



FYLDE BOROUGH COUNCIL

## Meeting Agenda

**Policy & Service Review  
Scrutiny Committee  
Town Hall, Lytham St. Annes  
28 March 2007, 7:00pm**

**The main doors to the Town Hall will be open to the public at  
6:40pm**

# **POLICY & SERVICE REVIEW SCRUTINY COMMITTEE MEMBERSHIP**

CHAIRMAN

Raymond Norsworthy

VICE-CHAIRMAN

Martin Taylor

## Councillors

Stephen Carpenter

Elizabeth Oades

Maxine Chew

Dawn Prestwich

Elizabeth Clarkson

Fabian Wilson

John Longstaff

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## **CORPORATE OBJECTIVES**

The Council's investment and activities are focused on achieving our five key objectives which aim to :

- Conserve, protect and enhance the quality of the Fylde natural and built environment
- Work with partners to help maintain safe communities in which individuals and businesses can thrive
- Stimulate strong economic prosperity and regeneration within a diverse and vibrant economic environment
- Improve access to good quality local housing and promote the health and wellbeing and equality of opportunity of all people in the Borough
- Ensure we are an efficient and effective council.

## **CORE VALUES**

In striving to achieve these objectives we have adopted a number of key values which underpin everything we do :

- Provide equal access to services whether you live in town, village or countryside,
- Provide effective leadership for the community,
- Value our staff and create a 'can do' culture,
- Work effectively through partnerships,
- Strive to achieve 'more with less'.



## A G E N D A

ITEM	PAGE
<b>1. DECLARATIONS OF INTEREST:</b> <i>In accordance with the Council's Code of Conduct, members are reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000.</i>	<b>4</b>
<b>2. CONFIRMATION OF MINUTES:</b> <i>To confirm as a correct record the Minutes of the Policy &amp; Service Review Forum held on 15 February 2007 attached at the end of the agenda.</i>	4
<b>3. SUBSTITUTE MEMBERS:</b> <i>Details of any substitute members notified in accordance with council procedure rule 26.3</i>	4
<b>4. CONDITION SURVEY - ST ANNES AND KIRKHAM POOLS</b>	5 – 9
<b>5. CAR PARK STRATEGY REVIEW</b>	10 – 27
<b>6. REVIEW OF COUNCIL ASSETS</b>	28 – 31
<b>7. VICE-CHAIRMAN'S REPORT ON PREVIOUS RECOMMENDATIONS</b>	32 – 33

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
COMMUNITY AND CULTURAL SERVICES	POLICY AND SERVICE REVIEW SCRUTINY COMMITTEE	28 <sup>TH</sup> MARCH 2006	4

## CONDITION SURVEY - ST ANNES AND KIRKHAM POOLS

### Public Item

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

### Summary

Following their visit to St Annes Pool and Kirkham Baths to examine the details of condition surveys carried out at both facilities Members have the opportunity to discuss their findings and recommend a course of action to the Cabinet.

### Recommendation

Members are asked to make their recommendations to the Cabinet for future action regarding St Annes and Kirkham Pools following their examination of the condition surveys.

### Cabinet Portfolio

The item falls within the following Cabinet portfolio:  
Tourism and Culture                      Councillor Simon Renwick

### Report

#### Background

1. At their meeting held on 13<sup>th</sup> September 2006 the Cabinet agreed that full condition surveys of St Annes Pool and Kirkham Baths be undertaken and that, on receipt of the surveys, members of the Policy and Service Review Scrutiny Committee make a site visit to each pool in order to examine the findings.
2. The condition surveys were completed In January 2007 and included forecasts of work that would be likely at each pool over the next 15 years. This itemised work has been costed at current prices. The surveys are attached to this report as appendices

3. On 2<sup>nd</sup> March 2007 the site visits took place at both pools and Members of the PSRSC were shown the key issues highlighted by the condition surveys.
4. It was explained to Members that the findings totalling £809,700 for St Annes and £698,665 for Kirkham were indicative figures only and when the work was commissioned more accurate costs would be established. It was also explained that the replacement and repair work indicated should be regarded as less accurate further into the future.
5. At its September meeting the Cabinet also agreed that officers explore the option of tendering the pools service on a part repairing lease basis. As a result a comprehensive tender is currently being compiled and is intended to be circulated to prospective leisure providers within the next four weeks.
6. Members should be aware that the conditions surveys will be included as part of the tender documentation. As the tender is for a part repairing lease, many of the items shown on the condition surveys would remain the responsibility of the council and an undertaking to carry out the repairs and replacements indicated may be a condition of any contract with a leisure provider.
7. Bearing in mind the current position of the tender process Members are asked to consider their preferred options for the future investment in swimming and council owned swimming facilities in both St Annes and Kirkham

<b>IMPLICATIONS</b>	
Finance	The indicative repair and replacement work highlighted in the report is not included in the council's medium term financial strategy but the condition surveys provide the necessary information for future inclusion
Legal	In the event of a contract being established to provide leisure management of the pools the indicated plan for repairs and replacement would have to be adhered to
Community Safety	None other than those already identified
Human Rights and Equalities	None other than those already identified
Sustainability	None other than those already identified
Health & Safety and Risk Management	None other than those already identified

Report Author	Tel	Date	Doc ID
Paul Norris	(01253) 658440	15 <sup>th</sup> March 2007	

## List of Background Papers

Name of document	Date	Where available for inspection
Cabinet minutes	Sept 2006	<a href="http://www.fylde.gov.uk/Documents/Cabinet%20Draft%20Mins%202006-09-131.doc">http://www.fylde.gov.uk/Documents/Cabinet%20Draft%20Mins%202006-09-131.doc</a>

