

# Agenda

## Executive Committee

Date:	Tuesday, 4 July 2023 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Karen Buckley (Chairman)          Councillor Richard Redcliffe (Vice-Chairman)</p> <p>Councillors Tim Armit, Peter Collins, Chris Dixon, Ellie Gaunt, Karen Henshaw JP, Matthew Lee, Michelle Morris, Ed Nash, Jayne Nixon, Tommy Threlfall.</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](#).

	<b>PROCEDURAL ITEMS:</b>	<b>PAGE</b>
<b>1</b>	<b>Declarations of Interest:</b> Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council’s Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	<b>1</b>
<b>2</b>	<b>Substitute Members:</b> Details of any substitute members notified in accordance with council procedure rule 23(c).	<b>1</b>
<b>3</b>	<b>Confirmation of Minutes:</b> To confirm the minutes, as previously circulated, of the meeting held on <a href="#">25 May 2023</a> as a correct record.	<b>1</b>
	<b>DECISION ITEMS:</b>	
<b>4</b>	<b>St Annes Event Square Project</b>	<b>3 - 9</b>
<b>5</b>	<b>Fully Funded Budget Increase – UK Shared Prosperity Fund</b>	<b>10 - 15</b>
<b>6</b>	<b>Fully Funded Budget Increase – Warton</b>	<b>16 - 19</b>
<b>7</b>	<b>Fully Funded Revenue Budget Increase – Upgrading of Signalised Junction of Squires Gate Lane and Lytham Road</b>	<b>20 - 22</b>
<b>8</b>	<b>Release of Section 106 Monies – Wrea Green</b>	<b>23 - 25</b>
<b>9</b>	<b>Changing Places Update</b>	<b>26 - 30</b>

Contact: Sharon Wadsworth - Telephone: (01253) 658546 – Email: [democracy@fylde.gov.uk](mailto:democracy@fylde.gov.uk)

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## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PROJECTS AND REGENERATION	EXECUTIVE COMMITTEE	4 JULY 2023	4
<b>ST ANNES EVENT SQUARE PROJECT</b>			

### PUBLIC ITEM

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

#### SUMMARY

The St Annes Event Square Project is the first project to be delivered as part of the St Annes Masterplan, adopted by the Council in July 2022. The Event Square will provide a dedicated facility for hosting events on St Annes Road West, which will complement other locations in St Annes that host significant events across the year. The Council will then be able to use the new events space to deliver most events to be delivered under the St Annes Events Programme; a new project to be funded via the Fylde's UK Shared Prosperity allocation in 2024/2025, as well as enabling events to be hosted by existing partner organisations and yet to be identified private events companies.

The recommendations within the report seek to establish the budget for the project, which is £1.5m. The funding contributions to this budget figure are made up of existing funding on the capital programme, external match funding and additional funding from the capital investment reserve.

Details regarding the initial scope of the scheme and the outline programme for delivery are included within the body of the report. The target for completion of the project is June 2024.

The report also provides details regarding the procurement of the project team to manage, plan, design and deliver the project to meet the Council's objectives.

A further report will be brought to the Executive Committee later in 2023, to request the authorisation of expenditure associated with the main capital construction works.

#### RECOMMENDATIONS

##### The Executive Committee are requested to:

1. Consider and recommend to Council, approval of a fully funded addition to the Council's Capital Programme for the total sum of £1,500,000 (£1,000,000 in 2023/24 and £500,00 in 2024/25) to the St Annes Event Square Project, of which £857,000 in 2023/2024 shall be provided from the Council's Capital Investment Reserve, £160,000 funding from UK Shared Prosperity Programme (UKSPF) in 2023/2024, £250,000 in 2024/2025 is to be met from external funding provided by Lancashire County Council and capital virements of £233,000 in 2023/24 as detailed at point 2 below.
2. Consider and approve capital virements totalling £233,000 from the existing Capital Programme in 2023/2024, consisting of £123,000 from St Annes Regeneration Schemes and £110,000 from the St Annes Road West – Square to Pier Link and Gateway, to the St Annes Event Square Project.
3. Authorise the proposed expenditure of £160,000 in respect of the scheme as detailed within this report and approve the award of a contract for multi-disciplinary professional design services to BDP Ltd.
4. To note the expenditure of £89,530.50 for Project and Cost Management Services as detailed within this report and note the award of a contract to Gosling Consulting Ltd via the Rise Framework under delegated

powers given in the Council's Financial Procedure Rules in consultation with the Leader of the Council and the Chief Executive.

5. To note that a further report will be issued to the Committee in respect of the main contractor appointment to deliver the works and the authorisation of the capital works expenditure.

## **SUMMARY OF PREVIOUS DECISIONS**

### Planning Committee - 27<sup>th</sup> July 2022

It was resolved:

That, Members consider the final draft of the St Annes Town Centre and Island Masterplan and that, subject to the incorporation of any amendments that the Committee consider necessary, adopt the masterplan as a framework to guide future investment and development projects in the resort.

That the St Annes Town Centre and Island Masterplan and companion documents be used to support applications for grant funding and to secure financial contributions from developments (Sn 106) in the borough to ensure the future vitality of the town centre and the island.

### Finance and Democracy Committee – 13 September 2021

It was RESOLVED to grant delegated authority to the Director of Development Services to award the contract for the St Annes Town Centre and Island Health Check and Masterplan

### Finance and Democracy Committee - 29 July 2021

It was RESOLVED to approve a fully funded revenue budget increase of £120,000 for 2021/2022, of which £108,000 is funded from the Lancashire Economic Recovery Grant from Lancashire County Council and a further £12,000 is funded from the funding volatility reserve for the commissioning of the Island Regeneration Programme Masterplan.

### Planning Committee - 28 July 2021

It was RESOLVED: To recommend to the Finance & Democracy Committee approval of a fully funded revenue budget increase of £120,000 for 2021/2022, of which £108,000 is funded from the Lancashire Economic Recovery Grant from Lancashire County Council and a further £12,000 is funded from the funding volatility reserve for the commissioning of the Island Regeneration Programme Masterplan.

### Finance and Democracy Committee - 29 July 2021 -

Confirmation of Working Groups

It was RESOLVED to confirm the membership of the following working groups: St Annes Programme Board – To appoint the Leader and Deputy Leader to the working group.

### Finance and Democracy Committee – 28 September 2020

Town Centre Working Group Update and Proposals to Support the Regeneration of St Annes Town Centre - It was RESOLVED:

to approve a revenue funded budget increase for 2020/21 in the sum of £150,000, to be funded from the Funding Volatility Reserve, to provide for the commissioning of a vision/strategy for St Annes Town Centre, such vision to include a town centre health check and be informed by the survey results and working group proposals for St Annes, and The Town Centre Working Group be consulted regarding the commissioning of this work.

### Planning Committee – 16 September 2020

Town Centres Working Group Update and Proposals to Support the Regeneration of St Annes Town Centre -To recommend that the Finance & Democracy Committee approve a revenue funded budget increase for 2020/21 in the sum of £150,000, to be funded from the Funding Volatility Reserve, to provide for the commissioning of a vision/strategy for St Annes Town Centre, such vision to include a town centre health check and be informed by the survey results and working group proposals for St Annes.

