 2010 (Evaluating requirements for market and affordable housing) noted that around 40% of first-time buyer with a mortgage buy at or below the lower quartile¹⁰. Other recent data suggests that first time buyers account for around half of home purchase loans¹¹ with a total of around 65% of all homes being bought with a loan (35% as cash buyers¹²).
- 3.41 Bringing this together would point to 32.5% of homes being bought by first-time buyers and around 13% of all homes being a lower quartile home bought by a first-time buyer (32.5% * 40%) – this would point to around half of all lower quartile sales as being to first-time buyers (as half of 25% is 12.5%). Therefore, for the purposes of estimating a ‘need’ half of all lower quartile sales are included in the supply.
- 3.42 The total estimated supply of affordable home ownership properties from the existing stock of housing is therefore 199 (189 from resales of market housing below the lower quartile and 10 from sales of low cost home ownership properties) – this total 997 over a five year period.

Net Need for Affordable Housing

- 3.43 The table below shows the overall calculation of need for affordable housing to rent. The analysis shows that there is a net need for 2,091 dwellings over the next 5-years (418 per annum) across the Borough.

Figure 3.11: Estimated Need for Social/Affordable Rented Housing (5-years)		
	Total (5-years)	Per annum
Current need – existing households	692	138
Current need – homeless	28	6
Total current need	720	144
Newly forming households	2,797	559
% unable to afford	36.6%	36.6%
Newly forming households in need	1,024	205
Existing households falling into need	1,165	233
Total future need	2,189	438
TOTAL GROSS NEED	2,909	582
Supply from existing tenants releasing homes	193	39
Supply from relets	625	125
Total Supply	818	164
TOTAL NET NEED	2,091	418

Source: Range of sources, including household survey

¹⁰ https://thinkhouse.org.uk/site/assets/files/1614/2010_20nhpau_202.pdf

¹¹ <https://www.mortgagesolutions.co.uk/news/2022/01/24/first-time-buyer-numbers-rose-to-nearly-410000-in-2021/#:~:text=First%2Dtime%20buyers%20accounted%20for,39%20per%20cent%20in%202009>

¹² <https://www.ft.com/content/e0ad2830-094f-4e61-acaa-d77457e2edbb>

3.44 The table below shows the same information (slightly summarised) by sub-area – an affordable need is seen in all sub-areas. In summarising the data (when compared with the table above) the main difference is that the supply from tenants releasing homes has been removed as part of calculating the current need – this has no impact on estimates of net need. Net need is calculated as follows:

$$\text{Net Need} = \text{Current Need} + \text{Need from Newly-Forming Households} + \text{Existing Households falling into Need} - \text{Supply of Affordable Housing}$$

Figure 3.12: Estimated Need for Social/Affordable Rented Housing by sub-area (5-years)

	Current need	Newly forming households	Existing households falling into need	Total Gross Need	Relet Supply	Net Need
St. Annes	222	312	328	861	160	701
Lytham	137	306	395	838	90	748
Warton	38	51	101	190	55	135
FB Periphery	20	5	79	105	40	65
Kirkham	61	99	75	235	100	135
Wesham	0	69	74	143	70	73
Freckleton	0	23	58	81	50	31
Rural North	37	57	25	119	30	89
Rural West	13	55	18	86	10	76
Rural East	0	46	12	58	25	33
TOTAL	527	1,024	1,165	2,716	625	2,091

Source: Range of sources, including household survey

3.45 The table below shows the overall calculation of affordable housing need for households able to rent housing but not buy. The analysis shows that there is a need for 874 dwellings across the area (175 per annum) – an affordable need is seen in most sub-areas, but particularly St. Annes (which does have a particular concentration of private rented housing).

Figure 3.13: Estimated Need for Affordable Home Ownership by sub-area (5-years)						
	Current need	Newly forming households	Existing households falling into need	Total Gross Need	Resales Supply	Net Need
St. Annes	212	180	600	992	380	612
Lytham	0	233	141	374	272	102
Warton	19	38	14	71	43	28
FB Periphery	0	7	18	25	26	-1
Kirkham	0	112	61	173	74	99
Wesham	0	28	12	40	24	16
Freckleton	0	21	0	21	60	-39
Rural North	0	95	11	106	60	46
Rural West	0	39	0	39	34	5
Rural East	0	28	0	28	24	4
TOTAL	232	782	857	1,871	997	874

Source: Range of sources, including household survey

- 3.46 Whilst the need above is provided down to sub-area level, it should be remembered that affordable need can be met across the Borough as and when opportunities arise, and so specific sub-area data should not be treated as a local target.

Implications of the Analysis

- 3.47 Given the analysis above, it would be reasonable to conclude that there is a need to provide housing under the definition of 'affordable home ownership' – although the need for rented forms of affordable housing is more acute (over 70% of the need identified by the survey).
- 3.48 Regardless, there are many households in Fylde who are being excluded from the owner-occupied sector. This can be seen by analysis of tenure change, which saw the number of households living in private rented accommodation increasing by 58% from 2001 to 2011 (with the likelihood that there have been further increases since). Over the same period, the number of owners with a mortgage dropped by 9%. That said, some households will choose to privately rent, for example as it is a more flexible option that may be more suitable for a particular household's life stage (e.g. if moving locations with employment).
- 3.49 On this basis, and as previously noted, it seems likely in Fylde that access to owner-occupation is being restricted by access to capital (e.g. for deposits, stamp duty, legal costs) as well as potentially some mortgage restrictions (e.g. where employment is temporary) rather than simply being due to the cost of housing to buy (although this will be a factor). The high level of debt shown by the survey in relation to households living in rented accommodation will also be an important factor.

The Relationship Between Affordable Need and Overall Housing Need

3.50 The PPG encourages local authorities to consider increasing planned housing numbers where this can help to meet the identified affordable need. Specifically, the wording of the PPG [2a-024] states:

'The total affordable housing need can then be considered in the context of its likely delivery as a proportion of mixed market and affordable housing developments, given the probable percentage of affordable housing to be delivered by market housing led developments. An increase in the total housing figures included in the strategic plan may need to be considered where it could help deliver the required number of affordable homes'

3.51 However, the relationship between affordable housing need and overall housing need is complex. This was recognised in the Planning Advisory Service (PAS) Technical Advice Note of July 2015. PAS conclude that there is no arithmetical way of combining the OAN (calculated through demographic projections) and the affordable need. There are a number of reasons why the two cannot be 'arithmetically' linked.

3.52 Firstly, the modelling contains a category in the projection of '*existing households falling into need*'; these households already have accommodation and hence if they were to move to alternative accommodation, they would release a dwelling for use by another household – there is no net need to provide additional homes. The modelling also contains '*newly forming households*'; these households would form part of the demographic modelling used to derive overall housing need numbers through the Standard Method.

3.53 This just leaves the '*current need*'; much of this group will be similar to the existing households already described (in that they are already living in accommodation) although it is possible that a number will be households without housing (mainly concealed households) – these households are not included in the demographic modelling and so are arguably an additional need, although uplifts for market signals/affordability (as included in the Government's Standard Method) would be expected to deal with such households.

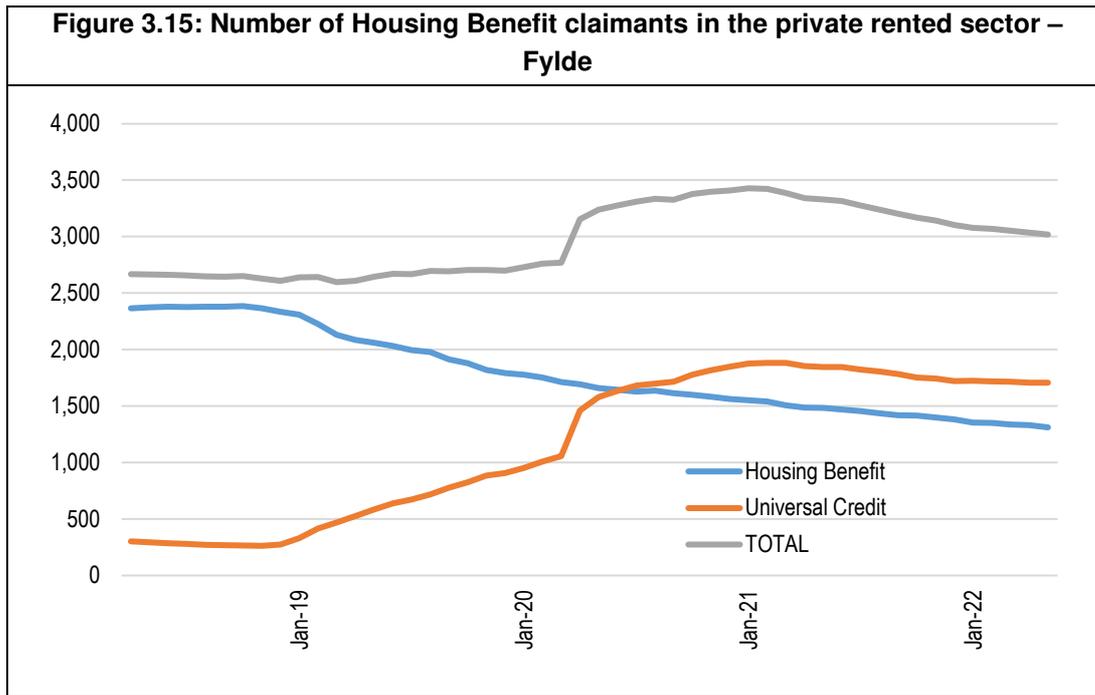
3.54 The analysis estimates an annual need for 418 rented affordable homes plus 175 for affordable home ownership (593 per annum in total). This is notionally nearly double a Local Housing Need of 305 dwellings per annum (as calculated using the Standard Method and contained in the Local Plan). However, as noted, caution should be exercised in trying to make a direct link between affordable need and planned delivery, with the key point being that many of those households picked up as having a need will already be living in housing and so providing an affordable option does not lead to an overall net increase in the need for housing (as they would vacate a home to be used by someone else).

3.55 It is possible to investigate this in some more detail by re-running the model and excluding those already living in accommodation. This is shown in the table below which identifies that meeting these needs would lead to an affordable need for 212 homes (42 per annum) across the study area – notionally less than 15% of the Standard Method. This figure is theoretical and should not be seen to be minimising the need (which is clearly acute). It does however show that there is a substantial difference in the figures when looking at overall housing shortages.

Figure 3.14: Estimated Need for Affordable Housing (social/affordable rented) excluding households already in accommodation – Fylde (5-years)			
	Rented housing	Affordable home ownership	TOTAL
Current need	28	0	28
Newly forming households	1,024	782	1,806
Existing households falling into need	0	0	0
Total Gross Need	1,052	782	1,834
Re-let Supply	625	997	1,622
Net Need	427	-215	212

Source: Range of sources, including household survey

- 3.56 It is also worth briefly thinking about how affordable need works in practice and the housing available to those unable to access market housing without Housing Benefit. In particular, the role played by the Private Rented Sector (PRS) in providing housing for households who require financial support in meeting their housing needs should be recognised.
- 3.57 Whilst the Private Rented Sector (PRS) does not fall within the types of affordable housing set out in the NPPF (other than affordable private rent which is a specific tenure separate from the main ‘full market’ PRS), it has evidently been playing a role in meeting the needs of households who require financial support in meeting their housing need. Government recognises this, and indeed legislated through the 2011 Localism Act to allow Councils to discharge their “homelessness duty” through providing an offer of a suitable housing in the PRS.
- 3.58 It is also worth reflecting on the NPPF (Annex 2) definition of affordable housing. This says: ‘*Affordable housing: housing for sale or rent, for those whose needs are not met by the market*’ [emphasis added]. Clearly where a household is able to access suitable housing in the private rented sector (with or without Housing Benefit) it is the case that these needs are being met by the market (as within the NPPF definition). As such the role played by the private rented sector should be recognised – it is evidently part of the functioning housing market.
- 3.59 Data from the Department of Work and Pensions (DWP) has been used to look at the number of Housing Benefit supported private rented homes. As of May 2022, it is estimated that there were around 3,000 benefit claimants in the private rented sector in Fylde. From this, it is clear that the PRS contributes to the wider delivery of ‘affordable homes’ with the support of benefit claims, and further complicates any attempts to find a relationship between affordable need and overall housing need.
- 3.60 The figure below shows the trend in the number of claimants in the Borough. This shows there has been a notable increase since March 2020, which is likely to be related to the Covid-19 pandemic. However, even the more historical data shows a substantial number of households claiming benefit support for their housing in the private sector (typically in excess of 2,500 households). On the basis of an estimated private rented sector of 7,750 households, the current number of claimants represents nearly 40% of the sector, clearly showing the important role played in providing housing for those who cannot afford.



Source: Department of Work and Pensions

- 3.61 Overall, it is difficult to link the need for affordable housing to the overall housing need; indeed, there is no justification for trying to make the link. Put simply the two do not measure the same thing and interpreting the affordable need figure consideration needs to be given to the fact that many households already live in housing, and do not therefore generate an overall net need for an additional home. Further issues arise as the need for affordable housing is complex and additionally the extent of concealed and homeless households needs to be understood as well as the role played by the private rented sector.
- 3.62 Regardless of the discussion above, the analysis identifies a notable need for affordable housing, and it is clear that provision of new affordable housing is an important and pressing issue across the Borough. It does however need to be stressed that this report does not provide an affordable housing target; the amount of affordable housing delivered will be limited to the amount that can viably be provided. As noted previously, the evidence does however suggest that affordable housing delivery should be maximised where opportunities arise.

Summary

- 3.63 Analysis has been undertaken to estimate the need for affordable housing over the next 5-years (2022-27). The analysis is split between a need for social/affordable rented accommodation and is based on households unable to buy or rent in the market and the need for affordable home ownership (AHO) – this includes housing for those who can afford to rent privately but cannot afford to buy a home.
- 3.64 The analysis has taken account of local housing costs (to both buy and rent) along with estimates of households' financial situation. Additionally, when looking at rented needs, consideration is given to estimates of the supply of social/affordable rented housing through relets. For AHO, consideration is given to the potential supply of resales of low-cost home ownership properties (such as shared ownership).

- 3.65 When looking at rented needs, the analysis suggests a need for 418 affordable homes per annum and therefore the Council is justified in seeking to secure additional social/affordable rented housing. There is also a need shown in all parts of the Borough. Much of this need is generated by households moving within the private rented sector and will therefore be met within the sector (generally supported by housing related benefits). The modelling in this report works on the basis that ideally such households would actually have a secure social tenancy – this would have a number of advantages such as lower rents and potentially being in better condition, as well as providing the security of tenure that looks to be lacking for many households.
- 3.66 When looking at the need for AHO products, the analysis also suggests a need across the Borough, albeit (at 175 dwellings per annum) the need is notably lower than for rented housing.
- 3.67 Analysis does suggest that there are many households in Fylde who are being excluded from the owner-occupied sector (as evidenced by reductions in owners with a mortgage and increases in the size of the private rented sector). This suggests that a key issue in the Borough is about access to capital (e.g. for deposits, stamp duty, legal costs) as well as potentially mortgage restrictions (e.g. where employment is temporary) rather than simply the cost of housing to buy. High levels of debt will also be a key factor in the Borough.
- 3.68 The evidence does however point to a clear and acute need for rented affordable housing for lower income households rather than home ownership products, and it is important that a supply of rented affordable housing is maintained to meet the needs of this group including those to which the authorities have a statutory housing duty. Such housing is notably cheaper than that available in the open market and can be accessed by many more households (some of whom may be supported by benefit payments).
- 3.69 Overall, however, the analysis identifies a notable need for affordable housing, and it is clear that provision of new affordable housing is an important and pressing issue in the Borough. It does however need to be stressed that this report does not provide an affordable housing target; the amount of affordable housing delivered will be limited to the amount that can viably be provided. The evidence does however suggest that affordable housing delivery should be maximised where opportunities arise.

4. Types of Affordable Housing

Introduction

- 4.1 The previous section has estimated the need for affordable housing split into two broad categories (rented affordable housing and affordable home ownership). This section looks at these tenures in more detail, considering specific products within each of those two categories. The main focus is on the pricing of different types of housing (which is drawn from secondary data sources) although survey data has been used to supplement this where possible.
- 4.2 Overall, the analysis suggested a need for both rented affordable housing and affordable home ownership with roughly a 70:30 ratio (higher rented need) and initially below a discussion of how this sits with relevant national policy is discussed.

The Split Between Rented and Affordable Home Ownership Housing

- 4.3 The NPPF (last updated in July 2021) gives a clear direction that 10% of all new housing (on larger sites) should be for affordable home ownership (in other words, if 20% of homes were to be affordable then half would be affordable home ownership) and it is now the case that policy compliant planning applications would be expected to deliver a minimum of 25% affordable housing as First Homes (as a proportion of the total affordable housing), with councils being able to specify the requirement for any remaining affordable housing (subject to at least 10% of all housing being for AHO).
- 4.4 Firstly, regarding the 10%, it is not clear that this is the best solution in the study area. The NPPF does provide some examples of where the 10% might not be required (paragraph 65), most notably that the 10% would be expected unless this would '*significantly prejudice the ability to meet the identified affordable housing needs of specific groups*'. In Fylde, the clear need for additional social/affordable rented housing would arguably mean that providing the affordable home ownership would 'prejudice the ability' to meet the needs of the 'specific group' requiring rented affordable accommodation.
- 4.5 Regarding the 25% of affordable housing as First Homes, it is not clear whether there is any scope to challenge the 'minimum of 25%', nor what role other tenures of affordable home ownership (such as shared ownership) might play. It is possible that provision of First Homes could squeeze out other forms of LCHO such as shared ownership, although it is likely that there will still be a role for this type of housing given typically lower deposit requirements and the fact that First Homes are restricted to first time buyers. Further restrictions may apply if Local Plan or neighbourhood plans define essential local workers.
- 4.6 Whilst there are clearly many households in the gap between renting and buying, they in some cases will be able to afford homes below lower quartile housing costs. That said, it is important to recognise that some households will have insufficient savings to be able to afford to buy a home on the open market (particularly in terms of the ability to afford a deposit) and low-cost home ownership homes – and shared ownership homes in particular – will therefore continue to play a role in supporting some households in this respect.

- 4.7 The evidence points to a clear and acute need for rented affordable housing for lower income households, and it is important that a supply of rented affordable housing is maintained to meet the needs of this group including those to which the authorities have a statutory housing duty. Such housing is notably cheaper than that available in the open market and can be accessed by many more households (some of whom may be supported by benefit payments).
- 4.8 There will also be a role for AHO on any 100% affordable housing schemes that may come forward (as well as through Section 106). Including a mix of both rented and intermediate homes to buy would make such schemes more viable, as well as enabling a range of tenures and therefore potential client groups to access housing.

Social and Affordable Rented Housing

- 4.9 As noted, a key part of the analysis above has studied the overall need for rented affordable housing (for households who cannot afford to buy OR rent in the market). These households will have a need for some form of rented housing at a cost below market rates. Typically, there are two main types of rented affordable accommodation (social and affordable rented) with the analysis below initially considering what a reasonable split might be between these two tenures.
- 4.10 The table below shows current rent levels in the Borough for a range of products along with relevant local housing allowance (LHA) rates. The majority of Fylde falls into the Fylde Coast Broad Rental Market Area (BRMA) for the purposes of LHA, with a small area being part of the Central Lancs BRMA.
- 4.11 Data about average social and affordable rents has been taken from the Regulator of Social Housing (RSH) and this is compared with lower quartile and median market rents (from ONS data). This analysis shows that social rents are lower than affordable rents; the analysis also shows that affordable rents are less than both lower quartile and median market rents, although typically more than 80% of lower quartile figures and median figures for smaller homes.
- 4.12 The LHA rates are generally lower than both lower quartile market rents and some way below median figures. This means that households seeking accommodation in some locations (notably those areas with higher rents) may struggle to secure sufficient benefits to cover their rent.

Figure 4.1: Comparison of rent levels for different products – Fylde

	Social rent	Affordable rent (AR)	Lower quartile (LQ) market rent	Median market rent	LHA (Fylde Coast)	LHA (Central Lancs)
1-bedroom	£328	£374	£397	£450	£368	£394
2-bedrooms	£372	£472	£520	£575	£497	£499
3-bedrooms	£412	£525	£650	£700	£573	£573
4-bedrooms	£447	£637	£800	£950	£650	£793
Overall average	£380	£487	£475	£575	-	-

Source: RSH, ONS and VOA

- 4.13 To some extent it is easier to consider the data above in terms of the percentage one housing cost is of another and this is shown in the table below. Caution should be exercised when looking at the overall averages as these will be influenced by the profile of stock in each category and so the discussion focusses on 2-bedroom homes (this is the main stock size held by affordable housing providers, 45% of social rented housing and 51% of affordable rents).
- 4.14 This shows that social rents are significantly cheaper than market rents (and indeed affordable rents) but that affordable rents (as currently charged) represent 91% of a current lower quartile rent (82% if comparing with a median rent). This does not necessarily mean that the affordable rents are only being provided at a 9%-18% discount as it is possible that the open market rent is actually higher than the rent levels (mainly for existing homes) shown by ONS in their private rented market statistics.

Figure 4.2: Difference between rent levels for different products – Fylde

	Social rent as % of affordable rent	Social rent as % of LQ market rent	Social rent as % of median market rent	Affordable rent as % of LQ market rent	Affordable rent as % of median market rent	LQ market rent as % of median market rent
1-bedroom	88%	83%	73%	94%	83%	88%
2-bedrooms	79%	72%	65%	91%	82%	90%
3-bedrooms	78%	63%	59%	81%	75%	93%
4-bedrooms	70%	56%	47%	80%	67%	84%
All	78%	80%	66%	103%	85%	83%

Source: RSH, ONS and VOA

- 4.15 For the affordability test, a standardised average rent for each product has been used¹³. The table below suggests that around 18% of households who cannot afford to rent privately could afford an affordable rent, with a further 18% being able to afford a social rent (but not an affordable one). A total of 64% of households would need some degree of benefit support to be able to afford their housing (regardless of the tenure).

Figure 4.3: Estimated need for affordable rented housing (% of households able to afford)

	% of households able to afford
Afford affordable rent	18%
Afford social rent	36%
Need benefit support	64%
All unable to afford market	100%

Source: Based on household survey data

¹³ Figures have been standardised on the basis of the current stock of social and affordable rented housing (drawn from statistics from the Regulator of Social Housing) – the figures used are: 1-bed = 16%; 2-bed = 46%, 3-bed = 34% and 4+-bed = 4%.

- 4.16 The finding that only 18% of households can afford an affordable rent does not automatically lead to a policy conclusion on the split between the two types of housing. For example, many households who will need to access rented accommodation will be benefit dependent and as such could technically afford an affordable rent – hence a higher proportion of affordable rented housing might be appropriate – indeed the analysis does identify a substantial proportion of households as being likely to need benefit support. On the flip side, providing more social rents might enable households to return to work more easily, as a lower income would potentially be needed to afford the lower social (rather than affordable) rent.
- 4.17 There will be a series of other considerations both at a strategic level and for specific schemes. For example, there may be funding streams that are only available for a particular type of housing, and this may exist independently to any local assessment of need. Additionally, there will be the consideration of the balance between the cost of housing and the amount that can be viably provided, for example, it is likely that affordable rented housing is more viable, and therefore a greater number of units could be provided. Finally, in considering a split between social and affordable rented housing it needs to be considered that having different tenures on the same site (at least at initial occupation) may be difficult – e.g. if tenants are paying a different rent for essentially the same size/type of housing and services.
- 4.18 Overall, it is considered that the Council should prioritise the provision of social rents where possible, such rents will be the cheapest available and will therefore be accessible to a greater number of households. However, it will be important that seeking social rents does not prejudice the overall delivery of rented affordable housing, and affordable rents should be allowed where these can help delivery of on-site provision – it will however be important to ensure that affordable rents are truly affordable in a local context.

Affordable Home Ownership

- 4.19 The analysis and discussion above suggest that there are a number of households likely to fall under the PPG definition of needing affordable home ownership (including First Homes) – i.e. in the gap between renting and buying – but that the potential supply of low-cost housing to buy makes it difficult to fully quantify this need. However, given the NPPF, the Council is likely to need to consider some additional homes on larger sites as some form of affordable home ownership (AHO).
- 4.20 The analysis below focusses on the cost of discounted market sale (which would include First Homes) to make them genuinely affordable before moving on to consider shared ownership (in this case suggestions are made about the equity shares likely to be affordable and whether these shares are likely to be offered). It is considered that First Homes and shared ownership are likely to be the main affordable home ownership tenures moving forward although it is accepted that some delivery may be of other products. This section also provides some comments about the Rent to Buy product.
- 4.21 In Fylde it should also be noted that the majority of local plan allocations including all of the large sites have some form of existing planning permission, at least in outline. Therefore, they are covered by transitional arrangements and would not be expected to provide First Homes. The Council's affordable housing SPD notes this and sets out that their own Discounted Market Sale product would be used rather than First Homes.

- 4.22 The reason for the analysis to follow is that it will be important for the Council to ensure that any affordable home ownership is sold at a price that is genuinely affordable for the intended target group – for example there is no point in discounting a new market home by 30% if the price still remains above that for which a reasonable home can already be bought in the open market.