### **Attached documents**

Condition surveys - St Annes Pool/Kirkham Baths

## St. Annes Swimming pool survey

Regular ongoing Maintenance	Cost
Service/upgrade to all heating system yearly 15 x 700	£10,500
Service/upgrade to all pool services/filters/ducting 15 x 1000	£15,000
Internal/external redecoration every 5 years £15000 x 3	£45,000
Day to Day maintenance cost's 2K per year x 15	£30,000
<b>Total</b>	<b>£100,500</b>
<b>Year 1</b>	<b>Cost</b>
Fix fall arrest systems to all roof areas	£25,000
<b>Total</b>	<b>£25,000</b>
<b>Year 2</b>	<b>Cost</b>
Replace all fascia	£8,000
Replace all window frames including d/glazed units	£35,000
Refurbish bar/café area	£5,000
Replace units to staff room	£2,000
Replace unit to laundry room	£2,500
Replace metal handrails/walkway to pool area	£6,500
<b>Total</b>	<b>£59,000</b>
<b>Year 3</b>	<b>Cost</b>
Upgrade to roller shutter doors	£3,000
Replace all steel vent to plantroom	£8,000
Replace all signage	£2,000
Replace all timber external doors/frames	£7,200
<b>Total</b>	<b>£20,200</b>
<b>Year 4</b>	<b>Cost</b>
Refurbish spectator/invalid area	£10,000
<b>Total</b>	<b>£10,000</b>
<b>Year 5</b>	<b>Cost</b>
Service/upgrade to distribution systems	£8,000
All roof areas to be upgraded/flashings	£120,000
Replace all roof lights/domes	£45,000
Paint all steelwork to plantroom	£5,000
Replace all carpets including all staircase nosings	£10,000
Replace all suspended ceilings throughout	£30,000
Upgrade all cubicles ladies/gents	£20,000
<b>Total</b>	<b>£238,000</b>
<b>Year 10</b>	<b>Cost</b>
Replacement upgrade to lighting/power (internal)	£80,000
Replacement upgrade to external lighting	£3,000
Replacement upgrade to alarms/CCTV Equipment	£14,000
Repoint all brickwork/rebed all copings	£60,000
<b>Total</b>	<b>£157,000</b>
<b>Year 15</b>	<b>Cost</b>
Plant Room Filters/Boilers Replacement	£200,000
<b>Total</b>	<b>£200,000</b>
<b>Total Costs (Ongoing Maintenance)</b>	<b>£809,700</b>



## Kirkham Swimming pool survey

<b>Regular ongoing Maintenance</b>	
Day to day maintenance cost 1500.00 per annum x 15	£22,500
Electrical report every 5 years 555.00 x 3	£1,665
Paint all internal and underside of pool area 4500 x 3	£13,500
<b>Total</b>	<b>£37,665</b>
<b>Year 1</b>	
Replace T/G boarding to fascias	£5,000
Replace 7 no. window frames	£3,500
Resurface all ramp to disabled entry/Entrance footway	£3,500
Replace/upgrade of safety alarms/cctv equipment	£6,000
Break out/make good to all areas spalding to underside of pool	£2,500
Access to main roof area over pool not safe, form safe areas	£5,000
Fix Fall Arrest Systems to all roof areas	£10,000
Replace CWSC in tank	£1,500
<b>Total</b>	<b>£37,000</b>
<b>Year 2</b>	
Service/upgrade distribution system	£5,000
Replace/upgrade of lighting/power installations internal/external	£35,000
Reroute/manhole to disabled toilet	£5,000
Replace all taps/shower heads/pipework	£15,000
Replace all insulation/lagging	£5,000
Replace all damaged tiles	£2,500
Replace all carpets/flooring	£2,500
<b>Total</b>	<b>£70,000</b>
<b>Year 3</b>	
Painting to all external areas x3	£9,000
Upgrade watermain	£5,000
<b>Total</b>	<b>£14,000</b>
<b>Year 4</b>	
Strip off, refelt/ Reseal all asphalt roof areas	£25,000
Replace all flashings	£10,000
<b>Total</b>	<b>£35,000</b>
<b>Year 5</b>	
Upgrade dome roof lights	£35,000
Repoint to all elevations/ Rebed copings/Repoint all verges	£35,000
Replace all steps/handrails to main pool	£10,000
Replace gas boilers (5 No.)	£60,000
<b>Total</b>	<b>£140,000</b>
<b>Year 10</b>	
Replace air handling unit	£25,000
Replace all Lockers/Cubicles	£75,000
Replace all suspended ceilings throughout	£45,000
Re-grout all tiled areas	£45,000
Retile all pool main pool area	£175,000
<b>Total</b>	<b>£365,000</b>
<b>Total Costs (Ongoing Maintenance)</b>	<b>£698,665</b>

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
TECHNICAL SERVICES MANAGER - STREETSCENE	POLICY AND SERVICE REVIEW SCRUTINY COMMITTEE	28 <sup>TH</sup> MARCH 2007	5

## CAR PARK STRATEGY REVIEW

### Public Item

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

### Summary

This report updates Members of the Committee on the findings of the scrutiny Task and Finish Group established to review the Council's off street car park strategy. The report recommends to the Committee the adoption of a revised strategy and a revised tariff and operating hour structure for the Council's car parks.

### Recommendations

1. That the Committee agrees to the adoption of the revised car park strategy and the associated changes to the tariff and operating hours.
2. That the Committee refers the recommendations as agreed to the Cabinet portfolio holder for approval.

### Cabinet Portfolio

The item falls within the following Cabinet portfolio:

Streetscene: Councillor Tim Ashton

### REPORT

- 1.0 The Policy and Service Review Scrutiny Committee, at its meeting of 15<sup>th</sup> February 2007, was requested to commence a review the Council's car park strategy as part of a recommended two yearly review process. The Committee established a task and finish group of Members and Officers to review the strategy and report back to the March meeting of the Committee with its recommendations.
- 2.0 The task and finish group have met on three occasions since the last Committee and have reviewed the strategy with particular emphasis being placed on the following -
- Tariff structure
  - Evening charges
  - Car Park income
  - Enforcement activity
  - Disabled parking provision
  - Customer friendly approach
- 3.0 Both the St Annes and the Lytham Chambers of Trade had been invited to attend the task and finish group and both have made valuable contributions to the strategy review process.
- 4.0 Overall, the group believed that the existing Strategy and overriding policies contained therein still remained appropriate and, therefore, have only made minor amendments and updates as required. The revised strategy is appended for consideration by the Committee
- 5.0 A new tariff structure is also presented for consideration and is appended with the revised strategy. The new tariff proposes no change to the designated short stay tariff, i.e. town centre car parks. The group believed that the short stay tariff represented good value for money and that no increase in this tariff would be beneficial to the local economies. The group did believe that an increase in the long stay tariff could be sustained as outlined.
- 6.0 There has been no consideration of the introduction of fees into any other currently free car parks in the Borough.
- 7.0 The group closely examined the success of the implementation of the evening tariff in the car parks over the last year. It is fair to say that there has been a considerable amount of criticism over the introduction of an evening tariff in the car parks and many requests had been received to revert to the previous 9am to 6pm arrangements. Members may recall that this was adopted as an alternative to introducing a flat rate increase in fees in the last financial year. The income received from the introduction of the evening tariff in the last year has amounted to less than £6k. It is the view of the Group, therefore, that the evening tariff should be discontinued and that the operating hours should revert to a 9am to 6pm arrangement.
- 8.0 The Council has committed to raising an additional £25k from car park income in the next financial year 2007/08. The proposed long stay tariff increase will meet this requirement if adopted and will also cover any deficit created through reverting to the 9am to 6pm operating hours.

