

Agenda

Policy Development Scrutiny Committee

Date:	Thursday, 19 February 2015 at 6:15pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Fabian Craig-Wilson (Chairman) Councillor Leonard Davies (Vice-Chairman)</p> <p>Councillors Ben Aitken, Frank Andrews, Susan Ashton, David Chedd, Maxine Chew, John Davies, David Donaldson, Charlie Duffy, Karen Henshaw JP, Edward Nash, Elizabeth Oades, Richard Redcliffe, Elaine Silverwood, Vivienne M Willder.</p>

Public Platform: To hear representations from members of the public.

Item		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 of the previous meetings held on 13 November 2014 and 8 January 2015, as correct records as attached.	3 - 10
3	Substitute Members: Details of any substitute members notified in accordance with council procedure rule 23(c).	1
4	Medium Term Financial Strategy Update, Including General Fund, Capital Programme and Treasury Management for 2014/15 to 2018/19	11 - 105
5	Economic Development Strategy – Review of Action Plan	106 - 129
6	Mid-End Performance Exception Report 2014/15	130 - 142
7	Overview and Scrutiny Work Plans - Update	143 - 145

Contact: Katharine McDonnell – Telephone (01253) 658423 – Email:
katharine.mcdonnell@fylde.gov.uk

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www.fylde.gov.uk/council-and-democracy/constitution

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Policy Development Scrutiny Committee

Date:	Thursday, 13 November 2014
Venue:	Town Hall, St Annes
Committee members:	<p>Councillor Fabian Craig-Wilson (Chairman) Councillor Len Davies (Vice Chairman)</p> <p>Councillors Ben Aitken, Frank Andrews, David Chedd, Maxine Chew, Peter Collins, John Davies, David Donaldson, Barbara Nash, Ed Nash, Elizabeth Oades, Richard Redcliffe, Vivienne Willder</p>
Officers:	Allan Oldfield, Paul O’Donoghue, John Cottam, David Gillett, Lucy Wright and Lance Postings

1. Declarations of interest

Members were reminded of their responsibilities for declaring interests as required by the Council’s Code of Conduct for Members.

Councillor David Chedd declared a personal interest in agenda item 7, the nature of the interest being that he was a member of Elswick Parish Council.

Councillor Elizabeth Oades declared a personal interest in agenda item 7, the nature of the interest being that she was a member of Kirkham Town Council.

Councillor Maxine Chew declared a personal interest in agenda item 7, the nature of the interest being that she was a member of Singleton Parish Council.

Councillor Vivienne Willder declared a personal interest in agenda item 7, the nature of the interest being that she was a member of St Annes Town Council.

Councillor Edward Nash declared a personal interest in agenda item 7, the nature of the interest being that he was a member of St Annes Town Council.

Councillor Vivienne Willder declared a personal interest in agenda item 4, the nature of the interest being that she was a Council appointed board member of New Fylde Housing.

Councillor Elizabeth Oades declared a personal interest in agenda item 6, the nature of the interest being that her daughter was in receipt of the 100% council tax discount as her home was empty and undergoing renovations.

2. Confirmation of minutes

RESOLVED: To approve the minutes of the Policy Development Scrutiny Committee meeting held on 9 October 2014 as a correct record for signature by the Chairman.

3. Substitute members

The following substitutions were reported under Council procedure rule 23(c):

Councillor Peter Collins for Councillor Karen Henshaw.

Councillor Barbara Nash for Councillor Susan Ashton.

4. Review of the Housing Allocation Scheme

Mrs Lucy Wright (Senior Housing Officer) and Mr John Cottam (Principle Environmental Health Officer – Housing) presented a review of the housing allocation scheme and a draft of the consultation document for the 2015/16 area lettings plan.

Following a question from Committee, Mrs Wright explained that an example of exception circumstances may be someone who did not qualify for the local connection, due to moving to a neighbouring authority for 1 year after many years resident in Fylde Borough, but had compelling reasons for moving back and for needing social housing. She advised that the applicant's circumstances would be carefully considered before a decision was made.

In response to a question regarding the impact of the bedroom tax, Mrs Wright advised that there was no significant change to the number of applicants, however there had been a change in demand for 2 bedroomed and smaller accommodation.

The Committee enquired about the number of new affordable units due to be built given the number of approved planning applications. Mr Cottam explained that in regards to new units it was difficult to give a firm answer as it was dependent on when developers' commenced building, but he was confident that there would be around 50 new affordable homes this year with the developments currently underway. Mr Cottam undertook to provide the Committee with estimates of future numbers, where those numbers were meaningful.

The Committee raised concerns about designated social housing within new developments, specifically how the social housing elements were not always built with the developers instead opting to pay a commuted sum. Mr Cottam explained that in regards to apartment blocks, the housing association partners found that managing a mixed tenure development was very difficult and could incur costs for the housing associations, particularly in terms of management fees and maintenance of common areas and grounds. It was easier for the housing associations to manage a whole apartment block rather than a number of units within a block of mixed tenure.

The Committee discussed the issues surrounding the access to social housing for under 25 year olds. Officers commented that one issue for young people accessing housing was the mobility of young people searching for work, frequent crossing of authority boundaries would mean they would not satisfy the local connection qualifying criteria of 3 years.

The Committee discussed the number of owner occupiers on the waiting list for social housing. Mr Cottam advised that there was no means testing currently in place for over 55 year olds, in relation to their capital.

Mr Cottam encouraged members to use the consultation on the Area Lettings Plan to raise any concerns they may have regarding criteria, including means testing, for housing allocation.

Following a discussion it was RESOLVED

1. To note the summary of activity over the last 12 months;
2. To note the proposed Area Lettings Plan for consultation; and
3. To request the results of the consultation were reported to a future meeting of the committee.

5. General Fund Budget Monitoring Report 2014/15 – Position as at Quarter ended 30 September 2014

Paul O'Donoghue (Chief Financial Officer) presented a report giving the updated position on the General Fund Revenue Budget monitoring to 30th September 2014.

The report set out those areas that had been highlighted through the monthly budget monitoring as requiring further attention. These included employee costs, crematorium income, planning application fee income, sand-winning, landfill levy and tipping charges, IT reserve –funded expenditure, planning appeal costs and council tax and housing benefits.

Mr O'Donoghue provided the Committee with an update regarding the ongoing risks which included the localisation of business rates, the New Homes Bonus, the reducing Government Grant Support, the waste recycling cost sharing arrangements with Lancashire County Council, planning appeals costs, the reduction in housing benefit administration grant, grounds maintenance contracts, the introduction of universal credit, and changes in council tax and capping regulations.

Concerns were raised in regards to the waste recycling cost sharing. Mr Oldfield provided an update on the current discussions between the County Council and the district councils, including the Lancashire wide waste review. He advised that a way forward would be found, not without a cost to the Council, but hopefully not to the extent that was currently forecast.

Following consideration, it was RESOLVED that the current position and comments outlined in the report be noted.

6. Review of Council Tax Discounts and Premiums 2015/16

Paul O'Donoghue (Chief Financial Officer) presented a review of Council Tax Discounts and Premiums. The report before Committee was to review the current regime of Council Tax discounts and premiums and to make any recommendations to amend the scheme for 2015/16.

Mr O'Donoghue advised that following the introduction of premium charging on properties that had remained vacant for two years or longer, the number of long term empty properties had reduced from 581 in October 2013 to 514 in July 2014. As the premium was having the intended effect in reducing the number of long term empty properties, officers were recommending no change to the current premium.

Mr Postings provided the Committee with information regarding the checks the Council Tax team undertook to ensure that properties were indeed empty or had been brought back into use. For example the team liaised with credit reference agencies and utility providers.

Following a discussion it was RESOLVED

1. To note the report and to recommend to Cabinet and Council to continue the current Council Tax discounts and premiums regime for 2015/16.

7. Council Tax Reduction Scheme 2015/16 including Grants to Town and Parish Councils

Paul O'Donoghue (Chief Financial Officer) presented an overview of operation of the scheme to date, and the options available to the Council for the 2015/2016 scheme.

The Council's latest Financial Forecast assumed that the full cost of the Council Tax Reduction Scheme would be met by a reduction in support to claimants such that there would be no residual cost borne by Fylde Borough Council and other major preceptors.

Mr O'Donoghue outlined the recommendation was to retain the key features of the current scheme and maintain the current 22.7% reduction in support to working-age claimants which would have a neutral financial impact on the Council and the other major preceptors. The major preceptors had been consulted and were in favour of this approach. Pensioner claimants would be protected under national arrangements and would not be subject to any reduction in support. Mr O'Donoghue further advised it was recommended to retain the Discretionary Hardship Relief Fund.

In regards to the grants to Town and Parish Councils, Mr O'Donoghue explained that the change in 2013/2014 from Council Tax Benefit to a Council Tax Reduction Scheme affected the Council's tax-base and also the tax-base of Town and Parish Councils. In order to mitigate the impact on Town and Parish Councils, the Government had allocated a grant to borough councils such as Fylde with an expectation that this would be passed on to Town and Parish councils. It was further expected by the government that Town and Parish Councils would reduce their total precept amounts correspondingly. Mr O'Donoghue drew particular attention to Appendix D of the report which showed that only one of the Parish Councils within the Borough had reduced its precept in line with government expectations, and that on average total funding available to Town and Parish Councils, including the grant passed on by Fylde Borough Council, had increased overall by 17.7% over the last two years.

Mr O'Donoghue further explained that whilst the government had not separately identified a specific grant allocation for this purpose for either 2014/15 or 2015/16, they still expected that borough councils such as Fylde would pass on funding to Town and Parish Councils.

Mr O'Donoghue outlined a number of options proposed regarding funding for the Town and Parish Councils. He advised that the options presented did not represent an exhaustive list.

Option 1: Fylde Borough Council could agree to fund Town and Parish Councils to compensate them for losses in income as a consequence of CTRS for 2015/16 at a level equivalent to that for 2014/15 i.e. in a total sum of £72k.

Option 2: Fylde Borough Council could agree to fund Town and Parish Councils to compensate them for losses in income as a consequence of CTRS impact in a total sum which reflects the overall central funding reductions that have been suffered by Fylde Borough Council. Based on the settlement figures and new homes bonus provisional allocations notified to date, the reduction would equate to 4.4%, leaving a sum of approximately £68.8k to be distributed.

Option 3: Fylde Borough Council could determine that due to the uncertainty surrounding central grant funding and the expectation that the current grant reduction trajectory will continue in the future (thus reducing the grant amount available for distribution to Town and Parish Councils still further) the option which provides greatest clarity for future years for Town and Parish Councils is that funding relating to CTRS impacts will be distributed for 2015/16 in the sum of either £72k or £68.8k, but that no such payments will be made at all in any future years. This would allow Parish Councils to determine their own financial environment without having to take regard of the actions of the Borough Council.

The Committee discussed the three options in detail and the implications for the Town and Parish Councils, especially in regard to the pressures, and conflicting priorities, on their resources.

Following debate it was RESOLVED

1. to recommend to Cabinet and Council that the currently implemented key features of the Council Tax Reduction Scheme be retained for 2015/16, with a projected nil cost to the Council and the major preceptors and the 22.7% maximum reduction in the level of support also be retained for the 2015/16 Council Tax Reduction Scheme;
2. to recommend to Cabinet and Council option 2 as set out in Section 5 of the report for payments of grants to Town and Parish Councils. That is, in 2015/16 for Fylde Borough Council to agree to fund

Town and Parish Councils to compensate them for losses in income as a consequence of the Council Tax Reduction Scheme impact in a total sum which reflected the overall central funding reductions that had been suffered by Fylde Borough Council. Based on the settlement figures and new homes bonus provisional allocations, the reduction would equate to 4.4%, with approximately £68,800 to be distributed;

3. to recommend to Cabinet and Council that the distribution methodology for payment of grants to Town and Parish Councils relating to the introduction of the Council Tax Reduction Scheme as described in section 5.10 of the report would be such that the grant allocation would be calculated by reference to the tax-base of each Town and Parish Council excluding the impact of Council Tax Reduction Scheme and the revised tax-base under the 2015/16 Council Tax Reduction Scheme regime, which was consistent with the methodology applied in respect of 2014/2015 grant allocations; and

4. to recommend to Cabinet and Council that the Council Tax Reduction Scheme continues to provide funding for Discretionary Hardship Relief in accordance with S13A (1) (a) or S13A (1) (c) of the Local Government Finance Act 2012 as detailed in section 4 of the report.

8. Overview and Scrutiny Work Plans - update

The Committee considered the overview and scrutiny committee work plans. Mrs McDonnell drew the Committee's attention to the large number of items scheduled for the 9 February 2015 meeting.

It was RESOLVED

1. To note the Overview and Scrutiny Committee work plans; and
2. To hold an additional meeting of the Policy Development Scrutiny Committee on 12 March 2015 to balance the workload of the Committee.

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Policy Development Scrutiny Committee

Date:	Thursday, 8 January 2015
Venue:	Town Hall, St Annes
Committee members:	Councillor Len Davies (Vice Chairman) Councillors Ben Aitken, Susan Ashton, David Chedd, Maxine Chew, Peter Collins, David Donaldson, Charlie Duffy, Barbara Nash, Ed Nash, Linda Nulty, Elizabeth Oades, Elaine Silverwood, Vivienne Willder
Other Councillors	Councillor Dr Trevor Fiddler, Councillor Alan Clayton
Officers:	Tracy Morrison, Paul Walker, Mark Evans, Steve Smith, Paul Drinnan, Julie Glaister, Andy Foot, Katharine McDonnell
Members of the public	There was one member of the public in attendance

Public Platform

There was no speakers for public platform on this occasion.

1. Declarations of interest

Members were reminded of their responsibilities for declaring interests as required by the Council's Code of Conduct for Members.

There were no declarations of interest on this occasion.

2. Substitute members

The following substitutions were reported under Council procedure rule 23(c):

Councillor Peter Collins for Councillor John Davies.

Councillor Linda Nulty for Councillor Karen Henshaw.

Councillor Barbara Nash for Councillor Fabian Wilson.

3. Call-in Request

Fourteen members of the Council had invoked the recovery and call-in procedure to question a portfolio holder decision made on 28 November 2014 relating to the Analysis of Housing Need in Light of the Sub-National Population Projections, in particular that not enough consideration had

been given to the drop in population figures in Fylde up to 2012 and a likely further drop from 2012 onwards.

In presenting the argument for the decision to be called-in, Councillor Oades stated that the National Planning Policy Guidance stated that when setting a housing need figure, the figure should reflect the number of permissions being taken up. She argued that this was not the case. In addition the sub-national population figures showed a decrease in Fylde's population and therefore the need for housing, identified by the Strategic Housing Market Assessment was not proven.

Councillor Fiddler stated that following the release of the 2012 sub-national population figures, Turley were asked to revisit their findings for the Strategic Housing Market Assessment (SHMA) in light of the new, additional evidence.

As the sub-national population figures represent only a proportion of the evidence considered when establishing the level of housing need, Turley found that their original housing need range, as described in the SHMA were still accurate.

Mr Andy Foot (Fylde Coast Housing strategy Manager) advised the committee that the 2012 sub-national population figures for Fylde, did not represent a drop in population figures, but a decrease in the rate of population increase. He clarified that the population of Fylde was still growing but at a slower rate than previously.

After an in-depth discussion, the following motion was proposed by Councillor Oades and seconded by Councillor Collins,

"To call-in the individual cabinet member decision on the Analysis of Housing Need in Light of the 2012 Sub-National Population Projections"

Following advice from Miss Morrison, the motion was subsequently amended by Councillor Oades and seconded by Councillor Silverwood,

"To call-in the individual cabinet member decision on the Analysis of Housing Need in Light of the 2012 Sub-National Population Projections and ask full Council to reconsider the decision made by the Portfolio Holder"

The motion was subject to a recorded vote and the motion was lost.

Votes for the motion (7): Councillors Chedd, Chew, Collins, Duffy, Nulty, Oades and Silverwood.

Votes against the motion (7): Councillors Aitken, S Ashton, L Davies, Donaldson B Nash, E Nash and Willder

Abstentions (0)

Chairman's casting vote was against the motion.

As the motion was lost, the committee therefore RESOLVED to reject the request for a call-in. The reason for the motion being lost was that the majority of the committee felt that the Portfolio Holder's decision would not change presented with the conclusions reached by Turley on the evidence presented.

The individual Cabinet Member decision on the Analysis of Housing Need in Light of the 2012 Sub-National Population Projections was therefore implemented.

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DRAFT

REPORT

REPORT OF	MEETING	DATE	ITEM
MANAGEMENT TEAM	POLICY DEVELOPMENT SCRUTINY COMMITTEE	19 FEBRUARY 2015	4

MEDIUM TERM FINANCIAL STRATEGY UPDATE, INCLUDING GENERAL FUND, CAPITAL PROGRAMME AND TREASURY MANAGEMENT FOR 2014/15 TO 2018/19

PUBLIC ITEM

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

SUMMARY

- 1.1 Attached is the Council's Medium Term Financial Strategy (MTFS) for the five years 2014/15 to 2018/19. The MTFS is designed to provide a strategic link between available financial resources and the Council's corporate policy priorities, and to ensure that the Council sets a budget which is robust and sustainable in order that it can deliver the aspirations in line with its strategic objectives.
- 1.2 The report details the estimated financial resources available to the Council and identifies how they will be utilised to support the achievement of the Council's priorities. The report also identifies the key financial risks facing the Council over the life of the forecast. The Council's Revenue Budget expenditure and Forecast, Capital Programme and Useable Reserves and Balances Policy are also set out in the report.
- 1.3 The document may be updated as a result of the decisions made by Cabinet and will be presented to the Budget Council meeting of 3rd March 2015.
- 1.4 The feedback from the Budget Consultation process will also be considered as part of the budget setting meeting.

RECOMMENDATIONS

Policy Development Scrutiny Committee is asked to note the contents of the Medium Term Financial Strategy and are invited to make any comments on the budget proposals contained within the report. Any views expressed by Scrutiny Committee will be considered as part of the Council budget setting meeting.

1. Budget Council on 3rd March 2015 will be recommended to approve and adopt:
 - (a) The revised estimates for 2014/15 and the revenue budget for 2015/16 as set out in Appendix E, which includes the transfers to the Capital Investment Reserve in the total sum of £911k and the increase in the balance of the General Fund Reserve in the sum of £255k;
 - (b) The budget proposals and changes to Reserves and Balances as set out in Appendix F;
 - (c) The updated Five Year Capital Programme including the changes proposed by Cabinet, as set out in Appendix G;
 - (d) The updated Useable Reserves & Balances Policy as detailed in Appendix H;
 - (e) An average Band D Council Tax of £185.79 for 2015/16 (excluding Town and Parish precepts), which is a 0.06% reduction from the 2014/15 average Band D charge;
 - (f) The Special Expenses policy as set out in Appendix I; which includes that:
 - for the purposes of charging special expenses, both the special expense costs and the tax bases relating to the areas of Lytham and St Annes will each be aggregated and the Council Tax charge per property at each band level will be the same across the whole area; and
 - the annual special expense charge per property will be set for 2015/16 at the same level as for 2014/15, that being £67.94 per band D property; and
 - the annual borough wide charge per property will be set for 2015/16 at the same level as for 2014/15, that being £144.82 per band D property; and
 - the budget resource to be allocated to delivering concurrent services and chargeable as special expenses for 2015/16 will be set at a sum equivalent to the annual special expense charge per property (band D equivalent) multiplied by the tax base for the special expense area;
 - (g) The schedule of fees and charges for 2015/16 as detailed in Appendix J.

CABINET PORTFOLIO

This item falls within the following cabinet portfolio(s):

Finance and Resources - Councillor Karen Buckley

CORPORATE PRIORITIES (delete ✓ which are not relevant)

To Promote the Enhancement of The Natural & Built Environment (Place)	✓	To Encourage Cohesive Communities (People)	✓
To Promote a Thriving Economy (Prosperity)	✓	To Meet Expectations of our Customers (Performance)	✓

SUMMARY OF PREVIOUS DECISIONS

This report forms part of the Budget and Council Tax setting process considered annually by Members.

REPORT

1. In March 2014 the Council agreed a five year financial strategy covering the period 2013/14 to 2017/18. The Council acknowledges the need to continuously reduce costs and to seek efficiencies in order to meet the challenge of reduced public sector funding. The Council has successfully delivered this programme in year, and has delivered significant savings from its budget rightsizing programme across all years of the forecast. This leaves the Council well placed to address further pressures on funding and income.
2. The attached Medium Term Financial Strategy (MTFS) identifies the key financial risks for the Council moving forward. These are detailed in Section 16 (Revenue) and Section 19 (Capital) of the report. On 18th December 2014 the Government published the Provisional Local Government Finance Settlement for 2015/16. This was broadly in line with the indicative funding for 2015/16 that was published in December 2013 as part of the 2014/15 Local Government Finance Settlement. This has formed the basis for 2015/16 budget planning.
3. The Council's MTFS and a summary of the budget proposals have been made available for consultation via the Council's website and have been provided directly to a range of stakeholders during February 2015. Feedback from this consultation process will be considered as part of the budget setting meeting, as will any views expressed by Scrutiny Committee.

IMPLICATIONS	
Finance	Detailed financial implications are contained in the body of the attached Medium Term Financial Strategy. Specific advice from the Council's Chief Financial Officer is contained within the overall conclusions to the report in Section 23.
Legal	None arising directly from the report.
Community Safety	None arising directly from the report.
Human Rights and Equalities	None arising directly from the report.
Sustainability and Environmental Impact	None arising directly from the report.
Health & Safety and Risk Management	None arising directly from the report.

REPORT AUTHOR	TEL	DATE	DOC ID
Paul O'Donoghue Chief Financial Officer	01253 658566	February 2015	

LIST OF BACKGROUND PAPERS

Name of document	Date	Where available for inspection
Medium Term Financial Strategy (MTFS) Update, Including General Fund, Capital Programme and Treasury Management for 2013/14 – 2017/18	Budget Council meeting 3rd March 2014	www.fylde.gov.uk
MTFS – Outturn Position For 2013/14 (Including General Fund, Capital Programme & Treasury Management)	Cabinet meeting 25th June 2014	www.fylde.gov.uk
Revenue Budget Monitoring Report 2014/15 – Quarter 1	Policy Development Scrutiny Committee meeting 4th September 2014	www.fylde.gov.uk
Revenue Budget Monitoring Report 2014/15 – Quarter 2	Policy Development Scrutiny Committee meeting 13th November 2014	www.fylde.gov.uk
Financial Forecast Update (Including Revenue, Capital & Treasury Management) 2014/15 – 2018/19	Cabinet meeting 26th November 2014 and Council meeting 1st December 2014	www.fylde.gov.uk

Attached documents

1. Medium Term Financial Strategy 2014/15 to 2018/19

MEDIUM TERM FINANCIAL STRATEGY: 2014/15 – 2018/19



Section 1: FOREWORD

- 1.1 Much work has been done over the last eight years to ensure that the Council's finances, as detailed in the Medium Term Financial Strategy (MTFS), remain robust. This current version of the MTFS shows a substantial in-year contribution to reserves for 2014/15, followed by a three year period with a broadly balanced budget position. The final year of the forecast provides a much more challenging scenario. The reasons for this change in the Council's in-year financial position are detailed within this report.
- 1.2 The continuation of Public Sector Deficit Reduction measures promoted by central government includes both immediate and medium term spending reductions on public services. Like all councils Fylde is also dealing with cost pressures whilst striving to maintain income streams.
- 1.3 The Council has delivered a significant savings programme since 2008 and continues to seek opportunities to further reduce senior management costs and other overheads. Ongoing modernisation work and business improvement will continue to make Council services more efficient, save money and maintain frontline services to customers. This work has yielded ongoing savings to help improve the Council's overall financial position. The Council continues to examine the balance between fees and charges and council tax levels looking closely at new opportunities for income generation, although the latter has been challenging throughout the recent recession.
- 1.4 At national level the broad picture of the UK economy is one of continued recovery. Gross Domestic Product (GDP) increased by 0.5% in the final quarter of 2014, the eighth consecutive quarter of growth, giving full-year growth in GDP for 2014 of 2.6% (GDP grew by 1.7% in 2013). This data indicates that the national economic recovery is underway and provides an encouraging outlook for future economic growth.
- 1.5 The Council began a budget right-sizing programme during the summer of 2012 in preparation for the Government funding reductions that were anticipated in respect of future years and has continued this practice into 2014/15. This programme will continue in future years and is a key element of the work that is undertaken to address to the financial challenges faced by the Council. Members and Management Team continue to investigate opportunities for the sharing of services with other local authorities where appropriate.
- 1.6 The December 2014 Provisional Local Government Grant Settlement included the Revenue Support Grant (RSG) allocation in the sum of £1.443m for 2015/16. This represents a 28% year-on-year reduction between 2014/15 and 2015/16. There is no clarity on the level of support from central government beyond 2015/16. Given this position future year's forecasts are based upon assumed annual reductions of 28% per annum from 2016/17 onwards in line with the trajectory of the grant reductions already announced.
- 1.7 The major political parties have indicated that, should they form the next government following the May 2015 general election, a continuation of the national deficit reduction programme is likely with the aim of further reducing the structural deficit of the country over the course of the next Parliament. As was the case for earlier deficit-reduction measures the main focus is likely to be in the form of further reductions in spending rather than increased taxes. In his Autumn Statement of 2014 the Chancellor announced that, under a future Conservative administration, austerity measures would continue up to 2019/20 with a further £10 billion of efficiency savings being required nationally.

In the Economic and Fiscal Outlook, the Office for Budget Responsibility (OBR) stated the Treasury's figures imply that 'roughly 40% of the total implied cut in day-to-day public services spending between 2009/10 and 2019/20 will have taken place over this Parliament, with roughly 60% to come in the next Parliament'. It is anticipated that Local Government will be required to bear a share of these public spending reductions.

- 1.8 The financial year 2013/14 saw the introduction of a new localised business rate scheme. These new arrangements can have a significant effect on councils, as changes to the business rates yield now directly impact on council funding levels, with both the risks and rewards of business rate growth being shared between central government, precepting authorities and billing authorities. In response the Council is continuing to adopt a prudent approach in relation to Business Rate income which is detailed within this report.
- 1.9 Priorities and plans will be reviewed again during 2015. There is no doubt that anticipated further reductions in central government funding, along with the need to find future savings as set out in this Medium Term Financial Strategy, will have a financial impact for the Council. Despite concerns that budget challenges might limit the Council's ability to deliver against our priorities, good progress has been made with many corporate initiatives.
- 2.0 The speed with which the deficit reduction has been applied to local government means that the Council will need to continually identify further efficiencies, maximise income and look to create more capacity in order to deliver a balanced and sustainable budget in the medium term. Such an approach may lead to a review of service provision in some areas and a more measured achievement of improvement in priority areas.
- 2.1 From May 2015 the Council will move from a 'leader and cabinet' model of governance to a 'committee system' following a local referendum on this issued conducted in 2014. Officers and Members will strive to ensure that the currently robust financial position of the Council continues under the new arrangements.

Section 2: CONTENTS

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Section 4	Vision for the Borough
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Section 6	Developing the MTFS
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Section 9	Developing the Budget Forecast
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Section 14	The Local Government Finance Settlement 2015/16
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Section 16	Key Areas of Financial Risk (Revenue)
Section 17	Conclusions - General Fund Revenue Forecast
Section 18	The Capital Programme
Section 19	Key Areas of Financial Risk (Capital)
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Appendix B	General Base Budget Assumptions
Appendix C	Forecast Changes since Budget Council 2014
Appendix D	Explanation of Forecast Changes in Appendix C
Appendix E	Latest General Fund Forecast Position – Incl Cabinet Proposals
Appendix F	Cabinet Budget Proposals, Revenue and Capital
Appendix G	Updated Five Year Capital Programme
Appendix H	Useable Reserves & Balances Policy
Appendix I	Special Expenses Policy
Appendix J	Proposed Fees and Charges 2015/16

Section 3: THE PURPOSE OF THE MEDIUM TERM FINANCIAL STRATEGY

3.1 The purpose of the Medium Term Financial Strategy (MTFS) is to:

- (i) Deliver a budget which is robust and sustainable;
- (ii) Enable the Council to deliver the aspirations within its strategic plans;
- (iii) Ensure the Council delivers essential services by the efficient and effective use of its financial resources; and,
- (iv) Demonstrate commitment to transparency in its financial affairs by setting out what the Council is trying to achieve in an understandable format.

3.2 The MTFS is one of the Council's key enabling strategies. It sets out how the Council intends to manage its finances to help achieve the agreed objectives and priorities.

3.3 The Council has adopted a pro-active approach to financial management and a commitment to sound corporate governance, safeguarding public monies and ensuring accountability. Over recent years the Council has been recognised by its external auditors as making good progress with ongoing achievements and successes in priority service areas. It is recognised that whilst there are significant challenges ahead arrangements have been put in place to ensure that the priorities as set out in the Council's Corporate Plan are supported by a robust financial framework.

3.4 In formulating this strategy the Council has ensured that, within the resources available, it has taken account of:-

- National priorities for public service investment and delivery;
- Government efficiency targets and the priority given to deficit reduction;
- Corporate priorities that reflect local circumstances and are in tune with the priorities of partner organisations, including Health, Police, local businesses, voluntary and community organisations; and,
- Public consultation and feedback which has taken place.

