

Agenda

Operational Management Committee

Date:	Tuesday, 17 January 2023 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Roger Small (Chairman) Councillor John Kirkham (Vice-Chairman)</p> <p>Councillors Mark Bamforth, Alan Clayton, Chris Dixon, Brian Gill, Paul Hodgson, Michelle Morris, Kiran Mulholland, Bobby Rigby, Stan Trudgill, Viv Willder.</p>

Public Platform

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

	PROCEDURAL ITEMS:	PAGE
1	Declarations of Interest: Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council’s Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	Confirmation of Minutes: To confirm the minutes, as previously circulated, of the meeting held on 8 November 2022 as a correct record.	1
3	Substitute Members: Details of any substitute members notified in accordance with council procedure rule 23(c).	1
	DECISION ITEMS:	
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Contact: Democracy - Telephone: (01253) 658546 – Email: democracy@fylde.gov.uk

The code of conduct for members can be found in the council’s constitution at
<http://fylde.cmis.uk.com/fylde/DocumentsandInformation/PublicDocumentsandInformation.aspx>

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DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	OPERATIONAL MANAGEMENT COMMITTEE	17 JANUARY 2023	4
BUDGET SETTING – FEES AND CHARGES 2023/24			

PUBLIC ITEM

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

SUMMARY

Each year, as part of the budget-setting process, the schedule of fees and charges for the coming year (for each of the services that the Council provides) is reviewed by budget-holders prior to that schedule being considered by the relevant Programme Committee and finally being approved at the March Budget Council meeting.

Each Programme Committee is required to recommend to the Council for approval a schedule of fees and charges for those activities within the remit of the Committee.

This report requests that Members consider the proposed schedule of fees and charges for those services within the remit of this committee as detailed at Appendix A to this report and provide a recommendation to Council in this regard.

Note: A full schedule of proposed fees and charges for all Council services for 2023/24 is accessible at the link below:

<https://new.fylde.gov.uk/council/finance/draft-fees-charges-2023-24/>

RECOMMENDATIONS

The Committee is requested to consider the schedule of fees and charges for those activities within the remit of this committee as detailed in Appendix A to this report and:

- To recommend to Council a proposed schedule of fees and charges applicable for 2023/24; and
- To note that the final fees and charges for 2023/24 will be approved by the Budget Council in March 2023.

SUMMARY OF PREVIOUS DECISIONS

The proposed fees and charges for services that are within the terms of reference of each programme committee are recommended to Council for approval as part of the annual budget-setting process. There have been no previous decisions in respect of these fees and charges for 2023/24.

CORPORATE PRIORITIES

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

REPORT

1. Each year, as part of the budget-setting process for the coming financial year, budget-holders are required to review the fees and charges that the Council applies to the range of services which it delivers.
2. There are different considerations for assessing changes to the level of fees and charges depending upon the nature of the service. This is explained below:
 - For certain activities, for example some environmental health-related activities, fee levels are set by statute at a prescribed level. In respect of these types of activity the review of fees and charges is restricted to ensuring that the correct amount is approved by Council and is correctly applied for the forthcoming year;
 - For other types of charges in respect of services for which the Council has statutory responsibilities (for example in relation to licensing matters) fee levels must be set at an appropriate level such that only eligible costs are recovered. In respect of these types of activity the review of fees and charges comprises a review of costs and the adjustment of fees where necessary to avoid the under or over-recovery of costs. Where only minor discrepancies are found between costs and fee levels the charges may be left unchanged until the next review to avoid the costs associated with more regular leaflet re-printing etc.; and
 - For other activities which are not set by statute and for which the Council is not acting under statutory powers (e.g. games site fees) fee levels may be set at levels that are determined by the Council itself. In respect of these types of activity the review of fees and charges comprises a review of costs, a review of the fee levels of competitor providers and after a consideration of the likely effect on demand for the services and the total income that would be received at different fee levels.
3. Fee levels for all services have been reviewed according to the differing criteria as described above and the Programme Committee is invited to consider and provide comments as appropriate.
4. The role of the Council's Programme Committees in providing a recommendation to Council of a schedule of fees and charges for services within the remit of that committee is a key part of the budget-setting process for the coming year. The final schedule of fees and charges for all Council services will be considered by the Budget Council in March 2023.

IMPLICATIONS	
Finance	The recommendation to Council of a schedule of proposed fees and charges for services within the remit of each Programme Committee is a key part of the budget-setting process for the coming year. This report requests that Members consider the schedule of fees and charges as detailed at Appendix A and provide a recommendation to Council as appropriate. Any financial implications from proposed changes to fees and charges will be quantified and reflected in the financial forecast contained in the final Medium Term Financial Strategy report to be considered by Budget Council in March 2023.
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

LEAD AUTHOR	CONTACT DETAILS	DATE
Management Team		December 2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
n/a	n/a	n/a

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
<u>OPERATIONAL MANAGEMENT COMMITTEE</u>					
<u>Waste Operations</u>					
Bulky Household Waste Collections					
- Up to 3 Items	d	Up to 3 Items	D	21.60	23.50
- 4 to 10 Items	d	4 to 10 Items	D	43.25	45.50
- Over 10 Items (Charge per hour)	d	Over 10 Items (Per hour)	D	80.95	85.00
- Collection of a single fridge or single freezer or single unit combined fridge/freezer	d	Per Unit	D	43.25	45.50
- Garden shed (max size 6" X 6" / 1.83m x 1.83m)	d	Per Shed	D	49.50	52.00
Commercial Waste:					
- Grey Sacks	d	Per 50 Sacks	D	86.24	88.11
- 660L Bulk Bin (Collection Charges)	d	Per Empty	D	3.79	3.87
- 660L Bulk Bin (Disposal Charges)	d	Per Empty	D	7.97	8.15
- 1100L Bulk Bin (Collection Charge)	d	Per Empty	D	5.97	6.09
- 1100L Bulk Bin (Disposal Charge)	d	Per Empty	D	13.29	13.59
- Bulk Bin Lease	d	Per Year	D	137.90	140.71
- Bulk Bin Sale	d	Per Bulk Bin	D	520.00	520.00
Commercial Waste Replacement Bin Parts (if purchased bin)					
- Lid	d	Per lid	D	91.80	91.80
- Lock	d	Per lock	D	51.50	51.50
- Wheels X 1	d	Per 1 x wheel	D	63.00	63.00
- Wheels X 2	d	Per 2 x wheel	D	81.50	81.50
- Wheels X 3	d	Per 3 x wheel	D	99.50	99.50
- Wheels X 4	d	Per 4 x wheel	D	118.00	118.00

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 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
Schedule 2 Waste					
- Grey Sacks	d	Per 50 Sacks	D	43.96	44.86
- 660L Bulk Bin	d	Per Empty	D	3.79	3.87
- 1100L Bulk Bin	d	Per Empty	D	5.97	6.09
- Bulk Bin Lease	d	Per Year	D	137.90	140.71
- Bulk Bin Sale	d	Per Bulk Bin	D	520.00	520.00
Recycling 4 Business:					
- Blue Sacks –Paper/Card	d	Per 50 Sacks	D	48.60	49.59
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	39.00	39.00
- Provision of full set of wheeled bins (grey, green, blue and brown) at a new build property	d	Per Set	D	156.00	156.00
- Provision of full set of three wheeled bins (grey, blue and brown) at a new build property	d	Per Set	D	117.00	117.00
- Provision of lost, stolen, damaged or additional (if eligible) wheeled bin including delivery	d	Per Bin	D	39.00	39.00
- Provision of lost, stolen, damaged grey and green wheeled bins lid or wheels (including delivery and fitting)	d	Per Bin	D	13.75	13.75
- Provision of second hand replacement bin (grey, green, blue or brown) where available	d	Per Bin	D	20.00	20.00
- Provision of a bulk bin to multiple-occupancy properties for recycling	d	Per bin	D	510.00	520.00
- Provision of a bulk bin to multiple-occupancy properties for the collection of residual waste	d	Per bin	D	510.00	520.00
- 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

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
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Green Waste Subscription Service:					
- Annual Subscription Fee	d	Per 240L bin	D	35.00	35.00
- Charges for replacement subscription sticker	d	Per sticker	D	5.00	6.50
Fleet Management Services:					
- MOT Class 1 – One off customer	d	Per MOT	P	25.00	26.00
- MOT Class 1 - Motor Trade Customers	d	Per MOT	P	25.00	26.00
- MOT Class 1 - FBC Staff, relatives, members	d	Per MOT	P	25.00	26.00
- MOT Class 2 – One off customer	d	Per MOT	P	25.00	26.00
- MOT Class 2 - Motor Trade Customers	d	Per MOT	P	25.00	26.00
- MOT Class 2 - FBC Staff, relatives, members	d	Per MOT	P	25.00	26.00
- MOT Class 3 - One off customer	d	Per MOT	P	35.00	36.00
- MOT Class 3 - Motor Trade Customers	d	Per MOT	P	35.00	36.00
- MOT Class 3 - FBC Staff, relatives, members	d	Per MOT	P	35.00	36.00
- MOT Class 4 – One off Customer	d	Per MOT	p	42.00	43.00
- MOT Class 4 – Motor Trade Customers	d	Per MOT	P	37.00	38.00
- MOT Class 4 – FBC Staff, relatives, members	d	Per MOT	P	37.00	38.00
- MOT Class 4 – Repeat customers (5 or more tests in 12 months)	d	Per MOT	P	37.00	38.00
- MOT Class 4 – Fylde Licenced Taxi-drivers (must be FBC registered)	d	Per MOT	P	37.00	38.00
- MOT Class 5 – One off Customer	d	Per MOT	P	55.00	56.00
- MOT Class 5 – Motor Trade Customers	d	Per MOT	P	50.00	51.00

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
Fleet Management Services continued:					
- MOT Class 5 – FBC Staff, relatives, members	d	Per MOT	P	50.00	51.00
- MOT Class 5 – Repeat customers (5 or more tests in 12 months)	d	Per MOT	P	50.00	51.00
- MOT Class 7 – One off customer	d	Per MOT	P	55.00	56.00
- MOT Class 7 – Motor Trade Customer	d	Per MOT	P	50.00	51.00
- MOT Class 7 – FBC Staff, relatives, members	d	Per MOT	P	50.00	51.00
- MOT Class 7 – Repeat Customers	d	Per MOT	P	50.00	51.00
Taxi Test – Retest (If applicable)	d	Per MOT	D	18.50	18.50
Minor Repairs – Labour Per hour (Plus parts)	a	Per hour labour	D	37.00	40.00
Use of Diagnostics	a	Per Use	D	40.00	40.00
Public Conveniences					
Public convenience charge	a	Per Use	D	0.40	0.40
Dog Control Charges:					
Cost of collection and kennelling	d	Per Day	D	20.00	25.00
Cost to collect stray dog from Kennels	d	Per Collection of Stray	D	70.00	75.00
Cost of return of stray dog by dog warden	d	Per Return of Stray	D	30.00	35.00
Fixed Penalty Notice for PSPO Breach	d	Per Fixed Penalty Notice	P	100.00	100.00
<u>Land Charges</u>					
Note: Land Charges Fees will be in accordance with Local Authority Property Search Services Costing and Guidance and Guidance for Registering Authorities on setting fees for Local Land Charge Services in England.					
Local Land Charges					

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 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	1.40	1.40
- Cars etc. – 1 to 2 hours	a	Per session	D	2.50	2.50
- Car etc. – 2 to 3 hours	a	Per session	D	3.80	3.80
- 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	2.20	2.20
- Cars etc. - 2 to 3 hours	a	Per Session	D	2.90	2.90
- Cars etc. - 3 to 4 hours	a	Per Session	D	3.40	3.40
- Cars etc. - over 4 hours	a	Per Session	D	4.50	4.50
- Transferrable Ticket	a	Per Session	D	5.00	5.00
- At Other times for passenger vehicles:	N/A	Free	D	Free	Free
- Motorhome Up to 24 hours (1 day)	a	Per Session	D	15.00	15.00
- Motorhome 24 to 48 hours (1 to 2 days)	a	Per Session	D	25.00	25.00

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
St. Annes Swimming Pool (continued):					
Winter seasonal charge 1 st November to 20 th March					
- Cars etc. - up to 1 hour	a	Per Session	D	0.90	0.90
- Cars etc. - 1 to 2 hours	a	Per Session	D	1.70	1.70
- Cars etc. - 2 to 3 hours	a	Per Session	D	2.20	2.20
- Cars etc. - 3 to 4 hours	a	Per Session	D	2.60	2.60
- Cars etc. - over 4 hours	a	Per Session	D	3.40	3.40
- Transferrable Ticket	a	Per Session	D	4.00	4.00
- At Other times for passenger vehicles:	N/A	Free	D	Free	Free
- Motorhome Up to 24 hours (1 day)	a	Per Session	D	10.00	10.00
- Motorhome 24 to 48 hours (1 to 2 days)	a	Per Session	D	17.50	17.50
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	1.40	1.40
- Cars etc. – 1 to 2 hours	a	Per Session	D	2.50	2.50
- Cars etc. – 2 to 3 hours	a	Per Session	D	3.80	3.80
- 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	0.90	0.90
- Cars etc. - 1 to 2 hours	a	Per Session	D	1.50	1.50
- Cars etc.- 2 to 4 hours	a	Per Session	D	2.30	2.30

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
North Beach continued:					
- Cars etc.- Over 4 hours	a	Per Session	D	2.90	2.90
- Transferrable Ticket	a	Per Session	D	5.00	5.00
- At other times for passenger vehicles	N/A	Free	D	Free	Free
- Motorhome Up to 24 hours (1 day)	a	Per Session	D	10.00	10.00
- Motorhome 24 to 48 hours (1 to 2 days)	a	Per Session	D	15.00	15.00
Winter seasonal charge 1 st November to 20 th March					
- Cars etc. - up to 1 hour	a	Per Session	D	0.70	0.70
- Cars etc. - 1 to 2 hours	a	Per Session	D	1.10	1.10
- Cars etc.- 2 to 4 hours	a	Per Session	D	1.70	1.70
- Cars etc.- Over 4 hours	a	Per Session	D	2.20	2.20
- Transferrable Ticket	a	Per Session	D	4.00	4.00
- At other times for passenger vehicles	N/A	Free	D	Free	Free
- Motorhome Up to 24 hours (1 day)	a	Per Session	D	7.50	7.50
- Motorhome 24 to 48 hours (1 to 2 days)	a	Per Session	D	10.00	10.00
St. Albans Road	N/A	Free	D	Free	Free

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
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	2.20	2.20
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.90	2.90
- Cars etc.- 3 to 4 hours	a	Per Session	D	3.40	3.40
- Cars etc.- Over 4 hours	a	Per Session	D	4.50	4.50
- Transferrable Ticket	a	Per Session	D	5.00	5.00
- At other times	N/A	Free	D	Free	Free
- Motorhome Up to 24 hours (1 day)	a	Per Session	D	15.00	15.00
- Motorhome 24 to 48 hours (1 to 2 days)	a	Per Session	D	25.00	25.00
Winter seasonal charge 1 st November to 20 th March					
- Cars etc. - up to 1 hour	a	Per Session	D	0.90	0.90
- Cars etc. - 1 to 2 hours	a	Per Session	D	1.70	1.70
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.20	2.20
- Cars etc.- 3 to 4 hours	a	Per Session	D	2.60	2.60
- Cars etc.- Over 4 hours	a	Per Session	D	3.40	3.40
- Transferrable Ticket	a	Per Session	D	4.00	4.00
- At other times	N/A	Free	D	Free	Free
- Motorhome Up to 24 hours (1 day)	a	Per Session	D	10.00	10.00
- Motorhome 24 to 48 hours (1 to 2 days)	a	Per Session	D	17.50	17.50

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 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	2.20	2.20
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.90	2.90
- Cars etc.- 3 to 4 hours	a	Per Session	D	3.40	3.40
- Cars etc.- Over 4 hours	a	Per Session	D	4.50	4.50
- Transferrable Ticket	a	Per Session	D	5.00	5.00
- At other times	N/A	Free	D	Free	Free
- Coaches	a	Per day	D	10.00	10.00
Winter seasonal charge 1 st November to 20 th March					
- Cars etc. - up to 1 hour	a	Per Session	D	0.90	0.90
- Cars etc. - 1 to 2 hours	a	Per Session	D	1.70	1.70
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.20	2.20
- Cars etc.- 3 to 4 hours	a	Per Session	D	2.60	2.60
- Cars etc.- Over 4 hours	a	Per Session	D	3.40	3.40
- Transferrable Ticket	a	Per Session	D	5.00	5.00
- At other times	N/A	Free	D	Free	Free
- Coaches	a	Per day	D	Free	Free

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
Fairhaven					
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	2.20	2.20
- Cars etc.- 2 to 3 hours	A	Per Session	D	2.90	2.90
- Cars etc.- 3 to 4 hours	A	Per Session	D	3.40	3.40
- Cars etc.- Over 4 hours				4.50	4.50
-				5.00	5.00
- At other times				Free	Free
- Motorhome Up to 24 hours (1 day)	A	Per Session	D	10.00	
-				15.00	15.00
Winter seasonal charge 1 st th March					
-				0.90	0.90
- Cars etc. - 1 to 2 hours	A	Per Session	D	1.70	1.70
- Cars etc.- 2 to 3 hours	A	Per Session	D	2.20	2.20
- Cars etc.- 3 to 4 hours	A	Per Session	D	2.60	2.60
- Cars etc.- Over 4 hours	A	Per Session	D	3.40	3.40
- Transferrable Ticket	a	Per Session	D	4.00	4.00
- At other times	N/A	Free	D	Free	
-				7.50	7.50
- Motorhome 24 to 48 hours (1 to 2 days)	A	Per Session	D	10.00	
Fairhaven Lake					

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
Stanner bank:					
9:00 a.m. to 6:00 p.m. (All Days)					
- Cars etc. - up to 0.5 hour	A	Per Session	D	0.60	0.60
- Cars etc. - 0.5 to 1 hour	A	Per Session	D	1.20	1.20
- Cars etc. - 1 to 2 hours	A	Per Session	D	2.20	2.20
- Cars etc.- 2 to 3 hours	A	Per Session	D	2.90	2.90
- Cars etc.- 3 to 4 hours	A	Per Session	D	3.40	3.40
- Cars etc.- Over 4 hour	a	Per Session	D	4.50	4.50
- At other times	N/A	Free	D	Free	Free
- Lost ticket/vehicle release charge	a	Per Session	D	4.50	4.50
Winter seasonal charge 1 st November to 20 th March					
- Cars etc. - up to 0.5 hour	A	Per Session	D	0.50	0.50
- Cars etc. - 0.5 to 1 hour	A	Per Session	D	0.90	0.90
- Cars etc. - 1 to 2 hours	A	Per Session	D	1.70	1.70
- Cars etc.- 2 to 3 hours	A	Per Session	D	2.20	2.20
- Cars etc.- 3 to 4 hours	A	Per Session	D	2.60	2.60
- Cars etc.- Over 4 hour	a	Per Session	D	3.40	3.40
- At other times	N/A	Free	D	Free	Free
<u>Lytham</u>					
Pleasant 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	1.40	1.40
- Cars etc. - 1 to 2 hours	a	Per Session	D	2.50	2.50