- 9.0 The Lytham Chamber of Trade made representations to the Group that a long stay option needs to be provided in the short stay town centre car park, i.e. Pleasant Street. It is the view of the Group that Pleasant Street car park needs to remain a designated short stay car park, however, it was believed that a long stay option could be offered and sustained at least for a trial period of a year. A tariff for such an option is identified in the appendix for consideration.
- 10.0 The Group agreed that whilst enforcement within the Council's car parks is necessary it was believed that the service could be improved if it were to adopt a more 'customer friendly' focus. The strategy has incorporated a policy to reflect this. It is proposed that a closer working relationship be adopted to enhance such a 'customer friendly' focus within the car parks with the Council's enforcement partners, Lancashire County Council and National Car Parks (NCP).
- 11.0 The Group agreed that an accessibility audit of disabled parking provision within the car parks was required. It is proposed that this be carried out in the early summer with a view to making improvements to disabled parking provision where possible.
- 12.0 The Group recognised that the on street directional signage to the car parks in Lytham required urgent review and improvement. Discussions between the Council and LCC were already underway to address this issue and it was hoped that improvements to the signage will be made as soon as possible.

<b>IMPLICATIONS</b>	
Finance	
Legal	
Community Safety	
Human Rights and Equalities	
Sustainability	
Health & Safety and Risk Management	

Report Author	Tel	Date	Doc ID
Andrew Shore andrews@fylde.gov.uk	(01253) 658640	12.3.07	

List of Background Papers		
Name of document	Date	Location
CAR PARKS FILE	JAN 2002 - TO DATE	COUNCIL OFFICES STREETSCENE

APPENDICES

CAR PARK STRATEGY – REVISED 16<sup>TH</sup> MARCH 2007  
TARIFF STRUCTURE – 17.3.07

# Fylde Car Park Strategy

Streetscene Unit – Technical Services Section



**Streetscene Unit - Technical Services Section**

**Fylde Car Park Strategy**

**Adopted 15<sup>th</sup> June 2005**

**First Revision 15<sup>th</sup> March 2007**

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Appendix A	Car Park Schedule (Tariffs and Operating Hours)

### 1.0 Introduction

1.1 Fylde Borough Council (FBC) has responsibility for managing 22 car parks with a total of approx. 1750 spaces. The Council's car park strategy sets the policy for how the car parks are managed. The strategy was first adopted in June 2005 and this document represents the first two yearly revision of that strategy.

1.2 Parking space continues to become more and more of a scarce commodity and as car ownership increases the demand to manage available car parking spaces also increases. The Council, therefore, has to have clear policy on how to manage the limited parking space under its control. As demand for this limited parking space increases it becomes more important to have a formal statement on policy to identify what the Council wants from its car parks and how this service is best delivered. This is particularly important where national and regional policies dictate that more sustainable travel choices should be actively encouraged and promoted in favour of trips made by car. This strategy continues to acknowledge these transport objectives.

1.3 The production of the revision to this Strategy is an integral part of the planning and development control process that is covered by the Lancashire Structure Plan, Fylde Local Plan and by the Lancashire County Council Local Transport Plan. The Strategy also considers the revised Planning Policy Guidance 13 (PPG13) which covers town centres, parking provision and transport. This Strategy aims to support and compliment the planning guidance offered as part of the development control process. The planning process is already well documented in terms of parking policy and will, therefore, remain outside the scope of this specific Car Park Strategy. Reference should be made to these documents for guidance on parking control as part of any proposed development.

1.4 FBC is not responsible for on-street parking provision as this is within the remit of Lancashire County Council, as the highway authority and traffic manager for the area. This Strategy only reflects the parking responsibilities and desires of FBC in terms of its off street car park provision and what it hopes to achieve by managing the space within its car parks.

1.5 Since the production of the first strategy the Council has been operating parking enforcement duties under the decriminalisation of parking enforcement powers which were adopted in September 2004. These powers are offered to the Council for both on and off street parking enforcement through an agency arrangement with Lancashire County Council. The on street enforcement powers are simply enforcement powers and not powers for introducing, revising or regulating the on street regulations. Introduction and revision of on street regulations remains a function of Lancashire County Council.

1.6 A schedule of the Council's car parks detailing operating hours and charges is appended.



### 2.0 Strategy - Aims and Objectives

2.1 In developing a Strategy, a clear hierarchy of Aims, Objectives, Policies and Proposals has been identified.

2.2 The aims are what the Strategy seeks to achieve. The aims are developed further as objectives of the Strategy, which in turn are translated into policies that the proposals will deliver.

2.3 The future of the town centres, the tourist attractions of St Annes and Lytham and the issue of sustainable transport provide the strategic context for and demonstrate the need for a coherent and realistic off street parking Strategy. The provision of car parking is not an end in itself and hence the Strategy must recognise -

- The needs of town centres as places to live, work, visit and shop
- That much of the Fylde is rural and the use of the car is often the only means of transport to the town centres
- The large number of visitors to St Annes and Lytham, both to shop and to access the tourist attractions

### 3.0 Aims of the Service

The parking Strategy sets out three main aims of the service which are then developed into a series of more detailed objectives.