Discounted Market Sales Housing

- 4.23 Discount Market Sale (DMS) is an affordable ownership product aimed at helping first time buyers and middle-income earners get onto the property ladder by enabling them to buy a home at a discount to market value. The homeowner is not required to pay back the discounted amount at any stage of homeownership and the discount remains with the property (technically the council own the discount) into perpetuity – meaning these homes will stay permanently affordable.
- 4.24 Councils participate in collaboration with the developer to offer properties for sale to eligible purchasers at a discounted price which is a minimum of 20% but may be much higher (Fylde seeks a 40% discount in some locations).
- 4.25 In May 2021, MHCLG published a new Planning Practice Guidance (PPG) regarding First Homes which is considered to be a form of DMS. The key parts of this guidance are set out below:

First Homes are a specific kind of discounted market sale housing and should be considered to meet the definition of ‘affordable housing’ for planning purposes. Specifically, First Homes are discounted market sale units which:

- a) must be discounted by a minimum of 30% against the market value;*
- b) are sold to a person or persons meeting the First Homes eligibility criteria (see below);*
- c) on their first sale, will have a restriction registered on the title at HM Land Registry to ensure this discount (as a percentage of current market value) and certain other restrictions are passed on at each subsequent title transfer; and,*
- d) after the discount has been applied, the first sale must be at a price no higher than £250,000 (or £420,000 in Greater London).*

First Homes are the government’s preferred discounted market tenure and should account for at least 25% of all affordable housing units delivered by developers through planning obligations.

- 4.26 In terms of eligibility criteria, a purchaser should be a first-time buyer with a combined annual household income not exceeding £80,000 (or £90,000 in Greater London) and a mortgage needs to fund a minimum of 50% of the discounted purchase price. Local authorities can set their own eligibility criteria, which could for example involve lower income caps, a local connection test, or criteria based on employment status. Regarding discounts, a First Home must be sold at least 30% below the open market value. However, local authorities do have the discretion to require a higher minimum discount of either 40% or 50% (if they can demonstrate a need for this).

4.27 As noted above, the problem with having a percentage discount is that it is possible in some locations or types of property that such a discount still means that the discounted housing is more expensive than that typically available in the open market. This is often the case as new build housing itself attracts a premium. The preferred approach in this report is to set out a series of purchase costs for different sizes of accommodation which ensure these products are affordable for the intended group. These purchase costs are based on current lower quartile rental prices and also consideration of the income required to access the private rented sector and then estimating what property price this level of income might support (assuming a 10% deposit and a 4 times mortgage multiple). Below is an example of a calculation based on a 2-bedroom home:

- Previous analysis has shown that the lower quartile rent for a 2-bedroom home in Fylde is £520 per month;
- On the basis of a household spending no more than 30% of their income on housing, a household would need an income of around £1,733 per month to afford ($£520/0.3$) or £20,800 per annum; and
- With an income of £20,800, it is estimated that a household could afford to buy a home for around £92,400. This is based on assuming a 10% deposit (mortgage for 90% of value) and a four times mortgage multiple – calculated as $£20,800 \times 4 / 0.9$.

4.28 Therefore, £92,400 is a suggested purchase price to make First Homes/discounted home ownership affordable for households in the rent/buy gap in Fylde. This figure is essentially the equivalent price that is affordable to a household who can just afford to rent privately. In reality, there will be a range of incomes in the rent/buy gap and so some households could afford a higher price; however, setting all homes at a higher price would mean that some households will still be unable to afford.

4.29 On this basis, it is considered reasonable to look at the cost of First Homes as a range, from the equivalent private rent figure up to a midpoint of the cost of open market purchase and the relevant private rented figure (for a 2-bedroom home this is £115,000, giving a midpoint of £103,700). The use of a midpoint would mean that only around half of households in the rent/buy gap could afford, and therefore any housing provided at such a cost would need to also be supplemented by an equivalent number at a lower cost (which might include other tenures such as shared ownership).

4.30 To estimate what levels of discount these prices might equate to it is necessary to estimate the likely cost of a home prior to any discount; calculating the Open Market Value (OMV). This is not straightforward as housing costs will vary depending on location and the type of scheme, however, it is the case that homes will be newbuilds and are likely to attract a newbuild premium.

4.31 The table below shows the lower quartile cost of existing and new homes by type from Land Registry data; to boost the sample of new homes data from the last 5-years has been used. The analysis clearly identifies that newbuild homes are more expensive than existing homes in the stock although the overall average 'premium' (of 40%) will be heavily influenced by the profile of homes. When looking across the different types of home it can be seen that the premium is typically around 10% on average - this figure has therefore been used in calculations of OMV and against which a discount can be judged.

Figure 4.4: Lower quartile cost of housing to buy (existing and newly-built dwellings) – 5-years to September 2021 – Fylde			
	Existing dwellings	Newly-built dwellings	New-build premium
Flat/maisonette	£82,800	£88,000	6%
Terraced	£119,400	£132,000	11%
Semi-detached	£150,000	£174,700	16%
Detached	£219,600	£225,200	3%
All dwellings	£141,800	£198,200	40%

Source: Land Registry

- 4.32 The table below therefore sets out a suggested purchase price for affordable home ownership/First Homes. The tables also show an estimated OMV and the level of discount likely to be required to achieve affordability. As noted, the OMV is based on taking the estimated lower quartile price by size and adding 10%. It should be noted that the discounts are based on the OMV as estimated, in reality the OMV might be quite different for specific schemes and therefore the percentage discount would not be applicable. For example, if the OMV for a 2-bedroom home were to actually be £200,000 (rather than the modelled £126,500) then the discount would be in the range of 48% and 54%.
- 4.33 On the basis of the specific assumptions used, the analysis points to a discount of up to 27% for 2-bedroom homes and a figure of up to 38% for larger (3-bedroom) properties. Given that a single discount figure is likely to be needed for plan making purposes it is suggested that a 30% discount is reasonable, with the expectation that most First Homes will be 2- or 3-bedroom although a higher discount could be justified for some dwelling sizes.
- 4.34 It will however be important for the local authority to ensure that any discount above 30% does not prejudice the viability of provision of rented forms of affordable housing such as social and affordable rents (for which there is a more acute need).

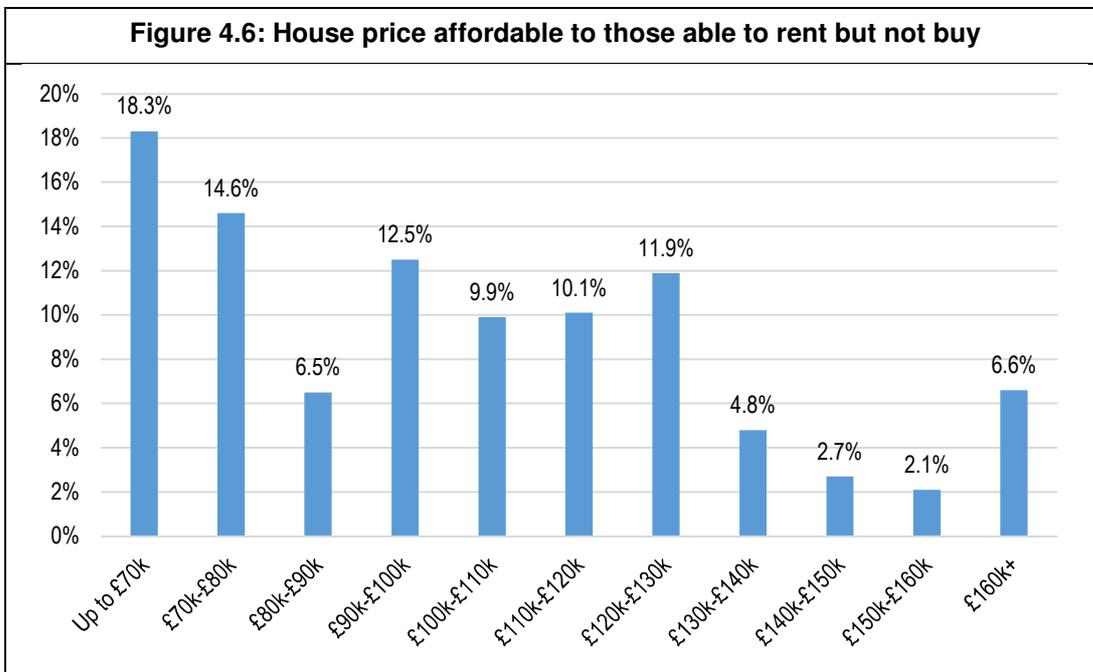
Figure 4.5: Affordable home ownership prices – data for year to September 2021 – Fylde			
	Affordable Price	Estimated newbuild OMV	Discount required
1-bedroom	£70,300-£70,600	£77,000	8%-9%
2-bedrooms	£92,400-£103,700	£126,500	18%-27%
3-bedrooms	£115,600-£142,800	£187,000	24%-38%
4+-bedrooms	£142,200-£208,600	£302,500	31%-53%

Source: Derived from a range of sources as described

- 4.35 It should also be noted that the analysis above is for the whole of the local authority area; the pricing of housing does vary across the Borough and therefore adjustments to the figures might be appropriate in some instances. That said, affordable needs can be met anywhere in the authority (where opportunities arise) and so using an expectation of an authority-wide affordability calculation should ensure affordable products on sites regardless of location.

Survey Data on Affordability

- 4.36 In assessing the need for affordable home ownership, analysis was carried out to look at households unable to buy a home but who are able to afford to rent. These households will typically have ‘middle’ incomes and are likely to be the target for affordable home ownership. Analysis did however show that many of these households may struggle to buy due to low finances for a deposit and/or levels of debt which could be a barrier.
- 4.37 From the survey data it is however possible to look at the range of house prices that might be affordable to this group and in interpreting this data it should be remembered that a house price of £155,000 was assumed as the Borough-wide level to access the market, whilst analysis above puts a figure of around £90,000-£105,000 as the figure to buy a 2-bedroom home.
- 4.38 The analysis shows that a notable proportion of households have incomes that are unlikely to allow them to afford even a 2-bedroom home at the price suggested by analysis, with a total of 39% of households able to rent but not buy only being able to afford up to £90,000. This analysis points to discount market sale/First Homes as likely to only be a reasonable solution for a fraction of households in the rent/buy gap, although other forms of affordable home ownership products (such as shared ownership) may be more suitable.
- 4.39 From the table below it should also be noted there are a small number of households able to afford in excess of £155,000 (which was the Borough wide lower quartile price used for affordability analysis). A higher figure arises as the analysis was carried out on a sub-area basis, with the lower quartile price in many locations being above the £155,000 figure.



Source: Household survey

Key Points in Relation to Discounted Market Sales Housing

- 4.40 The paragraphs below seek to answer a series of questions in relation to Discounted Market Housing (although they would also apply to First Homes). This should help the Council in deciding the appropriate approach, although ultimately there will be choices and decision to be made by the Council that this report can only comment on. Whilst the analysis above has focussed on pricing, the discussion below also draws on this information to consider whether there are any specific local criteria that could be applied.
- *Is there a justification for a discount of greater than 30%, if so, what should it be and should the discount be variable depending upon property size?*
- 4.41 There is certainly a case to seek a discount in excess of 30% - a higher discount will make homes cheaper and therefore potentially open up additional households to being able to afford. However, providing a higher discount may well have an impact on viability, meaning the Council will not be able to provide as many homes in other tenures (such as social/affordable rented housing which is likely to be needed by those with more acute needs and fewer choices in the housing market).
- 4.42 The Council could therefore investigate higher discounts (with 40% being suggested by the analysis if homes of 3+-bedrooms are likely to be delivered), but it is not recommended to seek a higher figure unless this can be proven to not impact on overall affordable delivery.
- 4.43 Although not specifically set out in the PPG, it does seem likely that the Council would need to have a single discount for all dwelling sizes and in any case, for Fylde, there is no strong argument that different sizes of homes will have such different pricing/affordability that different discounts would be appropriate anyway. There is however potentially a case for different discounts in different locations given variations in the pricing of accommodation – this would be allowed under transitional arrangements and would need to be assessed on a site-by-site basis.
- *Is the maximum price of £250K after discount an appropriate maximum sales value?*
- 4.44 Looking at the previous table above, it can be seen that all of the affordable prices sit below the £250,000 cap and therefore it is arguable that a lower cap would be appropriate. It can also be seen that the £250,000 figure is only close to being approached for larger (4-bedroom) homes (with a suggested price of up to £209,000). It is considered that the number of 4-bedroom homes likely to be provided as First Homes will be low (focus likely to be on 2 and 3-bedroom homes) and this gives further reason for looking at a lower cap.
- 4.45 A lower cap would help to ensure that homes are affordable even on schemes where the OMV is relatively high (although consideration about viability and potential loss of other forms of affordable housing will also be a consideration). Looking at the affordable prices, and also the analysis of actual newbuild homes it is considered that a cap of something in the region of £150,000 might be appropriate. This could help to ensure that First Homes are only offered on properties where the initial OMV is not significantly above the affordable prices.

- *Is the national threshold of £80,000 for household income appropriate?*

- 4.46 To study the income threshold analysis has been provided below to consider the likely incomes required to afford both the lower end and midpoint Affordable Price. This is shown in the table below and shows even the most expensive price would require an income of about £46,000. It should however be noted that these findings are based on a specific set of assumptions about mortgage multiples and deposit availability (10% deposit and 4 times mortgage multiple) and in reality individual households will have their own specific circumstances.
- 4.47 That said, it is considered that an £80,000 threshold looks to be too high; households with that level of income would be expected to readily buy a home in the area without the need for any discount. On balance, and looking at the figures in the round (and recognising that there may be relatively few 4-bedroom homes delivered) it is considered that an income cap of around £35-£40,000 might be appropriate in the case of Fylde.

Figure 4.7: Household incomes Required to Afford First Homes – Fylde

	Income required to afford Affordable Price (lower end)	Income required to afford Affordable Price (midpoint)
1-bedroom	£15,800	£15,900
2-bedrooms	£20,800	£23,300
3-bedrooms	£26,000	£32,100
4+-bedrooms	£32,000	£46,900

Source: Derived from a range of sources

Shared Ownership

- 4.48 Whilst the Government has a clear focus on First Homes, they also see a continued role for Shared Ownership, launching a 'New Model for Shared Ownership' in early 2021 (following a 2020 consultation) – this includes a number of proposals, with the main one for the purposes of this assessment being the reduction of the minimum initial share from 25% to 10%. A key advantage of shared ownership over other tenures is that a lower deposit is likely to be required than for full or discounted purchase. Additionally, the rental part of the cost will be subsidised by a Registered Provider and therefore keeps monthly outgoings down.
- 4.49 For the purposes of the analysis in this report it is considered that for shared ownership to be affordable, total outgoings should not exceed that needed to rent privately.

4.50 Because shared ownership is based on buying part of a property, it is the case that the sale will need to be at open market value. Where there is a large gap between the typical incomes required to buy or rent, it may be the case that lower equity shares are needed for homes to be affordable (at the level of renting privately). The analysis below therefore seeks to estimate the typical equity share that might be affordable for different sizes of property with any share lower than 10% likely to be unavailable. The key assumptions used in the analysis are:

- OMV at LQ price plus 10% (reflecting likelihood that newbuild homes will have a premium attached and that they may well be priced above a LQ level) – it should be noted that this is an assumption for modelling purposes and consideration will need to be given to the OMV of any specific product;
- 10% deposit on the equity share;
- Rent at 2.75% pa on unsold equity;
- Repayment mortgage over 25-years at 4%;
- For flatted development it is likely there would also be a service charge, the analysis assumes a £100 per month charge for 1- and 2-bedroom homes; and
- It is also assumed that shared ownership would be priced for households sitting towards the bottom end of the rent/buy gap and so the calculations assume that total outgoings should be no higher than the equivalent private rent (lower quartile) cost for that size of property.

4.51 The table below shows that to make shared ownership affordable, equity shares in the region of around 50% could work for homes up to 3-bedrooms, although figures closer to 15% are likely to be required for homes with 4+-bedrooms. It seems likely that it will be quite difficult to make shared ownership 'work' for homes with 4+-bedrooms. The Council could consider additional rented homes of these sizes where it is difficult to make homes genuinely affordable.

4.52 It should also be noted that the analysis below is predicated on a particular set of assumptions (notably about likely OMV). In reality costs do vary across the area and will vary from site to site. Therefore, this analysis should be seen as indicative with specific schemes being tested individually to determine if the product being offered is genuinely (or reasonably) affordable.

Figure 4.8: Estimated Affordable Equity Share by Size – Fylde

	1-bedroom	2- bedrooms	3- bedrooms	4- bedrooms
OMV	£77,000	£126,500	£187,000	£302,500
Share	64%	42%	48%	14%
Equity Bought	£49,000	£52,900	£90,100	£43,600
Mortgage Needed	£44,100	£47,600	£81,100	£39,200
Monthly Cost of Mortgage	£233	£251	£428	£207
Retained Equity	£28,000	£73,600	£96,900	£258,900
Monthly Rent on Retained Equity	£64	£169	£222	£593
Service Charge per month	£100	£100	£0	£0
Total Cost per month	£397	£520	£650	£800

Source: Data based on Housing Market Cost Analysis

- 4.53 In policy terms, whilst the analysis has provided an indication of the equity shares possibly required by size, the key figure is actually the total cost per month (and how this compares with the costs to access private rented housing). For example, whilst the table suggests a 48% equity share for 2-bedroom home, this is based on a specific set of assumptions. Were a scheme to come forward with a 48% share, but a total cost in excess of £650 per month, then it would be clear that a lower share is likely to be required to make the home genuinely affordable. Hence the actual share can only be calculated on a scheme-by-scheme basis. A policy position could seek to ensure that outgoings are no more than can reasonably be achieved in the private rented sector, rather than seeking a specific equity share although in practice seeking a specific share is likely to be a more manageable approach.
- 4.54 In terms of affordability, if the Council could achieve shared ownership at the levels of outgoings shown in the table above then theoretically all of the households they survey has identified as being in the rent/buy gap would be able to afford. There will however be cases where a lack of deposit will be a barrier, although deposit levels are likely to be much lower than required for other forms of affordable home ownership such as discounted market sales housing. It should also be noted that generally local authorities cannot impose eligibility criteria on shared ownership (some exceptions such as for older people and rural exceptions) and so this tenure would not be guaranteed to be meeting a local need.

Rent to Buy

- 4.55 A further affordable option is Rent to Buy; this is a government scheme designed to ease the transition from renting to buying the same home. Initially (typically five years) the newly built home will be provided at the equivalent of an affordable rent (approximately 20% below the market rate). The expectation is that the discount provided in that first five years is saved in order to put towards a deposit on the purchase of the same property. Rent to Buy can be advantageous for some households as it allows for a smaller 'step' to be taken on to the home ownership ladder.
- 4.56 At the end of the five-year period, depending on the scheme, the property is either sold as a shared ownership product or to be purchased outright as a full market property. If the occupant is not able to do either of these then the property is vacated.
- 4.57 In order to access this tenure it effectively requires the same income threshold for the initial phase as a market rental property although the cost of accommodation will be that of affordable rent. The lower than market rent will allow the household to save for a deposit for the eventual shared ownership or market property. In considering the affordability of rent-to-buy schemes there is a direct read across to the income required to access affordable home ownership (including shared ownership), it should therefore be treated as part of the affordable home ownership products suggested by the NPPF.
- 4.58 Given the issues previously noted about debt and a lack of money for deposits, a Rent to Buy scheme could be considered as potentially working in a local context in Fylde although it is acknowledged that such schemes are generally fewer in number than more traditional forms of affordable home ownership such as shared ownership. One further advantage of Rent to Buy is that affordable rents are charged and customers have to meet local connection criteria - therefore the units are more likely to meet local housing need.

Summary

- 4.59 The previous section has estimated the need for affordable housing split into two broad categories (rented affordable housing and affordable home ownership). This section looks at these tenures in more detail, considering specific products within each of those two categories. The main focus is on the pricing of different types of housing.
- 4.60 Analysis was carried out to look at housing costs for rented products (social and affordable rents). It is notable that current social rents are significantly cheaper than affordable or market rents. Focussing on 2-bedroom homes, a social rent is about 70% the cost of a lower quartile market rent, whereas as affordable rents are at 90% of lower quartile market rents).
- 4.61 On the basis of current market and affordable rents, only around 18% of households in need could afford an affordable rent (without claiming benefits or spending more than 30% of their income on housing) and it is considered the Council should prioritise the provision of social rents where possible, such rents will be the cheapest available and will therefore be accessible to a greater number of households. However, it will be important that seeking social rents does not prejudice the overall delivery of rented affordable housing, and affordable rents should be allowed where these can help delivery of on-site provision – it will however be important to ensure that affordable rents are truly affordable in a local context.
- 4.62 Analysis has been carried out to look at the affordability of Affordable Home Ownership (AHO). This includes Discounted Market Sales Housing (which will include First Homes) and shared ownership as these are likely to be the two main tenures of AHO moving forward – they are certainly the main forms being encouraged by Government at the current time.
- 4.63 Given current housing costs in the Borough it is suggested to make 2-bedroom homes affordable a discount of up to around 30% would be required; for 3-bedroom homes a discount up to 40% would be needed. The Council could investigate a higher than 30% discount for Discounted Market Housing (maybe 40%), however as this might impact viability a higher figure should only be considered if this would not prejudice the provision of other forms of affordable housing (notably rented accommodation).
- 4.64 Survey data about households' financial situation also highlights the potential difficulty for many in accessing even discounted homes; for the group of households identified by the survey as being able to privately rent but not buy a home, some 33% can afford no more than £80,000 (which is about half the lower quartile prices of existing homes). The main reason for low values afforded seems to be driven by levels of debt rather than income being the main barrier. Such households are unlikely to be able to raise a large deposit and may be suited to other forms of affordable home ownership, notably shared ownership and rent to buy.

- 4.65 Regarding shared ownership, the analysis suggests that equity shares of less than 50% will be needed to make this tenure affordable (for 2- and 3-bedroom homes). It also looks difficult to make larger (4+-bedroom) homes affordable in a local context. The Council should therefore investigate the viability of providing shared ownership with lower equity shares, but again it is noted that this would potentially mean Affordable Housing Providers are less able to cross-subsidise other forms of affordable housing (such as social and affordable rents). It is not recommended that the provision of rented products is jeopardised where viability is an issue.

5. Housing History and Future Aspirations

Introduction

5.1 This section moves on from analysis directly related to affordable housing need to look at other sections of the housing needs survey questionnaire. Initially a series of questions were asked about housing history (previous moves, including locations and tenure of accommodation) and households were also asked about future housing intentions – similar questions being asked of existing and newly forming households. The latter questions can be used to provide an indication of the types and sizes of accommodation households might be seeking in the future.

Housing History

5.2 At the time of the survey an estimated 18% of households (7,000) had been resident at their current address for less than two years and about 38% for less than 5-years. The table below shows length of residence by tenure. Of the households moving in the past two years, 30% are currently private renters, 58% owner-occupiers and 12% live in the social rented sector. An estimated 27% of all private renters had moved home in the past two years, compared to 26% of all social renters and 14% of all owner-occupiers. The least mobile group are outright owners, only 12% of whom moved in the previous two years.

5.3 At the other end of the spectrum, approaching two-thirds (62%) of all households have lived in their home for more than five years. In the case of outright owners, 74% have lived in their home for more than five years – this compares with only 41% of private tenants. The high proportion of owner-occupiers remaining in their home for more than five years is likely to be connected to the high proportions of retired households in this tenure group; these households are less likely to move than younger households.

Figure 5.1: Length of residence of household by tenure

Tenure	Length of residence			Total
	Less than 2 years	2 to 5 years	Over 5 years	
Owner-occupied (no mortgage)	2,031	2,491	13,083	17,604
Owner-occupied (with mortgage)	1,993	2,192	6,201	10,385
Social rented	855	816	1,594	3,264
Private rented	2,115	2,419	3,212	7,746
Total	6,994	7,918	24,089	39,000
Owner-occupied (no mortgage)	11.5%	14.1%	74.3%	100.0%
Owner-occupied (with mortgage)	19.2%	21.1%	59.7%	100.0%
Social rented	26.2%	25.0%	48.8%	100.0%
Private rented	27.3%	31.2%	41.5%	100.0%
Total	17.9%	20.3%	61.8%	100.0%

Source: Household survey

- 5.4 In terms of tenure mobility, we see that the most common types of moves were within tenures with around 6,300 household moves being made within the owner-occupied sector and 3,000 within the private rented sector over the past five years. There was also a fair degree of movement within the social rented sector. Overall, movement within sectors was more common than movement between them.
- 5.5 Newly forming households accounted for an appreciable proportion of moves (13% in total). New households mainly moved to the owner-occupied (with mortgage) sector, with the sector accommodating 44% of newly-forming households over the past five years – some 30% of newly forming households moved into the private rented sector.
- 5.6 Around 44% of all moves involved the private rented sector – households moving into it, out of it or within it – showing how important the sector is in providing mobility in the housing market. The private rented sector shows the highest turnover of any tenure. Overall it is estimated that around 20% of all households in the Borough currently live in the private rented sector.

