



MINUTES

Executive Committee

Date:	Tuesday, 19 September 2023
Venue:	Town Hall, St Annes.
Committee Members Present:	Councillor Karen Buckley (Chairman) Councillor Richard Redcliffe (Vice-Chairman) Councillors Peter Collins, Chris Dixon, Ellie Gaunt, Karen Henshaw JP, Matthew Lee, Michelle Morris, Ed Nash, Jayne Nixon, Tommy Threlfall
Other Councillors Present:	None
Officers Present:	Allan Oldfield, Tracy Manning, Ian Curtis, Gemma Broadley, Ian Williamson, Alex Scrivens, Andrew Loynd, Jerry Friel, Sharon Wadsworth.
Other Attendees:	Four members of the public were also in attendance.

Public Platform

1. Declarations of Interest

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

Councillor Karen Henshaw JP declared a personal interest in Item 7, Fully Funded Revenue Budget Increase - Education Contribution Relating to Section 106 Agreement for Development Land Moss Farm, Cropper Road, Westby, and refrained from voting on the item.

2. Substitute Members

There were no substitutions under Council procedure rule 23 (c):

3. Confirmation of Minutes

RESOLVED: To approve the minutes of the Executive Committee meeting held on 4 July 2023 as a correct record for signature by the Chairman.

Decision Items

4. YMCA Operations Report – Additional Subsidy Request

Councillor Jayne Nixon, Lead Member for Tourism, Leisure, and Culture, introduced the report that provided details of the latest position with the partnership arrangement between the YMCA and the council for the St Annes pool facility. The challenges experienced by the YMCA, during the post-pandemic recovery, were highlighted and included energy prices, the cost-of-living crisis, the labour cost pressures and national inflation that all had an

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impact on the facilities. The report highlighted that the types of cost pressures facing the YMCA are being experienced by other leisure providers across the UK. As a result the DCMS (Department for Culture, Media, and Sport) and Sport England had announced a Swimming Pool Support Fund worth £63 million, with an application process to secure financial support for public swimming. The fund had two elements, relating to both revenue and capital. The revenue stream was limited and significant demand for the funding stream may impact the council's success in securing funding. The capital element of the fund was focused on making facilities energy efficient and sustainable, and an ambitious bid would be submitted to secure significant investment in the St Annes facility. There was no certainty that the bid to either scheme would be successful, and it would only be funding from the first scheme that could offset increased costs at St Anne's Pool. If an award was successful, for the revenue funding stream, this would be used to offset the council's costs in making any additional subsidy payment to the YMCA.

The information provided by the YMCA in the report showed good business practices as well an increase in demand for the use of the pool.

Councillor Collins moved an amendment to include an additional recommendation that YMCA be made to make Kirkham baths watertight. The amendment was seconded by Councillor Henshaw. During the course of the debate, on the amendment, concerns were raised that the closure and disposal of the Kirkham baths was a separate matter to the request for subsidy for the St Annes facility and should be treated as a separate issue.

Following a vote, the amendment was LOST. Councillor Collins requested that his name be recorded voting for the amendment.

The Executive Committee then RESOLVED to approve a one-year-only additional subsidy payment of £59,189 to the YMCA to support the continued operation of the St Annes facility, fully funded from a virement of existing revenue budgets in 2023/24 as detailed in the financial implications paragraph of the report to maintain the existing provision at St Annes addressing the deficit created by energy, labour, cost of living and general price increases.

5. HR, Payroll and Support Service Provision

The Chairman, Councillor Karen Buckley, introduced the report in relation to the council's HR, payroll and health & safety services that are administered by Blackpool Council under a public-to-public sector administrative arrangement. The current agreement was due to expire on March 31st, 2024. It was recommended that arrangement was transferred to a five-year rolling agreement, in line with the revenue and benefits service delivered through the same partner.

The Executive Committee RESOLVED that Blackpool Council continue to deliver the HR, Payroll and Health & Safety function on behalf of Fylde, under administrative arrangements pursuant to Regulation 6 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012 through a rolling five-year agreement.