Section 4: VISION FOR THE BOROUGH

- 4.1 The Council produces a three year Corporate Plan which outlines the key actions, targets and outcomes for the Authority and the wider community. The Corporate Plan is developed through consultation and feedback with stakeholders based on the key strategic responsibilities of the Council.
- 4.2 The Corporate Plan takes into consideration emerging legislation, policy and changes in resources and responsibilities and is informed by partners, elected members and external organisations, including the Local Government Association, the Department for Communities and Local Government, the Department for Work and Pensions and the various professional associations which provide support on policy, finance, governance, waste, planning, parks and environmental health. The intention is to forecast the resources required to address the strategic issues the Council will need to address over the forthcoming three years.
- 4.3 The current iteration of the Corporate Plan was updated during 2013, and following consideration by Policy Development Scrutiny Committee and Cabinet, was approved by Council at its meeting in July 2013. It covers the period 2013 to 2016 and contains the Council's vision, priorities, long-term outcomes, medium term targets, and short term specific actions over the period based on a realistic projection of the financial resources available to the Council. The Council's vision, as contained in the Corporate Plan, is: "To Achieve Excellence".
- 4.4 Together with the common theme of performance, the three overarching priorities set out in the Corporate Plan relate to place, people, and prosperity as follows:

FBC Key Priorities

- To meet the expectations of our customers (performance)
- To promote the enhancement of the natural and built environment (place)
- To encourage cohesive communities (people)
- To promote a thriving economy (prosperity)

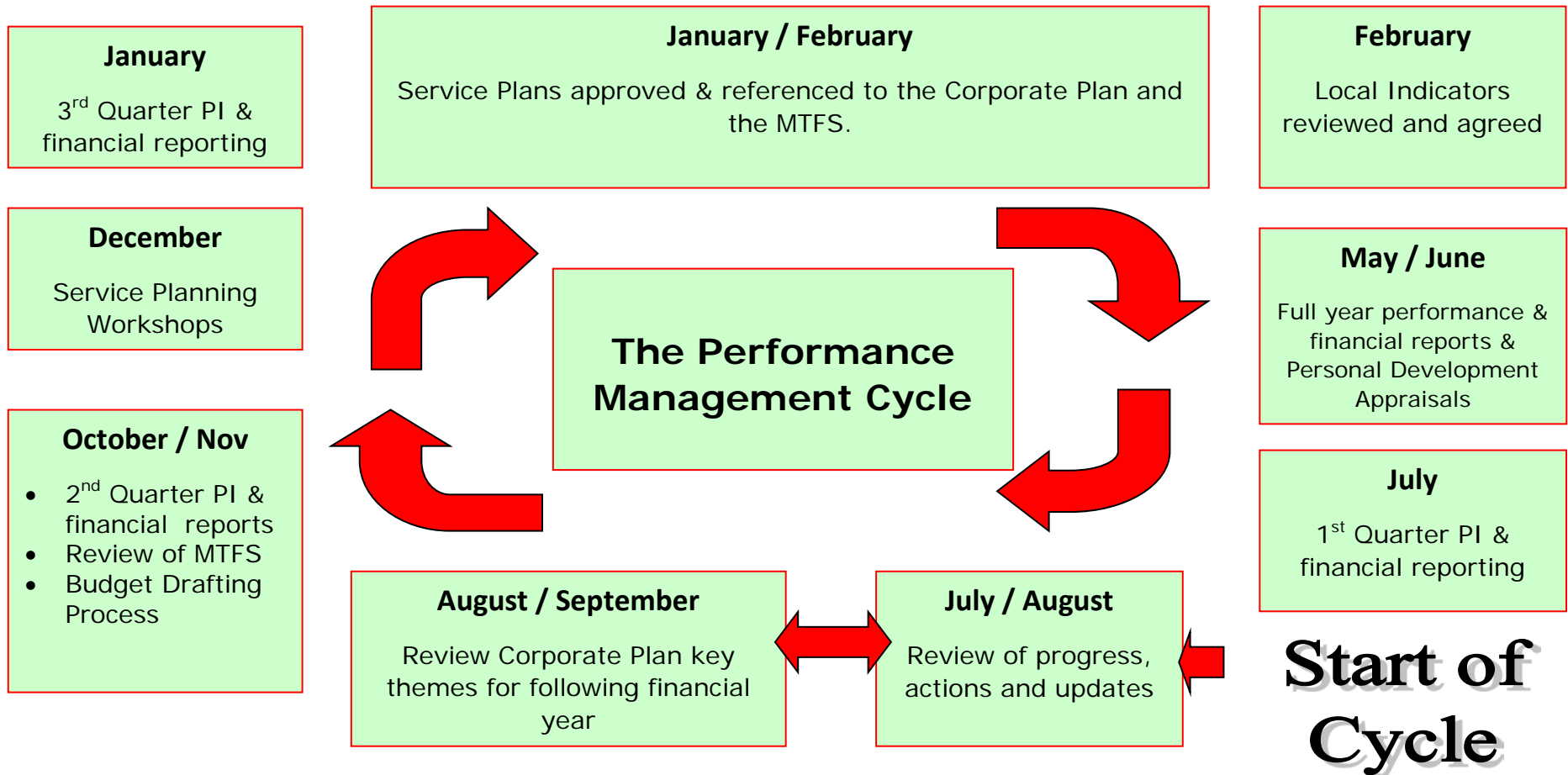
Evidence base

- 4.5 The Corporate Plan has been developed following analysis of information available about Fylde communities including economic, demographic and other statistical data. It also takes into account information from surveys and consultations undertaken with the public on borough-wide and service specific issues during the last two years. The information is continually refined and updated in partnership with others.

Section 5: STRATEGIC PLANNING

5.1 The Council has in place a corporate planning and performance management framework that includes an annual cycle to ensure that plans and strategies are refreshed on a routine annual basis. This is shown in the diagram below. These plans are reviewed on the basis of consultation with staff and councillors, partners in other public services, the community and voluntary sector, the local business community and local residents.

The Strategic Planning Cycle



5.2 The Council regularly reviews progress against longer term plans and Members receive regular updates of the MTFS. It is recognised that despite robust action during recent financial years to produce a stable and sustainable financial position, the continuing reducing resources available to the public sector means that the Council needs to strive to continue to achieve a sustainable and robust budget. The Council's Corporate Action Plan for 2015/16 onwards will be developed after confirmation of the Council budget in March 2015.

Links to other Enabling Strategies

5.3 The Medium Term Financial Strategy is one of the Council's enabling strategies aimed at improving transparency and accountability in the way the Council delivers services and functions. Each enabling strategy is reviewed annually as part of the planning cycle and taken together drive innovation and efficiency to achieve continuous improvement. The other enabling strategies are:

- Procurement Strategy;
- Asset Management Plan & Capital Strategy;
- Communication Strategy, and
- People and Workforce Development Strategy.

5.4 The MTFS takes account of the resources the Council requires to deliver the strategies. Where resources are limited the Council's overall objectives will be the same but the pace of achievement may be adjusted. This factor may become more significant as reductions in public sector funding are further revised and take greater effect.

External funding

5.5 The borough has been successful in the past in securing funding from a number of investment streams from external funds including Heritage Lottery Fund Grants, The Local Strategic Partnership (LSP), the Environment Agency, section 106 planning monies, Lancashire County Developments Ltd and the North West Development Agency.

5.6 Progress against some corporate priorities is reliant on the continuing availability of external funding. However, the abolition of Regional Development Agencies, the cessation of funding for the LSP, and the future restrictions on capital funding may compromise the ability to deliver some community infrastructure improvements and will require more collaborative working with partners through bodies such as the Lancashire Enterprise Partnership. The inability to access external funding in the future could restrict the Council's scope to deliver capital development and growth schemes.

Section 6: DEVELOPING THE MEDIUM TERM FINANCIAL STRATEGY

- 6.1 Over the last eight years the Council has adopted a structured approach to financial management and corporate governance, safeguarding public monies and ensuring accountability. In 2014 the Council's external auditors KPMG audited the Council and again gave an "unqualified opinion", which demonstrates satisfaction with the Council's financial and governance arrangements.
- 6.2 In formulating this MTFS the Council continues to be acutely aware that the Local Government Finance Reforms implemented with effect from 2013/14 brought changing risks and challenges which the Council will need to continue to address.
- 6.3 Future spending reductions will require a further review of priorities and service delivery arrangements. Members will be engaged in this process as part of the service planning framework and through the revised committee arrangements that will be implemented during 2015 as a consequence of the changes to the Council's system of governance.
- 6.4 The Council received details of the provisional 2015/16 grant settlement in December 2014 and the MTFS has been structured on the basis of this settlement. There is no clarity regarding central government grant allocations from 2016/17. The Council is taking a prudent approach to manage this uncertainty. Given this position Cabinet are proposing a limited number of targeted growth proposals which ensure a balanced and robust budget over the life of the forecast.
- 6.5 In formulating the budget proposals, Members have been cognisant of the national economic context and the financial risks and uncertainties facing the Council. The Cabinet's budget proposals are detailed in Appendix F to this report.
- 6.6 The Council's service planning and performance management framework is designed to ensure the continuous drive for improvement and ensure that Value for Money continues to be achieved.

Balancing the MTFS

- 6.7 The Council is primarily a service provider and employee costs are one of its largest areas of expenditure. A two-year pay award was agreed in respect of 2014/15 and 2015/16 at an average increase over the two years of approximately 2.2%. Provision has been made for only marginal increases in pay in future years.
- 6.8 Following presentation of the 2012/13 outturn report to both Cabinet and Scrutiny Committee, Management Team committed to carrying out a budget right-sizing exercise to analyse underspends which have occurred over the last 3 financial years. As a result a number of budget adjustments are included within Appendix C of this report under the heading 'Budget Rightsizing'. This exercise in reviewing outturn variances and adjusting future budgets accordingly has become part of the annual budget process. The efficiencies and savings captured by the right-sizing exercise are a combination of one year only and recurring savings. A number have been achieved by advances in new technology and innovative ways of doing

things differently. It is anticipated that in future years the level of efficiencies and savings that are achievable through the right-sizing exercise will be more limited.

Section 7: CAPITAL STRATEGY AND ASSET MANAGEMENT PLAN

- 7.1 The Council owns a number of operational properties and assets and has developed a Capital Strategy and Asset Management Plan. Operational properties include office accommodation, depots, yards and venues such as the Town Hall and other offices, the crematorium, open space facilities, and various car parks. The Council has a five-year rolling programme of maintenance for its assets which is factored into the Medium Term Financial Strategy.
- 7.2 A small investment property portfolio is managed to generate income to support the revenue budget and maximise any opportunities for regeneration. This position is reviewed regularly by the Asset Management Group in order that income can be maximised and timely decisions made on the disposal of poorly performing or surplus assets.
- 7.3 The Asset Management Plan includes a stock condition survey to establish the rolling programme of repair and maintenance, which takes account of the need for efficiency and environmental impact.
- 7.4 The increasing pressure on the revenue budget impacts on the capacity of the Council to borrow. Asset holdings are therefore reviewed as part of the annual planning cycle to ensure the capital programme is matched with the funds available. This could lead to the disposal of some assets to maintain the remaining estate to the desired standard.
- 7.5 A key factor at present is the Council's Accommodation Project. The marketing of surplus assets has been undertaken to provide the capital funds for the essential refurbishment of the Town Hall and the purchase of land adjacent to the Council's existing depot at Snowdon Road. Following the disposal of St David's Road depot in St Anne's in 2012/13, Phase 1 of the refurbishment commenced during 2013 with roof works to the Town Hall building and the purchase of the Snowdon Road land. With the sale of the site at Derby Road, Wesham in 2013/14 further phases of works are planned for 2015/16 to be funded from the proceeds of that sale. The remaining asset to be sold is the Public Offices in St Anne's which is expected to generate a further capital receipt which will fund the remaining elements of the Accommodation Project.
- 7.6 A cross party member/officer working group, the Accommodation Working Group, is in place to monitor the delivery of the Accommodation Project. The group meets when required based on progress made and the need for advice and guidance.
- 7.7 Furthermore the Cabinet commissioned a review of all heritage assets including furniture and art-work in order to explore opportunities and options available as a result of the Localism Act which came into force during 2012. The review is ongoing and is anticipated that the findings will be reported during 2015.

Section 8: THE MEDIUM TERM FINANCIAL STRATEGY IN SUMMARY

8.1 The MTFS sets out the Council's revenue budget allocations, the programme for capital investment, efficiency targets and forecasts for the period covered by the Strategy. The key influences on this strategy include:

- The reductions in grant as a result of the 2010 and 2013 Comprehensive Spending Review announcements and the Local Government Finance Settlement announced in December 2014;
- The consequent spending reductions as a result of reduced resources in the medium term;
- The Council intends to take advantage of the Government's Council Tax Freeze Grant to minimise increases, whilst protecting investment in key service priorities for the people of Fylde;
- Ensuring a robust and sustainable budget through the prudent use of reserves and balances and ensuring externally funded projects are facilitated;
- Developing new ways of delivering services using modernisation techniques to achieve higher levels of customer satisfaction, efficiency, value for money, strategic partnerships, service commissioning, and enterprise;
- The need to continuously review and maintain existing assets to a quality standard.

8.2 The MTFS looks at the current year and ahead over the next four years to identify the resources likely to be required by the Council to finance service priorities and to meet spending pressures. It aims to:

- Ensure the sustainability of the Council's budget;
- Facilitate pro-active strategic management of the budget to ensure service investments and dis-investments flow from the Council's corporate and service planning frameworks;
- Be responsive to a changing and uncertain financial climate in which existing funding streams cease and new opportunities arise; and,
- Demonstrate clearly to stakeholders, both internal and external, what the Council's plans are for the use of its resources.

The need for a longer term view of the Council's financial position has always been important but as central government funding looks set to continue to decrease this is increasingly so.

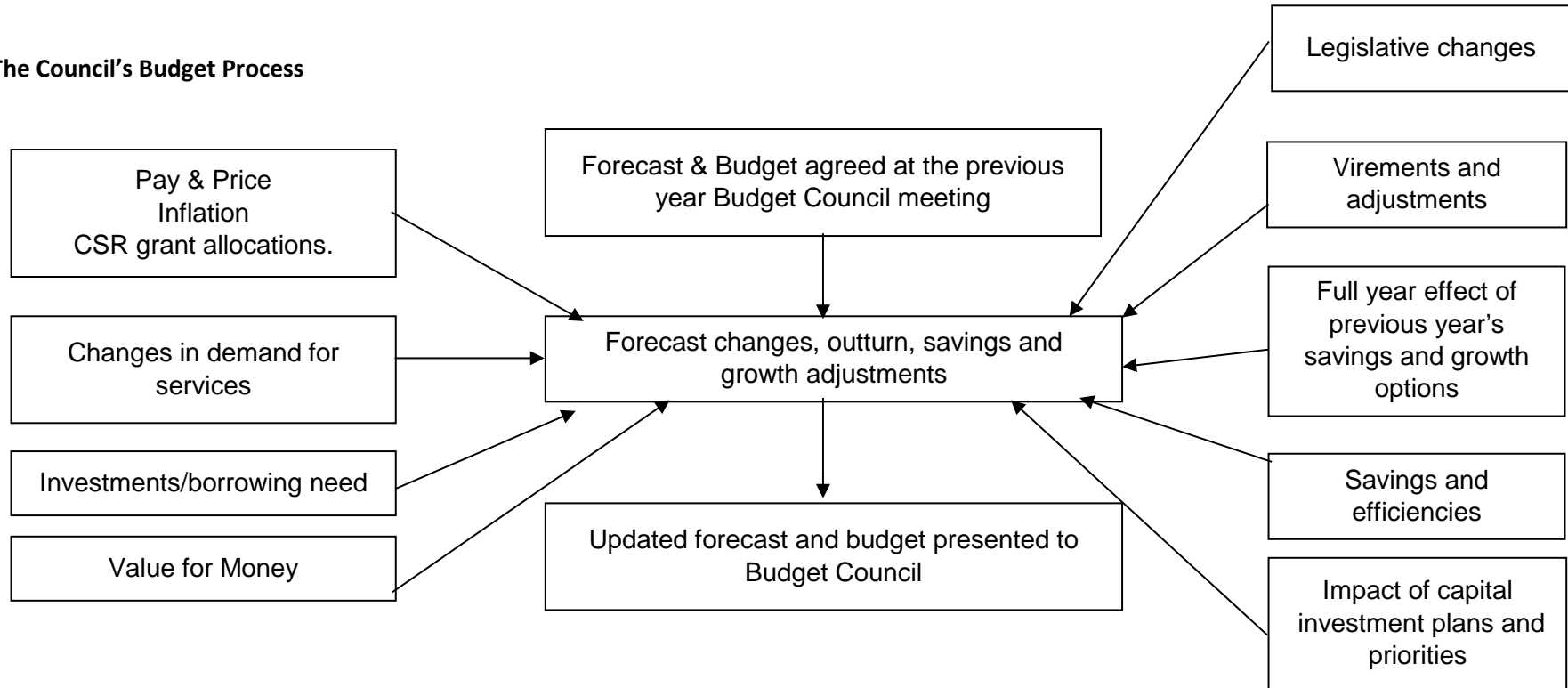
8.3 The MTFS and forecast are supported by a number of monitoring procedures. These are as follows:

- General Fund Revenue Budget Monitoring;
- Capital Programme Monitoring;
- Treasury Management Monitoring and Mid-Year Strategy Review, together with specialist external advice; and,
- Annual Outturn reports on Capital, General Fund and Treasury Management.

Section 9: DEVELOPING THE BUDGET FORECAST

9.1 The starting point for developing the forecast for the forthcoming year is the forecast agreed by Full Council at the last Budget setting meeting. The forecast is reviewed in the light of the previous year’s outturn information. Changes and risks based on the latest available information such as the statutory annual Council Tax Base calculations and the most recent Local Government Finance Settlement are incorporated. Original assumptions are reviewed; new spending pressures are assessed and evaluated with any in year budget decisions being taken into account. The need for spending and savings is assessed in the light of available resources. The process is set out in the following diagram:

The Council’s Budget Process



Throughout the process, all risks are analysed, assessed and reported as necessary and appropriate.

Section 10: BACKGROUND TO THE FORECAST

10.1 In order to 'scene set', the current financial position of the Council is summarised for Members as follows:

(i) Original Budget 2014/15: (Appendix A)

At the Council meeting on the 3rd March 2014 the budget for 2014/15 and the medium term financial forecast were agreed. The resolution included a 0.01% reduction in Council Tax and a total net budget requirement of £9.869m for 2014/15. The General Fund revenue balance at that time was forecast at the end of 2017/18 to be £4.218m. In agreeing the Original Budget for 2014/15 a number of key high level financial risks and assumptions were highlighted.

(ii) General Fund – Outturn Position 2013/14

The revenue outturn position for 2013/14 was reported to Members in June 2014. The impact of the outturn position, including contributions to earmarked reserves totalling £1.203m, has been reflected in this updated forecast.

(iii) Budget Rightsizing Exercise

In 2012 the Councils Management Team committed to carrying out a budget right-sizing exercise to analyse underspends which have occurred over the last 3 financial years. As a result a number of budget adjustments are included within Appendix C of this report under the heading 'Budget Rightsizing'. This exercise in reviewing outturn variances and adjusting future budgets accordingly has become part of the annual budget process. The efficiencies and savings captured by the right-sizing exercise are a combination of one year only and recurring savings. It is anticipated that in future years the level of efficiencies and savings that are achievable through the right-sizing exercise will be more limited.

(iv) Capital – Outturn Position 2013/14

The Capital Outturn for 2013/14 was a net underspend in year of £2k after taking £0.110m of slippage into account.

(v) General Fund Revenue Quarterly Budget Monitoring 2014/15

Revenue budget monitoring reports for both quarter 1 and quarter 2 of the current financial year have been presented to the Portfolio Holder for Finance & Resources and Policy & Development Scrutiny Committee during the year. These reports identified a number of budget areas for further consideration. As a result a number of changes have already been included in this latest forecast. These include revised fee income estimates, updated employee cost assumptions, and the latest estimate of borrowing costs.

Section 11: THE GENERAL FUND REVENUE FORECAST & NEW FORECAST CHANGES

- 11.1 Appendix A sets out the Original Base Budget forecast, agreed at Budget Council in March 2014. In rolling forward the forecast general assumptions included in the Base Budget are set out in Appendix B, with detailed changes since the last approved budget was set detailed in Appendix C. Explanations in support of these budget changes are set out in Appendix D.
- 11.2 A summary of the impact of these latest changes, including Cabinet's Budget Proposals, and the summary forecast position for the Council, is set out in Appendix E.

Section 12: SAVINGS & GROWTH PROPOSALS

- 12.1 In order to prepare for the funding uncertainties of future years only a limited number of growth proposals have been identified and the Council continues to look for further efficiencies. In identifying the growth items now proposed (detailed in Appendix F) and exploring opportunities for future savings, the following criteria has been considered:-
- The impact on the Council's corporate priorities;
 - The impact on front line service provision to residents;
 - The sustainability of proposed savings;
 - Value for Money and efficiency implications; and,
 - The potential for further cost reductions both in back-office and service delivery costs, in particular, to be achieved via a mix of more shared services and partnering arrangements.
- 12.2 The impact of any proposed budget reductions is assessed by way of an equality impact assessment. Any reduction in Council expenditure that leads to a reduction in services will inevitably have an impact on the wider community served. However, in carrying out a high level equality impact assessment on savings options it is necessary to look at two specific issues:
- The effect on persons who share a protected characteristic in relation to the wider community; and,
 - If and how one group is disproportionately disadvantaged by the cuts in relation to other groups.
- 12.3 The Council is consulting with a wide range of stakeholders, including the general public, local business groups, Town and Parish Councils, business rate payers, partners, other local authorities and the Policy Development Scrutiny Committee.
- 12.4 In putting together the budget proposals consideration is given to the consultation and feedback which is collated on an ongoing basis through the various service providers as well as bespoke research aimed at specific initiatives. This includes customer satisfaction surveys, suggested service delivery improvements obtained through feedback and an analysis of the complaint and service failure data collated by the Council each month.

Section 13: RESERVES AND BALANCES PROVISION

- 13.1 The Council carries a number of reserves, balances and other provisions which are held for three main purposes:
- To maintain a working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing. This forms part of what is commonly referred to as 'general fund balances';
 - A contingency to cushion the impact of unexpected events or emergencies; and
 - A means of building up funds to meet known or predicted liabilities - commonly referred to as "earmarked reserves".
- 13.2 The Council's General Fund Reserve Balance at 31st March 2014 was £5.1m.
- 13.3 Within the existing statutory and regulatory framework, it is the responsibility of the Chief Financial Officer to advise local authorities about the level of reserves that they should hold and to ensure clear protocols for their establishment and use. Accordingly an updated Useable Reserves and Balances Policy is appended at Appendix H and approval of this updated policy is sought as part of this report. In line with the policy the current level of useable reserves and balances has been reviewed.
- 13.4 Having reviewed the current useable reserves and balances position, Cabinet's budget proposals include the following in respect of reserves:
- a) In order to minimise the need for additional borrowing in the future, Cabinet propose that a sizeable proportion of the currently forecast surplus of resources for the current financial year, in the sum of £911k, be set aside in the Capital Investment Reserve;
 - b) The remainder of the currently forecast surplus of resources for the current financial year, in the sum of £255k, be transferred to the General Fund Reserve; and
 - c) Following on from a) above, Cabinet is proposing to establish a number of new capital schemes within the capital programme, all fully-funded from the Capital Investment Reserve, together with an updated vehicle replacement schedule (including a change in the method of financing for a number of vehicles) also fully-funded from the Capital Investment Reserve and a number of regeneration schemes fully funded from s106 monies currently held by the Council. These are detailed in Cabinet's capital budget proposals at Appendix F.
- 13.5 During the economic downturn of recent years the Council's balances have been maintained at prudent levels. Recent economic data indicates that the national economic recovery is underway and provides an encouraging outlook for future economic growth. However, the Council's financial position continues to be forecast against future financial uncertainty and significant risks.
- 13.6 To maintain a future stable financial environment for the Council and in light of the current economic climate and risks, a minimum level of General Fund reserves of £750k remains the recommendation of the Chief Financial Officer.

Section 14: THE LOCAL GOVERNMENT FINANCE SETTLEMENT 2015/16

Background

- 14.1 During the summer of 2013 the Department for Communities and Local Government (DCLG) published a consultation document entitled 'Local Government Finance Settlement 2014/15 and 2015/16', in which it provided exemplifications of government grant funding for local authorities for those two years. The consultation showed that the Council's government grant funding would reduce from £3.713m in 2014/15 to £3.149m the following year, a reduction of £564k which equates to 15.2%. Estimates contained within the forecast reports considered by members in November/December 2013 assumed the level of formula grant and business rates receivable by the Council would be at these levels.
- 14.2 On 18th December 2013 the Government published the Provisional Local Government Finance Settlement for 2014/15, including updated illustrative funding amounts for 2015/16. The settlement amended the figures published by the DCLG during the summer.
- 14.3 On 18th December 2014 the Government published the Provisional Local Government Finance Settlement for 2015/16 which largely re-affirmed the quantum of the illustrative amounts previously indicated, although with some variations between the main funding elements (Revenue Support Grant, and retained Business Rates).

Council Tax Setting Principles

- 14.3 In announcing the provisional finance settlement, the Government confirmed its offer in respect of Council Tax for 2015/16, in that any Council which freezes Council Tax in 2015/16 will receive a grant equivalent to 1% of Council Tax (before adjustment to take account of changes to the tax base as a result of the Council Tax Reduction Scheme) in 2015/16. In line with Cabinet's budget proposals this forecast assumes a Council Tax freeze for 2015/16 and the receipt of a Council Tax Freeze Grant in the sum of £59k for that year.
- 14.4 The key details of the freeze grant offer are as follows:
- The grant is available to local authorities (including the GLA), single purpose fire and rescue authorities, and Police and Crime Commissioners (PCCs). Town and parish councils are not included;
 - The freeze grant will operate in the same way as the 2014/15 scheme in that authorities and PCCs which freeze or reduce their Band D council tax will receive a grant (additional to their Revenue Support Grant) equivalent to a 1% increase on their Band D council tax levels;
 - The grant will be based on the local authority tax base which would apply having disregarded the reduction in the tax base due to localisation of council tax support – so it would be a higher tax base figure than the actual one and means the 1% grant would be worth more than a 1% rise in council tax;
 - Unlike the arrangements for 2014/15 when the grant was receivable for two years, the 2015/16 freeze grant is for one year only;
 - There is no indication as to proposed arrangements in respect of future years.

This forecast has been prepared to assume future Council Tax increases limited to 2% per annum from 2016/07 onwards in line with the current maximum threshold for increases without the requirement for a local referendum. This is described in more detail at section 16.3 (v) of his report.

Financial Settlement Information Specific to Fylde Borough Council

The financial settlement splits the funding for local authorities into 2 main sources; Revenue Support Grant, and Business Rate Retention. The details of the Financial Settlement that was announced in December 2014 for Fylde Council are as follows:

14.5 Revenue Support Grant (RSG)

The provisional RSG allocations is in the sum of £1.443m for 2015/16. This represents a 28% year-on-year reduction between 2014/15 and 2015/16. There is no clarity on the level of support from central government beyond 2015/16. Given this position future year's forecasts are based upon assumed annual reductions of 28% per annum from 2016/17 onwards in line with the trajectory of the grant reductions already announced.

14.6 Localisation of Business Rates

The financial year 2013/14 saw the introduction of a new localised business rate scheme. These new arrangements can have a significant effect on councils, as changes to the business rates yield now directly impact on council funding levels, with both the risks and rewards of business rate growth being shared between central government, precepting authorities and billing authorities (under the previous scheme the risk of reduced levels of business rate income fell solely with central government). As a consequence of these new arrangements, however, any single change, such as has occurred locally with the announcement of the cessation of commercial operations at Blackpool Airport (actually located largely within the borough of Fylde), can have a significant and sudden impact of the finances of the Authority that is affected.

Such losses and gains are subject to separate 'Safety Net' and 'Levy' arrangements to reduce the potential volatility of local authority funding under the new system, effectively limiting the gain or loss in any one year. The Safety Net provides a minimum guaranteed income from business rates that is 7.5% lower than the government's calculation of business rate yield (a level known as 'the business rates baseline'), a calculation that is based upon prior years business rate receipts.

Additionally, under the new arrangements local authorities are liable for a share of the cost of the settlement of appeals in respect of the valuation of properties by Valuation Office Agency (VOA), that being the determinant of business rates liability. All rateable values are supposed to be reassessed every five years at a general revaluation, although the next one, due in 2015, has been postponed. The current rating list is based on a revaluation which took place in 2010. Many businesses within the borough, and indeed nationwide, have lodged appeals against the level of their business rating valuations. These appeals are often supported by specialist rating agents and the outcome can be backdated to the date of the appeal or the last revaluation (i.e. 2010). This scenario can result in significant in-year business rate refunds being made to businesses whose appeals are successful. The VOA have committed to reducing the backlog of appeals within the system, which may increase the possibility of a greater volume of refunds being made in the short term. The Council has provided for the estimated cost of rating appeals based on information held on

outstanding appeals and after having taken specialist advice. If the cost of appeals exceeds this amount this will reduce the total Business Rates income receivable by the Council, central government and the precepting authorities.

Monitoring arrangements to provide an early identification of in-year trends in respect of business rate income have been developed, including regular appeals updates and meetings with VOA officers. There will, however, remain an element of uncertainty as events triggered by changes in business circumstances and the determination of appeals are, by their nature, unpredictable.

New Homes Bonus (NHB)

14.7 The budget forecast that was approved by Council on 3rd March 2014 included an assumed level of New Homes Bonus (NHB) for future years. This calculation was based upon an estimated growth in total property numbers and incorporated the grant calculations as they have been in operation since the inception of the NHB scheme in 2011.

Subsequently on 16th December 2014, the government announced the provisional NHB allocations for 2015/16, which have now been confirmed. The allocation for 2015/16 for Fylde Council is £385k. Each annual allocation is receivable for the following six years. The table below shows annual allocations of NHB for Fylde Council since 2011/12 and the years in which the annual allocations will be received throughout the period of this forecast:

FBC Annual New Homes Bonus allocations since the introduction of the scheme:

Additional Annual Allocations (actual and estimated):	2011/12 (actual) £000	2012/13 (actual) £000	2013/14 (actual) £000	2014/15 (actual) £000	2015/16 (actual) £000	2016/17 (estimated) £000	2017/18 (estimated) £000	2018/19 (estimated) £000	Total £000
Receivable in:									
2014/15	279	306	308	376					1,269
2015/16	279	306	308	376	385				1,654
2016/17	279	306	308	376	385	300			1,954
2017/18		306	308	376	385	300	300		1,975
2018/19			308	376	385	300	300	300	1,969

The forecast has been updated to reflect the provisional allocation for 2015/16 in the total sum of £1.654m, and future year's allocations have been assumed at an additional sum of £300k per annum which is considered to be a prudent estimate based upon historical allocations.

New Homes Bonus is un-ringfenced funding, and Fylde Council use the funding in its entirety to support the ongoing revenue expenditure of the Council. It is worth noting that NHB is becoming an increasing proportion of the total financing receivable by the Council. The table below shows that

actual/forecast income from NHB over the life of this forecast, together with the total forecast income receivable by the Council, and the proportion that NHB makes up of the total:

FBC New Homes Bonus income as a proportion of total forecast income

Year	2014/15	2015/16	2016/17	2017/18	2018/19
FBC Forecast funding from New Homes Bonus (£000)	1,269	1,654	1,954	1,975	1,969
FBC Forecast total financing (including NHB) (£000)	10,096	9,960	9,977	9,887	9,855
NHB as a % of total forecast financing	12.6%	16.6%	19.6%	20.0%	20.0%

The table illustrates that New Homes Bonus income is an increasingly significant source of funding to the Council, and as central government Revenue Support Grant is forecast to decrease year on year, NHB as a proportion of the Council's forecast total financing is estimated to increase from 12.6% in 2014/15 to 20.0% by 2017/18.