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. In July 2022, Planning Committee formally adopted the St Annes Masterplan, which is available as a background paper available via the link here <https://new.fylde.gov.uk/st-annes-town-centre-masterplan/>
2. The Masterplan brings together a wide range of stakeholder views and defines a long-term vision for the holistic regeneration of St Annes. The footprint of the Masterplan extends from St-Annes-on-the-Sea train station in the east, through the main district centre of St Annes Road West, across Clifton Drive to the Pier and then south towards the Island site.
3. The Masterplan details a series of physical interventions through development of buildings and public realm, as well as identifying a series of actions designed to boost the visitor economy through the Destination Management Plan.
4. Using the Masterplan as a strategic base document, the Council submitted a bid to Government in July 2022 for Levelling Up Round 2 funding to deliver the main public realm elements of the masterplan, the total of which was £14.6m.
5. In January 2023, the Council was informed that the bid was unsuccessful, this coincided with a workshop between elected members on The Leadership Board and senior officers on the delivery of the Masterplan. The workshop outcome concluded that the council needs to secure the necessary skill set, personnel, and funding strategy to deliver the Masterplan. The council does not at present have the capacity or employ personnel with the required skill set to initiate the process required to deliver the Masterplan.
6. However, it was essential that work is started on the priority areas of the Masterplan with the funding and resources that are available. Further consultation was undertaken through the Town Centre Working Group to establish what the immediate priorities are in St Annes and how the Council could deliver a project to address these.
7. A consensus emerged out of the consultation that the key issues to be addressed in St Annes should include:
  - a. Provision of a dedicated events space within the Town Centre
  - b. Improvement to lighting, particularly on the ‘darker’ side-streets
  - c. Improvements to signage and wayfinding
  - d. Improvements to CCTV infrastructure.
8. These priorities form the key strategic brief for the creation of a coordinated set of capital projects to be formalised, developed, and delivered to achieve these objectives. This report focuses on the provision of an events space on St Annes Road West, a project which is taken directly from the Masterplan.

### SCHEME DETAILS

9. Early scoping work was undertaken to assess the available design options for delivery of a events space and the initial options were presented to Leadership Board for a steer in April 2023. The options were designed to narrow the focus of the scheme and establish an initial budget and parameters of project scope, to enable the procurement of a multi-disciplinary team to design and manage the scheme. The initial budget has been set at £1.5m, this includes all necessary fees, survey costs, contingency and delivery of the works, after discussion with the Leadership Board the recommendation set out in this report is put forward for the committee to consider.

10. The option selected reduces the scope of the scheme included within the Masterplan which was estimated at £2.5m. The £1.5m option will include following key elements:
  - a. EITHER a large events space but with a reduced specification in terms of material quality and fittings OR a reduced event space area to maintain the quality of material and fittings and described in the Masterplan
  - b. Upgraded pedestrian surfaces and crossings.
  - c. Feature lighting
  - d. Provision for services diversions
  - e. Coordination with the separate CCTV upgrade project
  - f. Provision of street furniture and planters (of a reduced quantity or specification of that as described in the Masterplan)
  - g. 'Pop-up' shelter structure to mark the events space.
11. The appointed design team will work also work up plans for an extension of the feature lighting into the darker streets and design a new signage and wayfinding scheme for St Annes as a resort.
12. A RIBA Stage 2 Concept Design plan prepared by BDP, which shows the initial vision of the scheme is included within Appendix A of this report (which is to follow).

### **COST BREAKDOWN OF THE SCHEME**

The table below contains the initial RIBA Stage 1 budget, which will be refined at each gateway stage within the project as more detailed design becomes available.

**Table 1: Cost Breakdown of the Scheme:**

<b>Element</b>	<b>Budget Allowance</b>	<b>Notes</b>
Construction Budget	£1,050,000	To include the scope elements detailed above
Professional Fees, Surveys and statutory fees	£300,000	Surveys include (but not exhaustive) topographical, GRP, site investigation, arboriculture, all planning surveys, statutory fees, LCC fees.  Professional fees include Project and Cost Management, Landscape Design, Principal Designer (CDM), Transport and Highways consultant, planning consultant, services engineer, civil and structural engineer.
<b>Sub Total</b>	<b>£1,350,000</b>	
Contingency	£150,000	10% of total budget
<b>Total Budget</b>	<b>£1,500,000</b>	

### **FUNDING BREAKDOWN OF THE SCHEME**

13. The recommendations within the report detail the main funding sources for the scheme and quantify the additional amount of funding required from the capital investment reserve to create the £1.5m budget for the scheme.
14. The purpose of this section of the report is to reconcile the existing amounts on the capital programme (previously earmarked for earlier versions of regeneration schemes within St Annes that were put on hold pending the preparation of the Masterplan), confirm the additional match funding sources for the scheme and confirm the exact amount of additional funding which is required from the capital investment reserve. This information is summarised in the table below.

**Table 2: Funding Breakdown of the Scheme:**

<b>Funding Source</b>	<b>Existing Capital Programme Item</b>	<b>Amount</b>	<b>Notes</b>
St Annes Regeneration Schemes	Yes	£123,000	Previously allocated to the Pier Link project – now superseded by the decision to prioritise the events square
St Annes Road West – Square to Pier Link and Gateway	Yes	£110,000	As above
UKSPF Capital Match Funding	No	£160,000	As per approved UKSPF Investment Plan
LCC Match Funding	No	£250,000	As per a commitment given by the LCC Portfolio Holder for Economic Development
Additional contribution from the Capital Investment Reserve (CIR)	No	£857,000	As recommended by Leadership Board. The un-committed balance on the CIR after accounting for other capital schemes in the capital programme funded from the reserve and the £857k commitment recommended in this report will be £2.573m.
<b>Total</b>		<b>£1,500,000</b>	

**PROGRAMME AND KEY DRIVERS**

15. The delivery of the events space is critical to facilitate the delivery of the St Annes Events programme, which is a separate project funded by the UK Shared Prosperity Fund Programme. This project requires to be delivered in 2024/2025, as per the agreed USKPF Investment Plan and is being led by officers from the Place and Culture service area.
16. Therefore, the target is to deliver the events space by Summer 2024 to allow events to take place during the summer holidays and then for the remainder of the financial year up until March 2025. The events space will be the focal point for event delivery in St Annes, in addition to the various other locations that host events such as the beach and Ashton Gardens.
17. To achieve the target completion date of Summer 2024, a detailed project programme has been prepared by our appointed Project Management consultants, Gosling Consulting, with input from the Head of Projects and Regeneration and the multi-disciplinary design team consultants, BDP Ltd. The detailed project programme contains all key project activities, gateways stages and approval dates.
18. A summary of the milestone dates is as follows:

<b>Milestone</b>	<b>Date</b>
Executive Committee Approval of Outline Scheme	<b>4<sup>th</sup> July 2023</b>
Stakeholder Engagement on the Design	<b>August 2023</b>
Submit Planning Application	<b>11<sup>th</sup> September 2023</b>
13 Week Determination Period	<b>11<sup>th</sup> December 2023</b>
Preferred Contractor Award	<b>20<sup>th</sup> December 2023</b>

Start on Site	<b>16<sup>th</sup> January 2024</b>
Complete Construction	<b>End June 2024</b>

**Note:** There will be a requirement to draw down the funding from the Executive Committee after the contract award.

19. Detailed engagement including consultation will be held with all key stakeholders and public as part of each design stage. The team will ensure that in person engagement with the business groups in St Annes takes place to provide awareness, understanding and engagement in the process.
20. A revision to the project programme will be issued at each project gateway and regular progress updates will be presented to the Leadership Board.