#### Aim 1

**To provide the residents, shoppers, visitors and commuters with a range of safe, secure, attractive and affordable customer friendly car parks in a sustainable manner. This provision should be in line with national and regional integrated transport objectives set to address the environment, accessibility, safety, economy and congestion.**

#### Aim 2

**To ensure that parking is provided for cars, private hire coaches, bicycles and motorcycles, and is suitable in terms of the number of spaces, the locations and the quality of the facilities.**

#### Aim 3

**To provide a set of policies that will enable the Council to manage the parking facilities in such a way that the viability and vitality of the town centres and tourist attractions within Fylde are maintained for its residents, shoppers and visitors alike.**

### 4.0 Objectives

- 4.1 To provide a parking service whose operating, maintenance and improvement costs are covered by the revenue that is generated and which also contributes to the Council's budget.
- 4.2 To provide short stay and some long stay parking in central town areas in support of town centre businesses.
- 4.3 To provide, where required, long stay parking for commuters and visitors in car parks on the periphery of town centres and at tourist attractions.
- 4.4 To ensure an adequate level of designated parking space is available for disabled badge holders within the car parks.
- 4.5 To provide accessible, welcoming and clearly signed car parks where appropriate information is easily available.
- 4.6 To provide parking facilities that are safe and secure to use.
- 4.7 To provide clear signage to the car parks from the local highway network to indicate short or long stay options and number of spaces.
- 4.8 To allocate funding to allow a regular maintenance, cleansing and improvement programme to ensure those Objectives 4.1 – 4.7 are achieved.
- 4.9 To maintain a charging structure which is competitive with that in other local towns outside the Borough and which retains the attractiveness of the town centres as locations for shopping and employment. The Council will aim to set charges that will not discourage the use of local facilities or disadvantage local business in order that the vitality and viability of the area is maintained and improved wherever possible. The Council will consult with the local Chambers of Trade as part of this process.
- 4.10 To consider the future level of short and long stay parking provision in the light of alternative modes of transport.
- 4.11 To ensure that, where practicable, motorcycle parking facilities are provided.
- 4.12 To ensure that, where practicable, cycle parking facilities are provided.
- 4.13 To help identify locations in or near the town centres for use as coach drop off/pick up points for use by private hire coach companies and to identify locations for coach parking.
- 4.14 To consult with the community on the off street parking needs of the Borough.
- 4.15 To manage, in partnership with Lancashire County Council, the parking enforcement service, for both on and off street parking, under the powers granted through the Decriminalisation of Parking Enforcement (DPE).

4.16 To restrict the issuing of parking permits for the Council's short stay car parks in favour of the designated long stay car parks.

4.17 To monitor the performance of the car parks in terms of usage and income generation.

4.18 To allow the car parks to be used for charity or public information displays and commercial events, subject to adequate agreements being in place.

4.19 To restrict and prevent inappropriate use of the Council's car parks.

4.20 To identify opportunities for the provision of additional car parking within the Borough for the Council to consider.

5.0 Policies

5.1 The demand for and the supply of parking spaces.

**PP1 The demand for and the supply of car park spaces will be kept under review. New car park spaces will only be provided when there is a recognised shortage of spaces in the locality concerned.**

**PP1.1 The Council, where possible, will encourage partnership work with private car park operators to help maintain sustainable levels of service and parking provision.**

5.2 Short Stay Parking (Objective 4.2)

**PP2 Preference will be given to short stay parking in town centres by imposing maximum lengths of stay where necessary and by introducing tariffs to reflect the desired use.**

5.3 Long Stay Parking (Objective 4.3)

**PP3 Long stay parking will generally be located on the periphery of town centres and at tourist attractions unless it is considered to be suitable for a specific car park.**

5.4 Parking Tariffs

5.4.1 Parking tariffs are a central issue to the parking operation: as a source of dissatisfaction to a proportion of people that have to pay them; those who consider that they impede trade; as a source of revenue; and as a potential traffic and transportation management tool.

5.4.2 Objective 4.1 of this Strategy refers to securing sufficient income to cover the operational costs and to fund improvements.

5.4.3 Objective 4.9 of this Strategy seeks to establish a charging structure for parking that will maintain the competitiveness and attractiveness of the town centres. The revenue generated will also provide the funding for the maintenance programme identified in Objective 4.8. Objective 4.14 identifies the need to consult with the Community, so that the tariffs are viewed with less resentment than might otherwise be the case.

**PP4 A competitive tariff structure will be maintained for all car parks serving the town centres and tourist attractions. Tariffs will be reviewed at least every two years on consideration of –**

- **the need to maintain the vitality and viability of town centres and tourist attractions.**
- **the need to maximise the benefits of available car park space.**
- **the patterns of usage and turnover of spaces at each location.**
- **existing tariff rates.**

- the need to fund maintenance and improvement works.
- the need to consider residents.

**The issuing and cost of parking permits will be kept under review. Further issuing of permits in premium town centre car parks will be discontinued in favour of issuing permits in long stay car parks.**

#### 5.5 Parking for Disabled Person Vehicles (Objective 4.4)

5.5.1 There are 64 spaces in the Council's car parks designated for blue badge holders. This represents an average of 3.5% of the parking spaces available in all these car parks. LCC mobility guidelines recommend that in town centre (short stay) car parks 6% of spaces be reserved for blue badge holders. The Council presently provides approximately 10% of spaces in short stay/town centre car parks for disabled users.

5.5.2 It is considered that the current level of short stay/town centre provision is adequate and generally satisfies the demand.

5.5.3 It is considered fair to maintain a policy of charging disabled badge holders when parked outside one of the designated disabled parking bays.

5.5.4 Designated disabled bays within the car parks are required to be clearly signed to reflect the desired use.

**PP5 The provision of disabled blue badge holder parking in the car parks will be maintained in terms of number of spaces unless it can be demonstrated that -**

- there is a shortage of spaces for badge holders and additional spaces can be identified; or
- there is a surplus of spaces for badge holders and an appropriate number can be reallocated for other users.

#### 5.6 Safety and Security (Objective 4.6)

5.6.1 An important consideration in influencing peoples views of a car park and whether it is a place they will continue to visit, is whether they feel safe for themselves and their vehicle. Factors relevant to safety and security include lighting, visibility, layout, accessibility and security barriers.

**PP6 The issues of personal safety and vehicle security at car parks will be a priority. Measures will include –**

- High quality lighting
- Minimising obstruction of sight lines for motorists and pedestrians
- Regulating arrangements for pedestrian and vehicle access
- Regular patrols and enforcement by Parking Attendants

### 5.7 Signage of Car Parks (Objective 4.7)

5.7.1 Clear signage will reflect the use of all car parks in town centres and tourist attractions. Such signage, with details of the number of spaces and the length of stay, can reduce motorist's length of search for parking, thereby avoiding excessive traffic movement and congestion.

**PP7 A comprehensive and clear system of signing to all car parks will be reviewed and implemented to identify directions, number of spaces and long or short stay options.**

### 5.8 Motorcycle Parking (Objective 4.11)

5.8.1 Secure motorcycle parking is presently available in St Annes. Provision is due to be made in Lytham and Kirkham in 2005/06. The Council will investigate further locations in consultation with motorcyclist's organisations.