Figure 5.2: Previous tenure by current tenure (households moving in past five years)

Current tenure	Previous tenure				Total
	Owner-occupied	Social rented	Private rented	Newly formed household	
Owner-occupied (no mortgage)	3,996	37	370	119	4,522
Owner-occupied (with mortgage)	2,296	7	1,044	838	4,185
Social rented	202	407	686	376	1,671
Private rented	812	173	2,968	580	4,534
Total	7,306	625	5,068	1,912	14,911
Owner-occupied (no mortgage)	88.4%	0.8%	8.2%	2.6%	100.0%
Owner-occupied (with mortgage)	54.9%	0.2%	24.9%	20.0%	100.0%
Social rented	12.1%	24.4%	41.1%	22.5%	100.0%
Private rented	17.9%	3.8%	65.5%	12.8%	100.0%
Total	49.0%	4.2%	34.0%	12.8%	100.0%

Source: Household survey

- 5.7 The table below shows the locations from which households moved (down to sub-areas) – this shows a total of 55% moving within Fylde along with around 7% from Blackpool. Households moved from a range of areas, including 14% from outside of the North-West Region. This finding is consistent with the views expressed by estate agents that incomers arrive from many destinations in addition to the neighbouring borough of Blackpool.

Figure 5.3: Previous location of households moving in past 5-years		
	Households	% of households
St. Annes	3,410	22.9%
Lytham	1,857	12.5%
Warton	236	1.6%
Fylde BP Periphery	380	2.5%
Kirkham	771	5.2%
Wesham	373	2.5%
Freckleton	612	4.1%
Rural West	106	0.7%
Rural North	219	1.5%
Rural East	165	1.1%
Blackpool	1,014	6.8%
Wyre	674	4.5%
Preston	681	4.6%
Else Lancashire	1,145	7.7%
Else North West	1,144	7.7%
Elsewhere	2,125	14.3%
TOTAL	14,911	100.0%

Source: Household survey

- 5.8 The table below shows the locations within Fylde of recently moving households. The data shows that there are some differences between sub-areas in terms of the likelihood that a household has moved within the past five years (households in rural areas being slightly less likely to have moved). Additionally, the Fylde-Blackpool Periphery area stands out as having a high proportion of movers and a high proportion moving from areas outside of the Borough. Additionally, the data also shows that households in rural areas are more likely to have moved from outside the Borough than across the Council area generally. This suggests that housing demand in rural areas is disproportionately generated by in-migrants rather than through the needs of the local population.

Figure 5.4: Locations of recently moving households						
Sub-area		Moved from within Fylde	Moved from outside Fylde	Non-movers	Total	% of movements from outside Fylde
St. Annes	No.	3,136	2,361	8,314	13,811	42.9%
	%	22.7%	17.1%	60.2%	100.0%	
Lytham	No.	1,919	1,322	5,257	8,498	40.8%
	%	22.6%	15.6%	61.9%	100.0%	
Warton	No.	522	533	1,089	2,144	50.5%
	%	24.3%	24.9%	50.8%	100.0%	
Fylde-BP Periphery	No.	341	415	374	1,129	54.9%
	%	30.2%	36.7%	33.1%	100.0%	
Kirkham	No.	658	368	2,260	3,285	35.9%
	%	20.0%	11.2%	68.8%	100.0%	
Wesham	No.	387	370	1,185	1,942	48.8%
	%	19.9%	19.0%	61.0%	100.0%	
Freckleton	No.	483	387	1,808	2,678	44.5%
	%	18.0%	14.5%	67.5%	100.0%	
Rural North	No.	267	596	1,976	2,840	69.1%
	%	9.4%	21.0%	69.6%	100.0%	
Rural West	No.	219	227	879	1,325	50.9%
	%	16.5%	17.1%	66.3%	100.0%	
Rural East	No.	197	204	946	1,348	50.8%
	%	14.6%	15.1%	70.2%	100.0%	
Borough	No.	8,128	6,783	24,089	39,000	45.5%
	%	3,136	2,361	8,314	13,811	

Source: Household survey

Future Housing Intentions – existing households

5.9 The household survey included a series of questions to householders about future moving intentions. The series of analysis provides key details from this with a particular focus on the sizes of homes required in different tenures. The survey asked households if they need or are likely to move to a different home and in total, 25% of households (about 9,800) stated that they did need or expect to move over the next 5-years. A further 7% of households stated that they wish to move but are unable to do so.

	Estimated number of households	% of households
Within a year	3,286	8.4%
1-2 years	1,996	5.1%
2-5 years	4,551	11.7%
No need/not likely to move	26,483	67.9%
Wish to move but cannot	2,684	6.9%
Total	39,000	100.0%

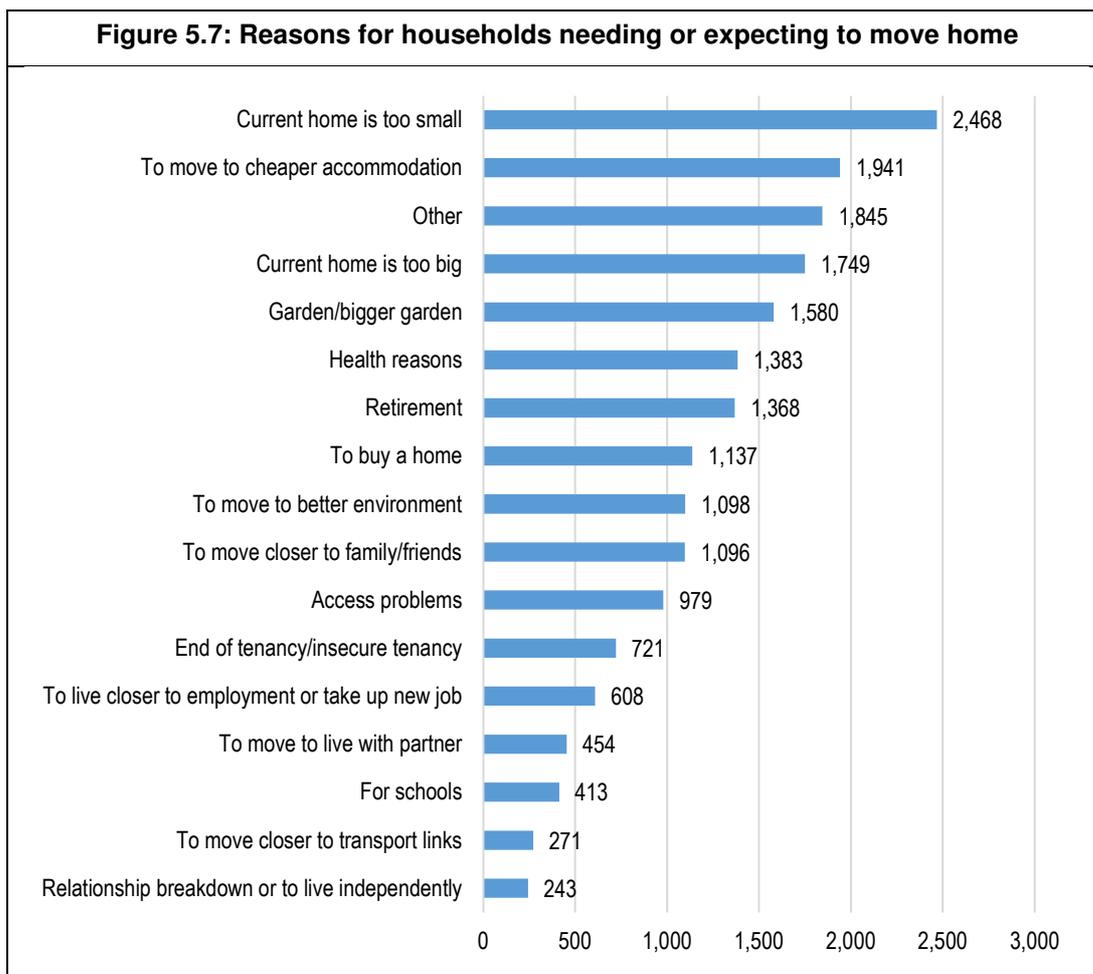
Source: Household survey

- 5.10 Households in all areas seem to be broadly as likely to say they need or expect to move, with a range from 18% of households in Freckleton, up to 29% in Warton.

	Future movers	Total households	%
St. Annes	3,536	13,811	25.6%
Lytham	2,293	8,498	27.0%
Warton	621	2,144	29.0%
FB Periphery	316	1,129	28.0%
Kirkham	806	3,285	24.5%
Wesham	536	1,942	27.6%
Freckleton	478	2,678	17.8%
Rural North	682	2,840	24.0%
Rural West	264	1,325	19.9%
Rural East	301	1,348	22.3%
TOTAL	9,832	39,000	25.2%

Source: Household survey

- 5.11 The figure below shows the reasons households say they need or expect to move. The main reason is that their current home is too small (2,468 households – 25% of the total) followed by to move to cheaper accommodation (1,941 households). Balancing 'home is too small', it is noteworthy that a relatively high number of households stated that their home is too big (1,749 – 18%). It should be noted that the total number of reasons given is in excess of the total needing or expecting to move as respondents could provide more than one reason for moving.



Source: Household survey

5.12 A comparison of households' likelihood to move with current tenure shows that households who need or expect to move were far more likely to be living in private rented accommodation than to be an owner-occupier. Of those wishing to move but who cannot, the majority are currently living in private rented accommodation.

Figure 5.8: Current tenure of households stating a need or likelihood of moving

	Number needing/likely to move	Estimated size of tenure group	% of tenure group needing/ likely to move	% of those needing/ likely to move in tenure group
Owens outright	2,580	17,604	14.7%	26.2%
Owens with mortgage	2,687	10,385	25.9%	27.3%
Social rented	837	3,264	25.6%	8.5%
Private rented	3,729	7,746	48.1%	37.9%
Total	9,832	39,000	25.2%	100.0%

Source: Household survey

Figure 5.9: Current Tenure of Households Stating a wish to move but unable to do so				
	Number wishing to move (but unable)	Estimated size of tenure group	% of tenure group wishing to move	% of those wishing to move in tenure group
Owns outright	289	17,604	1.6%	10.8%
Owns with mortgage	336	10,385	3.2%	12.5%
Social rented	468	3,264	14.3%	17.4%
Private rented	1,592	7,746	20.6%	59.3%
Total	2,684	39,000	6.9%	100.0%

Source: Household survey

- 5.13 In terms of future tenure, households were asked what type of tenure they would like and also the tenure expected. The majority of households would like or expect to be (or remain) and owner-occupier although it is notable that a higher proportion of households expect to privately rent than would like to. Households who would like or expect owner-occupation were further asked about a range of affordable home ownership options with around a fifth saying they would be interested in that type of housing – this included discounted market sale (including First Homes, shared ownership and rent to buy housing).

Figure 5.10: Tenure Households would Like and Expect (those stating a need/likelihood to move within 5-years)		
	Like	Expect
Owner-occupation	64.0%	59.7%
Social rented	25.0%	24.6%
Private rented	9.5%	14.0%
Other	1.6%	1.8%
Total	100.0%	100.0%

Source: Household survey

- 5.14 The final analysis of those who need to move looks at the number of bedrooms they say they need and how many they expect to secure. The analysis below has been segmented by tenure (social and private rented sector only) with any households stating either a like or expect within any tenure group being included in that group (this does mean that some households will be included in more than one group).
- 5.15 In the social rented sector the need is focussed on 2-bedroom homes, although there is an appreciable demand for homes with 3 or more-bedrooms (and also for 1-bedroom accommodation) and in the private rented sector, the demand is very much focussed on 2 and to a lesser extent 3-bedroom homes.

Figure 5.11: Number of bedrooms liked and expected by future tenure				
	Social rented		Private rented and other	
	Like	Expect	Like	Expect
1-bedroom	10.4%	20.5%	13.6%	31.4%
2-bedrooms	38.2%	48.9%	42.7%	44.4%
3-bedrooms	42.5%	24.2%	33.9%	20.6%
4+-bedrooms	8.9%	6.4%	9.8%	3.6%
TOTAL	100.0%	100.0%	100.0%	100.0%

Source: Household survey

Future Housing Intentions – newly-forming households

5.16 A similar set of questions were asked of households who expect to form an independent home over the next five years. In total, the survey identified 3,368 households as potentially moving over the next five years along with 541 who say they would like a place of their own but are unable to move for some reason. The table below shows when the 3,368 households say they are likely to move. It is notable that a high proportion (41%) would be looking or expecting to move within the next year.

Figure 5.12: When households need or expect to move – newly-forming households		
	Estimated number of households	% of households
Within a year	1,391	41.3%
1-2 years	758	22.5%
2-5 years	1,219	36.2%
Total	3,368	100.0%

Source: Household survey

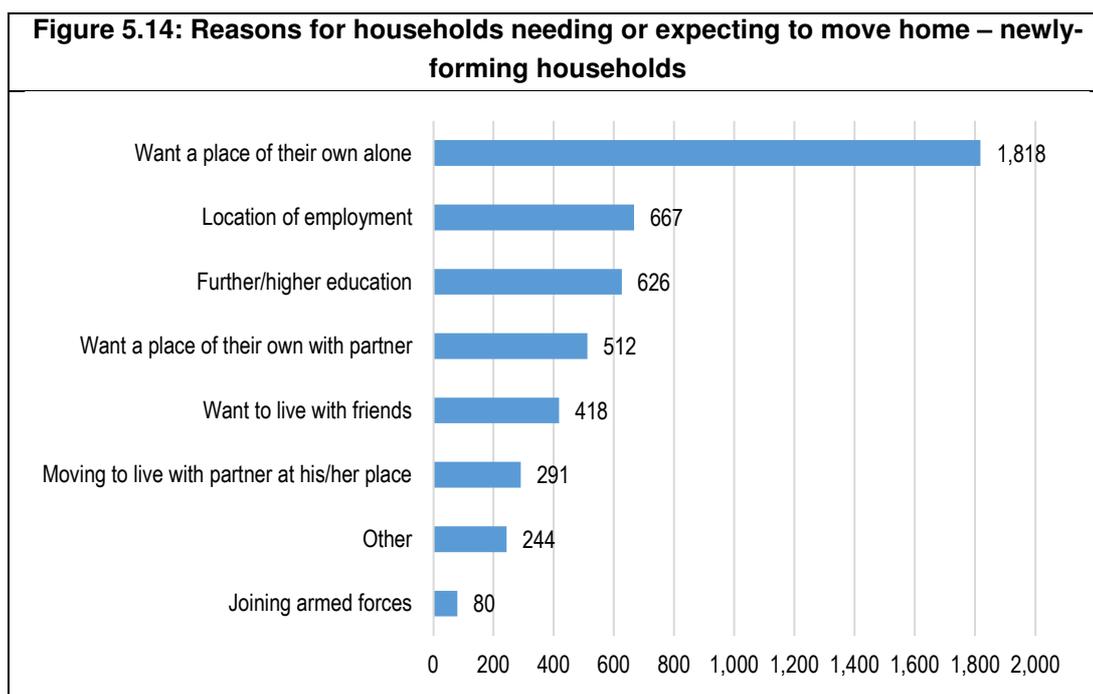
5.17 The table below shows the locations where potential newly-forming households currently live. This data shows that the rural areas tend to have higher proportions of potential new households, with the lowest figure being seen in the Fylde-Blackpool Periphery. The difference between locations is likely to a large degree to be driven by the demographic profile in different areas, with rural locations having a higher proportion of households with grown-up children.

Figure 5.13: Future movers and sub-area

	Future movers	Total households	%
St. Annes	1,084	13,811	7.8%
Lytham	751	8,498	8.8%
Warton	160	2,144	7.5%
FB Periphery	25	1,129	2.2%
Kirkham	382	3,285	11.6%
Wesham	189	1,942	9.7%
Freckleton	247	2,678	9.2%
Rural North	285	2,840	10.0%
Rural West	106	1,325	8.0%
Rural East	139	1,348	10.3%
TOTAL	3,368	39,000	8.6%

Source: Household survey

- 5.18 The figure below shows the reasons households say they need or expect to move – the list of options is different to that offered on the survey form to existing households. By far the main reason cited was to move to their own place to live on their own.



Source: Household survey

- 5.19 In terms of future tenure, households were asked what type of tenure they would like and also the tenure expected. The majority of households would like or expect to be an owner-occupier although it is notable that a higher proportion of households would like this tenure than expect to secure it. Households who would like or expect owner-occupation were further asked about a range of affordable home ownership options with over half saying they would be interested in that type of housing – this included discounted market sale (including First Homes, shared ownership and rent to buy housing).

Figure 5.15: Tenure Households would Like and Expect (those stating a need/likelihood to move within 5-years)		
	Like	Expect
Owner-occupation	65.6%	52.9%
Social rented	9.3%	7.2%
Private rented	15.4%	28.7%
Other	9.8%	11.3%
Total	100.0%	100.0%

Source: Household survey

5.20 The final analysis of those who need to move looks at the number of bedrooms they say they need and how many they expect to secure. The analysis below has been segmented by tenure (social and private rented sector only) with any households stating either a like or expect within any tenure group being included in that group (this does mean that some households will be included in more than one group).

5.21 In the social rented sector the need is focussed on 2-bedroom homes, although there is an appreciable expectation for homes with 1-bedroom and in the private rented sector, the demand is very much focussed on 2-bedroom homes.

Figure 5.16: Number of bedrooms liked and expected by future tenure				
	Social rented		Private rented and other	
	Like	Expect	Like	Expect
1-bedroom	0.0%	40.1%	21.9%	36.5%
2-bedrooms	75.3%	37.4%	58.4%	56.5%
3-bedrooms	24.7%	22.6%	17.2%	7.0%
4+-bedrooms	0.0%	0.0%	2.5%	0.0%
TOTAL	100.0%	100.0%	100.0%	100.0%

Source: Household survey

Summary

5.22 The analysis moves on from affordable housing need to look at survey questions on housing history (previous moves, including locations and tenure of accommodation) and future housing intentions – similar questions being asked of existing and newly forming households.

5.23 The analysis shows the relatively high mobility of households living in the private rented sector and also that most households when moving remain in the same tenure (e.g. households moving from one owner-occupied home to another or one private rented home to another) -the survey highlighted very low mobility from social rented housing into owner-occupation. Some 55% of moving households had previously lived in the Borough, with 7% having moved from Blackpool and 14% from outside the North West region.

- 5.24 A total of 25% of households stated they need or are likely to move over the next 5-years, with the main reason for moving being that the current home is too small. Whilst the majority of households would be likely to become (or remain) owner-occupiers, there is a notable demand for social rented housing – this demand is particularly for 2-bedroom homes as well as some 1- and 3-bedroom properties. There are also a number of households who expect to move to private rented accommodation (although fewer want to) with again a particular focus on 2-bedroom homes.
- 5.25 For potential newly-forming households similar findings were shown by the survey with a preference for owner-occupation. For those who would like or expect rented tenures, there was again a particular focus on 2-bedroom homes.

6. Needs of Specific Groups

Introduction

6.1 This section of the report considers survey data about a range of different household groups within Fylde. In particular the information focuses on the key characteristics of each group and contrasts data with other households in the Borough. For the purposes of the study we have studied the following groups:

- Households with support needs;
- Older person households;
- Families (households with children); and
- Young people (and first-time buyers).

Households with Support Needs

6.2 Information collected through the survey enables us to identify whether any household members have a particular support need. The survey looked at whether household members fell into one or more of a range of groups. The groups covered were:

- Physical disability – wheelchair user;
- Physical disability – not in a wheelchair;
- Learning disability or autism;
- Mental health condition;
- Visual/hearing impairment;
- Asthmatic/respiratory problem;
- Other physical disability; and
- Other limiting long-term illness.

6.3 Overall there are an estimated 9,260 households in Fylde with one or more members in an identified support needs group – this represents 23.8% of all households. The table below shows the number of households with different types of support needs. The numbers of households in each category exceed the total number of support needs households because people can have more than one category of support need. Households with a physical difficulty (not in wheelchair) are the predominant group.

Figure 6.1: Households with Each Category of Support Needs			
Category	Number of households	% of all households	% of support needs households
Wheelchair user	1,308	3.4%	14.1%
Walking difficulty (not in wheelchair)	5,846	15.0%	63.1%
Learning disability	1,488	3.8%	16.1%
Mental health problem	2,634	6.8%	28.4%
Visual/hearing impairment	1,540	3.9%	16.6%
Asthmatic/respiratory problem	2,661	6.8%	28.7%
Other physical disability	3,922	10.1%	42.4%
Limiting long-term illness	4,171	10.7%	45.0%

Source: Household survey

6.4 The table below shows the locations of households with support needs from the survey data. There are some differences between areas with rural locations tending to see lower levels of support needs; then highest levels were found in Wesham, followed by St. Annes – this area containing 40% of all support needs households in the Borough.

Figure 6.2: Households with support needs by sub-area			
	Number of households with support needs	% of all households	% of support needs households
St. Annes	3,715	26.9%	40.1%
Lytham	1,754	20.6%	18.9%
Warton	491	22.9%	5.3%
FB Periphery	235	20.9%	2.5%
Kirkham	763	23.2%	8.2%
Wesham	525	27.0%	5.7%
Freckleton	644	24.0%	7.0%
Rural North	652	23.0%	7.0%
Rural West	241	18.2%	2.6%
Rural East	238	17.6%	2.6%
TOTAL	9,259	23.7%	100.0%

Source: Household survey

6.5 The tables below show the characteristics of support needs households in terms of age, tenure and unsuitable housing. The survey data shows that support needs households are more likely to contain older persons. It is estimated that 38% of all support needs households contain only older people. Support needs households are also particularly likely to be living in social rented housing. Some 53% of households living in social rented housing contain a support needs member. Finally support needs households are more than twice as likely to be living in unsuitable housing as non-support needs households. Some 28% of all support needs households are living in unsuitable housing (compared with 10% Borough-wide).

Figure 6.3: Households with Support needs with and without older people				
Age group	Support needs households			
	Number of households with Support needs	Total number of households	% of households with support needs	% of those with a support need
No older people	4,692	22,592	20.8%	50.7%
Both older & non-older people	1,022	3,345	30.6%	11.0%
Older people only	3,545	13,063	27.1%	38.3%
Total	9,259	39,000	23.7%	100.0%

Source: Household survey

Figure 6.4: Households with Support Needs by Tenure				
Tenure	Support needs households			
	Number of h'holds with Support needs	Total Number of h'holds	% of h'holds with support needs	% of those with a support need
Owner-occupied (no mortgage)	3,576	17,604	20.3%	38.6%
Owner-occupied (with mortgage)	1,313	10,385	12.6%	14.2%
Social rented	1,715	3,264	52.5%	18.5%
Private rented	2,656	7,746	34.3%	28.7%
Total	9,259	39,000	23.7%	100.0%

Source: Household survey

Figure 6.5: Households with Support needs in Unsuitable Housing				
In unsuitable housing...	Support needs households			
	Number of households with Support needs	Total Number of households	% of households with support needs	% of those with a support need
In unsuitable housing	2,033	3,900	52.1%	22.0%
Not in unsuitable housing	7,226	35,100	20.6%	78.0%
Total	9,259	39,000	23.7%	100.0%

Source: Household survey

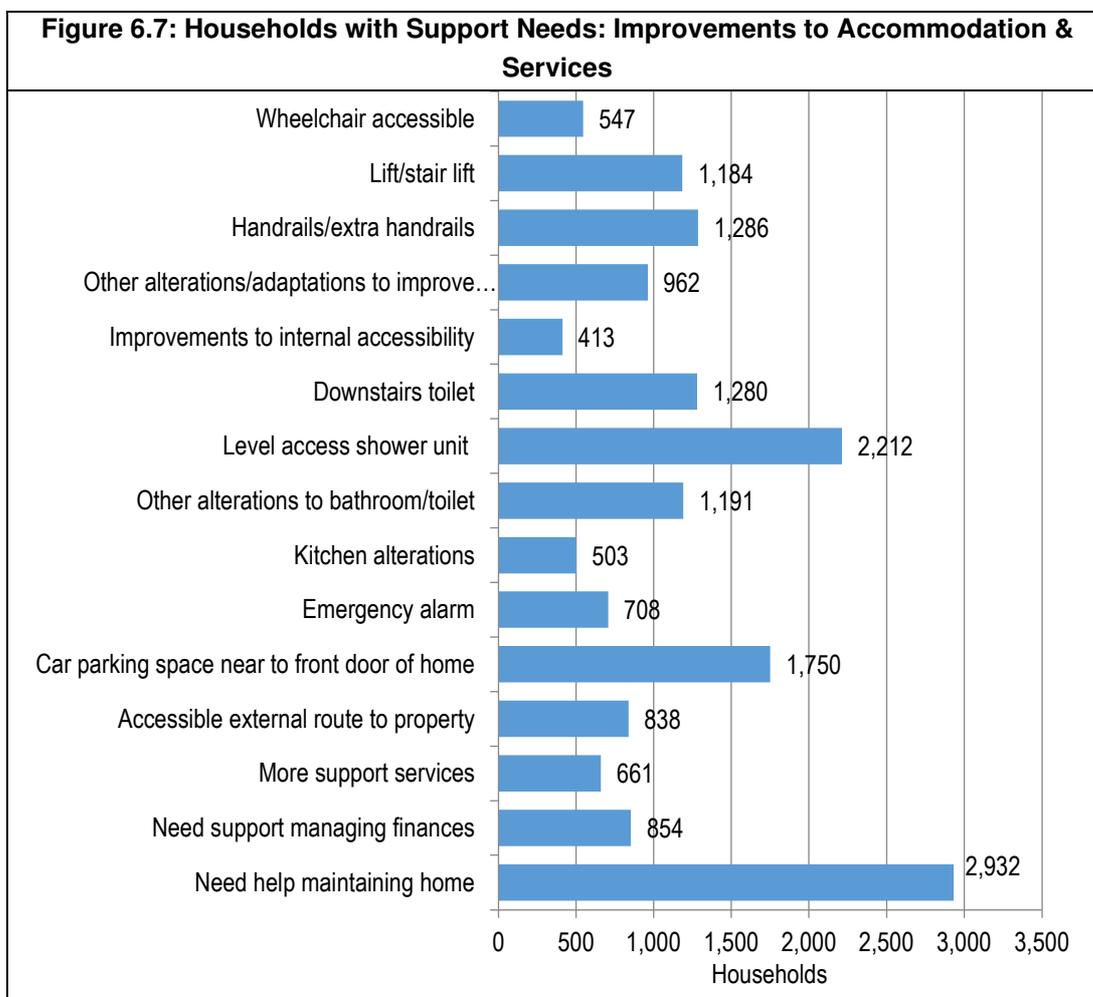
- 6.6 The table below shows the average income and savings levels for support needs households in comparison to other households. The table shows that support needs households have an average income level of about half the average for non-support needs households whilst levels of savings are also lower.

