



## Meeting Agenda

**Council Meeting  
Lowther Pavilion, Lytham  
10 October 2005, 7:00pm**

## Members of the Council

The Mayor - Councillor R.J. Wilson  
Deputy Mayor – Councillor P. Hardy

Councillors	C. E. Akeroyd T. Ashton E. G. Bamber J. B. Bennett H. Butler G. Caldwell S. Carpenter M. Chew E. D. Clarke E. Clarkson P. Collins J. L. Coombes J. A. Dolan R. K. Eastham S. M Fazackerley Dr T. J Fiddler P.A. Fieldhouse R. A Fulford- Brown P. Hardy P.J. Hayhurst H. Henshaw, A.D.K (Malaysia) K.M Henshaw J. P K. Hyde A. W Jealous N.P D. E Lancaster J. G. Longstaff	Councillors	S. L. Mason J.K. Mulholland R. J. Norsworthy L.J. Nulty E.A. Oades J.C. Owen B. Pagett A.G. Pounder D.S. Prestwich W.J. Prestwich S. P. Renwick L. Rigby P. Rigby R. S. Small H.A Speak M. K. Taylor W. Thompson T. Threlfall S.M. Wall C. Walton A.M. Whittaker F.C Wilson H .M. Wilson R.J. Wilson K Wright
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***Ken Lee – Chief Executive***



## **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

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## PART I - MATTERS DELEGATED TO COUNCIL

### 1. DECLARATIONS OF INTEREST

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.

### 2. CONFIRMATION OF MINUTES

To confirm as a correct record the minutes of the Council meeting held on 28 July 2005 and Special Council meeting held on 26 September (pages 80 - 84 and 159 - 162).

### 3. MAYOR'S ANNOUNCEMENTS

### 4. CHIEF EXECUTIVE'S COMMUNICATIONS

The Chief Executive to report receipt of any relevant communications that have been received subsequent to sending out this agenda.

### 5. COMMITTEE MINUTES

To receive the minutes of the under-mentioned Committees.

<b>COMMITTEE</b>	<b>DATE</b>	<b>PAGES</b>
Executive Committee	20 July 2005	69 - 75
Performance Improvement Community Forum	25 July 2005	76 - 79
Policy & Service Review Community Forum	26 July 2005	85 - 90
Development Control	3 August 2005	91 - 99
Public Protection Committee	22 August 2005	100 - 102
Licensing Committee	22 August 2005	103 - 107
Development Control Committee	24 August 2005	108 - 119
Policy & Service Review Community Forum	24 August 2005	120 - 122
Community Outlook Forum	8 September 2005	123 - 125

<b>COMMITTEE</b>	<b>DATE</b>	<b>PAGES</b>
Policy & Service Review Community Forum	15 September 2005	126 - 127
Performance Improvement Community Forum	19 September 2005	128 - 131
Development Control	21 September 2005	132 - 158
Executive Committee	28 September 2005	To follow

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL & DEMOCRATIC SERVICES	COUNCIL	10 OCT 2005	6

## COMMUNITY FORUM MEMBERSHIP

### Public/Exempt item

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

### Summary

The leader of the council proposes that the membership of the Policy and Service Review Community Forum and the Performance Improvement Community Forum be increased by two to nine members each.

Because the new seats affect the overall political balance calculations for the council, there are some consequential changes to the membership of the Community Outlook Community Forum and the Public Protection Committee.

### Recommendation/s

1. Increase the membership of the Policy and Service Review Community Forum and the Performance Improvement Community Forum to nine.
2. Make appropriate changes be made to the council's constitution.
3. Re-allocate seats on the Community Outlook Community Forum and the Public Protection Committee to reflect the amended political balance calculations in accordance with the table in the report.
4. Invite the political groups to make nominations to fill new and re-allocated seats.

Continued....



## Executive brief

The item falls within the following executive brief[s]: Leader and quality services (Councillor John Coombes).