VAT Codes:

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
Pleasant Street continued:					
- Cars etc.- 2 to 3 hours	a	Per Session	D	3.80	3.80
- Cars etc.- 3 to 5 hours	a	Per Session	D	6.30	6.30
- Cars etc.- 5 to 7 hours	a	Per Session	D	8.40	8.40
- Cars etc. – 7-9 hours	a	Per Session	D	10.50	10.50
- At other times	N/A	Free	D	Free	Free
- Business Permit	a	Annual	D	350.00	350.00
- Resident Permit	a	Annual	D	300.00	300.00
- North Clifton Street Restricted permit (1995)	a	Annual	D	25.00	25.00
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	1.50	1.50
- Cars etc.- 2 to 4 hours	a	Per Session	D	2.30	2.30
- Cars etc.- Over 4 hours up to 6 p.m.	a	Per Session	D	2.90	2.90
- Transferrable Ticket	a	Per Session	D	5.00	5.00
- At other times (6pm to 9am)	N/A	Free	D	Free	Free
- Cars etc. – 1 to 2 days	a	Per Session	D	5.30	5.30
- Cars etc. – 2 to 3 days	a	Per Session	D	7.90	7.90
- Cars etc. – 3 to 4 days	a	Per Session	D	10.50	10.50
- Cars etc. – 5 to 7 days	a	Per Session	D	12.60	12.60
- Annual Permits (All)	a	Annual	D	170.00	170.00

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 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
Lytham Station continued:					
Winter seasonal charge 1 st November to 20 th March					
- Cars etc. - up to 1 hour	a	Per Session	D	0.70	0.70
- Cars etc. - 1 to 2 hours	a	Per Session	D	1.10	1.10
- Cars etc.- 2 to 4 hours	a	Per Session	D	1.70	1.70
- Cars etc.- Over 4 hours up to 6 p.m.	a	Per Session	D	2.20	2.20
- Transferrable Ticket	a	Per Session	D	4.00	4.00
- At other times (6pm to 9am)	N/A	Free	D	Free	Free
- Cars etc. – 1 to 2 days	a	Per Session	D	4.20	4.20
- Cars etc. – 2 to 3 days	a	Per Session	D	5.90	5.90
- Cars etc. – 3 to 4 days	a	Per Session	D	7.90	7.90
- Cars etc. – 5 to 7 days	a	Per Session	D	9.50	9.50
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	2.20	2.20
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.90	2.90
- Cars etc.- 3 to 4 hours	a	Per Session	D	3.40	3.40
- Cars etc.- Over 4 hours	a	Per Session	D	4.50	4.50
- Transferrable Ticket	a	Per Session	D	5.00	5.00
- At other times	N/A	Free	D	Free	Free

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 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
Lytham Green (Bath Street & Dicconson Terrace) continued:					
Winter seasonal charge 1 st November to 20 th March					
- Cars etc. - up to 1 hour	a	Per Session	D	0.90	0.90
- Cars etc. - 1 to 2 hours	a	Per Session	D	1.70	1.70
- Cars etc.- 2 to 3 hours	a	Per Session	D	2.20	2.20
- Cars etc.- 3 to 4 hours	a	Per Session	D	2.60	2.60
- Cars etc.- Over 4 hours	a	Per Session	D	3.40	3.40
- Transferrable Ticket	a	Per Session	D	4.00	4.00
- At other times	N/A	Free	D	Free	Free
<u>Administrative Buildings</u>					
Town Hall, St.Annes:					
- 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	2.20	2.20
- Cars etc. – 2 to 3 hours	a	Per Session	D	2.90	2.90
- Cars etc. – 3to 4 hours	a	Per Session	D	3.40	3.40
- Cars etc. – Over 4 hours	a	Per Session	D	4.50	4.50
- Transferrable Ticket	a	Per Session	D	5.00	5.00
- At other times	N/A	Free	D	Free	Free
Winter seasonal charge 1 st November to 20 th March					
- Cars etc. – up to 1 hour	a	Per Session	D	0.90	0.90
- Cars etc. – 1 to 2 hours	a	Per Session	D	1.70	1.70
- Cars etc. – 2 to 3 hours	a	Per Session	D	2.20	2.20

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 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
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Town Hall, St.Annes continued:					
- Cars etc. – 3to 4 hours	a	Per Session	D	2.60	2.60
- Cars etc. – Over 4 hours	a	Per Session	D	3.40	3.40
- Transferrable Ticket	a	Per Session	D	4.00	4.00
- At other times	N/A	Free	D	Free	Free
 General					
Fylde Resident’s Permit Scheme - Restricted to certain car parks	a	Annual	D	25.00	25.00
Long Stay Business Permit	a	Annual	D	110.00	110.00
Horse Box Permit (North Beach and Fairhaven Road)	a	Annual	D	20.00	20.00
Any Permit Replacement	a	As Required	D	15.00	15.00
Parking Dispensation	a	Per Agreed Period	D	As Negotiated Max £16/day	As Negotiated Max £16/day
Penalty Charge Notices (PCNs)					
PCNs are issued for a variety of contraventions. Contraventions are divided into less serious (Lower Rate) and more serious (Higher Rate) with amounts set by Central Government. A full list of the various contraventions and whether they are lower or higher rate can be viewed at www.patrol-uk.info/contravention-codes-list . This list is subject to minor periodic variation. Only Off Street Parking (Car Parks) contravention codes apply to Fylde Council.					
Lower Rate PCN	d	Per Offence	P	50.00 (14 day discount 25.00)	50.00 (14 day discount 25.00)

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 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
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Penalty Charge Notices (PCNs) continued:					
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	9.00	9.00

	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 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	d	Per Interment	D	0.00	0.00
- The body of a non-resident whose age exceeded 17 years at the time of death	d	Per Interment	D	958.00	1,035.00
- The body of a resident whose age exceeded 17 years at the time of death	d	Per Interment	D	639.00	690.00
- For interment in a vault of a non-resident (exclusive of the charges for brickwork)	d	Per Interment	D	958.00	1,035.00
- For the interment in a vault of a resident (exclusive of the charges for brickwork)	d	Per Interment	D	639.00	690.00
- Construction of a vault	d	Per Vault	D	-	-
- For the interment of cremated remains in a grave for a non-resident	d	Per Interment	D	242.00	261.00
- For the interment of cremated remains in a grave for a resident	d	Per Interment	D	162.00	175.00
For the purchase of exclusive right of burial in:					
- An earth grave, for 100 years for a non-resident	d	Per Grave	D	1,267.00	1,368.00
- An earth grave, for 100 years for a resident	d	Per Grave	D	845.00	912.00
Removal & Re-fix of Memorials:					
- For removal and re-fix of memorials	d	Per Memorial	D	Cost + 10%	Cost + 10%
Miscellaneous Use of Chapel					
For Burial Services, Memorial Services etc. in chapel	d	Per time slot	D	235.00	254.00

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 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
<u>Cemetery & Crematorium Continued:</u>					
Memorials					
For the right to erect:					
- A headstone not exceeding 3ft	c	Per Memorial	D	91.00	99.00
- A headstone on Foundation	c	Per Memorial	D	162.00	175.00
- Kerbings on permitted graves	c	Per Memorial	D	79.00	85.00
- For each extra inscription (Inc. VAT)	a	Per Inscription	D	39.00	43.00
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	789.00	852.00
- Early morning & adult simplicity cremations by appointment with the Crematorium Registrar	c	Per Cremation	D	499.00	539.00
- Direct cremations at a time agreed with the crematorium	c	Per Cremation	D	460.00	497.00
- Saturday morning service traditional cremations	c	Per Cremation	D	1,184.00	1,279.00
Memorial Wall Plaques:					
- Single wall plaque including inscription to 70 characters.	a	Per Plaque	D	248.00	268.00
- Double wall plaque including 2 inscriptions to 140 characters.	a	Per Plaque	D	496.00	536.00
- Double wall plaque including reserved section to 70 characters.	a	Per Plaque	D	365.00	394.00
- Second inscription on existing plaque	a	Per Plaque	D	131.00	141.00
Memorial Wall Lease Fee					
- Lease fee per section	a	Per Section	D	70.00	130.00

VAT Codes:

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	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2022/23 Fees & Charges £	Draft 2023/24 Fees & Charges £
<u>Cemetery & Crematorium Continued:</u>					
Memorial Niche:					
For a purchase of a new niche to include interment of first casket.	c	Per Niche	D	427.00	461.00
- For the purchase of a refurbished niche to include first casket.	c	Per Niche	D	245.00	265.00
- For the interment of a second casket in an existing niche.	c	Per Internment	D	55.00	59.00
- Single inscription on niche cover	a	Per Inscription	D	106.00	114.00
- Renewal of a lease on a niche	c	Per Niche	D	50.00	100.00
Extra Letters on Existing Memorial Stone:					
Extra Lettering on existing kerbstones	a	Per Inscription	D	131.00	141.00
For cleaning and re-blackening original inscription (per section)	a	Per Section	D	53.00	57.00
- For other types of memorial works	a	Per Occasion	D	Cost + 50%	Cost + 10%
Book of Remembrance:					
- For a two line entry	a	Per entry	D	50.00	54.00
- For an entry up to five lines	a	Per entry	D	100.00	108.00
- For an entry up to eight lines	a	Per entry	D	150.00	162.00
For an entry up to five lines to include a floral emblem, badge, crest or other design	a	Per entry	D	177.00	191.00
- For an entry up to eight lines to include a floral emblem, badge, crest or other design	a	Per entry	D	225.00	243.00
Memorial Benches					
- Purchase of a new memorial bench including the first plaque	a	Per bench	D	1,125	1,260.00

VAT Codes:

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

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
CHAIRMAN	OPERATIONAL MANAGEMENT COMMITTEE	17 JANUARY 2023	5
BUDGET SETTING – PRIORITISATION OF CAPITAL BIDS 2023/24			

PUBLIC ITEM

SUMMARY

The Council has a duty to manage its assets and capital resources to best deliver its objectives as set out in the Corporate Plan.

The consideration of capital bids for inclusion or otherwise within the Council's approved Capital Programme is a key component of the budget-setting process and contributes to the longer-term management of the Council's resources in an efficient and effective manner. This report requests that Members provide that consideration and prioritisation process in respect of the capitals bids for 2023/24 which fall within the terms of reference of this Committee.

RECOMMENDATIONS

The Committee is requested:

1. To consider and provide any feedback or comments on each of the capital bids relevant to this Committee's terms of reference as shown at the appendices to this report; and
2. To provide a prioritised list of bids that are supported by the Committee for further consideration by the Budget Working Group.

SUMMARY OF PREVIOUS DECISIONS

The capital bids that are relevant to the terms of reference of this Committee are considered and prioritised each year as part of the annual budget-setting process. There have been no previous decisions in respect of these capital bids.

CORPORATE PRIORITIES

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

REPORT

1. The Council has a duty to manage its assets and capital resources to best deliver its objectives as set out in the Corporate Plan.
2. The prioritisation of capital investment according to a well-defined and rational approach is especially important in helping to prioritise resources when the demand for such resources exceeds the total of the resources available.
3. A key element of the prioritisation process, as described within the Capital Strategy which forms part of the council's approved Medium Term Financial Strategy (MTFS), is the consideration of capital bids by the Council's Programme Committees. The capital bids for 2023/24 which fall within the terms of reference of this committee are shown at Appendix A to this report. The Committee is requested to consider for approval and to prioritise the capital bids relevant to this Committee's terms of reference.
4. Once capital bids have been prioritised by each programme committees, the Budget Working Group will consider the recommendations and feedback from the programme committees and will make recommendations to the Finance and Democracy Committee through an updated MTFS report that will include the proposed capital and revenue budget proposals for the 2023/24 fiscal year.

IMPLICATIONS	
Finance	The consideration of capital bids for inclusion or otherwise within the Council's approved Capital Programme is a key component of the proper financial management of the Council's resources. This report requests that Members provide that consideration and prioritisation process in respect of the capital bids for 2023/24 which fall within the remit of this Committee.
Legal	No implications arising from this report.
Community Safety	No implications arising from this report.
Human Rights and Equalities	No implications arising from this report.
Sustainability and Environmental Impact	No implications arising from this report.
Health & Safety and Risk Management	No implications arising from this report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Allan Oldfield	Allan.oldfield@fylde.gov.uk	December 2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Council Report - Approved Capital Strategy		www.Fylde.gov.uk

Attached documents

1. Appendix A – Kirkham Toilet Block Internal Refurbishment
2. Appendix B - Cemetery Lodge Refurbishment

Scheme Title: Kirkham Toilet Block internal refurbishment

Description of Scheme :- Kirkham Toilet Block located at "Fishstones" Market Square, Church Street, Kirkham. The toilet block, following the review of toilet provision across the Borough in the mid-2000s, is the only toilet facility in the Borough not to receive any investment since the review. As such is looking very dated & tired internally. The toilets are set out in a traditional format; divided by male and female areas where each area has multiple toilet cubicles/trough urinal with a separate individual unisex disabled cubicle.

The proposal is to change all the WCs for stainless steel and the wash hand basins, keep the original in-built urinal, clad the walls with stainless steel, install LED lighting and decorate throughout.

Currently the Kirkham Market Square toilets do not attract a charge for use, the Budget Working Group has requested for charges to be introduced in line with all other public toilets provided across the Borough. For this location to be charged, a mechanism to take payment will need to be implemented. Danfo have advised that the entrances to the toilets are too small to accommodate turnstiles (such as installed at Pleasant St toilets) or paddle gates and have recommended installing new doors with appropriate payment mechanisms.

A detailed breakdown of the funding strategy is detailed below –

Capital cost plan:

Cost Heading	Description	Total
Removals	Removal all existing plumbing	£1,280
Installations	Installation of new plumbing	£1,600
Decoration	Painting and decorating	£720
Electrical	Electrical LED lighting upgrades	£760
Stainless Steel	Stainless Steel installation	£13,000
WCs	SS Anti-vandal WCs	£2,550
Wash hand basins	SS Anti-vandal sinks & taps	£1,400
Plumbing parts	Plumbing Materials	£900
Waste	Waste removal	£320
Deep cleaning	Deep cleaning of floors and urinal	£450
Disabled toilet	Clean, make good and install SS	£5,750
Contingency	10% Contingency sum	£3,300
Doors	Replacement doors to men's and women's areas inc. payment system	£11,000
		TOTAL £43,030
Total	Rounded off to	£43,000

Outputs (i.e. details of what the investment will specifically deliver):

A fully refurbished interior public toilet facility at Kirkham market square close to existing Car Park for the people and visitors use.

Contribution to corporate objectives (how does the proposal achieve or help deliver priorities within the Corporate Plan and other key corporate strategies?)

Economy:

- Maximise the use of all council owned assets

- Retain and enhance the identity of our local communities

Environment:

- Create clean, safe and healthy communities
- Provide safe, clean and accessible coast and countryside facilities

Efficiency:

- Adopt a 'Customer First Attitude'
- Apply technology to deliver services in the most efficient way possible

Tourism:

- Provide high quality leisure, tourism, arts, sports and recreation facilities
- Develop and promote unique destination points across the borough

Budget Resource Requirements - Breakdown of initial capital costs and future revenue implications

Estimated **Total Capital costs** of bid (£000's): **£43,000**

Annual future **additional Revenue costs** arising from the bid as applicable (£000's): Estimated income £2,000, estimated additional costs £1,000. Estimated additional net revenue income **£1,000** per annum.

Value and phasing of bid (amend dates as necessary):

2023/24	2024/25	2025/26	2026/27	Total
£43,000	£000	£000	£000	£000

Existing resources in the Capital Programme relating to this scheme (as applicable):

2023/24	2024/25	2025/26	2026/27	Total
£000	£000	£000	£000	£000

Estimated timescales for the bid:

Project Start Date: September 2023

Project Completion Date: October 2023

Project Risks (outline any risks to delivery of the project and how these will be mitigated)

Risk	Impact	Mitigating Action
The design is not Fit for Purpose	Poor design will lead to criticism from the public.	Consultation with Kirkham Town Council, Local Disability Groups, Friends of Kirkham and other users via Social media.

Scheme Title: Cemetery Lodge refurbishment

Description of Scheme:

The Cemetery Lodge is located just inside the main gates to Lytham Park Cemetery & Crematorium. The previous Bereavement Service Manager moved out of this residence last year. The Lodge is now vacant and no longer required for that purpose.

A member working group considered different uses for the building, including sale or lease as a residence or for commercial activity.

The working group recommended that the cost of converting the building in pursuit of an unquantifiable and comparatively small return would not be cost effective considering the potential reputational and financial risk to a sensitive area of council operations which provides a much-valued high quality service to residents of the borough.

The group’s conclusion was that the building should be kept within Fylde Councils’ assets for use principally by Bereavement Services.

The building presents an opportunity to address several matters concerning code requirements which are currently unsupported by Bereavement Service’s existing assets as well as offering space that could be utilised by hybrid workers from other departments.

It is proposed that:

- The kitchen and lounge/eating area retain these functions to provide welfare facilities for the Bereavement Team and other building users
- The ground floor front room is utilised as a meeting and training space for the Bereavement Team and other departments as well as space for conducting private interviews with bereaved families when required.
- Upstairs the shower room and separate toilet retain these functions, and the two small rooms provide storage and a changing space.
- The large upstairs room is converted to an office space for team members for online meetings, training and study courses and offers a ‘touchdown’ space for hybrid workers from other departments.