	Annual gross household income (median)	Average household savings (median)
Support needs	£19,777	£701
No support needs	£34,101	£6,786
All households	£30,377	£4,147

Source: Household survey

6.7 Those households with a member with support needs were asked to indicate if there was a need for improvements to their current accommodation and/or services. The responses are detailed in Figure 6.7 below. The results show requirements for a wide range of adaptations and improvements across the support needs households. Those most needed were:

- Need help maintaining home;
- Level access shower unit; and
- Car parking space near front door.



Source: Household survey

Older Person Households

6.8 For the purposes of the survey, older people are defined as those over the state pension eligibility age (taken to be aged 65 and over although it is recognised that the pension age is increasing). For analysis, households have been divided into three categories:

- Households without older persons;
- Households with both older and non-older persons; and
- Households with only older persons.

6.9 A third of all households contain only older people and a further 9% contain both older and non-older people. The table below shows the number and percentage of households in each group.

Categories	Number of households	% of all households
Households without older persons	22,592	57.9%
Households with both older and non-older persons	3,345	8.6%
Households with older persons only	13,063	33.5%
Total	39,000	100.0%

Source: Household survey

6.10 The table below shows the number of older person only households in each sub-area. The data shows a higher proportion of older person only households in St Annes and Lytham and a much lower percentage in some areas (notably FB Periphery, Wesham and Warton).

	Number of households with all older people	% of all households in area	% of older person households
St. Annes	4,766	34.5%	36.5%
Lytham	3,396	40.0%	26.0%
Warton	490	22.9%	3.8%
FB Periphery	347	30.8%	2.7%
Kirkham	904	27.5%	6.9%
Wesham	405	20.9%	3.1%
Freckleton	917	34.3%	7.0%
Rural North	882	31.0%	6.7%
Rural West	517	39.0%	4.0%
Rural East	439	32.6%	3.4%
TOTAL	13,063	33.5%	100.0%

Source: Household survey

6.11 The number of occupants in older person households is shown in the table below. The data suggests that virtually all households containing older persons only are comprised of one or two persons only. Some 56% of all single person households are older person households.

Number of persons in household	Age group			
	Older persons only	Number of h'holds	% of total h'holds with older persons	% of those with older persons
One	6,950	12,365	56.2%	53.2%
Two	6,111	15,629	39.1%	46.8%
Three	3	6,137	0.0%	0.0%
Four or more	0	4,868	0.0%	0.0%
Total	13,063	39,000	33.5%	100.0%

Source: Household survey

6.12 The table below shows the housing tenures of households with older persons. Around 80% of older person only households are owner-occupiers (mostly without a mortgage) - this finding suggests that the potential for equity release schemes in the Borough may be significant. Another significant finding is the proportion of social rented accommodation containing older people only. A total of 30% of social rented dwellings contain only older people. This may have implications for future supply of and demand for specialised social rented accommodation.

Tenure	Age group			
	Older persons only	Number of h'holds	% of h'holds with older persons	% of those with older persons
Owner-occupied (no mortgage)	9,973	17,604	56.7%	76.3%
Owner-occupied (with mortgage)	621	10,385	6.0%	4.8%
Social rented	974	3,264	29.8%	7.5%
Private rented	1,495	7,746	19.3%	11.4%
Total	13,063	39,000	33.5%	100.0%

Source: Household survey

6.13 The table below shows that older person only households are more likely than non-older person households to be living in one and two-bedroom properties. However, the results also show that approaching half of all older person households are in three or four-bedroom dwellings. Given that previous information has shown that older person only households are almost entirely comprised of only one or two persons, this finding suggests that there could be potential scope to free up larger units for younger families if the older person households chose to move into suitable smaller units. There is potential to provide incentives to do so (although particularly in the market sector there is limited ability to influence trends). However, by providing attractive properties targeting older households, there may be opportunities to support households to downsize.

Figure 6.12: Size of Dwellings (number of bedrooms) for Older Person Only Households				
Number of bedrooms	Older person households		All other households	
1 bedroom	1,405	10.8%	2,083	8.0%
2 bedrooms	5,187	39.7%	6,789	26.2%
3 bedrooms	4,043	30.9%	10,026	38.7%
4+ bedrooms	2,428	18.6%	7,039	27.1%
Total	13,063	100.0%	25,937	100.0%

Source: Household survey

- 6.14 This information can be further broken down by tenure (for older person households) and this is shown in the table below. The table indicates that whilst the majority of large (three or more bedrooms) properties are in the owner-occupied sector, there are also around 86 dwellings in the social rented sector which may therefore present some opportunity to reduce under-occupation.

Figure 6.13: Older person Only Households - Size of Accommodation and Tenure					
Tenure	Number of bedrooms				
	1	2	3	4+	TOTAL
Owner-occupied (no mortgage)	374	3,793	3,552	2,254	9,973
Owner-occupied (with mortgage)	32	199	239	152	621
Social rented	474	414	86	0	974
Private rented	526	782	165	22	1,495
Total	1,405	5,187	4,043	2,428	13,063

Source: Household survey

Families (Households with Children)

- 6.15 For the purposes of this analysis, children are defined as those aged under 16 and the section will focus on any household with at least one child in it. To provide more detail on what is a large subsection of the population, three different groups of households with children will be analysed. These are lone parent households, households with more than one adult and one child and households with more than one adult and two or more children.
- 6.16 The table below shows the number of each type of household with children. The survey estimates that there are 8,017 households with children in the Borough. Of these, 2,097 households (26.2%) are lone parents, some 40.2% are families with one child aged under 16, and the remaining 33.7% are larger households (with two or more children).

Figure 6.14: Number of Families with Children			
Households with children	Number of households	Percent of households	Percent of households with children
Lone parent households	2,097	5.4%	26.2%
Two or more adults and one child	3,222	8.3%	40.2%
Two or more adults and two or more children	2,698	6.9%	33.7%
All other households	30,983	79.4%	-
Total	39,000	100.0%	100.0%

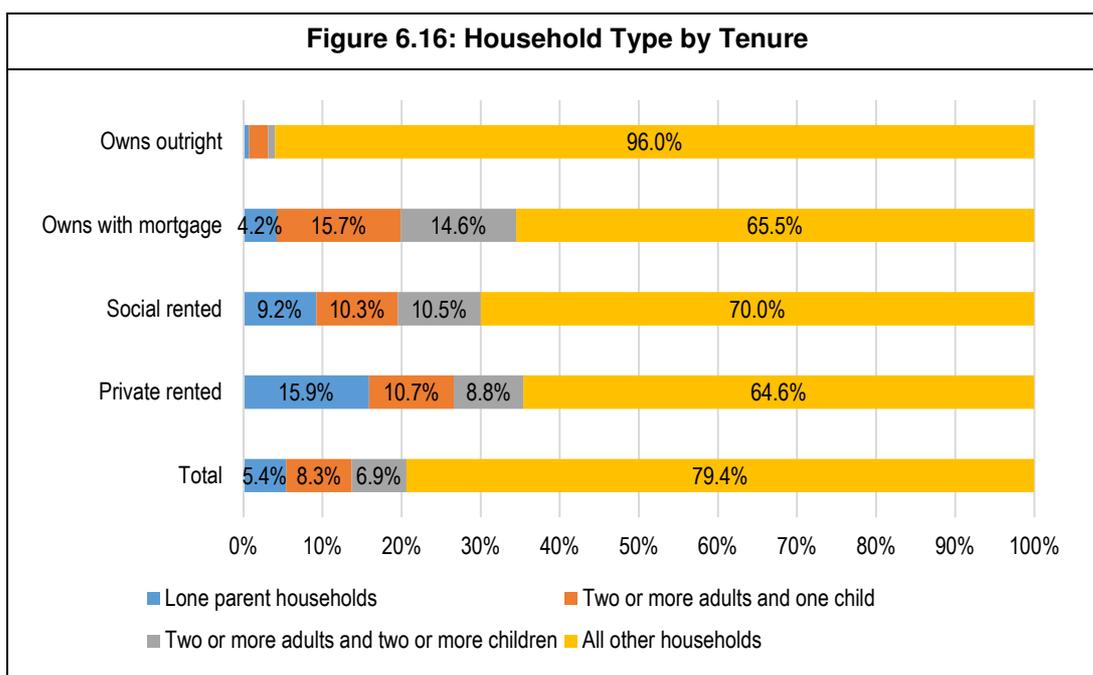
Source: Household survey

6.17 The table below shows how the proportion of households containing children varies between the sub-areas. The data shows that the proportion of households containing children is notably higher in the Fylde/Blackpool Periphery where 29% of households contain children – this compares to 17% in Freckleton. The proportion of lone parent households were particularly high in Wesham, and generally very low in the rural areas.

Figure 6.15: Household type by sub-area						
Sub-area		Lone parent households	Two or more adults and one child	Two or more adults and two or more children	All other households	Total
St. Annes	No.	859	1,036	839	11,077	13,811
	%	6.2%	7.5%	6.1%	80.2%	100.0%
Lytham	No.	457	828	538	6,674	8,498
	%	5.4%	9.7%	6.3%	78.6%	100.0%
Warton	No.	55	217	215	1,657	2,144
	%	2.6%	10.1%	10.0%	77.3%	100.0%
Fylde/BP Periphery	No.	35	81	213	799	1,129
	%	3.1%	7.2%	18.9%	70.8%	100.0%
Kirkham	No.	235	253	200	2,598	3,285
	%	7.1%	7.7%	6.1%	79.1%	100.0%
Wesham	No.	169	117	201	1,455	1,942
	%	8.7%	6.0%	10.4%	74.9%	100.0%
Freckleton	No.	149	195	100	2,233	2,678
	%	5.6%	7.3%	3.8%	83.3%	100.0%
Rural North	No.	62	291	190	2,297	2,840
	%	2.2%	10.2%	6.7%	80.9%	100.0%
Rural West	No.	48	96	89	1,092	1,325
	%	3.6%	7.2%	6.7%	82.5%	100.0%
Rural East	No.	28	107	112	1,101	1,348
	%	2.1%	7.9%	8.3%	81.7%	100.0%
BOROUGH	No.	2,097	3,222	2,698	30,983	39,000
	%	5.4%	8.3%	6.9%	79.4%	100.0%

Source: Household survey

6.18 The figure below shows the tenure of the three groups of households with children. The results suggest that lone parents are more likely to be living in social rented and in particular, private rented accommodation. There is less difference when comparing larger and smaller households with children, although households with one child are more likely to live in owner-occupied accommodation compared with those with two or more children. Very few households with children are outright owners.



Source: Household survey

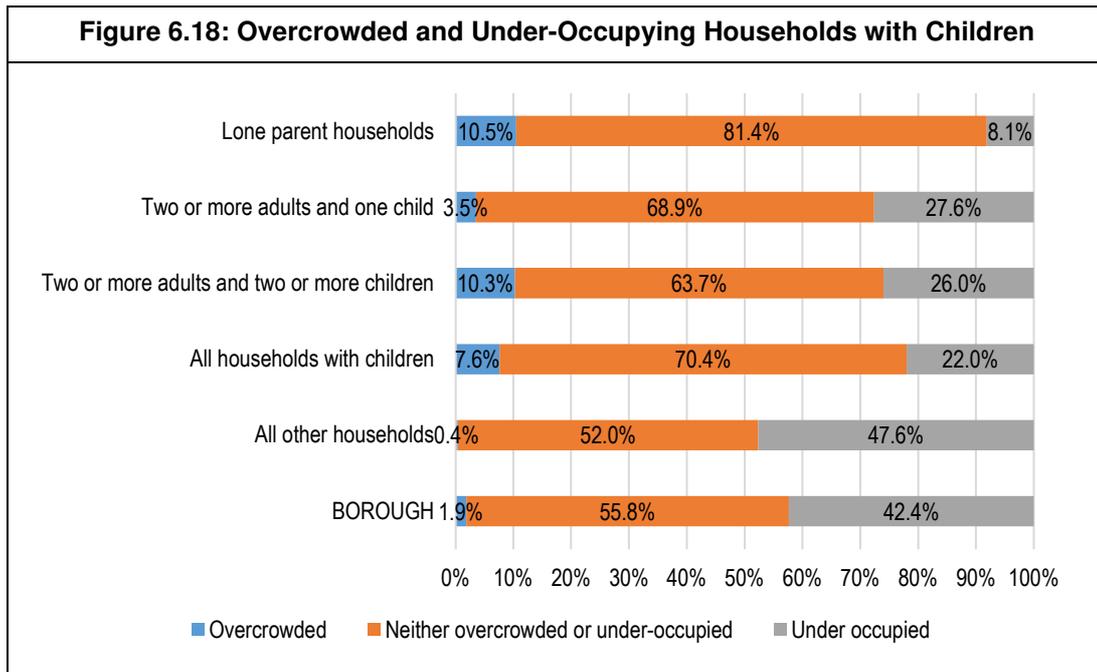
6.19 The table below presents the proportion of households with children living in unsuitable housing. The table indicates that all household groups with children are more likely than other households to be in unsuitable housing – all showing proportions of 11% to 23% compared with just 8% for households without children.

Figure 6.17: Households with Children in Unsuitable Housing

Unsuitable housing	Households with children				
	Lone parent households	Two or more adults and one child	Two or more adults and two or more children	All other households	Total
In unsuitable housing	23.4%	11.0%	23.2%	7.8%	10.0%
Not in unsuitable housing	76.6%	89.0%	76.8%	92.2%	90.0%
Total	100.0%	100.0%	100.0%	100.0%	100.0%

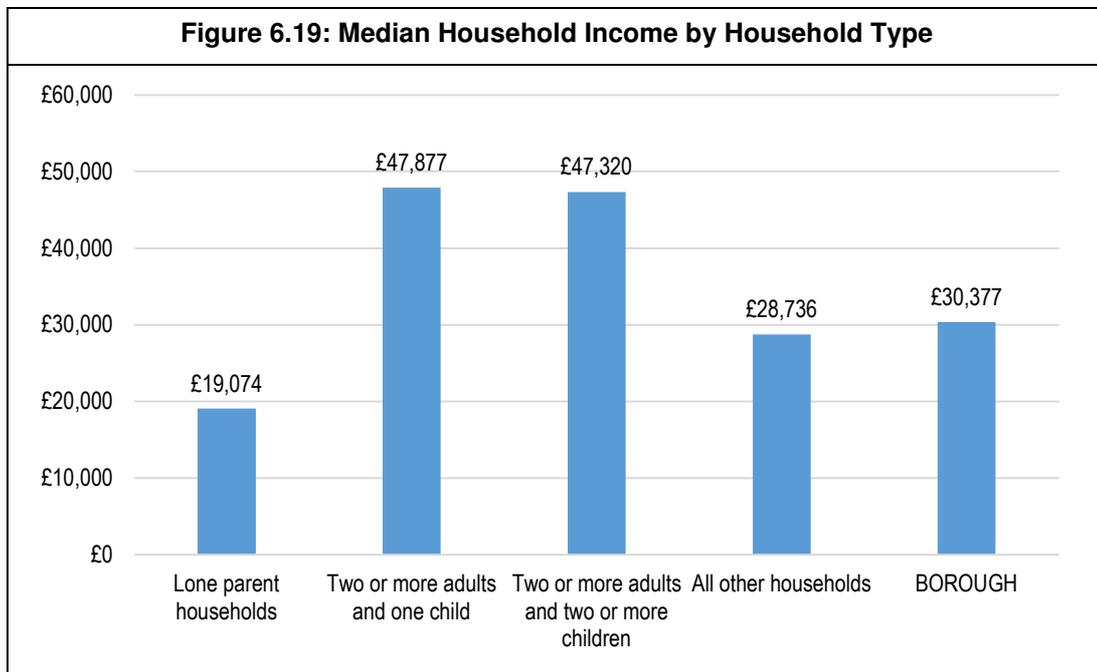
Source: Household survey

6.20 The figure below presents the level of overcrowding and under-occupation for households with children. The table shows that whilst levels of overcrowding across the Borough are generally low all household groups containing children are more likely to be overcrowded than is the average for the Borough. In addition, levels of under-occupation are low; particularly for lone parent households where only 8% are under-occupied (compared to a Borough average of 42%).



Source: Household survey

6.21 Finally, we have presented data on average (median) income levels for households with children compared with the average for all households in the Borough. The data shows that both household groups with two or more adults have incomes well in excess of the Borough average whilst the average lone parent income is very low (around £19,100 per annum).



Source: Household survey

6.22 The analysis particularly points to the need for social housing provision to meet the needs of lone parent households with low household incomes.

Young People and First-Time Buyers

6.23 For the purpose of this study younger people households are defined as those where the household reference person (survey respondent) is aged under 35. The survey records that there are 4,885 younger households in the Borough representing 12.5% of all households.

6.24 The table below presents the working status of younger people in the Borough compared with working status for all households. The table indicates that around 80% of younger person households are working – this compares with 45% of all other households (or 85% if we exclude retired households). The figures for unemployment are also quite notable with 6% of younger person households being unemployed compared to 3% of all other households in the Borough.

Working status	Young households		All other households	
	Number of household	% of households	Number of household	% of households
Working	3,927	80.4%	15,356	45.0%
Unemployed	279	5.7%	1,003	2.9%
Retired	0	0.0%	16,078	47.1%
Other	679	13.9%	1,678	4.9%
Total	4,885	100.0%	34,115	100.0%

Source: Household survey

6.25 The table below indicates the type of households these younger households live in. The table shows that 24% live alone and a further 22% live as a childless couple. In total 51% of all younger person households contain children with a significant proportion of these being lone parent households.

Household type	Number of household	% of households
Single non-pensioners	1,170	24.0%
Childless couple	1,070	21.9%
Other multi-adult	141	2.9%
Lone parent	922	18.9%
Two or more adults and one child	888	18.2%
Two or more adults and two or more child	693	14.2%
Total	4,885	100.0%

Source: Household survey

6.26 It is possible to briefly examine the housing circumstances of the different groups of younger person households and in the analysis that follows we have split the group into four main categories, these are:

- Single person households;
- Multiple adult households (including childless couples);
- Lone parents; and
- Households with two or more adults and children.

6.27 The table below presents the level of overcrowding and under-occupation for younger person households. The table indicates that the levels of overcrowding for households with children are relatively high, particularly for lone parent households. There is some degree of under-occupation amongst younger person households, particularly non-single person households without children.

Overcrowded/under-occupied	Single person	Multi-adult	Lone parents	2+ adults & children	All younger households
Overcrowded	0.0%	0.0%	13.3%	3.5%	3.6%
Neither overcrowded nor under-occupied	75.4%	35.7%	79.9%	68.5%	64.2%
Under-occupied	24.6%	64.3%	6.7%	28.1%	32.2%
Total	100.0%	100.0%	100.0%	100.0%	100.0%

Source: Household survey

6.28 The table below shows the tenure of the four groups of younger households. The data suggests that there are considerable differences between the different groups of younger households with lone parent households having large proportions in the private rented sector (and also the social rented sector). Multi-adult households are particularly likely to live in owner-occupied housing although around 29% are in the private rented sector. The group of households with two or more adults and children also show a high proportion in the owner-occupied sector (around 59% are owner-occupiers) although a relatively large proportion are also in the private rented sector. Over two-fifths of all younger households live in private rented accommodation.

Tenure	Single person	Multi-adult	Lone parents	2+ adults & children	All younger households
Owner-occupied (no mortgage)	0.0%	0.0%	0.8%	0.0%	0.2%
Owner-occupied (with mortgage)	35.2%	67.5%	13.0%	59.2%	46.8%
Social rented	15.8%	3.9%	18.6%	8.7%	11.1%
Private rented	49.0%	28.5%	67.6%	32.1%	42.0%
Total	100.0%	100.0%	100.0%	100.0%	100.0%

Source: Household survey

6.29 The survey identifies households that have moved into owner-occupied accommodation from a different tenure in the last two years. It is assumed that all of these households are first-time buyers although a few may have owned a home at some stage previously. The survey records that there are 2,415 households that have become first-time buyers in Fylde in the last five years.

6.30 The table below shows the current location of first-time buyer households. Notably this shows a high proportion of first-time buyers in the Fylde-Blackpool Periphery area, with much lower figures in Kirkham, St. Annes and Lytham. Rural areas typically see levels of first-time buyers close to the Borough average.

Figure 6.24: Recent First-Time Buyers by sub-area

Sub-area		First time buyer	Other recent buyer	Other recently moved households	All other households	Total
St. Annes	No.	632	2,066	2,132	8,981	13,811
	%	4.6%	15.0%	15.4%	65.0%	100.0%
Lytham	No.	342	1,554	934	5,669	8,498
	%	4.0%	18.3%	11.0%	66.7%	100.0%
Warton	No.	305	413	256	1,170	2,144
	%	14.2%	19.3%	12.0%	54.6%	100.0%
Fylde/BP Periphery	No.	259	204	221	446	1,129
	%	22.9%	18.0%	19.5%	39.5%	100.0%
Kirkham	No.	80	477	360	2,368	3,285
	%	2.4%	14.5%	11.0%	72.1%	100.0%
Wesham	No.	189	216	292	1,244	1,942
	%	9.8%	11.1%	15.0%	64.1%	100.0%
Freckleton	No.	240	399	123	1,916	2,678
	%	9.0%	14.9%	4.6%	71.5%	100.0%
Rural North	No.	169	498	153	2,021	2,840
	%	5.9%	17.5%	5.4%	71.2%	100.0%
Rural West	No.	84	263	82	895	1,325
	%	6.4%	19.9%	6.2%	67.5%	100.0%
Rural East	No.	114	203	57	974	1,348
	%	8.5%	15.1%	4.2%	72.2%	100.0%
BOROUGH	No.	2,415	6,292	4,611	25,683	39,000
	%	6.2%	16.1%	11.8%	65.9%	100.0%

Source: Household survey

6.31 The table below shows the size of first-time buyer households compared with other households that have purchased a home in the last two years and all other households who have moved home in the same period. It shows that 42% of first-time buyer households contain two people and a further 28% are single persons. Overall, first-time buyer households have similar household sizes to other recent buyers.

Household size	First time buyer		Other recent buyer		Other recently moved households		Total (all movers)	
	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage
1 person	666	27.6%	1,357	21.6%	1,589	34.5%	3,612	27.1%
2 people	1,022	42.3%	3,040	48.3%	1,213	26.3%	5,274	39.6%
3 people	374	15.5%	955	15.2%	1,075	23.3%	2,404	18.1%
4+ people	353	14.6%	940	14.9%	733	15.9%	2,026	15.2%
Total	2,415	100.0%	6,292	100.0%	4,611	100.0%	13,317	100.0%

Source: Household survey

6.32 The table below shows the age of the HRP in first-time buyer households. It shows that 29% of respondents are aged under 30, whilst 25% are between 30 and 39. First-time buyers generally have a younger age profile to other buyers. The median age of first-time buyers in the Borough over the past five years is 37.

HRP age	First time buyer		Other recent buyer		Other recently moved households		Total (all movers)	
	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage
Under 30	688	28.5%	211	3.3%	845	18.3%	1,744	13.1%
30-39	594	24.6%	493	7.8%	1,389	30.1%	2,476	18.6%
40-49	340	14.1%	917	14.6%	610	13.2%	1,868	14.0%
50 and over	792	32.8%	4,671	74.2%	1,766	38.3%	7,229	54.3%
Total	2,415	100.0%	6,292	100.0%	4,611	100.0%	13,317	100.0%

Source: Household survey

Summary

6.33 The final section of the report considers survey data about a range of different household groups within Fylde. In particular the information focuses on the key characteristics of each group and contrasts data with other households in the Borough. For the purposes of the study we have studied the following groups:

- Households with support needs;
- Older person households;
- Families (households with children); and
- Young people (and first-time buyers).

6.34 The survey identifies around a quarter of households as containing someone with a support need – in particular those with some form of physical disability. Support needs households see a high concentration in the social rented sector, are more likely to be living in household that can be considered as unsuitable and typically have low income levels (and low savings) – the average income of a household with a support need is around £19,800, compared with a Borough average of 30,400. These households particularly highlighted a need for help maintaining their home as the main improvement to their services.

