

Agenda

Operational Management Committee

Date:	Wednesday, 15 June 2022 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Roger Small (Chairman) Councillor John Kirkham (Vice-Chairman)</p> <p>Councillors Mark Bamforth, Alan Clayton, Chris Dixon, Brian Gill, Paul Hodgson, Michelle Morris, Kiran Mulholland, Bobby Rigby, Stan Trudgill, Viv Willder.</p>

Public Platform

To hear representations from members of the public in accordance with Article 15 of the Constitution.
 To register to speak under Public Platform: see [Public Speaking at Council Meetings](#)

	PROCEDURAL ITEMS:	PAGE
1	Declarations of Interest: Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council’s Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	Confirmation of Minutes: To confirm the minutes, as previously circulated, of the meeting held on 15 March 2022 as a correct record.	1
3	Substitute Members: Details of any substitute members notified in accordance with council procedure rule 23(c).	1
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Contact: Sharon Wadsworth - Telephone: (01253) 658546 – Email: democracy@fylde.gov.uk

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

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DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF TECHNICAL SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	15 JUNE 2022	4

STANNER BANK TOILET REFURBISHMENT

PUBLIC ITEM

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

SUMMARY

The Stanner Bank toilet block and immediate area has been identified as an area for improvement. The buildings are notably dated and have very little architectural or aesthetic value. This has become more noticeable as other buildings within the heritage park receive improvements and renovations.

The proposal includes the creation of an ambulant stepped approach, utilising the grassed sloped area to the rear of the toilets and join the lakeside through the centre of the two buildings. A disability access audit has been undertaken for the Fairhaven site and access will be created from the middle car park adjacent to the Tennis Club. The path from the car park to the lake will be improved to cater for disabled access. The creation of a route will involve the removal of the covered seating area and erecting of a new wooden pagoda. This will provide park users with a welcoming entry point in keeping with the rest of the park.

The approved 2022/23 Capital Programme includes a total budget of £58,000 which is not sufficient to create the stepped approach to the toilet block, create a disabled access adjacent to the lake from the middle car park and tarmac the area around Stanner Bank toilets therefore an additional £20,000 fully funded budget increase is requested.

RECOMMENDATIONS

The committee is recommended:

1. To recommend to the Finance and Democracy Committee approval of a fully funded increase in the sum of £20,000 to the Stanner Bank Toilet Refurbishment within the approved Capital Programme for 2022/23, to be met in full from the Capital Investment Reserve.
2. To approve the draw-down of £20,000, in addition to the £58,000 already approved in the Council's 2022/23 Capital Programme, subject to the approval of the increase to the Stanner Bank Toilet Refurbishment scheme by the Finance and Democracy Committee: and
3. To note the procurement route as detailed in the procurement section of this report.

SUMMARY OF PREVIOUS DECISIONS

Operational Management 11th January 2022

Resolved: To support the capital bid for the Stanner Bank Toilet Refurbishment

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

BACKGROUND

1. Located within the Fairhaven Park boundary, close to the Stanner Bank car park entrance, sits the Stanner Bank Toilet Block. The existing structure consists of two flat roof buildings joined by a covered wooden seating area. One of the buildings incorporates an existing public toilet, with two standard single toilet units and one disabled unit. The other is used for storage. Alongside the toilet block is one of the main pedestrian entry points to the lake and gardens.
2. Fairhaven Lake and Gardens is currently benefiting from a large Heritage Lottery Fund (HLF) grant and has seen major renovations to several of the main buildings on site including the RSPB pagoda building, water sports centre and lakeside café. Further plans for 2022 include renovations of the operational boat house, replacement and additional heritage lighting, pathway improvements and numerous landscaping projects including the Japanese garden, re-instatement of formal gardens and tree planting. Improvements to water quality, lake edging and jetties serving the motorboat service are also planned. These improvements build on the already successful new Adventure Golf, Adventure play area and improvements to Fairhaven’s tennis and bowls offering.
3. The Stanner Bank toilet block and immediate area has been identified as an area for improvement. The buildings are notably dated and have very little architectural or aesthetic value. This has become more noticeable as other buildings within the heritage park receive improvements and renovations.
4. The location of the toilet block has seen increased footfall thanks to the creation of new paths along the Stanner Bank side of the lake. The proposed new ice cream kiosk nearby is likely to further increase footfall, though demand on the public toilets will be mitigated with the inclusion of a customer toilet within those facilities.
5. The connecting seating area adjoining the two buildings is currently in poor condition and regularly attracts anti-social behaviour (ASB) in the form of damage to the wooden fixed seating which requires regular repair.
6. To the side of the toilets a path runs down from the roadside and Stanner Bank Car Park, providing a main entry point to the lake. Access reports conducted as part of the HLF process identified improvements needed to all entry points to the Park including the Stanner Bank entrance. Issues were highlighted with the ramp down to the lake due to its incline which is considered steep for wheelchair users and those with reduced mobility, walking aids, partially sighted members of the public and families with prams, pushchairs, and toddlers.
7. Landscaping of the grounds of Fairhaven Lake and Gardens is a major draw for visitors and part of the site’s rich heritage. The area around Stanner Bank toilets, in particular to the rear where there is a grassed slope, currently benefits from no visually interesting planting or landscaping.
8. Park users have given feedback on the toilet block and surrounding area via social media and elected members have questioned how the building and area will be addressed considering the overall improvements to Fairhaven Park and Gardens.

SCHEME DETAIL

9. The intention of this proposal is to address all issues highlighted above and create a functional welcoming entry point to Fairhaven Lake.

10. The proposal includes the creation of an ambulant stepped approach, utilising the grassed sloped area to the rear of the toilets and joining the lakeside through the centre of the two buildings. A disability access audit has been undertaken for the Fairhaven site and access will be created from the middle car park adjacent to the Tennis Club. The path from the car park to the lake will be improved to cater for disabled access. The creation of route will involve the removal of the covered seating area and erecting of a new wooden pagoda. This will provide park users with a welcoming entry point in keeping with the rest of the park. The viewpoint across the lake framed between the two buildings is quite spectacular and will serve as a fitting first impression of this picturesque site. Creating this entry will also allow wall space for advertisement of lake activities such as water sports courses and promotion of other park facilities like Adventure Golf and Sports offerings. The proposal addresses the current lack of landscaping by the creation of planted borders surrounding the new ramped path. Consultation with the Council's landscaping experts and studying of recently planted beds on site will determine planting species which can thrive in this environment.
11. In addition of the removal of the covered seating area, the existing buildings will be addressed with visual improvements including rendering over the brick areas (while retaining the attractive Fylde stone areas exposed as a feature) and painting of all guttering, facias, and woodwork. The existing roofs will be made good once the covered area is removed.

PROCUREMENT

12. The project will be delivered as part of one contract to deliver the buildings and landscape elements of the project. Under the Councils contract procedure rules this is mid-range contracts and therefore will be tendered under the request for quotation procedure.

FINANCIAL IMPLICATIONS

13. The approved Capital Programme included a sum of £58,000 for the Stanner Bank toilet refurbishment and the recommended Funded Budget increase from the Capital Investment Reserve profiled as follows:

Description	Budget
22/23 Capital Budget	£58,000
22/23 Funded Budget Increase	£20,000
Total Capital Budget	£78,000

Figure 1 Budget

Summary of cost	£
Buildings	£33,500
Pergola	£4,000
Landscape and pathway	£25,000
Preliminaries 10%	£6,250
Contingency	£9,250
Overall total for revised budget	£78,000

Figure 2 Cost Breakdown

MAINTENANCE

14. The exterior of the toilet block will be maintained from the building maintenance revenue budget. Footpaths and landscaping will be maintained by the Fairhaven site-based staff.

PROGRAMME

15. The works will be managed under an NEC 4 Engineering and Construction Short Contract.

- Award of Contract From 1st July 2022 following F&D approval.
- Commence on Site From 1st August 2022(Pending Contractor Availability)
- Completion September 2022

16. The original budget for Stanner Bank toilet refurbishment in the approved capital programme for 2022/23 is £58,000. This was based on an estimate using known rates for similar works. Following the procurement exercise, the requirement to undertake some enabling works and an assessment of the likely risks the total project cost is estimated at £78,000 as detailed above in Table 1. As such a budget increase of £20,000 is requested to complete this project.

CONCLUSION

17. The report proposes a recommendation to the Finance and Democracy Committee for approval of an increase in the cost of the scheme in the sum of £20,000. The additional £20,000 will enable the creation of an ambulant stepped approach, utilising the grassed sloped area to the rear of the toilets and join the lakeside through the centre of the two buildings with feature landscaping. The area around the toilet block to be retarmacked and a new disabled access to be created adjacent to the lake from the middle car park.

IMPLICATIONS	
Finance	This report recommends to the Finance and Democracy Committee approval of a fully funded capital budget increase in respect of the Stanner Bank Toilet Improvement Scheme within the existing approved Capital Programme for 2022/23 in the sum of £20,000, to be met in full from the capital investment reserve. Subject to approval of the Finance and Democracy Committee authorise the drawdown expenditure of the £58,000 already approved in the Council's 2022/23 capital programme plus the additional £20,000 funded budget increase as detailed within the body of the report.
Legal	None
Community Safety	There are no implications arising directly from the report
Human Rights and Equalities	None
Sustainability and Environmental Impact	There are no implications arising directly from the report
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Darren Bell	01253 658	1 st June 2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF TECHNICAL SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	15 JUNE 2022	5
NORTH BEACH TOILETS			

PUBLIC ITEM

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

Please note that the North Beach Toilets report is TO FOLLOW

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF TECHNICAL SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	15 JUNE 2022	6
CAR PARKING UPDATE ON RESIDENT PERMIT SCHEME			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The Fylde Residents' Permit Scheme was established to provide residents the opportunity to obtain an annual permit to park in most Council owned and operated car parks without further payment. The following is an update on the scheme.

SOURCE OF INFORMATION

Fylde Borough Council Permit Database.

INFORMATION ATTACHED ON

Fylde Residents' Permit Scheme

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

To provide the committee with an annual update on the Fylde Residents' Permit scheme.

FURTHER INFORMATION

Contact - Andrew Loynd, Technical Support Manager, 01253 658 527

Fylde Resident Permit Parking Scheme

1. The scheme, established in 2014, allows the permit to be used once per day on a single car park; either up to 2 hours throughout the year on a short stay car park between 9am to 11am or 3pm to 6pm or on a long stay car park at any time for up to 2 hours a day during the summer season and up to 4 hours a day over the winter period
2. Below are details of the number of permits and reissued permits (e.g. if the customer requires the permit to be transferred to a different vehicle) that were purchased since the scheme started. During the pilot year all permits expired on 30th April 2015 irrespective of when they were purchased. Subsequently it was agreed that the scheme should be made permanent with the conditions slightly adjusted. This was promoted in the Council Tax leaflet sent to all Fylde Borough Residents in mid-March 2015, which resulted in many applicants for the revised scheme over the following weeks. The scheme has been promoted in subsequent Council Tax leaflets each year since which has resulted in a further increase in applications. As such the middle of March is used to define each annual period for comparison purposes. The scheme was refined and expanded in 2016/17 and 2020/21.
3. Table 1 shows that the number of permits issued has increased each year supported by many of the existing customers renewing their permits with new customers to compensate for those that have not renewed.