**PP8 The Council will work in partnership with LCC and motorcyclist's organisations to provide facilities for motorcycle parking.**

### 5.9 Cycle Parking (Objective 4.12)

5.9.1 In order to encourage cycling as a sustainable form of transport, the Council will be producing a cycling strategy during 2005/06, which will include policies on cycle parking provision.

**PP9 The Council will continue to fund and install cycle parking facilities in strategic locations in town centres and tourist attractions.**

### 5.10 Coach Parking (Objective 4.13)

5.10.1 Tourism is a major part of the economies of the towns in Fylde served by many national, regional and local coach companies. Demand for spaces will vary throughout the year and provision will continue to be made available where there is a sufficient demand.

**PP10 To identify appropriate locations, on and off street, for long stay coach parking.**

### 5.11 Improvement and Maintenance of Parking Infrastructure

5.11.1 A major determining factor in people's experience of visiting the towns of Fylde is the quality of the environment. The first place those visitors often see and experience once they leave their car is the car park. Consequently, the quality of the parking infrastructure is important and should create a good first impression to those visitors.

5.11.2 Financially, the Council is limited in what it can achieve and how quickly it can be achieved. It is important, however, that a good standard of parking is achieved

and maintained. There has been limited investment made in the Council's car parks for many years and they all require continued capital investment if their long term use is to be maintained.

5.11.3 Prior to implementing significant improvement or maintenance of any car park a scheme will be designed, in conjunction with the Council's Regeneration Unit, in order to achieve the best possible efficient layout, landscaping and integration within its surrounding area.

5.11.3 The pay and display equipment in all the Council's car parks was replaced in January 2005 and is now linked to a central computer to enable real time detailed car park monitoring.

**PP11 The parking infrastructure will be improved and maintained to a high standard to encourage their use and to ensure that the car parks are welcoming locations at which to park.**

### 5.12 Enforcement (Objective 4.15)

5.12.1 The Council is responsible for parking enforcement for both on and off street. The on street powers are operated through agency arrangements with Lancashire County Council.

5.12.2 The enforcement contractor will maintain a high level of enforcement and uniformed presence in the Council's car parks. This will offer advantages in terms of safety and security for the customers and also provide enforcement of car park regulations.

**PP12 The Council will continue to manage the enforcement of parking regulations both on and off street in a positive, consistent and transparent manner.**

**PP12.1 The Council will work with Parkwise and Lancashire County Council to promote a wider acceptance of parking enforcement to help create improvements towards a more customer friendly parking environment.**

### 5.13 Use of the Car Parks (Objective 4.18)

5.13.1 The car parks are used for various events, displays, markets and public information exercises throughout the year subject to appropriate risk assessments, insurances and agreements being in place.

**PP13 The Council will consider the use of the car parks for various events, displays, markets and public information exercises subject to adequate agreements being in place.**

### 5.14 Safety and Security (Objective 4.19)

- 5.14.1 The Council's car parks are not protected in any way from unauthorised use or occupation. It is proposed that when funds become available some of the car parks be protected by the use of height restriction barriers to prevent unauthorised access or occupation. These barriers would remain open throughout the year except when there is a threat of an anticipated occupation.
- 5.14.2 The Council will monitor and review the overnight use of the car parks and recommend change to policy where necessary.

**PP14 To introduce, where possible, height restriction barriers to car parks to prevent unauthorised vehicular access.**



### 6.0 Implementation

6.1 Within the policy context established in the preceding section, a number of initial proposals can be identified at this stage for implementation during the financial year 2007/08.

- PP4 Parking Tariffs

Introduction of new fee structure

- PP5 Parking for Disabled Person Vehicles

An accessibility audit will be carried out of the disabled parking provision in the car parks and improvements recommended for implementation.

- PP6 Safety and Security

ParkMark Award status

Lighting improvements - Pleasant Street car park, Lytham

Lighting improvements – Lytham Green car parks, Lytham

CCTV and lighting improvements Fairhaven Road car park, St Annes

- PP11 Maintenance and Improvement

Resurfacing Improvements – Lytham Green car parks

St Annes Square car park – clearer marking out of parking bays

North Promenade car park – rebuilding of boundary retaining walls

Installation of security gates – Fairhaven Road car park, North Promenade car park and Stannerbank car park

- PP7 Signage

Review and replacement of on street directional signage to Lytham Town Centre car parks

6.2 Ongoing policy implementation will be dependent on resources and budgets being made available on an annual basis. Other external revenue streams will be explored to secure funding to assist implementation of the policy where possible.

### 7.0

### Monitoring and Review

The Fylde car park strategy will not remain static but will evolve to keep pace with changes in Government policy and with changes in demand. This Strategy has a set of core Aims, Objectives and Policies from which the detailed proposals to be implemented will emerge. As a result, there will be a need for continued ongoing monitoring and review.