A detailed breakdown of the funding strategy is detailed below –

Capital cost plan:

Cost Heading	Description	Total £
Kitchen installation	Inc. wall cupboards	£6,720
Kitchen floor, screed & vinyl	Pos. carpet to other area	£3,136
Kitchen splashback	tiles	£336
Kitchen decoration	prepare and paint	£1,344
Bathroom, conversion into shower / wet room inc. removals	feasibility required, removal of existing	£672
Install new toilet & pedestal WHB	Inc. drainage	£504
Shower installation inc. base	Elec or gas?	£2,016
Bathroom floor, screed & vinyl	wet room	£1,344
Bathroom decoration	Inc. ventilation	£1,120
Possible installation of separate WC & WHB	including ventilation and decoration etc	£2,912

Door, casing, partition for above	inc decoration	£3,136
Full electrical rewire	ex finish, inc fixtures	£5,040
New floor coverings throughout inc repairs	£1000.00 per room x 5	£5,600
Decoration throughout	prepare and paint	£6,160
Roof :- check for any leaks in attic space as part of rewiring works	Item	£224
Heating maintenance and minor alterations	PC Sum	£1,008
Loft insulation	Item	£448
Over-range roof from scaffold tower and carry out minor repairs	Item	£1,120
Removals, carpets kitchen etc	inc skip	£2,464
External prepare, repair and decorate	scaffold tower	£5,936
Contingency		£3,760

Total		£55,000
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Outputs (i.e. details of what the investment will specifically deliver):

Positive outcomes include:

- Addresses existing compliance issues within Bereavement Services pertaining to Fire Safety, Industry and Corporate compliance and Staff Welfare.
- Enhances service provision for end users

Contribution to corporate objectives (how does the proposal achieve or help deliver priorities within the Corporate Plan and other key corporate strategies?)

- Supports Fylde Council policy for hybrid working
- Is a cost-effective use of an existing Council asset
- Mitigates reputational and financial risk to Bereavement Services and Fylde Council

Economy:

- Maximise the use of all Council owned assets

Efficiency:

- Adopt a 'customer first attitude'
- Continuously review every service to meet changing customer expectations

Budget Resource Requirements - Breakdown of initial capital costs and future revenue implications

Estimated **Total Capital costs** of bid (£000's): **£55,000**

Annual future **additional Revenue costs** arising from the bid as applicable (£000's): **£4,500**

Water - will be paid through The Crem cost code 3258 as all comes through same meter
 Electric £900, Gas £1400, Alarms £600, PHS Sanitary provision £100, Water Cooler £150
 Window Cleaning £240, General cleaning estimated at £550, IT, Broadband etc estimated at £600.

Value and phasing of capital bid:

2023/24 £55,000	2024/25 £000	2025/26 £000	2026/27 £000	Total £55,000.00
Additional revenue costs:				
2023/24 £4,500	2024/25 £4,500	2025/26 £4,500	2026/27 £4,500	Ongoing £4,500 pa

Existing resources in the Capital Programme relating to this scheme (as applicable):

2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	Total £000

Estimated timescales for the bid:

Project Start Date : April 2023

Project Completion Date: September 2023

Project Risks (outline any risks to delivery of the project and how these will be mitigated)

Risk	Impact	Mitigating Action
Non address of existing compliance issues within Bereavement Services pertaining to Fire Safety, Industry and Corporate compliance and Staff Welfare.	Negative impact on employee welfare and wellbeing	Scheme will enhance employee welfare and wellbeing and alleviate current difficulties encountered by employees in the existing crematorium office/ welfare arrangements

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF ENVIRONMENTAL AND HOUSING SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	17 JANUARY 2023	6
ENFORCEMENT TEAM REVIEW			

PUBLIC ITEM

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

SUMMARY

At the March 2021 Operational Management Committee, Members supported the establishment of a dedicated inhouse team to respond to anti-social behaviour. This has followed an engagement and encouragement approach, requesting compliance, with appropriate arrangements in place for enforcement to be used as a final deterrent in responding to issues such as dog related offences, littering, BBQs, street beggars and illegal encampments. This has been followed over the course of the last 18 months with members of the public responding positively to the engagement and encouragement response

This report reviews the service and discusses the future service provision for this area of activity.

RECOMMENDATION

That the Enforcement Team be re-branded as the Community Enforcement Officer Team with an agreed staffing core of two FTE's, supplemented by two Temporary Community Officers each year employed from 1 April to 30th September.

SUMMARY OF PREVIOUS DECISIONS

March 2021 Operational Management Committee – agreement to the establishment of an in-house team to respond to anti-social behaviour

CORPORATE PRIORITIES

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

REPORT

Enforcement Team Overview

1. Public spaces protection orders (PSPOs) are in place across the borough for the enforcement of dog control under the Anti-Social Behaviour Crime and Policing Act 2014. A PSPO is also in place to prohibit BBQ's and outdoor cooking on the Borough's coastline and coastal public open spaces. Failure to comply with a PSPO is an offence which can be dealt with by a fixed penalty notice of £100.
2. At the March 2021 Operational Management Committee, Members supported the establishment of a dedicated inhouse team to respond to anti-social behaviour, an engagement and encouragement approach was agreed which involved requesting compliance, with appropriate arrangements in place for enforcement to be used as a final deterrent in responding to issues such as dog related offences, littering, BBQs, street beggars and unauthorised encampments.
3. Over the course of the last 18 months members of the public have responded positively to the engagement and encouragement response which has been appropriate in most cases. However, failing to remove dog faeces, has always been a zero-tolerance approach, though it is very difficult to catch offenders resulting in the council only issuing a handful of FPNs for dog fouling.
4. Since March 2021, the team has had the ability to respond to issues seven days a week, working a rotating shift pattern covering early starts and late finishes, particularly across the busy summer season and on Bank Holidays. The patrol work covers the whole of the Borough across the year with more of a focus on the coastal strip during the busy summer months.
5. Recruitment of the 6-member team, operating as a 9-month pilot scheme, began shortly after the March 2021 committee with 4 members of the team commencing duties in June and the final 2 officers joining in September. It has proved to be a transient team with only one of the original team recruited in June 2021 still in place. This is in part due to half the team being employed on temporary contracts during the trial period which can lead to uncertainty. Equally, shift patterns, and working outside traditional working hours can provide challenges in balancing work/life commitments. The team has access to a beach gator which allows them to traverse the beach area in St Annes to quickly to respond to issues.
6. Most of the non-compliance has been accidental, due to ignorance of the rules and most people have responded well to polite requests to leave the beach exclusion zone with their dog or extinguish a BBQ. There are notable exceptions to this such as street beggars and illegal encampments where a firmer approach is needed.
7. As the work of the two dog wardens has been subsumed into the work of this team, a significant proportion of the work of the team focuses on dog control issues and responding to stray and dangerous dogs.

Evaluation

8. Over the first busy summer period the new team followed an intense program of induction, orientation, and familiarisation, training, and job shadowing. In the summer of 2021, CSP Security were commissioned to undertake educational patrols on behalf of the council over the spring and summer, to provide experience and support while the new team became established in the role. The CSP contract finished at the end of September 2021. Following this the in-house team took over full responsibility for environmental education and enforcement initiatives.
9. The team has provided a visible presence across the borough and in general through interaction with the public they have been positively received. Whilst the team initially worked in teams of two, this was changed to lone working at times, to be better able to manage shift patterns. The team has been faced with difficult circumstances on occasion, and there has been the need for a robust approach to risk management, which will be required going forward. The approach of engage and encourage has been proportionate and successful. Although there is a graduated approach to enforcement officers are aware of the need to take enforcement action where necessary.
10. The team has provided support across a wide range of activities including dog control, stray and dangerous dog control, beach dog exclusion zone and BBQ and hot food prohibition on the coastal strip. The team has also worked well with other teams such as the Ranger and Seasonal Support Teams. There is a case of others

sometimes not understanding the specialist role the team plays, and assuming that they are on-call to provide more general support across a wide-range of issues, which has been a frustration at times for members of the team.

11. The team are called ‘Environmental Enforcement’, the word ‘Environment’ creates the perception they can enforce all matters, examples of this have been violent members of the public, littering offences, security on our estates etc. The team respond to ‘service requests’ from all areas of the Council. The proposed changes detailed in this report would ensure that the slimmed down, and permanent team of people are embedded in the Environmental Health team under direct line management. The relevant section manager would be responsible for work and target setting, with major service requests being sent through him/her. This would make the service more in line with other Environmental Health sections, such as food safety and Environmental Protection. It is proposed that the team are called **Community Enforcement Officers**.
12. The review will underline the role of the team within the council and to partner organisations. Whilst partner organisations such as Lancashire Constabulary might be keen for the team to take on wider responsibilities by engaging with more violent / dangerous individuals to issue Community Protection Warnings and Notices, this is not possible within the role and responsibilities of the team. Street drinkers and street beggars will continue to be engaged and where appropriate issued with Community Protection Warnings and Notices, but this will not extend to other more serious criminal activities. The team work closely with the **Environmental Protection and Housing teams** to gather evidence and serve notices.
13. The role of the two Community Enforcement Officers will be (highest priority first):
 1. **Providing a dog warden service (statutory role)**
 2. **Responding to and patrolling areas of dog fouling** - These will form the main duties of the two permanent officers, especially during the winter months and out of season.
 3. **In the summer: enforcement of the PSPO’s (no dogs on amenity beach, no BBQ’s on the beach/dunes)**
 4. **Assisting professional departments with street drinkers and beggars**
 5. **Provide support in dealing with unauthorised encampments (on the ground engagement)**
 6. **Removing fly posting/A boards where they are causing an obstruction**

Many of the activities are demand driven (never know what is going to happen when or how often) with the most demand in the summer months when the seasonal resource will be deployed. The team will work to annualised hours offering the flexibility to respond to increased demand and / or bespoke initiatives.

The reduction in resource will mean there are occasions when cover is not provided in the evenings or weekends therefore issues may have to wait until the start of the working day/week where there is no health and safety or security risk e.g. initial engagement with an unauthorised encampment. The current work of the team with respect to the statutory dog warden service is summarised in the below table:

	Patrols	Interactions	Fouling	Strays
Jan	194	148	34	3
Feb	168	132	28	0
Mar	214	138	30	4
Apr	324	154	41	2
May	356	178	29	4
Jun	523	212	18	2
Jul	461	186	21	5
Aug	364	146	16	6
Sep	636	232	28	2

The current work of the Enforcement Team wider remit is summarised in **APPENDIX A – ENFORCEMENT DIARY FOR JULY**

14. The Community Enforcement team will work annualised hours fluctuating in response to seasonal demand. operating as a core team of two with hours worked front-loaded during the busier months, with the team continuing to work outside traditional core hours as much as reasonably practicable. The funding for the remaining resource allocated to the team will be used to award a contract for an external provider to provide a top-up in support for Community Enforcement work during the busier summer months. The intended working pattern of the Community Enforcement team over 7 a day period is:

4th April to 7th October – 42 hours

8th October to 28th October – 34 hours

29th October to 31st January – 30 hours

1st February to 3rd April – 34 hours

*Holiday allowances will need to be taken from these times.

15. There will be flexibility e.g. in the summer to work longer when the work is needed (such as during good weather or planned events) and less when a presence after normal working hours isn't required (such as during bad weather and during darker evenings).

16. The staff rota will be managed by a Principal Environmental Health Officer, who will ensure that the two permanent members of staff are not off work at the same time (as far as reasonably practicable and certainly during periods of high demand).

17. The team will have access to this email and other inline messaging at weekends to deal with priority issues as well as an on duty out of hours dedicated line for the team with the number being available for limited circulation only.

Funding

18. There is funding in place for three full time equivalent posts. With pressures on the council's base budget, the Budget Working Group is keen to contain budgetary pressures as far as practicable, including the council's staffing core. Therefore, it is not believed to be appropriate to seek a revenue budget increase to retain the current staffing levels of six FTE posts going forward.

19. The core business of the team is focused on dog control and there is a need to retain sufficient resource to respond to dog control issues, including stray and dangerous dogs, whilst not being a significant number they are demanding in terms of time commitment.

20. It is recommended that a core team of two officers (no senior officer) is retained with the funding for the vacant officer used to employ two additional temporary seasonal members of staff. The increase in summer will aid the service when demand is highest with peak tourism and the dog enforcement PCPO's active. During the winter months, there will be no need for full days of cover and at sometimes, only need for limited cover.

21. With resources for the team reduced there will not be the ability to respond to issues seven days a week, covering every early start and late finish and seasonal cover will be more limited than the current seven day a week and every weekend, with early starts and late finishes, on a consistent basis. Staff rotas will be proactively managed to ensure there is adequate staff during events or periods of heightened public build up and with direct management, the team will not be expected to deal with matters outside their remit.

Staffing Costs/implications

22. The financial requirements are within the current budget provision. Three posts will remain on the establishment, with the equivalent funding from one of the posts used to commission additional resources for the seasonal months by the most effective means possible.

IMPLICATIONS	
Finance	The proposals set out in this report can be met from the existing budget provision for the enforcement team.
Legal	No direct legal implications arising
Community Safety	Reducing anti-social behaviour, crime and disorder is a key corporate objective for the council
Human Rights and Equalities	No direct implications arising from this report
Sustainability and Environmental Impact	Creating clean, safe and healthy communities is a key corporate objective for the council and this team and its responsiveness seeking to positively impact on the environment
Health & Safety and Risk Management	The team can deal with difficult circumstances on occasions and there is a need for risk assessments, and health and safety practices, to mitigate these risks

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	Tracy.manning@fylde.gov.uk , 01253 658521	December 2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
NA		Council office or web address

APPENDIX A – ENFORCEMENT DIARY FOR JULY 2022

Environmental Enforcement Weekly Report 05/07/2022

Monday 27th June 2022

- Van patrol to Exclusion Zone – raining all clear.
- Vehicle patrol Heeley Road, no issues.
- Vehicle patrol Frobisher drive, no dogs all clear.
- Vehicle patrol Blackpool Road North, all dogs under control no fouling seen.
- Vehicle patrol Waddington Road, all clear.
- Vehicle patrol Hope Street, 1 x foul removed but other than that all clear.
- Vehicle patrol Ramsgate Road, no issues.
- Gator beach patrol – Took the barriers out, Flag half down on north side, North side lock for barriers stuck due to sand, cleaned and sorted.
- Gator patrol Starr gate beach, all good.
- Van patrol with for Lytham Centre, no begging seen and all dogs under control.
- Foot patrol Lowther Gardens, all dogs leaved no issues.
- Foot patrol Fairhaven Lake, 2 x dogs off lead and asked to put on they did. No fouls or other issues seen.
- Foot patrol Lytham Green, all clear no issues.
- Foot patrol Church Scar, all dogs under control.
- Foot patrol St Anne’s Square, no issues with begging.
- Foot patrol Ashton Gardens, all dogs leaved no issues.
- Gator beach patrol – Put both sides far 2 x barriers back and locked, washed the gator and locked, the near side barriers Chris S will put back and lock later

Tuesday 28th June 2022

- Town Hall Team Meeting & team brief and catch up.
- Drop traffic cones at Henry St. Lytham for taxi rank during Festival.

- Vehicle patrol Grannies Bay/Church Scar – dogs all good & no issues seen i.e., buskers.
- Foot patrol Dunes behind AKS - empty.
- Foot patrol Clifton St, Lytham & put out traffic cones at taxi rank on Henry St.
- Vehicle patrol Wrea Green, fair set up on main Green for their club day.
- Foot patrol Kirkham town centre, Memorial Gardens & People’s Park – all good.
- Vehicle patrol Clifton St, Lytham, busy but ok.
- Vehicle patrol all dog fields/parks – all clear due to the wet weather.
- Fairhaven lake with Tracey to pick up the litter picking station and brought to office
- Attended the site for travellers parked in private car park boundary Road opposite to Mc Donald’s – Plus there was report that the bus station shelter was vandalised also BMW car was also mashed parked next to bus station. The damage to the bus station shelter was reported to Lancashire County Council. The travellers were served the notice by bailiff to move from the property. Travellers later moved to the triangle which was earlier used for Fun Fair as site not secured.
- Gator beach patrol – put the barriers back and locked, gator washed and locked, all clear no issues.

Wednesday 29th June 2022

- Foot patrol Exclusion Zone and Promenade, all clear as early on no issues.
- Foot patrol St Anne’s Square, no begging or busking, all good.
- Foot patrol Ashton Gardens, 1 x dog off lead, asked the owner to put on and they did.
- Foot patrol Frobisher Drive, all clear no issues.
- Foot patrol Blackpool Rd North, 2 x fouls bagged and binned otherwise no problems.
- Foot patrol Ramsgate Rd, no issues.
- Foot patrol Hope Street, 1 x foul bagged and binned otherwise no problems.
- Foot patrol Waddington Rd, all clear.
- Foot patrol The Triangle field near Church Scar – travellers now on field.
- Foot patrol The Triangle to move a wild camper on – did so – this was an isolated incident, not involved with the travellers.
- Foot patrol Lytham Centre & put traffic cones out on taxi rank at Henry Street.
- Foot patrol Grannies Bay/Church Scar – all good.
- Bring barriers in from the Dog Exclusion Zone.
- Vehicle patrol The Triangle – monitor travellers – still only 2 caravans there.
- Foot patrol St Anne’s Square, Crescent & surrounding roads – clear – no signs of any beggars /rough sleepers.

Thursday 30th June 2022

- Gator Patrol Amenity Beach – x 1 dog owner asked to leave, did.
- Gator Patrol – Starr Gate – clear & dogs ok.
- Gator cleaned at depot.
- Foot patrol Ashton Gardens – swan ok, all dogs seen leaded, no issues.
- Vehicle patrol St Anne’s Square/Crescent – no beggars or buskers seen, dogs ok.
- Foot patrol Wrea Green – all clear, fun fair still on main Green.
- Foot patrol Bush Lane, Freckleton, all clear – football practice was happening.
- Foot patrol Lytham centre, checking that Olive Tree were selling take out drinks in plastic glasses/cups which they were.
- Amenity Beach bring barriers in. Exclusion Zone clear of dogs.
- Vehicle patrol St Anne’s Square/Crescent – very quiet – no signs of any beggars.
- Gator beach patrol – putt he barriers out – 2 x dog fouling on Exclusion zone beach
- Starr gate beach patrol, all clear.
- Farewell Lunch to team member Billy – (With Heavy Heart).
- Foot patrol Frobisher Drive - 3 x dog fouling, no other issues.
- Foot patrol Blackpool Road North – 3 x dog fouling, no other issues.
- Van patrol Waddington Road, all clear no fouling.

- Van patrol Hope Street, all clear no fouling.
- Van patrol Ramsgate Road, all clear nobody on.
- Van patrol Heeley Road, all clear.