During the summer of 2013/14 the Government consulted on a proposal to top-slice New Homes Bonus allocations by as much as 35%. Fortunately this proposal was withdrawn in December 2013 to all but London authorities. The imposition of this proposal would have had a significant impact on one of the Council's largest sources of funding. This demonstrates that the Council's reliance upon New Homes Bonus to support ongoing revenue expenditure of the Council is one of the most significant financial risks facing the Council.

Section 15: COLLECTION FUND

- 15.1 The Council is required to maintain a separate fund for the collection and distribution of amounts due in respect of Council Tax and National Non Domestic Rates (NNDR). The deficit on the collection fund for Council Tax as at 31st March 2014 was £44k. This deficit will be shared in accordance with regulations and will form part of the 2015/16 Council Tax Calculation. The Council's share of the deficit is £5k.
- 15.2 Prior to 2013/14, the Council collected Business Rates on behalf of Central Government. All the Business Rates income was paid directly into a central pool which was re-distributed to individual councils according to a needs-based formula. Under the new regulations the Council notionally retains a 40% share of its business rates, after which a tariff in the form of a further payment to central government is applied. As at 31st March 2014 the actual collection of NNDR was lower than originally forecast, largely as a result of the extension of the small business rate relief scheme. As a consequence, the Council's share of the Collection Fund deficit for the year was £416k which was offset by additional Government grant to recompense local authorities for the extension of the small business rate relief scheme.

Section 16: KEY AREAS OF FINANCIAL RISK (REVENUE)

16.1 In considering this forecast Members should note that there are a number of significant risks. In the context of the Council's financial forecast a risk can be defined as a change with an unknown or uncertain impact on the financial position of the Council that can be favourable or adverse. In assessing each risk the following has been taken into account:-

High Level Financial Impact Risk

- Potentially a significant sum, with the potential for impact over a number of years
- Relatively little mitigation available to spread or defer the impact
- The possibility of a significant financial impact on the Council if the risk materialises
- Probable need for change to the forecast if it materialises

Medium Level Financial Impact Risk

- Potentially a large sum, with the potential for impact over a number of years
- Some mitigation may be possible to spread or defer the impact
- The possibility of a sizeable financial impact on the Council if the risk materialises
- Possible need for change to the forecast if it materialises

Low Level Financial Impact Risk

- Potentially a less significant sum
- Some mitigation may be possible to spread or defer the impact
- Impact should be capable of being absorbed without major forecast changes

16.2 High Level Financial Impact Risks

i. New Homes Bonus

As detailed within section 14.7 of this report, New Homes Bonus represents an increasingly important element of the Council's overall funding as other forms of funding (e.g. Revenue Support Grant) are forecast to reduce in future years.

The proposal in 2013/14 to top-slice New Homes Bonus allocations by as much as 35% would have had a significant impact on one of the Council's largest sources of funding. Fortunately this proposal was withdrawn in December 2013 to all but London authorities.

The future of the New Homes Bonus regime is uncertain beyond 2015/16 and could be subject to change or withdrawal in the event of a change of government following the general election in May 2015.

The extent of the Council's reliance upon New Homes Bonus to support ongoing revenue expenditure is one of the most significant financial risks facing the Council.

ii. Government Grant Support (RSG)

There is no clarity on the level of RSG funding from central government beyond 2015/16. The major political parties have indicated that, should they form the next government following the May 2015 general election, a continuation of the national deficit reduction programme is likely with the aim of further reducing the structural deficit of the country over the course of the next Parliament. As was the case for earlier deficit-reduction measures the main focus is likely to be in the form of further reductions in spending rather than increased taxes. In his Autumn Statement of 2014 the Chancellor announced that, under a future Conservative administration, austerity measures would continue up to 2019/20 with a further £10 billion of efficiency savings being required nationally.

In the Economic and Fiscal Outlook, the Office for Budget Responsibility (OBR) stated the Treasury's figures imply that 'roughly 40% of the total implied cut in day-to-day public services spending between 2009/10 and 2019/20 will have taken place over this Parliament, with roughly 60% to come in the next Parliament'. It is anticipated that Local Government will be required to bear a share of these public spending reductions.

The Government have provided provisional RSG allocations in respect of 2015/16 but have given no indication of the level of grant receivable thereafter. Future year's forecasts are based upon annual reductions of 28% per annum from 2016/17 onwards in line with the trajectory of grant reductions over the last few years. This has the effect of reducing the Revenue Support Grant receivable by the Council from a provisional allocation of £1.443m in 2015/16 to an estimated allocation of £0.538m in 2018/19. If future years grant reductions are greater than this assumed level this may have a significant impact upon the forecast.

iii. Waste Recycling Cost Sharing Arrangements (Lancashire County Council)

Lancashire County Council is the Waste Disposal Authority (WDA) for Lancashire and Fylde Borough Council is a Waste Collection Authority (WCA) as defined by the Environmental Protection Act 1990 (EPA). Section 52(1) of the Act places a duty on WDAs to pay waste disposal credits to a WCA in its area when the WCA diverts waste from the household waste stream for recycling - the value of credit being the savings per tonne in disposal costs. The Clean Neighbourhoods and Environment Act 2005 introduced flexibility to this requirement by allowing authorities to develop joint working arrangements, tailored to their area, to work towards the goals of the National Waste Management Strategy.

Additionally, central Government expects local authorities to consider whether a better, more appropriate, cost-sharing model can be developed for their area in order to aid in the achievement of Landfill Allowance Trading Scheme obligations and local plans for recycling and composting. To this end the Lancashire Waste Strategy (LWS) was adopted by WCA's in Lancashire in 2001.

The Lancashire Waste Strategy was updated in April 2013 to move away from the previous Property Based Payment Mechanism (which provided a discretionary index-linked payment from LCC to participating districts for each domestic property covered by a three stream collection service i.e. green waste, dry recycling and residual (grey bin) waste) to a fixed level of support paid annually.

These arrangements with LCC run to March 2018. The value to Fylde Council of income from LCC under the updated agreement are summarised below:

	Total Income to FBC from LCC under the existing Cost Sharing Agreement
	£000
2014/15	791
2015/16	777
2016/17	764
2017/18	763

On 27th January 2014, FBC were informed (along with other participating Districts) that LCC’s Cabinet Member for Public Protection and Waste had adopted a ‘Policy for Making Recycling Payments (Recycling Credits) to Waste Collection Authorities’. **The policy indicates that the existing payment arrangements will cease after 2017/18.** The decision had been taken having carried out a detailed review of LCC’s obligations and having considered the requirement for the County Council to reduce its expenditure by £300m over the next four years.

This therefore represents a significant risk to FBC’s financial position in the final year of this forecast and beyond with the potential loss of up to £763k per annum from 2018/19 onwards.

Following dialogue between Lancashire districts and LCC on this matter, LCC have developed a draft proposal for a Lancashire wide review of waste collection arrangements, with the aim of providing “a comprehensive evaluation of the fundamental aspects of waste collection with a view to reducing the cost of provision of collection services across Lancashire”. FBC have indicated that we will take part in the review, which will be funded by the County Council.

At this stage the loss of cost sharing income has been reflected in this update of the forecast, based upon the decision which has been taken by LCC. The outcome of the waste review and the resultant financial implications to Fylde Council of this development and any new arrangements will be reflected in the future updates to the financial forecast as they become clearer.

iv. Localisation of Business Rates

As detailed in section 14.6 of the report, the financial year 2014/15 is only the second year of the operation of the localised business rate scheme. The new arrangements can have a significant effect on local authorities with both the risks and rewards of Business Rate growth

being shared between Central Government, Precepting Authorities and Billing Authorities, subject to 'Safety Net' and 'Levy' arrangements to reduce the potential volatility of local authority funding under the new system, effectively limiting the gain or loss in any one year.

There are a range of reasons why rates payable by businesses in the borough may change, and this can influence the Council's share of business rate income. These reasons include: successful appeals by individual businesses (to the Valuation Office) to reduce the level of rates payable to the Council; additional entitlement to Small Business Rate Relief and Mandatory Charitable Relief; and the closure of businesses and their removal from liability to pay rates due to planned redevelopment of the relevant site. As a consequence of these potential changes the Council's share of receipts may not achieve the baseline level.

Consequently the financial forecast which was approved by Council in March 2014 assumes that for 2014/15 and for future years business rate income will be at the 'Safety Net' level. This is considered to be a prudent approach to business rate income planning as business rates income cannot fall below this level. This approach is continued in this current financial forecast.

If business rates income were to exceed the Safety Net level this will result in a favourable outturn variance.

16.3 **Medium Level Financial Impact Risks**

i. Planning Appeal and Judicial Review Costs

During 2013/14 a significant cost claim against the Council was finalised which exceeded the then budgetary provision and at its January 2014 meeting the Council was required to approve an unfunded budget increase to provide for these costs. Consequently the budgets for 2014/15 and subsequent years were also increased in response to anticipated further planning appeal costs.

Additionally, the possibility of further legal costs being incurred as part of the enforcement notice on the illegal Travellers site at Hardhorn is uncertain and any potential cost is very difficult to estimate as this is subject to any further legal challenges that may be made.

This budgetary provision will be kept under review in order that the Council is able to respond to any appeals which may occur. In planning appeal costs in future years are in excess of these revised budget amounts further amendments to the financial forecast may become necessary.

ii. Reduction in Housing Benefit Administration Grant

The Council receives an annual grant to support the cost of the administration of Housing Benefit and Council Tax. The grant that the Council receives for these purposes has reduced in recent years, particularly in respect of the Housing Benefit element, as the government moves away from a system of Housing Benefit payments and towards a Universal Credit Scheme. This financial forecast reflects the latest estimates of reduced grant levels for 2015/16 and for subsequent years.

As updated grant notifications are received in respect of future years it may be necessary to update the forecast accordingly.

iii. Universal Credit

As detailed in (ii) above the Government has commenced the consolidation of a number of welfare benefit allowances into a revised Universal Credit Scheme. One of these is Housing Benefit which is currently administered by the Council through the shared service with Blackpool Council. The intention is that the new Universal Credit Scheme will be provided on-line and will be administered by Department of Work and Pensions. The roll-out of the new arrangements are gradual and began in Fylde in respect of a small number of the less-complex cases in November 2014. The timing and financial implications of future developments of the scheme remain uncertain.

iv. Grounds Maintenance – External Contracts

Throughout the future life of the forecast a number of grounds maintenance contracts with external parties will come to an end or will be due for renewal/re-tender. At the same time other opportunities will arise for additional contract work and these will be actively pursued as appropriate. Income from contracts supports the work of the Parks and Leisure Service teams by way of a contribution to management costs and corporate overheads. Officers will endeavour to seek extensions to contracts as they become due for renewal/expiry and will continue to seek suitable alternative new work. Should this not be possible there may be an adverse impact on the forecast.

v. Changes in Council Tax and Capping Regulations and Council Tax Freeze Grant

This forecast assumes a freeze in the level of Council Tax in respect of 2015/16, other than a minor technical reduction from £185.90 to £185.79 as the average annual Fylde band D Council Tax charge. This will be the fifth year in a row that Council Tax has not increased. For each of the years when Council Tax was frozen the Council has received short term compensatory grants from central government. This forecast assumes increases in Council Tax charges of 2.0% per annum from 2016/17 onwards (per Appendix E).

In the Autumn Statement of December 2014 the Chancellor announced that funding would be available to Councils that freeze Council Tax for 2015/16. The key details are as follows:

- The grant is available to local authorities (including the GLA), single purpose fire and rescue authorities, and Police and Crime Commissioners (PCCs). Town and parish councils are not included.
- The freeze grant will operate in the same way as the in previous years in that authorities and PCCs which freeze or reduce their Band D council tax will receive a grant (additional to their Revenue Support Grant) equivalent to a 1% increase on their Band D council tax levels.
- The grant will be based on the local authority tax base which would apply having disregarded the reduction in the tax base due to localisation of council tax support – so it would be a higher tax base figure than the actual one and means the 1% grant would be worth more than a 1% rise in council tax.

This freeze grant is also assumed within this financial forecast in respect of 2015/16.

The Localism Act 2011 replaced the previous power of the Secretary of State to cap council tax increases with a system of mandatory referendums triggered by “excessive” increases. Any local authority (including police and fire authorities) setting an increase above a ceiling set by the Secretary of State and approved by the House of Commons will trigger a referendum of all registered electors in their area. The Government believe this will make local authorities much more transparent and much more accountable to local people. If Councils want to increase Council Tax beyond the specified level in any given year, they will have to make the case to the local electorate and receive approval via a referendum. The impact on the Council will depend on the ceiling set by the Secretary of State compared to any future proposed Council Tax rises. Although the ceiling has been confirmed for 2015/16 at 2.0% it was apparent that the government considered a lower threshold of 1.0%.

There is a possibility that future years capping regulations will restrict the increase in Council Tax that is permissible without the need for a local referendum to a level that is lower than the assumed 2% level. Should this be the case there is a risk that the increase in income from Council Tax as shown in the forecast in future years may not be achievable.

16.4 **Low Level Financial Impact Risks**

i. Land Charges

There remains an on-going legal challenge to allow for access to unrefined data under the Environmental Information Regulations 2004 and there is a possibility that there could be some eligible refunds, the value of which is not known precisely at the time of writing. An earmarked reserve has been established to meet this eventuality should it occur. The value of this reserve has been increased to the level of the latest calculation of the Councils maximum exposure in the sum of £128k (increased from £89k in June 2013). There is a risk that later calculations of the level of the Councils exposure may require further additions to this reserve.

ii. Community Infrastructure Levy (CIL)

The Community Infrastructure Levy (CIL) which came into operation nationally in April 2011 is intended to assume the role of the traditional Section 106 Agreement. However Section 106 Agreements will continue to have a role to play on site specific development proposals. For the CIL to become operational within the borough the Local Plan will need to be in place. Officers will be exploring infrastructure requirements as part of the work on the Local Plan with the aim of producing, for public consultation, an Infrastructure Delivery Plan which will help inform a CIL charging schedule. At this moment in time the financial implications are unknown.

iii. Lowther Gardens Trust

The Council's revenue budget currently contains budget provision for the remainder of a five year subsidy period for a payment to Lowther Trust for the operation of Lowther Pavilion, as detailed in the service level agreement. The budget stands at £39k in 2015/16 and reduces to £32k in 2016/17. At present no subsidy arrangements have been agreed beyond 2016/17.

Although currently the Trust continues to operate within its available funding envelope, there is a risk that the existing budget provision is insufficient to sustain the continuing operation of the Pavilion over the life of the agreement and that further funding requests will be received by the Council.

Section 17: CONCLUSIONS – GENERAL FUND REVENUE FORECAST

- 17.1 Over the last few years the Council has delivered significant efficiencies and savings which have seen general fund reserves grow to a level which allows the Council to deal with future challenges and pressures in a planned and effective way. The Council faces a number of uncertainties in the future in respect of its finances, and the current forecast has a number of high risk financial assumptions which are outside the Council's control.
- 17.2 A number of risks are significant, in particular the future of central government grant funding, the future of the waste recycling cost-sharing arrangements with Lancashire County Council and income from New Homes Bonus.
- 17.3 The Council continues to face an uncertain financial future. The major political parties have indicated that, should they form the next government following the May 2015 general election, a continuation of the national deficit reduction programme is likely with the aim of further reducing the structural deficit of the country over the course of the next Parliament. As was the case for earlier deficit-reduction measures the main focus is likely to be in the form of further reductions in spending rather than increased taxes.
- 17.4 The gap between in-year income and expenditure in the final year of the forecast will need to be addressed, and will be addressed. However with balances at the current level and with the main risk not arising until 2018/19 the Council is well-placed to take action in the intervening period to minimise the scale of this issue and, if necessary, absorb some of the impact were it to remain unavoidable. Officers and Members will be continuously monitoring all areas of concern and will work to ensure that the Council's Revenue Budget remains robust and sustainable.

Section 18: THE CAPITAL PROGRAMME

- 18.1 Capital Expenditure is defined as expenditure on the acquisition of a fixed asset and/or expenditure which adds value to (not merely maintains) the value of an existing fixed asset. Examples of fixed assets are; land, building, plant and vehicles. Capital expenditure also includes the making of an advance, grant or other financial assistance towards expenditure which would, if incurred by the Council, be classed as capital expenditure.
- 18.2 The Capital Programme for the years 2014/15 to 2018/19 is updated continually for agreed changes and reported in regular monitoring reports to the Portfolio Holder (Finance & Resources).

- 18.3 The latest updated Capital Programme is shown at Appendix G. This has been updated to reflect the latest position including Cabinet's budget proposals. A prudent approach is taken in preparing the programme to ensure that financing resources are only recognised when there is relative certainty that they will be received. Cost efficiencies achieved in respect of vehicle fleet modernisation, waste collection service development and lease rationalisation have been incorporated.
- 18.4 All of the additions to the Capital Programme now being proposed and the changes to the fleet replacement programme are fully-funded. Each new scheme is either funded from the Capital Investment Reserve (following the in-year contribution of £911k from revenue resources for 2014/15 proposed as part of this report) or are met from S106 developer contributions in the case of a number of the regeneration schemes. Consequently there are no additional borrowing requirements as a result of these additions and changes to the Capital Programme.
- 18.5 Capital schemes are directly linked with the Council's priorities and delivered through a series of key programmes through detailed Service Delivery Plans. Major items of enhancement or renewal are identified through the Council's Asset Management Plan.
- 18.6 In considering the Capital Programme, Cabinet are proposing a number of changes, which are summarised in Appendix F and are reflected within the updated capital programme at Appendix G of the report.
- 18.7 Financing the Capital Programme

The Council finances the Capital Programme from a variety of sources. These include:-

- (i) Specific Capital Grant Allocations;
 - (ii) Disabled Facilities Grant (from central government);
 - (iii) Capital Receipts;
 - (iv) External Funding (such as Heritage Lottery / Environment Agency Funding);
 - (v) Prudential Borrowing / Leasing;
 - (vi) Revenue Funding; and
 - (vii) Earmarked reserves such as the Capital Investment Reserve.
- 18.8 The Revenue Budget includes provision for total borrowing repayments based on the borrowing requirement shown in the updated Capital Programme.
- 18.9 In updating the Capital Programme a number of schemes have been re-phased into later years to reflect the latest estimated delivery timescales.

- 18.10 Given the significant financial resources directed towards delivery of the Capital Programme, and the consequential revenue implications of some of the financing options, it is necessary for the Council to carefully consider the most appropriate mechanism for ensuring that the programme is delivered in the most cost effective manner.

Section 19: KEY AREAS OF FINANCIAL RISK (CAPITAL)

- 19.1 Members should be aware that the following financial risk areas remain relevant on the Capital Programme:

19.2 Medium Level Financial Impact Risks

i. Accommodation Project

The accommodation project is currently included in the programme with the scheme being self-financing from capital receipts from the sale of 3 sites (St David's Road Depot, Derby Road, Wesham and the Public Offices). If either the estimated cost of the refurbishment, the capital receipts achieved or the phasing of this scheme changes, there could be revenue implications (including for example costs of displacing staff / vehicles and equipment) which would be reported to Members and reflected in future revenue budget forecasts accordingly. Actual asset sales and receipts are dependent on market conditions and cannot be predicted with certainty. St David's Road depot was sold in 2012/13, and the site at Derby Road, Wesham was sold in 2013/14. The Public Offices has been re-marketed during 2014/15 and the Accommodation Working Group have reviewed a number of further expressions of interest. Disposals of this nature where external agencies, planning decisions, external legal specialists and property developers are involved often take many months to conclude. This results in an inherent risk in the forecast level of programmed resources particularly in the current year of the programme. The cross-party Accommodation Working Group continues to monitor and manage this project and regular update reports on the project will continue to be provided to members.

ii. Coast Protection Scheme

The adoption of the Strategic Appraisal Report for the Fylde Shoreline Strategy by the Environment Agency will unlock funding for the replacement of sea defences at Fairhaven and Church Scar. Cabinet approved the drafting of a Coastal Headland Study "Project Appraisal" report in the sum of £175k, fully funded from DEFRA resources. This report will set out the detailed design of the new sea walls. For new sea wall schemes to gain approval and to be funded by DEFRA, they need to achieve a minimum cost benefit ratio of 100%. This is the cost of the works, balanced against the damages or properties they protect from flooding and erosion. Both Fairhaven Lake and Church Scar sea defence schemes achieved a score of 100% in the Strategic Appraisal Report, but Fairhaven, due to its lesser benefits in terms of flood and erosion risk, relies on a contribution of £400k to ensure it achieves a score of 100%. The overall cost of coastal protection works at both locations is currently estimated by DEFRA to be £18.1m, with currently allocated funding of £16.1m from DEFRA and a contribution of £400k from Fylde Borough Council. The Council's contribution of £400k towards sea wall development works is fully funded from the Capital Investment Reserve and has now been re-phased from 2017/18 into 2016/17 in

line with the latest information from DEFRA. The cost of the final scheme will be determined as part of the Project Appraisal Report and as such it may be necessary to reduce the scale of the works to match the funding available. Further updates and any future changes to the scheme will be reported to members and the Capital Programme will be updated accordingly. Due to the significant value of this scheme this has been highlighted as a future risk.

iii. Vehicle Replacement

The estimated vehicle replacement profile, to replace existing fleet at the end of its useful economic life from 2014/15 to 2018/19 within the Capital Programme totals £3.145m including the additions to the programme proposed as part of this report. Within the forecast it is assumed that an element of this future cost will be financed from borrowing, other than the additional costs of updating the fleet replacement programme as part of this financial forecast update which will be financed by the Capital Investment Reserve.

It is important to note that purchase prices will fluctuate with new models and technological/legislative changes and it is therefore necessary to reality check the costs associated with new vehicles on an annual basis and make any necessary adjustments to the capital program to ensure that ongoing fleet replacement is accurately budgeted for in future years. The introduction of the Euro VII engine requirements in future years is in line with stringent environmental regulations. There is no current timeline for this at present however it may fall within the next 5 years. This may have significant financial consequences for future fleet procurement the extent of which is currently unknown as was the case for the introduction of the Euro VI engine with reduced emissions for light passenger and commercial vehicles in 2014 which has resulted in higher purchase prices and resultant increased costs which have been reflected in the additional fleet replacement costs within this financial forecast.

iv. Better Care Fund (Formerly Disabled Facilities Grants)

As the local housing authority, the Council has a statutory duty to provide disabled adaptations within the borough. Since the introduction of Disabled Facilities Grants (DFG's) the Council's capital programme has included annual provision in line with the grant received from the Department for Communities and Local Government (DCLG) to provide this statutory obligation. This accords with the Council decision to limit expenditure to the level of the Central Government grant received annually. In order to monitor the effect of this, the length of time and the number of applications on the various categories of waiting lists for DFG's are being closely monitored and are reported to Members.

As part of the 2013 Spending Round announced in June last year, the Government established the Better Care Fund, with the intention of "*providing an opportunity to transform local services so that people are provided with better integrated care and support*". With effect from 2015/16 onwards DFG funding will move from the DCLG to the Department of Health and will be paid via the Better Care Fund. In Lancashire the fund will be administered by Lancashire County Council as the upper-tier authority. However, the statutory duty on local housing authorities to provide DFG to those who qualify for it will remain. Therefore each area will have to allocate this funding to their respective housing authorities (district councils in two-tier areas) from the pooled budget to enable them to continue to meet their statutory duty to provide adaptations to the homes of disabled people, including in relation to young people aged 17 and under.

Special conditions will be added to the DFG Conditions of Grant Usage (under Section 31 of the Local Government Act 2003) which stipulate that, where relevant, upper-tier local authorities or Clinical Commissioning Groups must ensure they cascade the DFG allocation to district council level in a timely manner such that it can be spent within year.

The allocation of funding from Lancashire County Council for 2015/16 remains provisional at this stage in the sum of £468k. In the absence of this allocation being confirmed for 2015/16, the Capital Programme retains the sum of £366k in relation to these schemes, that being the original 2014/15 confirmed allocation. The Capital Programme will be updated accordingly as and when 2015/16 allocations are confirmed. There is currently no indication of the levels of allocations beyond 2015/16.

Any future reduction in funding received by the Council for this purpose will have a direct impact on the scale of adaptation work that can be undertaken. There is also a direct revenue implication on the level of fees which the Council receives for the administration of these works which would also have to be adjusted in the event of a reduction in the level of funding.

19.3 **Low Level Financial Impact Risks**

(i) Project Slippage

Any areas of slippage in the Capital Programme must be addressed in future years to ensure that there is no loss of external grant arising due to conditions associated with specific grant awards within specified timescales.

(ii) Other Capital Receipts

The approved programme for 2015/16 onwards assumes “Right to Buy” receipts of £25k per annum and “General Asset Sales” of £45k per annum. Future receipts are dependent on prevailing market conditions and values cannot be predicted with certainty. This will be monitored and reviewed during the year and adjusted accordingly in future monitoring reports, along with the impact this may have on the financing of the programme.

(iii) Capital Investment in St. Annes Pool

As part of the arrangement with the YMCA for the operation of the pool, the Council undertook to provide Capital support in the event of major works, repair or breakdown and a provision of £153k was included in the programme for this eventuality. There is now a remaining capital resource of £93k which has been re-phased in the programme into 2015/16. There is a risk that this remaining resource is insufficient to meet future capital expenditure needs for the facility.

Section 20: CONCLUSIONS – CAPITAL PROGRAMME

- 20.1 The current Capital Programme as updated is showing a balanced position. The consequence of Cabinet's proposals to fund additional capital projects or increased scheme costs from the capital investment reserve or from S106 developer contributions, is to limit additional borrowing requirements to those schemes already committed.
- 20.2 There are a number of priority areas beginning to emerge across the Council's property asset portfolio that may require further investment in the medium term.
- 20.3 Any additional expenditure which is not fully funded by either external finance, revenue contributions, or from existing earmarked reserves would require the generation of capital receipts or further borrowing. The latter would place additional pressure on the Revenue Budget from the consequent financing costs.
- 20.4 Due to the ongoing risks faced by the Council, the Programme will continue to be closely monitored and reviewed on a regular basis throughout each year. A review of the Council's Asset Management Strategy including a review of accommodation needs, programme of capital works and identification of surplus assets is currently underway. This may result in additional expenditure on assets being required but could result in surplus assets being identified that would provide funding for the Programme.

Section 21: TREASURY MANAGEMENT STRATEGY

- 21.1 Treasury Management is defined as the management of cash flow, banking monies, money market and capital market transactions and the control of the risks associated with these activities. Prudential Indicators provide the framework within which these transactions should be monitored.
- 21.2 The objective of the Prudential Code for Capital Finance in Local Authorities (the Code) is to provide a framework to ensure that the Council's Capital and Revenue Budget Plans are affordable, prudent and sustainable.
- 21.3 The Prudential Code requires the Council to approve, revise and monitor a number of mandatory Prudential Indicators covering the forthcoming three years.
- 21.4 The Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management requires the Council to review and approve a Treasury Management Strategy. The Strategy covers the operation of the treasury function, its expected activities for the forthcoming year and also includes a number of Prudential Indicators.

Section 22: TREASURY MANAGEMENT RISKS

- 22.1 There are a number of potential areas of significant risk associated with Treasury Management activities.

The main risks to the Medium Term Financial Strategy as a result of Treasury Management activity are:

- (i) Unexpected movement in cash flow;
- (ii) Difference between actual interest rates and rates used in the forecast; and
- (iii) The security of monies invested with counterparties.

Section 23: OVERALL CONCLUSIONS

- 23.1 Much work has been done over the last eight years to ensure that the Council's finances, as detailed in the Medium Term Financial Strategy (MTFS), remain robust. This current version of the MTFS shows a substantial in-year contribution to reserves for 2014/15, followed by a three year period with a broadly balanced budget position. The final year of the forecast provides a much more challenging scenario. The reasons for this are detailed within this report.
- 23.2 The continuation of Public Sector Deficit Reduction measures promoted by central government includes both immediate and medium term spending reductions on public services. Like all councils Fylde is also dealing with cost pressures whilst striving to maintain income streams.
- 23.3 The Council has delivered a significant savings programme since 2008 and has continued to reduce senior management costs and other overheads. Ongoing modernisation work and business improvement will continue to make Council services more efficient, save money and maintain frontline services to customers. This work has yielded ongoing savings to help improve the Council's overall financial position and has seen general fund reserves grow to a level which allows the Council to deal with future challenges and pressures in a planned and effective way.
- 23.4 The Council began a budget right-sizing programme during the summer of 2012 in preparation for the Government funding reductions that were anticipated in respect of future years and has continued this practice in 2014/15. This programme will continue in future years and is a key element of the work that is undertaken to address to the financial challenges faced by the Council. Members and Management Team continue to investigate opportunities for the sharing of services with other local authorities. Instructions remain in place that officers should not commit to any unnecessary expenditure and should seek to maximise efficiencies. This approach has a downward impact on costs incurred by the Council and may again result in an under spend against budget this year.
- 23.5 The Council continues to examine the balance between fees and charges and council tax levels looking closely at new opportunities for income generation, although the latter has been challenging throughout the recent recession. At national level the broad picture of the UK economy is one of continued recovery. Gross Domestic Product (GDP) increased by 0.5% in the final quarter of 2014, the eighth consecutive quarter of growth, giving full-year growth in GDP for 2014 of 2.6% (GDP grew by 1.7% in 2013). This data indicates that the national economic recovery is underway and provides an encouraging outlook for future economic growth.
- 23.6 The financial year 2013/14 was the second year of the operation of the localised business rate scheme. These new arrangements can have a significant effect on councils, as changes to the business rates yield now directly impact on council funding levels, with both the risks and rewards of business rate growth being shared between Central Government, Precepting Authorities and Billing Authorities. The Council's response to this risk is detailed within this report.