GEO-REFERENCE (eastings / northings)	POSTCODE	Location	Free or P&D	No of spaces	Long stay / short stay	Disabled spaces	Cycle / Motorcycle provision	Coach Parking	HGV PARKING	Tariff	Maximum Stay / No Return Period	CCTV (camera's are rotated between sites)	Lighting	Etc. etc.
334444 / 427373	FY8 1DB	Stannerbank	P&D	150	Long	6	No	No	NO	All days 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50	over 4 hours with valid P&D ticket / No Return within 1 Hour	No	No	Public Toilets & Icecream shop
336575 / 426987	FY8 5LB	Lytham Green - Dicconson Terrace	P&D	49	Long	2	No	No	NO	All days 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50	over 4 hours with valid P&D ticket / No Return within 1 Hour	No	Yes	
336755 / 427015	FY8 5LB	Lytham Green - Bath Street	P&D	51	Long	2	No	No	NO	All days 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50	over 4 hours with valid P&D ticket / No Return within 1 Hour	No	Yes	
336445 / 427408	FY8 5PA	Lytham Station	P&D	96	Long	4	No	No	NO	All days 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50	over 4 hours with valid P&D ticket / No Return within 1 Hour	Yes	Yes	PERMIT PARKING £150.00 p.a.
336634 / 427240	FY8 5JA	Pleasant Street	P&D	119	Short	9	2	No	NO	All days 9am - 6pm Up to 1hrs £1.00 1-2hrs £1.70 2-3hrs £3.00 3-5hrs £5.00 5-7hrs £7.00 7-9hrs £9.00	9 hours with valid P&D ticket / No Return within 2 Hours	Yes	Yes	Public Toilets
333658 / 427500	FY8 1DB	St Pauls Avenue	P&D	100	Long	4	No	No	NO	All days 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50	over 4 hours with valid P&D ticket / No Return within 1 Hour	No	Yes	
331200 / 429821	FY8 2PP	North Beach	P&D	150	Long	0	No	No	NO	All days 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50		No	No	
331798 / 428732	FY8 2NQ	North Promenade	P&D	220	Long	6	No	No	NO	All days 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50	over 4 hours with valid P&D ticket / No Return within 1 Hour	No	Yes	
332086 / 428370	FY8 1LS	St Annes Swimming Pool	P&D	84	Long	4	Yes	No	NO	All days 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50	over 4 hours with valid P&D ticket / No Return within 1 Hour	No	Yes	
332133 / 428845	FY8 1RF	St Annes Square	P&D	35	Short	4	Cycle	No	NO	All days 9am - 6pm Up to 1hrs £1.00 1-2hrs £1.70 2-3hrs £3.00	3 hours with valid P&D ticket / No Return within 2 Hours	Yes	Yes	Motorcycle Meet every Monday evening 7pm to 9pm Farmers Market 1st Thursday of every month 8am - 3pm
331921 / 428661	FY8 1LW	Town Hall	P&D	55	Long	2	Cycle	No	NO	Saturday - Sunday & Bank Holidays 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50	over 4 hours with valid P&D ticket / No Return within 1 Hour	No	No	
332044 / 428631	FY8 1LH	Public Offices	P&D	50	Long	2	No	No	NO	Saturday - Sunday & Bank Holidays 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50	over 4 hours with valid P&D ticket / No Return within 1 Hour	No	No	
332280 / 428847	FY8 1QS	Wood Street	P&D	16	Short	3	Yes 2 Motorcycle bays	No	NO	All days 9am - 6pm Up to 1hrs £1.00 1-2hrs £1.70 2-3hrs £3.00	3 hours with valid P&D ticket / No Return within 2 Hours	No	No	
332459 / 427993	FY8 1NW	Fairhaven Road	P&D	100 P&D 33 Café	Long	4	No	7	NO	All days 9am - 6pm Up to 2hrs £1.50 2-3hrs £2.00 3-4hrs £2.50 Over 4hrs £3.50 coaches free	over 4 hours with valid P&D ticket / No Return within 1 Hour	Yes	Yes	Public Toilets (closed-will reopen after dda compliant), Coach Parking
342488 / 432174	PR4 2AH	Mill Street	Free	139	Long	8	No	No	NO	-		No	No	
342652 / 432222	PR4 2SE	Eagles Court	Free	17	Short	0	No	No	NO	All days 9am - 6pm Free Parking	2 Hours / No Return within 2 Hours	No	No	Public Toilets
342311 / 432010	PR4 2TP	Orders Lane	Free	16	Short	2	No	No	NO	All days 9am - 6pm Free Parking	2 Hours / No Return within 2 Hours	No	No	
343118 / 429066	PR4 1PB	Toms Croft	Free	75	Long	0	No	No	NO	-		No	Yes	
342202 / 432201	PR4 2HA	Kirkham Baths	Free	25	Long	0	Cycle	No	NO	-		No	No	
332766 / 429225	FY8 1UZ	St Albans Road	Free	14	Short	0	No	No	NO	All days 9am - 6pm Free Parking	2 Hours / No Return within 2 Hours	No	No	
335996 / 426984	FY8 5QQ	Lowther Gardens	Free	50	Long	2	Cycle	No	NO	-		No	Partial	Public Toilets
		Wesham Offices	Free	30	Long	3	Cycle & Motorcycle	No	NO	-		No	Partial	

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
ASSET REVIEW WORKING GROUP	POLICY AND SERVICE REVIEW SCRUTINY COMMITTEE	28 <sup>TH</sup> MARCH 2007	6

## REVIEW OF COUNCIL ASSETS

### Public Item

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

### Summary

This report summarises the progress of the working group.

### Recommendation

1. That the committee should note the report.

### Cabinet Portfolio

The item falls within the following Cabinet portfolio:

Finance and Efficiency (Councillor Paul Rigby)

### Report

#### Background

1. At an IDeA training session for Cabinet and Scrutiny members which was held last year, the review of council assets was identified as an area of concern which needed to be addressed as a priority by this committee, through an in-depth review.
2. As a result, in August 2006, this committee appointed a working group to proceed with the review.

## Terms of Reference

3. The working group used the following scope to guide their work:

- The aim of the working group is to accelerate the on-going review of council assets to ensure that they are delivering the aims and priorities of the council. Each asset to be reviewed and considered for one of the following approaches:-
  - 1) an asset that could or should be disposed of to achieve income
  - 2) an asset that could potentially raise increased revenue
  - 3) an asset that could or should be disposed of to others to continue to provide the council's objectives, e.g. the Town or Parish Council
  - 4) an asset that should be retained and if necessary improved/adapted

These considerations also take into account the impact of disposal or retention on Fylde's residents and visitors, as well as the financial advantages or disadvantages to the Council.

- The objective of the working group is to support the asset management plan and to maximise the Council's income.
- The following outcomes to be aimed for:
  - 1) A co-ordinated and member-led approach to asset review resulting in a consistent and productive methodology
  - 2) Increased income for the Council
  - 3) Provision of better services overall to customers
- Methodology
  - The working group to appraise assets and to express a view of which assets should fall within each of the 4 categories outlined above.
  - To further prioritise the review of each asset within those categories
  - To establish where there are restrictive covenants attached to any assets
  - To select an asset (or assets) for scrutiny; to task a Surveyor with valuation of the selected asset(s) and request an in-depth report from the appropriate business units on viability of disposal, improved management or potential for increased income generation.
  - To consider the evidence and make recommendations to the Executive

## Progress to Date

4. The scope of the review was considered and approved at the PSRSC meeting on the 30<sup>th</sup> August. Also at that meeting, the working group was appointed to undertake the review, and a recommendation was made that consideration should be given to the employment of a surveyor, on a temporary basis, to assist with the task.
5. The working group met on 10<sup>th</sup> November 2006 to commence the work, and assigned each of the Council's assets provisionally into one of the four categories. Once categorised, the assets were also prioritised within their group.