Friday 1st July 2022

- Foot patrol on way to work Crescent/Square – asked individual known to us to move from Tesco Express as begging & also bin the 2 empty beer bottles at their side. Dogs seen were all leaved.
- Foot patrol The Triangle & picked up rubbish left by vacated travellers.
- Foot patrol Lytham Promenade from RNLI to festival stage with Steve Benson re; complaint made about promenade access by locals.
- Triangle rubbish taken to depot.
- Vehicle patrol Clifton St & Square, Lytham – busy but no begging or buskers seen.
- Vehicle patrol Wrea Green – all good.
- Foot patrol Kirkham town centre, People’s Park, Memorial Gardens – all good.
- Foot patrol Drop down field/ clear & no signs of travellers from the Triangle.
- Vehicle patrol Weeton Village Hall – all clear, no sign of travellers.
- Vehicle patrol Staining Village Hall – clear – no dogs & no sign of travellers.
- Foot patrol all dog fields – in between put of traffic cones on taxi rank at Henry St, Lytham.
- Foot patrol St Anne’s Square & surrounding roads – all clear – no beggars seen.

Saturday 2nd July 2022

- Travellers moved from the triangle area to the St Paul’s car park next to Fairhaven Lake
- Foot patrol Lytham Centre – busker playing music in town, talked for the one hour play and then move to some other place.
- Foot patrol Frobisher – 1 x dog fouling.
- Foot patrol Blackpool Road North, no issues.
- Foot patrol Waddington Road – 3 x dog fouling, no other problems.
- Attend the North promenade car park dunes for the report of camper by the Ranger team member – The camper already left when reached there.
- Beach patrol – Family with dog in E zone, asked to leave and explained the E zone boundary and where they can go on beach with dog.
- Foot patrol Fairhaven Lake – two children collide the bikes, children were not hurt. helped with bike chain along with one passing by person stopped to help.
- Foot patrol Hope Street, all clear.
- Van patrol Heeley Road – empty, no dogs
- Van patrol Ramsgate Road, all clear.
- Van Patrol Lytham Centre – Put the no parking cones for the taxi rank.
- Stopped at St Paul’s car park for travellers – Travellers doing BBQ – Approached them and advised that BBQ is not allowed and record on body cam (They made excuse that they need to feed children)
- Beach patrol – put the barriers back to lock.
- Foot patrol Ashton gardens – all clear.
- Foot patrol St Anne’s Square – all clear.

Sunday 3rd July 2022

- Van patrol St Paul’s car park – Travellers still there, updated team.
- Van Patrol Lytham Centre – Henry Street – Man walking with dog off lead, asked to put lead on and he did, no other problems seen.
- Foot patrol Mornington Park, 2 x fouls picked up and disposed of.
- Foot patrol Kirkham Memorial gardens, all clear dogs under control no fouling.
- Foot patrol Bush Lane, all clear.
- Foot patrol Bridges playing fields, all clear.

- Foot patrol Fairhaven Lake, no issues all dogs seen leaded and no fouling.
- Foot patrol St Anne's square, no begging or buskers seen.
- Foot patrol Ashton Gardens, all dogs leaded no issues.
- Van patrol Heeley Road, no issues.
- Van patrol Frobisher Drive, no issues.
- Van patrol Blackpool Road North, 1 x foul bagged and disposed of, all other dogs kept under control.
- Van patrol Ramsgate Road, all clear.
- Van patrol Hope Street, 2 x fouls bagged and binned just by the entrance.
- Van patrol Waddington Road, all clear.
- Van patrol St Paul's car park – Travellers still there, one of traveller female driving Passat and beeping a lot
- Barriers brought in from Exclusion Zone, all clear nobody on the beach.

*Additional weeks activity can be made available if required

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF ENVIRONMENTAL AND HOUSING SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	17 JANUARY 2023	7
PROFESSIONAL DOG WALKERS CODE OF CONDUCT			

PUBLIC ITEM

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

SUMMARY

The corporate plan includes the action to develop and promote a code of conduct scheme for professional dog walkers who walk multiple dogs at the same time. A code of conduct has been developed which professional dog walkers will be encouraged to adopt, this will be on a voluntary basis. The code of conduct has been based on best practice advocated by the British Kennel Club and scheme adopted elsewhere, it will improve both the welfare of the dogs in professional care as well as the health and safety for users of public realm. The Code of Conduct is free to sign up to and achieve accreditation from the council.

RECOMMENDATIONS

1. To recommend to the Operational Management Committee approval of a code of conduct for professional/multiples dog walkers.

SUMMARY OF PREVIOUS DECISIONS

It is an action in the corporate plan to develop a code of conduct scheme for professional / multiple dog walkers.

CORPORATE PRIORITIES

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

REPORT

BACKGROUND

1. It is an action in the corporate plan to develop a code of conduct scheme for professional / multiple dog walkers. Fylde Council recognises the importance and benefit to everyone of promoting responsible and considerate dog walking. Fylde has beaches, parks and open spaces that are popular with a range of users including dog walkers the council has a duty to ensure that public open spaces are welcoming and safe environments for everyone to use.

- Professional dog walkers provide a valuable service to busy working people, the elderly and the infirm; and there has been a rise in the number of businesses offering this service locally with the Fylde being a popular location for dog owners and dog walkers. Dog ownership has a significant impact on the local economy and contributes to the health and wellbeing of many residents. To provided support and advice for those who walk multiple dogs at the same time a Code of Conduct has been developed that is included as Appendix A to this report. This will act as a framework for best practice for paid dog walkers to protect the safety and welfare of the walker, the dogs in their care, and the public sharing the same public open space. The code of conduct has been based on best practice from the British Kennel Club and similar schemes operated in other local authorities.

ACCREDITED DOG WALKER SCHEME

- Professional dog walkers will be encouraged and supported to sign up to the scheme and adhere to the code, there will be no charge for this to the dog walker. They will be required to agree to the professional Dog Walkers Code of Conduct with a commitment to operate to the practices outlined in the code. This code will provide businesses with an awareness and understanding of what the council, the community and the customer expect from a professional service operating on public open spaces. Most professional dog walkers are aware of the best practice when walking multiple dogs, their commitment to the code will provide reassurance to owners who are seeking a dog walker for their pet. A register of businesses accredited to the Code of Conduct will be kept on file and held by the Environmental Health department. Potential customers will be able to check which businesses have made a commitment to the code.
- Registered businesses will be listed on the Fylde Council website. The scheme is open to everyone who regularly walk their dog(s) in Fylde professionally. From time-to-time, Fylde Council reserve the right to check compliance with this Code of Conduct. Registered businesses will be removed from the register if found to be breaching any of these requirements. Examples of compliance checks may be spot checks by Environmental Enforcement Officers whilst dogs are being walked, or by visiting the registered address should complaints me made. However, the council has many operatives in the local community every day who are aware of the roles and responsibilities across the authority as well as regular constructive feedback from stakeholders on activity on public open spaces.

IMPLICATIONS	
Finance	None
Legal	No direct legal implications arising
Community Safety	Reducing anti social behaviour and improving animal welfare standards as well as public health and safety standards.
Human Rights and Equalities	No direct implications arising from this report
Sustainability and Environmental Impact	Creating clean, safe, and healthy communities is a key corporate objective for the council and this team and its responsiveness seeking to positively impact on the environment
Health & Safety and Risk Management	No direct implications arising.

LEAD AUTHOR	CONTACT DETAILS	DATE
Carolyn Bland	Carolyn.bland@fylde.gov.uk	14/12/2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Corporate plan 2020-2024	03/09/2020	www.fylde.gov.uk

APPENDIX A

Professional Dog Walkers Code of Conduct

Introduction:

Fylde Council recognises the importance and benefit to everyone of promoting responsible and considerate dog walking. Anyone who visits Fylde knows that our area is blessed with amazing beaches, parks and open spaces and we want those places to be welcoming and safe environments for all, including dog walkers.

Professional dog walkers provide a valued service to busy working people, the elderly and the infirm; and there has been a rise in the number of businesses offering this service locally.

As such Fylde Council has produced this Code of Conduct. This will act as a framework for best practice for paid dog walkers to protect the safety and welfare of the walker, the dogs in their care, and the public.

For more information contact Environmental Enforcement team on 01253 658658 or enforcement@fylde.gov.uk

Code of Conduct:

	Health and safety:
	All dog walkers should be over the age of 16 unless accompanied by an adult, and should be appropriately trained in handling and walking dogs
	Ensure you have appropriate insurance for the activity you are undertaking
	Carry a first aid kit for dogs on all walks and have a basic knowledge of dog first aid

	Transporting dogs:
	If you need to transport dogs ensure vehicles are fitted out with appropriate cages or containment devices to secure the dogs, and also to avoid distracting the driver. Dogs should not be restrained by a lead within a vehicle
	Ensure the vehicle is well ventilated
	Ensure the vehicle is insured for business use
	Carry water and suitable receptacles for dogs to drink from
	Do not leave dogs alone for more than a few minutes; for example, when dropping off and picking up other dogs and keep the vehicle locked when unattended

	Preparation:
	Ensure all dogs are free of disease and or infections and contact the owners to ensure all worming and flea control measures are in place
	Observe dogs for any changes in character, signs of scratching, skin ailments or other signs of infection

	Take the time to get to know the dog before the walk and talk to the owners. Does the dog have any special requirements? Could it be aggressive to other dogs or people? Consider the age, health and fitness of the dogs when planning walks
	Ensure every dog walked by you wears a collar with the name and contact details of the owner on it. Whilst in your care they should also wear the contact information for your dog walking company
	Ensure all dogs are microchipped

	Walking dogs:
	You must comply with all Public Space Protection Orders (PSPO's) relating to dogs, which apply to anyone in charge of a dog in certain areas within Fylde. For more information on the PSPO's see here: Dogs on leads across Fylde – Fylde Council
	Dogs should not be walked in groups of more than 6 (or the maximum allowed under your insurance policy)
	If any dog shows signs of stress or unusual behaviour the walk should be terminated
	All dogs must be kept under control at all times. Avoid causing concern to members of the public. Avoid crowded areas and areas where children congregate. Be sensitive to the fact that not everyone likes dogs
	Keep dogs away from livestock and birds
	Clean up all dog fouling by dogs in your charge and dispose of it a dog waste bin or other appropriate bin. Ensure you carry enough dog fouling bags for your needs
	Dogs should not be walked off the lead without prior written permission from the owner

	Professionalism:
	Be courteous and professional at all times
	Ensure the needs and welfare of the dogs are considered over and above any commercial interest of the business
	Consider emergency veterinary treatment insurance in case a dog in your care becomes injured unless a prior agreement is made with the owner and forms part of the contract
	If you lose a dog in your care you must notify the owner and the local authority dog warden immediately by calling 01253 658658
	Have a plan of action in case of emergency
	You must not board any dog without the appropriate animal boarding licence
	Be aware of local relevant byelaws, Public Space Protection Orders and restrictions

Accredited Dog Walker Scheme:

Professional dog walkers can choose to register their business with us. To do so they must agree to this professional Dog Walkers Code of Conduct. This gives businesses the opportunity to understand the requirements for best practice when walking multiple dogs and reassurance to owners who are seeking a dog walker for their pet.

Registered businesses will be listed on the Fylde Council website.

The scheme is open to everyone who regularly walk their dog(s) in Fylde professionally.

From time-to-time, Fylde Council reserve the right to check compliance with this Code of Conduct. Registered businesses will be removed from the register if found to be breaching any of these requirements.

For more information contact Environmental Enforcement team on 01253 658658 or enforcement@fylde.gov.uk

Name	
Business Name	
Address	
Telephone Number	
Email address	

I would like to apply for to be added to the Fylde Council register of Professional Dog Walkers.

In doing so I agree to abide by the Professional Dog Walkers Code of Conduct.

Signed	
Print name	
Date	

Submit your application to Fylde Council – enforcement@fylde.gov.uk

Your registration form and associated documentation will be checked by an officer of the division.

The officer will contact you and may make an appointment to meet you in person.

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF TECHNICAL SERVICES	OPERATIONAL MANAGEMENT COMMITTEE	17 JANUARY 2023	8
STANNER BANK CAR PARK BARRIER UPDATE			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The following is an update on the operation of Stanner Bank Car Park barrier system.

SOURCE OF INFORMATION

Car Park barrier system reports and duty officer notes.

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

At the Operational Management Committee of 15th March 2022 It was RESOLVED:

1. To retain the Stanner Bank Car Park barrier system and for the committee to receive quarterly reports detailing the number of call outs including out of hours, reason for calls, time taken to resolve and any cost attached.
2. To instruct officers to address the out of hours staffing issue.

FURTHER INFORMATION

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

Background

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

3. [An update report](#) was supplied to the committee on 15th June 2022 which outlined the performance, costs and income for the period from 23rd March to 29th May 2022. [A further report](#) was viewed by the committee on 6th September 2022 for the period 30th May to 21st August 2022 and [another report](#) on 8th November for the period 22nd August to 23rd October 2022. This report provides details for the period 24th October 2022 to 2nd January 2023.

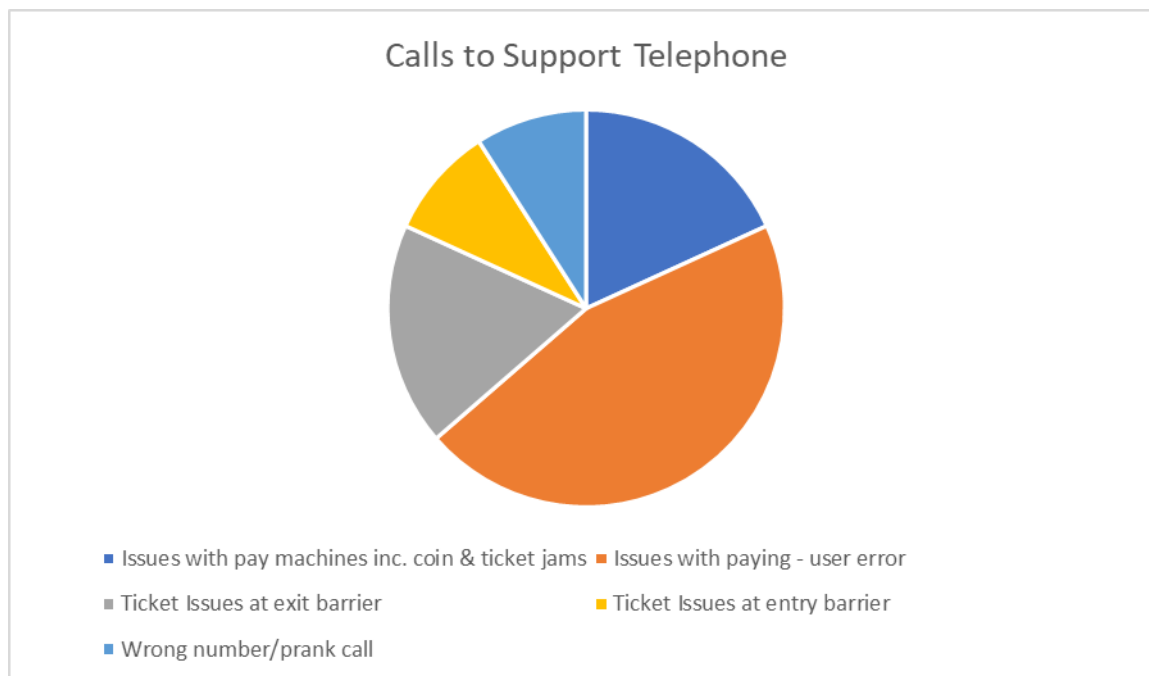
Performance

4. From 24th October 2022 to 2nd January 2023 12 calls were received by the barrier system support telephone relating to 12 separate issues. Of the 12 calls 6 were during normal office hours, 1 during weekday evenings and 5 during weekends/bank holidays.
5. A summary of the reasons for the 12 calls is set out in table 1 and image 1. Most calls were related to customers having issues with paying for their stay, either due to apparent errors by the customer (eg not putting in enough money to cover their stay or checking for rejected coins) or due to issues with the machine (eg ticket or coin jams). There have also been a few instances of tickets becoming jammed at exit and entry barriers which appear to be related to the weather as they can get damp in the rain.

Table 1

Reason for Call	Number of Calls
Issues with Pay Machines inc. coin & ticket jams	2
Issues with paying - user error	5
Ticket Issues at exit barrier	3
Ticket Issues at entry barrier	1
Wrong number/prank call	1

Image 1



6. In most cases the issue that caused the call to be made is resolved at that time by the person answering the support telephone or soon after by an enforcement officer visiting site and rectifying any faults, eg ticket/coin jams. In these circumstances there is a small loss of income from customers being let out of the car park without paying.

7. With inexperienced non-parking services staff covering the telephone at weekends, occasional errors have been made where customers have been let out when there has been user error and the customer could have paid. These instances have reduced over time as staff become more experienced in using the system.
8. No significant issue has occurred since the last report.

Operational costs

9. Restock of tickets - £653
 Merchant banking fees November to December - £52
 Purchase of keys - £8

Finances

10. A breakdown of the income, approximate loss of income and costs of operating the barrier system from 24th October 2022 to 2nd January 2023 is set out in table 2. Income and loss of income is provided for the amounts spent by customers at the payment machines and the amount, once VAT is deducted, that will be received by the Council. Operational costs only include costs above standard costs of operating pay and display car parks (ie excludes costs such as those related to sim cards, cash collections, card transaction fees, etc).

Table 2

Income 24 th October 2022 to 2 nd January 2023 from 1,946 paying customers	£2,505 (at machine); £1,708 (minus VAT)
Approximate loss of income	£10 (at machine); £8 (minus VAT)
Operational costs	£713
Cover – 10 weekends and 3 bank holidays at £75 each	£975

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
OFFICE OF THE CHIEF EXECUTIVE	OPERATIONAL MANAGEMENT COMMITTEE	17 JANUARY 2023	9
MID-YEAR PERFORMANCE 2022/23			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The report provides details of the key performance outcomes for the first half of the financial year 2022/23. Performance is reported against the targets set for the year and commentary is provided by performance exception.

SOURCE OF INFORMATION

Teams input data into the InPhase corporate online system from service-based performance data.

LINK TO INFORMATION

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

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

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

FURTHER INFORMATION

Contact: Alex Scrivens, (alex.scrivens@fylde.gov.uk).

Mid-Year Commentary by Performance Exception for the Operational Management Committee

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

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

PM102: Current Operator Compliance Risk Score (traffic light) status is green this being the best score, last year's comparison status was green and the target is green.