- 23.7 At this point the finances of the Council remain robust. However, the currently budgeted call on reserves in the final year of the forecast and further potential reductions in core funding streams, particularly central government funding, may require savings to be a feature of future budget cycles.
- 23.8 In the medium term the Council is forecast to hold available reserves at above the minimum recommended. There is however, a high level of risk within the MTFs regarding some of the assumptions made, particularly Government grants in future years. Should one or more of the significant risks identified materialise remedial action may be required.
- 23.9 The Council's priorities for improvement remain. Members continuously monitor the Council's current Medium Term Financial Strategy, addressing emerging budget pressures to ensure a sustainable position in the medium term.
- 23.10 Priorities and plans will be reviewed again during 2015. There is no doubt that anticipated further reductions in central government funding, along with the need to find future savings in later years based on this Medium Term Financial Strategy, will have a financial impact for the Council. Despite concerns that budget challenges might limit the Council's ability to deliver against our priorities, good progress has been made with many corporate initiatives.
- 23.11 The speed with which the deficit reduction has been applied to local government and the comments from central government that 'roughly 40% of the total implied cut in day-to-day public services spending between 2009/10 and 2019/20 will have taken place over this Parliament, with roughly 60% to come in the next Parliament' means that the Council will need to continually identify further efficiencies, maximise income and look to create more capacity in order to deliver a balanced and sustainable budget in the medium term. Such an approach may lead to a review of service provision in some areas and a more measured achievement of improvement in priority areas.
- 23.12 **Under section 151 of the Local Government Act 2003, the Council's Chief Financial Officer is required to comment on the robustness of the Council's financial position.**

Having considered the major items of expenditure and income and their sensitivity to change, together with the savings and growth proposals and their impact on the Council's future forecasts and level of reserves, it is the Chief Financial Officer's opinion:

- **that the estimates have been prepared and reviewed utilising the most up to date and accurate information available;**
- **that the recommendations contained in this report provide the Council with a robust financial position for the life of this forecast on the basis of the assumptions set out in this report, and is of the view that:**
 - **the Council has the processes and procedures in place to continue to develop further savings proposals as necessary to ensure that the minimum revenue balances are maintained over the medium term in light of the financial uncertainty regarding the future impact of the reforms to Local Government Finance in future years; and,**
 - **the Council has the processes and procedures in place to monitor the strategy and its risks in order to take effective remedial action should the need arise.**

In forming this view on the Council's financial position the Chief Financial Officer would remind Members of the risks outlined in sections 16 and 19 of the report and, in particular, the current uncertainties surrounding the assumptions upon which the forecast is based. These will be monitored closely and advice provided to Members accordingly over the coming months.

In making any final recommendations both Cabinet and Council must carefully consider and monitor the risks set out in sections 16 and 19 of this report.

General Fund Budget Forecast 2013/14 to 2017/18 - as approved at Budget Council March 2014

	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000	Adverse / Favourable
Forecast approved at Budget Council in 4th March 2013	10,618	10,424	10,529	10,472	10,472	
Forecast changes - per Appendix C of March 2014 Council report	- 947	- 690	- 704	- 566	- 317	Favourable
Cabinet Budget Proposals - per Appendix F of March 2014 Council report		135	111	87	88	Adverse
Forecast Budget Requirement	9,671	9,869	9,936	9,993	10,243	
Financed by:						
Government Grants	3,524	1,991	1,374	948	654	
Business Rates Funding - Safety Net Level		1,594	1,638	1,671	1,705	
Council Tax Support Funding	638					
Council Tax Freeze Grant relating to 2014/15 freeze		57	57			
Less - Parish Element of Council Tax Support Funding	- 74	- 72	- 72	- 72	- 72	
Sub Total	4,088	3,570	2,997	2,547	2,287	
Council Tax (incl annual Tax Base changes & Collection Fund Surplus/Deficit)	5,114	5,257	5,364	5,500	5,640	
Other grants						
Compensatory grant re Support for Council Tax scheme - 13/14 only	17					
New Homes Bonus	907	1,269	1,519	1,769	1,740	
Forecast Financing	10,126	10,096	9,880	9,816	9,667	
Forecast surplus(-)/deficit for year	- 455	- 227	56	177	576	
Reserves						
Contribution to Capital Investment Reserve	- 455					
Balance of General Fund Reserves b/f	4,800	4,800	5,027	4,971	4,794	
Less transfer to/from(-) General Fund Reserves in year		227	- 56	- 177	- 576	
Forecast Reserves at Year End	4,800	5,027	4,971	4,794	4,218	
Band D Council Tax (Excl Parish Precepts)	£185.92	£185.90	£189.62	£193.41	£197.28	
Council Tax Increase	-0.2%	0.0%	2.0%	2.0%	2.0%	

General Base Budget Assumptions

The forecast has been prepared on the basis of the following assumptions:

- General Prices Inflation – a freeze or cash limiting of all general revenue expenditure budgets with the exception of pay and where the Council has contractual obligations;
- Slippage agreed by Cabinet in June 2014 has been slipped into 2014/15;
- Pay award of approximately 2.2% for the combined years 2014/15 and 2015/16 and an assumed 1% per annum thereafter throughout the remainder of the forecast period;
- Employers Pension Contributions: the Council's contribution to the Lancashire pension fund scheme is set in accordance with the outcome of the recent Triennial Pension Review at 12.5% plus 9% deficit recovery lump sum payment;
- Employers' National Insurance contributions: the forecast reflects the statutory contribution rates currently in place, including a reduced contribution rate as a result of the Council being part of the pension scheme. This reduced rate will increase due to the introduction of a Single Tier Flat Rate State Pension from April 2016, and the impact of this has been reflected in the forecast;
- Council tax increases - 2% increase per annum from 2016/17 onwards in line with latest government announcement on the threshold for referendums;
- Council Tax Freeze Compensation Grant – the forecast includes assumed Council Tax Freeze Compensation Grants in the following sums in respect of the following freezes:

	Freeze Grant Receivable 11/12	Freeze Grant Receivable 12/13	Freeze Grant Receivable 13/14	Freeze Grant Receivable 14/15	Freeze Grant Receivable 15/16
Council Tax Freeze 2011/12	£140k	£140k	£140k	£140k	-
Council Tax Freeze 2012/13	-	£141k	-	-	-
Council Tax Freeze 2013/14	-	-	£57k	£57k	-
Council Tax Freeze 2014/15	-	-	-	£57k	£57k
Council Tax Freeze 2015/16	-	-	-	-	£59k
Total	£140k	£281k	£197k	£254k	£116k

NB: the figures in respect of Council Tax freezes up to 2014/15 are included within the Government Grants figures in Appendix E, whilst that relating to the proposed 2015/16 freeze is itemised separately in Appendix E

Appendix B (continued)

- Government Grant Support – grant settlement figures have been updated to reflect the provisional financial settlement announced by the DCLG on 18th December 2014 for 2015/16. Thereafter the forecast assumes a 28 % annual grant reduction from 2016/17 onwards in line with the trajectory of grant reductions over the last few years;
- Business Rate Retention – the forecast has been updated to assume income levels at the ‘safety net’ figures as detailed within the provisional financial settlement announced by the DCLG on 18th December 2014. This is considered to be a prudent approach given the risk and uncertainty surrounding the localisation of business rates regime during the early years of the new arrangements;
- New Homes Bonus – assumes grant for six years in line with current legislation. Based on latest information the forecast reflects £1.269m in 2014/15 rising to £1.975m in 2017/18 and £1.969m in 2018/19;
- Vacancy Savings – the forecast includes a £150k savings target for 2014/15 and £75k per annum from 2015/16 onwards;
- Council Tax Reduction Scheme (CTRS) – the forecast assumes a fully funded scheme with no cost to the Council from 2015/16 onwards following the Council decision on 1st December 2014 with regard to the 2015/16 scheme; and
- Council Tax Discounts - the forecast reflects the Council decision of 1st December 2014 to continue to operate for 2015/16 the regime of Council Tax Discounts and the Premium charge which operated for 2014/15 without further change.

Forecast changes since March 2014:

	14/15	15/16	16/17	17/18	18/19	ADVERSE / FAVOURABLE / NEUTRAL
	£000	£000	£000	£000	£000	
1 CHANGES AS A RESULT OF MEMBER APPROVALS:						
Accommodation - use of decant budget for Town Hall windows approved by Cabinet 03/03/2014	174	0	0	0	0	ADVERSE
Re-phasing of resources for delivering the Local Plan approved by Cabinet 26/03/2014	21	0	0	0	0	ADVERSE
Slippage from 2013/14 into 2014/15 approved by Cabinet 25/06/2014	94	0	0	0	0	ADVERSE
Savings from re-negotiated Benefit Fraud Service contract approved by Cabinet 24/09/14	-13	-20	-20	-20	-20	FAVOURABLE
Impact of Local Plan report approved by Cabinet 26/11/2014	-228	66	162	0	0	NEUTRAL
Impact of Site Delivery Fund report approved by Cabinet 26/11/2014	-41	41	0	0	0	NEUTRAL
2 BUDGET RIGHTSIZING EXERCISE:						
Revenue impact of budget right-sizing exercise across all budget areas of the Council	-176	-47	-38	-63	-10	FAVOURABLE
3 UPDATED ESTIMATES OF INCOME BUDGETS:						
Increase in Crematorium Income forecasts	-146	-59	-59	-59	-59	FAVOURABLE
Increase in Planning Application Fee Income forecasts	-50	0	0	0	0	FAVOURABLE
Other updated estimates of income budgets across the Council	-125	-50	-25	0	0	FAVOURABLE
4 STAFFING COSTS:						
Updated estimates for future years pay award - 2018/19	0	0	0	0	80	ADVERSE
Additional in-year vacancy savings target	-75	0	0	0	0	FAVOURABLE
5 OTHER FORECAST CHANGES						
Loss of waste cost sharing income from LCC from 2018/19 onwards	0	0	0	0	763	ADVERSE
Net savings from revised borrowing assumptions and interest rate forecasts	-141	-1	7	-58	58	FAVOURABLE
Refund and ongoing savings of business rates re public conveniences	-63	-13	-13	-13	-13	FAVOURABLE
Reduction in Housing Benefit Admin Subsidy Grant receivable from central government	0	10	20	30	40	ADVERSE
VAT refund in respect of trade waste charges - one-off	-40	0	0	0	0	FAVOURABLE
Re-phasing of planning appeals budget	-130	130	0	0	0	NEUTRAL
TOTAL	-939	57	34	-183	839	FAVOURABLE

Explanations of Forecast Changes set out in Appendix C

The following notes relate to specific adjustments made to the Forecast set out in Appendix C:

(1) Changes as a result of Member approvals

The forecast has been updated to reflect the impact of decisions made by Members since the March 2014 budget setting forecast report. These are:

- Cabinet 5th March 2014: Accommodation Project – addition of decant budget to scheme funding resource;
- Cabinet 26th March 2014: Local Plan – re-phasing of resources;
- Cabinet 25th June 2014: approval of slippage items from 2013/14 into 2014/15;
- Cabinet 24th September 2014: Benefit Fraud contract savings;
- Cabinet 26th November 2014: Local Plan – re-phasing of delivery timescale and commitment of additional resources from planning fee income;
- Cabinet 26th November 2014: Site Delivery Fund – addition to budget of external grant, delivery of project to be phased over 2014/15 and 2015/16.

(2) Recurring savings from right-sizing exercise across all budget areas of the Council

Officers have previously committed to an on-going review of all budgets during each financial year in order to identify the requirement for any right-sizing changes identified from analysis of prior year expenditure trends, and to identify any possible budget reductions across the Council, both in-year and in respect of future years. This exercise has been carried out during the autumn of 2014 and the forecast has been updated to reflect the recurring budget reductions generated. The exercise will be repeated on an annual basis.

(3) Revised estimates of income budgets across the Councils

The forecast has been updated to reflect an authority wide review of income estimates across the life of the forecast. Of particular note are:

- The forecast has been updated to reflect additional income generated in-year at the Crematorium, the impact of the introduction of the 'Cameo' scheme and the proposed increases in fees and charges for the Cemetery and Crematorium services for 2015/16. Income from cremations in 2014/15 has been significantly higher than the budgeted level. The increase is due largely to the delayed re-opening of crematorium facilities in neighbouring areas. However this is offset by a reduction in the level of income received as a result of the introduction of the 'CAMEO' scheme from January 2013. The CAMEO scheme results in a payment through a central pool to those authorities (including Fylde) who have undertaken modernisation works at their facilities to reduce emissions in line with government directives. This is funded by payments into the central pool from those authorities which have not carried out the modernisation works. However during this first year of operation receipts into the pool have been less than was forecast resulting in a reduction in the expected level of receipts to those eligible authorities (including Fylde). As the scheme becomes embedded the collection of payments into the pool may improve and appropriate enforcement action may be introduced, but that is not certain at this stage.

- Planning Application Fee income: The level of planning application fee income is dependent on the number and nature of applications received. A series of large applications have been received in the current financial year that have resulted in a higher level of fee income being received than was forecast. This additional income has been used partly to provide additional resources to ensure the delivery of the Local Plan. The latest estimate of further additional planning application fee income is reflected in the revised financial forecast in respect of 2014/15.

(4) Staffing Costs

The forecast has been updated to reflect the following changes in respect of staffing costs:

- An average 2.2% pay award was agreed in late 2014 for the two year period 2014/15 and 2015/16. This has been reflected in this forecast in respect of those years. Thereafter the forecast assumes a 1% per annum increase, based upon a revised assessment of the base level of salary costs to reflect any staffing changes that have occurred since the last point of calculation.
- The forecast that was approved by Council in March 2014 has an assumed level of ‘turnover savings’ (delays in the recruitment to vacant posts) of £75,000 per annum from 2014/15 onwards. Actual savings for the current year have been in excess of this target. Accordingly, the turnover savings target for 2014/15 year has been increased to £150,000 to reflect a revised estimate of the level of savings.

(5) Other Forecast Changes

Other changes that have been included in the Forecast relate to:

- Loss of Waste Cost Sharing Income from LCC

The forecast has been update to reflect the estimated impact of the decision taken by LCC not to extend the Waste Management Cost Sharing Agreement at the end of the current agreement period in March 2018. Further details are contained in section 16.2 (iii) of this report.

- Net savings from revised borrowing assumptions

The forecast has been updated to reflect:

- the latest estimated cost of borrowing required in order to fund expenditure approved within the capital programme. The one-off saving in 2014/15 is as a result of the decision to delay borrowing in the short term and to use internal cash balances to fund capital expenditure;

- Business Rates refund

The forecast has been update to reflect the one-off refund and recurring savings from Business Rating appeals submitted and settled in year in relation to public conveniences within parks in the borough.

- Reduction in Housing Benefit Administration Grant

The Council receives an annual grant to support the cost of the administration of Housing Benefit and Council Tax. The grant that the Council receives for these purposes has reduced in recent years, particularly in respect of the Housing Benefit element, as the government moves away from a system of Housing Benefit payments and towards a Universal Credit Scheme. This forecast has been updated to reflect estimated further reductions in this grant in future years.

- VAT refund

The forecast has been update to reflect the receipt of a one-off repayment of VAT following the settlement by HMRC of a claim submitted in relation to charges for trade waste services.

- Planning appeals budget re-phasing

The forecast has been updated to reflect the re-phasing of £130k of the 2014/15 budget for planning appeals into 2015/16 to ensure adequate provision in that year for appeal costs in respect of appeals which are now not expected to conclude by the end of March 2015.

Latest General Fund Budget Forecast 2014/15 to 2018/19 - Cabinet Proposals

	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000	Adverse / Favourable
Forecast approved at Budget Council on 3rd March 2014	9,869	9,936	9,993	10,243	10,243	
Forecast changes - per Appendix C	- 939	57	34	- 183	839	Favourable
Cabinet Budget Proposals - per Appendix F		- 2	- 48	- 53	- 53	Favourable
Forecast Budget Requirement	8,930	9,991	9,979	10,007	11,029	
Financed by:						
Revenue Support Grant	1,991	1,443	1,039	748	538	
Business Rates Funding - Safety Net Level	1,594	1,625	1,657	1,690	1,724	
Council Tax Freeze Grant relating to 2014/15 freeze	57					
Council Tax Freeze Grant relating to 2015/16 freeze		59				
Less - Parish Element of Council Tax Support Funding	- 72	- 69	- 69	- 69	- 69	
Sub Total	3,570	3,058	2,627	2,369	2,193	
Council Tax (including Collection Fund Surplus/Deficit)	5,257	5,248	5,396	5,543	5,693	
Other grants						
New Homes Bonus	1,269	1,654	1,954	1,975	1,969	
Forecast Financing	10,096	9,960	9,977	9,887	9,855	
Forecast surplus(-)/deficit for year	- 1,166	31	2	120	1,174	
Reserves						
Forecast surplus/deficit(-) for year from above:	1,166	- 31	- 2	- 120	- 1,174	
Less: Contribution to Capital Investment Reserve (CIR)	- 850					
Less: Contribution to CIR from addnl sandwinning income	- 20					
Less: Contribution to CIR from addnl crem income	- 41					
Balance remaining:	255	- 31	- 2	- 120	- 1,174	
Balance of General Fund Reserves b/f	5,089	5,344	5,313	5,311	5,191	
Less transfer to/from(-) General Fund Reserves in year	255	- 31	- 2	- 120	- 1,174	
Forecast Reserves at Year End	5,344	5,313	5,311	5,191	4,017	
Band D Council Tax (Excl Parish Precepts)	£185.90	£185.79	£189.51	£193.30	£197.17	
Council Tax Increase	0.0%	0.0%	2.0%	2.0%	2.0%	

Appendix F (part 1 – Revenue)

BUDGET PROPOSALS - REVENUE ITEMS:

	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	Description
Parks Service - grass verge cutting	7	7	7	7	7	Fylde Council has had a contract with Lancashire County Council to undertake grounds maintenance operations on highway verges in St Anne's, Lytham, Ansdell and Kirkham since 2011. The current contract budget allows for six cuts from March to October. LCC has announced a budget reduction of 25% over three years which commenced in 2014/15. The Parks & Greenspace team has absorbed the initial reduction, however, further budget reductions from LCC will lead to an even lower frequency of cuts in future years which in turn will lead to public dissatisfaction. This budget proposal is therefore for Fylde Council to subsidise the reducing budget provision from Lancashire County Council to retain the existing service of six cuts per annum.
Green Partnership Awards	2	2	2	2	2	The Green Partnership Awards scheme is a partnership between Lancashire County Council, Groundwork, BAE Systems and the individual Boroughs of Chorley, Hyndburn, Pendle, Ribble Valley, Rossendale, South Ribble, West Lancashire, Wyre together with Lancaster and Preston City Councils. The Green Partnership Awards assists groups to carry out projects by providing financial support to improve the local environment. Fylde Council is being formally requested to join the partnership, and in turn support the partnership in the sum of £2,000 per annum.
Living Wage	36	36	36	36	36	The additional cost of introducing the living wage at £7.85 per hour to all employees, excluding apprentices, such that the Council becomes a Living Wage Employer. This cost includes the resultant impact on agency labour costs after 12 weeks employment as a result of the Agency Worker Directive.
Vehicle replacement schedule - revenue savings	-47	-93	-93	-93	-93	The capital budget proposal to switch the method of financing for a number of vehicles from hire arrangements to direct purchase will generate a recurring revenue budget saving from reduced hire budgets. Further details are shown within the capital budget proposals table below.
Contribution from Lowther Trust	0	0	-5	-5	-5	The capital budget proposal to replace Lowther Pavilion roof will be partially offset by a revenue contribution from the Trust of £5k per annum for a period of ten years. Further details are shown within the capital budget proposals table below.
TOTAL OF GROWTH PROPOSALS	-2	-48	-53	-53	-53	

BUDGET PROPOSALS - CAPITAL ITEMS:

	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	Description
VEHICLES AND FLEET SCHEMES						
Fleet replacement schedule - updated costs	4	19	99	78	182	The cost of the existing vehicle replacement schedule has been updated to reflect the latest costs, including the impact of the introduction of the Euro VI engine with reduced emissions for light passenger and commercial vehicles in 2014. These additional costs will be funded from the Capital Investment Reserve. The fleet replacement programme ensures a modern, fit for purpose, health and safety compliant fleet in line with the Modernisation Strategy.
Fleet replacement schedule - replacement of vehicles currently hired with direct purchase	456	0	0	0	0	A number of vehicles in the Council's core operational fleet are currently on relatively costly short term hire arrangements. The proposal is to cease these arrangements and instead to purchase replacement vehicles outright, funded from the Capital Investment Reserve. This proposal will generate recurring annual revenue savings from reduced hire budgets which are shown in the revenue budget proposals table above.
REGENERATION SCHEMES						
St Annes Regeneration Schemes	274	0	0	0	0	In line with the resolution of Cabinet at it's meeting of 14th January 2015, this scheme relates to regeneration works in St Annes and is fully funded from s106 monies currently held by the Council.
Lytham Regeneration Schemes	130	0	0	0	0	In line with the resolution of Cabinet at it's meeting of 14th January 2015, this scheme relates to regeneration works in Lytham and is fully funded from s106 monies currently held by the Council.
Staining Regeneration Schemes	40	0	0	0	0	In line with the resolution of Cabinet at it's meeting of 14th January 2015, this scheme relates to regeneration works in Staining and is fully funded from s106 monies currently held by the Council.
Woodlands Road Regeneration Scheme - Town Centre Phase 3	85	0	0	0	0	This scheme proposes the continuation of the public realm enhancement programme for Woodlands Road, Ansdell/Fairhaven. The first two phases have been implemented over the last two financial years and have been funded by Fylde Council, Blue Bus Monies and s106 Funds. The scheme proposed for 2015/16 would include further repaving works. The Council's contribution to the scheme will be funded from the Capital Investment Reserve.
Kirkham Regeneration Scheme - Town Centre Phase 4	50	0	0	0	0	This scheme proposes the continuation of the public realm enhancement programme for Kirkham's 'High Street'. The first phases have been implemented over the last two financial years and have been funded by Lancashire County Council, Fylde Council and latterly through the High Street Innovation Fund. The scheme proposed for 2015/16 would include repaving of a significant section of Poulton Street including Town End and a section of Poulton Street eastwards of Birley Street. The Council's contribution to the scheme will be funded from the Capital Investment Reserve.
OTHER SCHEMES						
Fairhaven Footway Improvements	15	0	0	0	0	The deteriorating condition of the Council owned footway is currently a health and safety risk to the public, resulting in numerous complaints, and potential injury claims. The footway is also unsightly, these being major community and visitor facilities and attractions in the Borough. The footways will be resurfaced with durable materials which will remove trip hazards and provide safe and even surfaces capable of access for all. The scheme will be funded from the Capital Investment Reserve.
Sand dunes re-modelling at North Beach car park / Summerfields	20	0	0	0	0	The area of dune backing onto the properties at Summerfield's and encasing the wall at North Beach car park has become incredibly steep and high and is currently a health and safety risk to the public which requires active intervention to remodel it to make the area safe. The proposal is to use LCC landscape team to draw up a suitable scheme which will be the subject of a planning application. Following this Lancashire Wildlife Trust specialist contracting team would be engaged to implement the works. The scheme will be funded from additional sandwinning income received in 2014/15 and transferred into the Capital Investment Reserve for this purpose.

Continued overleaf

	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	Description
New memorial garden - Lytham Park Cemetery	41	0	0	0	0	Wall plaques are currently available for sale within the Garden of Remembrance at Lytham Park Cemetery to commemorate persons whose ashes have been laid to rest within the Garden. However, families are increasingly unhappy with the remote location and the existing constraints on the type of wall plaques available. Memorial sales have been falling and there is limited wall space left to accommodate new plaques. It is proposed to construct a new area of walls, together with associated pathways, soft landscaping boundary fencing and benches, with room for expansion over the next decade, and to sell new upgraded plaques and benches to commemorate persons resting in the new garden. The scheme will be funded from additional crematorium income received in 2014/15 and transferred into the Capital Investment Reserve for this purpose.
Fairhaven Toddlers Play Area	67	0	0	0	0	The current play area provision at Fairhaven is very limited and in poor condition except for the roundabout which was replaced in 2013 with external grant funding. The current facility is not fully inclusive and does not meet the needs of local residents and visitors. The proposal is to construct a new toddlers play area aimed at children aged between 2 – 6 years located adjacent to the café building as a 'phase 1' to the provision of new facilities for young people. The scheme will be funded from the Capital Investment Reserve.
EXCEPTIONAL SCHEMES						
Lowther Pavilion Roof	8	115	0	0	0	Lowther Pavilion was extensively refurbished in 1981 with further repairs to the roof carried out in 2006. The roof has now come to the end of its functional lifespan and is leaking on a regular basis and starting to cost a significant amount of money to repair each year. Following a request from Lowther Trust, the proposal is to re-roof felt roof areas at Lowther Pavilion with a Liquid Plastics System and to insulate the roof to comply with current building regulations. The work will include covering all parapets and repairs to render. A specialist company would install this roofing system and offer a twenty year guarantee. In addition it is proposed to carry out repairs to the slate roof above the stage. The scheme will be funded from the Capital Investment Reserve. The trust believe that the adding of insulation and new roofing would reduce energy running cost and building maintenance by an estimated £5,000 per annum. Therefore they have offered the sum of £5,000 per annum for a period of ten years amounting to £50,000 contribution towards the overall costs. This income is reflected in the revenue budget proposals table above.
Freckleton Memorial Park	50	0	0	0	0	Last year marked the 70th anniversary of the Freckleton Air Disaster which was a tragic event of national significance. The village and Parish Council launched a project to commemorate the disaster in an appropriate manner. Parks are often the only green space where people can meet, play, relax and come close to nature and it is considered that the development of the Freckleton Memorial Park is a fitting tribute to those who lost their lives and were touched by this disaster. The park will be a place where individuals can undertake reflection at any time and will be a lasting memorial to this unique and tragic event which affected the locality of Freckleton and the wider Fylde community. Due to the special nature of this project, and the circumstances surrounding it, the Cabinet are minded to make a one off contribution towards the memorial park regeneration project in recognition of this. The contribution will be funded from the Capital Investment Reserve.
TOTAL OF CAPITAL SCHEME PROPOSALS:	1,240	134	99	78	182	

UPDATED 5 YEAR CAPITAL PROGRAMME 2014/15 TO 2018/19 - SUMMARY

	Approved Budget 2014/15 £000	Updated Estimate 2014/15 £000	Estimate 2015/16 £000	Estimate 2016/17 £000	Estimate 2017/18 £000	Estimate 2018/19 £000
DIRECTORATE:						
Chief Executive	189	108	802	68	1,487	680
Resources	462	515	366	366	366	366
Development Services	3,495	652	2,754	4,969	7,670	5,670
Total Expenditure	4,146	1,275	3,922	5,403	9,523	6,716
FINANCING:						
Capital Receipts - General Asset Sales / Ground Rents	45	0	45	45	45	45
Capital Receipts - Right to Buy Receipts	25	132	25	25	25	25
Capital Receipts - (Accommodation Project)	2,533	50	850	1,184	0	0
Capital Receipts - Vehicle Sales	0	9	0	0	0	0
Disabled Facilities Grant	382	425	366	366	366	366
Section 106 Monies - Woodlands Road, Ansdell	0	70	0	0	0	0
Section 106 Monies - St Annes	0	0	354	0	0	0
Section 106 Monies - Lytham	0	0	130	0	0	0
Section 106 Monies - Staining	0	0	40	0	0	0
Capital Grant - Repayments	0	21	0	0	0	0
Capital Investment Reserve	425	90	390	400	300	0
Budget Proposal - Capital Investment Reserve	0	0	796	134	99	78
Other External Finance	369	240	491	3,200	7,300	5,600
Direct Revenue Finance	85	222	0	0	0	0
Prudential Borrowing	282	16	435	49	1,388	602
Total Financing	4,146	1,275	3,922	5,403	9,523	6,716
Total surplus (-) / shortfall in year	0	0	0	0	0	0
Cumulative surplus (-) / shortfall	0	0	0	0	0	0

UPDATED 5 YEAR CAPITAL PROGRAMME 2014/15 TO 2018/19 - DETAIL BY SCHEME

CAPITAL SCHEMES	Approved Budget 2014/15 £000	Updated Estimate 2014/15 £000	Estimate 2015/16 £000	Estimate 2016/17 £000	Estimate 2017/18 £000	Estimate 2018/19 £000
CHIEF EXECUTIVE						
Replacement Vehicles	189	108	342	49	1,388	602
<i>Budget Proposal</i> - Replacement Vehicles - updated costs			4	19	99	78
<i>Budget Proposal</i> - Replacement Vehicles - ex-hire			456			
Sub total	189	108	802	68	1,487	680
RESOURCES						
Disabled Facilities Programme	382	425	366	366	366	366
Rapid Deployment CCTV Replacement Projects	80	80				
IER - A3 Forms Hardware Requirement		10				
Sub total	462	515	366	366	366	366
DEVELOPMENT SERVICES						
Accommodation Project - Original	2,533	9				
Accommodation Project - Phase 1 - Roof		2				
Accommodation Project - Phase 2 - Windows & Structural		184				
Accommodation Project - Phase 3 - East Wing Inc. Lift		5	315			
Accommodation Project - Phase 4 - Chaseley Link Bridge		5	202			
Accommodation Project - Phase 5 - One Stop Shop		5	272			
Accommodation Project - Phase 6 - Council Chamber		0		179		
Accommodation Project - Phase 7 - Internal Refurb / Services		0		819		
Accommodation Project - Phase 8 - Car Park & External Works		0		186		
Ashton Gardens Depot	85	24	61			
Accommodation Project Sub Total	2,618	234	850	1,184	0	0
Snowdon Road Depot	320	0	320			
Hope Street Pavillion Refurbishment - Phase 2	79	0	79			
St Annes Pool	93	0	93			
St Annes Pool - External Works	120	0	120			
Infant Memorial Garden - Phase 2		21				
Fairhaven Lake & Promenade Gardens - First Round	20	0	20		0	
Replacement Boats Fairhaven Lake		55				
Park View Playing Field - Sand & Water Play Facility			272			
Cemetery and Crematorium - Infrastructure Works		0			300	
Cemetery / Crematorium Pumping Station		30				
<i>Budget Proposal</i> - New memorial garden - Lytham Park Cemetery			41			
Car Park Improvements	30	30	30	30	30	30
Promenade Footways	40	40	40	40	40	40
<i>Budget Proposal</i> - Fairhaven Footway Improvements			15			
Cont. to Kirkham Public Realm Imp. Scheme	35	35				
<i>Budget Proposal</i> - Kirkham Regeneration Scheme - Town Centre Phase 4			50			
Woodlands Road, Ansdell - Regeneration Phase 2		70				
<i>Budget Proposal</i> - Woodlands Road Regeneration Scheme - Town Centre Phase 3			85			
Public Realm Regeneration - St Annes			80			
<i>Budget Proposal</i> - St Annes Regeneration Schemes			274			
<i>Budget Proposal</i> - Lytham Regeneration Schemes			130			
<i>Budget Proposal</i> - Staining Regeneration Schemes			40			
<i>Budget Proposal</i> - Lowther Pavilion Roof			8	115		
Fylde Headlands Preliminary Work	140	95	70			
Fairhaven and Church Scar Coast Protection Scheme				3,600	7,300	5,600
<i>Budget Proposal</i> - Fairhaven Toddlers Play Area			67			
<i>Budget Proposal</i> - Sand Dunes re-modelling at North Beach Car Park / Summerfields			20			
<i>Budget Proposal</i> - Freckleton Memorial Park			50			
Repair & Renewal - Flood Defences		35				
Compliance with INSPIRE Directive		7				
Sub total	3,495	652	2,754	4,969	7,670	5,670
Total Expenditure	4,146	1,275	3,922	5,403	9,523	6,716

UPDATED 5 YEAR CAPITAL PROGRAMME 2014/15 TO 2018/19 - FINANCING

	Approved Budget 2014/15 £000	Updated Estimate 2014/15 £000	Estimate 2015/16 £000	Estimate 2016/17 £000	Estimate 2017/18 £000	Estimate 2018/19 £000
FINANCING:						
Capital Receipts - General Asset Sales	45	0	45	45	45	45
Capital Receipts - Right to Buy Receipts	25	132	25	25	25	25
Capital Receipts - (Accommodation Project)	2,533	50	850	1,184	0	0
Capital Receipts - Vehicle Sales	0	9	0	0	0	0
Disabled Facilities Grant	382	425	366	366	366	366
Section 106 Monies - Woodlands Road, Ansdell	0	70	0	0	0	0
Section 106 Monies - St Annes	0	0	354	0	0	0
Section 106 Monies - Lytham	0	0	130	0	0	0
Section 106 Monies - Staining	0	0	40	0	0	0
Capital Grant - Repayments	0	21	0	0	0	0
Capital Investment Reserve	425	90	390	400	300	0
Budget Proposal - Capital Investment Reserve	0	0	796	134	99	78
Other External Finance (see analysis below)	369	240	491	3,200	7,300	5,600
Direct Revenue Finance	85	222	0	0	0	0
Prudential Borrowing	282	16	435	49	1,388	602
Total Financing	4,146	1,275	3,922	5,403	9,523	6,716

Total surplus (-) / shortfall in year 0 0 0 0 0 0

Cumulative surplus (-) / shortfall 0 0 0 0 0 0

See note below for external funding available to finance the above schemes:

Other External Finance: Analysis

LSP Performance Reward Grant	80	80				
Environment Agency - Fylde Coastal Preliminaries	140	95	70	3200	7,300	5,600
Environment Agency - Flood Defence		35				
Other Contributions - Hope Street Pavillion Refurbishment	59	0	59			
Arts Council - St Annes Pool	90	0	90			
NHS - Infant Memorial Garden Donation and fund raising		13				
IER Funding - Cabinet Office		10				
INSPIRE Grant		7				
New Fylde Housing - DFG Contribution		0				
Coastal Communities Grant		0	272		0	
	369	240	491	3,200	7,300	5,600

Fylde Borough Council

Useable Reserves and Balances Policy

Policy on Useable Reserves and Balances

1 The Useable Reserves and Balances Policy

- 1.1 Setting the level of useable reserves and balances is just one of several related decisions in the formulation of the Council's Medium Term Financial Strategy.
- 1.2 In establishing and approving the Medium Term Financial Strategy, "the Council will ensure that it maintains a prudent level of reserves in line with best practice and relevant guidelines".
- 1.3 Any surplus balances will be considered in the light of the budget forecast and the risks associated with that forecast. Any changes to this Policy will require approval by Members.