- 6.35 Around a third of households are made up entirely of people aged 65 and over (with a further 9% containing people aged 65+ and under 65). Older person households tend to be smaller and are highly likely to be an outright owner. There is also a considerable degree of under-occupation amongst these households, which could present an opportunity to release larger homes if suitable smaller homes (possibly bungalows) were available.
- 6.36 Around 21% of households contain children (aged under 16) with over a quarter of these being lone parent households. Overall, the lone parent households in the survey do show characteristics of being more disadvantaged than other households with children (and households generally) with a high dependency on private rented housing, high levels of housing considered as unsuitable (including high overcrowding) and low incomes.
- 6.37 Around 12.5% of households in the survey are headed by someone aged Under 35, over half of these households contain children, along with a high proportion of lone parents. As with the analysis of families, the younger lone parent households look to be particularly disadvantaged. The survey also identifies that around 2,400 households have been first-time buyers over the past 5-years, these households have an average age of 37 and are mainly 2 and 1-person households.

7. Stakeholder Input

Introduction

- 7.1 The project methodology involved seeking qualitative information from selected groups of stakeholders. A 'drive through' of the borough also took place noting major development sites. The aim was to enable us to provide context to the HNS as well as nuance areas of the report.
- 7.2 Stakeholder groups that were invited to participate were:
- Estate and letting agents;
 - Registered providers;
 - Large employers including the NHS.
- 7.3 This section reports the information provided by these stakeholders. Where appropriate key findings have been added to the narrative in the main body of the HNS report.

Estate and letting agents

- 7.4 Agents were interviewed by telephone and were randomly selected from listings. Care was taken to obtain both urban and rural perspectives. Interviews were structured around the following questions.

Do agents consider that there is a high level of in-migration to Fylde and what is driving it?

- 7.5 Agents told us that in-migration occurred from many parts of the country and was not disproportionately from Blackpool. Neither did they consider that the level of in-migration was disproportionately high, citing high levels of churn from Fylde residents especially in the private rented sector. One agent considered that in-migration from Greater Manchester was the most prevalent source of incomers in their experience.
- 7.6 They considered that there were two main drivers. For the rural areas these were mostly retirees who were attracted by the rural location, close to the coast with easy access to the national parks. Lytham was highlighted as attracting a high proportion of incomers. In-migration to the urban areas was driven by work relocation notably the BAE plant at Warton, the food and hospitality industries and the NHS.

What gaps exist in supply?

- 7.7 Agents were unanimous in their view that the most significant gap was for bungalows. They explained that vacancies sold and let quickly and many agents held waiting lists. Bungalows were not exclusively sought after or sold to older people. Younger households valued them as they were easier to manage and maintain than houses.
- 7.8 One agent thought that there was a shortage of high specification age restricted leasehold flats and apartments. Lytham was identified as a 'bubble' in that there was a concentration of more affluent older people that were aging and may consider this type of housing should it be provided.

- 7.9 Agents generally thought that there was a shortage of affordable housing in the borough. This placed significant pressure on the private rented sector and failed or failing tenancies was a concern from a management point of view.

What is the role of the private rented sector and are investors keeping up with demand?

- 7.10 Most agents told us that whilst it was perfectly normal for investors to sell some or all of their portfolio for business or retirement reasons, there was concern that many landlords were not investing. This was largely a response to recent changes in the legal and fiscal framework affecting the private rented sector and the introduction of the Renters Reform Bill. One agent considered that the private rented sector market was 'broken'.
- 7.11 Agents explained that some landlords were also diversifying their portfolio into holiday lettings. Others were acquiring dwellings but 'flipping' them for resale rather than letting them.
- 7.12 The above views were not held by all agents. One specialist letting agent told us that they were instructed by many clients to acquire suitable dwellings. This was a response to growing demand for private rented sector housing from local residents, local residents unable to access social housing and incomers.
- 7.13 We were told that many incomers to the area would rent first and buy later. This was particularly the case for new recruits to the BAE plant at Warton. It was explained to us that BAE has a sister plant to the east at Mellor Brook near Blackburn and employees might be asked to work at either plant. Some employees in these circumstances would find it more flexible to rent.

Registered providers

- 7.14 Information and insight was sought from registered providers as they are key players in the supply and development of affordable housing – 7 full responses were achieved. Responses were supplied on an 'in confidence' basis. The broad question topics and responses given are as follows:

Adequacy of supply compared to need now and in the future? Are there any notable gaps in supply and where do the gaps exist?

- 7.15 Although it was acknowledged that the situation had improved over the last 5-years it was considered that a shortfall still existed especially in the areas of Lytham, St Annes and Kirkham which are regarded as hot spots for demand for affordable family housing.
- 7.16 Overall, the main gaps in supply are accessible dwellings, 1-bedroom flats, bungalows and 4 or more-bedroom dwellings. Also HMO or one bedroom flats for younger people. There is less of a gap for 2 and 3-bedroom family housing as this is what has formed the greater proportion of newbuild recently.

Is additional supply needed to facilitate management and regeneration?

- 7.17 All but 1 respondent stated that none was required. One respondent remarked that there was a role for registered providers in the wider regeneration of town centres.

Is the developer s106 led supply of newbuild affordable housing producing the right type of dwelling for the location?

- 7.18 A number of respondents (but not all) felt that the balance was wrong between urban and rural development. More urban development was needed. Specifically, not enough bungalows and 4 or more family homes were being provided. One respondent suggested that this might be addressed if registered providers were more closely involved in the earlier stages of a development. Concern was expressed about allocations working against achieving balanced communities through the disproportionate allocation to Band A applicants.
- 7.19 One respondent was disappointed not to have had their expectations met in terms of number of dwellings supplied under these arrangements.

Of commissioning arrangements for special needs housing?

- 7.20 Two respondents expressed a willingness to work with the council and other commissioners to provide special needs housing. No respondents replied to our detailed questions on the commissioning process.

Of evidence of need for affordable home ownership?

- 7.21 Respondents described the steps they take to evidence need and demand and were generally of the view that they were confident that demand existed on the basis of both new build and resales.
- 7.22 One respondent drew attention to difficulties experienced in rural areas if restrictive conditions apply.

The effectiveness of My Home Choice Fylde Coast?

- 7.23 All respondents found the system effective. Constructive suggestions for improvement were; improving the applicants user interface, more clarity on bidders needs in terms of adaptations, and the need to involve the SOD panel earlier to avoid delays in letting.
- 7.24 One respondent took the opportunity to draw attention to gaps in the system wider than Home Choice, highlighting the need for more accommodation to be made available for young people leaving supported accommodation.

Fylde/Blackpool Churn

- 7.25 Many respondents told us this was due to Fylde being a more desirable area to live. Some respondents felt that Fylde local connection criteria limits the “pool” of applicants for new build. Respondents also pointed out that many applicants have dual connection by means of residence and place of work.

Large employers and the NHS

- 7.26 The council was able to identify large employers from previous consultations. This was a mixture of public and private sector organisations. We devised an online survey that was quick and easy to complete as in our experience this group of consultees tend not to respond to housing related questionnaires. Our main research question was about the extent to which any recruitment and retention problems might be due to access to suitable housing that employees could afford.
- 7.27 Only the NHS responded to our questionnaire. In this case the questionnaire was wider in scope due to the NHS employing many essential local workers.
- 7.28 A senior official from the Clinical Commissioning Group consulted with colleagues across the Fylde Coast NHS and staff specifically engaged in the recruitment and retention process. We were told that there was no evidence that housing was an issue affecting recruitment and retention of staff at any level.

Summary

- 7.29 The project methodology involved seeking qualitative information from selected groups of stakeholders. The aim was to enable us to provide context to the HNS as well as nuance areas of the report. Stakeholder groups that were invited to participate were:
- Estate and letting agents;
 - Registered providers;
 - Large employers including the NHS.
- 7.30 The key messages from stakeholders are as follows.
- 7.31 Estate and Letting agents told us that in-migration occurred from many parts of the country and was not disproportionately from Blackpool. Drivers were retiring households and people relocating for employment. Agents believe that the main gap in supply is bungalow accommodation. There is also a need for age restricted leasehold apartments in Lytham. Agents consider that there is a significant undersupply of private rented housing due to landlords not investing sufficiently and demand from local residents unable to achieve affordable housing and incomers renting before buying.
- 7.32 Registered providers told us that notwithstanding improved supply in recent years there still remained a shortage of affordable housing in the Borough, particularly 1- and 4+-bedroom homes (due to recent development focussing on 2 and 3 bedroom housing). A number of respondents thought too much development had occurred in the rural areas and that particular needs in the urban areas were unmet. Respondents found the Fylde Coast Home Choice system to be effective and made constructive suggestions as to how it could be improved.
- 7.33 Large employers presented no evidence to suggest that any recruitment and retention problems they might be experiencing were due to a shortage of suitable housing in the Borough.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	PLANNING COMMITTEE	8 MARCH 2023	5
FULLY FUNDED NEW CAPITAL SCHEME ADDITION – IMPROVEMENT TO SUSTAINABLE TRANSPORT FACILITIES/INITIATIVES AND PUBLIC TRANSPORT FACILITIES, CLIFTON DRIVE, ST ANNES			

PUBLIC ITEM

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

SUMMARY

This report requests the release of Section 106 developer funds originally paid to Fylde Borough Council as a contribution towards 'improvements of bus services/facilities in the vicinity of the site' (development site at Crossacres) and 'improvement of public transport facilities and sustainable transport initiatives' (development site at Orchid court). Lancashire County Council in their role as highways authority have requested the money that has been paid the Fylde Council by the developers of the 2 sites, be paid to fund the provision of additional refuge islands on Clifton Drive North to aid pedestrians in crossing the highway.

This will improve public transport facilities in making crossing Clifton Drive North easier for residents accessing the bus stop in either direction and through providing improved, safer pedestrian routes to local community facilities.

RECOMMENDATION

1. That Finance and Democracy Committee are recommended to approve a fully funded new capital scheme addition in the sum of £35,732 in 2022/23 to be met by Section 106 monies held by the Council, towards the provision of refuge islands on Clifton Drive North, to provide improved links to a greater area for the residents.
2. That conditional upon receiving approval as above, that the sum of £35,732 be paid to Lancashire County Council, for the provision of 2 refuge islands (this could increase to 3 refuge islands if it can be delivered as part of a larger scheme).

SUMMARY OF PREVIOUS DECISIONS

Operational Management Committee 15 September to install 2 additional bus shelters to Leach Lane from the Crossacres section 106 contributions – application 05/0535 & 06/1189.

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	
Environment – To deliver services customers expect	√
Efficiency – By spending money in the most efficient way	√

Tourism – To create a great place to live and visit	v
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REPORT

1. Planning permission was granted for a residential development on the former Crossacres site, Highbury Road, St Annes under references 05/0535 & 06/1189, subject to a section 106 agreement which included a contribution of £20,000 to secure improvements to the bus services/facilities in the vicinity of the site, part of this contribution has been spent on additional bus shelters to Leach Lane, this leaves a balance of £13,411.77. There is no deadline by which this money must be spent contained within the agreement.
2. Planning permission was granted for a separate residential development at Orchid Court, 35-37 South Promenade, St Annes, subject to a section 106 contribution of £22,320, to be used for the improvement of public transport facilities and sustainable transport initiatives, this money must be spent by 3rd October 2026 or returned to the developer.
3. The financial contributions have been received by Fylde Council in accordance with the triggers set out in the agreements and Lancashire County Council (LCC) have requested that the funds held by Fylde Council be transferred to them in order to deliver two additional pedestrian refuge islands on Clifton Drive South to allow safer crossing of the highway. Lancashire County Council are currently seeking additional funding approval that would allow a further refuge to be provided as part of a wider project. If this is successful, the projects would be delivered together, with the economies of scale enabling a 3rd island to be delivered.
4. The Sn 106 agreement for the applications at Crossacres, Highbury Road (05/0535 and 06/1189) required a transport and travel contribution to be paid before the occupation of the 100th dwelling on site. The agreement wording is
The sum of £20,000 payable the money to be used for the improvement of bus services/facilities in the vicinity of the site.
5. The Sn 106 agreement for the application at Orchid Court, South Promenade (14/0327) required a transport and travel contribution to be paid before the occupation of the 100th dwelling on site. The agreement wording is
The sum of...£22,320...to be applied towards the improvement of public transport facilities and sustainable transport initiatives within the vicinity of the Land.
6. Both agreements indicate the allocation towards the improvement of bus/public transport facilities in the vicinity of the site. The proposed refuge islands are to be located at Bentinck Road, Devonshire Road and the 3rd if this can be delivered would be at Beach Road. It is considered that the proposed locations for the pedestrian refuges would allow safer crossing of the highway to access bus services travelling on the opposite side of the road to the developments, and help improve the general viability of bus routes and access to rail and trams therefore helping with the ongoing provision of sustainable public transport.
7. The contribution relating to 05/0535 and 06/1189 has been with Fylde for a number of years and although there is no payback requirement this is not delivering the intended improvement, planning permission 14/0327 requires monies to be spent by 3 October 2026. To date LCC have not suggested any alternative schemes to deliver the expected improvements with all bus stops in the area having been upgraded to the current quality bus stop standard. Accordingly, the delivery of the proposed improvements appears an appropriate use of the contributions.

IMPLICATIONS

Finance	To recommend to Finance and Democracy Committee the approval of a fully funded new capital scheme addition in the sum of £35,732 in 2022/23 to be met by Section 106 monies held by the Council. Subject to this approval the report requests authorisation for the transfer of £35,732 to LCC to deliver the deliver pedestrian refuge islands on Clifton Drive South.
Legal	The council is obliged to use the contributions for the purposes set

	out in the agreement, failing which they would (if the agreement requires it) fall to be repaid to the developer.
Community Safety	There are no implications
Human Rights and Equalities	There are no implications
Sustainability and Environmental Impact	The scheme of improvements assists in making the site more sustainable through promoting walking and improving connections to public transport
Health & Safety and Risk Management	There are no implications

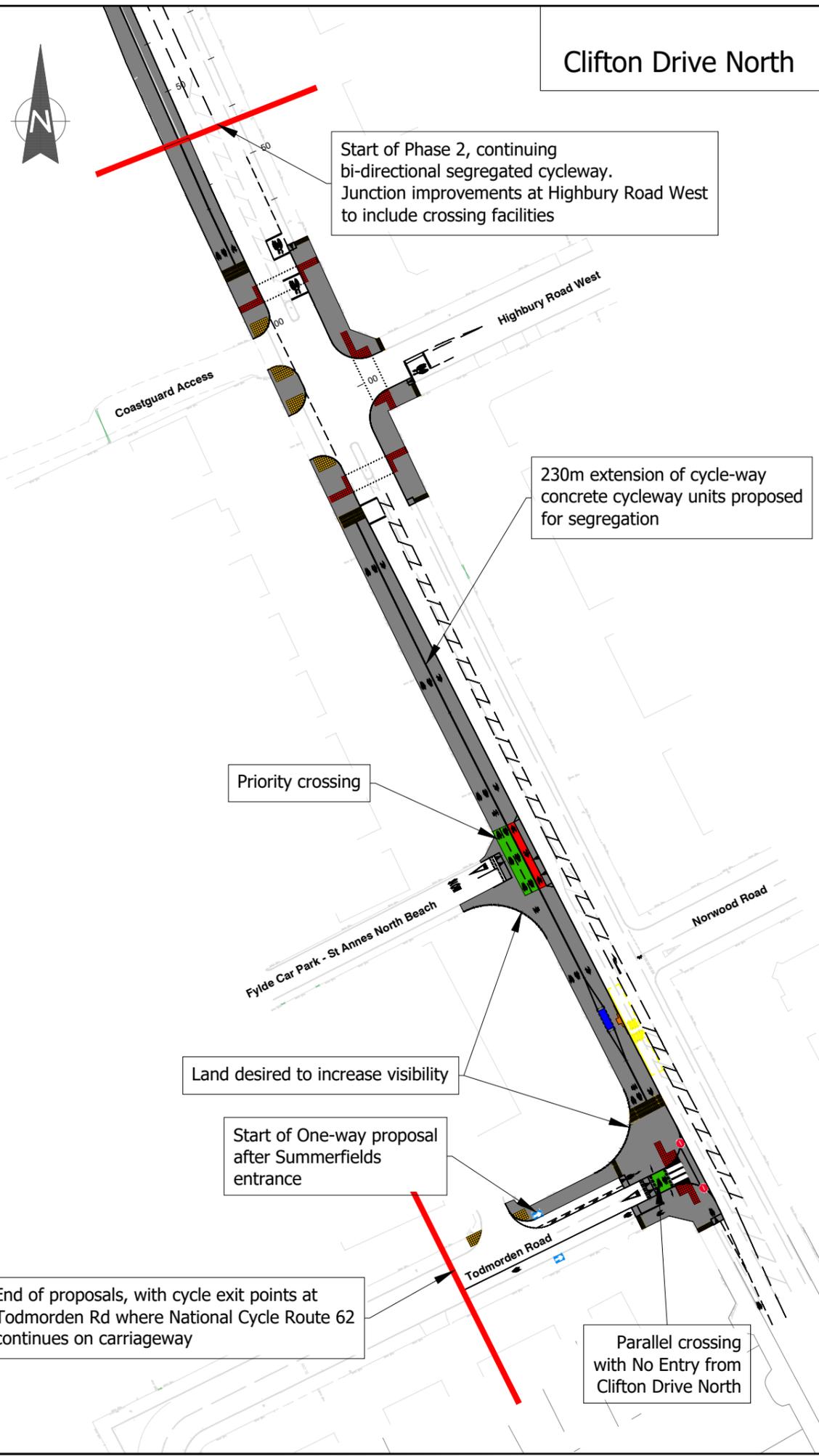
LEAD AUTHOR	CONTACT DETAILS	DATE
Karen Hodgkiss	karenh@fylde.gov.uk & Tel 01253 658515	17/02/2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Planning application 05/0535, 06/1189 and 14/0327	14/12/2005, 21/02/2007 and 01/10/2014	www.fylde.gov.uk

Clifton Drive North

Bentinck Road

Devonshire Road



Start of Phase 2, continuing bi-directional segregated cycleway. Junction improvements at Highbury Road West to include crossing facilities

230m extension of cycle-way concrete cycleway units proposed for segregation

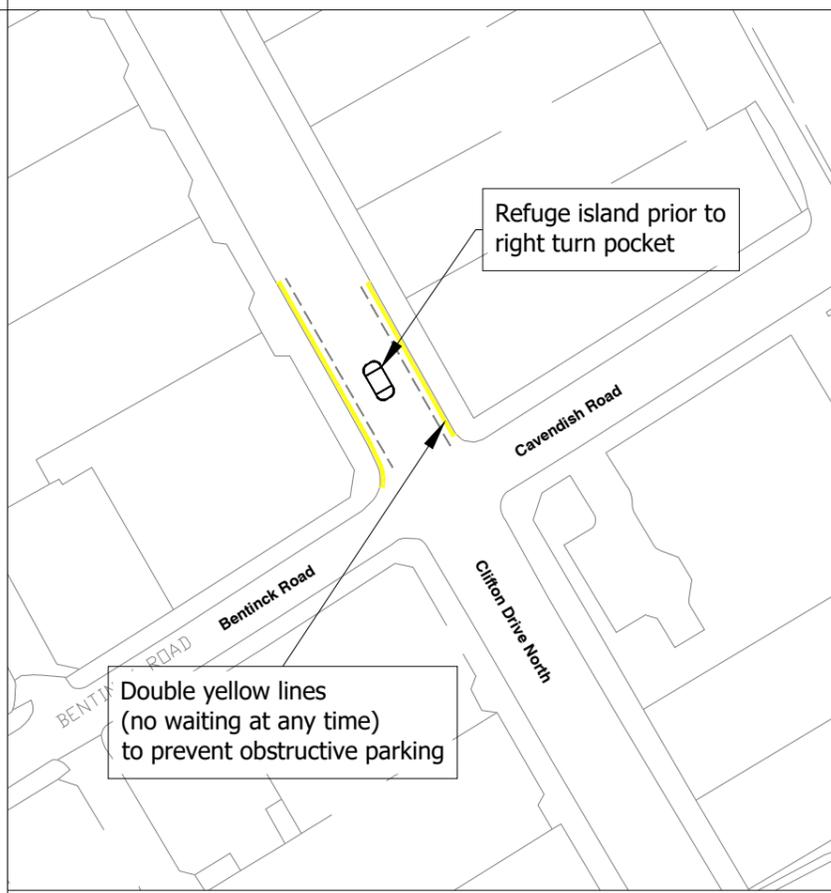
Priority crossing

Land desired to increase visibility

Start of One-way proposal after Summerfields entrance

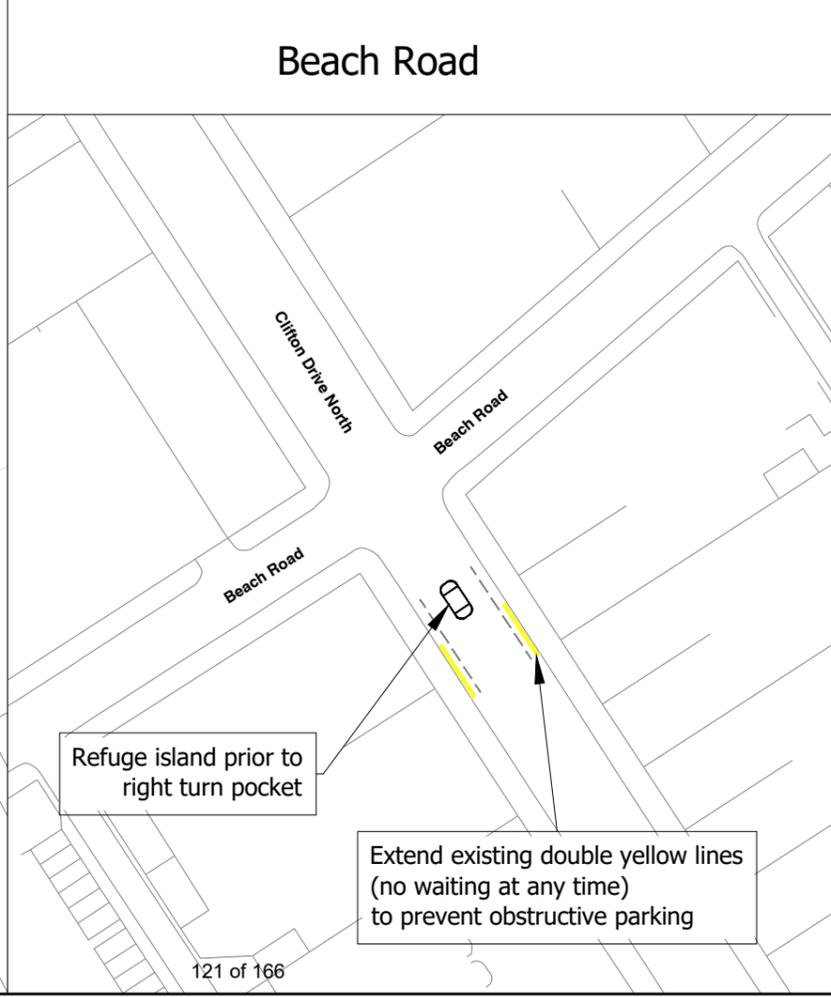
End of proposals, with cycle exit points at Todmorden Rd where National Cycle Route 62 continues on carriageway

Parallel crossing with No Entry from Clifton Drive North



Refuge island prior to right turn pocket

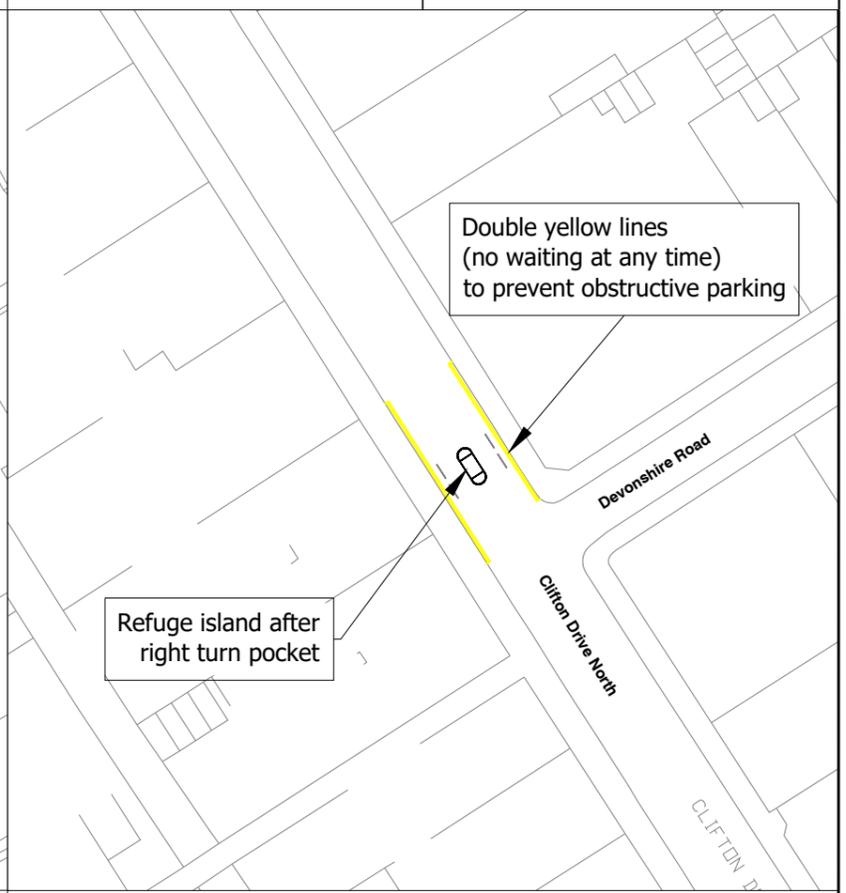
Double yellow lines (no waiting at any time) to prevent obstructive parking



Beach Road

Refuge island prior to right turn pocket

Extend existing double yellow lines (no waiting at any time) to prevent obstructive parking



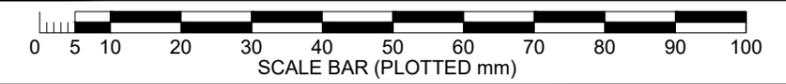
Double yellow lines (no waiting at any time) to prevent obstructive parking

Refuge island after right turn pocket

No.	DATE	AMENDMENT DETAILS	CHECKED BY	DRAWN BY
REVISIONS				



Design and Construction



PROJECT TITLE		Clifton Drive North Segregated Cycleway	
DRAWING TITLE		Phase 2 Concept Layout	
DRAWN BY	W.Thackeray	CHECKED BY	G.Summers
PPMS No.	'X'	DATE	November 22
DRAWING No.	0100-01	SHEET No.	1 of 1
SCALE @ A3	1:1000	ISSUE PURPOSE	Engagement

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	PLANNING COMMITTEE	8 MARCH 2023	6

PLANNING ADVISORY SERVICE REVIEW – ACTION PLAN

PUBLIC ITEM

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

SUMMARY

The report outlines the rationale and process for developing an action plan that stems from the Planning Advisory Service (PAS) review report on the planning service at Fylde. Appendix 1 includes the proposed action plan drawn from the recommendations included in the review report.