## **PROCUREMENT**

21. Further to the recommendations made within the report, there have been two procurement exercises undertaken to appoint key members of the project team. The points below provide more detail to the committee as to the procurement approach used.
22. The first procurement exercise was to appoint an external Project Management consultant to lead the day-to-day delivery of the scheme. It was necessary to appoint an external Project Manager as a previous attempt to recruit to the Senior Project Officer post on the Council's establishment was unsuccessful, and therefore to maintain programme it was necessary to seek this resource externally.
23. The appointment for Project and Cost Management services was made through the direct award option on the RISE Framework for construction and engineering consultancy services. The decision to proceed with the framework aligns with the Fylde Council Procurement Strategy outcome 7.2 which seeks to use aggregated buying power to take advantage of best prices. The other main advantage of the direct award through the framework was to expedite the appoint of key services to progress the project at an early stage.
24. The decision was made to appoint Gosling Consulting Ltd for £89,530.50, (inclusive of 2% framework fee) under delegated powers set within the Council's Financial Procedure rules in consultation with the Leader of the Council and the Chief Executive, to provide Project and Cost Management Services through RIBA Stages 2-6. The information above is provided in line with the Council's Financial Procedure Rules to retrospectively report the expenditure to the next available Executive Committee.
25. A detailed scope of service document for the Project and Cost Management appointment is available upon request.
26. The committee is also requested to authorise expenditure and approve the award of a contract to BDP Ltd for £160,000 to provide multi-disciplinary design services including Landscape Design, Civil and Structural Engineering, Services Engineering, Transport Consultant Services and Planning Consultant Services from RIBA Stage 2 – 6.
27. The award of this contract is to be made via the National Health Service Shared Business Service Framework, Lot 12 (which is also available to other public bodies such as the council), through a direct award process. The rationale for utilising the framework is the same as the rationale for appointing the Project and Cost Management consultancy services. Officers also recommend this appointment because BDP have prepared the overall Masterplan for the site and the efficiency (particular with regards to programme) benefits that this brings to the project.
28. A detailed scope of service for the multi-disciplinary design team appointment is available upon request.
29. A capital drawdown report will be brought to the appropriate Executive Committee upon completion of the tender process for the main contractor, which is also likely to be made via a contractor framework for the benefits that have been described above and to align with the Council's overall corporate procurement strategy.



IMPLICATIONS	
Finance	The report considers and recommends to Council: approval of a fully funded addition to the Council's Capital Programme for the total sum of £1,500,000 (£1,000,000 in 2023/24 and £500,00 in 2024/25) to the St Annes Event Square Project, of which £857,000 in 2023/2024 shall be funded from the Council's Capital Investment Reserve (CIR), £160,000 from UK Shared Prosperity Programme (UKSPF) in 2023/2024, £250,000 in 2024/2025 from external funding provided by Lancashire County Council and capital virements of £233,000 from the existing Capital Programme in 2023/2024, (£123,000 from St Annes Regeneration Schemes and £110,000 from the St Annes Road West – Square to Pier Link and Gateway); to authorise expenditure of £160,000 and approve the award of a contract to BDP Ltd; to note the expenditure of £89,530.50 for Project and Cost Management Services and note the award of a contract to Gosling Consulting Ltd via the Rise Framework under delegated powers given in the Council's Financial Procedure Rules in consultation with the Leader of the Council and the Chief Executive; and to note that a further report will be issued to the Committee in respect of the main contractor appointment to deliver the works and the authorisation of the capital works expenditure. The un-committed balance on the CIR after accounting for other capital schemes in the capital programme funded from the reserve and the £857k commitment recommended in this report will be £2.573m.
Legal	The various stages of the project will need to be procured in line with the Public Contracts Regulations 2015 (where applicable) and the council's own procurement rules.
Community Safety	There are no implications
Human Rights and Equalities	There are no implications
Sustainability and Environmental Impact	There are no implications
Health & Safety and Risk Management	There are no implications

LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	<a href="mailto:Charlie.richards@fylde.gov.uk">Charlie.richards@fylde.gov.uk</a>	26/6/2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
St Annes Masterplan	September 2022	<a href="https://new.fylde.gov.uk/st-annes-town-centre-masterplan/">https://new.fylde.gov.uk/st-annes-town-centre-masterplan/</a>

Appendix A – RIBA Stage 2 Concept Design (To Follow)

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PROJECTS AND REGENERATION	EXECUTIVE COMMITTEE	4 JULY 2023	5
<b>FULLY FUNDED BUDGET INCREASE – UK SHARED PROSPERITY FUND</b>			

### PUBLIC ITEM

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

#### SUMMARY

In April 2022 the Government announced a new £2.6billion investment programme titled UK Shared Prosperity Fund (UKSPF), to replace old EU structural funding. As part of the funding allocation process, the Council prepared and submitted an Investment Plan in August 2022 which was then approved by Government in December 2022.

Fylde’s allocation of UKSPF monies amounts to £2.6m, to be defrayed over 3 financial years until the end of 2024/2025. An Investment Plan details where the funding will be concentrated across the 3 investment themes as set out the Government’s UKSPF guidance documents. The Investment Plan has been approved by the UKSPF Partnership Group, which brings together a cross section of key stakeholders including representatives from businesses, elected members, education and skills, and the community sectors.

In January 2023, Council approved a fully funded addition to the Council’s Capital Programme for 2022/23 in the sum of £82,500 and a fully funded addition to the Council’s revenue base budget of £258,288 to the ‘UK Shared Prosperity Funding’ scheme, to be met from external funding provided by the Department of Levelling Up, Housing and Communities (DLUHC).

This report provides the latest update on the UKSPF programme and recommends an in-year increase to the Council’s Capital Programme for 2023/24 of £267,500 and an in-year increase to the revenue base budget for 2023/24 of £374,076, and a budget increase to the Capital Programme for 2024/25 of £714,214 and a budget increase to the revenue base budget for 2024/25 of £966,714, all of which are fully funded via the UKSPF allocation.

#### RECOMMENDATION

**The Executive Committee are requested to:**

1. The Committee is asked to consider and recommend to Council, approval of a fully funded addition to the Council’s Capital Programme in 2023/24 in the sum of £267,500 and in 2024/25 in the sum of £714,214 and an addition to the revenue base budget in 2023/24 in the sum of £374,076 and in 2024/25 in the sum of £966,714, fully funded additions to the ‘UK Shared Prosperity Funding’ scheme, to be met from external funding provided by the Department of Levelling Up, Housing and Communities based on the latest indicative figures provided as at 5<sup>th</sup> December 2022.