Table 1: Number of Permits Issued

Period	New	Renewed	Total Permits	Replacements
Pilot Phase (01/05/14 to 08/01/15)	105	N/A	105	9
01/03/15 to 13/03/16	150	79	229	13
14/03/16 to 12/03/17	223	70	293	12
13/03/17 to 13/03/18	158	163	321	24
14/03/18 to 10/03/19	177	204	381	25
11/03/19 to 08/03/20	194	241	435	22
09/03/20 to 10/03/21	95	210	305	9
11/03/21 to 09/03/22	230	225	455	23

Table 1 Note: The number of permits issued has increased each year with many existing customers renewing permits and new customers increasing.

Table 2: FRPS Income

Period	New and Renewed	Replacement	Total Income
Pilot Phase (01/05/14 to 08/01/15)	£2,187.15	£112.50	£2,299.65
01/03/15 to 13/03/16	£4,770.07	£162.50	£4,932.57
14/03/16 to 12/03/17	£6,103.19	£150	£6,253.19
13/03/17 to 13/03/18	£6,686.43	£300	£6,986.43

14/03/18 to 10/03/19	£7,936.23	£312.50	£8,248.73
11/03/18 to 08/03/20	£9,061.05	£275	£9,336.05
09/03/20 to 10/03/21	£6,353.15	£112.50	£6465.65
11/03/21 to 09/03/22	£9,477.65	£287.50	£9,765.15

The annual charge is £20.83 (£25 inc. VAT) and replacements £12.50 (£15 inc. VAT) the income from the scheme is set out in table 2.

Before the start of the COVID pandemic the number of permit holders had increased year-on-year. The number of new permits significantly dropped during the first year of the pandemic (2020/21) though renewals remained at a similar level. As lockdown and social distancing measures reduced in 2021/22 the number of new permits increased to slightly above pre-pandemic levels.

Once annual user numbers pass 1,000 the committee has asked to review the scheme.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF TECHNICAL SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	15 JUNE 2022	7
STANNER BANK CAR PARK BARRIER UPDATE			

PUBLIC ITEM

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

<p>SUMMARY OF INFORMATION</p> <p>The following is an update on the operation of Stanner Bank Car Park barrier system.</p>
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<p>SOURCE OF INFORMATION</p> <p>Car Park barrier system reports and duty officer notes.</p>
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<p>WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?</p> <p>At the Operational Management Committee of 15th March 2022 It was RESOLVED:</p> <ol style="list-style-type: none"> To retain the Stanner Bank Car Park barrier system and for the committee to receive quarterly reports detailing the number of call outs including out of hours, reason for calls, time taken to resolve and any cost attached. To instruct officers to address the out of hours staffing issue.
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<p>FURTHER INFORMATION</p> <p>Contact - Andrew Loynd, Technical Support Manager, 01253 658 527</p>

Background

- An [information item](#) was presented to the Operational Management Committee on 11th January 2022 outlining the background to installing the current barrier control system, ongoing issues related to operating it and an outline of income versus expenditure on the car park since the barrier has been in operation. The Car Park Working group met to review this information, along with other car parking issues, in January and February 2022.
- The working group concluded that any benefits of the operation of the barrier system were outweighed by negative issues. As part of the [Car Park Working Group Outcomes report](#) alternative ways of operating Stanner Bank Car Park were presented to the Operational Management Committee on 15th March 2022. During the meeting the committee decided to retain the barrier system and requested quarterly update reports and that an out of hours rota be established. No additional revenue funding has been allocated to cover any additional costs.

Weekend Out of Hours

3. Following the committee meeting of 15th March 2022 senior management instructed officers to establish weekend cover for the out of hours telephone by asking for volunteers from Fylde Council staff with a payment of £75 per weekend and a further £75 per bank holiday. Following the request for volunteers, several Council staff put themselves forward. A rota has been established, procedure notes covering a variety of potential issues prepared and training provided one-to-one each week before each volunteer covered the phone for the first time.

Performance

4. From 23rd March to 29th May 2022 64 calls have been received. Of these, 15 were during normal office hours, 9 during weekday evenings and 40 during weekends/bank holidays. The record of these calls is set out in Appendix 1. In most cases the situation is resolved at that time by the person responding to the call or soon after by an enforcement officer visiting site and rectifying any faults, eg ticket jams. In these circumstances there is a small loss of income from one/a few customers being let out of the car park without paying.
5. With inexperienced non-parking services staff covering the telephone at weekends, occasional errors have been made where customers have been let out when there has been user error and the customer could have paid. These instances should reduce in time as staff become more experienced in using the system and further training given.
6. On occasion the exit barrier needed to be raised and disabled until a fault could be rectified. The most notable incident was on 12th April when the exit barrier wouldn't raise in the evening and remote access to the exit barrier was disabled which indicated that there was an electrical issue with the terminal. At the time the entry barrier was raised remotely to allow vehicles on the car park to leave. The following day, when trying to reset the electrics on the system, the circuit breakers kept tripping. The exit barrier was manually raised and the entry barrier enabled again. The issue required further investigation with the barrier company with a temporary solution developed which resulted in the entry terminal reactivated after 9 days. During this time about 60% of customers paid for their stay at an average of £2 per stay. There was a loss of income of about £908 during this period. The cost for remote callout to advise on how to temporarily repair was £149 with a quoted cost of £465 to replace the damaged part.

Operational costs

7. An additional mobile phone has been obtained at a cost of £160 for weekend volunteers.
8. A stock of tickets has been obtained at a cost of £542

Finances

9. A breakdown of the income, approximate loss of income and costs of operating the barrier system from 23rd March to 29th May 2022 is set out in the following table. Income and loss of income is provided for the amounts spent by customers at the payment machines and the amount, once VAT is deducted, that will be received by the Council.

Income 23 rd March to 29 th May 2022 from 4,218 paying customers	£7,750 (at machine); £6,459 (minus VAT)
Approximate loss of income	£1,084 (at machine); £903 (minus VAT)
Cost to repair damage	£614
Operational costs	£702
Cover – 9 weekends and 3 bank holidays	£900

Date	Time	Issue	Response	Time taken to resolve	Loss of income
23/03/2022	14:41	lady who is a carer entered the CP and the lady who she cares for had shoved the ticket into the CD player in the car and she could not get it back out	Asked her to call me back when she was leaving and I would raise the exit barrier for them, they had not stayed longer than the 10 minute free period		
23/03/2022	19:15	Ticket swallowed at exit barrier	raised barrier		
23/03/2022	19:22	Ticket jammed at exit barrier	Raised and disabled exit barrier.	Midday the following day	About £8
24/03/2022	18:11	Lost ticket so asking how to pay	Advised to obtain a lost ticket from payment machine		
25/03/2022	17:12	Customer couldn't pay at SB1 using card	Suggested to go to SB2		
25/03/2022	17:14	Customer couldn't pay at SB2 using card	Advised to go to exit - raised barrier, as it appears cards not taken at either machine. Unable to resolve until tomorrow for CEO to reset system.	Midday the following day	Up to £30
26/03/2022	13:06	put ticket into SB2. Couldn't pay and ticket not returned	advised to go to exit and raised barrier. rang CEO to investigate as possible ticket jam	Half an hour	About £10
26/03/2022	13:24	ticket not returned by SB2	advised to go to exit and raised barrier		
26/03/2022	13:29	ticket not returned by SB2	advised to go to exit and raised barrier		
26/03/2022	13:33	ticket not returned by SB2	advised to go to exit and raised barrier. CEO arrived to resolve		
26/03/2022	15:04	ticket machine wasn't saying how much is owed	only been on car park for 5 minutes. Advised to leave		
27/03/2022	11:30	ticket machine not letting pay	only been on car park for 10 minutes. Advised to leave.		
30/03/2022	11:01	SB2 had taken money but not returned ticket	I asked the customer to check the reject tray and he advised that no money had been returned. I let customer out at the exit barrier.		
31/03/2022	12:58	Customer advised they'd just purchased a resident permit but couldn't see how to get out of the car park	Advised permit not valid on this car park but that in future they could use it on St Paul's Av		

01/04/2022	13:28	Customer advised that SB2 was not accepting coins, I advised to use SB1 however customer was unhappy about this because he said he has been trying for so long that the time will have clocked over from 1 hour stay to 2 hour stay and he did not have enough cash on him.	To save aggravating customer anymore than he already was I raised the exit barrier and let him off. I was currently pulled over at the side of the road to answer the call as I was doing some emergency meter reads at the time so was very busy at time of call.		about £2
01/04/2022	15:46				
02/04/2022	14:05	lady said she put ticket in SB2 but the screen did not prompt payment and won't return ticket	advised to drive down to barrier and will raise for her once there. sent CEO to investigate		£2
02/04/2022	14:15	Gentleman advised he put his ticket in SB2, paid with card but machine will not return ticket	advised to drive to exit barrier and will raise barrier, customer stayed on the phone until they reached barrier. CEO is on his way to investigate		£2
09/04/2022	12:01	Customer rang to query why he had been issued with a PCN for not displaying ticket. Another customer was there with the same situation	Advised I couldn't comment on the PCN until it could be reviewed on the system. Advised to contest using details on rear of PCN. Apologised that there may have been an error as the enforcement officer is new. Subsequently contacted CEO to advise not to issue for non-display on this car park.		
09/04/2022	17:21	Payment machine not taking payment	Person had been on car park for only 10 minutes. Advised to leave		
10/04/2022	14:15	Card payments not working on SB1	Asked whether they'd tried other machine. They said they would ring back if didn't work. Checked system and card payments received before and after at both machines. Customer didn't call back.		
11/04/2022	16:15	SB1 not taking coin payment. Another person was there who also lost money/couldn't pay	Raised barrier to let out. Instructed CEO to investigate		about £4
12/04/2022	20:35	Exit barrier wouldn't raise after putting in ticket	Found exit is offline. raised entry and advised to go out through there. Following day CEO investigated and found electrics kept tripping. Issue reported for further investigation	9 days	loss approx. £908
13/04/2022	15:56	ticket not returned after paying by card	told to leave as barrier is raised		

17/04/2022	14:21	Stanner bank 2 not accepting tickets	advised customer to pay at SB1 - sent CEO down to investigate, found paper jam which has now been resolved.		
22/04/2022	18:21	barcode wasn't scanning	Raised barrier - subsequent investigation showed customer hadn't paid		About £2
23/04/2022	14:51	barcode wasn't scanning	Raised barrier - subsequent investigation showed customer hadn't paid		About £2
23/04/2022	16:58	barcode wasn't scanning	Raised barrier - subsequent investigation showed customer hadn't paid		About £2
23/04/2022	17:21	barcode wasn't scanning	Raised barrier - subsequent investigation showed customer hadn't paid		About £2
24/04/2022	13:02	barcode wasn't scanning	Raised barrier - subsequent investigation showed customer hadn't paid		About £2
24/04/2022	14:45	barcode wasn't scanning	Raised barrier - subsequent investigation showed customer hadn't paid		About £2
24/04/2022	18:12	lost ticket	Advised to purchase a loss ticket from payment machine		
26/04/2022	13:00	Customer put coins in SB2 machine but there is a sign on machine advising it is card payments only. As customers money was not returned, I raised exit barrier for customer.	Raised Exit barrier for customer		
27/04/2022	17:45	Customer couldn't pay by card/couldn't put ticket in machine. Another customer advised their ticket jammed in machine along with a coin	The previous customer had forced a coin in the ticket slot jamming the system. Advised first customer to pay at other machine. Raised barrier for other. Called CEO to attend and clear jam.		
30/04/2022	13:00	Entry barrier out of paper	Had to raise barrier until paper replenished by CEO, reported to CEO and visited car park to resolve - Had to open exit barrier for customers who entered without ticket	1 hour	about £20 for 10 vehicles
30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		