6. Squires Gate Station Land Dedication

The Chairman, Councillor Karen Buckley, introduced the update on the purchasing of land adjacent to Squires Gate Station that had been obtained to facilitate the creation of an accessible route onto the station platform. Once the registration process of the land was complete it was proposed to dedicate the land to Lancashire County Council so that they continue the development of the project and ensure the access is managed and maintained in future.

The Executive Committee RESOLVED that subject to the 35.6m² land near New Road and adjacent to Squires Gate Station platform being registered with the Land Registry, the land was to be offered to be dedicated to Lancashire County Council with the aim of creating an accessible route from New Road to Squires Gate Station platform.

7. Fully Funded Revenue Budget Increase - Education Contribution Relating to Section 106 Agreement for Development Land Moss Farm, Cropper Road, Westby

Councillor Buckley introduced the report, as Lead Member for Corporate and Economic Development, and invited Councillor Richard Redcliffe, as Chairman of Planning Committee, to present the salient points for the request of the transfer of Section 106 funds. The funds were originally paid to Fylde Borough Council as a contribution towards the provision of additional primary school places in relation to application 12/0717 (Land at Moss Farm, Cropper Road) approved 16th May 2013. Lancashire County Council had requested the money be paid to fund the provision of additional primary school places at Heyhouses Endowed Church of England Primary School. Although this is some

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distance from the development, Lancashire County Council have confirmed Staining is outside their school planning area and had not increased their admission number or net capacity, so was not serving this development.

The Executive Committee RESOLVED:

1. To approve a fully funded revenue budget increase of £218,206.74 in 2023/24 to be met by Section 106 monies held by the council towards the improvement of local primary school places (application 12/0717).
2. To authorise the sum of £218,206.74 be paid to Lancashire County Council for the provision of additional school places at Heyhouses Endowed Church of England Primary school in accordance with the terms of the agreement.

8. Addition to the Capital Programme – Replacement I.C.T System For Statutory Environmental Health and Housing Services

Councillor Michelle Morris, Lead Member for Customer and Operational Services, presented the report for the replacement of the information system software used by the Council's Environmental Health and Housing Services and the waste and customer service departments. The current system was over thirty years old and would no longer be supported by the software provider. The software was required to manage all statutory inspections, investigations, service requests, licensing and grants undertaken by the Environmental Health & Housing Service.

The existing software, known as Civica Authority Public Protection (APP) would be upgraded to Idox Cloud following a procurement exercise.

Councillor Morris moved the item with the addition of a fourth recommendation to clarify the use of any unspent contingency monies.

The Executive Committee RESOLVED:

1. To approve a fully funded addition to the Capital programme (2023/24) of £85,000 funded as follows: £16,600 from the ICT Investment Reserve and £68,400 from the Capital Investment Reserve.
2. To approve a fully funded revenue budget increase of £23,400 for one year only (2024/25), to run both old and new ICT systems concurrently to ensure service continuity, fully funded from the ICT Investment Reserve.
3. To draw down and authorise expenditure in the sum of £85,000 (in year 2023/24) and award the letting of the contract for the new ICT system to IDOX PLC.
4. That any unspent contingency monies would be returned to the Capital Investment Reserve.

9. Domestic Abuse Act 2021 – Part IV Duties

Councillor Chris Dixon, Lead Member for Social Wellbeing, introduced the report that provided an update on the work of the Housing Service to meet the Statutory Duties under the Domestic Abuse Act 2021 and to request approval of a fully funded revenue budget increase for the total of £35,030 to be met by DLUHC New Burdens Domestic Abuse Grant in 2023-2024.

The New Burdens Funding was provided for accommodation-based support provided by Local Authorities to victims of domestic abuse under Part 4 of the Domestic Abuse Act 2021(2023-24). Following the introduction of the Act Fylde Council had been awarded £33,196 in 21/22, £33,224 in 22/23 and £35,030 in 2023/24.

The council would continue to work in partnership with Wyre Council and Fylde Coast Women's Aid (FCWA) to support victims and their children by the provision of a Housing Outreach Worker to engage and support female and male victims and their children. The post was employed by FCWA with the remaining funding being used to enhance other support services that are in place to enable victims to either, remain in their own homes or set up a new home.

Councillor Dixon thanked all the officers involved in the schemes and for the tremendous working relationship with FCWA.