The review report was presented to the committee on January 18th 2023, as an information item and can be viewed [at the link here](#).

RECOMMENDATIONS

That the Committee approves the draft PAS Review Action Plan included at Appendix 1 to the report to be circulated to stakeholders for comment and feedback prior to adoption through the new governance arrangements.

SUMMARY OF PREVIOUS DECISIONS

8 June 2022 Planning Committee – Approve the scope for the Planning Advisory Review at Fylde

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

REPORT

- On 8 June 2022 Planning Committee agreed the scope for a Planning Advisory Service (PAS) review of Fylde Council's Planning Service. PAS set out the process for a Peer Challenge in a proposal letter on 27th June 2022, with the on-site peer challenge taking place from 5 - 7 October 2022.
- The first draft of the Planning Service Peer Challenge Review Report was received in December 2022 for accuracy and consistency checks by the council. The final draft of the report was agreed as an accurate

assessment of the service based on the evidence provided and it was presented to the Planning Committee at the meeting on 18 January 2023, as an information item.

3. The review report included recommendations drawn from the evidence provided to the team and desk top research on the service, for example: benchmarking, best practice, historical data, etc. The rationale for each recommendation was included in the report.
4. The recommendations outline areas the council should address to achieve improvements to the planning service as well as to the relationship between the service, the council and other stakeholders. The PAS Action Plan included as Appendix 1 to the report includes the proposed actions that should be delivered to achieve the outcomes for each recommendation. In some instances, there is more than one action proposed to address the recommendation.
5. It is essential that the actions which stem from the Peer Challenge Review are clearly linked to the recommendations that have been based on the evidence assessed by the review team. The action plan includes a link to the recommendation for each action proposed. It is recognised that other actions may arise through the delivery of the PAS Action Plan or be identified by the planning service as part of the service planning process that is carried out each year. The actions in the PAS Action Plan must link back to the review report.

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report.
Legal	There are no legal implications
Community Safety	There are no community safety implications
Human Rights and Equalities	There are no human rights or equalities implications
Sustainability and Environmental Impact	There are no sustainability or environmental implications
Health & Safety and Risk Management	There are no health & safety or risk management implications

LEAD AUTHOR	CONTACT DETAILS	DATE
Mark Evans	mark.evans@fylde.gov.uk	24 February 2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Planning Service Peer Challenge Final Report	January 18 th 2023	Fylde Website

THE PLANNING ADVISORY SERVICE REVIEW – ACTION PLAN

THE PAS RECOMMENDATION	THE PAS SUMMARY	CONTEXT FOR FYLDE	PRIORITY/DEADLINE	LEAD OFFICER
THEME: VISION & LEADERSHIP				
R1 - Set up a politically representative board of councillors and one for senior officers to oversee and input into the production of the next Local Plan period beyond 2032	There is a tension between growth and protecting the environment and heritage. Establish a process to coordinate, capture and agree the focus for the Local Plan beyond 2032. A formal governance structure to set the vision and longer-term aspirations providing clarity and managing tensions between economic growth, the environment and preservation. It will strategically address the housing and homelessness challenges. Obtaining clarity on key strategic issues as early as possible in the plan production process is critical in making the process resilient to changes to the planning system and election cycles.	Post 2023 elections appoint member and officer boards. Draft delivery plan for 2032 Local Plan linked to Corporate Plan.	Medium – based on long term planning and long-term time frame. June 23	
Actions:	1.1 Establish two Local Plan 2032 Delivery Boards – the officer board to include housing and economic development, elected member board to be determined through the Executive Committee after May 23. (R1) 1.2 Include matters relating to planning as a regular Heads of Service Standing Item to ensure senior officer awareness 1.3 Continue monitor and review of local plan and prepare for drafting of replacement plan to ensure in line with national policy and corporate plan objectives – through the two boards			AO/MDE
Outcomes:				
a) Clarity of focus on vision and long-term aspirations b) Tensions reduced between economic growth, environment and preservation c) Housing and homelessness challenge addressed d) Synergy between Local Plan 2032 and Corporate Plan				
R2 - Strengthen the governance structure to give Planning earlier and better strategic oversight of major development schemes.	Embed Planning input much earlier in corporate projects to make planning an enabler not a blocker to development. Giving senior leadership comfort that projects are moving forward positively and improve risk management and ensure processes and protocols are followed.	Compulsory part of corporate project planning process in development.	High – quick win because already in progress and significant impact. June 2023	
Actions:	2.1 Revise, embed and publish Corporate Project Delivery process to ensure compulsory requirement for planning input (R2).			AO/CR/MDE
Outcomes:				
a) Corporate projects are enabled by early planning input b) Risk management improved c) Project plans streamlined				
THEME: SERVICE DELIVERY & PERFORMANCE MANAGEMENT				
R3 - Delegate decision making among a greater number of staff	The planning department has experienced and competent staff to allow decision making across a greater number of staff. This will reduce failure demand resulting from	Review and redraft all aspects of the service (external support/delivery). Review role	High – essential to address long-term customer service issues (speed, clarity,	MDE

	process 'bottlenecks and communications issues. It will empower staff; create capacity and support career development.	& responsibility of each resource mapped to new processes.	comms, engagement & reputation). Dec 23	
Actions:	3.1 Appoint Independent consultant to review the process for planning applications and related submissions, including procedures, roles, responsibilities (including opportunities to increase delegation of decisions across the team), management, engagement, customer service etc. external support and best practice from similar local authorities.			AO/MDE/AS
Outcomes:				
<ul style="list-style-type: none"> a) Capacity created/waste, duplication and bottlenecks reduced. b) Empowerment and responsibilities consistent with post holders. c) Communication and customer service improved. d) Increased career development opportunities. e) Extensions of time reduced. f) Technology used efficiently in delivery of the service. 				
R4 - Create a clear set of processes for the Development Management Service	It is unclear where responsibility lies for distinct parts of the process creating inconsistencies and an imbalance in the work of senior officers. "Delegating Up" is common. Decisions, queries, complaints, and validation are carried out by senior officers. This raises questions of whether responsibilities and empowerment are in the right places impacting senior officer capacity for reviewing and improving planning processes.	Review and redraft all aspects of the service (external support/delivery). Review role & responsibility of each resource mapped to new processes.	High – essential to address long-term customer service issues (speed, clarity, comms, engagement & reputation). Mar 24	
Actions:	4.1 Produce a development management manual document all processes including any revisions identified through a review of workflows. 4.2 Through appraisals make all employees aware of roles and responsibilities within the team and approved processes.			AS
Outcomes:				
<ul style="list-style-type: none"> a) Empowerment and responsibilities consistent with post holders b) Effective use of resource c) Appropriate distribution of workload 				
R5 - Continue to review processes as part of 'business as usual'.	Often improvement work can become a one-off project. Fylde planners are embedding process reviews as part of their regular team meetings. This creates opportunities to streamline and improve processes. The focus should be on reducing double-handling/protracted sign-off procedures and addressing validation issues.	Review workflow of all aspects of the service (external support/delivery). Review role & responsibility of each resource mapped to new processes.	High – essential to address long-term customer service issues (speed, clarity, comms, engagement & reputation). Mar 24	
Actions:	5.1 Embed process review in team meetings including documentation of improvement actions that are implemented via updates to Development Management Manual.			AS
Outcomes:				

a) Empowerment and responsibilities consistent with post holders b) Effective use of resource c) Appropriate distribution of workload				
R6 - Reduce the reliance on Extensions of Time (EoTs).	A key outcome of service improvement work should be the reduction of Extensions of Time (EoT). EoTs result in a build-up of applications without a decision. This has a negative effect on the customer experience and service.	Review workflows of each aspect of the service (external support/delivery).	High – essential to address long-term customer service issues (speed, clarity, comms, engagement & reputation). Sep 23	
Action 6:	6.1 Review reasons for extensions of time (EoT). 6.2 Review process to avoid EoT that do not add value. 6.3 Benchmark Fylde’s use of EoT against other Lancashire authorities 6.4 Seek feedback from agents on use of EoT. 6.5 Introduce a performance indicator that measures use of EoT’s			MDE/AS
Outcome:				
a) Extensions of time reduced				
R7 - Work through the PAS Development Management (DM) Toolkit. as part of ongoing process and service improvement work.	The toolkit provides a series of improvement challenges for the development management service. It includes ideas for what an ‘excellent’ DM service looks like to complement a service improvement plan and ongoing process improvement work.	Toolkit can inform workflow review work and used as an ongoing measure – included as service plan action.	Medium – initial generic ideas for process improvement then longer-term guide. Jul 23	
Actions:	7.1 Complete review of Development Management process utilising PAS toolkit to inform workflow review			MDE/AS
Outcomes:				
a) Toolkit applied to inform process review best practice b) Toolkit embedded as a measure of performance for development management				
R8 - Produce a Planning Service Plan that has clear and direct links to the corporate priorities	The Planning Service needs a clearer sense of its own objectives and priorities, linked (“golden thread”) to the corporate priorities so officers can better allocate limited time. The staff appraisal should provide a clear link back to the service plan. An outcome focussed service plan including service standards will help reflect the more proactive approaches to customer service that is required.	The ‘Golden Thread’ principle is required in all service plans, post pandemic there will be a review of corporate service planning.	Medium – to be embedded as part of the corporate process linking individual outcomes to the Corporate Plan through service planning. May 23	
Actions:	8.1 Produce a service plan for the planning service in line with revised corporate procedures and template, linked to the corporate plan objectives and appraisals to establish ‘golden thread’ from individual to corporate outcome			Management Team
Outcomes:				
a) Planning service objectives and actions linked to corporate priorities b) Appraisals linked to ‘outcome focused’ service plan c) Proactive approach to customer service.				

R9 - Provide additional investment in the planning service to bring it up to date with the technology and cyber-security needs of a modern planning service.	Officers need to be confident in the new back-office IT system. It needs investment to get it fully functioning. There is presently a potential data-gap risk in the system. There are also processes and technology that need updating. This includes access to digital plans, telephony, and web-access kit available off-site. Some staff use their own technology; this represents a potential data-security risk.	Review the use of the computer system and link to workflow review – new processes driven by the technological capability. Benchmark best practice with other users of the same system. Provide the required technology.	High – will be integral to a review of workflow with technology reducing waste, duplication, and human input wherever possible = efficient. Jul 23	
Actions:	9.1 Review & invest in the technology used to deliver the service (R3/R4/R5/R6/R9), including: / Identify opportunities for development of recently introduced DEF software / Deliver identified improvements to Geographical Information System Software (GIS) / Develop staff to utilise digital upgrades / Explore options for a development plans module / Secure resources necessary to support investment in software development / Roll out of cloud telephony service / Roll out of laptop/tablet/managed device to team / Develop working practices to incorporate mobile working			AO/MDE/AS/JG
Outcomes: a) Technology maximised and used efficiently to deliver the service				
R10 - Establish an Agent's/Developer's forum, with an external chair	A Developer Forum will help communication between the Planning Service and its customers enabling the discussion /resolution of issues. Agree a specific and timetabled number of issues / standing items to work on. This requires year-on-year commitment to work well. Consider various formats that work for all involved and encourages attendance and engagement.	Key method of stakeholder engagement that needs to be in place.	Medium – Review of workflow should release capacity to plan and manage a dedicated forum, corporate support will be provided. Sep 23	
Actions:	10.1 Seek views from regular agents regarding the preferred forum for engagement (including frequency, joint LA forums, time of day) 10.2 Subject to outcome of action 10.1 establish agents' forum with independent chair			MDE/Corporate
Outcomes: a) Agent & Developer Forum established and engagement in place.				
R11 - Enforcement priorities and protocols need to be made clear.	Stakeholders are unclear about how enforcement works and why some things are not considered important enough to enforce. The service needs to help stakeholders understand the process, the priorities, and the practicalities of carrying out enforcement action so that expectations are clear and can be managed. Refresh and publish the Enforcement Policy statement, setting out what types of planning breach are a high priority and what options there are to resolve breaches.	Policy reviewed, repackaged, and published with case study / examples.	Medium – work already in progress can be quick win. Jun 23	
Actions:	11.1 Refresh of the enforcement policy and process when a breach occurs that is approved through new governance arrangements from May 23			MDE/AS/KH/AR
Outcomes: a) Enforcement policy published b) Approach to enforcement understood by all stakeholders				

R12 - Optimise the council's webpages as an engagement tool and promote it as such.	The council website can provide service users with up-to-date information on planning applications. The website is not used by agents as much as it could be. Keeping it up to date and relevant, will drive more traffic to it and away from planning officers. It needs to be promoted to agents and customers.	Overhaul of planning web pages required at Fylde. Ongoing resource / digital links from planning system to keep pages dynamic and relevant for users.	Medium – online should be first point of contact wherever possible avoiding need for human input for straight forward / transactional elements of the service. Dec 23	
Actions:	12.1 Review general content of planning pages to ensure up to date and relevant 12.2 Benchmark information against other authorities 12.3 Promote interactive elements of website (application progress monitoring, need for planning permission)			MDE/AS/JG/ST
Outcomes:				
a) Updated website that is relevant, informative, and user-friendly b) Website and digital channels used by stakeholders, especially agents/applicants.				
R13 - Committee practices and procedures should be kept under review. This will ensure an ongoing, open, and engaging experience for the public.	Planning Committee is the service's 'shop window'. It demonstrates how planning and place-shaping decisions are made. There are 'continuous improvement' opportunities that will allow more time for the strategic, larger, and more contentious schemes.	Member and officer development of agenda. Review and monitor of procedures through governance group.	Medium – incorporate in current governance review for new council from May 2023. Dec 23	
Actions:	13.1 Review existing committee procedures, including frequency of meetings, time of day and live broadcast of proceedings. 13.2 Carry out review of committee practice and procedure at least annually. 13.3 Review current scheme of delegation 13.4 Ensure members of the Planning and Executive Committees receive frequent appropriate training			IC/MDE/AS
Outcome:				
a) Live webcasting of planning committee meetings b) Agenda developed by members/officers c) Procedures monitored through new governance arrangement				
THEME: COMMUNITY ENGAGEMENT & PARTNERSHIP WORKING				
R14 - Introduce a more structured approach to obtaining and using customer feedback.	The Planning Service's approach to feedback should align with the corporate approach. The evaluation of customer feedback should form part of the performance reporting process, a customer feedback survey that goes out on individual decisions.	Key stakeholder engagement being developed corporately for all customer facing services. Bespoke surveys carried out when feedback identifies specific issue.	Medium – in progress with the corporate co-ordinated survey across customer facing services. Quick win opportunity. Sep 23	
Actions:	14.1 Carry out regular (consistent to allow year on year comparison) customer feedback survey with assistance of corporate services team 14.2 Document survey and ad-hoc customer feedback for inclusion to service update / improvement.			GB/ASc
Outcomes:				

<ul style="list-style-type: none"> a) Structured regular customer questionnaires/surveys b) Engagement with service improvements based on identified customer need c) Corporate approach to customer care incorporated into agreed processes. 				
R15 - Take proactive steps to improving working relationships with Town and Parish Councils	The need for better communication between the council and its communities is recognised. The council is keen to improve things. A re-think is required to the purpose and outcomes of the current regular Town and Parish Council Forum alongside an annual training programme.	Training, forums, and workshops for parish representatives. Establish regular comms / updates through a review of workflow and tech use / web pages.	Medium – existing engagement is mixed in terms of outcomes; this will be built on and improved through a review of workflow releasing capacity and improving access.	
Actions:	<ul style="list-style-type: none"> 15.1 Review existing parish liaison group meetings with parish and town councils 15.2 Establish training plan for parish and town councillors following May 2023 election 15.3 Promote the opportunities available through neighbourhood planning 15.4 Review process for objections from town and parish councils 			TM/MDE
Outcomes:				
<ul style="list-style-type: none"> a) Parish & Town Council liaison improved b) Relations with Parish and Town Councillors strengthened c) Opportunities for place-shaping increased d) Annual training programme delivered 				
THEME: ACHIEVING OUTCOMES				
R16 - Review the approach to developer contributions.	Fylde does not operate the Community Infrastructure Levy (CIL) relying on Section 106 (S106) developer contributions. The Levelling Up & Regeneration Bill (LURB) has a provision for an 'Infrastructure Levy'. The Infrastructure Levy will operate similarly to CIL in that it will be for infrastructure requirements across the borough, rather than a site-specific S106 agreement (S106 may operate only on large schemes).	Review policy to introduce Infrastructure Levy based on Levelling Up Bill – objective to achieve option for contribution to generic levy. Review co-ordination and management of developer contributions to include finance.	Medium – officers monitoring progress and outcomes from the Bill ahead of review and levy proposal. Subject to introduction of legislation	
Actions:	16.1 Implement the Infrastructure Levy contained in the Levelling up and Regeneration Bill once enacted by parliament			MDE/JG
Outcomes:				
<ul style="list-style-type: none"> a) Infrastructure Levy implemented b) Monitoring and reporting of developer contributions published 				
R 17 - Deliver the recommendations of the review/audit of Section 106 arrangements carried out in September 2022.	The Levelling Up & Regeneration Bill (LURB) is proposing changes to developer contributions. The way Section 106 operates may change. The council should also implement the recommendations of the Section 106 audit.	Include the audit actions in the service plan, deliver quick wins, address any through a review of workflow and other actions from the PAS review.	Medium – audit actions published and will be matched with actions from PAS review to complement and avoid duplication.	

			As targets in 106 action plans	
Actions:	17.1 Implement the 8 recommendations of the Sn 106 internal audit report			MDE/AS
Outcomes:				
a) Recommendations of Section 106 audit implemented b) Infrastructure Levy implemented				
R18 - Investigate how closer working relationships can be forged with the Housing Team.	Fylde's Housing Team expressed a desire to work with Planning to address increased homelessness. This is a corporate issue that links into the Borough's Homelessness and Rough Sleeping Strategy 2020-2025.	Included in Heads of Service agenda as part of their remit to engage service areas more effectively, remove silos and duplication.	Medium – ongoing role of Heads of Service through regular engagement, include as a bespoke connection that is required. Sept 23	
Actions:	18.1 Review need for affordable housing in the borough 18.2 Review tenure of affordable housing required to address local issues and reduce reliance on temporary (B&B) accommodation			MDE/JG/KR
Outcomes:				
a) Planning is embedded as a core service and part of the authority linked to other strategic services such as housing (homelessness).				

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PROJECTS AND REGENERATION	PLANNING COMMITTEE	8 MARCH 2023	7
TOWN CENTRES WORKING GROUP – CLOSURE REPORT			

PUBLIC ITEM

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

SUMMARY

The current term of office for the Council will end in May 2023 with the Borough elections and the return of a new group of elected members. The Boundary Commission Review means that there will be a reduction in the number of elected members from 51 to 37 and the governance review undertaken in response to the reduced membership of the council will see the creation of an executive policy committee and scrutiny arrangements. The council from May 2023 will have new governance that will require different working arrangements. At the final meeting of each committee for the current term of office the working groups and boards that have been established and appointed by the committee will be formally closed and disbanded where appropriate to create the opportunity for the new council to review and determine the most appropriate arrangements under the new governance structure.

RECOMMENDATIONS

That the Committee disband the Town Centres Working Group and acknowledges that the members of the Group appointed by the Committee have contributed to achieving some of the objectives that were set out within the original Terms of Reference. The groups work and focus changed dramatically during the Covid pandemic from a proactive to a reactive perspective, ensuring the resilience of the boroughs Town Centre businesses during successive lockdowns.

SUMMARY OF PREVIOUS DECISIONS

Planning Committee approved the creation of the Town Centres Working Group on 11 March 2020.

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

REPORT

1. The Town Centres Working Group was established in March 2020 by this committee. The purpose of the group as referred to in the agreed terms of reference are:

‘To be an advisory working group to the Planning Committee in respect of town centre development, to enable research and discussion on town centre strategy and management issues and to coordinate, support and develop initiatives to reinvigorate and strengthen the three town centres of Fylde borough’.

2. The remit of the working group changed dramatically during the Covid pandemic to consider measures to protect the resiliency of the Town Centre businesses and to stimulate economic recovery post-pandemic.
3. The Town Centres working group evolved over time into three separate sub-groups for the Town Centre’s of Lytham, St Annes and Kirkham. Each sub-group contained elected representatives on a borough and town/parish level and representatives from the local business groups.
4. The Planning Committee has received numerous reports with recommendations from the Town Centres Working Group and sub-groups, that have informed and supported the decisions made by this committee and the Full Council.
5. The Town Centres Working Group and sub-groups have gone some way to fulfilling the remit set by this committee over the last 3 years and are thanked for their hard work, dedication, and contribution. In summary it is recommended that the Town Centres Working Group is disbanded and that arrangements for Town Centre research, engagement and management input under the new governance arrangements are determined by the new council.

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report.
Legal	There are no legal implications
Community Safety	There are no community safety implications
Human Rights and Equalities	There are no human rights or equalities implications
Sustainability and Environmental Impact	There are no sustainability or environmental implications
Health & Safety and Risk Management	There are no health & safety or risk management implications

LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	charlie.richards@fylde.gov.uk	February 21 st 2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Planning Committees	Various dates / most meetings	www.fylde.gov.uk

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	PLANNING COMMITTEE	8 MARCH 2023	8
LOCAL LISTINGS PROJECT BOARD – CLOSURE REPORT			

PUBLIC ITEM

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

SUMMARY

The current term of office for the Council will end in May 2023 with the Borough elections and the return of a new group of elected Members. The Boundary Commission Review means that there will be a reduction in the number of elected Members from 51 to 37 and the governance review undertaken in response to the reduced membership of the Council will see the creation of an executive policy committee and scrutiny arrangements. The Council from May 2023 will have new governance that will require different working arrangements. At the final meeting of each Committee for the current term of office the working groups and boards that have been established and appointed by the Committee will be formally closed and disbanded where appropriate to create the opportunity for the new council to review and determine the most appropriate arrangements under the new governance structure.

RECOMMENDATIONS

That the Committee disband the Local Listings Project Board and acknowledges that the members of the Board appointed by the committee have contributed to achieving a key objective of the council's Built Heritage Strategy set out within the original Terms of Reference.

SUMMARY OF PREVIOUS DECISIONS

Planning Committee approved the creation of the Local Listings Project Board on 2 January 2016.

Several reports have subsequently been presented to the Development Management/Planning Committees which considered and approved the local listings protocol, then added buildings and other structures to the 'local list' in addition to considering appeals against proposals to include certain properties on the list.

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	√
Environment – To deliver services customers expect	√
Efficiency – By spending money in the most efficient way	
Tourism – To create a great place to live and visit	√

REPORT

1. The Local Listings Project Board was established in January 2016 by the Development Management Committee (which subsequently became the Planning Committee). The purposes of the group as referred to in the agreed terms of reference are:
 - To establish a process and protocol, to be applied to compiling a local list of heritage assets including buildings.
 - To undertake research in this regard and to make recommendations to Development Management Committee in respect of the potential for local listing and related conservation issues.
2. The Development Management/Planning Committee subsequently received a series of reports with recommendations informed and supported by the board that allowed a key objective of the council's Built Heritage Strategy and Corporate Plan to be delivered through the creation of a local list of buildings and other assets that covers the majority of the borough.
3. All elected members who have served on the Local Listing Projects Board are thanked for their hard work, dedication, and contributions to a project that was recognised by the Royal Town Planning Institute when it was short listed for their National Award for Planning Excellence in 2018.
4. In summary it is recommended that the Local Listing Project Board is disbanded and that arrangements for completing the local listing project under the new governance arrangements are determined by the new council.

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report.
Legal	There are no legal implications
Community Safety	There are no community safety implications
Human Rights and Equalities	There are no human rights or equalities implications
Sustainability and Environmental Impact	There are no sustainability or environmental implications
Health & Safety and Risk Management	There are no health & safety or risk management implications

LEAD AUTHOR	CONTACT DETAILS	DATE
Mark Evans	Mark.evans@fylde.gov.uk	23 February 2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Planning/Development Management Committees	Various dates	www.fylde.gov.uk

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	PLANNING COMMITTEE	8 MARCH 2023	9

ADOPTION OF BLACKPOOL PART 2 LOCAL PLAN

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The Blackpool Local Plan Part 2: Site Allocations and Development Management Policies was adopted by Blackpool Council on 22nd February 2023. The document and the Inspector's Report are linked below.