30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		
30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		
30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		
30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		
30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		
30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		
30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		
30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		
30/04/2022		Customer asking to leave after entering while entry barrier raised	Raise barrier		
02/05/2022	17:50	Customer states they paid full amount but ticket would not be accepted	Raised exit barrier. Further investigation found not fully paid.		£0.20
03/05/2022	13:35	Customer states that SB2 was not accepting card payments after repeated attempts, I advised customer to pay at SB1 machine but customer was not happy to do so as he would have been charged for the hour rate instead of the 30 min rate due to messing around trying to pay at SB2 for so long.	As a result I opened the exit barrier for customer.		loss of £1.20
07/05/2022	13.34	Customer said card had been rejected.	Advised to wait a minute and try again		
07/05/2022	16.01	Card payment had been taken but no ticket released.	Raised barrier and reported to CEO		estimate £2.00

08/05/2020	9.04	SB1 would not take card payment (only car on car park)	Raised barrier		£0.60
08/05/2022	16.15	Customer advised that he had tried to pay but now couldn't get out. Said there was a queue of cars behind him and all had experienced same	Disabled barrier and called for CEO to investigate, no CEO available. Subsequent investigation found the person tried to pay at the start of their stay but not at the end so the system was operating correctly	midday the following day	£70.00
08/05/2022	16.46	Customer concerned re ANPR for driving through barrier without inserting ticket.	advised to drive through		
08/05/2022	17.26	SB1 would not take card payment	advised to drive through		
09/05/2022	13:43	customer called to say SB1 would not accept coins and SB2 was card only payments	Raised barrier for customer and went out to machine to investigate found a 20p lodges in coin system. Cleared the jam and machine now working ok		estimate £2.00
09/05/2022	15.08	Customer stated he paid at 1.30pm £2.20 on arrival to the car park but now he is trying to leave at 3.08pm and the exit barrier won't accept his ticket. I advised this is because you don't pay on arrival you pay when you are leaving the car park.	I advised customer how the ticket system works for the future so he does not make this mistake again, raised the barrier for customer.		£2.20
11/05/2022	16:51	Customer advised their ticket had blown away so couldn't pay to get out	Advised where the lost ticket button on the payment machine was.		
12/05/2022	14:26	Customer trying to pay by card at SB1 machine would not accept, customer has no cash on them	advised to drive to exit barrier and i would raise barrier for them		loss of £1.20
12/05/2022	15:02	another customer trying to pay by card at SB1 but machine not accepting card	advised to drive to exit barrier and would let them out. I have contacted CEO to go down and reboot SB1		loss of £1.20
16/05/2022	21:17	Customer advised they had lost ticket	Advised customer that in normal circumstances they would need to pay the lost ticket fee, though as I had seen on the system all those who had been on the car park during the fee-paying period had left I raised the barrier on this occasion.		

21/05/2022	15:40	Customer advised lost ticket	Advised to purchase a new ticket from machine		
22/05/2022	15:49	Customer reported ticket stuck in ticket machine SB2	Advised to press cancel but paper ticket was stuck, asked them to drive to barrier and call me back and I would let them out. Called and left a message for the CEO to call me back	The following morning when CEO was back on duty	£3.40
22/05/2022	16:35	Customer reported paid for ticket at SB2 but no ticket came out	Advised to press cancel but their money didn't come out. They were at the barrier so raised remotely. Called CEO again but no answer and didn't call me back.	The following morning when the CEO was back on duty	£2.20
24/05/2022	20:36	Customer advised their ticket had blown away but had only been on the car park for about 10 minutes	Checked the system and found all those who should have paid had already done so. Advised in normal circumstances they would need to buy a lost ticket but on this occasion I would let out. Raised barrier.		
28/05/2022	14:31	Customer called to say the payment machine wasn't accepting cash (SB2)	Advised to use the other payment machine as Andrew had already informed that the machine wasn't accepting cash		

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF ENVIRONMENTAL AND HOUSING SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	15 JUNE 2022	8
IMPLICATIONS OF THE RESOURCE AND WASTE STRATEGY (RAWS) AND THE ENVIRONMENT ACT – FOOD WASTE			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

This report considers the strategic and operational implications of the Resource and Waste Strategy (RAWS) 2018 and the Environment Act (EA) 2021 for Fylde as a Waste Collection Authority (WCA).

SOURCE OF INFORMATION

LARAC – Local Authority Recycling Advisory Committee
 DEFRA
 Gov.uk

LINK TO INFORMATION

Environment Act 2021 (legislation.gov.uk)
 Resources and waste strategy for England - GOV.UK (www.gov.uk)

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information is being provided to the Operational Management Committee for consideration as waste collection arrangements fall within the remit of the Committee.

FURTHER INFORMATION

Kathy Winstanley, Head of Environmental Services, Kathy.winstanley@fylde.gov.uk

Information Note

The Government's ambitions for environmental protection post Brexit are outlined in the 25-year Environment Plan (2018) and the Resource and Waste Strategy (2018), with key legislation to implement the measures in the Environment Act (2021). The desire to encourage everyone to reduce, reuse and recycle is central which will fundamentally alter the amount of waste generated, the nature of waste and how waste management systems are operated and funded.

In December 2018 the Government published its national Resource and Waste Strategy (RAWS) setting out: 'how we will preserve our stock of material resource by minimising waste, promoting resource efficiency, and moving

towards a circular economy. At the same time, we will minimise the damage caused to our natural environment by reducing and managing waste safely and carefully, and by tackling waste crime’.

RAWS will be delivered through policies, actions and commitments which adhere to at least one of five strategic principles:

- Incentivising people to do the right thing
- Prevent waste and manage it better
- Increased responsibility through polluter pays principle
- Lead by example
- Tackle waste crime

These strategic ambitions will contribute to the delivery of:

- All plastic packaging being recyclable, reusable, or compostable by 2025
- Eliminating food waste to landfill by 2030
- Eliminating avoidable plastic waste over the lifetime of the 25-year Environment Plan; and
- Eliminating all avoidable waste by 2050

The Environment Act aims to improve air and water quality, protect wildlife, increase recycling, and reduce plastic waste and looks to use 4 tools to deliver on these ambitions – setting minimum standards for all local authorities under a consistency agenda; a deposit return scheme; extended producer responsibility and the introduction of a plastic packaging tax. The Government has carried out consultations on these proposals and will be providing their response having considered all feedback however progress has been delayed due to the pandemic.

Consistency – the government is considering the viability of implementing the following standards:

- The collection of a consistent suit of core materials at the kerbside including glass bottles and jars; paper and card; plastic bottles, pots, tubs, and trays; steel and aluminium tins and cans
- Weekly separate food waste collections (not comingled with garden waste but potentially collected on the same, split bodied vehicle)
- Free garden waste collections

The government states that all material should be collected separately from others to preserve the quality of the material unless the Waste Collection Authority can demonstrate that separate collection would not be technically or economically practicable or has no significant environmental benefit (referred to as ‘TEEP’). Fylde currently collects all the materials required except for separate food waste. The currently collection method with glass, cans and plastics collected in the blue bin and paper and card collected in the brown bin has previously been subjected to the necessary cost/benefit analysis required to demonstrate TEEP. As such there is no current requirement to introduce separate collections of these materials under the new legislation except for food waste.

The implications of a separate weekly collection of food waste to all households, including flats and rural communities, are far reaching. A new collection regime will need to be carefully designed and introduced to ensure it is as efficient and cost effective as possible and is accessible to all residents including those currently in receipt of assisted collections. In accordance with the Council’s carbon neutral priorities all changes should be carried out with the best carbon approach possible to minimise the impact on the carbon footprint of waste collections. Moving to weekly collections for food waste will lead to a change in refuse collection vehicles and the Council should explore making use of new technology to reduce the carbon footprint across the fleet, for example hybrid or electric vehicles. This technology is in its infancy with regards to refuse collection vehicles with limited driving range and expensive charging infrastructure but there are other considerations, such as electric bin lifting equipment, that reduces noise pollution and the fuel burden on vehicles. The Council may also look to consider mitigation measures to accompany the introduction of food waste collections such as reduced residual bin capacity or decreased grey bin collection frequencies to encourage participation in food waste collections as residents may still be tempted to use grey bins for food to avoid smelly kitchen caddy issues, particularly in warmer weather. Partnership options with other local authorities should also be explored as Wyre and Blackpool will need to introduce food waste collections at the same time and there may be value in exploring a Fylde Coast food waste collection. Procurement of vehicles and containers will be challenging as demand will be high from many other councils introducing services at the same time and options should be investigated to provide as long a lead time as possible.

Free Garden Waste collections – a subscription based chargeable green waste service is currently in operation in Fylde. This was introduced in 2017 to address the £770k funding deficit from the withdrawal of the LCC recycling cost sharing payment in 2018, successfully meeting 70% of the shortfall. Under the Environment Act, WCAs are not permitted to charge for the collection of garden waste (subject to revision). Concerns have been raised at the financial implications if there is a return to a free service given the potential loss of income.

Deposit Return Scheme – this is aimed at tackling those materials that are commonly littered by placing a small deposit charge on them. Many glass, plastic and metal drinks containers purchased on the go end up littering the local environment and therefore if consumers can be encouraged to return them there should be less litter. From Fylde’s perspective this measure would help to deliver the Council’s objective to reduce littering, but it will also impact on the recycling rate as consumers may be incentivised to return containers for financial gain rather than disposing of them in the kerbside scheme, resulting in surplus capacity on the rounds. Fylde would be paying for ‘void’ space on the rounds that can only be resolved through time consuming and confusing round reorganisation. There is a lack of clarity with regards to any potential compensation for local authorities due to surplus capacity within the collection system.

Extended Producer Responsibility – aims to recover net costs from producers for the packaging they create by funding the collection, management, and disposal of packaging waste, including investment in capital infrastructure, at end of life. Funding may be passed on to local authorities to support their frontline collection services through Extended Producer Responsibility payments. Support costs including communication and provision of public information on waste prevention and recycling, data gathering, performance incentives and contract negotiations may also be provided as part of the scheme however it is likely that such payments will only be paid if the authority meets the minimum requirements in terms of material consistency, service standards and in relation to food collections.

Although the act has now received Royal Assent, the only provisions which immediately came into force are largely procedural, with the other provisions becoming law on approval of the Secretary of State. The Government recognises that contract renegotiation will be a big barrier to service change and is likely to accept a phased introduction of changes until around 2031 (subject to confirmation). The government have stated they will fully fund all new burdens on local authorities arising from the Bill and will ‘allow local authorities sufficient time to adapt their new duties and to communicate changes with householders’. The detail of available funding remains to be seen however the governments recently published Net Zero Strategy supports the elimination of biodegradable municipal waste to landfill from 2028, bringing forward £295 million of capital funding which will allow local authorities in England to prepare to implement free separate food waste collections for households from 2025 (New Burdens budget).

It is anticipated that an introduction of weekly food waste collections with new containers, crews and vehicles, together with the loss of income from green waste will have significant and far-reaching implications for Fylde. This will need to be accompanied by a robust communication campaign to mitigate against potential reputational damage from changes to the collection services and to educate residents to fully embrace the new weekly collection of food waste to maximise participation and support the diversion of biodegradable material.

Other changes that will impact local authorities include changes to enforcement powers to tackle waste crime and fly tipping and measures to address the plastic problem through the plastic packaging tax and charges for single use plastic items which may impact on future collection requirements to achieve recycling and diversion targets.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF ENVIRONMENTAL AND HOUSING SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	15 JUNE 2022	9
PUBLIC SPACE PROTECTION ORDERS (PSPO) PROHIBITING BARBECUES AND OPEN FIRES IN PUBLIC SPACES			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

Fylde Council developed and hosted an online survey to understand people's views on the orders and whether to extend or amend any or all of them. There are eleven PSPOs covering different areas of the borough – the survey allowed respondents to give feedback on any or all of them.