2 Integrated Financial Planning

- 2.1 Under section 114 of the Local Government Finance Act 1988 the Chief Financial Officer is required to report to all Councillors if there is or is likely to be unlawful expenditure or an unbalanced budget. This would include situations where reserves have become seriously depleted and it is forecast that the authority will not have the resources to meet its expenditure in a particular financial year.

There are no statutory minimum levels of general reserves but in line with best practice and Audit Commission advice it is suggested that 5% of the total net budget requirement is set as the minimum for the reserve balances. For Fylde this equates to approximately £500k based on a net budget requirement for 2015/16 of £9.991m.

However, during 2008/09, due to the downturn in the economy, the Council had to take urgent in year action to make further service cuts in order to maintain minimum balances at that time. In order to remain financially robust over the medium term, Budget Council in February 2009, based on Chief Financial Officer advice, agreed to increase the minimum level of balances to £750k. This recommendation remains in place in order for the Council to maintain a future stable financial environment for the Council in light of the current economic climate and risks.

In making a recommendation as to the level of balances which should be maintained, the Chief Financial Officer will pay particular attention to:-

- The overall financial standing of the authority (level of borrowing, debt outstanding, council tax collection rates, etc.)
 - The authority's track record in budget and financial management including the robustness of the Council's Medium Term Financial Strategy
 - The authority's capacity to manage in-year budget pressures
 - The strength of the financial information and reporting arrangements
 - The authority's virement and end of year procedures in relation to revised budget and cash limit under/over spends at authority and departmental level
 - The adequacy of the authority's insurance arrangements to cover major unforeseen risks.
- 2.2 The level of earmarked reserves will be reviewed in the preparation of each update to the Medium Term Financial Strategy and annually as part of the closure of accounts process. The

creation of any new Earmarked Reserves will be subject to Member approval.

2.3 The Council's General Fund balances at 31st March 2014 were £5.1m.

3 Reporting Framework

3.1 Any recommended changes to the level of useable reserves held will be reported within the Medium Term Financial Strategy or in the consideration of the Annual Accounts and will take account of the strategic, operational and financial risks facing the authority at that time.

3.2 In making any recommendation the Chief Financial Officer will provide Members, (in line with the requirements of the Local Government Act 2003) with an opinion on the robustness of the budget estimates and on the adequacy of the Council's useable reserves.

4 Earmarked General Fund Reserves

4.1 Earmarked general fund reserves are a means of voluntary and prudently building up funds to meet known future or predicted liabilities. When establishing reserves the Council must adhere to the International Financial Reporting Standards (IFRS) and in particular the need to distinguish between reserves (set aside for future liabilities) and provisions (mandatory set asides for actual liabilities existing).

In approving any new earmarked reserves the Council needs to identify the purpose of the reserve, the protocol for its use and the procedures for its management and control. The earmarked reserves as at 31st March 2014 and expected as at 31st March 2015 are set out in a note at the end of this Appendix. The note identifies any earmarked reserves that can be released to revenue if required.

5 Presentation of the Reserves & Balances

5.1 These have been presented in a way which is hopefully in an easy to follow and useful summary format. These Reserves & Balances are also fully detailed in the Annual Statement of Accounts, but are presented in a more technical format to ensure that the Council comply with the new International Financial Reporting Standards (IFRS).

6 Earmarked Reserves – Proposals for 2015/16

6.1 Having reviewed the current useable reserves and balances it is now proposed for 2015/16:

i. In order to minimise the need for additional borrowing in the future, a sizeable proportion of the currently forecast surplus of resources for the current financial year, in the sum of £911k, be set aside in the Capital Investment Reserve;

ii. That the remainder of the currently forecast surplus of resources for the current financial year, in the sum of £255k, be transferred to the General Fund Reserve; and

iii. Following on from i) above, Cabinet is proposing establishing a number of new capital schemes within the capital programme, all fully-funded from the Capital Investment Reserve, together with an updated vehicle replacement schedule (including a change in the method of

financing for a number of vehicles) also fully-funded from the Capital Investment Reserve and a number of regeneration schemes fully funded from s106 monies currently held by the Council. These are detailed in Cabinet's capital budget proposals at Appendix F of this report.

- 6.2 The capital schemes to be funded from the Capital Investment Reserve and the forecast balance at the end of each year throughout the forecast are set out in the table below, and more details on the new schemes proposed is provided in Appendix F of this report.

Capital Investment Reserve - Analysis of forecast balances, contributions and expenditure

	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
	£000	£000	£000	£000	£000	£000	£000
Opening balance at start of year	521	1,652	2,473	1,287	753	354	276
Transferred in at financial outturn 2012/13	319						
sub -total	840						
Schemes approved at Budget Council 4th March 2013							
Fairhaven lake and prom gardens - HLF bid - re-phased into 2015/16			- 20				
Contribution to Kirkham Public Realm Scheme	- 35	- 35					
Cemetery and Crematorium Infrastructure Works	- 80						
Schemes approved at Budget Council 3rd March 2014							
Hope Street Pavilion Refurbishment - re-phased into 2015/16			- 20				
St Annes Pool External Works - re-phased into 2015/16			- 30				
Snowdon Road Depot Improvements- re-phased into 2015/16			- 320				
Lytham Park Cemetery Infrastructure					- 300		
Coastal Protection Schemes - rephased into 2016/17				- 400			
Budgeted transfer in at financial outturn 2013/14	455						
PLUS additional transfer in at year end 13/14 from underspend	472						
Budgeted transfer in at financial outturn 2014/15		850					
Budgeted transfer in from additional sandwinning and crem fee income		61					
Fairhaven boat replacement - approved at Council 1st December 2014		- 55					
Schemes proposed for approval at Budget Council 3rd March 2015							
Fleet replacement schedule - updated estimate of replacement costs			- 4	- 19	- 99	- 78	- 182
Vehicle Fleet - switching from hire to direct purchase			- 456				
Fairhaven footway improvements			- 15				
Sand dunes re-modelling at North Beach car park / Summerfields			- 20				
New Memorial Garden Lytham Park Cemetery			- 41				
Fairhaven Toddlers Play Area			- 67				
Lowther Pavilion Roof			- 8	- 115			
Kirkham Regeneration Scheme - Town Centre Phase 4			- 50				
Woodland Road Regeneration Scheme - Town Centre Phase 3			- 85				
Freckleton Memorial Park			- 50				
Forecast balance at end of year	1,652	2,473	1,287	753	354	276	94

Useable Reserves and Balances position

1. Earmarked Reserves

Reserve	Purpose	How and When Used	Balance as at 01/04/14 £000	Estimated Transfers in in Year £000	Estimated Use in Year £000	Estimated Balance 31/03/15 £000	Comments
Land Charges - New Burdens Reserve	Created in 2010/11, this is a voluntary set-aside of grant received in 2010/11 towards potential third party claims in relation to historic Land Charge enquiries. Topped up at outturn 11/12.	Reserve to be maintained until the ongoing legal cases are resolved.	128	0	0	128	Not available for release - required to meet any potential future claims. Legal process ongoing.
Vehicle Maintenance Reserve	Voluntary set aside created in 2008/09 to contribute towards the cost of vehicle maintenance repairs. Topped up at outturn 11/12.	To support any additional vehicle maintenance repairs.	127	0	0	127	Not available for release - to be left intact to supplement vehicle maintenance budget as the fleet ages.
ICT Investment Reserve	Voluntary set aside for the funding of new IT initiatives and development of IT systems - this fund was established from savings in revenue ICT expenditure .	To be used to fully fund ICT developments and investment in moving this important support function forward.	157	0	-37	120	Not available for release - £37k is approved for ICT investment during 2014/15, with a further £60k approved for ICT investment in 2015/16. The balance to be retained for future IT development requirements including needs following refurbishment of the Town Hall.
Performance Reward Grant Reserve	Created in 2009/10, this is a voluntary set aside of performance reward grant (PRG). Although Fylde Borough Council is the Accountable Body for the Fylde PRG, The Fylde Local Strategic Partnership (LSP) are the appointed decision making body in relation to the allocation of the PRG.	Used to set aside Performance Reward Grant funding in order to support LSP approved project bids.	44	0	0	44	Not available for release - The LSP approved some legacy funding for projects prior to its wind up in March 2013. These projects were Fylde Growing Base (balance) £7k, Promenade Play Area £50k, Lansdowne Road Community Park £20k and CCTV Replacement £44k. The first three schemes have been delivered and it is anticipated that the CCTV replacement will be delivered in 2015/16.
Capital Investment Reserve	Created in 2012/13, this is a voluntary revenue set aside established to fund capital expenditure and thus minimise the future need to borrow.	As required to meet the cost of capital expenditure.	1,652	911	-90	2,473	The un-committed balance on the reserve stands at £94k - to be retained to fund expenditure on future capital schemes, therefore not available for release.
Vehicle Replacement Financing Reserve	Created in 2010/11. This is a voluntary set aside established to meet the cost of future debt repayments in respect of the replacement & purchase of vehicles.	Used to meet the cost of future debt repayments in respect of the replacement & purchase of vehicles	212	0	0	212	Not currently available for release as additional borrowing would be required to fund any future shortfall in the capital financing of the capital programme.
MMI Insurance Reserve	Created in 2011/12, this is a set aside to cover the likely liability in respect of the MMI scheme of arrangement.	Used to meet the cost of future scheme run off.	90	0	0	90	Not available for release as to be fully utilised to fund the scheme run-off.
High Street Innovation Fund (HSIF) Reserve	Created in 2012/13, this is a set aside to finance expenditure incurred linked to the award of the HSIF grant.	Used to finance expenditure incurred on the HSIF project	73	0	-17	56	None is available for release as the reserve is to be fully utilised to fund expenditure on the HSIF project. The whole £100k has been awarded/committed in grants to successful bidders, although to date only £20k has been paid out. Further payments may be made by the end of the financial year, and the balance will be carried forward and paid out in future years to the successful bidders.

Reserve	Purpose	How and When Used	Balance as at 01/04/14 £000	Estimated Transfers in in Year £000	Estimated Use in Year £000	Estimated Balance 31/03/15 £000	Comments
Community Right to Bid/Challenge Reserve	Created in 2012/13, this is a set aside of grant awarded to fund costs involved in potential future community right to bid.	Used to meet any potential costs arising from the community right to bid/challenge initiatives.	30	0	0	30	Not available for release as earmarked for meeting community right to bid/challenge costs.
Collection Fund Deficit Reserve	Created in 2013/14, this is a voluntary set-aside of funds to meet the Council's share of the collection fund deficit, which was created as a result of the doubling of Small Business Rate Relief.	Used to meet the current deficit on the collection fund.	416	0	0	416	Not available for release as earmarked for offsetting the current collection fund deficit.
Funding Volatility Reserve	Created in 2013/14 from additional Business Rates received under the Business Rate Retention Scheme, this is a voluntary set-aside established to provide a degree of protection to the Council's finances against future volatility in central government funding allocations and to fund investment in activity to stimulate Economic Development in the Borough.	Used to cushion the impact of future funding reductions and to fund investment in activity to stimulate Economic Development in the Borough.	221	0	0	221	Not available for release - earmarked to cushion the impact of future funding reductions and to fund investment in activity to stimulate Economic Development in the Borough, with the first call on this reserve being as match funding for the Fairhaven lottery bid should this be successful.
Total Earmarked Reserves			3,150	911	-144	3,917	

2. General Fund Reserve

General Fund	An unallocated general working balance reserve fund to help cushion the impact of uneven costs of running council's day to day services or the impact of unexpected events or emergencies.	In line with the annual budget and medium term forecast as approved by Council, taking in to account strategic, operational and financial risks facing the council over the medium term.	5,089	255	0	5,344	This is the position in line with the Council's current financial forecast.
Total General Fund Reserves			5,089	255	0	5,344	

Total

8,239	1,166	-144	9,261
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SPECIAL EXPENSES POLICY

At its meeting of 3rd March 2008, the Council implemented a differential taxation policy by introducing special expense charges as set out in the following recommendations:

- i) *That the resolutions of the former Policy and Resources Committee of 15 January 2001, relating to special expenses (minute 13), be rescinded in relation to categories (a) and (b) as set out in the minute, so that items falling within those categories (parks, gardens, open spaces and games sites) or within this resolution but outside those categories (Christmas lights/trees) will become the council's special expenses under section 35(2)(d) of the Local Government Finance Act 1992 and that the items of Special Expenses as listed in paragraph 9.4 be approved.*
- ii) *That the principle of differential taxation be agreed and the impact is set out in Table A of Appendix E.*

Until the Special Expenses Policy applicable to 2013/14 was approved by Council, annual fluctuations in the cost of concurrent services charged as special expenses resulted in corresponding fluctuations in amounts payable by residents.

To continue to ensure that residents do not experience any fluctuations in the special expense charge and that they pay the same special expense charge for 2015/16 as in 2014/15, the special expenses policy for 2015/16 shall be:

- the annual special expense charge per property will be set for 2015/16 at the same level as for 2014/15, that being £67.94 per band D property; and
- the budget resource to be allocated to delivering concurrent services and chargeable as special expenses for 2015/16 will be set at a sum equivalent to the annual special expense charge per property (band D equivalent) multiplied by the tax base for the special expense area;

For the purposes of charging special expenses, both the special expense costs and the tax bases relating to the areas of Lytham and St Annes will each be aggregated and the Council Tax charge per property at each band level will be the same across the whole area.

Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Chief Executive					
<u>Waste Operations</u>					
Bulky Household Waste Collections					
- Up to 3 Items	d	Up to 3 Items	D	18.45	19.45
- 4 to 10 Items	d	4 to 10 Items	D	36.90	38.90
- Over 10 Items (Charge per hour)	d	Over 10 Items (Per hour)	D	72.85	72.85
- Collection of fridge	d	Per fridge	D	36.90	38.90
Commercial Waste:					
- Grey Sacks	d	Per 50 Sacks	D	62.98	69.46
- 660L Bulk Bin (Disposal Charges)	d	Per Empty	D	3.23	3.29
- 660L Bulk Bin (Disposal Charges)	d	Per Empty	D	5.48	5.95
- 1100L Bulk Bin (Collection Charge)	d	Per Empty	D	5.10	5.20
- 1100L Bulk Bin (Disposal Charge)	d	Per Empty	D	9.14	9.92
- Bulk Bin Lease	d	Per Year	D	122.67	125.12
- Bulk Bin Sale	d	Per Bulk Bin	D	438.60	450.00
Schedule 2 Waste:					
- Grey Sacks	d	Per 50 Sacks	D	37.17	37.91
- 660L Bulk Bin	d	Per Empty	D	3.23	3.29
- 1100L Bulk Bin	d	Per Empty	D	5.10	5.20
- Bulk Bin Lease	d	Per Year	D	122.67	125.12
- Bulk Bin Sale	d	Per Bulk Bin	D	438.60	450.00
Recycling 4 Business:					
- Blue Sacks –Paper/Card	d	Per 50 Sacks	D	41.46	42.29

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Wheeled Bin Rates:					
- Provision of Green Box to household still on original recycling scheme	N/A		D	Free	Free
- Provision of Blue Bag to household still on original recycling scheme	N/A		D	Free	Free
- Provision of one Wheeled bin (grey, green, blue or brown) at new build properties	d	Per Bin	D	32.15	32.15
- Provision of full set of wheeled bins (grey, green, blue and brown) at a new build property	d	Per Set	D	100.00	100.00
- Provision of lost, stolen, damaged or additional (if eligible) wheeled bin including delivery	d	Per Bin	D	32.15	32.15
- Provision of lost, stolen, damaged grey and green wheeled bins lid or wheels (including delivery and fitting)	d	Per Bin	D	12.80	12.80
- Provision of a bulk bin to multiple-occupancy properties for recycling	d	Per bin	D	438.60	447.37
- Provision of a bulk bin to multiple-occupancy properties for the collection of residual waste	d	Per bin	D	438.60	450.00
- Provision of two black sacks per week to properties unsuitable for wheeled bins for collection of residual waste.	N/A	Per 2 Sacks	D	Free	Free
Dog Control Charges:					
- Cost of collection and knelling – per day	a	Per Day	D	17.50	18.00
- Cost to collect stray dog from Kennels	a	Per Collection of Stray	D	65.00	66.00
- Cost of return of stray dog by dog warden – New Charge	a	Per Return of Stray	D	-	30.00
- Fixed Penalty Notice for Dog Fouling (Statutory Fee)	d	Per Fixed Penalty Notice	P	50.00	50.00
Fleet Management Services:					
MOT Class 1 - One off customer	d	Per MOT	P	25.00	25.00
MOT Class 1 - Motor Trade Customers	d	Per MOT	P	25.00	25.00
MOT Class 1 - FBC Staff, relatives, members	d	Per MOT	P	25.00	25.00
MOT Class 2 – One off customer	d	Per MOT	P	25.00	25.00
MOT Class 2 - Motor Trade Customers	d	Per MOT	P	25.00	25.00
MOT Class 2 - FBC Staff, relatives, members	d	Per MOT	P	25.00	25.00
MOT Class 3 - One off customer	d	Per MOT	P	35.00	35.00
MOT Class 3 - Motor Trade Customers	d	Per MOT	P	35.00	35.00

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
MOT Class 3 - FBC Staff, relatives, members	d	Per MOT	P	35.00	35.00
MOT Class 4 – One off Customer	d	Per MOT	p	40.00	40.00
MOT Class 4 – Motor Trade Customers	d	Per MOT	P	35.00	35.00
MOT Class 4 – FBC Staff, relatives, members	d	Per MOT	P	35.00	35.00
MOT Class 4 – Repeat customers (5 or more tests in 12 months)	d	Per MOT	P	35.00	35.00
MOT Class 4 – Fylde Licenced Taxi-drivers (must be FBC registered)	d	Per MOT	P	35.00	35.00
MOT Class 5 – One off customer	d	Per MOT	P	55.00	55.00
MOT Class 5 –Motor Trade Customers	d	Per MOT	P	50.00	50.00
MOT Class 5 – FBC Staff, relatives, members	d	Per MOT	P	50.00	50.00
MOT Class 5 – Repeat customers (5 or more tests in 12 months)	d	Per MOT	P	50.00	50.00
MOT Class 7 – One off customer	d	Per MOT	P	55.00	55.00
MOT Class 7 – Motor Trade Customer	d	Per MOT	P	50.00	50.00
MOT Class 7 – FBC Staff, relatives, members	d	Per MOT	P	50.00	50.00
MOT Class 7 – Repeat Customers	d	Per MOT	P	50.00	50.00
Taxi Test – Retest (If applicable)	d	Per MOT	D	10.00	10.00
Minor Repairs – Labour Per 30 Minutes (Plus parts)	a	Per half hour labour	D	15.00	15.00
Use of Diagnostics	a	Per Use	D	40.00	40.00

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Development Services					
Planning					
Pre-application Advice:					
Householder Development Inquiry	a	Per Inquiry	D	-	25.00
Major Pre-application enquiry – Initial meeting	a	Per Enquiry	D	-	300.00
Major Pre-application enquiry – Follow up meeting	a	Per Meeting	D	-	150.00
Significant Major Pre-application enquiry – Initial meeting	a	Per Enquiry	D	-	500.00
Significant Major Pre-application enquiry – Follow up meeting	a	Per Meeting	D	-	250.00
Printing Charges:					
A4 Documents including Decision Notes, Completion Certificates and Plans:					
Up to 14 Copies	N/A	Up to 14 Copies	D	No Charge	No Charge
15 Copies	a	15 Copies	D	2.00	2.00
Further copies	a	Per Copy	D	15p	15p
A3 Documents including Plans:					
Up to 7 Copies	N/A	Up to 7 Copies	D	No Charge	No Charge
8 Copies	a	8 Copies	D	2.00	2.00
Further Copies	a	Per Copy	D	25p	25p
A combination of the above shall be treated on the basis of 10p per copy for A4 and 20p per copy for A3. When the trigger of £1.50 is reached in any combination charging should commence.					

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Development Services					
A2 Plans:					
1 st Copy	a	1 st Copy	D	4.30	4.30
Additional Copies	a	Per Additional Copy	D	3.00	3.00
A1 Plans:					
1 st Copy	a	1 st Copy	D	8.50	8.50
Additional Copies	a	Per Additional Copy	D	5.75	5.75
Publications:					
Fylde Borough Local Plan As Altered 2005	e	Per document	D	46.00	46.00
Postage	c	Per document		0.50	0.50
Housing Land Availability	e	Per document	D	15.50	15.50
Postage	c	Per document		1.00	1.00
2002 Housing Needs Survey	e	Per document	D	51.00	51.00
Postage	c	Per document		3.00	3.00
Interim Housing Policy	e	Per document	D	25.50	25.50
Postage	c	Per document		0.50	0.50
House Extending Your Home	e	Per document	D	30.00	30.00
Postage	c	Per document		0.50	0.50
Strategic Housing Land Availability Assessment	e	Per document	D	3.30	3.30
Postage	c	Per document		0.50	0.50
Land at Wesham Hospital	e	Per document	D	2.20	2.20
Postage	c	Per document		0.50	0.50

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Land at Queensway	e	Per document	D	2.20	2.20
Postage	c	Per document		0.50	0.50
Queen Mary School	e	Per document	D	5.50	5.50
Postage	c	Per document		0.50	0.50
Windows Doors and Architectural Joinery	e	Per document	D	5.50	5.50
Postage	c	Per document		0.50	0.50
Wimbourne Stables	e	Per document	D	2.20	2.20
Postage	c	Per document		0.50	0.50
Policy for Shop Front Design Guide	e	Per document	D	3.30	3.30
Postage	c	Per document		0.50	0.50
606 Clifton Drive North (Revised Development Brief)	e	Per document	D	2.20	2.20
Postage	c	Per document		0.50	0.50
Land at Weeton Road, Wesham	e	Per document	D	2.20	2.20
Postage	c	Per document		0.50	0.50
The Conversion of Fylde's Traditional Farm Buildings	e	Per document	D	3.30	3.30
Postage	c	Per document		0.50	0.50

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
<p><u>Planning Fees</u></p> <p>Planning fees are charged at the national rates which are established and set by the Government.</p> <p>http://www.fylde.gov.uk/assets/files/3475/PlanningAppFees.pdf</p> <p><u>Building Control</u></p> <p>Note: Building Control Fees will be in accordance with the Fylde Borough Council scheme for The Building (Local Authority Charges) Regulations 2010 which came into force on the 1st October 2010.</p> <p>http://www.fylde.gov.uk/assets/files/4623/Building-Control-Fees-from-4th-January-2011-updated-Oct-2013-.pdf</p> <p><u>Land Charges</u></p> <p>Note: Land Charges Fees will be in accordance with the Fylde Borough Council scheme for the Recovery of Land Charges fees 2010 and into force on the 1st January 2010</p>					

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
<u>Car Parks</u>					
<u>St Annes</u>					
St. Annes Square:					
9:00 a.m. to 6:00 p.m. (All Days)					
- Cars etc. – up to 0.5 Hours	a	Per Session	D	0.80	0.80
- Cars etc. – 0.5 to 1 hour	a	Per Session	D	1.30	1.30
- Cars etc. – 1 to 2 hours	a	Per session	D	2.40	2.40
- Car etc. – 2 to 3 hours	a	Per session	D	3.60	3.60
- At other times	N/A	Free	D	Free	Free
St. Annes Swimming Pool:					
9:00 a.m. to 6:00 p.m.					
- Cars etc. - up to 1 hour	a	Per Session	D	1.20	1.20
- Cars etc. - 1 to 2 hours	a	Per Session	D	2.10	2.10
- Cars etc. - 2 to 3 hours	a	Per Session	D	2.70	2.70
- Cars etc. - 3 to 4 hours	a	Per Session	D	3.20	3.20
- Cars etc. - over 4 hours	a	Per Session	D	4.30	4.30
- At Other times for passenger vehicles:	N/A	Free	D	Free	Free
- Overnight Motorhome Parking (per vehicle 6 p.m. to 10 a.m. following day)	a	Per Session	D	5.00	5.00
- Motorhome 1 day tariff (up to 10 a.m. following day)	a	Per Session	D	N/A	8.00
- Motorhome 2 day tariff	a	Per Session	D	N/A	15.00
- Motorhome 3 day tariff	a	Per Session	D	N/A	21.00

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Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Wood Street:					
9:00 a.m. to 6:00 p.m. (All Days)					
- Cars etc. –up to 0.5 hour	a	Per Session	D	0.80	0.80
- Cars etc. - 0.5 to 1 hour	a	Per Session	D	1.30	1.30
- Cars etc. – 1 to 2 hours	a	Per Session	D	2.40	2.40
- Cars etc. – 2 to 3 hours	a	Per Session	D	3.60	3.60
- At Other times	N/A	Free	D	Free	Free
North Beach:					
9:00 a.m. to 6 p.m. (All Days)					
- Cars etc. - up to 1 hour	a	Per Session	D	1.20	1.20
- Cars etc. - 1 to 2 hours	a	Per Session	D	2.10	2.10
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.70	2.70
- Cars etc.- 3 to 4 hours	a	Per Session	D	3.20	3.20
- Cars etc.- Over 4 hours	a	Per Session	D	4.30	4.30
- At other times	N/A	Free	D	Free	Free
North Promenade:					
9:00 a.m. to 6:00 p.m.					
- Cars etc. - up to 1 hour	a	Per Session	D	1.20	1.20
- Cars etc. - 1 to 2 hours	a	Per Session	D	2.10	2.10
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.70	2.70
- Cars etc.- 3 to 4 hours	a	Per Session	D	3.20	3.20
- Cars etc.- Over 4 hours	a	Per Session	D	4.30	4.30
- At other times	N/A	Free	D	Free	Free

Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Fairhaven Road:					
9:00 a.m. to 6:00 p.m. (All Days)					
- Cars etc. - up to 1 hour	a	Per Session	D	1.20	1.20
- Cars etc. - 1 to 2 hours	a	Per Session	D	2.10	2.10
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.70	2.70
- Cars etc.- 3 to 4 hours	a	Per Session	D	3.20	3.20
- Cars etc.- Over 4 hours	a	Per Session	D	4.30	4.30
- At other times	N/A	Free	D	Free	Free
- Coaches	N/A	Free	D	Free	Free
St. Albans Road	N/A	Free	D	Free	Free
Fairhaven					
St. Pauls Avenue:					
9:00 a.m. to 6:00 p.m. (All Days)					
- Cars etc. - up to 1 hour	a	Per Session	D	1.20	1.20
- Cars etc. - 1 to 2 hours	a	Per Session	D	2.10	2.10
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.70	2.70
- Cars etc.- 3 to 4 hours	a	Per Session	D	3.20	3.20
- Cars etc.- Over 4 hours	a	Per Session	D	4.30	4.30
- At other times	N/A	Free	D	Free	Free
Fairhaven Lake	N/A	Free	D	Free	Free

VAT Codes:

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Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Stanner Bank:					
9:00 a.m. to 6:00 p.m. (All Days)					
- Cars etc. - up to 1 hour	a	Per Session	D	1.20	1.20
- Cars etc. - 1 to 2 hours	a	Per Session	D	2.10	2.10
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.70	2.70
- Cars etc.- 3 to 4 hours	a	Per Session	D	3.20	3.20
- Cars etc.- Over 4 hours	a	Per Session	D	4.30	4.30
- At other times	N/A	Free	D	Free	Free
- Business Permit	a	Annual	D	100.00	100.00
Lytham					
Pleasant Street:					
0:00 a.m. to 6:00 p.m. (All Days)					
- Cars etc. - up to 0.5 hour	a	Per Session	D	0.80	0.80
- Cars etc. - 0.5 to 1 hour	a	Per Session	D	1.30	1.30
- Cars etc. - 1 to 2 hours	a	Per Session	D	2.40	2.40
- Cars etc.- 2 to 3 hours	a	Per Session	D	3.60	3.60
- Cars etc.- 3 to 5 hours	a	Per Session	D	6.00	6.00
- Cars etc.- 5 to 7 hours	a	Per Session	D	8.00	8.00
- Cars etc. – 7-9 hours	a	Per Session	D	10.00	10.00
- At other times	N/A	Free	D	Free	Free
- Business Permit	a	Annual	D	335.00	335.00
- Resident Permit	a	Annual	D	285.00	285.00
- North Clifton Street Restricted Residents Permit (1995)	a	Annual	D	20.00	20.00

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Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Lytham Station:					
9:00 a.m. to 6:00 p.m. (All Days)					
- Cars etc. - up to 1 hour	a	Per Session	D	0.90	0.90
- Cars etc. - 1 to 2 hours	a	Per Session	D	1.40	1.40
- Cars etc.- 2 to 4 hours	a	Per Session	D	2.20	2.20
- Cars etc.- Over 4 hours up to 6 p.m.	a	Per Session	D	2.70	2.70
- At other times	N/A	Free	D	Free	Free
- Cars etc. – 1 to 2 days	a	Per Session	D	N/A	5.00
- Cars etc. – 2 to 3 days	a	Per Session	D	N/A	7.50
- Cars etc. – 3 to 4 days	a	Per Session	D	N/A	10.00
- Cars etc. – 5 to 7 days	a	Per Session	D	N/A	12.00
- Annual Permits (All)	a	Annual	D	160.00	160.00
Lytham Green (Bath Street & Dicconson Terrace):					
9:00 a.m. to 6:00 p.m. (All Days)					
- Cars etc. - up to 1 hour	a	Per Session	D	1.20	1.20
- Cars etc. - 1 to 2 hours	a	Per Session	D	2.10	2.10
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.70	2.70
- Cars etc.- 3 to 4 hours	a	Per Session	D	3.20	3.20
- Cars etc.- Over 4 hours	a	Per Session	D	4.30	4.30
- At other times	N/A	Free	D	Free	Free

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
<u>Kirkham</u>					
Mill Street	N/A	Free	D	Free	Free
<u>Eagles Court</u>					
Orders Lane	N/A	Free	D	Free	Free
<u>Administrative Buildings</u>					
Town Hall:					
9:00 a.m. to 6:00 p.m. (Sat – Sun and Bank holidays)					
- Cars etc. – up to 1 hour	a	Per Session	D	1.20	1.20
- Cars etc. – 1 to 2 hours	a	Per Session	D	2.10	2.10
- Cars etc. – 2 to 3 hours	a	Per Session	D	2.70	2.70
- Cars etc. – 3to 4 hours	a	Per Session	D	3.20	3.20
- Cars etc. – Over 4 hours	a	Per Session	D	4.30	4.30
Public Offices:					
9:00 a.m. to 6:00 p.m. (Sat – Sun and Bank holidays)					
- Cars etc. - up to 1 hour	a	Per Session	D	1.20	1.20
- Cars etc. – 1 to 2 hours	a	Per Session	D	2.10	2.10
- Cars etc. – 2 to 3 hours	a	Per Session	D	2.70	2.70
- Cars etc. – 3 to 4 hours	a	Per Session	D	3.20	3.20
- Cars etc. – Over 4 hours	a	Per Session	D	4.30	4.30
<u>General</u>					
Fylde Resident’s Permit Scheme - Restricted to certain car parks	a	Annual	D	25.00	25.00
Horse Box Permit (North Beach and Fairhaven Road)	a	Annual	D	15.00	15.00
Any Permit Replacement	a	As Required	D	15.00	15.00
Parking Dispensation	a	Per Agreed Period	D	As Negotiated	As Negotiated. Max £16/day

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
General Continued:					
Penalty Charge Notices (PCNs)					
- Lower Rate PCN	d	Per Offence	P	50.00 (14 day discount 25.00)	50.00 (14 day discount 25.00)
- Higher Rate PCN	d	Per Offence	P	70.00 (14 day discount 35.00)	70.00 (14 day discount 35.00)
Additional Charge to PCN if Charge Certificate Issued	d	Per Offence	P	50% of PCN	50% of PCN
Additional Charge to PCN if registered with court as debt	d	Per Offence	P	7.00	7.00
Fairhaven Lake					
Motor Boat Hire:					
- Passengers 1/2	a	Per 20 min	D	6.00	6.50
Rowing Boat Hire:					
- Passengers 1/2	a	Per 30 min	D	5.00	5.00
Pedalo Hire:					
- Passengers 1/2	a	Per 30 min	D	5.00	5.00
Canoe Hire:					
- Passengers 1/2	a	Per 30 min	D	5.00	5.00
Motor Launch					
- Adult 16+	a	Per Trip	D	3.20	3.40
- Senior Citizen / Junior	a	Per Trip	D	1.60	1.70
- Child 5-15	a	Per Trip	D	1.60	1.70
- Under 5 years	a	Per Trip	D	Free	Free
Private Use:					
Windsurfing/Dinghy/Canoe:					
- 2 hr. period	a	Per 2 hr.	D	5.00	6.00
- Day	a	Per Day	D	10.00	12.00
- Season	a	Per Season	D	70.00	75.00

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
<u>Game Sites</u>					
Bowling (Crown & Flat):					
- Adult Bowls	a	Per Hour	D	4.30	4.50
- Senior Citizen/Junior Bowls	a	Per Hour	D	3.80	4.00
- Hire of Bowls – deposit	a		D	5.00	5.00
- Adult Contract	a	Annual	D	72.00	73.00
- Senior Citizen/Junior Contract	a	Annual	D	55.00	56.00
- Winter Contract only	a	Winter	D	12.00	12.00
- Green Reservation per hour	a	Per Hour	D	22.00	23.00
Tennis:					
- Adult / Family court hire per hour	a	Per Hour	D	7.20	7.20
- Junior / Senior Citizen court hire per hour	a	Per Hour	D	4.20	4.20
- Hire of Rackets – deposit	a		D	5.00	5.00
- Club Reservation April – September (1 Court for one 3 hr. session per week)					
- Adult	a	Per Season	D	110.00	110.00
- Junior	a	Per Season	D	65.00	65.00
- Club Reservation October – March (1 Court for one 3 hr. session both Sat & Sun)	a	Per Season	d	70.00	70.00

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Golf:					
- Adult Mini Golf – 18 holes	a	Per Round	D	5.00	5.00
- Junior / Senior Citizen Mini Golf – 18 holes	a	Per Round	D	3.00	3.00
- Adult Mini Golf – 9 hole	a	Per Half Round	D	3.00	3.00
- Junior / Senior Citizen Mini Golf – 9 holes	a	Per Half Round	D	2.00	2.00
Family Ticket Mini Golf Only (2 adults, 2 children) – 18 holes	a	Per Round	D	13.00	13.00
Family Ticket Mini Golf Only (2 adults, 2 Children) – 9 holes	a	Per Round	D	8.00	8.00
- Lost Ball	a	Per Ball	D	1.00	1.00
- Adult Putting	a	Per Round	D	3.60	3.70
- Junior / Senior Citizen Putting	a	Per Round	D	2.10	2.20
Family Ticket Putting Only (2 adults, 2 children)	a	Per Round	D	9.30	9.60
- Adult Crazy Golf	a	Per Round	D	3.00	3.00
- Junior / Senior Citizen Crazy Golf	a	Per Round	D	2.00	2.00
Family Ticket Crazy Golf only (2 adults, 2 children)	a	Per Round	D	8.00	8.00
<u>Sports Facilities</u>					
(Park View Rd, Blackpool Rd)					
Football:					
- Occasional Match (approx.. 2 hours)	a	Per 2 hours	D	46.00	48.00
- Additional pitch maintenance schedule (annual single payment)	a	Single Payment	D	1,600.00	1,650.00
Season Booking:					
One match each week of the season					
- Adult	c	Per Season	D	390.00	400.00
- Junior	c	Per Season	D	205.00	210.00

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
<u>Sports Facilities</u>					
(Park View Rd, Blackpool Rd)					
Football					
Season Bookings Continued:					
One match every other week					
- Adult	c	Per Season	D	215.00	220.00
- Junior	c	Per Season	D	115.00	120.00
Use of changing facilities & showers when hired separately from pitch use:					
Weekly Per Season					
- Adult	c	Per Season	D	280.00	285.00
- Junior	c	Per Season	D	150.00	155.00
Fortnightly Per Season					
- Adult	c	Per Season	D	145.00	150.00
- Junior	c	Per Season	D	75.00	75.00
Casual					
- Adult	a	Per Season	D	30.00	30.00
- Junior	a	Per Season	D	15.00	15.00
Hewitt Lecture Room:					
Per hour or part there of:					
- Monday to Friday	c	Per Hour*	D	16.00	16.00
- Saturdays & Bank Holidays	c	Per Hour*	D	22.00	22.00
- Commercial Hire	c	Per Hour*	D	45.00	45.00
- Share Room (Room 2)	c	Per Hour*	D	13.00	13.00
*Rate per hour is charged in half hour periods					

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Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
<u>Allotment Plots:</u>					
- Full plot yearly rent	d	Per Plot	D	29.00	35.00
- Full plot yearly water charge	d	Per Plot	D	2.00	3.00
- Half plot yearly rent	d	Per Plot	D	14.50	17.50
- Half plot yearly water charge	d	Per Plot	D	1.00	1.50

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
<u>Cemetery & Crematorium</u>					
The fees for a 'resident' apply where the deceased, immediately before their death was an inhabitant of the Borough of Fylde or a parishioner of any Parish comprised therein.					
.					
Interments:					
For the Interment of:					
- The body of a stillborn child, or a child whose age at the time of death did not exceed 17 years. In a child's grave allocated by the Authority	N/A	Per Interment	D	No charge	No charge
- The body of a non-resident whose age exceeded 17 years at the time of death	d	Per Interment	D	750.00	750.00
- The body of a resident whose age exceeded 17 years at the time of death	d	Per Interment	D	375.00	500.00
- For interment in a vault of a non-resident (exclusive of the charges for brickwork)	d	Per Interment	D	750.00	750.00
- For the interment in a vault of a resident (exclusive of the charges for brickwork)	d	Per Interment	D	375.00	500.00
- Construction of a vault	d	Per Vault	D	Cost + 10%	Cost + 10%
- For the interment of cremated remains in a grave for a non-resident	d	Per Interment	D	157.00	180.00
- For the interment of cremated remains in a grave for a resident	d	Per Interment	D	78.50	120.00
For the purchase of exclusive right of burial in:					
- An earth grave, for 100 years for a non-resident	d	Per Grave	D	990.00	990.00
- An earth grave, for 100 years for a resident	d	Per Grave	D	495.00	660.00
- An earth grave non-standard size for cremated remains, for 100 years for a non-resident	d	Per Grave	D	700.00	700.00
- An earth grave non-standard size for cremated remains, for 100 years for a resident	d	Per Grave	D	350.00	467.00

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
<u>Cemetery & Crematorium Continued:</u>					
Removal & Re-fix of Memorials:					
- For removal and re-fix of memorials	d	Per Memorial	D	Cost +10%	Cost + 10%
Memorials					
For the right to erect:					
- A headstone not exceeding 3ft	c	Per Memorial	D	68.50	70.50
- A headstone on Foundation	c	Per Memorial	D	125.00	128.75
- Kerbings on permitted graves	c	Per Memorial	D	60.00	62.00
- For each extra inscription (Inc. VAT)	a	Per Inscription	D	28.50	30.00
Cremations:					
For the cremation:					
- Of the body of a stillborn child or of a child whose age at the time of death exceeded one month but did not exceed 17 years.	c	Per Cremation	D	0.00	0.00
- Of the body of a person whose age at the time of death exceeded 17 years	c	Per Cremation	D	550.00	600.00
- Early morning & adult simplicity cremations by appointment with the Crematorium Registrar	c	Per Cremation	D	400.00	410.00
- Saturday morning service traditional cremations	c	Per Cremation	D	825.00	900.00
Memorial Wall Plaques:					
- Single wall plaque including inscription to 70 characters.	a	Per Plaque	D	202.50	208.50
- Double wall plaque including 2 inscriptions to 140 characters.	a	Per Plaque	D	405.00	417.00
- Double wall plaque including reserved section to 70 characters.	a	Per Plaque	D	298.25	307.00
- Second inscription on existing plaque	a	Per Plaque	D	106.75	110.00

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<u>Cremations Continued:</u>					
Memorial Niche:					
- For a purchase of a new niche to include interment of first casket.	c	Per Niche	D	350.00	360.00
- For the purchase of a refurbished niche to include first casket.	c	Per Niche	D	200.00	206.00
- For the interment of a second casket in an existing niche.	c	Per Internment	D	45.00	46.50
- Single inscription on niche cover	a	Per Inscription	D	87.00	90.00
Extra Letters on Existing Memorial Stone:					
- Extra Lettering on existing kerbstones	a	Per Inscription	D	106.75	110.00
- For cleaning and re-blackening original inscription (per section)	a	Per Section	D	44.00	45.00
- For other types of memorial works	a	Per Occasion	D	Cost + 50%	Cost + 50%
Book of Remembrance:					
- For a two line entry	a	Per entry	D	41.00	42.25
- For an entry up to five lines	a	Per entry	D	82.00	84.50
- For an entry up to eight lines	a	Per entry	D	123.00	126.75
- For an entry up to five lines to include a floral emblem, badge, crest or other design	a	Per entry	D	144.50	149.00
- For an entry up to eight lines to include a floral emblem, badge, crest or other design	a	Per entry	D	185.50	193.50
Copies of Book Entries on Folded Memorial Card:					
- For a two line entry	a	Per Card	D	26.50	27.30
- For an entry up to five lines	a	Per Card	D	39.00	40.20
- For an entry up to eight lines	a	Per Card	D	64.00	66.00
- For an entry up to five lines to include a floral emblem, badge, crest, or other design	a	Per Card	D	105.00	108.00
- For an entry up to eight lines to include a floral emblem, badge, crest, or other design	a	Per Card	D	130.00	134.00

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Resources					
<u>Private Sector Housing</u>					
- Enforcement Notice (Housing Act 204)	d	Per Notice	D	375.00	375.00
- HMO Licence (Housing Act 204)	d	Per Application	D	800.00	800.00
- HMO Licence Renewal (Housing Act 2004)	d	Per Application	D	300.00	300.00
- Immigration housing inspection	d	Per Inspection	D	65.00	65.00
<u>Environmental Health, Rodent & Pest Control Charges</u>					
Domestic Premises:					
- Rodents and insects which present a risk to public health: (Mice, Rats, Cockroaches and bed bugs). (The fee includes up to 2 revisits if needed.)	a	Up to 3 visits	D	38.00	40.00
- Pests (Excluding Wasps) which do not present a risk to public health. (The fee is per treatment although includes a revisit within 1 month if needed.)	a	Per Treatment	D	65.00	67.00
- Pests (Including Wasps) which do not present a risk to public health (The Fee is per treatment although includes a revisit within 1 month if needed.)	a	Per Treatment	D	57.00	60.00
- Call out fee – if Officer visits but no treatment required – New charge	a	Per Visit	D	-	20.00
Non Domestic Premises:					
All Pests					
- Call out and treatment minimum charge	a	Per Visit	D	80.00	85.00
- Subsequent visits	a	Per Visit	D	40.00	42.00
- Advisory visit to customers premises	a	Per Visit	D	20.00	20.00
- Contract Work		Individual Price Per Contract		Individual Price Per Contract	Individual Price Per Contract
- Moles – Up to 3 visits (Domestic and non-domestic)	a	Per Treatment	D	55.00	55.00
- Subsequent visits	a	Per Additional Visit	D	28.00	28.00

VAT Codes:

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Drainage Services					
- Clearance of blocked drain	a	Per Clearance	D	105.00	110.00
- CCTV drain investigation	a	Per investigations	D	105.00	110.00
- Combined clearance and CCTV investigation	a	Per Clearance / Investigation	D	200.00	210.00
Removal of Illegal Traveller Encampments:					
- Work associated with illegal encampments up to removal order stage	a	Per Encampment	D	330.00	330.00
- Should the encampment remain, then work associated with execution of removal order – per hour	a	Per hour	D	110.00	110.00
- Legal costs and removal to be charged in addition to the above		Per Encampment	D	At Cost	At Cost
Air Pollution Control (Environment Protection Act 1990) – Fees are set by Statute					
Application Fees:					
- Standard Process	d	Per Application	P	1,579.00	
- Additional fee for the operating without a permit	d	Per Application	P	1,137.00	
- Reduced fee activities: Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4MW	d	Per Application	P	148.00	
- PVR I & II	d	Per Application	P	246.00	
- Vehicle Refinishers	d	Per Application	P	346.00	
- Reduced Fee activities: Additional Fee for operating without a permit	d	Per Application	P	68.00	
- Mobile Screening & Crushing Plants	d	Per Application	P	1,579.00	
- For 3 rd to 7 th applications	d	Per Application	P	943.00	
- For 8 th and subsequent applications	d	Per Application	P	477.00	
Note: Where the application for any of the above is for combined Part B and waste application add £297 to the amounts above.					

VAT Codes:

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Annual Subsistence Charge:					
- Standard Process LOW risk	d	Per Process	P	739 (+99)*	
- Standard LOW risk (including £36 fee for payment by instalments)	d	Per Process	P	775 (+99)*	
- Standard Process MEDIUM risk	d	Per Process	P	1,111 (+149)*	
- Standard Process MEDIUM risk (including £36 fee for payments by instalments)	d	Per Process	P	1,147 (+149)*	
- Standard Process HIGH risk	d	Per Process	P	1,672 (+198)*	
- Standard Process HIGH risk (including £36 fee for payment by instalments)	d	Per Process	P	1,708 (+198)	
*Note: Additional amount in brackets is charge where permit is for combined Part B and waste installation. Where a Part B installation is subject to reporting under the E-PRTR add an extra £99 to the above amounts					
- Reduced fee activities: LOW risk	d	Per Process	P	76.00	
- Reduced fee activities: LOW risk (including £36 fee for payment by instalments)	d	Per Process	P	112.00	
- Reduced fee activities: MEDIUM risk	d	Per Process	P	151.00	
- Reduced fee activities: MEDIUM risk (including £36 fee for payment by instalments)	d	Per Process	P	187.00	
- Reduced fee activities: HIGH risk	d	Per Process	P	227.00	
- Reduced fee activities: HIGH risk (Including £36 fee for payment by instalments)	d	Per Process	P	450.00	
- PVR I & II combined LOW risk	d	Per Process	P	108.00	
- PVR I & II combined LOW risk (including £36 fee for payment by instalments)	d	Per Process	P	144.00	
- PVR I & II combined MEDIUM risk	d	Per Process	P	216.00	
- PVR I & II combined MEDIUM risk (including £36 fee for payment by instalments)	d	Per Process	P	252.00	
- PVR I& II combined HIGH risk	d	Per Process	P	326.00	
- PVR I& II combined HIGH risk (including £36 fee for payment by instalments)	d	Per Process	P	362.00	

VAT Codes:

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Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
- Vehicle Refinishers LOW risk	d	Per Process	P	218.00	
- Vehicle Refinishers LOW risk (including £36 fee for payment by instalments)	d	Per Process	P	254.00	
- Vehicle Refinishers MEDIUM risk	d	Per Process	P	349.00	
- Vehicle Refinishers MEDIUM risk (including £36 fee for payment by instalments)	d	Per Process	P	385.00	
- Vehicle Refinishers HIGH risk	d	Per Process	P	524.00	
- Vehicle Refinishers HIGH risk (including £36 fee for payment by instalments)	d	Per Process	P	560.00	
- Mobile Screen & Crushing Plants LOW risk	d	Per Process	P	618.00	
- Mobile Screen & Crushing Plants LOW risk (including £36 fee for payment by instalments)	d	Per Process	P	1,025.00	
- Mobile Screen & Crushing Plants MEDIUM	d	Per Process	P	654.00	
- Mobile Screen & Crushing Plants MEDIUM risk (including £36 fee for payment by instalments)	d	Per Process	P	1,484.00	
- Mobile Screen & Crushing Plants HIGH	d	Per Process	P	989.00	
- Mobile Screen & Crushing Plants HIGH risk (including £36 fee for payment by instalments)	d	Per Process	P	1,520.00	
For 3rd to 7th Authorisations					
- Mobile Screening & Crushing Plants LOW risk	d	Per Process	P	368.00	
- Mobile Screening & Crushing Plants MEDIUM risk	d	Per Process	P	590.00	
- Mobile Screening & Crushing Plants HIGH risk	d	Per Process	P	884.00	
For 3rd to 7th Authorisations (Including £36 fee for payment by instalments)					
- Mobile Screening & Crushing Plants LOW risk (including £36 fee for payment by instalments)	d	Per Process	P	404.00	
- Mobile Screening & Crushing Plants MEDIUM risk (including £36 fee for payment by instalments)	d	Per Process	P	626.00	
- Mobile Screening & Crushing Plants HIGH risk (including £36 fee for payment by instalments)	d	Per Process	P	920.00	

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Proposed Fees and Charges Schedule for 2015/16

Appendix J

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
For 8th and subsequent Authorisations					
- Mobile Screening & Crushing Plants LOW risk	d	Per Process	P	189.00	
- Mobile Screening & Crushing Plants MEDIUM risk	d	Per Process	P	302.00	
- Mobile Screening & Crushing Plants HIGH risk	d	Per Process	P	453.00	
For 8th and Subsequent Authorisations (Including £36 fee for payment by instalments)					
- Mobile Screening & Crushing Plants LOW risk (including £36 fee for payment by instalments)	d	Per Process	P	225.00	
- Mobile Screening & Crushing Plants MEDIUM risk (including £36 fee for payment by instalments)	d	Per Process	P	338.00	
- Mobile Screening & Crushing Plants HIGH risk (including £36 fee for payment by instalments)	d	Per Process	P	489.00	
Transfer & Surrender:					
- Standard Process Transfer	d	Per Process	P	162.00	
- Standard Process Partial Transfer	d	Per Process	P	476.00	
- New Operator at Low Risk reduced fee activity	d	Per Process	P	75.00	
- Surrender (all Part B activities)	d	Per Process	P	0.00	
- Reduced fee activities: Transfer	d	Per Process	P	0.00	
- Reduced fee activities: Partial Transfer	d	Per Process	P	45.00	
Temporary Transfer for mobile					
- First Transfer	d	Per Process	P	51.00	
- Repeat Transfer following enforcement or warning	d	Per Process	P	51.00	
Substantial Changes (s10 & s11):					
- Standard Process	d	Per Process	P	1,005.00	
- Standard Process where substantial change results in a new PPC activity	d	Per Process	P	1,579.00	
- Reduced Fee activities	d	Per Process	P	98.00	
Note: All the prescribed licensing fees above are awaiting DEFRA notification of the new prescribed charges for 2015/16					

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
List of Authorised Processes:					
- Commercial Interest	a	Per Property / Site Per Hour	D	75.00	75.00
- Fylde Residents / Students (Academic Research)	d	Per Property / Site Per Hour	D	Free	Free
Public Register Entries:					
- Commercial Interest – per hour	a	Per Property / Site Per Hour	D	110.00	110.00
- Fylde Residents / students (Academic Research)	d	Per Property / Site Per Hour	D	Free	Free
Contaminated Land Enquiries:					
- Contaminated Land Enquires: Desk top study – records /search and basic written response where no more than one site identified - per hour	a	Per Property / Site Per Hour	D	110.00	110.00
- Contaminated Land Enquiries: Where in addition to above, basic written response detailed landfill gas or chemical data is requested or the enquiry covers more than one site.	d	Per Property / Site Per Hour	D	Individual Costs to be negotiated	Individual Costs to be negotiated
Other Environmental Information:					
- Commercial Interest – Per Hour	a	Per Hour	D	110.00	110.00
- Fylde Residents / Students (Academic Research)	d	Per Session	D	Free	Free
Street Trading Consents:					
- Class 1: Commercial – Annual	d	Per Application	D	435.00	440.00
- Class 1: Commercial – Renewal	d	Per Application	D	405.00	410.00
- Class 2 : Charitable Organisations (no more than one day duration)	d	Per Application	D	0.00	0.00
Volunteer Surrender of food:					
Documentation / Certification (Per Hour – minimum 1 hour)	d	Per Application	D	105.00	105.00
Export Certificates:					
- Export Certificate	d	Per Certificate	D	60.00	60.00

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
General Fees & Charges:					
- Work carried out in default of a notice (Initial Costs)	a	Per Investigation	D	105.00	110.00
- Plus cost per premises / Site Visit	a	Per Site / Premises	D	57.00	60.00
Private Water Supplies Regulations 2009					
- Risk Assessment	a	Per Assessment	P	500.00 (MAX)	500.00 (MAX)
- Sampling	a	Each Visit	P	100.00 (MAX)	100.00 (MAX)
- Investigation	a	Each Investigation	P	100.00 (MAX)	100.00 (MAX)
- Granting an authorisation	a	Each Authorisation	P	100.00 (MAX)	100.00 (MAX)
- Analysing a sample (reg 10)	a	Each Sample	P	25.00 (Max)	25.00 (Max)
- Analysing a sample taken during check monitoring	a	Each Sample	P	100.00 (Max)	100.00 (Max)
- Analysing a sample taken during audit monitoring	a	Each Sample	P	500.00 (Max)	500.00 (Max)

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
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<u>Licenses</u>					
Site Licensing Fees – The Mobiles Homes Act 2013:					
- New Site Application	d	Per Application	D	-	320.00
- Transfer Existing Site Licence	d	Per Application	D	-	190.00
- Alteration of Conditions	d	Per Application	D	-	375.00
- Depositing Site Rules	d	Per Application	D	-	80.00
- Annual Licence – Site Fee	d	Per Site	D	-	250.00
- Annual Licence - Pitch Fee	d	Per Pitch	D	-	5.00
Street Café:					
- Grant	d	Per Application	D	300.00	300.00
- Renewal	d	Per Application	D	220.00	220.00
Sex Shop:					
- Grant	d	Per Application	D	1,570.00	1640.00
Public/Private Hire:					
- Vehicle	d	Per Application	D	176.00	180.00
- Hackney Carriage Vehicle Licences	d	Per Application	D	176.00	180.00
- Hackney Carriage Drivers Licences	d	Per Application	D	85.00	90.00

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Plate Charges					
- Full Set	d	Per Application	D	18.50	18.50
- Rear Plate & Mount	d	Per Application	D	10.25	10.25
- Rear Plate Only	d	Per Application	D	5.00	5.00
- Rear Mount Only	d	Per Application	D	5.25	5.25
- Front Plate & Mount	d	Per Application	D	5.25	5.25
- Front Plate Only	d	Per Application	D	2.50	2.50
- Front Mount Only	d	Per Application	D	2.75	2.75
- Button & Keys	d	Per Application	D	1.25	1.25
- Pouch	d	Per Application	D	1.25	1.25
- Private Hire Door Stickers	d	Per Pair	D	6.15	6.15
Drivers					
- New	d	Per Application	D	85.00	90.00
- Private Hire Operators 1-5 Vehicles	d	Per Application	D	180.00	190.00
- Private Hire Operators 6-10 Vehicles	d	Per Application	D	220.00	225.00
- Private Hire Operators 11 Vehicles	d	Per Application	D	240.00	250.00
- Replacement Driver Badges	d	Per Application	D	10.50	10.50
- Driver Licence Renewals (Private Hire or Hackney)	d	Per Application	D	70.00	75.00
- Drivers Combined New	d	Per Application	D	120.00	125.00
- Driver Combined Existing	d	Per Application	D	80.00	80.00
- Transfer Licence Fee	d	Per Application	D	35.25	35.25
Note: We do not issue refunds with respect to Taxi/PHV Licences					

VAT Codes:

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
- Fare Cards	d	Per Application	D	2.60	2.60
- Knowledge Test	d	Per Test	D	18.20	18.20
Licensing & Registration:					
- Animal Boarding Establishment	d	Per Application	D	120.00	125.00
- Dog Breeding Establishment Licence	d	Per Application	D	120.00	125.00
- Dangerous Wild animal Licence	d	Per Application	D	220.00	220.00
- Pet Shop Licence	d	Per Application	D	120.00	125.00
- Riding Establishment Licence	d	Per Application	D	220.00	220.00
- Riding Establishment Licence Renewal	d	Per Application	D	195.00	195.00
- Scrap Metal Collectors	d	Per Application	D	505.00	505.00
- Scrap Metal Site	d	Per Application	D	645.00	645.00
- Second Hand Dealer Registration	d	Per Application	D	120.00	120.00
- Skin Piercing Registration – Premises	d	Per Application	D	150.00	160.00
- Skin Piercing Registration - Persons	d	Per Application	D	150.00	160.00
Note: Skin piercers includes acupuncturists, tattooists, ear piercers and electrologists'. Both skin piercers and their premises have to be registered with Authority. Normally there is one registered proprietor for each premises, although there may be a number of practitioners. Each and every additional practitioner will be required to register.					
General:					
- Alterations or additions to the above licences, registrations and consents, which result in the need to visit premises and issue documentation will be charged at half the standard fee.					
- Many of the Licences are issued from the 1 st January each year. Where application is made part way through a year, 1/12 of the standard fee will be charged for each full month remaining plus an administration fee of £54.00					
- Where a licence is surrendered part way through a year a 1/12 refund of the standard fee will be charged for each full calendar month remaining, less an administration fee of £54.00					
- Licence fee levels for 2015/16 have been assessed to ensure that fee equates to no more the cost of providing the licence.					