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

## REPORT

1. The UK Shared Prosperity Fund was launched by the Government on 13<sup>th</sup> April 2022. The fund replaces old EU structural funding which was administered by unitary authorities to provide economic development and regeneration initiatives.
2. The government describes the fund as *“a central pillar of the UK government’s ambitious Levelling Up agenda and a significant component of its support for places across the UK. It provides £2.6 billion of new funding for local investment by March 2025, with all areas of the UK receiving an allocation from the Fund via a funding formula rather than a competition. It will help places right across the country deliver enhanced outcomes and recognises that even the most affluent parts of the UK contain pockets of deprivation and need support”*.
3. There are 3 main investment themes contained within the UK Shared Prosperity Fund, under each of these themes a number of projects have been developed to ensure the Council achieves the outcomes and outputs expected over the lifetime of the Fund. The themes are:
  - **Communities and Place**
  - **Supporting Local Business**
  - **People and Skills**
4. To access the funding allocation, lead local authorities were required to complete an Investment Plan setting out how the funding would be used. As part of the preparation of the Investment Plan, a local partnership group was formed to define Fylde’s priorities and project activity. The partnership group includes representation from across the public, private, education and third sectors.
5. Fylde’s Investment Plan was submitted to Government on 29 July 2022. On the 5 December 2022 it was announced the Investment Plan had been approved and following receipt of the signed Memorandum of Understanding, year one payment was received and credited to the council’s bank account on 30 December 2022.
6. Fourteen projects have been identified for delivery across Fylde under the three investment themes of the UKSPF programme, these projects will achieve the Interventions, Outcomes and Outputs expected by DLUHC as set out in the Investment Plan. A number of these projects are underway, including public realm in Lytham and supporting the visitor economy, two new business support partnerships including the North West Aerospace Alliance providing specialist expertise to the aerospace, automotive and advanced engineering and manufacturing sectors, and East Lancashire Chamber delivering their award winning ‘Chamber Low Carbon’ project to support businesses with their sustainability, reduce their energy costs and their carbon footprint.
7. In order to support young people who are disengaged, also referred to as NEET (16-19 year olds not in education, employment or training), AFC Fylde Community Foundation (AFC FCF) are delivering a project which provides a range of engagement, mentoring and training opportunities with the aim of getting young people ready for work and/or training and educational opportunities.
8. A contract for £62,200 was let recently to AFC FCF as an exempt contract under the qualified informal procedure for Year 2 delivery (2023-24). As the council’s contract procedure rules require, the Head of Service formally reports the letting of the contract to this committee. This procedure rule was used due to AFC FCF being the only local deliverer of this type of support identified and they had been delivering the same activity funded via European funding and was therefore at risk. Government had specifically stated that those People and Skills projects at risk due to European funding coming to an end should have provision made within local Investment Plans. AFC FCF were named as the original local deliverer within the Investment Plan submitted to Government

and had already successfully delivered the Year 1 project (Jan-March 2023) when the contract for Year 2 was awarded.

9. In addition, a Feasibility and Baseline Study has recently been commissioned to enable the Council to better understand the value and capacity of the community, voluntary, faith and social enterprise sectors who operate across the borough supporting individuals and groups, be it with basic IT skills or community transport.
10. A full breakdown of Fylde’s UKSPF projects underway and in the pipeline are attached at Appendix A.
11. Following the initial meeting of the Partnership Group on the 25 July 2022 to discuss and approve the Investment Plan, as agreed a further update was provided to the group in February 2023.
12. The first UKSPF reporting period to government ended 31 March 2023 and a full report was returned to DLUHC by the deadline of 2 May 2023. Should the report be approved, it is anticipated that Year 2 funding will be received by the end of June/early July 2023 at which point a further update will be provided to the Partnership Group.

IMPLICATIONS	
Finance	The Committee is asked to consider and recommend to Council, approval of a fully funded addition to the Council’s Capital Programme in 2023/24 in the sum of £267,500 and in 2024/25 in the sum of £714,214 and an addition to the revenue base budget in 2023/24 in the sum of £374,076 and in 2024/25 in the sum of £966,714, fully funded additions to the ‘UK Shared Prosperity Funding’ scheme, to be met from external funding provided by the Department of Levelling Up, Housing and Communities based on the latest indicative figures provided as at 5 <sup>th</sup> December 2022.
Legal	None
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	<a href="mailto:Charlie.richards@fylde.gov.uk">Charlie.richards@fylde.gov.uk</a> 01253 658520	26/06/2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
None		

Appendix A – UKSPF Project Progress Report (as at June 2023)

APPENDIX A

FYLDE COUNCIL

UK SHARED PROSPERITY FUND – PROJECT PROGRESS AS AT JUNE 2023

Objective 1: Communities and Place			
Project Description	Intervention	Project Status	Progress
1. Fylde Town Centre Regeneration Projects	E1 Improvements to Town Centres and High Streets	Project Live	<p><u>Lytham</u> Lighting upgrade complete. Concept Design (Clifton Street) contractors appointed.</p> <p><u>St Annes</u> External Project Manager consultancy due to be appointed.</p>
2. Supporting the Visitor Economy	E8: Campaigns to encourage visits and exploring of local area	Project Live	Fylde Ice Festival event took place 11 <sup>th</sup> Feb, a new event for the start of half term which proved very popular. Plans in development for 2023/24 activity.
3. Feasibility and Baseline Studies	E14 Relevant Feasibility Studies	Project Live	Following a procurement exercise, SELNET Ltd were appointed on 15 May 23 to investigate and produce a Feasibility and Baseline Study to better understand the role, skills and capacity of Fylde’s community, voluntary, faith and social enterprise sectors.
4. Fylde Business Collaboration Fund	E8 Campaigns to encourage visits and exploring of local areas	Under Development	<p><u>Footfall Monitoring</u></p> <p>Footfall monitoring options for Lytham and St Annes investigated, proceeding with a company which utilises smartphone technology without the need for physical cameras or hardware. Expect project will commence in June 2023.</p>

			<p><u>Shop Local Loyalty Scheme</u></p> <p>Currently securing the buy-in from all town centre business groups to work together on this initiative ensuring ownership for the groups to lead on. Expect project to commence July 2023.</p>
5. Enhance and Expand Community Fund	E9 Impactful volunteering and/or social action projects	Under Development	This project will form the third strand of the existing Community Projects Fund delivered by Fylde Council and will provide a higher level of funding to community and voluntary organisations and groups. Expect project to launch end of Summer 2023.
6. Fylde Events Programme	E6 Local arts, cultural heritage and creative activities	Under Development	Predominately a 2024/25 programme to coincide with the Public Realm works. Project plan will be developed by Leisure & Cultural Services.

### Objective 2: Supporting Local Businesses

7. Boost Business Lancashire	E30 Business Support Measures to Drive Employment Growth	Under Development	Business support project delivered by Lancashire County Council (LCC) and the Government-backed Lancashire Business Growth Hub. Boost is a partnership project with LCC and 10 other councils across the county. Procurement of delivery organisations to commence in June, with the programme expected to commence Sept 23.
8. Business Support to deliver diversification in the Aerospace, Automotive, Advanced Engineering & Manufacturing sectors	E30 Business Support Measures to Drive Employment Growth	Project Live	New partnership with the North West Aerospace Alliance who have the specialist knowledge and expertise to support these important businesses to the Fylde economy.
9. Feasibility and Baseline Study (Rural Economy)	E14 Relevant Feasibility Studies	Under Development	Feasibility and Baseline Study that will provide invaluable economic data for Fylde's rural economy. This will enable a greater understanding of our rural areas and provides a strong, robust evidence base for future funding opportunities. Likely to commence Autumn 2023.
10. Business Support for Net Zero and Decarbonisation	E23 Strengthening local entrepreneurial ecosystems	Project Live	New partnership with the East Lancashire Chamber of Commerce who are delivering their award winning 'Chamber Low Carbon' project to business across Fylde, to support with reducing their carbon footprint through the development of decarbonisation plans. These will help reduce costs and increase opportunities to win more work contracts.

	E29 Supporting decarbonisation whilst supporting the local economy		
11. Fylde's Apprenticeship Project	E30 Business Support Measures to Drive Employment Growth  Support across all UKSPF Interventions	Under Development	Project will complement all objectives of the UKSPF Investment Plan, will include the recruitment of an apprentice within FBC to support the achievement of outcomes/outputs. Will also act as an apprenticeship ambassador for the Council.