## Report

1. The council presently has three overview and scrutiny committees. These are the Community Outlook Community Forum, the Policy and Service Review Community Forum and the Performance Improvement Community Forum. Membership of the Community Outlook Community Forum is nine. The other two committees have seven members each.
2. The forums have been enthusiastic and committed in carrying out their work. In particular, members of the council have been proactively involved in preparing and researching reports.
3. The committees are intended to be streamlined enough to be working, rather than debating, forums, hence the relatively small memberships. But given the increasing workload and involvement by members, the Leader feels that membership of all of the three community forums should be set at nine. This would mean that there would be two additional seats on both the Policy and Service Review Community Forum and the Performance Improvement Community Forum.
4. Increasing the number of seats on the two community forums increases the overall number of committee seats to be allocated by the council. This triggers a requirement to re-calculate the membership of committees in accordance with the requirements of political balance set out in the Local Government and Housing Act 1989. The act also requires that the council give effect to those calculations by allocating seats in accordance with the wishes of the political groups to whom the seats have been allocated. The four principles of political balance can be summarised like this:
  - All seats on a committee must not be allocated to the same group;
  - The majority group must have the majority of seats on each committee;
  - The total number of committee seats across the council must be allocated proportionately to the number of seats each group has on the full council; and
  - The seats on each committee must be allocated in proportion to the number of seats of each group on the full council.

The four principles are in order of priority. This means that the second principle is applied subject to the first. Similarly, the third principle is applied subject to the first and the second, and so on.

5. Applying the principles of political balance to the circumstances created by the increase in the number of seats on the two community forums results in some consequential changes to the allocation of seats on other committees. A suggested way of making the necessary changes is set out in the table below. Changes are underlined and shown in italics:

	Now	Projected
<b>Executive</b>		
Conservative	5	5
Independent	2	2
Ratepayers	1	1
Truly Independent	1	1
Liberal Democrat	0	0
<b>Community Outlook CF</b>		
Conservative	5	5
<u>Independent</u>	<u>1</u>	<u>2</u>
<u>Ratepayers</u>	<u>1</u>	<u>2</u>
<u>Truly Independent</u>	<u>1</u>	<u>0</u>
<u>Liberal Democrat</u>	<u>1</u>	<u>0</u>
<b>Policy &amp; Service Review CF</b>		
<u>Conservative</u>	<u>4</u>	<u>5</u>
Independent	2	2
Ratepayers	1	1
<u>Truly Independent</u>	<u>0</u>	<u>1</u>
Liberal Democrat	0	0
<b>Performance Improvement CF</b>		

<b>Improvement CF</b>		
<u>Conservative</u>	<u>4</u>	<u>5</u>
Independent	2	2
Ratepayers	1	1
<u>Truly Independent</u>	<u>0</u>	<u>1</u>
Liberal Democrat	0	0
<b>Development Control</b>		
Conservative	9	9
Independent	3	3
Ratepayers	2	2
Truly Independent	1	1
Liberal Democrat	1	1
<b>Public Protection</b>		
Conservative	6	6
Independent	2	2
Ratepayers	2	2
<u>Truly Independent</u>	<u>1</u>	<u>0</u>
<u>Liberal Democrat</u>	<u>0</u>	<u>1</u>

IMPLICATIONS	
Finance	None
Legal	Under the Local Government and Housing Act 1989, the council must, whenever it makes changes to the committee structure, review its political balance calculations and put into effect any changes

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

REPORT AUTHOR	TEL	DATE	DOC ID
Ian Curtis	(01253) 658506	30 September 2005	

LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
None		

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL & DEMOCRATIC SERVICES	COUNCIL	26 SEP 2005	7

## MEMBERSHIP OF LICENSING AND PUBLIC PROTECTION COMMITTEES

### Public/Exempt item

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

### Summary

Council is asked to appoint members to the Licensing Committee to replace councillors Mulholland, Bamber and Ron Wilson. Councillors are also asked to appoint vice-chairmen of the Licensing Committee and Public Protection Committee.

### Recommendation/s

1. That three councillors be appointed to the Licensing Committee to replace councillors Bamber, Mulholland and Ron Wilson.
2. That vice-chairmen be appointed from among the committee membership of the Licensing Committee and the Public Protection Committee

### Executive brief

The item falls within the following executive brief[s]: Economy (Councillor Roger Small).

### Report

#### Licensing Committee

1. Councillors Kiran Mulholland, Eric Bamber and the Mayor, Councillor Ron Wilson, have indicated that they wish to step down from the council's Licensing Committee. The Licensing Committee is the statutory committee that has responsibility for discharging

Continued....

the council's liquor licensing functions and other functions under the Licensing Act 2003.