The main issues dealt with by the Blackpool Local Plan Part 2 that have cross-boundary effects on Fylde concern the Blackpool Airport Enterprise Zone which includes land in both Blackpool and Fylde. The Part 2 Plan identifies the land included in the Enterprise Zone and provides supporting Policy DM8 (pages 37-41) and this is supported in the Inspector's Report (paragraphs 24-29).

In order to allow for the development of the Enterprise Zone, the Blackpool Local Plan Part 2 removes extensive areas formerly used for outdoor sports from the green belt and includes these within the area designated as the Enterprise Zone, with a small element allocated for housing; the sports provision thereby lost is compensated for by new provision in Fylde, within the green belt. The Inspector was satisfied that exceptional circumstances justify the removal of the land from the green belt. The area to be removed from the green belt is reduced from what was initially proposed, with the cricket ground adjoining the site remaining within the green belt. (Paragraphs 35-47 of the Inspector's Report).

The Fylde Local Plan to 2032 (incorporating Partial Review) provides 14 ha of employment land to meet unmet employment land need in Blackpool. The Blackpool Local Plan Part 2 provides allocations to meet all remaining need identified, allowing for that provided by Fylde.

SOURCE OF INFORMATION

Blackpool Council

LINK TO INFORMATION

Blackpool Local Plan Part 2: Site Allocations and Development Management Policies:

<https://democracy.blackpool.gov.uk/documents/s78868/Appendix%20ci%20-%20Blackpool%20Local%20Plan%20Part%202.pdf>

Inspector's Report: <https://www.blackpool.gov.uk/Residents/Planning-environment-and-community/Documents/Blackpool-LPP2-Inspectors-Report-FINAL-and-Appendices.pdf>

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

Policies of the Blackpool Local Plan Part 2 could be a material consideration in the determination of cross-boundary planning applications, and those related to the Enterprise Zone.

FURTHER INFORMATION

Contact: Eddie Graves 01253 658419 eddie.graves@fylde.gov.uk

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	PLANNING COMMITTEE	8 MARCH 2023	10

ADOPTION OF WYRE LOCAL PLAN PARTIAL UPDATE

PUBLIC ITEM

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

SUMMARY OF INFORMATION

On 26th January 2023 Wyre Council adopted the Wyre Local Plan (2011-2031) (incorporating partial update of 2022) (WLP Partial Update). The WLP Partial Update becomes the principal development plan document for Wyre, replacing the earlier Local Plan which was adopted in February 2019. The principal change to the plan is the use of the standard method for calculating housing need, as set out in national policy, for the period 2019-2031. This utilises the same approach as Fylde Council took with the Fylde Local Plan to 2032 (incorporating Partial Review).

Fylde Council officers made representations to the WLP Partial Update as originally published, attended the Examination in Public and made further representations to the Main Modifications consultation. As a result, as set out in the Inspector's Report also provided for information, the Inspector has required Wyre Council to make modifications to ensure they will meet their housing needs for the whole of the plan period 2011-2031, by revising the housing requirement for the initial period from 460 to 479. A further modification (MM/14 in the appendix to the Inspector's Report) results in the text of the WLP Partial Update stating:

"There is no longer any unmet housing need arising in Wyre that requires the 380 dwellings to be provided by the Fylde Local Plan to 2032 (incorporating Partial Review)."

The documents are lengthy and it is not recommended that members read the whole documents. The most relevant section of the WLP Partial Update is section 1.4 (starting on page 12). The Inspector's Report deals with issues relevant to Fylde in paragraphs 13 to 19 (Duty to Cooperate) and 41 to 43 (Housing Requirement).

SOURCE OF INFORMATION

Wyre Council <https://www.wyre.gov.uk/planning-policy/local-plan-partial-review-2011-2031-1/8>

LINK TO INFORMATION

WLP Partial Update: <https://www.wyre.gov.uk/planning-policy/local-plan-partial-review-2011-2031-1>

Inspector's Report: <https://www.wyre.gov.uk/downloads/file/1598/inspectors-report-21-december-2022->

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

The adoption of the Wyre Local Plan with all housing needs met has implications for the Fylde Local Plan to 2032 (incorporating Partial Review), the assessment of housing land supply and the determination of planning applications.

FURTHER INFORMATION

Contact: Eddie Graves 01253 658419 eddie.graves@fylde.gov.uk

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PROJECTS AND REGENERATION	PLANNING COMMITTEE	8 MARCH 2023	11
KIRKHAM FUTURES PROGRAMME UPDATE			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

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

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

SOURCE OF INFORMATION

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

LINK TO INFORMATION

Appendix 1: Kirkham Futures Steering Group meeting notes

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

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

FURTHER INFORMATION

Contact: melissa.thorpe@fylde.gov.uk or charlie.richards@fylde.gov.uk

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

- On 1 December 2021, the Council approved the acquisition of the property known as Hillside, 48, Preston Street, Kirkham.
- Subsequently in March 2022, the Council acquired the Grade II Listed former Hillside restaurant at 48 Preston Street. The acquisition was funded from the Future High Street Fund grant award and is enabling repair and conversion works funded through both HAZ, FHSF and LCC to secure a sustainable future use for the building.
- It was recognised prior to acquisition that Hillside was in a poor state of repair and the building was at risk. HAZ funding is in place to carry out repairs to the external fabric of the building. JubbClews, chartered surveyors based in Lancashire, have been appointed to specify and oversee the external works with contractors Heritage Property Repairs Northwest engaged to carry out the programme of works required to secure the building and restore original lost or damaged historical features and prevent further damage to the building.
- Works to the external façade of the building funded by Historic England are now well underway at Hillside and a timetable for conclusion of these works is included below:

Heritage Property Repairs Draft Programme: Hillside, Kirkham				AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	SHUT/DOWN	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	
Line	Phase 1 Task	Duration	Preparation	Delay		Xmas														
1	Prestart Meeting / Letter of Intent		Completed																	
2	Scaffold Design		Completed																	
3	Site Survey & Photo Log		Completed																	
4	Site Setup, Cabin, Temporary Fencing	1d	Completed																	
5	Scaffolding and Access Works	3w	Completed																	
6	Inspections	1w	Completed																	
7	Asbestos Sampling	1d	Completed																	
8	Drainage Survey	1d	Completed																	
9	Railings Survey	1d	Completed																	
10	Chimney Take Down	1w	Completed																	
11	Chimney Rebuild	3w	Ongoing																	
12	Accessible Gutter Clearance	2d	Completed																	
13	Remove Gable Render	2w	Ongoing																	
14	Re-render Gable	3w	Ongoing																	
15	2nr Sashes Fabrication & Installation	2w	Ongoing																	
16	Arched Window Fabrication	8w	Completed																	
17	Arched Window Installation	1w	Ongoing																	
18	Scaffold Removal	5d	Ongoing																	
19	Overhaul Lead Lined Gutter	5w	Ongoing																	
20	Rerouting Rainwater	3d	Ongoing																	
Phase 2 Task																				
21	Scaffolding and Access Works	2w	Ongoing																	
22	Inspections	1d	Ongoing																	
23	Asbestos Sampling	1d	Ongoing																	
24	Cast Iron Gutter Installations	1w	Ongoing																	
25	Drainage Works	3d	Ongoing																	
26	Chimney Take Down	1w	Ongoing																	
27	Chimney Rebuild	3w	Ongoing																	
28	Accessible Gutter Clearance	1d	Ongoing																	
29	Remove Gable Render	1w	Ongoing																	
30	Re-render Gable	2w	Ongoing																	
31	Repointing Front Elevation	6w	Ongoing																	
32	Joinery Works to Front Elevation	8w	Ongoing																	
33	Scaffold Removal	1w	Ongoing																	
34	Railings Fabrication and Installation	3w	Ongoing																	
35	Clean and Clear Site	1w	Ongoing																	

Revised Draft Programme February 2023 For Phase 2 Proposals

- The area to the rear of Hillside had limited development potential due to a right of access to an adjacent neighbouring development plot which crossed the site. Future High Street funding has subsequently been utilised by Fylde Council to acquire the neighbouring development plot which in turn has extinguished the access rights meaning the area to the rear can now be redeveloped.

6. Options for the future use of Hillside continue to be explored in order that the revenue cost implications of each associated proposal can be fully considered together. An independent report produced by Growth Lancashire recommended that the best option for the Council should be to sell the Hillside building, once the repair works have been completed. Officers will be meeting with LCC Estates in the coming weeks to explore the options further and present their findings back to the Steering Group.
7. Fylde Council are now in receipt of proposals for works to be carried out to the retaining wall at the rear of Hillside, which will be funded from remaining FHSF funding allocated to the acquisition of the building and redevelopment of the property. The proposals will now be considered in full and once agreed will be put out to tender to secure a contractor to carry out the works.

Former Girls Charity School 52 – 64 Poulton Street, Kirkham

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

Milestone	RIBA Stage	Revised Completion dates
Preparation & Briefing	RIBA Work Stage 0-1	26 September 2022
Concept Design	RIBA Work Stage 2	21 November 2022
Spatial Co-ordination up to and including Planning/Listed Building Submission	RIBA Work Stage 3	9 December 2022
Planning Determination Period (may include application going to committee)	13 weeks (maximum)	1 March 2023 (committee date)
Technical Design including Tender Action/Building Regulation Submission	RIBA Work Stage 4	31 May 2023
Manufacturing and Construction including Project Administration and Practical/Site Completion (32 week period)	RIBA Work Stage 5	26 July 2023 – 8 March 2024
Close out including Project Administration and Retention Period	RIBA Work Stage 6	31 May 2024

11. At the time of writing this report the planning application for the alterations and extensions to the Former Bank premises associated with the use as a bar/restaurant, including the erection of a single storey rear extension following demolition of the existing rear extensions and outbuildings and formation of a patio area to the rear of the extensions are due to be considered by members of the planning committee to be held on Wednesday 1 March 2023.

Kirkham Shopfront/Property Improvement Scheme

12. Progress on the Kirkham Shopfront/Property Improvement Scheme began in earnest in November 2021 with the appointment of the Design Team consisting of North West Design Collective (NWDC), Joseph Boniface Architects and DC & MG associates, to assist with the process of drawing up plans for individual projects, submitting applications for all the necessary consents required for the individual schemes and preparing the tender paperwork for each individual project.

13. Following the appointment of the design team, applications were invited from businesses and landlords within the defined HAZ and FHSF areas of Kirkham Town Centre, who wished to apply to the scheme for funding towards property/shopfront improvements. Demand was high with over twenty-five applications received across both the FHSF and HAZ schemes and the application process has since been closed to new applications.
14. To date eleven shopfront/property improvement schemes have been tendered with two of these projects starting preliminary works in January 2023 due for completion in April 2023. Grant offers have been made and accepted on a further two schemes which will begin with measuring up works in March 2024.
15. The remaining schemes are at various stages of development in terms of planning application, tendering and grant agreements stages. Detailed drawings of all the proposed schemes are available via the following planning application links:

[10 -12 Poulton Street Kirkham](#)

[79 Poulton Street Kirkham](#)

[5 Preston Street Kirkham](#)

[26 Poulton Street Kirkham](#)

[66 Poulton Street Kirkham](#)

[82a Poulton Street Kirkham](#)

[4-6 Freckleton Street Kirkham](#)

[16 Poulton Street Kirkham](#)

[36 Poulton Street Kirkham](#)

[1-3 Preston Street Kirkham](#)

[4 Church Street Kirkham](#)

[2A Church Street Kirkham](#)

[3-5 Poulton street Kirkham](#)

[10 Station Road Kirkham](#)

Kirkgate Centre

16. Members will recall that through Future High Street funding (FHSF) the Council had originally proposed to acquire and repurpose the Kirkgate Centre to create an alternative and sustainable use, in particular to see a scheme that would see the first and second floors converted to residential use to provide 22 two bed affordable apartments whilst the ground floor would be retained for active retail uses.
17. Unfortunately, despite ongoing conversations with several potential private sector providers and housing associations it has not been possible to secure a scheme at the Kirkgate Centre due to it not being viable for partner organisations engaged.
18. Senior officers have been in discussion with the Department for the Levelling Up, Housing and Communities around the possibility of reallocating/redistributing the funding to existing ongoing projects within the Kirkham FHSF programme. Subject to the funder's approval, members of the Kirkham Futures Steering Group agreed that the priority for the redistributed funding should be to progress phase one of the public realm works which would subsequently benefit everyone in the community and town centre and that an additional amount also be allocated to the Former Girls Charity School, 52-64 Poulton Street, Kirkham to account for the substantial increase in material and labour costs in relation to this scheme.

19. The change request documentation was submitted to the Department for Levelling Up, Housing and Communities in November 2022 with a proposal to reallocate the Kirkgate funding to Phase one of the Public Realm and the Former TSB building. Since the change request was submitted officers have been responding to queries raised by the Department for Levelling Up, Housing and Communities analysts, and at the time of writing this report a decision by the department is still outstanding. We continue to apply pressure wherever possible for a decision on the change request submitted.

Public Realm Phase 1

20. Following receipt of the signed Section 278 legal agreement from Lancashire County Council in January 2023, the appointed contractor for the public realm project, Eric Wright, commenced works on the Kirkham Futures Public Realm Phase one project on Monday 9 January 2023. Initial site activities included setting up of the site compound at Eagles Court Car Park, which was completed on Sunday 5th February with the installation of the contractors site cabins. Works began on the Market Square on Monday 16 January with the breaking up of the existing surfacing and removal of street furniture

21. On final confirmation of the start date for the works, advance notices were erected on Eagles Court Car Park and Market Square to inform residents and businesses of the intended closure of Eagles Court Car Park from 9 January and the Market Square from 16 January. These notices included a plan of each car park to be closed, a list of alternative car parks available in the town centre, number of spaces available on these alternative car parks and contact details for the Kirkham Futures Team.

22. The notice was circulated via the Fylde Council newsletter on 7 January and on Fylde Council's social media channels. The Town Council Clerk also arranged for this notice to be shared on the Town Council social media channels. An advance notice was placed in the Kirkham and Wesham Advertiser on Wednesday 11 January regarding the closure of the Market Square and Eagles Court. Alternative car parking options were identified and contact details for the Kirkham Futures team included for any queries.

23. On Monday 9 January the Kirkham Futures Programme Manager, Public Realm Project Manager and Site Manager for Eric Wright visited all of the businesses that were open on Poulton Street, Church Street, Freckleton Street and Preston Street. Time was spent in each business providing information on the proposed works, answering queries, and handing out the parking notices for information. This was followed up on Saturday 14 January with a letter which outlined further details of the project and provided contact details for both the contractor and Fylde Council. Businesses were encouraged to engage as early as possible with the Kirkham Futures team and the contractor regarding any issues that arise during the works so that the project team can work together to resolve any issues as quickly as possible.

24. Information, including copies of car park closure notices and the resident/business letter were forwarded to both the Town Council and the Chair of the Kirkham business group to assist in the distribution of this information via their mailing lists, website, social media channels and contacts. Fylde Council's communications team have also supported the communication of the start of the public realm works with a series of communications as outlined below:

02.12.2022 – Delivery of posters to Town Centre venues and businesses with dates for meet the team/public exhibition -[Posters](#)

03.12.2022 – Meet the team behind Kirkham's Regeneration – [Corporate newsletter](#)

07.12.2022 – Kirkham Highstreet Shopfront Improvements – [PR on corporate website](#)

08.12.2022 – Kirkham Highstreet Shopfront Improvements – [PR on Kirkham Futures website](#), [promoted on Corporate Social Media](#), [Kirkham Futures website](#), [Social Media](#)

08.12.2022 – Meet the team behind Kirkham's Regeneration – [Corporate Social Media](#)

10.12.2022 – Kirkham Highstreet Shopfront Improvements – [Corporate newsletter](#)

10.12.2022 – Meet the team behind Kirkham's Regeneration – [Corporate newsletter](#)

- 13.12.2022 – Meet the team behind Kirkham’s Regeneration – [Corporate Social Media](#), [Kirkham Futures website](#), [Social Media](#)
- 14.12.2022 – Fylde Flyer at Kirkham Community Centre Car Park – [Corporate Social Media](#), [Kirkham Futures website](#), [Social Media](#)
- 14.12.2022 – Meet the team/public exhibition events advertisement – [Kirkham and Wesham advertiser](#)
- 17.12.2022 – Meet the team behind Kirkham’s Regeneration – [Corporate newsletter](#)
- 06.01.2023 – Eagles Court / Market Square Closure – [PR on Kirkham Futures website](#)
- 07.01.2023 – Eagles Court / Market Square Closure – [Corporate Social Media](#), [corporate newsletter](#)
- 07.01.2023 – Meet the team behind Kirkham’s Regeneration – [Corporate Social Media](#), [corporate newsletter](#)
- 11.01.2023 – Eagles Court / Market Square Closure – [PR on corporate website](#), [Kirkham and Wesham advertiser](#).
- 13.01.2023 – Meet the team behind Kirkham’s Regeneration – [Corporate Social Media](#)
- 14.01.2023 – Eagles Court / Market Square Closure – [Corporate newsletter](#)
- 14.01.2023 – Meet the team behind Kirkham’s Regeneration – [Corporate newsletter](#)
- 8.02.23 – Photocall for the start of the public realm works. [Press release to follow](#).

- 25. On **Wednesday 14 December from 11am until 1.30pm** and **Saturday 14 January from 10am until 1pm** the Kirkham Futures Team held two public exhibition events in the Council event bus outside the community centre in Kirkham. These events provided an opportunity for residents , businesses and other key stakeholders to come along and meet the team and learn all about the project, see samples of the public realm works materials and images, see the plans for the Former TSB/Girls Charity School, hear all about the Health and Wellbeing programme and cultural consortium and ask questions about the Hillside project and Shopfront improvement scheme.
- 26. The events were both well attended and feedback on the programme as a whole was positive. Both of these events were supported by posters in key venues and businesses in Kirkham Town Centre, advertisements in the Kirkham and Wesham advertiser, social media posts on Kirkham Town Councils social media and in Fylde Councils social media posts and newsletter (as outlined above). The event was also supported and advertised by Kirkham Town Council and Kirkham Business Group.
- 27. Fylde Council are working alongside Lancashire County Council, Kirkham Town Council and Kirkham Business Group to deal with concerns and issues arising during the duration of these works in particular to try to ease parking issues for the residents on Church Street. Both the Town Council and the Business Group have been supporting on communications on the matter and LCC are considering the options available to support residents with parking issues arising from the closure of Market Square.
- 28. A photocall for Councillors took place on Wednesday 8 February to officially acknowledge the start of the public realm works in Kirkham and will form part of a positive press release about the scheme.
- 29. Phasing plans for the works are available on the Kirkham Futures website and have been distributed to the business group and Town Council so that residents and businesses are able to access the information and are made aware of the timings of works as they happen. A series of communications are planned for the project throughout its duration which are contained in a dedicated communications plan for the project.
- 30 A timetable for the delivery of Phase one of the Kirkham Futures Public Realm Scheme is outlined below;

Project	Milestone	Expected Date	Revised date
Public Realm Phase 1	Contract Award Date	26/07/2022	12/09/2022
	Establish Site Compound	16/09/2022	09/01/2023
	Market Square Commencement	21/09/2022	18/01/2023
	Market Square Completion	13/04/22	22/06/2023

	Poulton Street Commencement	21/09/2022	30/01/2023
	Poulton Street Completion	10/03/2023	17/07/2023
	Landscaping Commencement	25/11/2022	29/03/2023
	Landscaping Completion	07/03/2023	22/12/2023 *
	Church Street and Roundel Commencement	15/03/2023	01/03/2023
	Church Street and Roundel Completion	18/05/2023	22/06/2023
	Resurfacing of Poulton Street Commencement	05/06/2023	18/07/2023
	Resurfacing of Poulton Street Completion	07/06/2023	27/07/2023
	Planned Completion	12/06/2023	31/07/2023 **
	Contract Completion **	14/09/2023	08/01/2024
	Key dates to work around		
	Christmas Embargo		01/12/2022 – 3/01/2022
	Remembrance Day		10/11/2022
	Christmas Lights switch on		26/11/2022
	Easter		07/04/2023-10/04/2023
	Club Day		10/06/2023

Public Realm Phase 2

- 31 The programme for Phase Two Public Realm works is currently being prepared by the Programme Manager and Head of Projects and Regeneration. This will align the works with the required funding timescales as stipulated by Lancashire County Council. The team is using the intelligence gathered through the Phase One works to inform the programme. Discussions with LCC's Highways team will also inform the programme, as well as consideration of the use of a partnership agreement to formalise the Section 278 approval process.
- 32 LCC have been informed that Phase 2 of the Public Realm project cannot commence until capacity is increased within the Projects and Regeneration service. The Senior Project Manager vacant post is currently out for advert and is targeted to be recruited to by mid-April. The new Senior Project Manager will be allocated to Phase 2 once in post.

Health and Wellbeing 2020-2024

- 33 Under the HAZ a Heritage & Well-being Consortium has been formed which brings together key partners who are in the process of running an exciting, innovative 4-year (2020-2024) programme of culture, heritage & well-being activities and interventions.
- 34 Already, the project has engaged many people in heritage themed activities in Kirkham.
- 35 Following the completion of a project evaluation of year one and two of the Health and Wellbeing Project, a Year three programme of activity has been ongoing with the support of the Project Steering Group and has seen a renewed focus on engaging with Hard-to-Reach Groups.
- 36 A year 4 delivery programme is now proposed and will begin delivery from April 2023, subject to approval by the project steering group. The final year of the programme will continue until March 2024. This proposed programme of activity has a particular focus on sustainability beyond the lifetime of the Kirkham futures programme of funding and will involve substantial partnership working through the final year of the programme.

- 37 If agreed, Green Close in partnership with Phoenix Rising will continue to deliver heritage based social prescribing in Kirkham in the final year of the programme from April 2023 to March 2024, funded through Historic England's High Street Heritage Action Zone.
- 38 Helen Shearn the lead consultant on the Kirkham Health and Wellbeing Project has put together a strong programme of activity for the final year of the project which supports the heritage based social prescribing being delivered by Green Close and Phoenix Rising to continue, support for awareness raising of the project on Kirkham's club day, and a 'Men's Shed' project that will focus on support for males from the community in need of wellbeing support supported by a team to provide advice, mentoring and support and introduce opportunities linked to art, nature, movement and heritage as requested by the group.
- 39 An evaluation of the Health and Wellbeing programme is planned and would be commissioned in March 2023 and run through to the end of the programme in March 2024 and will support sustainability of the project going forward beyond March 2024 will provide valuable feedback to all the funders of the programme and the community groups and volunteers who have taken part.

HAZ Cultural Consortium 2020-2024

- 40 Kirkham Cultural Consortium have planned an ambitious programme of activities for the final year of the programme in 2023/2024, focusing on Roman Kirkham. If successful it will provide an amazing range of free opportunities for the local community to enjoy.
- 41 The existing cultural programme described below has recently been successful in a grant application made to Lancashire County Councils Cultural Fund to support the following activities:

A Community Archaeology project

It is well known that Kirkham has a rich Roman heritage, with evidence of a Roman Fort at Carr Hill. However, there is still a lot more to find out. Facilitated by Northwest Heritage and a range of specialists this project will review previous finds and facilitate a fantastic community dig.

This project will provide a high-quality programme of activities, opportunities to get involved in a dig, attend open days looking at finds, learning how to catalogue finds, how to research an object and also look after them. It will also include an education programme for schools, **with a free programme of heritage workshops being available for those who sign up.**

The results from the excavations will be written up and published. The archive at St Michaels Church will be developed, along with an exhibition focusing on Roman Kirkham. This will be linked to an external site in Kirkham Town centre, which tells the story of Romans Kirkham and is accessible at all times.

The creation of a Town Centre Mural

This is proposed to be on the gable end, next to the United Reformed Church, permission has been given for this work to be undertaken. It is intended that the work will be inspired by Roman Kirkham and the k for Kirkham (co created by local school children working with artist Maxine Le Mackie). The work will have a community engagement programme linked to targeting young people in Kirkham and Wesham and will celebrate local heritage.

A community lantern/light festival, illuminating and celebrating the towns heritage.

Schools and community groups will be given the opportunity to participate through a free programme of workshops. Professional artists will facilitate workshops to cocreate the artwork, develop themes and create lanterns that will celebrate and illuminate the towns rich heritage.

The festival will be planned to take place, either in late October or early November, depending on the completion of the public realm work.

Additional funding bids will be submitted to help to enhance the existing 4-year Cultural Programme by adding further activity and hopefully helping to provide some sustainability for some of the individual cultural programme projects moving forward beyond the lifetime of the Kirkham futures Programme.

spacehive

THE ROMANS ARE BACK IN KIRKHAM

Needs Your Support!

This heritage inspired project includes a community archaeology project, the development of a local archive, an exhibition, a town centre mural, and a magical community lantern festival. Providing an exciting programme of high quality opportunities for all ages and abilities to enjoy. Facilitated by professional archaeologists and artists.

Make your pledge today!
Scan here



Or visit spacehive.com/the-romans-are-back-in-kirkham

This Roman coin was discovered in a garden in Kirkham during trial excavations for this project. You can help discover more Kirkham artefacts!