### Objective 3: People and Skills

12. Supporting Young People who are NEET/at risk	E33 Employment support for economically inactive	Project Live	Detailed as a priority within the Investment Plan. As a local and established deliverer of support to NEETs (Not in Education, Employment or Training), we are utilising the skills and expertise of AFC Fylde Community Foundation to deliver Fylde's UKSPF NEET project 'Fylde Focus'.
13. Supporting individuals 19+ who are economically inactive	E33 Employment support for economically inactive 19+	Under Development	Project to go out to tender end of June 2023 to determine the most suitable provider to deliver this activity across the borough.
14. Skills support for businesses	E38 Local Areas to Fund Local Skills Needs	Under Development	Year 3 project, working closely with Lancashire Employment & Skills Hub as this is likely to be pan-Lancashire programme, including several Lancashire councils.

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PROJECTS AND REGENERATION	EXECUTIVE COMMITTEE	4 JULY 2023	6
<b>FULLY FUNDED BUDGET INCREASE – WARTON</b>			

### PUBLIC ITEM

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

### SUMMARY

The report details a public realm improvement scheme at Warton.

The Committee are requested to agree to allocate section 106 contributions in the sum of £75,000 for public realm improvements at Warton Village Centre as detailed in this report, dependent upon the approval of a fully funded revenue budget increase for 2023/24 in the sum of £75,000, fully funded by the S106 developer contribution.

### RECOMMENDATIONS

The Executive Committee are requested:

1. To approve a fully funded revenue budget increase for 2023/24 in the sum of £75,000 fully funded from the Section 106 developer contributions relating to the development; and
2. Subject to the approval of 1 above, to authorise expenditure in the sum of £75,000 and award the letting of the contract for Warton Village Masterplan Phase 1 with an addendum paper to follow which details the tender evaluation.

### SUMMARY OF PREVIOUS DECISIONS

No previous decisions

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

### REPORT



1. The planning process generally requires housing developers to provide public realm improvements or contribute towards improvements to public realm in the vicinity of the new development.
2. Fylde Council, as the Planning Authority, has received and is holding funds that have been secured through developer contributions associated with a new housing development at land adjacent the former GEC Marconi factory, Warton Aerodrome.
3. The terms of the Planning Agreement 12/0550 for this development site in relation to the public realm contribution states that *'towards enhancing the area around the central crossroads within Warton in accordance with Project 12 – Warton from the Fylde Borough Council Regeneration framework dated September 2010 – (which states This project is centred on the entrance to the BAE Systems site on Lytham Road, Warton. Background & objectives – In the future there may be development issues around the BAE Systems site that may propose significant changes to land use of this site in planning policy terms is to remain as employment land and thereafter these proposals centre around enhancing the key entrance to the site which should also enhance that areas potential to act as a village.*
4. It is proposed to spend section 106 contributions of £75,000 allocated to public realm works in Warton, which will meet the requirements of the Planning Agreement.
5. The Executive Committee are requested to consider allocating the total section 106 contribution of £75,000 from the land adjacent the former GEC Marconi factory, Warton Aerodrome, development to deliver the works detailed in this report.
6. The project must be committed before the section 106 agreement expiry date of 7<sup>th</sup> July 2023.

#### **MASTERPLAN**

7. As a follow on from the Regeneration Framework, the Council have been working in partnership with the Parish Council to prepare a Masterplan to deliver the village enhancement scheme. The final version of the Masterplan is due to be adopted by the Parish Council on the 27th of June, at which point this final version will be shared with the Executive Committee by way of addendum paper.
8. The Masterplan will be delivered in phases over time, funded via Section 106 contributions and contributions from the Parish Council.

#### **PHASE 1**

9. Phase 1 includes the provision of a new play area catering for 4-12-year-olds.

#### **THE METHOD AND COST OF FINANCING THE SCHEME**

10. The scheme will be fully funded via a Section 106 contribution of £75,000.

#### **FUTURE REVENUE BUDGET IMPACT**

11. The Village Centre at Warton is owned by Bryning-with-Warton Parish Council. Any additional revenue implications linked to this proposal will be met by the Parish Council, who are fully aware of this.

#### **RELEVANT VALUE FOR MONEY ISSUES**

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

#### **VIABLE ALTERNATIVES**

13. The project could have been procured and delivered by the Community group or Parish Council. However, professional assistance from Council Officers with specific regard to landscape design, procurement and project management proves to provide the best value for money, competent schemes and is the favoured delivery option by external funders.

#### **PROCUREMENT PATH (AND ANY DELEGATIONS AS REQUIRED) PHASE 1**

14. Officers from the Capital Projects Team have led the procurement process. The tender followed the 'quick quote tendering procedure', using the CHEST procurement portal.
15. The tenders that are received will be evaluated on a pass/fail budget price and 100% quality basis as detailed below.

16. The quality evaluation will be carried out as follows; price pass/fail with quality criteria forming 100% of the total, based on the following quality criteria:

- Site team and sub-contracting 10%
- Range of equipment and play value 30%
- Design and creativity 35%
- Method statement and programme 15%
- Health and safety 10%

TOTAL 100%

17. The quality evaluation will be undertaken against the criteria listed below and the information required from the suppliers will be scored on the following basis:

**Score Description**

- 0 The Evaluation Panel felt that none of the requirement was met or demonstrated, or no response was provided.
- 1 The Evaluation panel felt that a few areas (20% or less) of the requirement have been met or demonstrated.
- 2 The Evaluation panel felt that some areas (between 21% and 59%) of the requirement has been met or demonstrated.
- 3 The Evaluation panel felt that most of the requirement (60% and above) has been met or demonstrated
- 4 The Evaluation panel felt that the requirement has been fully met or demonstrated.
- 5 The Evaluation Panel felt that the supplier had exceeded this requirement.

18. The result of the tender evaluation exercise will be confirmed in the addendum paper to follow, with scores inputted to the below table. The evaluation panel comprises of officers from the Capital Projects Team and Bryning-with-Warton Parish Council.

**CONCLUSION**

19. To be confirmed in addendum paper to follow.

IMPLICATIONS	
Finance	This report requests approval to a fully funded revenue budget increase for 2023/24 in the sum of £75,000 fully funded from the Section 106 developer contributions relating to the development. Subject to the approval of 1 above, to authorise expenditure in the sum of £75,000 and award the letting of the contract for Warton Village Masterplan Phase 1 with an addendum paper to follow which details the tender evaluation.
Legal	Section 106 contributions are made by developers under specific planning agreements relating to each new development. The planning agreement will specify how the monies are to be spent in terms of geography and scope and a developer can usually require repayment of S106 contributions, if they have not been spent within 5 years of the Agreement.
Community Safety	Improving the quality of open space facilities provides an opportunity to increase public use and reduce nuisance behaviour.
Human Rights and Equalities	No implications arising from this report
Sustainability and Environmental Impact	No implications arising from this report

Health & Safety and Risk Management	No implications arising from this report
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LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	<a href="mailto:Charlie.richards@fylde.gov.uk">Charlie.richards@fylde.gov.uk</a>	26/06/2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
None		

Appendix A – Warton Village Centre Masterplan **(TO FOLLOW)**

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	EXECUTIVE COMMITTEE	4 JULY 2023	7

### FULLY FUNDED REVENUE BUDGET INCREASE – UPGRADING OF SIGNALISED JUNCTION OF SQUIRES GATE LANE AND LYTHAM ROAD.

#### PUBLIC ITEM

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

#### SUMMARY

This report requests the release of Section 106 developer funds originally paid to Fylde Borough Council as a contribution towards (Westgate House) 'upgrading of signalised junction of Squires Gate Lane and Lytham Road' and (Blackpool and Fylde College) 'improvement of two existing bus stops on Squires Gate Lane, approximately 42m (eastbound and 48m (westbound) of Stony Hill Avenue' and the upgrading of existing traffic signals at the junction of the site access with Squires Gate Lane, to include the introduction of pedestrian request facilities. Fylde are advised the bus stops have been upgraded to the current standard using other funding streams, so all contributions made are available to be used on the required traffic signal upgrade.