SOURCE OF INFORMATION

Ps research Consultation Report: May 2022

LINK TO INFORMATION

Appendix: ps research (Report by Adam Pearson and Emma Slater) – Public Space Protection Orders prohibiting barbecues and open fires in open spaces: Consultation Report: May 2022

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information is being provided to the Operational Management Committee for consideration as enforcement arrangements fall within the remit of the Committee.

FURTHER INFORMATION

Kathy Winstanley, Head of Environmental Services, Kathy.winstanley@fylde.gov.uk

Information Note

Public spaces protection orders are in place prohibiting barbecues and other outdoor temporary cooking facilities on council owned land across the borough under the Anti-Social Behaviour Crime and Policing Act 2014.

The areas covered by the individual orders are:

- Promenade Gardens
- Beach and sand dunes
- Lytham St Annes local nature reserve
- Mini links golf
- Ashton Gardens

Car parks
Fairhaven
The Green
Peace & Happiness Garden
South Promenade
St Annes Square

The activities identified in the orders are using barbecues or bringing barbecues into the prohibited area with a view to lighting them or cooking on them. Failure to comply with a PSPO is an offence which can be dealt with by a fixed penalty notice of £50 or by prosecution (maximum fine of £1000).

The orders are due to lapse during July 2022. Orders can be extended if they remain necessary to prevent certain persistent activities that are having a detrimental effect on the quality of life in the locality; this requirement is applicable to each of the locations covered by the orders.

At the March Operational Management Committee, **it was unanimously RESOLVED:-** 1. That the committee were minded extend the public spaces protection orders described in the report for a further three years. 2. To delegate authority to the Chief Executive, in collaboration with the Chairman, to carry out the necessary consultation, publicity and notification and to extend the order, unless the outcome of the consultation required further consideration by the committee at a special meeting.

Fylde Council developed and hosted an online survey to understand people's views on the orders and whether to extend or amend any or all of them. There are eleven PSPOs covering different areas of the borough – the survey allowed respondents to give feedback on any or all of them.

Headline findings

- **Most of the c. 400 respondents feel that the orders banning barbecues and open fires should be renewed in all areas** – at least 8 in 10 people giving feedback on each area feel the current PSPOs should be renewed. Feedback reveals barbecues, particularly disposable ones, are generally considered a safety risk to children and animals/wildlife and contribute to litter and anti-social behaviour.
- **Respondents generally feel that barbecues in these areas have a detrimental impact on quality of life** – and at least 7 in 10 people giving feedback on each area feel ending the PSPOs would have a negative impact on their quality of life.
- **Even with the orders in place in these areas though, barbecues are still having a negative impact for some** – whilst there is evidence that this has dropped since the orders came into place in 2019, around two in five still feel barbecues in these areas are having a detrimental effect on their quality of life. Comments reveal that lack of enforcement and signage is leading to some people ignoring the current ban on barbecues.
- **There were some alternative suggestions for dealing with barbecues in the PSPO areas** – those feeling the orders should lapse were most likely to suggest that designated barbecue areas be adopted instead, giving examples from other regions and countries. They feel these could be purpose-built to minimise the risk of fires and would be easier to police.

Conclusion

The vast majority of respondents felt that the PSPOs should be renewed (greater than 80% at all locations) – as such the necessary arrangements will be made to extend the public spaces protection orders described in the report for a further three years.

Appendix

ps research (Report by Adam Pearson and Emma Slater) – Public Space Protection Orders prohibiting barbecues and open fires in open spaces

Consultation Report: May 2022



Public Space Protection Orders prohibiting barbecues and open fires in open spaces.



Consultation Report: May 2022.



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Headline findings.



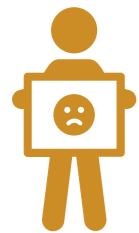
Most of the c. 400 respondents feel the orders banning barbecues and open fires should be renewed in all areas

At least 8 in 10 people giving feedback on each area feel the current PSPOs should be renewed. Feedback reveals barbecues, particularly disposable ones, are generally considered a safety risk to children and animals/wildlife and contribute to litter and anti-social behaviour.



Respondents generally feel that barbecues in these areas have a detrimental impact on quality of life

And at least 7 in 10 people giving feedback on each area feel ending the PSPOs would have a negative impact on their quality of life.



Even with the orders in place in these areas though, barbecues are still having a negative impact for some

Whilst there is evidence that this has dropped since the orders came into place in 2019, around two in five still feel barbecues in these areas are having a detrimental effect on their quality of life. Comments reveal that lack of enforcement and signage is leading to some people ignoring the current ban on barbecues.



There were some alternative suggestions for dealing with barbecues in the PSPO areas

Those feeling the order should lapse were most likely to suggest that designated barbecue areas be adopted instead, giving examples from other regions and countries. They feel these could be purpose-built to minimise the risk of fires and would be easier to police.

Introducing the consultation.



What was the consultation on?

Public Space Protection Orders (PSPOs) are in place in a number of locations throughout the Borough, prohibiting barbecues and other outdoor temporary cooking on council-owned land, including the beach and surrounding coastal areas. The orders are due to lapse in July 2022. The council can extend them for a further 3 years if they remain necessary to prevent persistent activities that are having a detrimental effect on the quality of life in the locality.



The approach

Fylde Council developed and hosted an online survey to understand people's views on the orders and whether to extend or amend any or all of them. There are eleven PSPOs covering different areas of the borough. The survey allowed respondents to give feedback on any or all of them.



395 responses were received to the consultation

The online survey was available to complete between 5 April and 3 May 2022.

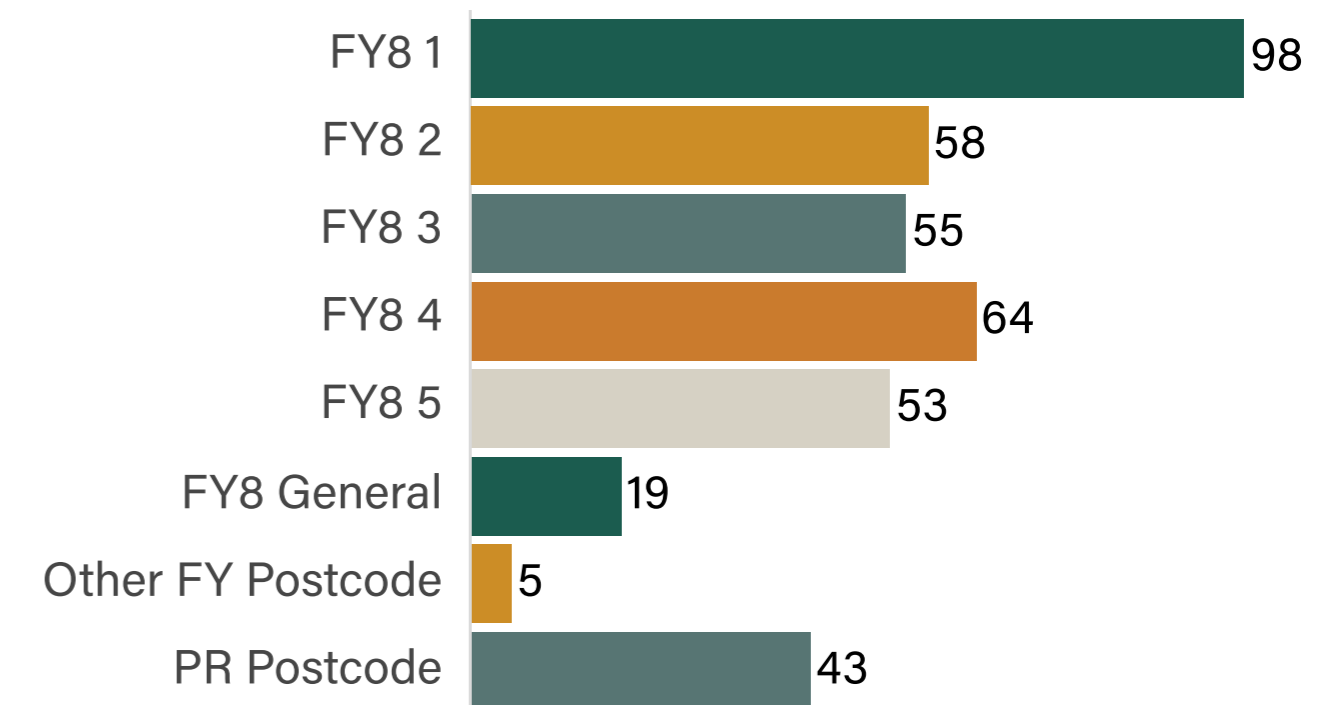


86% of the responses were from St Annes' residents

A further 12% of responses were from residents in other parts of Fylde; 9 respondents work in or visit the borough

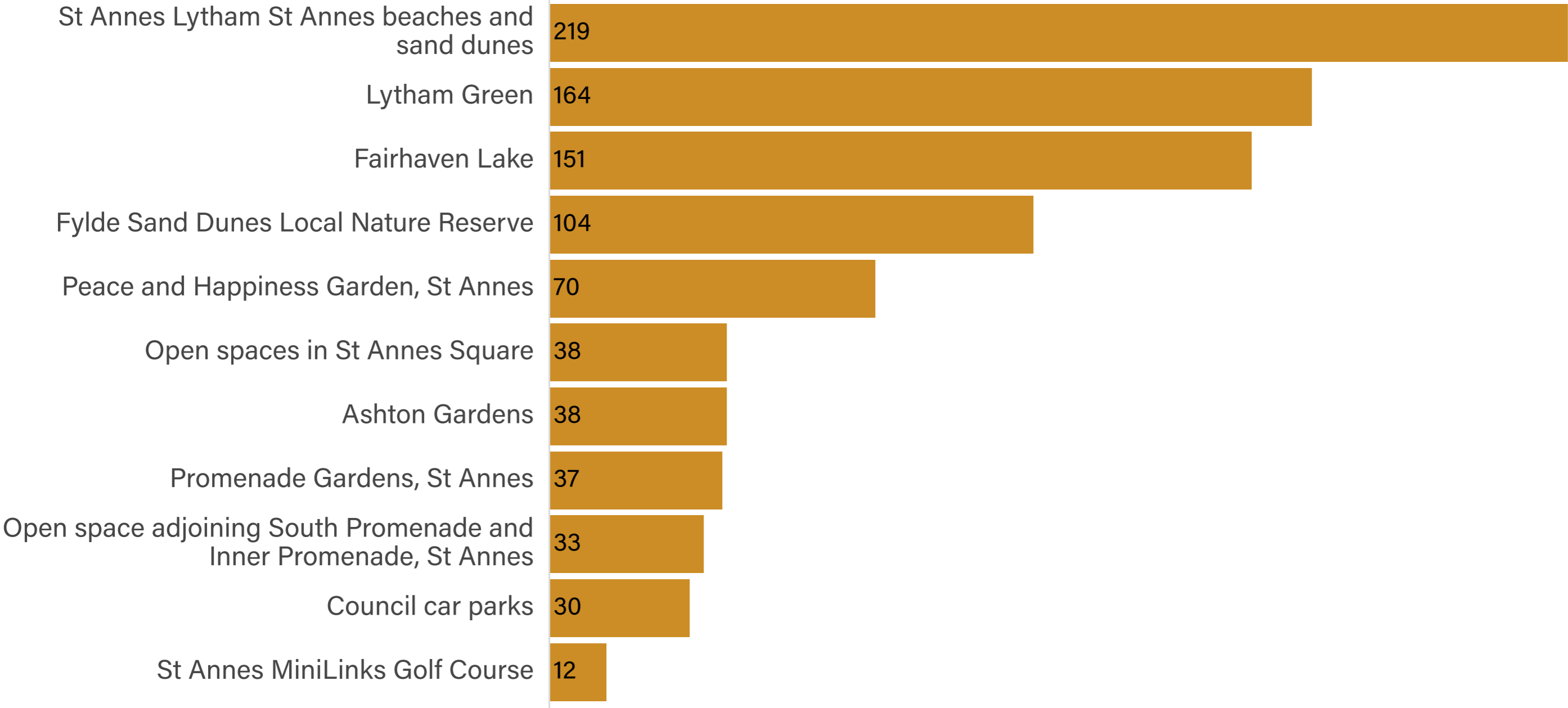


1 in 4 respondents live in the FY8 1 postcode area



Respondents were most likely to give feedback on the PSPO covering beaches and sand dunes in St Annes and Lytham St Annes.