2. The Licensing Committee makes decisions on licensing applications sitting in panels of three members. There are fifteen members on the committee in all, including the three vacancies. Members of the committee need to be flexible to accommodate panel meetings at relatively short notice.
3. Council is asked to appoint three members to the Licensing Committee to replace councillors Bamber, Mulholland and Wilson. The committee does not have to be politically balanced, so there is no restriction on who can be appointed.
4. The office of vice-chairman of the Licensing Committee is presently vacant. Council is also asked to appoint a vice-chairman of the committee.
5. For members information the present membership of the Licensing Committee (excluding the outgoing three councillors) is councillors Dawn Prestwich (chairman), Akeroyd, Clarkson, Fazackerley, Taylor, Speak, Collins, Wright, Mason, Karen Henshaw, Owen and Pounder.

#### **Public Protection Committee**

6. The office of vice-chairman of the Public Protection Committee is presently vacant. Council is asked to appoint a vice-chairman of the committee.
7. For members information the present membership of the Public Protection Committee is councillors Dawn Prestwich (chairman), Aykeroyd, Clarkson, Fazackerley, Taylor, Mulholland, Wright, Ron Wilson, Mason, Owen and Pounder.

IMPLICATIONS	
Finance	None
Legal	None
Community Safety	None
Human Rights and Equalities	None
Sustainability	None
Health & Safety and Risk Management	If a panel cannot be convened to hear a variation application it is deemed refused and could be appealed to the magistrates' court, involving the council in additional costs.

REPORT AUTHOR	TEL	DATE	DOC ID
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Ian Curtis	(01253) 658506	5 September 2005	
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LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
None		

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL & DEMOCRATIC SERVICES	COUNCIL	10 OCT 2005	8

## NEW FYLDE HOUSING: REPRESENTATION

### Public/Exempt item

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

### Summary

New Fylde Housing has been asked to reduce the number of council representatives on its board from five to four. Councillor Renwick has agreed to step down. The council is asked to endorse this.

### Recommendation/s

1. Amend the council's representation on the board of New Fylde Housing to Councillors Paul Rigby, Roger Small, Keith Wright and Albert Pounder.
2. Thank Councillor Simon Renwick for his service on the board of New Fylde Housing as a nominee of the council.

### Executive brief

The item falls within the following executive brief[s]: Quality of Life (Councillor Pat Fieldhouse).

### Report

1. There are currently five council representatives on the board of New Fylde Housing. The representatives are councillors.
2. New Fylde Housing has notified the council that, following guidance from the Housing Corporation, it wants to reduce the number of council representatives on its board to

Continued....



four. Councillor Renwick has agreed to step down from the board to allow this to happen.

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
Ian Curtis	(01253) 658506	1 September 2005	

LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
None		

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL & DEMOCRATIC SERVICES	COUNCIL	10 OCT 2005	9

## CITIZENS ADVICE BUREAU - REPRESENTATION

### Public/Exempt item

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

### Summary

Council is asked to appoint a member to represent the Council on the Citizens Advice Bureau (Management Committee) (Kirkham & Fylde) to replace councillor Louis Rigby.

### Recommendation/s

That a councillor be appointed to represent the Council on the Citizens Advice Bureau (Management Committee) (Kirkham & Fylde) to replace councillor Louis Rigby.

### Executive brief

The item falls within the following executive brief[s]: Quality of Life (Councillor Patricia Fieldhouse).

### Report

1. Councillor Louis Rigby has indicated that he wishes to step down as the council's appointed representative on the Citizens Advice Bureau (Management Committee) (Kirkham & Fylde).
2. Council is asked to appoint a member to represent the Council on the Citizens Advice Bureau (Management Committee) (Kirkham & Fylde) to replace councillor Louis Rigby.

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
Peter Welsh	(01253) 658502	September 2005	

LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
None		

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
UNIT BUSINESS MANAGER: BUILT ENVIRONMENT	COUNCIL	10 OCT 2005	10

## FYLDE BOROUGH LOCAL PLAN ALTERATIONS REVIEW INSPECTOR'S REPORT

### Public/Exempt item

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

### Wards affected

All wards.

### Purpose of Report

To report the receipt of the Inspector's Report;

To indicate the changes to the plan resulting from the Report;

To seek the Council's resolution to adopt the Alterations Review and address consequential matters.

### Recommendation/s

1. That the content of the Alterations Review as amended by the Inspector's recommendations be adopted;
2. That the relevant parts (superseded by the Alterations Review) of the adopted Local Plan (May 2003) be abandoned;
3. That the Unit Business Manager give notice by advertisement of the adoption of the Alterations Review;
4. That the September 2004 Supplementary Planning Guidance Note 'New Residential Development in Fylde Borough' be abandoned.