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
<u>Gambling Act 2055 – Premises Licence Fees</u>					
Casino Premises Licence:					
- Annual Fee	d	Per Application	D to P max	250.00	260.00
- Variation Fee	d	Per Application	D to P max	175.00	185.00
- Transfer Fee	d	Per Application	D to P max	140.00	150.00
- Reinstatement of Licence	d	Per Application	D to P max	140.00	150.00
Bingo Premises Licence:					
- New Application	d	Per Application	D to P max	180.00	190.00
- Annual Fee	d	Per Application	D to P max	220.00	235.00
- Provisional Statement Fee	d	Per Application	D to P max	140.00	150.00
- Premises Licence fee holder of provisional statements	d	Per Application	D to P max	30.00	30.00
- Variation Fee	d	Per Application	D to P max	175.00	180.00
- Transfer Fee	d	Per Application	D to P max	140.00	150.00
- Reinstatement of Licence	d	Per Application	D to P max	140.00	150.00
Bingo Premises (Other) Licence:					
- New Application	d	Per Application	D to P max	180.00	185.00
- Annual Fee	d	Per Application	D to P max	220.00	235.00
- Provisional Statement Fee	d	Per Application	D to P max	140.00	150.00
- Provisional Licence fee for holders of provisional statements	d	Per Application	D to P max	30.00	30.00
- Variation Fee	d	Per Application	D to P max	175.00	185.00
- Transfer Fee	d	Per Application	D to P max	140.00	150.00
- Reinstatement of Licence	d	Per Application	D to P max	140.00	150.00

VAT Codes:

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Adult Gaming Centre Premises Licence:					
- New Application	d	Per Application	D to P max	180.00	190.00
- Annual Fee	d	Per Application	D to P max	225.00	235.00
- Provisional Statement Fee	d	Per Application	D to P max	140.00	150.00
- Premises Licence fee for holders of provisional statements	d	Per Application	D to P max	30.00	30.00
- Variation Fee	d	Per Application	D to P max	175.00	185.00
- Transfer Fee	d	Per Application	D to P max	140.00	150.00
- Reinstatement of Licence	d	Per Application	D to P max	140.00	150.00
Family Entertainment Centre Premises Licence:					
- New Application	d	Per Application	D to P max	180.00	190.00
- Annual Fee	d	Per Application	D to P max	225.00	235.00
- Provisional Statement Fee	d	Per Application	D to P max	140.00	150.00
- Premises Licence fee for holders of provisional Statement	d	Per Application	D to P max	30.00	30.00
- Variation Fee	d	Per Application	D to P max	175.00	185.00
- Transfer Fee	d	Per Application	D to P max	140.00	150.00
- Reinstatement of Licence	d	Per Application	D to P max	140.00	150.00
Tracks:					
- New Application	d	Per Application	D to P max	180.00	190.00
- Annual Fee	d	Per Application	D to P max	225.00	235.00
- Provisional Statement fee	d	Per Application	D to P max	140.00	150.00
- Premises licence fee for holder of provisional Statement	d	Per Application	D to P max	30.00	30.00
- Variation Fee	d	Per Application	D to P max	175.00	185.00

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Tracks Continued:					
- Transfer Fee	d	Per Application	D to P max	135.00	140.00
- Reinstatement of licence	d	Per Application	D to P max	140.00	150.00
- Fee for notification of change of circumstance	d	Per Application	P	50.00	50.00
- Fee for copy of licence	d	Per Application	P	25.00	25.00
Licensing Act Charges					
Licensed Premises Fees:					
Non-Domestic Rateable Value					
Application / Initial Fee					
- Band A: 0 - 4300	d	Per Application	P	100.00	100.00
- Band B: 4301 - 3300	d	Per Application	P	190.00	190.00
- Band C: 33001 - 87000	d	Per Application	P	315.00	315.00
- Band D: 87001 - 125000	d	Per Application	P	450.00	450.00
- Band E: 125001 and Over	d	Per Application	P	635.00	635.00
Annual / Renewal Charge					
- Band A: 0 - 4300	d	Per Application	P	70.00	70.00
- Band B: 4301 - 3300	d	Per Application	P	180.00	180.00
- Band C: 33001 - 87000	d	Per Application	P	295.00	295.00
- Band D: 87001 - 125000	d	Per Application	P	320.00	320.00
- Band E: 125001 and Over	d	Per Application	P	350.00	350.00
Note:					
Where the premises are in Band D or Band E, and where the primary or exclusive function is to supply alcohol for consumption on the premises the fees will be as follows.					

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2014/15 Fees & Charges £	Proposed 2015/16 Fees & Charges £
Application / Initial Fee					
- Band D: 87001 - 12500	d	Per Application	P	900.00	900.00
- Band E: 125001 and Over	d	Per Application	P	1,905.00	1905.00
Annual / Renewal Charge					
- Band D: 87001 - 125000	d	Per Application	P	640.00	640.00
- Band E: 125000 and Over	d	Per Application	P	1,050.00	1050.00
Personal Licence: Renewable after 10 years	d	Per Application	P	37.00	37.00
Other Fees & Charges:					
- Application for copy of licence or summary on theft, loss etc. of premises licence or summary	d	Per Application	P	10.50	10.50
- Notification of Change of name or address (holder of premises licence)	d	Per Application	P	10.50	10.50
- Application to vary to specify individual as premises supervisor	d	Per Application	P	23.00	23.00
- Application to transfer premises licence	d	Per Application	P	23.00	23.00
- Interim authority notice	d	Per Application	P	23.00	23.00
- Application for making a provisional licence	d	Per Application	P	315.00	315.00
- Application for a copy certificate or summary on theft, loss of certificate or summary	d	Per Application	P	10.50	10.50
- Notification of change of name or alteration of club rules	d	Per Application	P	10.50	10.50
- Change of relevant registered address of club	d	Per Application	P	10.50	10.50
- Temporary event notices	d	Per Application	P	21.00	21.00
- Application of copy of notice on theft, loss etc. of temporary event notice	d	Per Application	P	10.50	10.50
- Application for copy of licence on theft, loss etc. of personal licence	d	Per Application	P	10.50	10.50
- Notification of change of name or address (personal licence)	d	Per Application	P	10.50	10.50
- Notice of interest in any premises	d	Per Application	P	21.00	21.00
Note: All the prescribed Licensing Act 2003 fees are currently prescribed in regulations to the act. New legislation is anticipated whereby such fees shall be locally set but the date for this is currently unknown.					

VAT Codes:

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REPORT

REPORT OF	MEETING	DATE	ITEM
DEVELOPMENT SERVICES	POLICY DEVELOPMENT SCRUTINY COMMITTEE	19 FEBRUARY 2015	5

ECONOMIC DEVELOPMENT STRATEGY – REVIEW OF ACTION PLAN

PUBLIC ITEM

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

SUMMARY

In January 2013 Cabinet adopted the Economic Development Strategy and Action Plan 2012 to 2030. Further PDSC considered the progress of implementing the Action Plan at its meeting of 20th February 2014. This report provides some general details of the types and levels of activity undertaken since the adoption of the document and offers Committee the opportunity to discuss any matters of interest.

RECOMMENDATIONS

1. To note the report and recommend to Cabinet that following two years of detailed review of the Economic Development Strategy and Service that subsequent Action Plans be reviewed annually by the Director of Development Services

CABINET PORTFOLIO

This item falls within the following cabinet portfolio(s):

Planning and Development - Councillor Dr Trevor Fiddler

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)	√	To Encourage Cohesive Communities (People)	√
To Promote a Thriving Economy (Prosperity)	√	To Meet Expectations of our Customers (Performance)	√

SUMMARY OF PREVIOUS DECISIONS

Cabinet 16th January 2013;

The Economic Development Strategy and Action Plan 2012 to 2030 was adopted following its drafting by the Policy Development Scrutiny Committee.

Policy Development Scrutiny Committee 20th February 2014;

Following lengthy discussion it was resolved to:

Amend Theme 11 in the Action Plan to ensure that communities immediately local to sites of exploration and development for the energy and renewable sectors received the economic benefit;

Continue to explore the options for employing a town centre manager in either an individual town centre or across Kirkham, Lytham and St Annes inclusive;

The Business Rate Retention Scheme to be reflected in the Action Plan;

The Learning Hour to cover information regarding Economic Development, Business Support and Business Rate Retention Scheme and;

Recommend to Cabinet that work continues and to review the Economic Development Strategy Action Plan in 12 months' time.

Cabinet 26th March 2014

In reaching its decision, Cabinet considered the details set out in the report before it and at the meeting Resolved that subject to the amendments being made as detailed below, to approve the recommendations made by the Policy Development Scrutiny Committee at its meeting held on 20th February and 6th March 2014.

Economic Development Strategy – Deletion of recommendation 2, namely the exploration of options for the employment of a town centre manager.

REPORT

1. The following table (appendix 1) presents a summary of the type and scope of activity undertaken by the Council in delivering the Economic Development Strategy and Action Plan 2012 to 2030 since its adoption by Cabinet in January 2013. The table is intended to give a general overview and will be presented by officers. It is intended to enable the committee to consider which, if any, areas of activity they wish to receive a more detailed report or presentation at a subsequent meeting.

By reviewing the enclosed table Committee will note the progress that is being made on a number of diverse areas covered by the Economic Development Strategy and Action Plan 2012 to 2030.

IMPLICATIONS

Finance

Under revised national business rate arrangements from April 2013 there is a direct benefit to Fylde Borough Council from increased business activity within the borough as from that date local authorities receive a share of the additional business rate income for the borough in excess of a specified baseline level. It is therefore important to attract new economic growth within the borough wherever possible.

Legal	There are no implications
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	TEL	DATE	DOC ID
Paul Drinnan	01253 658434	3 rd February 2015	

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Cabinet Agenda & Minutes	16 th January 2013	http://www.fylde.gov.uk/meetings/details/1017
PDSC Agenda & Minutes	20 th February 2014	http://www.fylde.gov.uk/meetings/details/1122
Cabinet Agenda & Minutes	26 th March 2014	http://www.fylde.gov.uk/meetings/details/1091

Attached Documents

Appendix 1 - Economic Development Activity January 2014 to January 2015

Appendix 1 - Economic Development Activity January 2014 to January 2015

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
Strategic Theme 1: Partnership Working							
1.1 Improve working relationships with the Lancashire Enterprise Partnership	Fylde Borough Council BFWEDC	FBC (Regeneration Service) to obtain updates on a quarterly basis working with BFWEDC		X		Greater contact with the LEP officers and LCC officers by Regeneration Services. Issue also taken up by FBC Chief Exec with LEP.	Working relationships improved
1.2 Improve working relations with the private sector and representative bodies with the private sector	Fylde Borough Council Chamber of Commerce Federation of Small Businesses (FSB) HALSA Kirkham & Wesham Business Group St Annes Chamber of Trade Lytham Business Partnership BFWEDC	FBC (Regeneration Service) to attend meetings and improve level and quality of contact, reciprocity needed to ensure action is achieved		X		Occasional attendance at local business group meetings by Regeneration Services (8 occasions) Regular communication with FSB and Lancs Chamber of Commerce by Regeneration Services Quarterly hosting of the Fylde Economic Forum chaired by FBC CEO	Working relations improved with the private sector and representative bodies.
1.3 Continue to work closely with Fylde Coast Local Authorities on strategic economic	Fylde Borough Council Blackpool Borough Council Wyre Borough Council Lancashire County Council BFWEDC	Continue to meet and share information at least on a quarterly basis	X			Jointly commissioned Whitehills Development Brief published Jointly held Regional Growth	Close working relationship established across the Fylde Coast and improved co-operation with other

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
development		Seek out opportunities for joint funding bids	X			Fund Workshops to facilitate Fylde Coast submissions	neighbouring authorities
		Ensure appropriate input into Fylde Coast studies and strategies	X			Duty to Co-operate meetings held with Preston on an ad hoc basis (approx. 3 per year) MoU agreed with Blackpool and Wyre Councils with approx. meetings every 2 months Fylde Coast Strategic Housing Market Assessment (SHMA) completed Fylde Coast Retail Study update completed Ongoing participation in the Fylde Coast Strategic Transport Group (approx. quarterly meetings)	
1.4 Continue to work closely with Lancashire County Council on strategic economic	Fylde Borough Council Lancashire County Council BFWEDC	Continue to meet and share information on key projects	X			Participated in the formulation of the EU Structural and Investment Funds Strategy for Lancashire 2014-2020	Close working relationship established with Lancashire County Council on strategic and operational economic
		Lancashire County	X				

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
development matters		Council to improve information sharing on Rosebud loans etc.				<p>Ongoing attendance at the Lancashire European Network (LEN) which develops and implements EU funding activity in Lancashire 2014 to 2020</p> <p>Full co-ordination and referrals established between FBC and BOOST Business Lancashire</p> <p>Full co-ordination and referrals established between FBC and Start-up Lancashire</p> <p>Warton Enterprise Zone Phase 1 – Masterplan drafted and adopted September 2014</p> <p>Joint commissioning of Blackpool Airport Masterplan January 2015</p>	development matters

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
Strategic Theme 2: Town Centres							
2.1 Evaluate the merits of establishing town centres forums or town teams to represent the various stakeholders	Kirkham & Wesham Business Group Lytham Business Partnership St Annes Chamber of Trade Kirkham Town Council St Annes Town Council Fylde Borough Council	All partners to meet and discuss the merits and agree on next steps (if any)		X		High Street Innovation Fund Grant fully allocated during 2014 and project monitoring on an ongoing basis throughout 2015 and 2016 Supported St Annes on Sea Town Council in exploring the potential of a 'Town Team' for St Annes 2 ad hoc meetings held so far January 2015	Ongoing support offered subject to resources 'Town Team' likely to be established
2.2 Continue to support and deliver capital schemes to enhance the public realm of town centres	Fylde Borough Council Lancashire County Council Private Sector developers Property/land owners St Annes on the Sea Town Council Kirkham & Wesham Business Group St Annes Chamber of Trade Lytham Business Partnership	FBC (Economic Development Officer) to develop Community Infrastructure Levy (CIL) to include provision for town centre public realm	X			Planning Policy Section have draft version of Local Plan Viability Assessment complete which may lead to a CIL Introduction of a CIL will be dependent upon the Local Plan due 2015	Work well under way to implement a CIL if viable through the Local Plan process This work is supported by the Regeneration Service
		Prepare a masterplan for Ansdell District Centre, including public engagement, land assembly and implementation	X	X		Plan developed with extensive consultation with the community Public realm scheme extended in 2014 and now fully implemented	Improved trading environment/public realm delivered in Ansdell

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
		Prepare a public realm plan for Kirkham to support the historic market town function		X		Plan developed, 7 phases of improvement identified 3 of 7 phases completed, next phase to be delivered in 2015	Trading environment being improved in Kirkham town centre
		Prepare a public realm plan for St Annes to support its role as a Classic Resort			X	Next phase of regeneration works to commence spring 2015	
		Prepare a public realm plan for Lytham town centre to support its role as a key town centre			X	Cabinet have approved design work on Park Street and Ballam Rd	Work ongoing
		Undertake public realm projects as supported by s106 payments and CIL within town, neighbourhood and district centres	X			Opportunities for funding are always sought by the Regeneration Section as part of the Development Management process The scope of this route to deliver public realm improvements is limited due to the CIL Regulations 2010 Assisting the development of Public Realm schemes in	Opportunities for funding continually sought Scheme designs to be finalised

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
						Staining & Warton from April 2015 (subject to s106 funding)	
2.3 Create baseline data to measure the health of town centres	Fylde Borough Council	FBC (Regeneration Service to explore options to procure data			X	No suitable product has been found	
2.4 Work with all partners to market town centres and encourage additional activity such as events	Fylde Borough Council St Annes Town Council Kirkham Town Council St Annes Chamber of Trade HALSA Kirkham & Wesham Business Group Lytham Business Partnership	FBC (Tourism Officer) to continue to develop events programme and marketing activity with partners	X			Ongoing support for events and tourism promotion	
		St Annes Town Council to continue to develop events programme and marketing activity with partners	X			Ongoing activity most recently in co-ordination with a proposed 'Town Team'	
		Kirkham Town Council to continue to develop events programme and marketing activity with partners	X				
2.5 Seek to control the proliferation of charity shops	Fylde Borough Council	FBC (Regeneration Service) to lobby when opportunity permits	X			No activity to date	

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
2.6 Pursue high quality design in town centres	Fylde Borough Council	FBC (Regeneration Service) to produce conservation area appraisals and management plans		X		Heritage Strategy drafted and adopted in 2014, Action Plan requires Conservation Area Appraisals and Management Plans (subject to resource) Ongoing discussions about a partnership arrangement with the Lytham St Annes Civic Society	Improvements in design quality always sought as part of the planning process by the Regeneration Service
2.7 Ensure buildings are maintained and managed appropriately	Fylde Borough Council Building Owners	FBC (Regeneration Service) to form relationships with key building owners and work proactively to manage and maintain them		X		Regeneration Service completed Heritage Strategy which includes provisions to achieve this	Improvements to the level of good quality design in town centres through the Development Management process and proactive engagement
2.8 Explore options to help support the formation and survival of town centre businesses	Fylde Borough Council Kirkham & Wesham Business Group St Annes Chamber of Trade Lytham Business Partnership North & Western Lancashire Chamber of	FBC (Regeneration Service) to explore all options when opportunities permit	X			Where possible details of training or business support courses are circulated to the relevant town centre partnerships NB. Retail continues to be ineligible for most forms of Government/EU support	Options are continually explored by the Regeneration Service

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
	Commerce Federation of Small Business						
2.9 Removed (Cabinet 26 th March)							
Strategic Theme 3: The Visitor Economy							
3.1 Enhance the provision of visitor information	Fylde Borough Council HALSA St Annes Town Council Marketing Blackpool	FBC (Customer Services Manager) to explore all options to improve this service	X			Improved display boards Seasonal information developed FAQ's developed Specialist training provided for staff on marketing	Improved visitor information provided by the council
3.2 Market and promote the attractions of the Fylde nationally and internationally to increase the number of visitors and the level of spend	Fylde Borough Council HALSA Lancashire County Council Blackpool Borough Council Marketing Blackpool	FBC (Tourism Officer) to continue to develop events programme and marketing activity with partners	X			Ongoing support for events and tourism promotion	
3.3 Continue to develop the Ribble Coast & Wetlands Regional Park	Fylde Borough Council Lancashire County Council RSPB Lancashire Wildlife Trust Other constituent local authorities and partners	FBC (Regeneration Service) to continue to support and work with the Ribble Coast & Wetlands Regional Park steering group	X	X	X	No major activity	

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
		LCC to co-ordinate Ribble Coast & Wetlands steering group	X			No major activity	
		FBC (Regeneration Service) to seek to achieve environmental improvements through the planning system	X			Ribble Coast and Wetlands Regional Park recognised in the 'Draft Local Plan' Improvements sought where possible through the Development Management process	
		All partners to continue to evaluate 'official' designation through the planning system			X		
3.4 Seek to restore the historic heritage assets and attractions of Fairhaven Lake and St Annes Promenade Gardens	Fylde Borough Council Lytham St Annes Civic Society St Annes Town Council	FBC (Regeneration Service) to explore all options for development when opportunity permits	X				
		FBC (Cultural Service) to continue development of restoration management plans and funding bids	X			HLF bid to be submitted in Feb 2015	

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
3.5 Support the (re) development of Lytham Hall	Fylde Borough Council Lytham Town Trust Heritage Trust Northwest Lancashire County Council	FBC (Regeneration Service & Tourism Officer) to work proactively with partners to enable the redevelopment and growth of Lytham Hall as a tourist attraction	X	X		Meetings held with project manager from Heritage Trust North West to explore the possible funding options for the project 1 unsuccessful funding application made	Support for the (re) development of Lytham Hall continues
3.6 Seek to develop (redevelop) key sites which have the potential to contribute to the visitor economy	Fylde Borough Council Private Land Owners	FBC (Regeneration Service) to build relationships with land owners and potential investors	X			Watching brief maintained in relation to the 'Island' site no major developments Site put forward in relation to 2 enquiries	
		FBC (Regeneration Service) to prepare development briefs and/or facilitate investment in key sites			X	No major activity	
3.7 Seek to develop and implement the Classic Resort concept	Fylde Borough Council	FBC (Regeneration Service) to continue to explore opportunities when possible			X	No major activity Classic Resort concept recognised in the 'Draft Local Plan'	

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
Strategic Theme 4: Investment Enquiry Handling and Relationships with Businesses							
4.1 Seek to develop a supportive culture within the Council towards investment and development that can lead to economic growth	Fylde Borough Council Private Investors/Developers	FBC (Regeneration Service) to co-ordinate a 'corporate team' to respond expediently to investment and development opportunities, particularly in relation to the pre-application stage of planning applications	X			Pre-application advice and guidance (both formal and informal) is available to businesses and developers proposing most applications relating to employment land or business uses Pre-application advice (informal) provided on 8 occasions relating to 5 sites 3 tailored responses to property and land enquiries Member of pan-Lancashire ABG Grant Panel awarding grants to businesses proposing expansion or job growth	Supportive culture developed and embedded with the Development Management process
4.2 Foster good and productive relations with investors and developers	Fylde Borough Council Lancashire County Council Private Investors/Developers BFWEDC	FBC (Regeneration Service) to improve working relations with land owners through face to face	X			5 meetings held concerning 'commercial' development with land owners Availability of service	Good relations created and maintained with investors and developers

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
		meetings FBC (Regeneration Service) to provide appropriate information and guidance to potential investors/ developers through website provision and in response to enquiries	X			promoted on the Council's website and through commercial property agents acting locally Website up to date and information on development site promoted	
4.3 Develop a critical friend role within the planning system/department for major planning applications which have a clear benefit for economic growth and job creation	Fylde Borough Council	FBC (Regeneration Service)	X			Working practices established	Critical friend role active
4.4 Ensure appropriate systems and protocols are in place between all public sector partners in dealing with investment enquiries	Fylde Borough Council Lancashire County Council Lancashire Enterprise Partnership Blackpool Borough Council BFWEDC	FBC (Regeneration Service) to develop protocols and working practices with partner organisations		X		Common Client/Customer Relationship Management (CRM) system in place for all partners – Evolutive Purchased the Grantfinder grant search software to improve access to grants	Appropriate systems in place, Fylde Borough Council utilising

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
4.5 Develop and maintain good and productive relations with land owners and commercial property agents	Fylde Borough Council Commercial Property Agents Land Owners BFWEDC	FBC (Regeneration Service) to develop and maintain good relations	X			5 meetings held concerning 'commercial' development with land owners Ad hoc meetings in relation to specific developments with commercial property agents	Good and productive relations with land owners and commercial property agents developed and maintained
4.6 Develop and maintain good and productive relations with indigenous businesses	Fylde Borough Council Indigenous Businesses BFWEDC	FBC (Regeneration Service) to develop and maintain good relations with larger employers	X			All large employers invited to attend the quarterly Fylde Economic Forum chaired by FBC Chief Exec Most large employers aware of the Council's Economic Development Service and would contact if necessary	Good and productive relations with indigenous businesses developed and maintained
		FBC (Regeneration Service) to develop and maintain good relations with small and medium employers		X		Both the Federation of Small Businesses and the North and Western Lancs Chamber of Commerce invited to attend the quarterly Fylde Economic Forum chaired by FBC Chief Exec	
4.7 BFWEDC to work with all Fylde Coast authorities to attract inward investment, with efforts to be	BFWEDC	BFWEDC to continue to develop and support investment across the Fylde Coast	X			Capacity of BFWEDC severely limited, however much activity around target sectors related to manufacturing and processing as well as the	Work ongoing within available resources

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
targeted at specific industry sectors						energy sector Fylde Coast Growth Accelerator Strategy currently being drafted by BFWEDC with considerable work on economic growth in target sectors	
Strategic Theme 5: Warton Enterprise Zone							
5.1 Be responsive and supportive to enquiries from potential developers/investors	Fylde Borough Council Lancashire Enterprise Partnership Lancashire County Council BAE Systems BFWEDC	All partners to work together to agree protocols for responding to enquiries	X			LCC/LEP and BAE Systems handling all investment enquiries, FBC role is to forward any interested parties	FBC responsive and supportive however main body is the Lancashire LEP
5.2 Prepare and adopt appropriate Local Development Orders (LDOs)	Fylde Borough Council	All partners to work together to develop LDOs	X	X		First LDO in place	First LDO in place
5.3 Develop a master plan for the 'build out' of all parts of the enterprise zone	Fylde Borough Council Lancashire Enterprise Partnership Lancashire County Council BAE Systems	All partners to work together to develop a master plan		X		Phase 1 Masterplan in place	First Masterplan in place
Strategic Theme 6: Infrastructure							
6.1 Be responsive	Fylde Borough Council	FBC (Regeneration		X		Support now focussed on the	Support always provided.

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
and supportive of Blackpool International Airport including any appropriate enabling development required; having regard to broader planning issues	Blackpool International Airport BFWEDC Blackpool Council	Service) to provide 'critical friend' role outlined above				development of a Masterplan covering the airport site in partnership with LCC and Blackpool Council. Protection of aviation facility included with this work.	
6.2 Improve the coverage and speed of broadband throughout Fylde but particularly in rural areas	Lancashire County Council BT	Lancashire County Council to deliver the Lancashire Rural Broadband Project		X		Superfast Lancashire programme to complete in March 2015. Extension of programme likely	Coverage and speed of rural broadband being improved
6.3 Seek improvement of railway stations and their immediate environment to become accessible gateways and economic hubs	Network Rail Train Operating Companies Lancashire County Council Fylde Borough Council South Fylde Rail Partnership	All parties to work together to ensure opportunities are not missed	X			Officers attend the South Fylde Community Rail Partnership	
6.4 Work to ensure that the M55 link road is completed as expediently as possible	Private sector Lancashire County Council	All parties to work together to ensure this vital infrastructure is delivered			X	Business Case jointly agreed with LCC for inclusion in the Lancashire Growth Deal	Ongoing work to ensure expedient delivery of road

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
Strategic Theme 7: Employment Sites & Premises							
7.1 Ensure plans and policies for employment land are flexible to accommodate the needs of indigenous business growth and potential investment to the area	Fylde Borough Council	FBC (Regeneration Service) to ensure this is met in the emerging Local Plan	X			Fylde Borough Council Employment Land and Premises Study published August 2012, findings reflected in the draft Local Plan due for completion in 2015	Flexible plans and policies in support of employment delivered
7.2 Create and maintain good and productive relations with the business community to fully ensure that their needs (employment land and premises) are understood	Fylde Borough Council	See 4.6 above	X			See 4.6 above	See 4.6 above
7.3 Develop a critical friend role within the planning system/department for major planning applications which have a clear benefit for economic growth	Fylde Borough Council	See 4.3 above	X			See 4.3 above	See 4.3 above

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
and job creation							
7.4 Develop and maintain good and productive relations with land owners and commercial property agents	Fylde Borough Council	See 4.5 above	X			See 4.5 above	See 4.5 above
7.5 Ensure appropriate systems and protocols are in place between all public sector partners in dealing with investment enquiries	Fylde Borough Council	See 4.4 above	X			See 4.4 above	See 4.4 above
7.6 Suggest Removal from Action Plan							
Strategic Theme 8: Education, Skills and Training							
8.1 Ensure the provision of education and training is focused on the needs of both employers and residents	Fylde Borough Council Blackpool & The Fylde College Lancashire County Council Blackpool Council	FBC (Regeneration Service) to continue to attend and support the Fylde Coast JESAG	X			Responsibility now resides with the Skills Board of the LEP	
8.2 Fully understand the skills and	Fylde Borough Council Blackpool & The Fylde	All partners to work together to achieve	X			Future Skills Requirements for the Advanced Manufacturing	

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
training needs of employers throughout the Fylde economy	College Lancashire County Council LCDL BFWEDC	this outcome See also 8.4 below				and Energy Sectors completed in 2013 and findings passed to the LEP	
8.3 Encourage apprenticeships as a means of developing skills and employment	Lancashire County Council Fylde Borough Council Blackpool & the Fylde College Private Sector	All partners to work together to achieve this outcome	X				
8.4 Ensure that the needs of key large employers and potential new industries within the energy and manufacturing sector are understood	BFWEDC	BFWEDC to continue to support the Fylde Coast Manufacturers & Process Skills Group See also 8.2 above	X			Report on Future Skills Requirements for the Advanced Manufacturing and Energy Sectors completed in 2013 and findings passed to the LEP	
Strategic Theme 9: Rural Economic Development							
9.1 Support the diversification of the rural economy particularly redundant farming property	Fylde Borough Council Lancashire County Council RDPE North Lancashire LAG	RDPE North Lancashire LAG to continue to deliver EU funded grants and programmes in rural parts of Fylde	X			Work of the RDPE North Lancashire LAG completed Participated in the formulation of the EU Structural and Investment Funds Strategy for Lancashire 2014-2020, which includes	The diversification of the rural economy and particularly redundant farming property support where possible

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
						future rural funding	
		FBC (Regeneration Service) to continue to attend RDPE LAG meeting on a quarterly basis	X			Work of the RDPE North Lancashire LAG completed Active member of the new LAG structure	
9.2 Improve the coverage and speed of broadband throughout Fylde but particularly in rural areas	Lancashire County Council BT	See 6.2 above		X		See 6.2 above	See 6.2 above
Strategic Theme 10: Quality of Life/Place							
10.1 Ensure high quality design and integration with infrastructure of new employment sites	Fylde Borough Council	FBC (Regeneration Service) to produce planning briefs where appropriate and design advice to all applications	X	X	X	Ongoing	
10.2 Ensure that new residential development is laid out to high standards offering a variety of housing types and tenures	Fylde Borough Council	FBC (Regeneration Service) to produce planning briefs where appropriate and design advice to all applications	X	X	X	Ongoing	
10.3 Seek to protect	Fylde Borough Council	FBC (Regeneration	X			Ongoing	

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
and enhance the urban and rural aspects of the Borough		Service & Development Management) to achieve through decision making in relation to planning applications					
10.4 Preserve and enhance the heritage assets of the Borough	Fylde Borough Council	FBC (Regeneration Service) to produce Conservation & Heritage Strategy		X		Regeneration Service completed Heritage Strategy which includes provisions to achieve this	
		FBC (Regeneration Service) to produce Conservation Area Appraisals & Management Plans		X			
		FBC (Regeneration Service) to produce a 'local list'		X			
Strategic Theme 11: Energy and Climate Change							
11.1 Maximise the potential economic benefits to the local communities of sites for exploration and development from the energy and	BFWEDC Westinghouse/Springfields Cuadrilla Resources Blackpool & The Fylde College	BFWEDC to understand the potential and subsequently harness the potential economic benefit by working	X			BFWEDC leading on liaison with Shale Gas industry including regulators BFWEDC also represent the area on the BIS Unconventional Oil and Gas	

Actions to take place	By Whom?	How will this be delivered	By When?			Examples of Activity	Outcomes and Outputs
			Ongoing	1 year	3 years +		
renewables sectors		across the Fylde Coast and building relationships with key firms				working group and the Northwest Energy Task Force Full response provided to LCC to assist in the determination of their planning applications relating to Shale Gas	

REPORT



REPORT OF	MEETING	DATE	ITEM
CORPORATE PERFORMANCE	POLICY DEVELOPMENT SCRUTINY COMMITTEE	19 FEBRUARY 2015	6

MID-END PERFORMANCE EXCEPTION REPORT 2014/15

PUBLIC ITEM

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

SUMMARY

The report provides details of the key performance outcomes for the first half of the financial year 2014/15. Performance is reported against the targets set for the year and commentary is provided on the key outcomes. Given the length of time between the half year end date (September 30th) to the report date, the latest performance figures have been included in the report where possible.