Q. Which PSPO areas would you like to give your views on? (Counts displayed in chart)



Observations

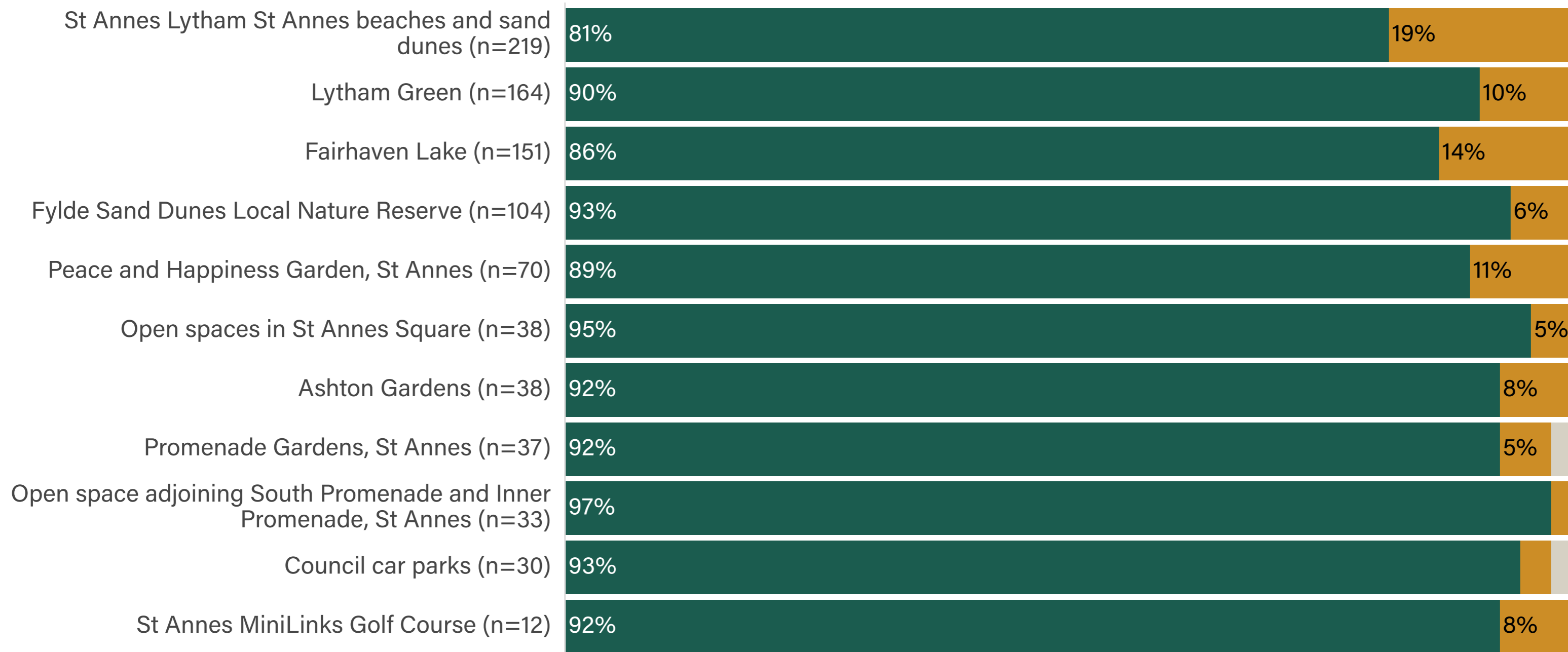
Over half of respondents (55%) gave their views on the PSPO covering beaches and sand dunes in St Annes and Lytham St Annes.

Around two in five responded about the PSPO in Lytham Green (42%) and Fairhaven Lake (38%).

Caution should be applied to some of the sample sizes for lesser selected areas, with only 12 people giving feedback on St Annes MiniLinks Golf Course.

The vast majority of people feel the PSPOs should be renewed.

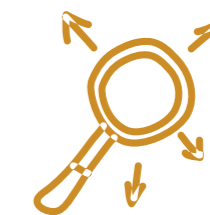
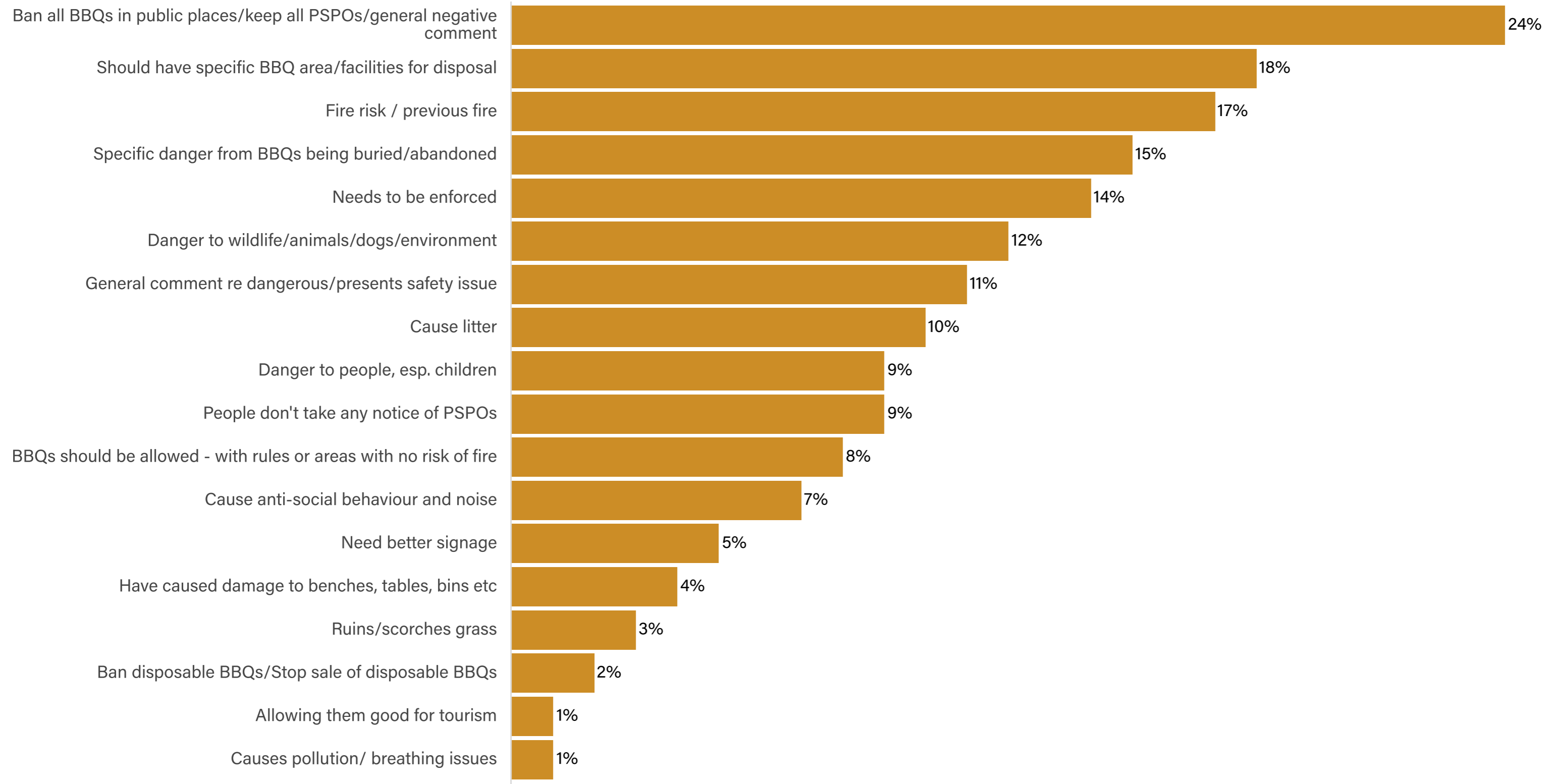
Q. Do you think that the ban on barbecues and cooking on open fires in this area should be renewed or allowed to lapse?



● The order should be renewed ● The order should be allowed to lapse ● Don't know or no view

A quarter of comments stated barbecues should be banned in all public places.

Q. Do you want to make any other comment about the control of barbecues or cooking on open fires in this area? (n=421)



Observations

Whilst 24% of all comments referred to banning barbecues in all public places and retaining all related PSPOs, 18% of comments suggested there should be specific barbecue areas and facilities for disposal instead. 48 of the 76 unprompted comments about specific barbecue areas were from respondents who indicated that the relevant PSPO should be allowed to lapse.

Main reasons for retaining PSPOs relate to danger, litter and anti-social behaviour.



Fire risk and danger to children, wildlife and the environment

"Abandoned disposable BBQs are a danger to wildlife, children, litter pickers, especially when covered with sand. The fine should match that issued to dog walkers."

"I feel that all the areas are busy with visitors and children and dogs and to have a hot bbq in any of these areas is unsafe."

"Prior to lockdown I thought the ban was extreme. However when people just abandon their used BBQs it is totally unacceptable. Firstly it is tricky litter to collect especially if warm but then the risk to kids and animals is huge."

"There is a danger to young children when people use them at ground level and a general risk of fire given this is a predominantly grassy area."

"Dangerous to children and dogs being discarded or left still hot burning sometimes in bins. People ignoring the order are those being careless about disposal."

"Totally opposed to barbecues and cooking on open fires being allowed. Seen the damage done to children when hot disposable barbecues are covered in sand and children leap on the mound created and cut their legs on the wires."



Barbecues lead to litter and anti-social behaviour

"It is not just the dangers of open fires and bbq's but the litter and debris associated with them that spoils the area."

"The dunes are regularly used as a picnic area with bottles, cans, food wrappers, disposable BBQs etc being dumped in large quantities."

"They damage the Green and are generally left for others to clean up and are a danger to the general public who just want to enjoy the beauty of the area.."