Lancashire County Council do not maintain this highway, they have an agreement with Blackpool Council who would carry out the proposed works.

#### RECOMMENDATIONS

1. That Executive Committee is requested to approve a fully funded revenue budget increase in the sum of £115,000 in 2023/24 to be met by Section 106 monies held by the Council, towards the upgrading of the signalised junction of Squires Gate Lane and Lytham Road; and
2. That conditional upon receiving approval as above, that the sum of £115,000 be paid to Blackpool Council, towards the upgrading of the signalised junction of Squires Gate Lane and Lytham Road.

#### SUMMARY OF PREVIOUS DECISIONS

None

#### CORPORATE PRIORITIES

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

## REPORT

1. Planning permission was granted for a class A1 retail store car parking and servicing areas, site access and associated works at former Westgate House and Land rear of 5 to 21 Westgate Road, under reference 16/0317, subject to a section 106 agreement which included a contribution of £50,000 to secure upgrading of the signalised junction of Squires Gate Lane and Lytham Road this money should be spent by 26<sup>th</sup> April 2024 or repaid to the developer.
2. A separate planning permission was granted for a two storey college building at the former Blackpool Airport terminal building under reference 18/0316, subject to a section 106 contribution of £65,000 for the upgrading of two existing bus stops on Squires Gate Lane, located approximately 42m, (eastbound) and 48m (westbound) of Stony Hill Avenue (this work has been completed as part of a separate funding stream) the 106 also requires the upgrading of existing traffic signals at the junction of the site access with Squires Gate Lane, to include the introduction of pedestrian request facilities and to ensure that associated highway standards are met at each leg of the junction, this money has no repayment date.
3. Monies have been received by Fylde Council in accordance with the triggers set out in the agreement and Blackpool Council have requested that the funds held by Fylde Council be transferred to them in order to deliver the signalised junction upgrades. Blackpool Council have not been able to carry out this work until now as the 106 funding was not sufficient to cover the works costs. However, now work has commenced on the Enterprise Zone this has enabled the work to commence given the economies of scale having contractors on site to undertake the works.
4. The Sn 106 agreement for application 16/0317 required a Blackpool Enterprise Zone Highways Improvement Programme Contribution to be paid before development commences. The agreement wording is;  
*The sum of £50,000 payable in accordance with provisions of paragraph 1 schedule 3 of this deed towards the upgrading of the signalised junction of Squires Gate Lane and Lytham Road.*
5. The Sn 106 agreement for applications 18/0316 (15/0871) required a Blackpool Enterprise Zone Highways Improvement Contribution to be paid on the date of the deed. The agreement wording is;  
*The sum of £65,000 towards the cost of two existing bus stops on Squires Gate Lane, Blackpool located approximately 42m to the east of the junction with Stony Hill Avenue (eastbound) and approximately 48m to the east of the junction with Westgate Road (westbound) to include provisions for the introduction of mobility compliant raised boarding areas and bus stop markings; and the upgrading of existing traffic signals at the junction of the site access with Squires Gate Lane, Blackpool to include the introduction of pedestrian request facilities, and to ensure that associated highway standards are met at each leg of the junction.*
6. Both agreements indicate the allocation towards the upgrading of existing traffic signals at the location of Squires Gate Lane and Lytham Road. Blackpool Council propose a scheme to deliver these works. Blackpool Council maintain Squires Gate Lane on behalf of Lancashire County Council so will be undertaking these works.
7. The contributions relating to both application have been with Fylde for a number of years and although there is no payback requirement 18/0316 this is not delivering the intended improvement. The Agreement associated with planning permission 16/0317 requires monies to be spent by 26/04/2024. To date, all contact with Blackpool Council has suggested that the money held by Fylde Council was not sufficient to deliver the required improvements, however with new funding streams and contractors on site and associated economies of scale, Blackpool Council have now confirmed a scheme of improvements can be delivered in the remaining timescale.

IMPLICATIONS	
Finance	The Executive Committee is requested to approve a fully funded revenue budget increase in the sum of £115,000 in 2023/24 to be met by Section 106 monies held by the Council. Subject to this approval the report requests authorisation for the transfer of £115,000 to Blackpool Council to deliver the upgrading of existing traffic signals at the junction of Squires Gate Lane and Lytham Road.
Legal	The council is obliged to use the contributions for the purposes set out in the agreement, failing which they would fall to be repaid to the developer. Given that the contributions are to be transferred to Blackpool Council, it will be necessary for the council to require Blackpool to indemnify the council should any part of the contributions be required to be repaid under the agreements.
Community Safety	There are no implications
Human Rights and Equalities	There are no implications
Sustainability and Environmental Impact	The scheme of enhanced pedestrian access assists in making the site more sustainable in the short term
Health & Safety and Risk Management	There are no implications

LEAD AUTHOR	CONTACT DETAILS	DATE
Karen Hodgkiss	karenh@fylde.gov.uk & Tel 01253 658515	03/03/2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
none		

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PROJECTS AND REGENERATION	EXECUTIVE COMMITTEE	4 JULY 2023	8
<b>RELEASE OF SECTION 106 MONIES – WREA GREEN</b>			

### PUBLIC ITEM

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

### SUMMARY

The report proposes a public realm improvement scheme at Wrea Green, proposed by Ribby with Wrea Parish Council. This will include spending a Section 106 contribution for pedestrian improvements in the village.

The Committee are requested to agree to allocate planning contributions of £26,705 and £10,000 (£36,705) to Ribby with Wrea Parish Council for public realm and highways pedestrian crossing improvements. The sum of £26,705 was a public realm contribution paid under a unilateral planning obligation relating to the housing development at North View Farm, Wrea Green. The sum of £10,000 was a highways contribution paid under a section 106 agreement relating to the housing development off Willow Drive, Wrea Green.

### RECOMMENDATIONS

1. The Executive Committee is requested to approve a fully funded revenue budget increase in the sum of £36,705 in 2023/24 to be met by Section 106 developer contributions held by the Council relating to development in the village of Wrea Green; and
2. That conditional upon receiving approval as above, the Executive Committee is requested to authorise the payment of £36,705 to Ribby with Wrea Parish Council in 2023/24 to carry out improvements at Wrea Green on condition that the Parish Council be required to enter into an agreement with Fylde Council, prior to release of funds, and to provide details of how the funds have been used before the only section 106 agreement expiry date of 10<sup>th</sup> March 2030.