The Executive Committee RESOLVED to approve a fully funded revenue budget increase for the total of £35,030 to be met by DLUHC New Burdens Domestic Abuse Grant 2023 – 2024.

10. Homelessness Prevention Grant – 2023/24 Homes for Ukraine Funding Top-Up Support

Councillor Dixon, Lead Member for Social Wellbeing, presented the report on the Homes for Ukraine top up funding to the Homeless Prevention Grant in 2023/24, that had been received by Fylde Council, and to request approval of a fully funded revenue budget increase for the total sum of £96,670 to be met by DLUHC Homes for Ukraine HPG top up funding 2023/24.

It was noted that Fylde had taken in and supported more Ukrainian families than the other local authorities.

The Executive Committee RESOLVED to approve a fully funded revenue budget increase for the total sum of £96,670 to be met by DLUHC Homes for Ukraine HPG top up funding, placed in the Housing Team base budget to assist with the costs of temporary accommodation and Homeless Reduction Act Initiatives for 2023-2024.

11. Town Centre CCTV Upgrade

Councillor Chris Dixon, Lead Member for Social Wellbeing, introduced the report that detailed the upgrade of the town centre CCTV systems covering St Annes, Lytham and Kirkham, for which budget provision was made in 2022. Additionally, the report informed the committee of a successful funding application to the Police and Crime Commissioners Community Safety Fund of £25k and sought approval to add that award to the existing capital budget for the town centre CCTV upgrade. This would enable an additional CCTV camera and associated infrastructure to be provided at Lytham Windmill. The report also sought authority to let the contract to British Telecommunications plc for supply, installation and maintenance of the town centre CCTV systems including network upgrades.

Following a request, Councillor Dixon provided an undertaking to provide the monitoring reports to members of the committee.

The Executive Committee RESOLVED :

1. To approve a fully funded capital budget increase for 2023/24 in the sum of £25,000 funded from the Police and Crime Commissioners Community Safety Fund, to give an overall capital budget of £105,000; and
2. To drawdown and authorise expenditure in the sum of £105,000 and award the letting of the contract for the Town Centre CCTV Upgrade to British Telecommunications plc.

12. Park Cemetery Lodge Conversion – Draw Down Report

Councillor Dixon, Lead Member for Social Wellbeing, introduced the report on the improvement and conversion of the Cemetery Lodge to general office and staff welfare space within the grounds of Park Cemetery. Councillor Dixon highlighted that the Cemetery Working Group had recommended the proposed conversion of the, now vacant, lodge dwelling that would provide staff welfare facilities, in person and 'hybrid working' meeting areas, training and interview space as well as a private space for bereaved families.

It was clarified that the miscellaneous costs detailed within the budget would cover any snagging costs and was separate to the contingency fund.

The Executive Committee RESOLVED:

1. To authorise capital expenditure of up to £55,000 for the Park Cemetery Lodge conversion which was included within the Council's Capital Programme in 2023/24.
2. To note that the correct framework agreement had been used to procure and carry out the conversion works. The contractor with the most economically advantageous tender to the Council would be appointed based on price and quality.

13. Review of UK Parliamentary Polling Districts and Polling Places 2023

Councillor Ellie Gaunt, Lead Member for Finance and Resources, introduced the report detailing the requirements, in accordance with The Representation of the People Act 1983, for each local authority to carry out a review of UK Parliamentary Polling Districts and Polling Places in its area every five years. The next review for Fylde Borough Council would be carried out from 1 October 2023. Representations would be sought from the Town and Parish Councils, disability groups and members of the public.

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The Executive Committee RESOLVED to endorse the review of polling districts and polling places commencing from 1st October 2023 in accordance with statutory requirements and noted that the final recommendations would be submitted to the Council for adoption on 18th December 2023.

14. Draft Environmental Health and Housing Enforcement Policy

Councillor Threlfall, Lead Member for Environment Health and Housing, introduced the report that provided the background to the development of a single 'Enforcement Policy'. The draft policy was considered by the Internal Affairs Scrutiny Committee at its meeting on 5th September 2023 and recommended approval of the policy by the Executive Committee. The scrutiny committee would also receive an annual report on the statistics and breakdowns of the type of enforcement action undertaken.

The Executive Committee RESOLVED to approve the Environmental and Housing Enforcement Policy.

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