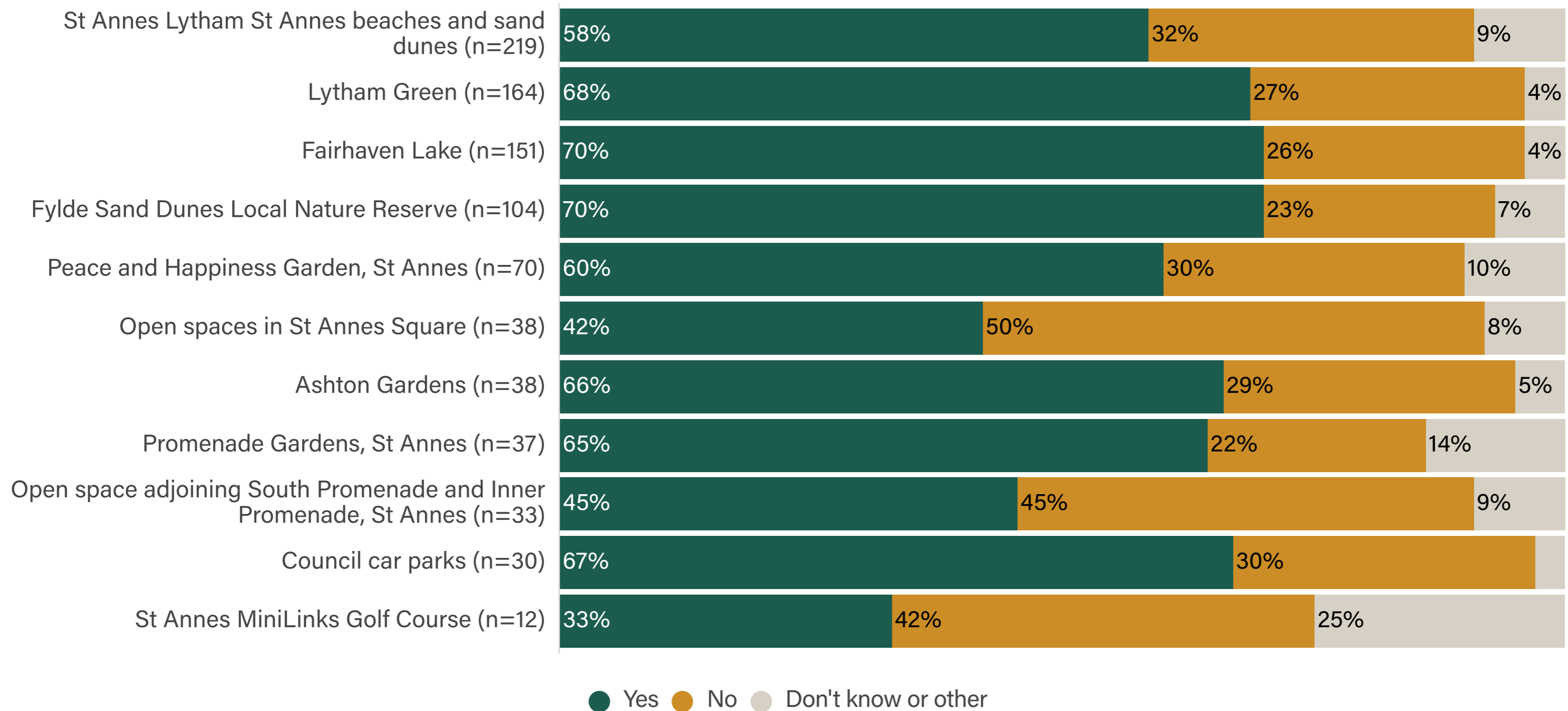
"Please ensure these are banned. There is constant mess left behind, the parties that use them cause distress to my dogs and it encourages large noisy gatherings that ruin others enjoyment."

"Should never be allowed, people leave rubbish behind and scorch marks on the grass. And invites large drinking groups!"

"The encouragement of BBQs brings rubbish, vermin and damage and an opportunity for young people to gather in a disrespectful way."

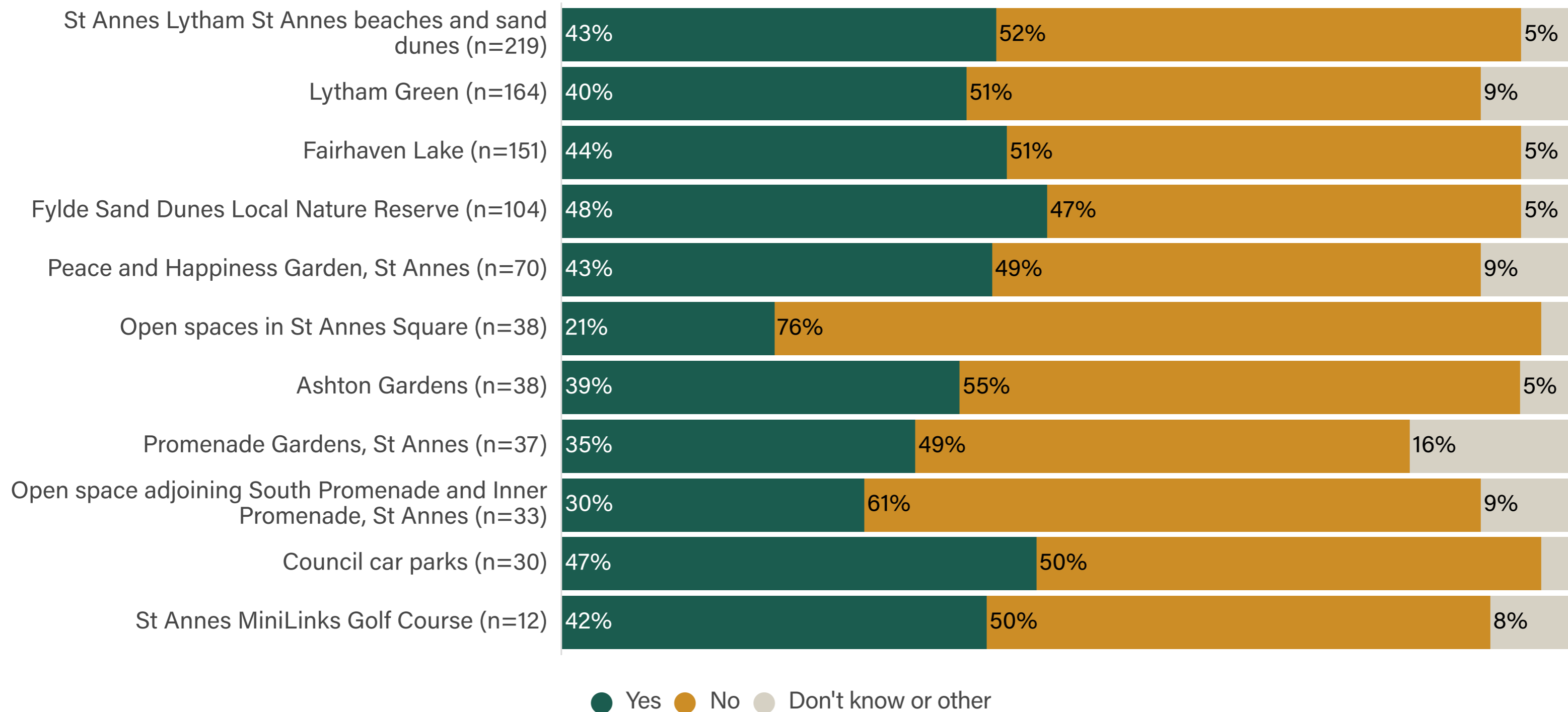
Barbecues had a detrimental effect on people's quality of life prior to 2019.

Q. Before 2019 did barbecues or cooking on open fires in this area have a detrimental effect on your quality of life?



Whilst the reported detrimental effect on quality of life has reduced since 2019, close to half still feel this is the case in some areas.

Q. Since 2019, have barbecues or cooking on open fires in this area had a detrimental effect on your quality of life?



Lack of enforcement and signage is contributing to some people ignoring the ban.



Some people don't take any notice of PSPOs

"I've seen people abusing the ban, it would be even worse without one."

"It's impossible to police the sand dunes and beaches. What can be done? You can only try to appeal to visitors sense of decency."

"People don't pay any attention to the PSPOs. Visitors will always do what they want to do regardless of the needs of people who actually live here."



Needs to be more enforcement in PSPO areas

"Have seen plenty of people using barbecues but I have never seen anyone "police" the areas therefore there is very little deterrent."

"Enforcement of the PSPO regarding BBQs has been woefully inadequate around the beach and dunes. I have regularly seen groups and families using them and despite the improved signage I am seriously concerned that the coming months will see the problem recur."



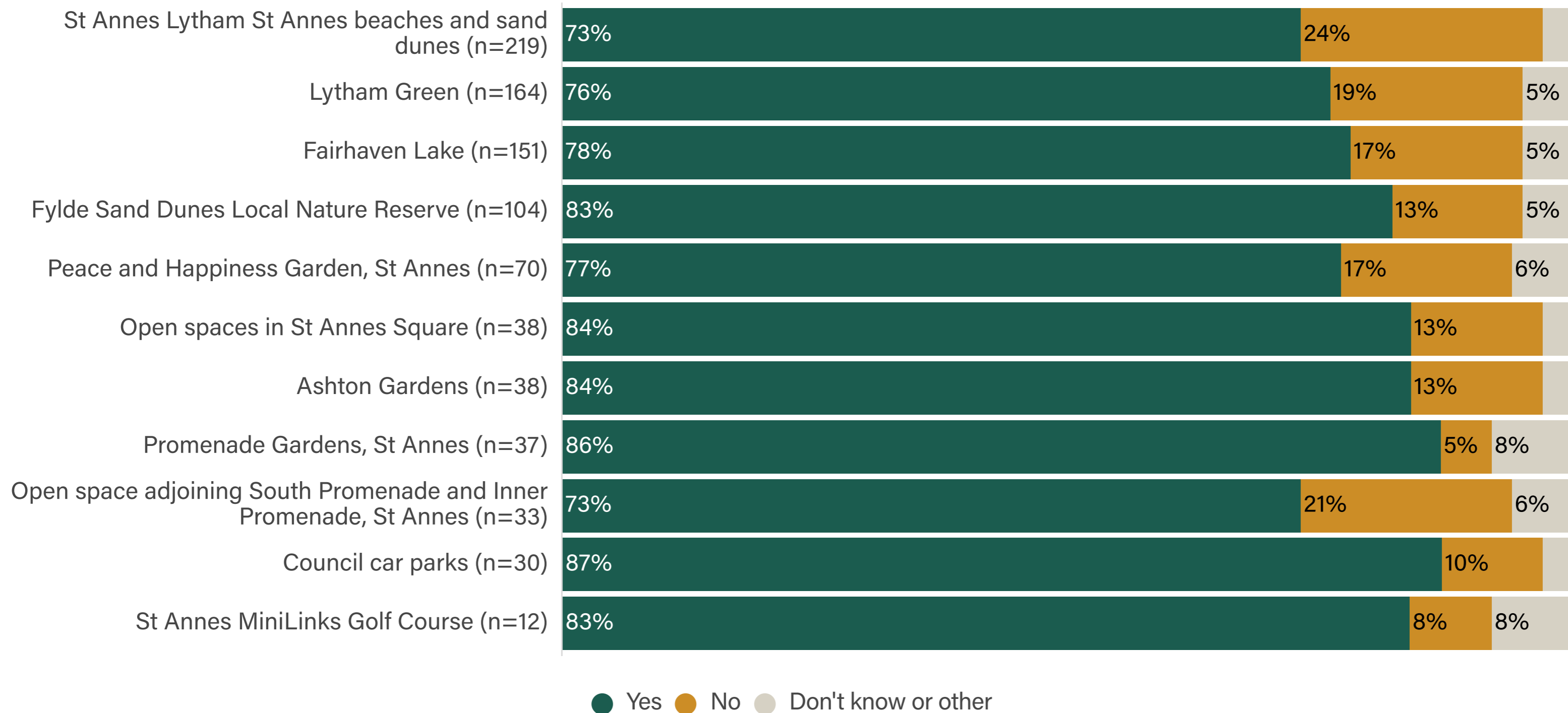
Needs to be more signage in PSPO areas

"More signage to clearly stop (and possibly highlight the environment and health issues with allowing these in this area)."

"The signage is too small, and no one enforces the ban on busy days."