The operator licence risk score for Fylde Council is in the green giving a very good "satisfactory" status. This is backed up by a full annual audit carried out independently by the Freight Transport Association which provides an independent, best practice review of workshop procedures and set up, examining compliance in areas such as premises, equipment, technical staff, management, clerical staff, documentation, quality and appearance. This is further confirmed by the facility's I'VE Workshop Accreditation (Institute of Road Transport Engineers).

PM132: Number of proactive dog enforcement patrols was 2664 and the target is 1200.






Officer comment: Please explain the reasons why progress has exceeded expectations and details of how this will be maintained: As the year has progressed, we have changed our working practices to increase efficiency as well as having a beach vehicle available to increase our ability to conduct patrols along the coast. Moving forward we will continue to make the best use of time/officers to maximise patrols completed and interactions with the public.

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

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

None to report.

PERFORMANCE KEY ICON STATUS

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

APPENDIX 1: Performance Measures mid-year performance (1st April 2022- 30th September 2022)

Operational Management						
Local Key Performance Indicators	Frequency	Good Performance Is	Mid Year 2021	Mid Year 2022	Mid-year Target	Status To Date
PM101: Kg of residual waste per household (quarterly only for LG Inform)	Quarterly	Smaller is Better	130	135	135	
PM102: Current Operator Compliance Risk Score (traffic light)	Quarterly	Bigger is Better	Green	Green	Green	
PM132: Number of proactive dog enforcement patrols	Quarterly	Bigger is Better	New	2,664	1,200	
PM55: Missed bins as a percentage of all collections	Quarterly	Smaller is Better	0.05	0.07	0.05	
PM56: Percentage of household waste recycled	Quarterly	Bigger is Better	42	55	50	
PM74: Percentage first time HGV fleet MOT passes	Quarterly	Bigger is Better	86	82	90	
PM96: Percentage of customers satisfied with MOT experience	Quarterly	Bigger is Better	100	100	100	

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	OPERATIONAL MANAGEMENT COMMITTEE	17 JANUARY 2023	10
CAPITAL PROGRAMME MONITORING REPORT 2022/23 – POSITION AS AT 30th NOVEMBER 2022			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The purpose of this report is to provide an update on the approved Capital Programme of the Council as at 30th November 2022 and specifically for those schemes under the remit of the Committee.

SOURCE OF INFORMATION

The report is based upon information extracted from the financial ledger system of the Council for the period to 30th November 2022 and updates provided by budget holders.

LINK TO INFORMATION

Capital Programme Monitoring Report to 30th November 2022:

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

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information is provided to enable the committee to consider and scrutinise the Capital Programme monitoring reports for those schemes under the remit of the Committee.

FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel 01253 658566

e-mail: paul.o'donoghue@fylde.gov.uk

Summary

The purpose of this report is to provide an in-year progress update in respect of those schemes within the Capital Programme that have been approved for delivery in 2022/23, together with an update on the overall Five-Year Capital Programme of the Council. This report includes a narrative description of some of the more significant schemes within the Capital Programme and details any risks and the actions required to address these. Appendix A to this report provides an update by Committee on schemes scheduled for commencement or delivery in 2022/23. Appendix B provides a summary of the latest position for the 5 year Capital Programme and Appendix C provides details of the financing of the programme.

1. Background

The Council approved the Capital Programme on 3rd March 2022. That update showed a balanced capital programme position from 2021/22 onwards. This report includes year to date expenditure and sets out the latest phasing of the programme and any additions or changes since the capital programme was presented to Council in March 2022. The Programme has also been rolled forward to include the year 2026/27.

2. Notes on Specific Schemes

There are a number of schemes for which further information is provided below:

(i) Town Centre Regeneration Kirkham

Following the Government's Future High Street funding initiative (FHSF), the Planning Committee resolved, in the autumn of 2019, to choose Kirkham Town Centre as its choice to pursue any bids for funding under the scheme. The first opportunity, being part of the broader FHSF, named the High Street Heritage Action Zone initiative (HS HAZ) was launched. This was a competitive process and seeks to enhance the historic environment of high streets that have conservation area status. Following the expansion of the funding for the scheme, due to unprecedented bids from a national perspective, the Kirkham bid proved to be successful, following a recommendation to Government from Historic England (HE). HE is the body responsible for administering the scheme. The grant award is £1.8m and will be match funded from a number of sources including Fylde Council, Kirkham Town Council and Section 106 payments for public realm improvements attributed to residential planning permissions. The scheme will run over 4 years, commencing in April 2020, and includes a wide range of projects.

In line with many other authorities, due to COVID 19, the implementation of the scheme has been delayed and a revised project plan, which sets out the projects to be delivered and the associated funding, has been agreed with Historic England.

A further bid for £9.1m was also submitted under the main body of the Future High Street Fund during 2020 and proposed to deliver a number of schemes across the whole of the town centre including the re-purposing of buildings, traffic management measures, building reuse and enhancement and public realm projects. This was once again a competitive process. The bid was well founded, and the economic case was very strong. In April 2021 an award of £6.29m for the Kirkham scheme was announced from the Ministry of Housing, Communities and Local Government (MHCLG) which was approved at Council on the 5th July 2021. A report was approved by Planning Committee and Council in December 2021 to authorise various property acquisitions as part of the project.

The Kirkham Futures Regeneration Programme, which encompasses the funding streams identified above is a complex multi-stranded programme with strict delivery timeframes. As such the Programme has been added to the Council's Strategic Risk Register in order that the identified risks can be managed.

(ii) St Annes Sea Wall

St Annes Seawall is 660m long and was constructed in 1935. It reduces the risk of coastal erosion and flooding to over 400 properties. The seawall surrounds The Island, which is one of three strategic headlands which are critical to maintaining healthy beaches, dunes and reducing the risk of coastal erosion along Fylde Council's frontage. St Annes Seawall is at the end of its design life and is in poor condition; it is cracking and crumbling and is subject to

ongoing repairs and maintenance. Voids have previously been identified resulting in settlement of the promenade. The crest level is low and overtopping during storms results in damage to the promenade and flooding of the car park, swimming pool and fitness centre plant room, and flooding up to the thresholds of the cinema, casino, amusement, and restaurant complex.

In 2020 the council were awarded £300k Pipeline acceleration funding to develop the St Annes Seawall Outline Business Case. Following this a bid has now been submitted to the Environment Agency formally for their appraisal and consideration and if EA funding is approved the planning phase will commence consisting of technical surveys including topographical, geotechnical, detailed design, ecological and bird surveys and an environmental impact assessment. It will include securing all the necessary licenses, consents and approvals including: Marine License, Planning Permission and Environment Agency Flood Risk Activity Permit (FRAP) licence. The scheme will be in the sum of £11.8m funded by Environment Agency grant of £9.5m and the council's contribution of £2.3m towards the total project cost which was approved at Council on the 5th July 2021. EA have now approved the scheme and the final award is a total scheme cost of £12.1m funded by EA Grant of £9.7m and the council's contribution of £2.4m. This has now been reflected within the capital programme. Following the planning phase it is proposed to start the construction in 2 phases. Phase 1 is anticipated to commence in Autumn 2023 and complete in late Spring 2024. Phase 2 will commence in Autumn 2024 and complete late Spring 2025 to minimise business disruption.

(iii) Fairhaven Lake and Gardens Heritage Lottery Scheme

In December 2018, the council was notified that it had been successful in securing the second round capital grant from the Heritage Lottery Fund in the sum of £1.4m for the restoration of Fairhaven Lake & Gardens, with further match funding provided by Fylde Council and other external financial contributions. All capital works apart from the lake package were completed in September 2021, with the defect period and all snags due to be completed by the end of November 2022. The refurbished buildings are all now in use, with the new interpretation and activity scheme in place. The final evaluation report for the project is available on request.

The final package of works to be completed is the lake infrastructure and dredge. Design work is ongoing with the package ready for tender in January 2023, all work is due to be completed by April 2023. Until the scheme is fully delivered there remains the possibility of additional contract costs beyond those in the approved budget.

(iv) St Annes Regeneration Schemes

The next section of works has been agreed along St. Annes Road West between The Pier and The Square (known as the Square-Pier Link). A scheme designed to the available budget was presented and approved by Planning Committee, but the Regeneration Manager was asked to look at extending the scheme, potentially widening pavements to provide an enhanced pedestrian ambience and increased paving space capacity to absorb high levels of footfall that is encountered at peak times. As matters stand, the potential for achieving these enhancements to the scheme is being discussed with Lancashire County Council as any further amendments would have to be agreed, since there would be changes to the highway configuration. It is now proposed to pursue the scheme as part of a wider programme of works in the town centre following the preparation of a masterplan which has been commissioned.

(v) Lytham Regeneration Schemes

Work has commenced on the redesign and re-planning of the public realm of Lytham Centre. The Corporate Plan currently programmes the commencement of the Clifton Street Works (£750k) during 2022/23. Additional funding has been applied for as part of the UK Shared Prosperity Fund (UKSPF) submission, the outcome of which is expected in October/November. The UK SPF funding award will be phased and so delivery of the project will need to be reviewed accordingly. The Lytham Beach Lighting Scheme (£50k) is programmed for delivery during the current financial year.

(vi) 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. In order to fund these works the Council receives grant support which previously was provided by the

Department for Communities and Local Government (DCLG). From 2015/16 the Government established the 'Better Care Fund', and under these new arrangements the funding for Disabled Facilities Grants transferred to the Department of Health, with funding being distributed to all Councils via the upper-tier authority for that area. As such, in Lancashire the fund is administered by Lancashire County Council. Each upper-tier authority then allocates the funding to their respective housing authorities (i.e. district councils within their area) to enable them to continue to meet this statutory responsibility.

The level of government funding has increased significantly under the 'Better Care Fund' arrangements and the budget for 2022/23 (including slippage) totals £1.503m which provides for the delivery of disabled adaptations. It is anticipated that for 2022/23 all identified need for disabled adaptations can be met from the existing resource.

(vii) M55 Link Road (Inc. S106 monies for design work)

The accelerated delivery of the £27m M55 Heyhouses Link Road is subject to a funding package made up from a number of sources. This funding is now in place and work has started on site with the earthworks being the first phase. The road will then be constructed by Lancashire County Council's in-house team and is due for completion in early 2024. It is expected that LCC will require the funding to be transferred to them during the latter stages of the project and so is likely to be spent during 2022/23.

(viii) St Annes Masterplan – Levelling Up Fund Capital Bid Submission Round 2 - £14.6m

A Levelling Up Fund capital bid was submitted on the 27th July 2022 for £14.6m and the outcome is expected in Autumn 2022. Consultants were appointed to prepare a comprehensive masterplan to shape the future development of St Annes Town centre and the Island site on the Promenade and to help the council to access external funding. The views of the public and key stakeholders have been sought during a consultation exercise and these views had helped to shape the development of the masterplan. A bid was prepared and submitted to the second round of the governments Levelling Up fund. The round had three investment themes being transport; regeneration and town centre investment, and cultural investment. There was an opportunity to secure funding to help deliver different phases of the masterplan, in particular the public realm improvement to the area around the train station, dedicated pedestrian and cycle links, an events space in the Square and improving the connection to the town centre and the sea front. If successful it is expected that the bid will deliver a transformation of the town centre with 4 hectares of new public realm and 460 metres of active travel links, encouraging increased walking and cycling and an enhanced events programme to increase both day and overnight visitors to Fylde.

3 Conclusions

- 3.1 Actual expenditure to 30th November 2022 is £2.609m against a full year budget of £18.637m. This equates to 14.0% of the latest budget. Progress on the delivery of a number of schemes has been delayed due to the continuing economic recovery from the coronavirus pandemic, together with supply chain challenges and higher inflation leading to a review on the original costings of capital schemes. This is noted as appropriate in the analysis at Appendix A. Consequently, the phasing of some schemes may have to be adjusted or re-phased into 2023/24 as part of the information that is provided from budget holders on a scheme by scheme basis and this will be reflected in future Financial Forecast updates during the year.
- 3.2 UK CPI was 0.7% in March 2021 but thereafter began to steadily increase. Initially driven by energy price effects and by inflation in sectors such as retail and hospitality which were re-opening after the pandemic lockdowns, inflation then was believed to be temporary. Thereafter price rises slowly became more widespread, as a combination of rising global costs and strong demand was exacerbated by supply shortages and transport dislocations. The surge in wholesale gas and electricity prices led to elevated inflation expectations. CPI for November 2022 registered 10.7% year on year, down from 11.1% in October 2022.

Increasing inflation is exerting significant upward pressure on prices for utilities and on supplies and services across all sectors of the economy, which in turn increases the base costs for both revenue and capital budget items. The situation is particularly acute in the construction sector where supply chain issues and price

increases are combining to put increased risks on the delivery of capital programme schemes. This is likely to be a continuing issue for the council during 2022/23 and this has resulted in current scheme delays and reviews on scheme costings.

- 3.3 Capital Receipts to date total £99,321 against a total in year budgeted figure of £100,000 made up of Right to Buy Receipts and General Asset Sales. Any changes to this will be reflected in future Financial Forecast updates during the year.
- 3.4 The current Capital Programme as updated is showing a balanced position for 2022/23 onwards. The Capital Programme and the associated financing will be subject to discussion with members during the months in the lead up to the annual budget setting process for 2023/24.
- 3.5 Any additional expenditure which is not fully funded by external finance would normally require the generation of capital receipts or further borrowing (the latter placing further pressure on the Revenue Budget from the consequent repayment costs). However, Budget Council on 4th March 2013 approved the creation of a Capital Investment Reserve to finance future capital expenditure. The balance of this reserve at 31st March 2022 was £6.094m. Of this £2.835m is already committed to deliver existing approved capital schemes leaving an uncommitted balance of £3.259m. A further budgeted contribution into the reserve of £0.568m in 2022/23 and £0.176m in 2023/24 was reported in the latest Medium Term Financial Strategy (MTFS) forecast presented in November 2022, which would result in an unallocated balance on the reserve at 31st March 2024 of £4.003m. The estimated transfer in are subject to change as costs and income will undoubtedly fluctuate over the next 2 financial years.

To Note: Council in July 2022 approved the underwriting to the sum of £942,589 for 2022/2023 financial year from the Capital Investment Reserve in the event that approval is not ultimately confirmed from the Future High Street Fund team at DLUHC for the Kirkham Futures programme for Public Realm phase 1 works (this underwriting being required in order for the contract to be awarded for delivery of the public realm works) so the potential Capital Investment Reserve balance would be £3.060m if approval from DLUHC was not ultimately received.

An updated position in respect of the Capital Investment Reserve will be included within future updates of the Financial Forecast presented to the Finance and Democracy Committee and to Council. Additional future projects will be subject to further consideration as part of the budget setting process for 2023/24. Whilst it remains the case that this reserve is the preferred source of finance for any further additions to the Capital Programme, continuing contributions to the reserve are required in order to maintain a sustainable funding source for future years.

CAPITAL PROGRAMME - 2022/23 IN-YEAR SCHEME MONITORING REPORT - AS AT 30/11/22

Appendix A

CODE	APPROVED SCHEMES	Head of Service / Budget Holder	Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/11/22 £000	Variance £000	Budget Holder Comments
FINANCE & DEMOCRACY COMMITTEE										
Z188	Purchase of Land Adjacent to Squires Gate Station	Darren Bell	Capital Investment Reserve	0	6		6		6	This project is ongoing. As agreed at Full Council, the compulsory purchase of the land was initiated. It is expected that the process will be completed by the end of 2022/23.
Z232	Public Offices Capital Works	Darren Bell	Capital Investment Reserve	0	0	65	65	4	61	Contractors currently on site. Work to to be complete by March 2023.
	Sub total			0	6	65	71	4	67	
TOURISM & LEISURE COMMITTEE										
Z112	Fairhaven Lake & Promenade Gardens Restoration	Mark Wilde	Capital Investment Reserve	0	250	70	320	30	290	Building and landscape capital works are complete. Defect period is the end of September 2022. Final condition surveys will be completed detailing any outstanding works. Lake package to be completed during this financial year. Engagement with consultants regarding further designs has commenced with the lake dredge removal from the original schedule of programmed capital works and subsequently re-scoped within the 5 year management and maintenance plan due to time constraints with obtaining licenses from the marine authority. This will all be contained within existing approved budgets. Addition £70,000 approved to undertake repairs and improvements to the pathways at Fairhaven Lake (03/11/22)
Z097	Promenade Footways	Darren Bell	No external finance - funded by borrowing / general asset disposal receipts	155	0		155		155	This funding has been identified to improve the footway surface around St Annes Promenade bandstand and boating pool. The scheme is linked with the Square to Pier Link and Gateway scheme to be delivered through the Planning Committee with the intention that works will run concurrently by the same contractor. These works are currently delayed with an unknown start date. When the Pier scheme is progressed this scheme will be finalised and a draw-down report for funding presented to the committee.
Z176	Staining Playing Fields Development Scheme	Mark Wilde	S106 Developer Contributions / Capital Investment Reserve	0	43		43	30	13	Plans for landscaping works are currently being developed with project completion anticipated to be during 2022/23.
Z179	Coastal Signage Improvements	Darren Bell	Capital Investment Reserve	0	61		61	1	60	Phases 1, 2 and 3 (Consolidation / Rationalisation, Digital Beach Signs and Beach Safety Signs) have been completed. Phases 3 and 5 (Waymarking & Directional and Heritage & Interpretation) are currently being modelled. Remaining scheme delivery completion is anticipated to be during 2023/24.
Z192	Fylde Sand Dunes Improvement Scheme	Mark Wilde	S106 Developer Contributions / Specific Grants	0	11		11		11	All works successfully completed. Awaiting final invoices.
Z197	Blackpool Road North Playing Fields Drainage	Darren Bell	Capital Investment Reserve	0	26		26		26	Works are substantially complete. Remaining funding for additional works on the maintenance of football pitches is to be utilised as match-funding for an external funding bid to further improve the football pitches.
Z212	Park View Drainage Improvement Scheme	Darren Bell	Capital Investment Reserve	39	0	25	64	40	24	Works are substantially complete. Remaining funding for additional works on the maintenance of football pitches is to be utilised as match-funding for an external funding bid to further improve the football pitches.
Z213	Fairhaven Boathouse - Remodelling and Refurbishment Scheme	Darren Bell	Capital Investment Reserve	217	0		217		217	This scheme is currently scheduled for delivery later in 2023/24.
Z214	Play Area Improvements	Mark Wilde	Capital Investment Reserve	0	43		43	43	0	All works successfully completed to budget.
Z215	Friends of Newton Community Park Improvement Scheme	Charlie Richards	S106 Developer Contributions	0	0	37	37		37	Approved at Council 12/10/22
Z219	Fairhaven Kiosk / Ice Cream Bar Project	Darren Bell	Funding Volatility Reserve	340	5		345	7	338	Scheme approved at Council 5th July 2021. Project currently under review.
Z220	Boating Pool Safety Improvements	Mark Wilde	Capital Investment Reserve	0	51		51	26	25	All major works successfully completed. Sign/safety fencing is outstanding and due to be completed March 2023.
Z221	North Beach Windsports Centre	Darren Bell	Capital Investment Reserve	0	200	81	281	281	0	Project completed with an overspend of £31k that has been funded from a scheme underspend on the Cemetery and Crematorium - Infrastructure Phase 3b
Z223	Petanque Court	Mark Wilde	Capital Investment Reserve	13	0		13		13	Design and construction is scheduled for winter 2022/23.
Z224	Play Area - Blackpool Road North Playing Field	Mark Wilde	Capital Investment Reserve	125	0		125	121	4	Opportunity for the design and build of a new play area was advertised on the 16th March 2022 via the CHEST procurement portal which attracted six submissions. The contract has now been awarded.
Z225	Improvements to Children's Play Areas	Mark Wilde	Capital Investment Reserve	100	0		100		100	Following a tender exercise, formal contract has now been awarded to Kompan Play Ltd. Works will commence February 2023 and completed by March 2023.
Z231	Lytham St Annes Art Collection Display Options	Mark Wilde	Capital Investment Reserve	0	0	65	65		65	Finance & Democracy Committee (June 22) approved a new scheme of £65k fully funded from the Capital Investment Reserve.
	Sub total			989	690	278	1,957	579	1,378	

