



Minutes

ENVIRONMENT, HEALTH AND HOUSING COMMITTEE

Date:	Tuesday, 6 September 2016
Venue:	Town Hall, St Annes.
Committee Members:	Councillor Ben Aiken (Chairman) Councillor Viv Willder (Vice-Chairman) Councillors Alan Clayton, Delma Collins, Tony Ford JP Gail Goodman JP, Angela Jacques, Roger Lloyd, Louis Rigby.
Officers Present:	Tracy Morrison, Paul Walker, Kathy Winstanley, Kirstine Riding, Lyndsey Lacey- Simone.
Other Representatives:	Kim Cook, Louise Pope, Richard Nulty (Citizens Advice Bureau)
Other Attendees:	One member of the public was present

Public Platform

There were no speakers on this occasion.

1. Declarations of interest

Members were reminded that any disclosable pecuniary interests should be declared as required by the Localism Act 2011 and any personal or prejudicial interests should be declared as required by the Council's Code of Conduct for Members.

During the course of the presentation on item 5 (Approval for S106 Funded Scheme – Church Road Methodist Church, St Annes) Councillor Louis Rigby declared a personal and prejudicial interest and withdrew from the meeting prior to the debate and vote taking place.

2. Confirmation of minutes

RESOLVED: To approve the minutes of the Environment, Health and Housing Committee meeting held on 7 June 2016 as a correct record for signature by the Chairman.

3. Substitute members

The following substitutions were reported under Council procedure rule 24(c):

Councillor Alan Clayton for Councillor Heather Speak.

Councillor Angela Jacques for Councillor Graham Neale.

Councillor Tony Ford for Councillor Maxine Chew.

Information Item

4. Citizens Advice Bureau – Annual Report

As part of the Council's Service Level Agreement, the committee were provided (for information purposes) with an updated annual report summarising the performance, challenges and services provided by the Citizens Advice Bureau throughout the year. The update also included statistical information on the types of enquiries received, the demographic usage of the service, the drive for the recruitment of volunteers, future projects/plans, and the division of work between St Annes and Kirkham offices. Kim Cook, Louise Pope and Richard Nulty (representatives of the Citizens Advice Bureau) were in attendance at the meeting to present the report and answer any questions relating thereto.

Decision Items

5. The Introduction of a Charge for Food Hygiene Rating Re-Visits

Kathy Winstanley (Head of Health and Environment) was invited by the Chairman to present the report.

The report recommended the introduction of a charge for re-inspections requested by businesses to re-assess their food hygiene rating under the National Food Hygiene Rating Scheme. Mrs Winstanley reported that although there was no previous mechanism for charging, legal advice received by the Food Standards Agency (FSA) indicates that powers available to local authorities in England under the Localism Act 2011 allows for the recovery such costs.

The report provided an overview of the background to the scheme and current processes together with details of the proposed trial (administered by the FSA) that the Fylde is participating in on relating to food hygiene rating rescore charging. Details with regard to this matter were set out in the report. It was suggested that the average cost of a revisit/re-inspections by the Council's food safety team would be in the region of £120. A breakdown of the calculation was included as an Appendix to the report.

Clarification was sought on the inspection ratings/arrangements for business premises and any infringements relating thereto together with details of the scheduled rolling programme for the inspection of cafes, restaurants/pubs. This was addressed by Ms Winstanley.

Following consideration of this matter it was RESOLVED to approve the introduction of a fee of £120 for re-inspections under the National Food Hygiene Rating Scheme when requested by the Food Business Operator (FBO).

6. Approval for Section 106 Funded Scheme- Church Road Methodist Church, St Annes

The Chairman invited Kirstine Riding (Housing Services Manager) to present a report seeking approval for the release of Section 106 funding.

By way of introduction, Ms Riding circulated at the meeting A3 plans of the current and proposed layout of the development at the site. In doing so, she referred to the Section 106 affordable housing project (previously reported to committee).

The report provided details of an affordable housing scheme at Church Road Methodist Church, St Annes comprising 10 units: 2x 3 bed houses, 2x 2 bed houses and 6x 1 bed flats. The committee was asked to recommend to full Council the inclusion of the scheme in the Council's Capital Programme for 2017/18 with the scheme being fully-funded from the balance of \$106

developer contributions for affordable housing designated to be spent in Lytham and St Annes (held by the Council for this purpose).

It was further reported that the Methodist Church would use the funds from the sale of the site to improve community facilities within and outside the main Church building.

Members were advised that Fylde Council would receive off site S106 contribution rates of £50,000 per unit of affordable housing required on a site. It was reported that the capital contribution rate for affordable units delivered using S106 funds is usually up to £50,000 per unit or 50% of the total scheme cost, however, this is not set in policy and the council can approve a higher percentage subsidy.