People feel that ending the PSPOs would negatively impact on their quality of life.

Q. If the ban on barbecues and cooking on open fires in this area is allowed to lapse, do you think that barbecues or cooking on open fires in this area will have a detrimental effect on your quality of life?



But some people suggest it would be better to have designated barbecue areas.



"Create designated safe areas for outdoor cooking"

"Why don't we consider designated spots where people can be allowed to use their barbecues? We have just returned from Worthing where they had an amazing system in place."

"Maybe take a leaf out of other countries books and supply fixed purpose built, stone, brick bbqs along the front. Possibly have stringent rules for the bbqs."

"I had numerous bbqs for many years in the summer. It was so much fun with friends and family. Roughly 20-30 every summer. Never did we leave rubbish litter or debris. Always safe and on the sand. This freedom has been spoilt by a small minority. Perhaps areas away from grass and flammable substances should be made or granted usage"

Potential benefits of designated areas according to comments include:



"They happen anyway" so make them more visible



Easier to control and police in a smaller area



Provide purpose-built facilities that minimise risk of fire

Some people also feel there is a difference between grassy areas and beaches when it comes to using barbecues



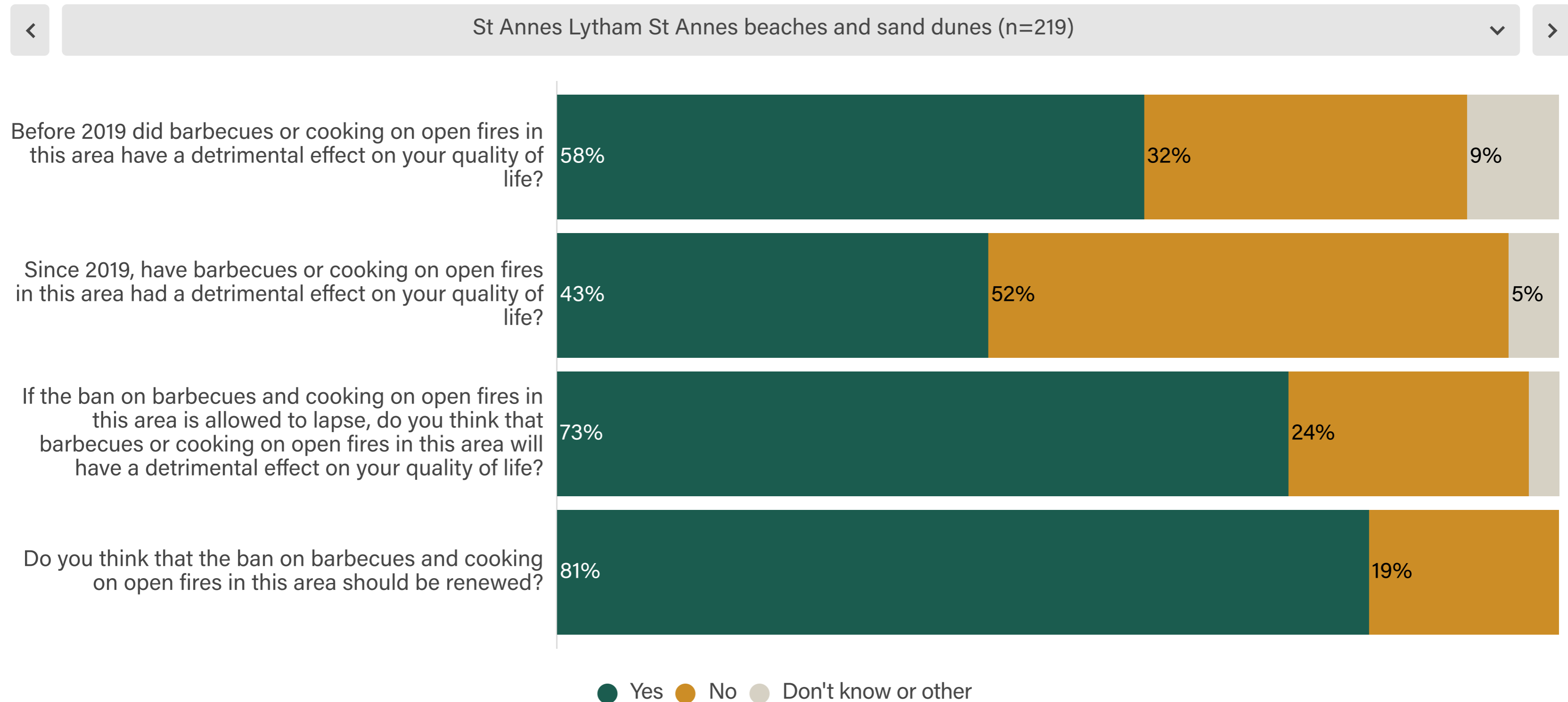
"BBQ on the beach is ok."

"I feel it's right to renew in green spaces for safety but the beach and dunes should be open for barbecues."

"I think it's a huge shame to prevent people using bbqs on the beach."

Appendix: Area snapshots on quality of life and renewing the barbecue PSPO.

Use the interactive chart to get an overview of a particular area (base totals in chart titles)





Report by Adam Pearson and Emma Slater.

psresearch.co.uk | hello@psresearch.co.uk

It all starts with good research.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
CHIEF EXECUTIVE	OPERATIONAL MANAGEMENT COMMITTEE	15 JUNE 2022	10

CORPORATE PLAN ACTION UPDATE

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The purpose of the report is to provide the committee with the latest progress against the corporate actions relevant to the committee that are scheduled for completion at the time of the meeting.

SOURCE OF INFORMATION

Relevant officers responsible for delivery of the Corporate Plan action / outcome.

LINK TO INFORMATION

- [The 2020-2024 Corporate Plan](#)
- <http://fyldeperformance.inphase.com>
- [Corporate Plan 2020/24 Prioritisation Log](#)

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information is provided to inform the committee about progress against the key strategic objectives the council has set out in the corporate plan.

FURTHER INFORMATION

Contact: Alex Scrivens alex.scrivens@fylde.gov.uk

Actions / Outcomes due for completion by 31st March 2022.

Review leases and Service Level Agreements (Outcome: evidence / policy / process of lease review in place given the practice of reviewing leases would be ongoing)

Action Completed – The established process for lease and service level agreement reviews is to include the requirement for a review in the agreement or lease where possible. Whilst the action is under Operational Services for the purposes of the Corporate Plan there are leases and service level agreements in several service areas that are not within the committee remit. The Corporate Service Team led by Gemma Broadley and Alex Scrivens have included the requirement to review all leases and service level agreements that the council is involved with prior to renewal. This is part of the process within the guidance for officers on leases and service level agreements. This is an approach that is part of the established method of practice at the council.

Explore opportunities to introduce electric car charging points (Outcome: policy / process in place to engage with providers and include in future schemes on council owned assets where necessary / appropriate)

Action Completed – A policy statement on electric vehicle charging points is part of the zero-carbon commitment adopted by the council. Rapid charging points have been installed on four car parks. It is expected, subject to ratification of the electric vehicle policy, that the Council will tender for fast charging points to be installed on long-stay council car parks. The council aims to work with LCC to plan and implement on-street electric charging points.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
CHIEF EXECUTIVE	OPERATIONAL MANAGEMENT COMMITTEE	15 JUNE 2022	11
PERFORMANCE REPORTING 2021/22			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The report provides details of the key performance outcomes for the financial yearend 2021/22. Performance is reported against the targets set for the year and commentary is provided by performance exception.

SOURCE OF INFORMATION

The operational teams have input data into the corporate online system (called InPhase) for service-based performance data.

LINK TO INFORMATION

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

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

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

FURTHER INFORMATION

Contact: Alex Scrivens, Performance & Improvement Manager (alex.scrivens@fylde.gov.uk).

Year-end 1st April 2021 to 31st March 2022 Commentary by Performance Exception

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

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






None to report.

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

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

None to report.

PERFORMANCE KEY ICON STATUS

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

APPENDIX 1: Performance Measures year-end performance (1st April 2021 – 31st March 2022)

Operational Management						
Local Key Performance Indicators	Frequency	Good Performance Is	APR 2020 MAR 2021	APR 2021 MAR 2022	Year-end Target	Performance Status
PM101: Kg of residual waste per household (quarterly only for LG Inform)	Quarterly	Smaller is Better	134	130	130	
PM102: Current Operator Compliance Risk Score (traffic light)	Quarterly	Bigger is Better	Green	Green	Green	
PM132: Number of proactive dog enforcement patrols	Monthly	Bigger is Better	New	1280	1200	
PM55: Missed bins as a percentage of all collections	Quarterly	Smaller is Better	0.05	0.05	0.05	
PM56: Percentage of household waste recycled	Quarterly	Bigger is Better	44	40	40	
PM74: Percentage first time HGV fleet MOT passes	Quarterly	Bigger is Better	86	90	90	
PM96: Percentage of customers satisfied with MOT experience	Quarterly	Bigger is Better	100	100	100	

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
CHIEF FINANCIAL OFFICER	OPERATIONAL MANAGEMENT COMMITTEE	15 JUNE 2022	12
CAPITAL PROGRAMME MONITORING REPORT 2021/22 – OUTTURN POSITION AS AT 31ST MARCH 2022			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

This report sets out details of expenditure on schemes within the Council's approved capital programme for the financial year 2021/22.

SOURCE OF INFORMATION

Chief Financial Officer – the report is based upon information on capital programme expenditure on a scheme by scheme basis extracted from the Council's financial ledger system for the period to 31st March 2022 and feedback received from budget holders.

LINK TO INFORMATION

Capital Programme Monitoring Report 2021/22 – Outturn Position as at 31st March 2022:

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

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

The purpose of this report is to provide an update of the Council's approved Capital Programme as at the financial year-end, 31st March 2022. The Committee is directed to take particular note of those schemes which are under the Committee's remit.




Further information on the financial outturn position for 2021/22 will be contained within the MTF5 Outturn Report to the Finance and Democracy Committee in June 2022.
