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/11/22 £000	Variance £000	Budget Holder Comments
OPERATIONAL MANAGEMENT COMMITTEE										
Z038	Replacement Vehicles	Mark Wilde	Borrowing	306	322		628	97	531	It is anticipated that part of the replacement vehicle purchases for this financial year will be required to be re-phased in future updates of the financial forecast due to expected longer lead times from the tenders. This will be reviewed later in the year and the forecast will be updated if required.
Z049	Car Park Improvements	Darren Bell	No external finance - funded by borrowing / general asset disposal receipts	30	30		60		60	Capital funding is being built up to enable the resurfacing of Fairhaven Rd and/or Swimming Pool Car Parks once the St Annes hard sea defences have been completed. The forecast will be updated to reflect the latest position.
Z165	Public Transport Improvements	Darren Bell	S106 Developer Contributions	30	120		150		150	This scheme relates to developer contributions (s106) funding that is paid to Lancashire County Council (LCC). The funding will contribute to the delivery of improved public transport services where an enhanced public transport requirement is identified as a result of increased housing development. These payments may be made over a period of several years and in this instance the s106 agreement allows for payments to be made up until 2028.
Z130	Fairhaven and Church Scar Coast Protection Scheme	Darren Bell	Specific Government Grant (Environment Agency) / Capital Investment Reserve	0	10		10	10	0	This is the residual Sand Dune improvement works on the Dunes North of Fairhaven Lake. This was an outstanding condition of the Fairhaven Coastal Defence scheme which Environment Agency Grant in Aid can be claimed. Dunes project team currently reviewing with the aim to deliver by March 2023.
Z207	St Annes Sea Wall	Charlie Richards	Specific Government Grant (Environment Agency)	2,571	29		2,600	485	2,115	Funding was secured in 2021/22 to initiate the development and delivery phase of this project. The planning phase has now commenced consisting of technical surveys including topographical, geotechnical, detailed design, ecological and bird surveys and an environmental impact assessment. It will include securing all the necessary licenses, consents and approvals including: Marine License, Planning Permission and Environment Agency Flood Risk Activity Permit (FRAP) licence. The EA have now approved the scheme and the final award is a total cost of £12.1m funded by EA Grant of £9.7m and the council's contribution of £2.4m. Following the planning phase it is proposed to start the construction phase Autumn 2023.
Z190	Charging Infrastructure for Electric Taxis	Darren Bell	Specific Government Grant	0	27		27	19	8	Project completed within budget.
Z195	Cemetery and Crematorium - Infrastructure Phase 3b	Darren Bell	Capital Investment Reserve	0	35	-31	4	3	1	The main project is now complete with an underspend of £32k. £31k has been vired to the North Beach Windsports Centre scheme to fund the scheme overspend.
Z199	Outdoor Digital Signage	Mark Evans	Capital Investment Reserve	0	20		20		20	The outdoor digital signage proposal has been referred to the Town Centres Working Group in order to consider alternative siting proposals that will be more suitable in the conservation area location in which they are proposed. Various options are currently being examined and it is expected that the projects will be delivered during 2022/23.
Z216	Staining Drainage Improvement Scheme	Darren Bell	Capital Investment Reserve / Staining Parish Council	65	0		65		65	Plans for landscaping works are currently being developed with project completion anticipated to be during 2022/23.
Z226	North Beach Car Park Public Conveniences	Darren Bell	Capital Investment Reserve	150	0		150	35	115	Purchase order for the unit has been issued. Site surveys for construction of concrete base have been completed. Expected completion March 23.
Z227	Stanner Bank Public Conveniences Refurbishment	Darren Bell	Capital Investment Reserve	58	0	20	78	13	65	Contractor on site works currently underway. Public Convenience's element completion end of January 23. Footpath access to the rear of the building complete March 23.
Z228	Carbon Neutral Vehicles	Mark Wilde	Capital Investment Reserve	34	0		34		34	Budget Council approved a new scheme for Carbon Neutral vehicles and it's recommended that two operational vehicles are replaced with electric vehicles during 2022/23 followed by the replacement of the mayoral car in 2023/24.
Z229	Cleaning Mechanical Sweeper Vehicle	Mark Wilde	Capital Investment Reserve	60	0		60		60	Machine has been ordered following a tendering process and delivery is expected shortly.
Z222	Changing Places	Darren Bell	Capital Investment Reserve / Specific Grant	0	0	40	40	30	10	External funding awarded March 22. Full Council agreed 10% match funding and draw down for Phase 1 (April 2022). Total funding to deliver 3 changing places facilities by March 2024 is £120,000. The first facility at North Beach Windsports Centre is complete. Initial £45k external funding received. Negotiations for Lowther and Kirkham sites have been initiated with potential options being explored.
Sub total				3,304	593	29	3,926	692	3,234	

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/11/22 £000	Variance £000	Budget Holder Comments
	ENVIRONMENT, HEALTH & HOUSING COMMITTEE									
Z101	Disabled Facilities Grants (DFG) Programme	Ian Williamson	Specific Grant (Better Care Fund) / External Contributions / Grant repayments	1,130	186	187	1,503	818	685	The grant programme is now progressing as normal and all of the funding is expected to be fully committed by the end of the financial year.
Z159	Affordable Warmth Scheme - Housing	Ian Williamson	Specific Grant (Lancashire County Council)	0	0	60	60			Approved on 15/11/22. Project is up and running and expected to spend in full by March 2023.
Z161	Housing Needs Grant	Ian Williamson	DFG Grant Repayments	0	55		55		55	Housing Needs grant awards are dependent on the repayments received by the sale of properties where DFG grant has previously been provided. The funding to be used where professional services have been provided, such as architectural fees, but the DFG grant has not gone ahead in 2022/23.
Z107	CCTV Replacement Schemes	Ian Curtis	Specific Grant (LSP Performance Reward Grant)	0	1		1		1	Four WCCTV rapid deployable cameras with accessories have been purchased and two have been deployed at Lytham Windmill and Park View. The other two are available for deployment on submission of an application. This is the residual funding.
Z201	Hydration Points	Darren Bell	Capital Investment Reserve	0	60		60	6	54	A drawdown request for a small number of hydration points was approved in March 2022. Four wall mounted units have been installed with signage being designed. Two free-standing units were installed Autumn 22 though won't be commissioned until Spring 23 to avoid freezing pipes.
Z205	Fylde Affordable Housing Delivery Programme	Mark Evans	S106 Developer Contributions	0	41		41		41	Housing Survey now completed. Draw down to complete the survey was above that required following procurement.
Z208	Affordable Housing Scheme, Lytham Road, Warton	Mark Evans	S106 Developer Contributions	0	260		260		260	Council (19/10/20) approved a scheme for affordable housing on Lytham Road Warton, utilising S106 funding. phased equally over two financial years (2020/21 and 2021/22), the sum of £260,000 to be fully funded from a portion of the balance of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement ref: 12/0717 - Moss Farm, Cropper Road, Westby). Scheme is now completed..
Z230	Replacement of Town Centre CCTV Systems	Ian Curtis	Capital Investment Reserve	79	0		79		79	The Council have jointly with Wyre Council appointed a consultant to review the current system, provide a specification for the new system and assist with the procurement process and project management of the contractor. Following the consultant's assessment, we are looking to go out to tender for the supply, installation and maintenance of the new system before Christmas. Currently there is uncertainty about if the project can be delivered by the end of March 2023 but we will have a clearer understanding of timescales once we receive the consultants' report.
Z186	Tree Planting Scheme	Mark Evans	Capital Investment Reserve	0	19		19		19	Take up of trees for the "15 Trees for 15 Parishes" scheme was not as high as envisaged. The Carbon Neutral Working Group asked that the funds be slipped to allow planting during the 2022/23 planting season.
	Sub total			1,209	622	247	2,078	824	1,194	

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/11/22 £000	Variance £000	Budget Holder Comments
PLANNING COMMITTEE										
Z138	St Annes Regeneration Schemes	Charlie Richards	S106 Developer Contributions / Capital Investment Reserve	0	123		123		123	The funding was specifically aimed at delivering the Wood Street (Phase 3) Scheme. Works commenced but, despite being suspended due to the covid situation, have now been completed on phase 3a (north side). There are some works that have not yet been invoiced, which are currently undergoing a snagging process prior to final sign off. Any residual amounts unspent will be directed towards the implementation of an enhanced Pier Link project in accordance with the decision made by Planning Committee on 22 June 2020. The Pier Link project now forms part of a wider suite of works proposed as part of the St Annes Town Centre Masterplan, which are in turn subject to a bid to the Levelling Up Fund. The scope of the project will be reviewed once the outcome of the bid is known.
Z185	St Annes Road West – Square to Pier link and Gateway	Charlie Richards	Capital Investment Reserve	110	0		110		110	This project was referred back to the Planning Committee by the Finance and Democracy Committee. It has subsequently been resolved to pursue the delivery of the Pier Link as part of a wider programme of investment in St Annes Town Centre that will be guided by a Town Centre Masterplan, which in turn is subject to a bid to the Levelling Up Fund. The scope of the project will be reviewed once the outcome of the bid is known.
Z139	Lytham Regeneration Schemes	Charlie Richards	S106 Developer Contributions / Capital Investment Reserve	800	0		800	55	745	Work has commenced on the redesign and re-planning of the public realm of Lytham Centre. The Corporate Plan currently programmes the commencement of the Clifton Street Works (£750k) during Q2 of 2022/23. Additional funding has been applied for as part of the UK Shared Prosperity Fund (UKSPF) submission, the outcome of which is expected in October/November. The UK SPF funding award will be phased and so delivery of the project will need to be reviewed accordingly. The Lytham Beach Lighting Scheme (£50k) is programmed for delivery during the current financial year.
Z136	Kirkham Public Realm Improvements	Charlie Richards	S106 Developer Contributions / Capital Investment Reserve	0	2		2		2	This is a residual amount from the last phase of regeneration works allocated for signage which will now be delivered as part of the Kirkham Future High Street Fund / Heritage Action Zone programme.
Z158	M55 Link Road (Inc. S106 monies for design work)	Mark Evans	S106 Developer Contributions / M55 Link Road Reserve	2,000	121		2,121		2,121	The accelerated delivery of the £27m M55 Heyhouses Link Road is subject to a funding package made up from a number of sources. This funding is now in place and work has started on site with the earthworks being the first phase. The road will then be constructed by Lancashire County Council's in-house team and is due for completion in early 2024. It is expected that LCC will require the funding to be transferred to them during the latter stages of the project and so is likely to be spent during 2022/23.
Z172	St Annes Pier - Coastal Revival Fund	Mark Evans	Specific Grant	0	5		5		5	This scheme is funded by a specific grant from MHCLG for which Fylde Council is acting as the accountable body. The spend of the remaining funds rests with the owners of the Pier, but is anticipated to be completed during 2022/23.
Z193	Future High Street Fund: Kirkham	Charlie Richards	Specific Grant	4,417	551	520	5,488	97	5,391	In April 2021 an award of £6.29m for the Kirkham scheme was announced from the Ministry of Housing, Communities and Local Government (MHCLG) which was approved at Council on the 5th July 2021. During 2021/22 the Council purchased 2 properties within Kirkham Town Centre for restoration alongside the Kirkham Heritage Action Zone Scheme. Council approved a funded budget increase of £845k (£520k in 2022/23 and £325k in 2023/24) in July 2022 fully funded from Lancashire County Council grant.
Z203	Elswick Village Green	Mark Evans	Capital Investment Reserve / S106 Developer Contributions / Specific Grant	0	115	-55	60	60	0	Planning Committee in April 2022 approved that, subject to the Parish Council entering into a legally binding agreement to return the funding should it not be utilised in accordance with the agreed terms, Committee authorise transfer of £60,000 (£35,000 funded from Sn 106 monies held to improve the public realm in Elswick Village and £25,000 from the approved capital programme) to Elswick Parish Council for use in the formation of a new village green in Elswick village in line with the details approved under planning permission 20/0390. The project is now completed and the funds have been transferred to the Parish Council.
Z204	Kirkham Heritage Action Zone	Charlie Richards	Capital Investment Reserve / S106 Developer Contributions / Specific Grant	1,030	716		1,746	148	1,598	This is a 4 year programme (2020-2024) with spending being spread across the programme period. Delays have resulted from the Coronavirus pandemic and officers have been working with Historic England to agree a reprofiling of the spend to minimise the loss of grant. Historic England have confirmed that £224k has been removed from the scheme funding and the programme has been adjusted for this reduction in grant and the related expenditure.
Z218	25 Victoria Road St Annes Y-Pad Scheme	Ian Williamson	S106 Developer Contributions	150	0		150	150	0	Scheme approved at Finance & Democracy Committee 29th March 2021. It was phased over two financial years (2021/22 and 2022/23) for £200,000 with 25% being paid at the start of being on site and the remaining 75% on project completion upon the units being allocated to Fylde Coast YMCA, after regard and consideration of the compliance with the financial regulations. The project has now been completed and all payments transferred.
Sub total				8,507	1,633	465	10,605	510	10,095	
Total Expenditure				14,009	3,544	1,084	18,637	2,609	15,968	

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	OPERATIONAL MANAGEMENT COMMITTEE	17 JANUARY 2023	11
GENERAL FUND REVENUE BUDGET MONITORING REPORT 2022/23 - POSITION AS AT 30th NOVEMBER 2022			

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The purpose of this report is to provide an update on the General Fund Revenue Budget of the Council as at 30th November 2022 and specifically for those areas under the remit of the Committee.

SOURCE OF INFORMATION

The report is based upon information extracted from the financial ledger system of the Council for the period to 30th September 2022 and feedback and commentary received from budget holders.

LINK TO INFORMATION

General Fund Revenue Budget monitoring Report to 30th November 2022:

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

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information is provided to enable the committee to consider and scrutinise periodic revenue budget monitoring reports for those areas under the remit of the Committee.

FURTHER INFORMATION

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GENERAL FUND REVENUE BUDGET MONITORING REPORT 2022/23

POSITION AS AT 30TH NOVEMBER 2022

Summary

The purpose of this report is to provide an update on the General Fund Revenue Budget of the Council as at 30th November 2022. The report includes a narrative description of the most significant variances from the profiled latest budget and details any actions required to address these. Appendix A to this report shows the value of the most significant variances for all of the Council services by Committee and provides a brief explanation for each variance.

1. Background

- 1.1 The Council operates a system of Revenue Budget Monitoring which revolves around the production of detailed monthly monitoring reports for budget holders. Significant variances from the expected budget position at the point of monitoring, both for expenditure and income, are summarised in monitoring reports which are periodically reported to each Programme Committee for information purposes. This report therefore details the findings and issues emerging from budget monitoring carried out to 30th November 2022.
- 1.2 It should be noted that work continues on improving budget profiling across the Council in order that budget profiles more accurately reflect the spending pattern of individual budgets across the financial year. This serves to enhance budget monitoring and focus attention on true variances rather than budget profiling issues. This is a continuous process with budget holders so that the improved profiling continues to refine the budget monitoring system.
- 1.3 Council approved the 2022/23 budget at its meeting on 3rd March 2022. Subsequently on 23rd June 2022 the Finance and Democracy Committee approved the financial outturn position for 2021/22. The impact of those approvals, including savings and growth items approved at the Council budget meeting, along with slippage from 2021/22 as approved by the Finance and Democracy Committee, are now reflected in the financial ledger. Therefore, this report monitors expenditure and income against the updated approved budgets for 2022/23.

2. Budget Rightsizing Exercise

For a number of years the Council has carried out an annual budget rightsizing exercise to analyse underspends which have occurred over the last 3 financial years and to adjust current and future year budgets to better reflect the level of resource requirement in the context of current financial constraints. This process has been repeated during 2022/23 and the resulting changes have been reflected in the latest budgets and updates to the Councils Financial Forecast.

3. Conclusions

The Council has seen particular volatility in expenditure and income levels since the commencement of the pandemic which has required that the Council continues the approach to continually seek opportunities to achieve savings and efficiencies to enable a balanced budget position and financial stability to be maintained.

As a consequence of the uncertainty about the impact of the pandemic on national public finances, the Government implemented a one-year Spending Review for 2022/23 and the Council, as with all Local Authorities, received a one-year funding settlement for the year. This was the second year running that the funding settlement was for one-year only. The MTFs report presented to Council in March 2022 sets out the full context of the financial landscape of the council, including an assessment of the key financial risks which primarily relate

to uncertainties around reviews of the future funding regime for local government. The report can be found at this link: [MTFS Report March 2022](#).

UK CPI was 0.7% in March 2021 but thereafter began to steadily increase. Initially driven by energy price effects and by inflation in sectors such as retail and hospitality which were re-opening after the pandemic lockdowns, inflation then was believed to be temporary. Thereafter price rises slowly became more widespread, as a combination of rising global costs and strong demand was exacerbated by supply shortages and transport dislocations. The surge in wholesale gas and electricity prices led to elevated inflation expectations. CPI for November 2022 registered 10.7% year on year, down from 11.1% in October 2022. Increasing inflation is exerting significant upward pressure on prices for utilities and on supplies and services across all sectors of the economy, which in turn increases the base costs for both revenue and capital budget items. The situation is particularly acute in the construction sector where supply chain issues and price increases are combining to put increased risks on the delivery of capital programme schemes. This is likely to be a continuing issue for the council during 2022/23 and this has resulted in current scheme delays and reviews on scheme costings.

