



MINUTES

Community Focus Scrutiny Committee

Date:	Thursday, 16 May 2024
Venue:	Town Hall, St Annes.
Committee Members Present:	Councillor Frank Andrews (Acting Chairman) Councillors Peter Anthony, Liz Bickerstaff, Peter Collins, Chris Dixon, Martin Evans, Ed Nash, Gavin Harrison, Karen Henshaw JP, John Kirkham, Michael Withers.
Officers Present:	Gemma Broadley, Edyta Paxton, Lyndsey Lacey- Simone.
Other Attendees:	Zoe Wiggins (Age UK Lancashire), Natalie Reeves (Fylde Citizens Advice)

Acting Chairman

In the absence of the Chairman, Councillor Frank Andrews acted as Chairman for the purposes of the meeting.

Procedural Items

1. Declarations of Interest

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

Councillor Chris Dixon declared a personal interest in item 6 on the agenda relating to the Community Projects Fund (CPF) in so far as he sits on the CPF Panel.

2. Substitute Members

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

Councillor Peter Collins substituted for Councillor Damian Buckley.

Councillor Chris Dixon substituted for Councillor Vince Settle.

3. Confirmation of Minutes

RESOLVED: To approve the minutes of the Community Focus Scrutiny Committee meeting held on 22 April 2024 as a correct record for signature by the Chairman.

Scrutiny Items

4. Age UK Lancashire - Annual Report 2023/2024

Following an introduction by Gemma Broadley (Head of Corporate Services) the Chairman invited Zoe Wiggins, Customer Services Manager at Age Lancashire UK to present the 2023/24 Annual Report for Age UK Lancashire.

Members were advised that the Council has a Service Level Agreement in place with Age UK Lancashire to provide an information and advice service in Fylde. As part of the agreement, Age UK provides a report to the relevant committee each year, summarising its performance over the previous year.

A copy of the Annual report was included as an appendix to the report.

Ms Wiggins highlighted some key elements contained in the report including: a general update; details about the information and advice service; promotion and engagement activities together with details on client feedback.

Following the presentation, the Chairman invited question from members. These related to the following areas: RBL and veterans' service/support; demand for the service in rural areas; the scams prevention awareness project; signposting service; Health Watch Lancs; investments made; opening hours of the premises in St Annes. Ms Wiggins addressed each question in turn.

The Chairman thanked Ms Wiggins for her presentation and the committee RESOLVED to accept the report.

5. Citizens Advice Fylde - Annual Report 2022/2023

The Chairman invited Natalie Traynor, Chief Officer at Citizens Advice Fylde to present the 2022/2023 Annual Report. In doing so, she advised that Fylde Council is the funding body for the service via the provision of an annual grant. Details relating to this matter were set out in the report.

Further to the above, Ms Traynor indicated that an overview of the previous financial year would also be given during the course of her presentation. She went on to say that performance monitoring meetings take place on a six-monthly basis between representatives of the Council and Fylde CAB and the performance measures agreed for 2024/25 onwards were set out in the report.

In terms of the detail contained in the Annual Report, the following areas were highlighted: general overview of the service/aims; staffing arrangements; partnership working; specialist services; client satisfaction; recruitment and training; funding bids and future considerations.

Following the presentation, the Chairman invited question from members. These related to the following areas: amount of calls/impact of the local adviceline telephone service; demographics/age range of callers; online accessibility; demand for the service /waiting times for responses; veterans/homelessness service; impact on the service from refugees/asylum seekers; time spent sourcing funds; partnership working together. Clarification was also sought on the statistical information provided. Ms Traynor addressed each question in turn.

A copy of the Annual report was included as an appendix to the report.

The Chairman thanked Natalie Traynor for her presentation and the committee RESOLVED to accept the report.

Councillor Harrison left the meeting prior to the consideration of the following items.

6. Community Projects Fund - Annual Report

Gemma Broadley, Head of Corporate Services presented a summary of the awards made during 2023/24 from the Community Projects Fund.

Members were advised that the Community Projects Fund (CPF) comprises two amounts: a larger fund for bids from £300-£2000, and a smaller fund with bids up to £300 and that bids for both funds could be made throughout the year.

It was further reported that the CPF awards grants to groups which are based in Fylde or work exclusively with people who live in the Borough. The fund supports projects which promote or enhance the environment, encourage cohesive communities, or promote the economy.

It was reported that £20k per annum is provided each year for this fund as a part of the annual budget setting process.

An overview of the successful bids across both the funds during the last financial year was included as an appendix to the report.

Following the presentation, clarification was sought on the number (if any) of unsuccessful bids; assistance provided with form completion; awareness /promotion of the project and matters associated with ongoing budget availability to fund future initiatives. The questions were addressed in turn by Ms Broadley.

The committee RESOLVED to accept the report.

7. Ongoing Scrutiny Workplans - 2024

The Committee was provided with an update on the current work programme of the two scrutiny committees.

An update on the detail contained in the report was provided at the meeting.

Following discussion, it was **RESOLVED** to note the report.

Fylde Council copyright 2024

You may re-use this document/publication (not including logos) free of charge in any format or medium. You must re-use it accurately and not in a misleading context.

The material must be acknowledged as Fylde Council copyright, and you must give the title of the source document/publication.

Where we have identified any third party copyright material you will need to obtain permission from the copyright holders concerned.

This document/publication was also available on our website at www.fylde.gov.uk
any enquiries regarding this document/publication should be sent to the Town Hall, St Annes Road West, St Annes FY8 1LW, or to listening@fylde.gov.uk.