FURTHER INFORMATION

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CAPITAL OUTTURN 2021/22

	SCHEME DELIVERED TO BUDGET DURING THE YEAR
	SCHEME UNDERSPENT AGAINST BUDGET
	SCHEME OVERSPENT AGAINST BUDGET

APPROVED SCHEMES	Head of Service / Budget Holder	Latest Budget 2021/22 £000	Actual Outturn £000	Variance £000	Variance	See key	Slippage required into 2022/23 £000	Budget Holder Comments
FINANCE & DEMOCRACY COMMITTEE								
Purchase of Land Adjacent to Squires Gate Station	Darren Bell	6	0	6	Underspent		6	This project is ongoing. As agreed at Full Council, the compulsory purchase of the land will now be initiated which could take 12 months to complete.
Sub total		6	0	6			6	
TOURISM & LEISURE COMMITTEE								
Fairhaven Lake & Promenade Gardens Restoration	Mark Wilde	1,433	1,183	250	Underspent		250	Building and Landscaping works are scheduled to be completed during 2022/23.
Staining Playing Fields Development Scheme	Mark Wilde	43	0	43	Underspent		43	Plans for landscaping works are currently being developed with project completion anticipated to be during 2022/23.
Coastal Signage Improvements	Darren Bell	68	7	61	Underspent		61	Phases 1, 2 and 3 (Consolidation / Rationalisation, Digital Beach Signs and Beach Safety Signs) have been completed. Phases 3 and 5 (Waymarking & Directional and Heritage & Interpretation) are currently being modelled. Remaining scheme delivery completion is anticipated to be during 2022/23.
Fylde Sand Dunes Improvement Scheme	Mark Wilde	46	35	11	Underspent		11	The first phase of the scheme to regrade the dunes opposite the Persimmon Homes development has now been successfully completed. A tendering exercise has been completed for the second and third phases of the scheme - which include new dune entrance ways and signage. Draft artwork has been produced by a graphic designer for the signs and is ready for completion. A contractor has been selected for the entranceway installation and the project will be completed by the end of May 2022.
Blackpool Road North Playing Fields Drainage	Darren Bell	145	119	26	Underspent		26	Works are substantially complete. Additional works on the maintenance of football pitches are to be completed during 2022.
Additional Parks Access Control Measures	Mark Wilde	16	16	0	On target			This scheme has been delivered and completed within budget.
Ashton Gardens Lighting Improvement Scheme	Darren Bell	25	21	4	Underspent			This scheme has been delivered and completed £4k under budget.
Park View Drainage Improvement Scheme	Darren Bell	1	1	0	On target			A drawdown report was presented to Committee in March 2022 and work is anticipated to start in Spring/Summer 2022.
Fairhaven Boathouse - Remodelling and Refurbishment Scheme	Darren Bell	7	7	0	On target			The majority of the scheme has been re-phased for delivery into 2022/23.
Play Area Improvements	Mark Wilde	100	57	43	Underspent		43	Following a tender process, a drawdown report was presented and approved at the January 2022 Tourism & Leisure Committee. A contract has been issued to the successful tenderer and works are due to be completed by the end of May 2022.
Friends of Newton Community Park Improvement Scheme - Fylde Council Contribution	Mark Wilde	100	100	0	On target			This scheme has been delivered and completed within budget.
Fairhaven Kiosk / Ice Cream Bar Project	Darren Bell	20	15	5	Underspent		5	The project works are scheduled to be completed during 2022/23.
Boating Pool Safety Improvements	Mark Wilde	60	9	51	Underspent		51	The project works are scheduled to be completed by the end of May 2022.
North Beach Windsports Centre	Darren Bell	200	0	200	Underspent		200	The project works are scheduled to be completed during 2022/23.
Sub total		2,264	1,570	694			690	

APPROVED SCHEMES		Latest Budget 2021/22	Actual Outturn	Variance	Variance	See key	Slippage required into 2022/23	Budget Holder Comments
		£000	£000	£000			£000	
OPERATIONAL MANAGEMENT COMMITTEE								
Replacement Vehicles	Kathy Winstanley	486	164	322	Underspent	▲	322	A number of operational vehicles of a bespoke specification and with long build times have been commissioned but were not delivered to the Council by the year-end. Slippage is requested in this regard and the vehicles are now expected to be received during 2022/23.
Car Park Improvements	Darren Bell	70	40	30	Underspent	▲	30	The improvement of the interface between Stanter Bank car park and Inner Promenade was completed. The remaining budget will be used in 2022/23 to contribute to the resurfacing of Fairhaven Road and/or Swimming Pool Car Parks.
Public Transport Improvements	Darren Bell	138	18	120	Underspent	▲	120	This scheme relates to developer contributions (£106) funding that is paid to Lancashire County Council (LCC). The funding will contribute to the delivery of improved public transport services where an enhanced public transport requirement is identified as a result of increased housing development. These payments may be made over a period of several years and in this instance the £106 agreement allows for payments to be made up until 2028. Slippage of the unspent amount of £120k is requested in order that the full amount may be paid to LCC in later years at the appropriate point in time.
Fairhaven and Church Scar Coast Protection Scheme	Darren Bell	10	0	10	Underspent	▲	10	This is the residual Sand Dune improvement works on the Dunes North of Fairhaven Lake. This was an outstanding condition of the Fairhaven Coastal Defence scheme which Environment Agency Grant in Aid can be claimed.
St Annes Sea Wall	Darren Bell	190	161	29	Underspent	▲	29	In 2020 the council were awarded £300k Pipeline acceleration funding to develop the St Annes Seawall Outline Business Case. This has now been completed. Following this a bid was submitted to the Environment Agency which was approved at a total cost of £12.1m. The planning phase has now commenced. Following the planning phase it is proposed to start the construction phase Autumn 2023.
Accommodation/ facilities at Snowdon Road Depot - Welfare Improvements	Darren Bell	206	206	0	On target	😊		This scheme has been delivered and completed within budget.
Charging Infrastructure for Electric Taxis	Darren Bell	105	78	27	Underspent	▲	27	Charging units now installed and an invoice for the majority of the costs has been paid. Remainder to be paid once the units are commissioned by end April 2022. Scheme to be completed during 2022/23.
Cemetery and Crematorium - Infrastructure Phase 3b	Darren Bell	35	0	35	Underspent	▲	35	The main project is now complete. Additional landscaping, surfacing and drainage works will be completed during 2022/23.
Outdoor Digital Signage	Mark Evans	52	32	20	Underspent	▲	20	The outdoor digital signage proposal has been referred to the Town Centres Working Group in order to consider alternative siting proposals that will be more suitable in the conservation area location in which they are proposed. Various options are currently being examined and it is expected that the projects will be delivered during 2022/23.
South Fylde Line Study	Darren Bell	70	60	10	Underspent	▲		The study was completed within timescale and £10k under budget.
Sub total		1,362	759	603			593	

APPROVED SCHEMES		Latest Budget 2021/22 £000	Actual Outturn £000	Variance £000	Variance	See key	Slippage required into 2022/23 £000	Budget Holder Comments
ENVIRONMENT, HEALTH & HOUSING COMMITTEE								
Disabled Facilities Grants (DFG) Programme	Mark Evans	1,467	1,281	186	Underspent	▲	186	Following earlier delays of reduced activity due to previous Covid restrictions the grant programme is now progressing as normal and £186k is requested to be slipped into 2022/23.
Housing Needs Grant	Mark Evans	55	0	55	Underspent	▲	55	Housing Needs grant awards are dependent on the repayments received by the sale of properties where DFG grant has previously been provided. The funding to be used where professional services have been provided, such as architectural fees, but the DFG grant has not gone ahead in 2021/22. No expenditure has been incurred in 2021/22. Funding has been used in previous years for specific community information events. Planning of a 2022/23 programme of events is underway as part of the HMO Inspection project and slippage is requested.
Progress Housing Buy Backs	Mark Evans	58	58	0	On target	😊		This scheme has been delivered and completed within budget.
CCTV Replacement Schemes	Ian Curtis	27	26	1	Underspent	▲	1	4 WCCTV deployable cameras have been purchased with accessories. £1k residual funding remains.
Hydration Points	Darren Bell	60	0	60	Underspent	▲	60	The project was delayed due to Covid restrictions which would have stopped the points being used. A drawdown request for a small number of hydration points was submitted to committee in March 2022 for installation prior to the summer season of 2022.
Fylde Affordable Housing Delivery Programme	Mark Evans	60	19	41	Underspent	▲	41	This funding had been allocated to deliver an affordable housing survey which requires community engagement that could not be carried out within the previous social distancing restrictions that had to be observed. As a result the project has been delayed. The contract has been awarded and it is anticipated that the survey will be completed during 2022/23.
Affordable Housing Scheme, Lytham Road, Warton	Mark Evans	260	0	260	Underspent	▲	260	Council (19/10/20) approved a scheme for affordable housing on Lytham Road Warton, utilising S106 funding. phased equally over two financial years (2020/21 and 2021/22), the sum of £260,000 to be fully funded from a portion of the balance of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement ref: 12/0717 - Moss Farm, Cropper Road, Westby). Negotiations are still underway to approve the Affordable Housing Statement for the site, in line with the conditions for the grant.
Sub total		1,987	1,384	603			603	

Appendix (Cont'd)

APPROVED SCHEMES		Latest Budget 2021/22 £000	Actual Outturn £000	Variance £000	Variance	See key	Slippage required into 2022/23 £000	Budget Holder Comments
PLANNING COMMITTEE								
St Annes Regeneration Schemes	Mark Evans	124	1	123	Underspent	▲	123	The funding was specifically aimed at delivering the Wood Street (Phase 3) Scheme. Works commenced but, despite being suspended due to the covid situation, have now been completed on phase 3a (north side). There are some works that have not yet been invoiced, which are currently undergoing a snagging process prior to final sign off. Any residual amounts unspent will be directed towards the implementation of an enhanced Pier Link project in accordance with the decision made by Planning Committee on 22 June 2020.
Kirkham Public Realm Improvements	Mark Evans	3	1	2	Underspent	▲	2	This is a residual amount from the last phase of regeneration works allocated for signage which will now be delivered as part of the Kirkham Future High Street Fund / Heritage Action Zone programme in 2022/23.
M55 Link Road (Inc. S106 monies for design work)	Mark Evans	122	1	121	Underspent	▲	121	The accelerated delivery of the £27m M55 Heyhouses Link Road is subject to a funding package made up from a number of sources. This funding is now in place and work has started on site with the earthworks being the first phase. The road will then be constructed by Lancashire County Council's in-house team and is due for completion in early 2024. It is expected that LCC will require the funding to be transferred to them during the latter stages of the project and so is likely to be spent during 2022/23.
St Annes Pier - Coastal Revival Fund	Mark Evans	5	0	5	Underspent	▲	5	This scheme is funded by a specific grant from MHCLG for which Fylde Council is acting as the accountable body. The spend of the remaining funds rests with the owners of the Pier, but is anticipated to be completed during 2022/23.
Kirkham and Wesham Station	Mark Evans	15	15	0	On target	😊		This funding was identified to allow a feasibility study to be carried out which would examine the alternative proposals available to deliver off street parking at Kirkham and Wesham Station. Following an initial delay as a result of changes to the rail franchise operating on the Preston-Blackpool Line, the feasibility study has now been completed and an invoice is awaited.
Future High Street Fund: Kirkham	Mark Evans	1,207	656	551	Underspent	▲	551	This is a government-funded scheme to deliver a number of schemes across the whole of the town centre including the re-purposing of buildings, traffic management measures, building reuse and enhancement and public realm projects with delivery phased over a number of years. Funding is being utilised on a staged basis. During the year the Council has purchased 2 properties within Kirkham Town Centre for restoration alongside the Kirkham Heritage Action Zone scheme.
Wesham Community Centre	Mark Evans	92	85	7	Underspent	▲		This scheme was programmed to commence in early October 2020, following initial delays due to the Covid pandemic this scheme has been successfully delivered £7k under budget.
Elswick Village Green	Mark Evans	115	0	115	Underspent	▲	115	A report was presented to Planning Committee in April 2022 to authorise transferring the funds to enable the Parish Council to take responsibility for the delivery of the project under a legal agreement to ensure funds are spent in a timely manner and on the agreed project. The Capital Programme will be updated accordingly.
Kirkham Heritage Action Zone	Mark Evans	1,352	636	716	Underspent	▲	716	This is a 4 year programme (2020-2024) with spend being spread across the programme period. Delays have resulted from the Coronavirus pandemic and officers have been working with Historic England to agree a reprofiling of the spend to minimise any loss of grant. Historic England have confirmed that £224k has been removed from the scheme funding and the programme has been adjusted for this reduction in grant and the related expenditure.
Tree Planting Scheme	Mark Evans	25	6	19	Underspent	▲	19	Take up of trees for the "15 Trees for 15 Parishes" scheme was not as high as envisaged. The Carbon Neutral Working Group has asked that the funds be slipped to allow planting during the 2022/23 planting season.
25 Victoria Road St Annes Y-Pad Scheme	Mark Evans	50	50	0	On target	😊		This scheme has been successfully delivered.
Sub total		3,110	1,451	1,659			1,652	
Total Expenditure		8,729	5,164	3,565			3,544	