Regular budget monitoring reports are an integral part of the Council's financial monitoring framework and these reports will be available on the Councils website.

External pressures outside the Council's control are impacting on all local authorities. Instructions remain in place that officers should not commit to any unnecessary expenditure and should seek to maximise efficiencies wherever possible.

Finance staff work continuously with budget holders across the Council and are heavily reliant upon budget-holders to be able to understand and quantify the potential impact of in-year hotspot variances within their areas of responsibility.

In light of the potential for future general reductions in central government funding from 2023/24 onwards, the Council needs to continue with the approach to delivering savings and efficiencies which have helped deliver balanced budgets and provided contributions to reserves over recent years.

Through continued focus on the importance of financial stability the Council has delivered a significant savings programme in recent years and has continued to reduce overheads wherever possible. Ongoing modernisation work and business improvement will continue to make Council services more efficient, save money and maintain high quality frontline services to customers. For Fylde Council to continue to successfully meet the new challenges that it faces it is vital that this approach continues and that all reasonable opportunities for further cost-reduction measures and for the generation of additional income are seriously considered. Prudent financial management in previous years has provided a level of reserves which allows the necessary time to determine how this council can best respond to the challenges ahead.

We are now past the mid-point of the 2022/23 financial year and much uncertainty exists with respect to the remainder of the year. Therefore, it is not possible to draw any firm conclusions on the in-year financial position. The financial risks facing the Council, as set out to Council in March 2022 and updated to Finance & Democracy Committee in June 2022 remain alongside the significant additional risks presented by the pandemic. Instructions issued by Management Team that budget holders remain prudent are still in place, and the overall financial position of the council will be captured in the next update of the financial forecast in the Medium Term Financial Strategy which will be presented to members in the forthcoming committee cycle.

REVENUE MONITORING 2022/23 - Period 8 to 30th November 2022 (Variances in excess of £5K)

Appendix A

NB: Some budget variances occurring as a result of budget profiling issues where no variance is expected to remain by year-end, or variances to be resolved by virements, are excluded from the list below.

Key

BLUE
GREEN
AMBER
RED

Variance currently showing but expected to be on target at year end
Favourable variance against latest budget
Adverse variance against latest budget
Projected adverse outturn variance

FINANCE & DEMOCRACY COMMITTEE / CORPORATE CROSS CUTTING BUDGETS

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 8 £	Actual & Commitments as at Period 8 £	Variance as at Period 8 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
All Council services	Employee costs including basic pay, pension, NI, and overtime, plus agency costs	10,836,339	7,381,539	7,292,075	-89,464	FAVOURABLE	GREEN	All Budget Holders	The budget forecast which was approved by Council in March 2022 assumed employee cost savings (including vacancy savings arising from delays in the recruitment to vacant posts) of £300,000 per annum from 2022/23 onwards. The actual spend to date includes the impact of the agreed pay award of £1,925 per pay point (pro-rata'd for the year to date) which equates to c6.75% on the pay-bill.
Utilities	Electricity	180,778	120,564	65,162	-55,402	FAVOURABLE	BLUE	Andrew Loynd	Underspend as a result of phasing of expenditure and awaiting bills. Overall it is expected that, with the increase in utility costs and the corresponding budgets being adjusted as part of the previous financial forecast the expenditure the costs will be contained within the revised budgets. The budgets will be kept under review and adjusted as necessary as part of any future financial forecast updates.
	Gas	88,700	59,164	39,174	-19,990	FAVOURABLE	BLUE		Underspend as a result of phasing of expenditure and awaiting bills. Overall it is expected that, with the increase in utility costs and the corresponding budgets being adjusted as part of the previous financial forecast the expenditure the costs will be contained within the revised budgets. The budgets will be kept under review and adjusted as necessary as part of any future financial forecast updates.
	Water Charges - Metered	95,900	63,968	40,561	-23,407	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
	Sewerage & Environmental Services	12,611	8,430	-4,673	-13,103	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
Human Resources	Training Exps - qualifications	25,000	16,668	1,750	-14,918	FAVOURABLE	BLUE	Alex Scrivens	Phasing of expenditure - anticipated to be spent to budget at year end.
Organisational Improvement	Organisational Improvement Costs	24,620	16,416	8,198	-8,218	FAVOURABLE	BLUE	Allan Oldfield	Phasing of expenditure - anticipated to be spent to budget at year end.
Computer Services	Technical Training	16,000	10,668	0	-10,668	FAVOURABLE	BLUE	Ross McKelvie / Carrie Clarke	Phasing of expenditure - anticipated to be spent to budget at year end.
	Purchase of Computer Equipment	444,427	296,346	256,922	-39,424	FAVOURABLE	BLUE		The budgets shown include a healthy slippage from previous years which will be used to develop the device, virtual infrastructure and enhancement of cyber going forward, with an exploration of solutions currently underway which should see normalisation through both budgets shown after implementation.
Miscellaneous Properties	Café Rent	-22,000	-22,000	-27,083	-5,083	FAVOURABLE	GREEN	Philip Haworth	Increase due to rent uplift following lease renewal. This will be reflected in the next update of the council's MTFS.
	Other Rent	-240,109	-160,104	-212,462	-52,358	FAVOURABLE	GREEN		Rental income increased due to rent reviews. This will be reflected in the next update of the council's MTFS.
Pleasure Island/Salters Wharf	Consultants Fees	120,000	80,016	100,257	20,241	ADVERSE	BLUE	Philip Haworth	Phasing of expenditure - anticipated to be spent to budget at year end.
	LCC - Lancashire Economic Recovery Grant	-108,000	-72,016	0	72,016	ADVERSE	BLUE		Phasing of income - no anticipated variance at year end.
	Rent of Stands/Site	-82,306	-54,880	-61,908	-7,028	FAVOURABLE	BLUE		Phasing of income - no anticipated variance at year end.
Carr Bridge Wood Caravan Site	Rent of Stands/Site	-31,870	-21,250	-15,935	5,315	ADVERSE	BLUE	Philip Haworth	Phasing of income - no anticipated variance at year end.
Local Land & Property Gazetteer	Computer - Program Licence Chgs	6,138	4,094	-3,057	-7,151	FAVOURABLE	BLUE	Andrew Stell	Following changes to the supplier of back office IT systems, payment profiles have become out of sync and so will need to be reprofiled. The costs of IT licences are expected to be broadly in line with budgets by the end of the financial year.
Legal Services Team	Books and Periodicals	25,000	16,672	43,154	26,482	ADVERSE	RED	Ian Curtis	Invoices paid in advance therefore a prepayment is needed at year-end which will reduce the overspend. There will be an overspend on outturn due to the annual increase in the council's two online law subscriptions.
Electoral Registration	Elections Act 2022	14,161	9,444	0	-9,444	FAVOURABLE	BLUE	Hazel McNicoll	Phasing of expenditure - anticipated to be spent to budget at year end.
	Postage	26,000	17,338	10,483	-6,855	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
Elections - LCC	Other Reimbursements	0	0	-12,056	-12,056	FAVOURABLE	BLUE	Hazel McNicoll	FBI to be completed for the Personal Identifier Refresh project.

TOURISM AND LEISURE COMMITTEE

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 8 £	Actual & Commitments as at Period 8 £	Variance as at Period 8 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Sports Development	Weight Management Activities	41,791	31,627	8,362	-23,265	FAVOURABLE	BLUE	Alex Scrivens / Ian Brookes	Phasing of expenditure - anticipated to be spent to budget at year end.
	Business Health Matters Initiatives	29,630	19,754	0	-19,754	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
St. Annes-Leisure (Strategic)	Consultants Fees	10,000	6,668	0	-6,668	FAVOURABLE	BLUE	Lisa Foden	Phasing of expenditure - anticipated to be spent to budget at year end.
St. Annes-Parks (Strategic)	Trade Refuse Collection	14,250	9,502	1,255	-8,247	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
Lytham-Parks (Non-Strategic)	General Maintenance of Grounds	4,106	2,738	8,242	5,504	ADVERSE	AMBER	Lisa Foden / Gail Ibister	Essential maintenance costs incurred during 2022/23. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the financial forecast update.
External Contract - Misc Income	Miscellaneous Receipts	-10,000	-6,668	0	6,668	ADVERSE	BLUE		Phasing of income - no anticipated variance at year end.
External Contract - Blackpool Housing	Other Fees And Charges	-332,458	-221,682	-110,763	110,919	ADVERSE	BLUE		Phasing of income - no anticipated variance at year end.
External Contract - Kirkham Town Council	Floral Displays	15,000	15,000	20,691	5,691	ADVERSE	BLUE		This is the full year expenditure for floral displays. Additional income / FBI outstanding from Kirkham Town council to offset most of the overspend
Parks Development - Lytham & St Annes	Drives and Paths	18,000	12,000	0	-12,000	FAVOURABLE	BLUE	Lisa Foden / Amy Docherty	Phasing of expenditure - anticipated to be spent to budget at year end.
	Hard Landscape Schemes	17,127	11,419	4,148	-7,271	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
Fairhaven Lake and Gardens	Purchase of Equipment	15,000	10,000	24,218	14,218	ADVERSE	BLUE	Tim Dixon/Nick Skiba	New mower purchase that will be received in 2023/24. Ordered in present financial year to save on expected price increases. Budget to be rephased in the January MTFS.
	Boats Maintenance Etc	10,000	6,672	13,679	7,007	ADVERSE	RED		Fuel charges for boats increased, plus purchase of treatments to keep the Lake weed free to allow for continuation of the boat service through the season.
	Adventure Golf	-165,000	-110,020	-126,446	-16,426	FAVOURABLE	GREEN		Extra visitors due to promotional activities and boat / golf combi ticket. To be kept under review.
	Combined Tickets/Other Fees	-7,500	-5,000	-10,992	-5,992	FAVOURABLE	GREEN		Higher than expected revenue due to warm weather during the summer and marketing campaigns. This will be updated in the next financial forecast update.
Fylde Tourism	1940's Lytham Wartime Festival	35,000	35,000	40,461	5,461	ADVERSE	RED	Tim Dixon/Chantelle Vickers	Unexpected costs on increased fuel prices, generator and flying display. The event costs will be reviewed for 2023 with different suppliers where possible to absorb any costs increases.
	Golf Event	38,000	38,000	43,586	5,586	ADVERSE	RED		Cost increase on hire of Clubs. Competitor price rise in place for 2023 which will be the last year as a Council event before it passes to a 3rd party to continue and take all costs and liabilities.

OPERATIONAL MANAGEMENT COMMITTEE

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 8 £	Actual & Commitments as at Period 8 £	Variance as at Period 8 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Fylde Waste Schemes	Training Exps - Seminars	10,000	10,000	16,845	6,845	ADVERSE	RED	Clare Blyth/Gareth Matthews	Compliance with mandatory refresher training to ensure continuation of skills in both Waste and Fleet teams. New driver training to ensure continued service delivery.
	Replacement Waste Containers	100,000	66,676	80,810	14,134	ADVERSE	RED		Increased supplier contact cost, driven by a global rise in energy costs. Member approval to increase customer charges in October to absorb some of the additional cost.
	Printing	20,000	13,336	19,988	6,652	ADVERSE	AMBER		Annual green bin subscription stickers are offset again garden waste income.
	Bulky Waste Collection	62,122	41,422	36,268	-5,154	FAVOURABLE	BLUE		Service increased from 3 days to 4 days as agreed by committee. Service delivery deficit will be reduced by increased income.
Trade Waste Service	LCC-Landfill Levy/Tipping Chgs	134,000	89,352	132,000	42,648	ADVERSE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
	Bulk Bin Disposal Charges	-175,000	-116,688	-168,712	-52,024	ADVERSE	AMBER		Increased income. This will be reflected in the next update of the Council's MTFS.
Public Conveniences	Public Conveniences Contract	221,043	147,391	128,942	-18,449	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
Highways Cleansing	Weed Control	22,000	22,000	27,810	5,810	ADVERSE	RED	Clare Blyth/Simon Chambers	3 year contract agreed. This will be reflected in the next update of the Council's MTFS.
Fleet & Plant	FMS Material Costs	140,670	93,878	112,015	18,137	ADVERSE	AMBER	Clare Blyth/Darren Wardle	There are a number of adverse and favourable variances in respect of vehicle costs. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next financial forecast update.
	Repairs by Commercial Garage	43,400	29,034	40,278	11,244	ADVERSE	AMBER		
	Fuel Costs	329,032	219,440	236,870	17,430	ADVERSE	AMBER		
	Tyres - Renewal	34,636	23,186	15,766	-7,420	FAVOURABLE	GREEN		
	Agrippa signage	11,005	7,365	0	-7,365	FAVOURABLE	GREEN		
	Hire of Plant	0	0	10,519	10,519	ADVERSE	AMBER		
Car Parks General	Fylde Residents Parking Permits	-3,400	-2,268	-7,416	-5,148	FAVOURABLE	GREEN		Increased income. This will be updated in the next forecast update.
Stanner Bank Car Park	Ticket Issuing Machines	0	0	10,156	10,156	ADVERSE	AMBER	Andrew Loynd	These are costs associated with operating and maintaining the barrier system out of hours. The budget will be kept under review during the remainder of the financial year.
Car Parking Fees	Car Parking Fees	-755,000	-503,434	-513,738	-10,304	FAVOURABLE	GREEN		Due to the good weather and increased visitors earlier in the year it is anticipated that the annual income will be greater than expected. Any updates will be reflected in the next financial forecast.
Coast Protection	Other General Repairs and Mtce	30,000	30,000	39,415	9,415	ADVERSE	AMBER	Stephen Ball	Additional unbudgeted costs associated with weed removal. The budget will be kept under review and adjusted in future financial updates if required.
Pumping Stations	Other General Repairs and Mtce	10,757	7,173	1,535	-5,638	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
Footway Lighting	Other General Repairs and Mtce	20,000	13,336	4,577	-8,759	FAVOURABLE	BLUE	Peter Downs	Phasing of expenditure - anticipated to be spent to budget at year end.
	Street Lighting - Electricity	29,200	19,472	14,108	-5,364	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
St Annes Square (Maintenance)	Reps & Mtce of Capital Schemes	45,000	30,004	2,668	-27,336	FAVOURABLE	BLUE		£25k allocated to Regen team, to be used as match-funding for funding bids. A programme of works currently being delivered in St Annes Square. Anticipated to be spent to budget at year end.
Other Miscellaneous Repairs	Other Miscellaneous Repairs	189,445	126,344	177,361	51,017	ADVERSE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
Property Management Team	Surveys / Valuation Fees	15,000	10,000	17,890	7,890	ADVERSE	BLUE	Philip Haworth	The valuations for the current year are in progress and this budget will be fully spent by year end.
Cemetery and Crematorium	Crematorium Furnace Repairs	22,500	15,004	37,511	22,507	ADVERSE	AMBER	Rebecca Riley/Ian Phillips	Essential replacement of major cremator components scheduled for November 2022 in order to keep the facilities operational. Virements are being explored to fund these works.
	Other Fees	10,000	6,672	13,535	6,863	ADVERSE	AMBER		Invoice for annual digital service charge plus one-off cost for installation of broadband extension touch screen controller. Virements are being explored to fund these works.
	Memorials	15,000	10,000	21,041	11,041	ADVERSE	AMBER		It was necessary to exceed the current budget to extend the area available for memorial tablets in response to demand. This occurs every few years in order to continue to provide, and draw income from, this service. Virements are being explored to fund these works.
	Interments	-200,000	-133,360	-162,780	-29,420	FAVOURABLE	GREEN		There is increased demand for plots post pandemic. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next financial forecast update.
	Cremations	-1,050,000	-700,140	-629,191	70,949	ADVERSE	AMBER		There has been a reduced demand for services from residents outside of the borough. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next financial forecast update.
	Memorial Income	-40,000	-26,672	-15,800	10,872	ADVERSE	AMBER		There has been a reduced demand for services from residents outside of the borough. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the next financial forecast update.