6. A surveyor was appointed and tasked initially with the review of those items prioritised in category 1. He has been working through those items and is due to report back in April 2007, when it is hoped a further working group meeting can be arranged to consider his findings and recommendations. Once the surveyor has completed his work, the group will be in a position to make their recommendations.
7. Work is ongoing to establish where restrictive covenants are attached to any assets, and this will necessarily impact the working group's recommendations.
8. A tour of some sites throughout the Borough was undertaken on the 2<sup>nd</sup> March by members of the task and finish group, accompanied by officers. These were principally open spaces, many currently under-utilised or in need of improvements or refurbishment.
9. A further meeting of the group took place on 9<sup>th</sup> March, to discuss the impact of the site visits. As a result of the visits, some sites were deemed to be unsuitable candidates for their existing category, and were changed, with the agreement of the group. Those re-categorisations will be updated on the schedule of assets. Further observations of the group were as follows:
  - A service review of certain sites, principally falling within categories 2 and 4, may be appropriate to establish the potential for increased revenue and/or the need to improve them.
  - A separate review of car parks is currently in hand under the guidance of a different T&F group, and that report will be going to the PSRSC on 28<sup>th</sup> March.
  - There is a particular problem with the Memorial Gardens in Kirkham, but consulting engineers have been appointed to project manage the renovation works. Site investigation and monitoring works are expected to be completed by April, when the working group indicated they would like to see a separate report to the full Policy and Service Review scrutiny committee.
  - Some play areas, although in a good state of repair, are not very extensively equipped and would benefit from some improvement before transfer to Town Council. A play strategy is currently being drafted and will go to PSRSC in June. There will also be an application to the Big Lottery for an allocation of funds to address improvements to play areas.
  - It was noted that the draft Local Development Scheme which is going to Council at the end of March includes work on the assessment of open space sports and recreation facilities (possibly jointly with Wyre) to inform the development of the core strategy. This should provide additional relevant information for the group.

## IMPLICATIONS

Finance	None arising directly from this report
Legal	None arising directly from this report
Community Safety	None arising directly from this report
Human Rights and Equalities	None arising directly from this report
Sustainability	None arising directly from this report
Health & Safety and Risk Management	None arising directly from this report

Report Author	Tel	Date	Doc ID
Cllr Norsworthy/Annie Womack	(01253) 658423	19 March 2007	Asset Review Working Group – progress

### List of Background Papers

Name of document	Date	Where available for inspection
Document name		Council office or website address

### Attached documents

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
DEMOCRATIC SERVICES AND MEMBER SUPPORT	POLICY AND SERVICE REVIEW SCRUTINY COMMITTEE	28 MARCH 2007	7

## VICE-CHAIRMAN'S REPORT ON PREVIOUS RECOMMENDATIONS

### Public Item

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

### Summary

This is a standing agenda item. However, there are no further changes to report since the last Policy and Service Review Scrutiny Committee meeting. An updated tracking document will be circulated at the next meeting of the Policy and Service Review Scrutiny Committee.

### Recommendation

1. This report is for information only.

## IMPLICATIONS

Finance	None
Legal	None
Community Safety	None
Human Rights and Equalities	None
Sustainability	None
Health & Safety and Risk Management	None



Report Author	Tel	Date	Doc ID
Christopher Kitchin	(01253) 658491	19 March 2007	

List of Background Papers		
Name of document	Date	Where available for inspection

## Policy & Service Review Scrutiny Committee



### Call In

Date	15 February 2007
Venue	Town Hall, Lytham St Annes
Committee members	Raymond Norsworthy (Chairman) Martin Taylor (Vice-Chairman)  Stephen Carpenter, Elizabeth Clarkson, Peter Hardy, John Longstaff, Elizabeth Oades, Dawn Prestwich, Fabian Wilson
Other Councillors	Timothy Ashton, Harold Butler, John Coombes, Patricia Fieldhouse, Alfred Jealous, Barbara Pagett, William Thompson,
Officers	Ian Curtis, Clare Platt, Tracy Scholes, John Cottam, Andrew Shore, Lyndsey Lacey, Hazel Wood, Richard Wood, Annie Womack
Others	Members of the Public

#### 1. Declarations of interest

Members were reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000.

#### 2. Substitute members

The following substitution was reported under council procedure rule 25.3:

Councillor Peter Hardy substituted for Councillor Maxine Chew

#### 3. Call In request - joint use of promenade path

The meeting was convened to discuss a call in request made by ten councillors in accordance with the Constitution. The request related to an individual cabinet decision made on 25 January which sought to allow and promote the shared use of Lytham Promenade for both pedestrians and cyclists.

Councillor Raymond Norsworthy (Chairman) explained the background to the item and made reference to the call-in procedure. An extract of the agenda item and the relevant cabinet minute was circulated with the agenda.

Councillor William Thompson was invited to speak as a representative of the group of councillors requesting the call-in. Councillor Thompson suggested that the group felt that the decision taken was not in the interests of the inhabitants of the borough. The group was of the view that there should have been appropriate consultation with members of the public who were frequent users of the path and outlined his reasons for the proposed segregation between cyclists and pedestrians. He urged the committee to consider referring the matter to Council to enable a full debate on the matter to take place.

Councillor Thompson displayed photographs at the meeting depicting the width of path from various areas along Lytham promenade. He stressed that the width of Lytham promenade varied and at certain points was fairly restrictive thus endangering both pedestrians and cyclists alike.

Councillor Tim Ashton (Portfolio Holder for Streetscene) explained his reasoning behind the decision. He added that he was confident with the decision taken in that he had taken an informed view on the matter as outlined in the report.

The Chairman enquired if the decision had been made within the powers and remit of the Streetscene Portfolio Holder even though it could be described as a change in policy as a result of previous policy committee deliberations. Ian Curtis confirmed the position.

The Chairman also asked if the Portfolio Holder had given correct and sufficient notice warning to all members of the council, that he was about to consider the issue. Tracy Scholes confirmed the position.

Members enquired whether a record of accidents was kept. Mr Shore indicated to date there were no reported accidents within that area and as such no records were kept. The committee also asked if there were any laws to prohibit cycling along the promenade. Mr Curtis addressed this matter making reference to the council's ability to make byelaws if desired and the White Paper which would make it easier for local authorities to enact byelaws.

The Chairman enquired whether it would be possible to review the situation annually. He also asked if it would be possible to enforce the use of cycle bells and require dog owners to use short leads whilst exercising their dogs. This matter was addressed by Mr Curtis. Councillor Ashton also advised the committee that the Safe Cycling Group offer free bells to cyclists on request.