PLEDGE YOUR SUPPORT AND MAKE IT HAPPEN!

Closing Date: 30th April

A Community Archaeology Project - Help Find Kirkham's Roman Artefacts



This will involve a high-quality schools (Kirkham and Wesham) and community programme of engagement, providing fantastic opportunities to learn about archaeology, get involved in a dig, while also enjoying enrichment and health and wellbeing opportunities. It will result in the development of the local archive, at St Michael's Church, and the creation of the exhibition, The Romans are Back in Town, telling Kirkham's Roman Story.

Help Create a Town Centre Mural Inspired by Local Heritage

Turn a gable end on Poulton St in Kirkham town centre, into a visitor attraction, by helping to create a heritage inspired mural, that celebrates the town's rich heritage. This will include a programme of engagement for both young people and the wider community to enjoy.



Help Develop a Heritage Inspired Community Lantern Festival

Kirkham and Wesham have a rich and varied heritage. This community lantern festival will illuminate the past, and create an amazing spectacle and experience for all those who attend. Artists and creatives will facilitate an inclusive programme of lantern making for the whole community. There will be lots of opportunities for people and organisations to get involved, through performing, dancing, and making music.



Help to create a legacy!

Award of exempt contracts

42 During the course of the last month, two contracts have been awarded using exempt contract arrangements under the Contracts Procedure Rules, this is where the contract procedure rules cannot reasonably be followed. In both instances the Chief Executive has given his authority for the goods materials or works to be ordered as considered urgent. The Head of Regeneration Projects has also been satisfied that the arrangements made secure the best available terms to the Council commensurate with the contract risk and value and provide adequate protection against fraud and collusion. The details of the award of both these contracts are set out below:

Hillside 48 Preston Street, Kirkham - With just over one years to run on the four-year HAZ programme, it is now with renewed urgency that there is a need to secure the continued supply of consultancy services from Jubb Clews to ensure that the project is able to complete on time and secure the full funding allocated to the project from HAZ for the 22/23 & 23/24 financial years. As a result, the Chief Executive authorised the extension of a consultancy services contract to Jubb Clews in connection with the ongoing conservation works at 48 Preston Street Kirkham as an exempt contract under the contract procedure rules. The value of this contract extension is **£30,475.05**.

Hillside, 48 Preston Street Kirkham, continuation of external façade works – Following the acquisition of Hillside, 48 Preston Street, Kirkham a schedule of urgent works was prepared by JubbClews, the scheme's retained chartered historic building surveyors, in order for emergency works to be carried out to prevent further deterioration of the external fabric of the building, which formed the first step in the plans to repurpose the building.

Jubb Clews have subsequently prepared a schedule of further works required to the property to follow on from the initial emergency works identified which will further aid the prevention of further deterioration of the external fabric of the building.

In order to secure the remaining funding allocated to the project from Historic England for financial years 22/23 & 23/24 and to ensure the timely completion of these works, Fylde Council wishes to retain the services of the existing contractor, Heritage Property Repairs, to carry out the additional works identified by Jubb Clews.

With the building and funding at risk the Chief Executive authorised the award of a contract for specialist building services in connection with the additional works required. This was dealt with as an exempt item under the exempt contract procedure rules and as a result an extension to the initial contract was awarded to Lancashire based Heritage Property Repairs Ltd for a further period of up to 32 weeks from March 2023. The value of this contract extension is **£203,169**.

Notes

Kirkham Futures Steering Group

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

1. Apologies

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

2. Welcome and Introductions

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

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

3. Notes and Actions from Previous Meeting

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

Actions brought forward from 12 May 2022

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Duplicated with above - Action Complete

Actions brought forward from 22 June 2022

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

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

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

Copy of claim sent. Action Complete.

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

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

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

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

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

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

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

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

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

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

4. Kirkham Futures Programme Officers Report - July 2022

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5. Communications

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

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

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

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

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

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

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

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

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

6. Activity and Events Update

No update was provided.

7. Any Other Business

There was no other business.

8. Date of Next Meeting

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

Notes

Kirkham Futures Steering Group

Date:	Thursday, 29 September 2022	
Venue:	Kirkham Community Centre, Mill Street , Kirkham	
Present:	Councillor Liz Oades - Chairman Councillor Karen Buckley - Leader Charlie Richards - Head of Projects & Regeneration Melissa Thorpe - Kirkham Futures Programme Manager Derek Appleton - Corporate Finance Manager Paul Harrison – Deputy Chief Finance Officer	
Note Taker:	Melissa Thorpe	Kirkham Futures Programme Manager

1. Apologies

Apologies were received from Paula Huber, Mark Evans, Erin Coar, Mike Harris, Lyndsey Lacey-Simone, Carly Smith

2. Welcome and Introductions

The Chairman welcomed all those present to the meeting.

3. Notes and Actions from Previous Meeting

The Chairman, Councillor Liz Oades (EO) introduced this item. In doing so, she referred to the notes of the last meeting (held on 28 July 2022) which detailed a list of actions arising from the previous meeting of the KFSG. In summary, these were reported in italics as follows:

Actions Brought Forward from 28 July 2022

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

Update - anticipated committee dates have been included within the timetable for the Former TSB bank project and CR will continue to monitor and report to committee going forward on all aspects of the programme when required. Action Complete.

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

Update - a timetable showing key dates for the various schemes was included within the Programme Manager's report. Schemes on Poulton Street will follow the public realm contractor as principal contractor in the programme of works and anticipated timescales will be communicated to individual applicants once planning permission is obtained and the projects are tendered and contractors appointed.

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

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

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

Action Complete.

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

Update – The public realm timetable and proposed works will be communicated to all stakeholders once finalised and agreed by the Project Steering Group and once all contracts and agreements are signed. Action Complete.

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

Update – an alternative location has been identified for the monthly artisan market and discussions continue with the third-party weekly market organisers to try to locate an alternative location for the weekly market once the public realm works begin on Market Square.

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

Action Complete.

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

Update - The evaluation was circulated to all project steering group members. Action Complete.

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

Update – the evaluation findings have been incorporated into the Year 3 programme particularly in regard to reaching out to hard-to-reach groups to engage them in the programme. Action Complete.

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

Action complete.

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

Update – the stakeholder communication plan was sent to all steering group members. Action Complete.

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

Update –an update on the programme as a whole will be provided to planning committee on 9 November and this will include all the steering group notes and reports attached.

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

Update – LCC logo now added. Action Complete.

4. Approval of Health and Wellbeing Year 3 Programme of Activity 22/23

The steering Group discussed and agreed the outline year 3 programme for the delivery of the health and Wellbeing Programme.

The Health and Wellbeing programme evaluation had highlighted the need to try and engage more with the hard-to-reach groups not currently engaging with the programme. MT confirmed that at the next meeting of the Health and Wellbeing group a guest speaker had been invited along to discuss research carried out into engagement with hard-to-reach groups. It was hoped that this research could support a communication plan to target hard to reach groups.

KB suggested that there could be potential linkages with the Kirkham Health and Wellbeing programme and the Lancashire County Council Warm and Welcoming public spaces project. **Action:** MT to discuss with Helen Shearn.

5. Kirkham Futures Programme Manager Project Report

MT was invited by the Chair to provide an overview of the Kirkham Futures Programme Steering Group Report (September 2022). A copy of the report had previously been circulated to the Steering Group.

The Kirkham Futures Project Report covered the following areas: key milestones /actions and activities that had been undertaken in the last period 28 July to 29 September 2022; the HAZ and FHSF project cost updates (including projected and actual spend); the overall programme funding source/profile; the specific/individual (HAZ & FHSF) project updates; an update on the Phase 1 (HAZ & FHSF) public realm works to be delivered (including details of the planned updated completion/ contract completion dates) together with reference to the next phase of development under the Phase 2 Programme, an update on the Former Girls Charity School including revised timetable for works and an update on the Hillside Project including a timetable and update for the emergency repairs currently underway. It further included updates on progress with the Health and Wellbeing Programme (HAZ); the Cultural Programme (HAZ), the various stages of the Shopfront Improvement Scheme and an update on communications.

Following presentation of a new timetable for works for the Phase 1 Public Realm Scheme it was agreed that the Steering Group accept the changes to the Public Realm Phase 1 timetable which targets a start date of 9 January and now avoids the busy Christmas period which is a key time for businesses.

CR let the steering group members know that a first draft of the mid-term review had been received and this had been subject to a lot of comments from Fylde Council before its return to Growth Lancashire. A second revised draft report would be issued by Growth Lancashire by the end of September with any further comments on the second draft expected to be feedback by Fylde Council and included in a final draft report available by the end of October.

The review focuses heavily on Hillside and its proposed end use and makes recommendations for the future operating options associated with the building.

Action: CR to distribute the final draft of the mid-term review to the steering group and arrange for this report to be presented by Growth Lancashire.

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

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

EO confirmed that she had sent to **ME**, on behalf of Kirkham Town Council, a list of potential alternative parking provision that might be available to offset the loss of parking on Market Square in the future.

Action: **CR** agreed to speak to **ME** and provide an update on this at the next meeting.

EO expressed her concerns about the reliance on online communications and asked if alternative communication methods could be explored and utilised such as newspaper adverts and leaflets to assist with the communication of the programme. **Action:** **MT** to work with the communications team to explore options for a wider range of consultation methods that could support the programme.

KB asked that the programme team remain aware of the capacity of the estates team especially in the context of work required to secure a future tenant for the Former Girls Charity School. **CR** confirmed that he had met with the estates team to understand capacity issues going forward but that this would be taken into account with any resource required of this team by the programme going forward.

DA suggested that future reports include a standing item showing breakdown of the funding available from each funder referenced against quarterly and ongoing spend. **Action:** **MT** to include in future KF steering Group programme reports.

The project steering group agreed that it would be beneficial to host a couple of exhibition events in Kirkham to enable all stakeholders to be reminded of the public realm phase 1 designs and to come along and ask any questions ahead of the Public Realm Phase 1 works beginning. **Action:** **MT** to discuss with Kirkham Town Council their recommended suitable dates for two exhibitions to be held in the daytime and/or evening. **EO** offered the support of the Town Council in sourcing a suitable venue for these events.

KB/EO asked that a communications plan be put in place immediately in respect of the Phase 1 Public Realm works: **Action** **MT/SK** to meet with the communications team to discuss a dedicated Public Realm communications plan to also include alternative methods of communications to reach hard to reach groups.

5. Any Other Business

There was no other business.

6. Date of Next Meeting

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

Notes

Kirkham Futures Steering Group

Date:	Thursday, 24 November 2022	
Venue:	Town Hall, St Annes	
Present:	Councillor Karen Buckley - Leader Charlie Richards – Head of Projects & Regeneration Melissa Thorpe – Kirkham Futures Programme Manager Paul Harrison – Deputy Chief Financial Officer Carly Smith - Legal Officer Erin Coar – Press Officer	
Note Taker:	Anne Marie Schofield	Technical Support Officer

1. Apologies

Apologies were received from Paula Huber, Mike Harris, Ian Walker, Darren Bell & Mark Evans. The Chairman, Councillor Liz Oades (EO) was unable to join the meeting via Teams.

2. Welcome and Introductions

Following introductions, **Melissa Thorpe (MT)** welcomed all those present to the meeting.

3. Notes and Actions from Previous Meeting

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

Actions Brought Forward from 29 September 2022

- **Councillor Karen Buckley (KB)** suggested that there could be potential linkages with the Kirkham Health and Wellbeing programme and the Lancashire County Council Warm and Welcoming public spaces project. **Action: MT to discuss with Helen Shearn.**

Update: MT put Helen Shearn (HS) (Health & Wellbeing) in touch with the Warm and Welcoming Spaces team at LCC to use the warm welcoming spaces in Kirkham to reach out to hard to reach groups who aren't already engaged in our Health & Wellbeing programme. HS has now spoke with LCC who are confirming a list of warm spaces that have been registered in Kirkham. **Action Complete**

- **Charlie Richards (CR)** let the steering group members know that a first draft of the mid-term review had been received and this had been subject to a lot of comments from Fylde Council before its return to Growth Lancashire. A second revised draft report would be issued by Growth Lancashire by the end of September with any further comments on the second draft expected to be feedback by Fylde Council and included in a final draft report available by the end of October.

*The review focuses heavily on Hillside and its proposed end use and makes recommendations for the future operating options associated with the building. **Action:** CR to distribute the final draft of the mid-term review to the steering group and arrange for this report to be presented by Growth Lancashire.*

Update: CR has circulated the final draft of the Mid Term Review with the meeting notes sent out previously and this will be covered later in the meeting. **Action Complete**

- *EO confirmed that she had sent to ME, on behalf of Kirkham Town Council, a list of potential alternative parking provision that might be available to offset the loss of parking on Market Square in the future. **Action:** CR agreed to speak to ME and provide an update on this at the next meeting.*

Update: CR suggested moving to AOB so that Councillor Liz Oades (EO) could be present for a discussion on this.

- *EO expressed her concerns about the reliance on online communications and asked if alternative communication methods could be explored and utilised such as newspaper adverts and leaflets to assist with the communication of the programme. **Action:** MT to work with the communications team to explore options for a wider range of consultation methods that could support the programme.*

Update: The KF team are working with the Comms Team to explore options for a wider range of consultation methods including printed materials. **Erin Coar (EC)** has been in touch with Kirkham & Wesham Advertiser and we have their rate card so that we can place adverts in there. **MT** also been in touch with Kirkham Town Council (KTC) and the Kirkham Business Group and has agreement that posters can go up in windows and be distributed, and will also go on KTC website and facebook pages. **Action Complete**

- *KB/EO asked that a communications plan be put in place immediately in respect of the Phase 1 Public Realm works: **Action** MT/SK to meet with the communications team to discuss a dedicated Public Realm communications plan to also include alternative methods of communications to reach hard to reach groups.*

Update: MT held a meeting with EC & Steve Kyle (SK) to discuss the public realm timetable and a comms plan for the Public Realm. A communication plan also exists for the whole programme and the public realm comms will be interweaved in this as we go along. It is planned to hold a couple of exhibition events in Kirkham to display materials for the public realm and to invite residents, businesses and interested parties to come along for an update on the programme. Once these dates are confirmed printed literature will go out to advertise them including posters in the town centre businesses and an advert in the Kirkham and Wesham advertiser. People will be provided with an opportunity at the events to sign up for the Council newsletter. It was suggested that the library might also have a big screen tv where an advert for the event could also be placed.

- *DA suggested that future reports include a standing item showing breakdown of the funding available from each funder referenced against quarterly and ongoing spend. **Action:** MT to include in future KF steering Group programme reports.*

Update: MT provided an update on progress against the funders amounts for each of the projects and this information is provided within the steering group report and forecasts spend and actual spend for each project and for each funder. Historic England funding and Local Authority match cannot be moved between years and has to be spent in the financial year for which it was allocated or moved to another project within the HAZ programme. **Paul Harrison PH** expressed concern about the amount of spend in the final quarter for Hillside and Shopfronts. **MT** outlined the plans to try to ensure that spend is achieved which includes signing as many shopfronts up to grant agreements as possible, working with the Hillside surveyor and contractor to pull together a works plan for the remaining funding. Historic England have confirmed that materials can be ordered and paid for in advance to assist with achieving spend. Budgets remain under constant review on all projects. **Action Complete**

4. Growth Lancashire Mid Term Review – summary of recommendations and next steps

CR distributed a paper to the steering board to capture the current position in relation to the Hillside project following the Mid-term review of the project and next step recommendations.

The options presented are as follows:

- **Option A** – carry out emergency repairs and building fabric works (Phase 1 and 2), carry out internal refurbishment to shell (white box) and market property.
- **Option B** – carry out emergency repairs and building fabric works (Phase 1 and 2), market property in advance of internal refurbishment and carry out works in partnership with potential property purchaser to bespoke specification
- **Option C** – carry out emergency repairs and building fabric works (Phase 1 and 2), market property in current condition, redistribute or give back funding for the internal refurbishment

Action: The current recommendation by officers is **to progress Option A**, but this will be informed by our initial formal discussions with stakeholders, including the Steering Group and Planning Committee Chairman but also with the funding bodies. **Action: CR**

5. Hillside – retaining wall update

CR had presented a report on the retaining wall at Hillside to planning committee (link to committee report provided in project report) on 9 November but there has been further progress since then. The rear garden area of Hillside has now been completely cleared including the area 1 metre back from the retaining wall to allow a structural engineer to assess the wall and the required repair and to provide a cost for the works and the management of the works to the wall. **Keith Vernon (KV)** and building control colleagues will manage the process going forward and it is hoped that the repairs can be met in full from remaining FHSF budgets.

6. Kirkham Futures Programme Officers Report November 2022

MT presented the Programme Steering Report for November 22, highlighting progress made since the last meeting. A copy of the report has previously been circulated to the Steering Group members.

- Risk Register – Steve Benson has created the corporate risk register so that all risks are together, **MT** will be able to present this at the next steering meeting. **Action MT**
- The claims for the Historic England HAZ and the Cultural Programme have been successfully submitted in the last quarter.
- The change request relating to the Kirkgate project is now fully with the FHSF team for their consideration. The request is to move funding already allocated to the programme from the Kirkgate project, which is no longer proceeding, to the Former TSB and public realm projects which are experiencing substantial increases in costs. **KB** noted that the Council are at risk in terms of this change request and **CR** stated that the risks had been reflected in the council report presented to full council in July 2022. **MT** confirmed that we continue to apply regular and sustained pressure to the FHSF team to request an early decision on the change request. It is hoped that we might have a decision before Christmas.
- Shopfront agreements and tender returns for a number of properties within the Shopfront Improvement Scheme have been received and JCT minor works contracts are currently being drawn up so that works can begin on 3-4 properties in January which will provide the best possible chance of them completing and spending the available budget by March 2023. A list of the current shopfront improvement scheme projects and updates on each was provided within the steering group report. **KB** requested that the HAZ

and FHSF projects be separated on future updates to provide a clearer picture of spend against each budget. **Action: MT to highlight the HAZ and FHSF properties in future reports.**

- Public Exhibitions – the dates of the public exhibitions to provide an update on the programme to stakeholders will be confirmed shortly and advertised with Press / social media / posters and leaflet distribution, these will be held in December and a Saturday in January.
- The Section 278 agreement for the Public Realm Phase 1 scheme remains outstanding and very important. **EO** has expressed her concerns (over telephone) in relation to this. **KB** requested an update on this and confirmed that she has escalated this once again to senior officers and members at LCC to request once again that pressure be applied from all angles. **Action: SK/CR to continue to pursue this.**
- Emergency works at Hillside funded by Historic England, to the value of £123,000, are scheduled to complete in mid-February. The existing project surveyors Jubb Clews and contractor Heritage Property Repairs have been asked to continue works along the front façade of the building and are currently putting together a programme of costed works within the budget available. **Action: MT to provide updated costings and programme of works to the next project steering group in January.**
- The Health & Wellbeing budget for the year 3 project is now fully committed and delivering. Unfortunately, it hasn't been possible to secure the Health and Wellbeing NHS post within this programme timeframe. Historic England have agreed that the funding previously allocated to this in year 3 can be used to support additional hours of support from Pheonix Rising to assist in engaging more of the hard-to-reach groups in the ongoing social prescribing activities. **HS** has been invited to a Historic England Conference in Blackpool to share best practice learnt so far in Kirkham. **HS** has been asked to put together a project brief for an evaluation that would run from February 2023 until March 24. This evaluation will help to capture the outputs and impact of the health and wellbeing programme across its 4 year programme. **KB** suggested linking in with Just good friends or University of third age and **MT** agreed that this was a good idea and updated on links also being made with AFC Fylde and Edyta Paxton in terms of sustainability of the project beyond March 2024. **Action: MT to pass on details of university of the third age and Just Good Friends to Helen Shearn.**
- It was confirmed that the Public Realm Phase 1 scheme will prioritise spend of the HAZ funding and LA match and can be spent on ordering materials first before using any other funding. The project steering group will recall that an additional £1,336,395 from the FHSF Kirkgate project that is no longer pro change request is moved into phase one of the public realm to cover any additional in relation to the S278 and the commuted sums from LCC. **CR** stated when phase 2 works are designed any additional costs will be known in advance now that we have a relationship with that team at LCC. Still outstanding S278, bond will follow and awaiting legal agreement. Main issue is third parties. This will then allow us to communicate the start dates for the public.
- FHSF report is due on 16/12, we have re-profiled this funding and it can be freely moved over the years of the programme.
- Former Girls School / TSB – Concept designs came in over budget, so had to be engineered back within budget. Requested £100,000 from Kirkgate in the change request. Aiming for planning application and committee date for end of March. **KB** stated there had been nervousness at Leadership Board about the viability of the end use being a restaurant /community cinema. Need to start looking at this now and start tracking. **MT** explained that there has already been 2 interested parties who are aware the council has taken on the property and are keen to work alongside the council so **Action: MT will pass these details onto Phil Howarth in Estates.** This will be a white box – ready for a restaurant to go in there. The cinema is a more of a secondary use – a projection onto a wall and the main use will be a restaurant. Plan to lease the property (7 years) – the next stage needs to start Jan February next year.
- In November we had a visit from masters students from Nottingham Trent University for a live lecture at Hillside. They spent the day there learning conservation techniques and surveying, lime mortar mixing and application and more about the Kirkham Futures Programme. Pictures were taken and a press release will be issued. **KB** suggested possible video feedback about what they learnt **Action: MT to speak to tutors for video feedback.**

Notes - Kirkham Futures Steering Group – 24 November 22

- Cultural Programme – 12 days of Kirkham, pulling out the history of Kirkham and working with businesses in getting windows painted. Developed a K for Kirkham working with children in schools capturing memories and branding for the town. Also produced merchandise for sale.
- Communications – **Mike Harris MH** has provided list of most recent comms – attached to report and there are further PR communications and press releases in relation to the former charity girls school, shopfronts and Public realm. These will continue to be communicated. **KB** suggested for the comms plan shows whats coming next **Action: MT to continue updating comms plan.**
- **MT** attended the Kirkham TC meeting on 11/10. They requested more communications in the Kirkham & Wesham Advertiser and expressed concerns on Former Charity Girls School as it affects the carpark so they will be shown the concept designs early on. They were happy with the public exhibitions being hosted on their carpark and we requested that details are added onto the Kirkham TC website. **MT will attend the next meeting.**

7. Any Other Business

EO was unable to join the meeting to the Actions on carparking will be taken to the next Project Steering Group meeting.

8. Date of Next Meeting

KB thanked all for their attendance and contributions. It was suggested that the next meeting be held January 2023.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEMOCRATIC SERVICES	PLANNING COMMITTEE	8 March 2023	12

REPORTS OF THE VARIOUS OUTSIDE BODIES

PUBLIC ITEM

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

SUMMARY OF INFORMATION

On 25th April 2022, Council made appointments to the various Outside Bodies. These appointments followed recommendations from the various Programme Committees.

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

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

Appointments to Outside Bodies are usually undertaken at the last Council business meeting of the municipal year apart from in an election year. In an election year, appointments must be made at the Annual meeting.

As the Council has operated a committee system, appointments have been made following nominations by the Programme Committees. From May 2023 the Committee structure will change and it is proposed that nominations will now be considered at the first available Executive Committee meeting and appointments made at the first available Council meeting following the Annual meeting. In the meantime, existing appointments would remain in place.

SOURCE OF INFORMATION

Elected Member representatives to the Outside Bodies

INFORMATION ATTACHED

Outside Bodies Reports and Summary

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

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

FURTHER INFORMATION

Contact: democracy@fylde.gov.uk

Agenda item 12

Appendix 1

	Duty to Cooperate	Chair & Vice of Planning – Trevor Fiddler & Richard Redcliffe	Date returned	
	Education Liaison Group (Planning)	Richard Redcliffe	23.02.2023	Report in folder
	Education Liaison Group (Planning)	Linda Nulty		No meetings. Nil return
	Highways and Transportation Group	Liz Oades		No meetings. Nil return
	Highways and Transportation Group	Chris Dixon		No meetings. Nil return
	Highways and Transportation Group	Stan Trudgill		No meetings. Nil return
	Lancashire Enterprise Partnership (LEP) Joint Scrutiny Committee	Chris Dixon		No meetings. Nil return

Outside Bodies - Member Reporting Form

Details

Purpose of the group is for Fylde Council to liaise with LCC regarding educational provision in terms of providing adequate school places for children in Fylde.

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

Cllr R.V.Redcliffe. Member

Email:- cllr.rredcliffe@fylde.gov.uk

Period this report covers (date):- September 2022 – February 2023

Name of Outside Body:- Education Liaison Group

How often does the organisation meet? And how often have you attended?:-

Usually meets twice yearly. Attended every meeting since it's inception.

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

Last meeting was held on January 20th 2023

Following issues were discussed:-

- Latest School Place Provision Strategy LCC 2022- 25
- Current position/trends in the need for primary and secondary schools.
- Updates on site requirements including Queensway/Whyndyke Farm/Wesham
- Implications of borough border schemes Lea/Cottam
- Sn 106 funds – update on transfer of funds held by FBC, spend to date by LCC, future proposals and upcoming spending deadlines, revision to future working practices.
- Future role of the group. Consensus supporting continuation of the group despite LCC holding S 106 funds.

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

This was a very recent meeting still awaiting agreed notes. Above updates and views will be shared with Chief Executive and members.

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

Yes