### SUMMARY OF PREVIOUS DECISIONS

No previous decisions

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

## REPORT

1. The planning process can require housing developers to provide public realm improvements or contribute towards improvements to public realm in the vicinity of the new development, this report also includes a contribution made, but remaining unspent for highways works to improve pedestrian crossing facilities in the village.
2. Fylde Council, as the Planning Authority, has received and is holding public realm funds that have been secured through developer contributions associated with a new housing development at land North View Farm, Wrea Green (13/0507) of £26,705 with no repayment date and highways funds from the development for land off Willow Drive, Wrea Green (14/0302) of £10,000 which has to be spent or repaid by 10/03/2030.
3. The terms of the unilateral Planning obligation associated with 13/0507 for this development site states that the contribution is intended *'to prepare implement provide or improve the scheme of public realm works in the village of Wrea Green which is identified in the Fylde Borough Regeneration Framework (September 2010) as Project 8 or any replacement, therefor'. (Project 8 details 'This project is concerned with the refurbishment, replacement and enhancement of street furniture and the public realm in the village, this project is derived from the Wrea Green Parish plan'.)*
4. The terms of the Planning Agreement 14/0302 for this development site in relation to the highway works states that the contribution is intended to secure *'improvements to pedestrian facilities including road crossing facilities in the vicinity of Wrea Green village centre'*.
5. Ribby with Wrea Parish Council have requested that the total section 106 contribution currently held with Fylde Council of £36,705 relating to the two developments is released and allocated to public realm and highway works in Wrea Green, which will meet the requirements of the Planning Agreement. Fylde Regeneration team prepared some indicative drawings back in 2018, the Parish Council no longer wish to proceed with those proposals so have now asked for the money to be paid directly to them, so they can lead on the design and implementation and deliver a scheme they feel best meets the needs of the village.
6. The Executive Committee are requested to consider allocating the total section 106 contribution of £36,705 from the land at North View Farm and Land off Willow Drive developments to deliver these works.
7. The project must be delivered before 10/03/2030 which is the only expiry date on these contributions, the other contribution has no repayment date.
8. All project costs above the £36,705 proposed to be transferred by Fylde Council will be met by Ribby with Wrea Parish Council, who have indicated they have further funds to deliver these projects.
9. The Parish Council has expressed a wish to procure and manage the works independently and will therefore be required to enter into an agreement with Fylde Council, prior to the release of funds to ensure accountability and to include an indemnity against Fylde Council being required to pay back the money to the developer should the terms of the relevant agreements not be met by the project.

### IMPLICATIONS

Finance

The Executive Committee is requested to approve a fully funded revenue budget increase in 2023/24 in the sum of £36,705, fully funded from developer contributions and subject to this approval to authorise the payment of £36,705, to Ribby with Wrea Parish Council to improve public realm and road crossing in the village as detailed in this report, on condition that the Parish Council be required to enter into an agreement with Fylde Council concerning the use of the funds.



Legal	Contributions have been made by developers under specific planning obligations relating to each new development. Each obligation specifies how the monies are to be spent in terms of geography and scope and a developer can usually require repayment of S106 contributions, if they have not been spent within a time period set out in the obligation. With reference to the Wrea Green public realm project, it will be necessary to develop a legal agreement with Ribby with Wrea Parish Council to include how the S106 contributions are to be used, to indemnify Fylde Council against having to pay back the monies to the developer, should the terms of the S106 agreement not be met.
Community Safety	Improving the quality of facilities provides an opportunity to increase public use and reduce nuisance behaviour.
Human Rights and Equalities	No implications arising from this report
Sustainability and Environmental Impact	No implications arising from this report
Health & Safety and Risk Management	No implications arising from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards – Karen Hodgkiss	<a href="mailto:Charlie.richards@fylde.gov.uk">Charlie.richards@fylde.gov.uk</a> <a href="mailto:karenh@fylde.gov.uk">karenh@fylde.gov.uk</a>	5 June 2023

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
None		

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF TECHNICAL SERVICES	EXECUTIVE COMMITTEE	4 JULY 2023	9
<b>CHANGING PLACES UPDATE</b>			

### PUBLIC ITEM

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

### SUMMARY

In 2022 the Council was successful in applying for funding to install Changing Places facilities (larger accessible toilets for people who cannot use standard accessible toilets and those who require additional facilities) at three locations across the Fylde Borough. The first of these facilities was delivered at the refurbished North Beach Windsports Centre which opened in March 2023

The report updates members on progress to date, identifies higher than estimated costs for the construction of the facility at Kirkham Community Centre, requests an additional £40,000 in-year capital funding from the Council's Capital Investment Reserve and requests the drawdown of £127,300 and authorisation to proceed with the construction of two Changing Places Toilets – one at Fairhaven Lake and one at Kirkham Community Centre.

### RECOMMENDATIONS

#### The committee is requested to:

1. Approve the change of location of one Changing Places Toilet from Lowther Gardens to Fairhaven Lake.
2. Approve a fully funded budget increase to the existing capital programme for Changing Places Toilets 2023/24 in the sum of £40,000 to be met from the Council's Capital Investment Reserve.
3. Approve the drawdown of £127,300 to construct two Changing Places Toilets.

### SUMMARY OF PREVIOUS DECISIONS

[Full Council at its meeting on the 25 April 2022](#) resolved;

1. Approve a new fully funded capital scheme 'Changing Places' within the Council's Capital Programme for the sum of £120,000 (2022/23 - £40,000 and 2023/24 - £80,000) to be fully funded by Changing Places Grant funding of £108,000 and £12,000 to be funded from the Capital Investment Reserve.
2. Authorise the drawdown of expenditure of £40,000 in 2022/23 to install one Changing Places facility within the North Beach Windsports building as part of a proposed refurbishment works as detailed within the body of the report and note that a further drawdown report would be presented to the Operational Management Committee for the remaining £80,000.
3. Note the potential future costs for the Council for ultimately delivering the scheme which would be contained within the current budget provision.

## 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. During summer 2021 the government, through the Department for Levelling Up, Housing and Communities, sought applications for funding to create Changing Places facilities across the Country. These facilities are larger accessible toilets for people who cannot use standard accessible toilets, with equipment such as hoists, curtains, adult-sized changing benches, and space for carers. The fund is supported by Muscular Dystrophy UK (MDUK) who will supply specialist support to Local Authorities to ensure facilities meet user requirements.
2. Over 250,000 people in the country need these facilities to enable them to get out and about and enjoy the day-to-day activities many of us take for granted. Research indicates the locations where the facilities are most needed includes in shopping areas and at tourist attractions, such as beaches and parks which would enable users, their families, and carers to 'have a day out' and undertake more recreational activities with dignity, confidence, and freedom.
3. As of 2021 there were only two publicly accessible Changing Places Toilets within the Fylde Borough registered with [www.changing-places.org](http://www.changing-places.org); one at The Ormerod Home Trust on Headroomgate Road, St Annes and one at Jubilee House in Lytham. Both facilities are only open during the working week. In addition YMCA St Annes Pool and Gym on South Promenade, St Annes, also allow members of the public to use their facilities.
4. Following an application in September 2021, funding for 3 locations was approved in March 2022. Based on an estimated cost of £120,000 for the three locations, the grant allocated was £108,000 with a further £12,000 contribution from Fylde Council. Each location requires a room with internal dimensions of 4m by 3m. The locations were:
  - a. North Beach Windsports Centre, St Annes
  - b. Lowther Gardens
  - c. Kirkham Town Centre
5. On 25<sup>th</sup> April 2022 Full Council agreed to add the Changing Places scheme to the Council's capital programme and authorised the drawdown of an initial £40,000 to enable the creation of the Changing Places Toilet at the North Beach Windsports Centre.
6. The North Beach Windsports Changing Places Toilet was installed as part of the wider renovation works to the Windsports building. This was opened in March 2023 and cost £32,500, £7,500 less than budgeted for.
7. During 2022/23 discussions were ongoing with Lowther Trust and Kirkham Town Council to install the other two toilets with Lowther Pavilion and Kirkham Community Centre respectively. Both organisations were supportive of the principle of the scheme with designs subsequently developed.

#### LOWTHER GARDENS

8. With regards Lowther Pavilion, the proposal was to include the Changing Places Toilet as part of the planned extension to the building. As part of Lowther Trust's plans, the current public toilets would be demolished with alternative externally accessible toilet provision being located within the plans. The Proposal was to include the Changing Places Toilet as part of this public toilet provision, replacing the planned disabled toilet.