ENVIRONMENT HEALTH & HOUSING COMMITTEE									
Service Area	Detailed Description	Full Year Budget £	Budget as at Period 8 £	Actual & Commitments as at Period 8 £	Variance as at Period 8 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Community Grants	Community Projects Fund	20,000	13,336	7,619	-5,717	FAVOURABLE	BLUE	Alex Scriven/Jo Collins	Another award has been made and it is hoped with extra publicity the fund will be fully utilised by year end.
Health & Wellbeing	LCC - Holiday Activities & Food Programme	-160,216	-160,216	-165,216	-5,000	FAVOURABLE	BLUE		An additional £5k funding has been received by LCC for the HAF project. This will be added to later this month by a further £28k to extend the funding to March 2023. A report will be going to the January EHH requesting approval to continue with the project.
Ukraine Scheme	Ukraine Sponsors 'Thank you' Payment	0	0	74,900	74,900	FAVOURABLE	BLUE	Alex Scriven/Edyta Paxton	Lancashire County Council are to be invoiced for the total cost of thank you payments incurred by the Council.
	Ukraine Community Fund	30,000	20,004	9,998	-10,007	FAVOURABLE	BLUE		The Government funding for the Ukraine Scheme is to cover a three year period. It is difficult to determine the expected demand on these budgets and any underspend will be carried forward into 2023/24.
	B&B	125,000	83,348	2,100	-81,248	FAVOURABLE	BLUE		
Covid-19 Support	Unringfenced Covid Grant	178,320	118,904	0	-118,904	FAVOURABLE	AMBER	Tracy Manning	The Government provided un-ringfenced Covid support grant to all local authorities in 2021/22, with Fylde receiving £392k for the year and this is the remaining balance. This budget will be kept under review as part of the ongoing response to the Covid pandemic throughout the remainder of the current financial year.
	LCC - Practical Support for Self-Isolation	0	0	-137,155	-137,155	FAVOURABLE	AMBER		It is anticipated that LCC will seek a return of this uncommitted expenditure.
Covid-19 Contain Management Outbreak	COMF Expenditure	188,516	125,677	138,501	12,823	ADVERSE	AMBER		This budget will be kept under review as part of the ongoing response to the Covid pandemic throughout the remainder of the current financial year.
Comm Safety - Delivery Costs	Fylde CCTV Costs	44,480	29,660	21,756	-7,904	FAVOURABLE	BLUE	Ben McCabe	Phasing of expenditure - anticipated to be spent to budget at year end.
Homelessness	Storage and Removal Costs	5,000	3,336	16,365	13,029	ADVERSE	AMBER	Kirstine Riding/Jerry Friel	The homeless service continues to see high demand for temporary accommodation with limited move on opportunities. This has a direct impact on storage costs as there is a legal requirement to store clients belongings to whom we have a statutory housing duty.
	CAB - Debt Advice Service	18,772	12,516	806	-11,710	FAVOURABLE	GREEN		Service is operated by Blackpool Debt Advice Service and costs are per client referred in from 21/22. Originally service was set up with CAB and included staffing costs which is no longer the case. There is an expected under spend at the end of every financial year.
	Ex-Offender Initiatives	34,172	22,784	6,000	-16,784	FAVOURABLE	BLUE		Project is progressing as expected. Funding merged with Rapid Rehousing programme and taken out for procurement as Ex offenders and Rough Sleeping Programme.
	Bed & Breakfast Costs	71,750	47,842	175,416	127,574	ADVERSE	RED		The homeless service continues to see unprecedented levels of demand for temporary accommodation coupled with limited move on opportunities. The overspend is partially offset by additional Housing Benefit income. The full year budget has been increased since 30th November (by internal virements and external funding) to £162k for the full year, but this is still insufficient to cover the expected outturn position will be in excess of the full year budget.
	NFH - Floating Support	24,000	16,004	21,251	5,247	ADVERSE	AMBER		Cost of floating support contract has been increased over past several years in line with inflation. The provision of this service is to be reviewed in 2023.
	Void Loss/Recharge Costs	14,290	9,528	4,489	-5,039	FAVOURABLE	BLUE		Due to demand units allocated as soon as void and available to relet. Budget covers damage to units. Void and damage invoiced quarterly by Progress.
	Rapid Re-housing Programme	29,000	19,340	6,312	-13,028	FAVOURABLE	BLUE		Project is progressing as expected. Funding merged with Ex-offenders programme and taken out for procurement as Ex offenders and Rough Sleeping Programme.
	Changing Futures Programme	18,962	12,646	0	-12,646	FAVOURABLE	BLUE		Funding is to provide a Changing Futures Hub in Fylde. Accommodation secured at old YMCA Face to Face Offices on St Albans Road. License to take unit for 12 months in preparation.
	MHCLG - Domestic Abuse -Support to Victims	-23,264	-15,512	-56,488	-40,976	FAVOURABLE	BLUE		22/23 allocation of £33,224 received and due to be committed for Year 2 of project in Jan 23 EHH. 21/22 carry over of £23,264. Project delayed start from 01/11/21 and extended to Feb 23 due to suspension of project in 2022 as no member of staff in post.
	Miscellaneous Income	-2,000	-1,336	-23,533	-22,197	FAVOURABLE	BLUE	Invoices raised for clients in employment as contribution to temporary accommodation costs in B&B. Contributions from clients for storage costs at £50 in and out of storage and weekly charge £10 per week. Where clients have caused damage to temporary accommodation, costs are passed on as an invoice.	
Housing Standards	Disabled Facilities Grant Fees	-160,000	-106,688	-94,204	12,484	ADVERSE	BLUE	Kirstine Riding / Cheryl Bennet	Delivery of grant is being delivered as expected with the full budget expected to be committed by the end of the financial year.
Community Safety Initiatives	Community Safety Initiatives	25,041	16,697	430	-16,267	FAVOURABLE	GREEN	Chris Hambly / David Kessack	The delivery of Community Safety Initiatives is currently under review and there may be some slippage of this budget at outturn.
Other Public Health Risk	National Assistance Burials	5,550	3,704	11,282	7,578	ADVERSE	RED	Chris Hambly / Carolyn Bland	There has been more public health funerals carried out than expected, it is a statutory requirement to provide this service. The financial forecast will be updated to reflect this additional cost.
Licensing Act 2003	Premises Licences 2003 Act	-85,000	-56,676	-69,526	-12,850	FAVOURABLE	BLUE	Carolyn Bland / Andy Hough / Joanne Gallagher	Phasing of income - no anticipated variance at year end.

PLANNING COMMITTEE

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 8 £	Actual & Commitments as at Period 8 £	Variance as at Period 8 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Development Management	Planning Application Fees	-650,000	-433,420	-350,576	82,844	ADVERSE	RED	Andrew Stell	Income from application fees is dependant upon the number and nature of planning applications submitted by third parties and so is outside the direct control of the council. It is anticipated that income will be approximately £150k below the level currently budgeted for and the budget will be adjusted as part of the January forecast.
Planning Enforcement	Enforcement Costs	40,000	26,672	0	-26,672	FAVOURABLE	BLUE	Andrew Stell	Court action regarding the case this funding was set aside for was suspended due to the Coronavirus pandemic in line with Government guidance. Processing of the enforcement case has recommenced, although expenditure may be delayed as the courts recover from their backlog of cases.
Planning Policy	Local Development Framework Costs	15,000	10,000	0	-10,000	FAVOURABLE	BLUE	Julie Glaister	The council is in the process of preparing two Supplementary Planning Documents alongside commissioning work to inform the next iteration of the local plan, all of which will require funding from this budget later in the financial year.
Regeneration Team	UKSPF Investment Plan Support Fees	0	0	9,000	9,000	ADVERSE	BLUE	Charlie Richards	The government have committed an allowance of £20,000 to each local authority to support the preparation and submission of their UKSPF investment plan. The Council appointed Reay Associates to support the preparation of the UKSPF investment plan, of which the final commission totalled £9,000. Fylde's Investment Plan has now been approved and the funds for year 1 spend (including the £9000) will be allocated by the government in Winter 2022/2023.

UPDATED 5 YEAR CAPITAL PROGRAMME 2022/23 TO 2026/27 - BY SCHEME

	Estimate 2022/23 £000	Estimate 2023/24 £000	Estimate 2024/25 £000	Estimate 2025/26 £000	Estimate 2026/27 £000
FINANCE & DEMOCRACY COMMITTEE					
2188 Purchase of Land Adjacent to Squires Gate Station	6				
2232 Public Offices Capital Works	65				
Sub total	71	0	0	0	0
TOURISM & LEISURE COMMITTEE					
2132 Fairhaven Lake & Promenade Gardens Restoration	320				
2097 Promenade Footways	155	40	40	40	40
2176 Staining Playing Fields Development Scheme	43				
2179 Coastal Signage Improvements	61				
2192 Fylde Sand Dunes Improvement Scheme	11				
2197 Blackpool Road North Playing Fields drainage	26				
2212 Park View Drainage Improvement Scheme	64				
2213 Fairhaven Boathouse - Remodelling and Refurbishment Scheme	217				
2214 Play Area Improvements	43				
2215 Friends of Newton Community Park Improvement Scheme	37				
2219 Fairhaven Kiosk / Ice Cream Bar Project	345				
2220 Boating Pool Safety Improvements	51				
2221 North Beach Windsports Centre	281				
2223 Petanque Court - Budget Council March 2022	13				
2224 Play Area - Blackpool Road North Playing Field - Budget Council March 2022	125				
2225 Improvements to Children's Play Areas - Budget Council March 2022	100				
2231 Lytham St Annes Art Collection Display Options	65				
Sub total	1,957	40	40	40	40
OPERATIONAL MANAGEMENT COMMITTEE					
2038 Replacement Vehicles	628	971	791	1,251	359
2049 Car Park Improvements	60	30	30	30	30
2165 Public Transport Improvements	150				
2130 Fairhaven and Church Scar Coast Protection Scheme	10				
2207 St Annes Sea Wall	2,600	7,480	1,870		
2190 Charging Infrastructure for Electric Taxis	27				
2195 Cemetery and Crematorium - Infrastructure Phase 3b	4				
2199 Outdoor Digital Signage	20				
2216 Staining Drainage Improvement Scheme	65				
2226 North Beach Car Park Public Conveniences	150				
2227 Stanner Bank Public Conveniences Refurbishment	78				
2228 Carbon Neutral Vehicles	34	27			
2229 Cleaning Mechanical Sweeper Vehicle	60				
2222 Changing Places	40	80			
Sub total	3,926	8,588	2,691	1,281	389
ENVIRONMENT, HEALTH & HOUSING COMMITTEE					
2010 Disabled Facilities Programme	1,503	1,317	1,317	1,317	1,317
2159 Affordable Warmth Scheme - Housing	60				
2161 Housing Needs Grant	55				
2107 Rapid Deployment CCTV Replacement Projects	1				
2201 Hydration points	60				
2205 Fylde Affordable Housing Delivery Programme	41				
2208 Affordable Housing Scheme, Lytham Road, Warton	260				
2230 Replacement of Town Centre CCTV Systems - Budget Council March 2022	79				
2186 Tree Planting Scheme	19				
Sub total	2,078	1,317	1,317	1,317	1,317
PLANNING COMMITTEE					
2138 St Annes Regeneration Schemes	123				
2185 St Annes Road West – Square to Pier link and Gateway	110				
2139 Lytham Regeneration Schemes	800				
2136 Kirkham Public Realm Improvements	2				
2158 M55 Link Road (Inc. S106 monies for design work)	2,121				
2172 St Annes Pier - Coastal Revival Fund	5				
2193 Future High Street Fund: Kirkham	5,488	1,008			
2203 Elswick Village Green	60				
2204 Kirkham Heritage Action Zone	1,746	622			
2218 25 Victoria Road St Annes Y-Pad Scheme	150				
Sub total	10,605	1,630	0	0	0
Total Expenditure	18,637	11,575	4,048	2,638	1,746

UPDATED 5 YEAR CAPITAL PROGRAMME 2022/23 TO 2026/27 - FINANCING

	Estimate 2022/23 £000	Estimate 2023/24 £000	Estimate 2024/25 £000	Estimate 2025/26 £000	Estimate 2026/27 £000
FINANCING:					
Capital Receipts - General Asset Sales	75	45	45	45	45
Capital Receipts - Right to Buy Receipts	25	25	25	25	25
Better Care Fund / Disabled Facilities Grant	1,260	1,237	1,237	1,237	1,237
Disabled Facilities Grant Repayments - 'Housing Needs Grants'	55				
Section 106 Monies - St Annes	73				
Section 106 Monies - Lytham	130				
Section 106 Monies - M55 Link-Road	121				
Section 106 Monies - Public Transport Improvements	150				
Section 106 Monies - Elswick Village Green	35				
Section 106 Monies - Kirkham Heritage Action Zone	263	168			
Section 106 Monies - Fylde Affordable Housing Delivery Programme	41				
Section 106 Monies - Affordable Housing Scheme, Lytham Road, Warton	260				
Section 106 Monies - Progress Housing Buy Backs	0				
Section 106 Monies - 25 Victoria Road St Annes Y-Pad Scheme	150				
Section 106 Monies - Newton Community Park Improvement Scheme	37				
Capital Investment Reserve	2,808	27			
M55 Link-Road Reserve	2,000				
Funding Volatility Reserve - Fairhaven Kiosk / Ice Cream Bar Project	345				
Funding Volatility Reserve - St Annes Sea Wall	0	2,300			
Other External Finance (see analysis below)	10,187	6,802	1,950	80	80
Direct Revenue Finance	0				
Prudential Borrowing	622	971	791	1,251	359
Total Financing	18,637	11,575	4,048	2,638	1,746
Total surplus (-) / shortfall in year	0	0	0	0	0
Cumulative surplus (-) / shortfall	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 Reserve	1				
Environment Agency - Fairhaven and Church Scar	10				
Environment Agency - St Anne's Sea Wall	2,600	5,180	1,870		
Coastal Revival Fund - St Annes Pier	5				
Central Government Grant - Future High Street Fund: Kirkham	4,968	683			
Staining Parish Council	10				
New Fylde Housing - DFG Contribution	243	80	80	80	80
Lancashire Environmental Fund - Fylde Sand Dunes Imp't Scheme	11				
Heritage Lottery Fund - Fairhaven Restoration Project (Remainder of £1.476m)	366				
Lytham Schools Foundation - Fairhaven Restoration Project	5				
Central Government - Charging Infrastructure for Electric Taxis	27				
Wesham Town Council	0				
Elswick Parish Council (Elswick Village Green)	0				
Kirkham Town Council (Kirkham Heritage Action Zone)	95				
External Grants - Lancs Env Fund (Elswick Village Green)	0				
External Grants - Pocket Parks (Elswick Village Green)	0				
External Grants - Historic England (Kirkham Heritage Action Zone)	661	272			
External Grants - Historic England - Additional Grant (Kirkham HAZ)	29	10			
Private Sector / Other (Kirkham Heritage Action Zone)	548	172			
Changing Places - Department for LevellingUp, Housing and Communities	28	80			
Lancashire County Council - Affordable Warmth Scheme	60				
Lancashire County Council - Kirkham Futures	520	325			
	10,187	6,802	1,950	80	80

UPDATED 5 YEAR CAPITAL PROGRAMME 2022/23 TO 2026/27 - SUMMARY

	Estimate 2022/23 £000	Estimate 2023/24 £000	Estimate 2024/25 £000	Estimate 2025/26 £000	Estimate 2026/27 £000
Committee:					
Finance & Democracy Committee	71	0	0	0	0
Tourism & Leisure Committee	1,957	40	40	40	40
Operational Management Committee	3,926	8,588	2,691	1,281	389
Environment, Health & Housing Committee	2,078	1,317	1,317	1,317	1,317
Planning Committee	10,605	1,630	0	0	0
Total Expenditure	18,637	11,575	4,048	2,638	1,746
Financing:					
Capital Receipts - General Asset Sales	75	45	45	45	45
Capital Receipts - Right to Buy Receipts	25	25	25	25	25
Better Care Fund / Disabled Facilities Grant	1,260	1,237	1,237	1,237	1,237
Disabled Facilities Grant Repayments - 'Housing Needs Grants'	55				
Section 106 Monies - St Annes	73				
Section 106 Monies - Lytham	130				
Section 106 Monies - M55 Link-Road	121				
Section 106 Monies - Public Transport Improvements	150				
Section 106 Monies - Elswick Village Green	35				
Section 106 Monies - Kirkham Heritage Action Zone	263	168			
Section 106 Monies - Fylde Affordable Housing Delivery Programme	41				
Section 106 Monies - Affordable Housing Scheme, Lytham Road, Warton	260				
Section 106 Monies - Progress Housing Buy Backs	0				
Section 106 Monies - 25 Victoria Road St Annes Y-Pad Scheme	150				
Section 106 Monies - Newton Community Park Improvement Scheme	37				
Capital Investment Reserve	2,808	27			
M55 Link-Road Reserve	2,000				
Funding Volatility Reserve - Fairhaven Kiosk / Ice Cream Bar Project	345				
Funding Volatility Reserve - St Annes Sea Wall	0	2,300			
Other External Finance (see analysis below)	10,187	6,802	1,950	80	80
Direct Revenue Finance	0				
Prudential Borrowing	622	971	791	1,251	359
Total Financing	18,637	11,575	4,048	2,638	1,746
Total surplus (-) / shortfall in year	0	0	0	0	0
Cumulative surplus (-) / shortfall	0	0	0	0	0
<i>See note below for external funding available to finance the above schemes:</i>					
Other External Finance: Analysis					
LSP Performance Reward Grant Reserve	1				
Environment Agency - Fairhaven and Church Scar	10				
Environment Agency - St Anne's Sea Wall	2,600	5,180	1,870		
Coastal Revival Fund - St Annes Pier	5				
Central Government Grant - Future High Street Fund: Kirkham	4,968	683			
Staining Parish Council	10				
John Lees Charitable Trust					
New Fylde Housing - DFG Contribution	243	80	80	80	80
Lancashire Environmental Fund - Fylde Sand Dunes Imp't Scheme	11				
Heritage Lottery Fund - Fairhaven Restoration Project (Remainder of £1.476m)	366				
Lytham Schools Foundation - Fairhaven Restoration Project	5				
Lancashire Environmental Fund - Fairhaven Restoration Project					
Central Government - Charging Infrastructure for Electric Taxis	27				
Wesham Town Council	0				
Elswick Parish Council (Elswick Village Green)	0				
Kirkham Town Council (Kirkham Heritage Action Zone)	95				
External Grants - Lancs Env Fund (Elswick Village Green)	0				
External Grants - Pocket Parks (Elswick Village Green)	0				
External Grants - Historic England (Kirkham Heritage Action Zone)	661	272			
External Grants - Historic England - Additional Grant (Kirkham HAZ))	29	10			
Private Sector / Other (Kirkham Heritage Action Zone)	548	172			
Changing Places - Department for LevellingUp, Housing and Communities	28	80			
Lancashire County Council - Affordable Warmth Scheme	60				
Lancashire County Council - Kirkham Futures	520	325			
	10,187	6,802	1,950	80	80

INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	OPERATIONAL MANAGEMENT COMMITTEE	17 JANUARY 2023	12

BUDGET SETTING – REVENUE BUDGET 2023/24 - FIRST DRAFT

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The first draft of the revenue budget for 2023/24 has been prepared and is available via the link below. As in previous years, the budget has been prepared on a continuation basis and has been updated to reflect all Committee and Council decisions made to date, the outcome of the budget-rightsizing exercise and all virements.

SOURCE OF INFORMATION

Revenue Budget Book 2023/24 – First Draft

LINK TO INFORMATION –

<https://new.fylde.gov.uk/council/finance/budget-book-2023-24-first-draft/>

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

The provision of a first draft of the 2023/24 Revenue Budget to the Council’s Programme Committees allows members of each Programme Committee to review the draft revenue budget for the services within the Committee’s terms of reference and to provide any comments or feedback as appropriate to the committee Lead Officer, Service Director or budget holders.

This first draft does not reflect any changes to fees and charges for 2023/24 as these will be considered by Programme Committees during the January cycle of meetings. Nor does it reflect any revenue growth items or the revenue implications of capital bids. At this stage the draft budget for 2023/24 does not include recharges in respect of support services and service management costs as these elements remain to be finalised. A further budget-rightsizing exercise will be carried out early in 2023 and this first draft will be updated to reflect any changes arising from that piece of work.

The final revenue budget for 2023/24 will include any subsequent decisions made and will be presented to Members for approval at the Council meeting on 2nd March 2023.

FURTHER INFORMATION

Contact: Paul O’Donoghue, Chief Financial Officer or the relevant budget holder.
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