The capital contribution rate requested on this site is for £55,000 per unit, however the overall funding requested based on total scheme costs is 46%. 54% of total scheme costs will be funded by Great Places.

An overview of the scheme detail, cost breakdown and the method/cost of financing the scheme was set out in the report.

A copy of an analysis of housing need in light of the 2012 Sub- National Population projections and details of the affordable housing S106 latest position was circulated with the agenda.

Clarification was sought from a number of members about the protection of the various on/off site community facilities. This was addressed by Ms Riding.

Following detailed consideration of this matter it was RESOLVED to recommend to full Council:

1. A fully funded addition to the Capital Programme for 2017/18 in the sum of £550,000 in order to allow Great Places Housing Association to deliver 10 units for affordable rent at Church Road Methodist Church, St Annes to be fully-funded from part of the balance of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement Ref: 03/0157 - Queen Mary School Development); and
2. To authorise expenditure in the sum of £550,000 to Great Places Housing Association in relation to the scheme after regard and consideration of the compliance with the financial regulations covered within the body of the report.

Information Items

7. General Fund Revenue Budget Monitoring Report 2016/17 – Position as at 31 July 2016

The information report provided an update of the Council's General Fund (GF) Revenue Budget as at 31st July 2016 and specifically for those areas under the Committee's remit. The favourable budget position with regard to the increased income from new licence applications was highlighted to members.

8. Capital Programme Monitoring Report 2016/17 – Position as at 31 July 2016

This information report provided an update of the Council's approved Capital Programme as at 31st July 2016 with specific reference to those schemes under the Committee's remit.

9. Update on the Homelessness Strategy Action Plan – 2013-18

In accordance with the statutory requirement, an updated information report on Homelessness Strategy Action Plan (incorporating the gold standards challenges) was included as a link to the report.

The information report made reference to workshops (held in September 2015 and June 2016) with the Homelessness Forum to refresh the action plan and pull out areas where there was

least progress. Members were advised that this would inform the work of the Homelessness Forum moving forward through 2016/17.

10. Lancashire Single Homelessness Initiative Evaluation

This information and evaluation report referred to funding (previously awarded by the DCLG in 2012) to a cluster of local authorities in Lancashire to take responsibility for delivery the Lancashire Single Homeless Project.

Under the requirements of the funding, Lancashire Authorities piloted approaches to support single homeless households across Lancashire for a period of 12 months. The three initiatives were:

Project 1 - Shared housing for under 35 year olds

Project 2 - Accommodation finding service including an enhanced rent bond scheme for under 35 year olds in Lancaster and Wyre

Project 3 - Pre-tenancy training to single people who are seeking accommodation or are at risk of losing their existing accommodation

The conclusions and lessons learnt from the projects was included as an appendix to the report.

11. Empty Residential Property Position Statement

Further to a number of changes had been made in recent years to the council tax scheme in relation to empty residential property and members request for regular updates to monitor the effect of those changes, an updated position statement was attached as an information report. This included the numbers of, particularly, long term (greater than 6 months) empty residential properties in the borough.

12. East Lytham Project Update

The Chairman, Councillor Ben Aitken introduced the information report. In doing so, he reminded members of the protocol for including items/ ward topics/issues on committee's work plan. He stressed that elected members are the 'eyes and ears' of the residents and if they have any particular concerns about any matter within their ward or within the borough, to bring it to the attention of the relevant officers and/ or Chairman and Vice-Chairman to ensure that appropriate action was taken.

Further to the above, the Chairman made reference to a discussion that he had with representatives of United Utilities and the Environment Agency regarding the project. He also read out a statement which had been issued by United Utilities on a related matter regarding Liggard Brook.

This information report (circulated with the agenda) included a copy a newsletter produced by Environment Agency (EA) outlining the progress on the East Lytham project and the improvement works it is proposing. The newsletter described what the scheme was about and the key dates/milestones for the work to be undertaken. Also attached to the report was feedback the EA received following a recent consultation event and a schedule of maintenance and associated map.

It was the general view of the committee that a meeting be arranged at the earliest opportunity between representatives of United Utilities and the Environment Agency and relevant members (with officer support) on matters associated with Liggard Brook with a view to updating the committee in due course and progress on the East Lytham report was received.

13. Outside Bodies

In accordance with the Protocol for Members on Outside Bodies, reports from members representing the council on the various outside bodies (within the remit of the committee) were circulated with the agenda for information purposes.

The Chairman asked that a minor modification be made to his 'PCC Panel' report which should read "7am to 10pm".

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