9. Unfortunately, due to the extra space required by a Changing Places Toilet, there would have been only space for one standard toilet cubicle rather than the two that is currently available. When these plans were presented to Lowther Trust in April 2023, they considered the negative loss of standard toilet provision outweighed the positive benefit of the Changing Places Toilet plus fit-out costs were higher than budgeted for. As such the Trust reluctantly informed Fylde Council Officers that they would no longer be able to support the inclusion of the Changing Places Toilet within their plans. Other options within Lowther Gardens were considered but were considered not to be viable.
10. Council officers have considered other locations where there may be a suitable location that has space to accommodate the toilet and is in an accessible location. The only viable location on Council-owned land is within the operational boathouse on Fairhaven Lake which is scheduled for refurbishment later this year. Although this may cause some operational issues to the Fairhaven Lake team, the Lead member of Customer and Operational Services was advised of the situation who, in consultation with the Lead Member for Tourism, Leisure and Culture supported the suggested variation.
11. Muscular Dystrophy UK have provided their support for the principle of transferring the location to Fairhaven Lake and authorisation from the Department for Levelling Up, Housing and Communities is anticipated imminently.
12. The architect developing plans for the refurbishment of the Fairhaven Lake operational boathouse has been requested to incorporate a Changing Places Toilet within the designs. Once these have been prepared a Quantity Surveyor will provide a budget estimate for delivering the scheme. The current budgeted amount is £40,000.
13. To ensure the scheme is able to progress once designs and approvals are in place, The committee is requested to approve the change from Lowther Gardens to Fairhaven Lake for the location of this Changing Places Toilet. The committee is also requested to approve the draw-down of £40,000 for construction of the Changing Places Toilet at Fairhaven Lake.

#### **KIRKHAM**

14. A proposal to reconfigure the internal layout of existing toilet provision for the community centre was developed in conjunction with representatives of Kirkham Town Council. Unfortunately, the dimensions for this proposal were slightly less than the recommended amount set by MDUK and as such they rejected this option.
15. In early 2023 an alternative option to utilise an existing storeroom within the building was developed. This included slightly extending the building in the area where the toilet is proposed to be located by about 1m and relocating the storeroom to another area which would require the creation of a new fire escape as recommended by the Council's Building Control team. The outline designs for this proposal were approved by MDUK. This proposal is due to be considered by Kirkham Town Council to establish whether they support the current proposal. If the Town Council agree then a formal agreement will be entered with Kirkham Town Council for the Changing Places Toilet to be located here.
16. An architect has been instructed to develop plans for the changing places toilet to submit the scheme for planning permission. Plans have been produced and a quantity surveyor has developed a budget estimate to deliver the scheme as per table 1. The Council's Building Surveyor has reviewed these costs and believes them to be realistic. The fees quoted include oversight of the delivery of the scheme.

**Table 1. Budget Estimate**

Building Works including demolition and alterations, construction, finishes, Changing Places equipment, M&E etc	£59,965
Preliminary works	£8,995
Contingency	£6,896
Fees	£11,378
<b>Total</b>	<b>£87,234</b>

17. The current budget to deliver the Kirkham scheme is £47,500 (£40,000 of the original budget with an additional £7,500 of savings from the Windsports Centre location). The budget estimate for the scheme is £87,234, a difference of almost £40,000.
18. To proceed with installing the Changing Places Toilet at the Kirkham Community Centre, the Executive are requested to approve a fully funded budget increase to the existing capital programme for 2023/24 in the sum of £40,000 to be met from the Council's Capital Invest Reserve. The executive is also requested to approve draw-down of £87,300 so that construction can be initiated as soon as possible.
19. If the Executive Committee approve the funding for the Kirkham Changing Places Toilet the architect will progress the scheme to submit a planning application for the changes to the structure of the Kirkham Community Centre.

#### **PROCUREMENT AND VALUE FOR MONEY**

20. Once all relevant permissions are secured from planning, MDUK and Department for Levelling Up, Housing and Communities, the work for both toilets will be put out to tender individually. Construction works, including mechanical, electrical and drainage works plus decorating will be procured separately from the Changing places equipment where quotes from specialist installers will be sought.
21. Proposals for the design of the Changing Places facility and the equipment to be procured will be referred to Muscular Dystrophy UK to ensure the facilities meet user needs.

#### **FUTURE BUDGET IMPLICATIONS**

22. As part of Danfo's recent successful tender to clean Fylde Council's public toilets for the next 15 years they pledged to clean any Changing Places facilities for free. From Danfo's experience they have advised that costs to maintain the facilities should be minimal and will be contained within existing maintenance budgets. Bi-annual equipment service costs are about £180 per annum per facility will also be contained within existing maintenance budgets.

#### **RISK ASSESSMENT**

23. The main risk to the scheme is that both remaining Changing Places Toilets must be constructed, registered with MDUK and commissioned before 31<sup>st</sup> March 2024 to meet funding requirements. Any further delays may result in this not occurring.
24. At Fairhaven the exact location of where the Changing Places Toilet is to be located has yet to be confirmed. Once the design for the operational boathouse has been agreed then any issues, such as drainage, can be assessed.

#### **VIABLE ALTERNATIVES**

25. In Kirkham, the Community Centre was deemed the most suitable location as it is central to the town centre with level access onto Poulton Street and disabled parking immediately outside. Other locations, such as at Hillside where the Council's regeneration team are currently developing a scheme, were either too far out of town or located in less accessible positions.
26. Alternative locations to replace Lowther Gardens were considered including at Lytham Institute and Lytham Assembly Rooms. However, it would be premature to make significant decisions regarding the Institute while the charitable objects remain under consideration by the Charity Commission and the Assembly Rooms has access issues. At Fairhaven Lake there is an accessible car park close to the proposed location and is well used as a tourist attraction.

#### **CONCLUSION**

27. To ensure both Changing Places Toilets can be delivered before the end of March 2024 the executive is requested to approve the change from Lowther Gardens to Fairhaven Lake for the location of one of the Changing Places Toilets. It is also requested that the Executive Committee approve a fully funded budget increase to the existing capital programme for 2023/24 in the sum of £40,000 to be met from the Council's Capital Invest Reserve. In addition, the Committee is requested to approve the drawdown of £127,300.

IMPLICATIONS	
Finance	The estimated cost for the construction of a further two 'Changing Places' facilities has increased by £40,000 since the report to Council in April 2022, as detailed in this report. Consequently, this report requests approval to a fully funded budget increase to the existing capital programme scheme for Changing Places for 2023/24 in the sum of £40,000 to be met from the Council's Capital Investment Reserve. The report also seeks approval to the drawdown of £127,300 to construct two Changing Places facilities and approval for a change in location for one of the facilities.
Legal	None
Community Safety	None
Human Rights and Equalities	MDUK advise that '...some disabled people are unable to go out or take part in activities many take for granted because standard accessible toilets do not meet their needs – or the needs of their carers and families.' By providing Changing Places Toilets people with (but not limited to) profound and multiple learning disabilities, muscle-wasting conditions, motor neurone disease, multiple sclerosis and cerebral palsy, as well as people who have suffered major physical trauma, had a head injury or stroke as well as some older people will be able to access areas that have previously been inaccessible to them. These facilities will enable those who require changing by carers to be treated with dignity with changing beds and hoist facilities provided whereas otherwise they would need to be changed on the floor.
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
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