Following a full debate the committee RESOLVED to take no further action on the call-in request based on the fact that the committee was satisfied that the Portfolio Holder had made an informed decision on the matter and that the decision was in the general interests of the inhabitants of the borough.

(Councillors Peter Hardy, Elizabeth Oades and John Longstaff requested that their names be recorded as having voted against the above decision)

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## Policy & Service Review Scrutiny Committee



Date	15 February 2007
Venue	Town Hall, Lytham St Annes
Committee members	Raymond Norsworthy (Chairman) Martin Taylor (Vice-Chairman)  Stephen Carpenter, Peter Hardy, Elizabeth Clarkson, John Longstaff, Elizabeth Oades, Dawn Prestwich, Fabian Wilson
Other Councillors	Harold Butler, John Coombes, Patricia Fieldhouse, Alfred Jealous, Barbara Pagett, Hilda Wilson, Ronald Wilson
Officers	Ian Curtis, Clare Platt, Tracy Scholes, John Cottam, Andrew Shore, Lyndsey Lacey, Annie Womack, Richard Wood
Others	Members of the Public

### 1. Declarations of interest

Members were reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000.

### 2. Confirmation of minutes

RESOLVED: To approve the minutes of the Policy & Service Review Community Forum meeting held on 14 December 2006 as a correct record for signature by the chairman.

### 3. Substitute members

The following substitution was reported under council procedure rule 25.3:

Councillor Peter Hardy substituted for Councillor Maxine Chew

### 4. Policy on the operation of the Mayoralty

Tracy Scholes (Democratic and Member Support Executive Business Manager) presented a detailed report on a proposal to introduce a policy on the operation of the Mayoralty.

Mrs Scholes explained that the purpose of the document was to provide a framework for the operation of the mayoralty. She added that the only guidance about the role and functions of the Mayor was a brief description in contained in the constitution. A copy of the draft policy was circulated with the agenda.

The report specifically concentrated on two particular areas for scrutiny to consider:

- The role of Deputy Mayor.
- The appropriate level of support to be given to fundraising activities.

The Chairman invited the current Mayor/ Deputy Mayor and Past Mayors/ Deputies to give evidence on the issues.

The Committee generally welcomed the policy. Members commented on a number of areas contained within the document including, the role and functions of Mayor/ Deputy Mayor; transport arrangements for the deputy mayor; performance indicators relating to mayoral engagements; the wearing of the chains of office; arrangements for Royal Garden Party visits; the management of the mayoral budget and fundraising activities.

Following a full debate the Committee RESOLVED to recommend to Cabinet the approval of the Policy as circulated subject to the following observations:

- The Council should consider amending the constitution to reflect the Deputy Mayor's role more fully in that rather than acting in the Mayor's absence only, it was acknowledged to be a more supportive role to the Mayor in discharging their roles, functions and responsibilities.
- Transportation for the Deputy Mayor being arranged in the context of the limited budget in consultation with the Mayor.
- The number of charitable events supported by the mayoral team is at the discretion of the Mayor.
- The Policy should refer to the arrangements for the selection of Mayor in so far as the appointment of the Mayor in each municipal year is based on the seniority of members in terms of their length of office.

#### 5. Fylde Car Park Strategy - 2 Year Review

Andrew Shore (Technical Services Manager) presented a report on a proposed review of the council's car park strategy. A copy of the Strategy which included details of the current tariff and operating hours was circulated with the agenda. A supplementary sheet with detailing various statistics was also circulated at the meeting.

Members were advised that council adopted the car park strategy in 2005 on the understanding that it would be reviewed every two years. The committee was asked to consider the appropriateness of the polices within the Strategy.

As part of the review the committee was specifically asked to concentrate on a number of areas including the operational hours and evening charges; parking fees and 07/08 budget position; disabled parking provision and charges; long stay option in short stay car parks and enforcement protocol within the car parks.

Following discussion it was RESOLVED:

1. To recommend to Cabinet the establishment of a task and finish group to examine in detail the Council's car park strategy.
2. To ask the task and finish group (comprising Councillors Elizabeth Oades, Martin Taylor and Fabian Wilson) to report back to the next meeting of committee with its findings and make recommendations for policy change as necessary.
3. To extend the invitation to join the task and finish group to the Lytham and St Annes Chambers of Trade.

#### 6. Private Sector Housing Policy

Councillor Patricia Fieldhouse (Portfolio Holder for Community and Wellbeing) and John Cottam (Housing Manager) presented an updated report on a revision undertaken of the private sector housing renewal policy.

The policy had been adapted to incorporate the views of the consultation process undertaken resulting in the version of the policy circulated with the agenda. It set out the council's approach to improving private sector conditions in the borough and focuses on promoting the Decent Homes Standard in the private sector with particular emphasis on provision for vulnerable people.

Members were advised that equity loans would be offered as alternative funding for applicants who fail to achieve grant funding through the means test and unable to access high street finance in the traditional way.

The report detailed how the strategy had been developed, the priorities that the council wished to address and the types of assistance that would be available, including where to obtain the services, eligibility, how to apply, conditions etc. It introduced equity loans as part of the package, and recognises the role of a grant agency in delivering assistance whilst also increasing revenue to the Council. The transitional arrangements proposed were also set out in the report.

Mr Cottam indicated that the policy was aligned to a large extent to that of Wyre council and that work would continue to develop a wider Fylde coast policy working with both Blackpool and Wyre councils.

Members sought clarity on how the equitable loan system would operate. Mr Cottam addressed this point and offered examples by way of illustration.

The Committee RESOLVED:

1. To adopt the revised Private Sector Hosing Policy as detailed in the report.
2. To authorise the Executive Manager for Consumer Wellbeing and Protection, in consultation with the Portfolio Holder for Community and Social Wellbeing to negotiate a package of equity loan provision jointly with Wyre Borough Council.
3. To process the waiting list of applicants prior to 31 Oct 2006 under the terms of the previous policy thereby retaining the 10K limit and introducing a 15 year repayment period.

7. Vice- Chairman's report on previous recommendations

The Vice- Chairman (Councillor Martin Taylor) presented a tracking report on previous recommendation made by the committee. A copy of the document was circulated with the agenda.

The Vice-Chairmen provided the committee with an update on action undertaken on all the items listed.

The Committee RESOLVED to note the report.

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