RECOMMENDATIONS

1. That members approve the proposed measure change requests (PM 23, 49, 76, 36, 152).
2. That the committee examines the report along with the supporting Appendices, scrutinises the performance to date and makes any appropriate recommendations to officers or Cabinet members that would support performance improvement or performance reporting.

CABINET PORTFOLIO

This item falls within the following cabinet portfolio(s):

Finance and Resources - Councillor Karen Buckley

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)		To Encourage Cohesive Communities (People)	
To Promote a Thriving Economy (Prosperity)		To Meet Expectations of our Customers (Performance)	√

SUMMARY OF PREVIOUS DECISIONS

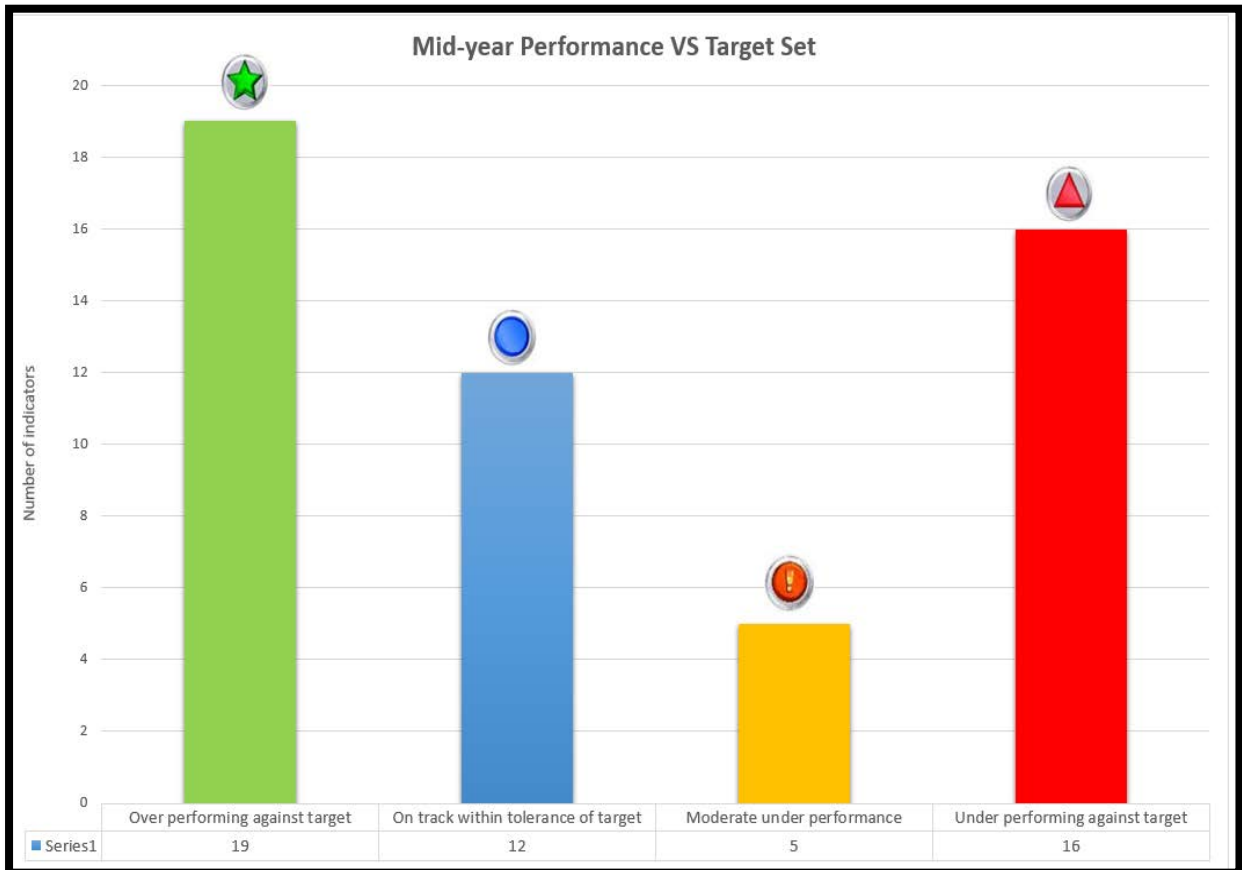
The Performance Exception Report is presented to scrutiny on a six monthly basis with any recommendations included in reports to Cabinet or taken into account by officers.

MID-YEAR CORPORATE PERFORMANCE SUMMARY

How did we perform at mid-year? (April 2014 – September 2014)

Performance compared against target shows:

- 31 indicators (*nearly 60%*) exceeded targets or was within tolerance set at the mid-year.
- 16 performance indicators was below the targets set (*being just over 30%*).
- 5 indicators are slightly below the thresholds set (*which equates to 10%*).



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

Commentary is provided to outline the difference between the performance and the target

CHIEF EXECUTIVE DIRECTORATE

PM02: Average number of day's sickness per Full Time Employee is 5.58, better than the target of 6, last year's figure was 7.04.

Sickness absence management remains a priority for the Council because of the financial and motivational benefit it has. Initiatives around back to work support, phased return, absence prevention and work place improvements have contributed to the reduced level of sickness absence and performance that is amongst the best in the North West.

*figure to November 30th 2014 has improved further to 5.06 days

PM3: Number of complaints received was 194, better than the target of 750, last year's figure was 433.

The culture of the Council is shifting towards more positive and forward thinking behaviours that have a direct impact on customer expectation and perception as well as tolerance levels and understanding that have been influenced through effective communication. These factors have had a direct impact across most service areas resulting in higher levels of customer satisfaction, improved staff morale, fewer errors, greater understanding, appreciation for the customer and tolerance when things do go wrong because they always will. The decrease is particularly significant in day to day operational complaints such as missed bins or information error but the level of dissatisfaction about more complex matters such as enforcement action and regulatory decisions has seen little if any decrease.

PM56: Percentage of household waste recycled is estimated to be 50%, better than the target of 46%, last year's figure was 51%.

The recycling rate has been positively influenced by high green waste tonnages over the summer period as in previous years; this will reduce significantly over winter and the recycling rate will reduce in Q3 & Q4 as in previous years, averaging out to be in-line with the estimated target figure.

PM96: Percentage of customers satisfied with MOT experience was 100%, better than the target of 90%, new measure no comparable data.

High levels of customer satisfaction with the MOT experience have resulted in performance above the target for this indicator; this will be monitored on an ongoing basis based on feedback from customers to ensure we maintain such a high standard of service.

DEVELOPMENT SERVICES DIRECTORATE

PM22: Number of 'in bloom' awards achieved by groups working with Local Authority was 29 and better than the target of 25, last year's figure was 29.

The 'In Bloom' initiative continually improves across the Borough as officers from the Parks and Greenspace Team continue to encourage and support additional community groups to engage in the scheme. The continued success in the scheme leads to more awards and community partnerships whilst improving and sustaining horticultural and environmental standards around the Borough. This indicator is a measure of the effectiveness of partnership working in the Borough and the performance is attributed to the partnerships rather than a single organisation.

PM36: Percentage of major applications determined within 13 weeks (financial year rolling figure) was 73.33%, better than the target of 40%, last year's figure was 88.2%.

The time taken to determine major applications has been highlighted by central government as a key performance indicator. Accordingly, priority has been given to determining major applications within agreed timescales, resulting in performance above established targets. However, due to changes in the way in which this performance is recorded, it is proposed to delete this performance indicator and rely upon PM151. (Please also refer to the measure change request section later in the report)

PM151: Percentage of speed of decisions on major planning applications (over a 2 year period) was 74.17%, better than the target of 50%, new measure no comparable data.

The time taken to determine major applications has been highlighted by central government as a key performance indicator. Accordingly, priority has been given to determining major applications within agreed timescales, resulting in performance above established targets.

RESOURCES DIRECTORATE

PM06: Percentage of customers satisfied with the service received from Fylde Council was 87.75%, better than the target of 85%, last year's figure was 79.11%.

Customer Services has worked hard to improve satisfaction levels by removing service failures and ensuring staff display the agreed competencies Fylde. This high level of satisfaction is also influenced by improvements in the back office leading to a reduction in complaints and an increase in right first time service requests.

PM12: Percentage satisfaction rating indicated by post-audit surveys was 95.2%, better than the target of 90%, last year's figure was 0.

This is a new indicator and the higher performance rating is reflective of the strong performance of the Audit Team.

PM29: Percentage of cases where homelessness was prevented and households were able to remain in own their home or assisted accommodation was 90%, better than the target of 86%, last year's figure was 86%.

The council has a proactive approach to prevent homelessness which has resulted in homelessness being prevented for 90% of closed housing advice cases.

PM40: Number of affordable homes delivered (Gross) was 39, better than the target of 27.5, last year's figure was 21.

A number of sites did not complete during 2013-14 therefore these were completed in 2014-15.

PM47: The number of unique hits on the Council's website www.fylde.gov.uk was 276,984, better than target of 225,000, last year's was 248,247.

The council's website has continued to perform well and again exceed performance expectations. The next stages of development will focus on increasing functionality and look to provide an improved self-service offering using the latest technology to deliver the best and most efficient experience for customers transacting online. This will provide us with a solid platform for moving forward with improvement projects and online service provision in the future which will help us maintain and aim towards improving the performance of the council's online services.

PM64: % satisfaction with IT service overall was 100%, better than the target of 95%, last year's figure was 98%.

Recent restructure to future-proof and improve the service, closer interaction with staff and the inclusion of the ability to supply feedback on every closed helpdesk call has allowed staff using the service to provide better and more detailed feedback. This will be maintained by continuing to monitor how we react to helpdesk calls and continued refresher training on customer care as well as technical training so as to meet our customer satisfaction expectations.

PM65 Time taken process Housing Benefit / Council Tax new claims & change in circumstances was 17.29, better than the target of 22 days, last year's figure was 16.45 days.

Processing time is considerably better than the target but the service continues to be challenged by high work volumes and the impact of various welfare reforms

PM67: Average Speed for processing notifications of changes in benefit circumstances was 16.54 days, below than the target of 23 days, last year's figure was 16 days.

Processing time is considerably better than the target but the service continues to be challenged by high work volumes and the impact of various welfare reforms.

PM68: Proportion of Council Tax collected was 60%, better than the target of 49%, last year's figure was 57.7%.

Collection was considerably above target. It is unlikely that this will be maintained owing to the challenges presented by the change to the Council Tax Reduction Scheme for 2014/15. Non-pensioner households in receipt of the Council Tax Reduction Scheme now have a minimum of 22.7% of the council tax to pay compared to 8.5% the previous year.

PM69: Percentage of Business Rates, which should have been received was 57.27%, better than the target of 49%, last year's figure was 60.46%.

Although collection was above target, it is not possible to have a direct collection comparison between 2014/15 and 2013/14 owing to the changes which now allow businesses the right to pay over 12 monthly instalments instead of the statutory 10 instalments.

PM95: Percentage of ICT Service delivery available during core times was 99.13%, better than the target of 90%, new measure no comparable data.

This is a new Key Performance Indicator measuring 13 key services and it was set at 90% as that was deemed a reasonable level for a previously un-measured performance level. The level will be maintained by continuing to monitor the key services during core times which will pre-empt any developing technical issues by the use of monitoring tools along with better planning around scheduled maintenance of the ICT infrastructure.

PM98: Number of households in mortgage difficulty approaching the LA received appropriate advice was 9, better than the target of 20, new measure no comparable data.

The number of households in mortgage difficulty approaching the LA is slightly lower than expected this could change after the next quarter.

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

Commentary is provided to outline the difference between the performance and the target

CHIEF EXECUTIVE DIRECTORATE

PM07: The number of complaints not responded to within five working days was 15, worse than the target of 0, last year's figure was 34.

The number of complaints about more complicated matters such as licensing, planning, neighbour disputes, benefit calculations or decisions made by the Council have not experienced a decrease. These type of complaints require additional investigation which takes time, however, the five working day target should still be achieved through the use of a holding response. The policy enables officers to send a holding response within the five working days which outlines why it is not possible to provide a full response within the target time, who is dealing with the matter, their contact details and a date by which a full response should be provided. For this reason the target performance is zero complaints responded to within the five working days. After review it has been established that officers have not been using the holding response and some complaints have not been directed to more than one officer so if only one officer receives the complaint and they are away from the office for five working days or longer then the target cannot be met. These are basic procedural practices that have been rectified in an effort to achieve the zero performance target in future years.

PM76: Delivery of at least 10,000 hours community work through partnership with HMP Kirkham was 2,528, worse than the target of 5,000, last year's figure was 6,028. *An ambitious target of 10,000 hours was set based on the success of the partnership in 2013/14 however circumstances beyond Fylde's control resulted in a temporary period for Operational Services and a prolonged period for the Parks department with no prisoner support. As a consequence the target is unrealistic and has been revised to 3,000 hours which will be achievable if the current level of support is sustained moving forward.*

DEVELOPMENT SERVICES DIRECTORATE

PM23: Number of swims at St Anne's pool was 43,268, worse than the target of 49,998, last year's figure was 42,401.

Awaiting further clarification of swim numbers from the Fylde Coast YMCA. The team at St Anne's Swimming Pool are a new team and they are developing their monitoring procedures. Issues in terms of monitoring and recording schools usage have been identified and clarification is being sought from the centre. This will be picked up at the next quarterly performance meeting.

PM38: Percentage of 'other' applications determined within 8 weeks was 65.78%, worse than the target of 80%, last year's figure was 68.40%.

Due to concentrating resources on the determination of major applications within 13 weeks (PM151) during a period of vacancies as a result of staff turnover, performance has not improved over previous years and remains in the mid 60% range. A planning improvement plan is in the process of implementation and further process improvement work is ongoing, focused on improving this target.

PM39: Net additional homes provided was 133, worse than the target of 153, last year's figure was 82.

This indicator is not something we have direct control over, it may be that by the end of the reporting period 31st March 2015 we will have reached our target. The UK is coming out of a recession and this is affecting numbers of dwellings completed. Developers are not building because they are concerned they will not be able to sell. However, there have been a no. of large Housing Applications

approved recently and some of these are currently under construction, we would expect to see more completions over the coming months.

PM152: Percentage of quality of decisions on major planning applications (over a 2 year period) was 9%, worse than the target of 5%, new measure no comparable data. *The target was reduced from 10 % to 5% in expectation of an amended central government target which currently stands at 20%. Central Government has, however, retained the existing target and so it is proposed to revert to the previous local target of 10% in order to exceed the national target. (Please refer to later in the report). A report in regard to planning appeal performance was considered by Policy Development Scrutiny Committee on 9th October 2014 and is available at <http://www.fylde.gov.uk/meetings/details/1213> .*

RESOURCES DIRECTORATE

PM11: Percentage of Audit plan completed was 37.9%, worse than the target of 45%, last year's figure was 43.3%.

The target has not been met as a member of the team left the authority creating a vacancy. This vacancy is currently being filled and following this, performance should improve.

PM28: Number of households living in temporary accommodation was 8, worse than the target of 6, last year's figure was 13.

This indicator monitors the number of households living in the Councils temporary accommodation. Performance is better than the same period in 2013-14, the figure is in line with performance during the same period the year before 2012-13.

PM32: Average time accommodated in B&B for all homeless households (in days) was 27, worse than the target of 0, last year's figure was 40.

A target of 0 is set because guidance is that B&B should be avoided. B&B has been used on several occasions due to the lack of suitable temporary accommodation. Performance is better than the same period in 2013-14, the figure is in line with performance during the same period the year before 2012-13.

PM33: Average time accommodated in interim facilities (including holiday flats, leased properties) was 12 weeks, worse than the target of 7, last year's figure was 10 weeks.

This indicator reflects the time in temporary accommodation for homeless households while their circumstances are investigated and while they wait for permanent accommodation. As highlighted in PM34 there have been a small number households waiting longer than expected for suitable accommodation, which has impacted on the average time accommodated in interim facilities.

PM34: Average weeks to accommodate all homeless households rehoused into permanent accommodation was 13, worse than the target of 9, last year's figure was 5.

This indicator reflects the length of time accommodated before a household is rehoused into permanent accommodation. There have been a small number of households waiting longer than expected for suitable accommodation which has increased the overall average time taken to rehouse.

PM49: Percentage of phone calls to 01253 658658 answered was 83.5%, worse than the target of 90%, last year's figure was 89.5%.

After last year's record breaking performance (highest performance since Fylde direct opened 6 years ago) officers decided to up the level to 90% from last year's target of 85%. Unfortunately there has been a large amount of staff turnover (40% of the team) resulting in performance suffering during recruitment and training. Officers are confident that performance will recover in the last half of year but it won't meet the 90% target.

PM72: Percentage of statutory EPA Permitted process inspections completed (quarterly) was 0, worse than the target of 100%, last year's figure was 50%.

For 2014/2015 the inspections under EPA which are programmed annually, are not due for inspection until Jan/Feb/mar 2015. 0% have been carried out because 0% are due.

PM97a: The length of time for applicants on the waiting list for DFG (weeks) was 62 weeks, an increase of 16 weeks from April 14, which is worse than the target of zero increase in the waiting time.

Demand for the mandatory DFG remains strong and the increase in waiting times reflects the financial resources available which are passported through to the Council from external grant support.

PM97b: The number of applicants on the waiting list for a DFG was 70, a reduction of 7 from April 14, which is better than the target of a zero increase in numbers on the list.

The service has targeted the waiting list in the first half of the year within the resources that are available and the number on the list has reduced slightly, although waiting times have increased.

PM99: Number households received financial assistance from the council to prevent repossession was 0, worse than target of 2, new measure no comparable data.

A number of factors have impacted on this including a reduction in the number of households approaching for advice regarding mortgage difficulties. A number of cases have been ongoing and other prevention tools have or are being considered, once these have been exhausted we envisage that a number of households will receive financial assistance during Q3.

***** **PERFORMANCE MEASURE CHANGE REQUESTS** *****

PM23: Number of swims at St Anne's pool

Proposed **target change** of 100,000 for responded to 90,000.

Target change proposed figure of 90,000 in line with Sport England target user figures for the refurbished pool. This will enable consistent and transparent performance monitoring.

PM49: Percentage of phone calls to 01253 658658

Proposed **target change** of 90% for responded to 85%.

Officer comment: There has been a high turnover of staff within the Customer Services Team. A period of time is required to train new staff members and this accounts, together with the turnover, for the drop in performance.

PM76: Delivery of at least 10,000 hours community work through partnership with HMP Kirkham
Proposed **target change** of 10,000 for to 3,000.

An ambitious target of 10,000 hours was set based on the success of the partnership in 2013/14 however circumstances beyond Fylde's control resulted in a prolonged period with no prisoner support; although this has been subsequently rectified the target remains unrealistic and has been revised to 5,000 hours which will be achievable if the current level of support is sustained moving forward. With the internal matters within Kirkham prison the Custody 2 Work programme was temporarily stopped with the parks department, but has since now restarted. The target has been adjusted to appropriately reflect the number of hours anticipated to be achieved within the year. Officers are continuing to work with Kirkham Prison to ensure the support is maintained.

PM36: Percentage of major applications determined within 13 weeks

Remove performance measure.

The method of calculating performance in regard to major applications has been amended by Central Government. Accordingly it is proposed to amend this performance measure to reflect the National indicator and PM36 will, in effect, be replaced by PM151.

PM152 Percentage of quality of decisions on major planning applications (over a 2 year period) was 9%, worse than the target of 5%, new measure no comparable data.

Proposed **target change** 5% to 10%

In expectation of an amended central government target (currently 20%). Central Government has, however, retained the existing target and so it is proposed to revert to the previous local target of 10% in order to exceed the national target.

IMPLICATIONS	
Finance	There are no direct implications arising from the report
Legal	There are no direct implications arising from the report
Community Safety	There are no direct implications arising from the report
Human Rights and Equalities	There are no direct implications arising from the report
Sustainability and Environmental Impact	There are no direct implications arising from the report
Health & Safety and Risk Management	There are no direct implications arising from the report

REPORT AUTHOR	TEL	DATE	DOC ID
Alex Scrivens	01253 658543	3 February 2015	
Allan Oldfield	01253 658500	February 2015	






LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
PDSC Report and Minutes	18 June 2014	www.fylde.gov.uk

Attached Documents



Appendix 1 - Performance Key Icon Status

Appendix 2 - Performance Indicator Table (April 2014 - September 2014)

Appendix 1: PERFORMANCE KEY ICON STATUS

	<p>Over Performance – the indicator is over performing against target</p>
	<p>On Track – the indicator is performing within tolerance of target.</p>
	<p>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.</p>
	<p>Under Performance – the indicator is under performing against target.</p>
<p>N/A</p>	<p>Not Applicable – no comparable data available. This could be due to the methodology being change or being a new measure created.</p>
	<p>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.</p>

Appendix 2: PERFORMANCE INDICATOR TABLE (APRIL 2014 - SEPTEMBER 2014)

Performance better than target limits						
Local Key Performance Indicators	Frequency	Good Performance Is	April 2013 to Sept 2013	April 2014 to Sept 2014	Target To Date	Status To Date
PM02: Average number of days sickness per Full Time Employee	Monthly	Smaller is Better	7.04	5.58	6	
PM03: Number of complaints received (Corporate)	Monthly	Smaller is Better	433	194	750	
PM06: Percentage of customers satisfied with the service received from Fylde Council	Monthly	Bigger is Better	79.11	87.75	85	
PM12: Percentage satisfaction rating indicated by post-audit surveys	Quarterly	Bigger is Better	0	95.2	90	
PM151: Percentage of speed of decisions on major planning applications (over a 2 year period)	Quarterly	Bigger is Better	N/A	74.17	50	
PM22: Number of 'in bloom' awards achieved by groups working with LA	Municipal Year	Bigger is Better	29	29	25	
PM29: % of cases where homelessness prevented and households able to remain in own home or assisted	Quarterly	Bigger is Better	86	90	86	
PM36: Percentage of major applications determined within 13 weeks (financial year rolling figure)	Quarterly	Bigger is Better	88.2	73.33	40	
PM40: Number of affordable homes delivered (Gross)	Quarterly	Bigger is Better	21	39	27.5	
PM47: The number of unique hits on the Council's website www.fylde.gov.uk	Monthly	Bigger is Better	248247	276984	225000	
PM56: Percentage of household waste recycled	Quarterly	Bigger is Better	51.26	50	46	
PM64: % satisfaction with IT service overall	Monthly	Bigger is Better	98	100	95	
PM65 Time taken process Housing Benefit / Council Tax new claims & change in circumstances	Quarterly	Smaller is Better	16.45	17.29	22	
PM67: Average Speed for processing notifications of changes in circumstances	Quarterly	Smaller is Better	16	16.54	23	
PM68: Proportion of Council Tax collected	Quarterly	Bigger is Better	57.7	60	49	
PM69: Percentage of Business Rates, which should have been received, received	Quarterly	Bigger is Better	60.46	57.27	49	
PM95: Percentage of ICT Service delivery available during core times	Monthly	Bigger is Better	N/A	99.13	90	
PM96: Percentage of customers satisfied with MOT experience	Quarterly	Bigger is Better	N/A	100	90	
PM98: Number of households in mortgage difficulty approaching the LA received appropriate advice	Quarterly	Smaller is Better	N/A	9	20	

Performance within target limits						
Local Key Performance Indicators	Frequency	Good Performance Is	April 2013 to Sept 2013	April 2014 to Sept 2014	Target To Date	Status To Date
PM14: Percentage of invoices paid within 30 days or within agreed payment terms (Corporate)	Quarterly	Bigger is Better	92.27	94.45	94	
PM20: Number of Major parks achieving a 'Green Flag' award	Municipal Year	Bigger is Better	5	5	5	
PM21: Number of community groups supported (including 'in bloom' & 'friends of')	Municipal Year	Bigger is Better	25	30	30	
PM25: % of premises scoring 3 or higher on the food hygiene rating scheme (quarterly)	Quarterly	Bigger is Better	91.59	89	90	
PM31: Average time accommodated in B&B - family only (weeks)	Quarterly	Smaller is Better	1.8	1	0	
PM55: Missed bins as a percentage of all collections	Quarterly	Smaller is Better	0.05	0.04	0.05	
PM66: Average speed of processing new claims	Quarterly	Smaller is Better	18.29	21.3	21	
PM70: % of Licensing Act 2003 certificates issued within 3 working days of statutory time scale (Q)	Quarterly	Bigger is Better	98.65	100	100	
PM71c: Total % of hackney carriage/private hire vehicle & driver licenses issued within 3 days	Quarterly	Bigger is Better	100	100	100	
PM73: Percentage of high risk "A" rated health and safety premise inspections completed (quarterly)	Quarterly	Bigger is Better	10.4	100	100	
PM86: Percentage of FOIs responded to within the statutory deadline of 20 days	Quarterly	Bigger is Better	99.2	100	100	
PM94: Number of recorded safety inspections carried out on each unit of children's play equipment	Quarterly	Bigger is Better	N/A	19	19	

Performance slightly behind target limits						
Local Key Performance Indicators	Frequency	Good Performance Is	April 2013 to Sept 2013	April 2014 to Sept 2014	Target To Date	Status To Date
PM05: Percentage of the overall workforce off with Long Term Sickness	Quarterly	Smaller is Better	50.73	33.4	30	
PM19: All Recorded Crime in Fylde Per 1,000 population	Monthly	Smaller is Better	19.49	21.13	19.02	
PM27: Percentage of high risk food hygiene inspections completed - Category A to C (quarterly)	Quarterly	Bigger is Better	66	86	90	
PM37: Percentage of minor applications determined within 8 weeks	Quarterly	Bigger is Better	40.43	56.25	60	
PM74: Percentage first time HGV fleet MOT passes	Quarterly	Bigger is Better	86.7	84.61	90	

Performance WORSE than target limits						
Local Key Performance Indicators	Frequency	Good Performance Is	April 2013 to Sept 2013	April 2014 to Sept 2014	Target To Date	Status To Date
PM07: Number of complaints not responded to within five working days	Monthly	Smaller is Better	34	15	0	
PM11: Percentage of Audit plan completed	Quarterly	Bigger is Better	43.3	37.9	45	
PM152: Percentage of quality of decisions on major planning applications (over a 2 year period)	Quarterly	Smaller is Better	N/A	9	5	
PM23: Number of swims at St Annes pool	Monthly	Bigger is Better	42401	43268	49998	
PM28: Number of households living in temporary accommodation	Quarterly	Smaller is Better	13	8	6	
PM32: Average time accommodated in B&B - all homeless households (days)	Quarterly	Smaller is Better	40	27	0	
PM33: Average time accommodated in interim facilities (inc holiday flats, leased properties)(weeks)	Quarterly	Smaller is Better	10	12	7	
PM34: Average weeks to accommodate all homeless households rehoused into permanent accommodation	Quarterly	Smaller is Better	5	13	9	
PM38: Percentage of other applications determined within 8 weeks	Quarterly	Bigger is Better	68.4	65.78	80	
PM39: Net additional homes provided	Monthly	Bigger is Better	82	133	153	
PM49: Percentage of phone calls to 01253 658658 answered	Monthly	Bigger is Better	89.5	83.5	90	
PM72: Percentage of statutory EPA Permitted process inspections completed (quarterly)	Quarterly	Bigger is Better	50	0	100	
PM76: Delivery of at least 10,000 hours community work through partnership with HMP Kirkham	Quarterly	Bigger is Better	6028	2528	5000	
PM97a: The length of time for applicants on the waiting list for a Disabled facility grant (weeks)	Quarterly	Smaller is Better	N/A	62	0	
PM97b: The number of applicants on the waiting list for a Disabled facilities grant	Quarterly	Smaller is Better	N/A	70	0	
PM99: Number households received financial assistance from the council to prevent repossession	Quarterly	Bigger is Better	N/A	0	2	

REPORT



REPORT OF	MEETING	DATE	ITEM
RESOURCES DIRECTORATE	POLICY DEVELOPMENT SCRUTINY COMMITTEE	19 FEBRUARY 2015	7

OVERVIEW AND SCRUTINY WORK PLANS – UPDATE

PUBLIC ITEM

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

SUMMARY

To seek the feedback of members about the work programme of the committee.

RECOMMENDATION

To seek feedback from the committee on the work plan relevant to its work.

CABINET PORTFOLIO

This item falls within all the relevant cabinet portfolio(s):

Finance and Resources:	Councillor Karen Buckley
Social Wellbeing:	Councillor Cheryl Little
Environment & Partnerships:	Councillor Thomas Threlfall
Planning & Development:	Councillor Dr Trevor Fiddler
Customer & Operational Services:	Councillor Albert Pounder

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)		To Encourage Cohesive Communities (People)	
To Promote a Thriving Economy (Prosperity)		To Meet Expectations of our Customers (Performance)	√

SUMMARY OF PREVIOUS DECISIONS

None

REPORT

The report provides an overview of the draft work plans of both the Community Focus and Policy Development Scrutiny committees up to the end of the life of the committees in April 2015. It asks members to consider any additions and/or amendments they may wish in relation to its own work plan.

Whilst the remit of each committee is defined within the Constitution, there has generally been some flexibility between the two committees to allow for a balance of work.

A full copy of the work plans is attached as an appendix to this report.

IMPLICATIONS			
Finance	None arising from this report		
Legal	None arising from this report		
Community Safety	None arising from this report		
Human Rights and Equalities	None arising from this report		
Sustainability and Environmental Impact	None arising from this report		
Health & Safety and Risk Management	None arising from this report		
REPORT AUTHOR	TEL	DATE	DOC ID
Lyndsey Lacey	01253 658504	2015	CFSC

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
PDSC committee report/ mins		Website

Attached documents

Appendix 1 - Workplans

Workplans for Committees 2014/2015

Meeting Date	Committee / Title of Report	Origin / Frequency
19-Feb-15	Policy Development, Town Hall, 18:15	
	Overview & Scrutiny Workplan Updates	Member Request
	Mid-Year Performance Exception Report 2014/15	6 monthly
	Economic Development Startegy - Review of Action Plan	Updated Report
	MTFS	Regular reporting
12-Mar-15	Policy Development, Town Hall, 18:15	
	Lancashire Single Homelessness Initiative	New Project
	Homelessness Repossession Prevention	New Report
	Home Energy Conservation Act (HECA)	Annual Report
	Areas Letting Consultation Results	Update Report
	The 2014 Employee Survey	Annual Report
	Residents Survey 2014	Annual Report
19-Mar-15	Community Focus, Town Hall, 18:15	
	Blackpool Teaching Hospital	Annual Report