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## Report

Members will be aware that an Inquiry into objections to the Alterations Review of the Local Plan took place between 26<sup>th</sup> April and 22<sup>nd</sup> June 2005.

The Inspector's Report following that Inquiry has now been received.

Under transitional provisions (as we move from the old-style local plans to the new local development frameworks) the Inspector's recommendations are binding on the Council. As such, there is now no need for a proposed modifications stage and the Council can proceed directly to adoption.

Attached as Appendix 1 is a copy of the Inspector's Report.

Attached as Appendix 2 is a short summary of the main recommendations.

Attached as Appendix 3 is a composite draft of the new housing chapter which incorporates the relevant Inspector's recommendations.

Attached at Appendix 4 is a change to be made to the settlement boundary at Tennyson Gardens, Warton. (This is the only change to be made to the Proposals Map which is recommended by the Inspector.)

It is a statutory requirement for the adoption of the Alterations Review to be formally advertised so that persons have the opportunity to challenge the adoption in the High Court.

Members may also recall that the Supplementary Planning Guidance Note on 'New Housing Developments in Fylde Borough' (September 2004) was adopted as a temporary measure pending the adoption of the Alterations Review. It is therefore appropriate that this document is formally abandoned for development control purposes.

After adoption it will be necessary to reprint the Local Plan written statement and the Proposals Map, with the provisions of the Alterations Review included within it. The amended plan will also be included on the Council's website.

IMPLICATIONS	
Finance	There will be financial implications stemming from the need to reprint the Local Plan and Proposals Map and make these available on the Council's website.
Legal	This report has been considered by the Legal and Democratic Services Manager.
Community Safety	No implications.
Human Rights and Equalities	No implications.

Sustainability	Sustainability is a cornerstone of the policies of the local plan.
Health & Safety and Risk Management	No implications.

<b>REPORT AUTHOR</b>	<b>TEL</b>	<b>DATE</b>	<b>DOC ID</b>
Tony Donnelly	(01253) 658610	28 <sup>th</sup> September 2005	

LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
Fylde Borough Local Plan Alterations Review Inspectors Report		Local Plans Section www.fylde.gov.uk

#### LIST OF APPENDICES

Appendix 1: Copy of the Inspector's Report.

Appendix 2: Short summary of the main recommendations.

Appendix 3: Composite draft of the new housing chapter which incorporates the relevant Inspector's recommendations.

Appendix 4: Change to be made to the settlement boundary at Tennyson Gardens, Warton. (This is the only change to be made to the Proposals Map which was not included in the Deposit Draft of the Alterations Review.)

## Inspector's Report

### Summary of Main Recommendations

- Settlement boundaries are accepted as contained in the Alterations Review i.e to reflect the previously quashed housing sites. The exception to this is a small change to the plan which designates a small area of land at Tennyson Gardens at Warton as part of Countryside rather than part of the village, a plan showing this area is included at Appendix 4.
- The Inspector gave significant weight to the Council's Housing Needs Survey 2002, as a technical exercise;
- In general, planning applications for housing must be determined having more regard to the issue of housing over-supply;
- With regard to exception 3 of Policy HL1, the Inspector agrees that planning applications containing a majority of affordable housing can be treated as an exception to the main restrictions on new planning permissions, but indicates that this must be defined as a minimum of 60% affordable housing rather than the 50% + 1 indicated in the Deposit Draft. Also, this aspect of the policy will now relate only to Lytham St Annes and Kirkham/Wesham and the proposed housing development must be on a previously developed site.
- In relation to exception 4 of Policy HL1, the development of special needs housing is acceptable in principle, but proposals must relate only to the needs of vulnerable people living in the borough.
- The general exception expressed at exception 9 to Policy HL1 is retained but the wording is changed to :  
  
'It forms a key element within a mixed use regeneration project of sufficient benefit to the borough as a whole to override the issue of quantitative oversupply, and providing that a maximum quantity of affordable housing is included.'
- Policy HL3 which sought to allow housing development on greenfield sites in defined circumstances has been omitted;
- Policy HL4 is allowed exclusively as a 'rural exceptions site policy' and as such all housing sites in rural areas and Warton/Freckleton brought forward under this policy must be 100% affordable housing. This would not prevent housing proposals coming forward in rural villages in

response potentially to other types of need under Policy 5 of the Joint Lancashire Structure Plan.

- The proposed policy on gypsy sites has been endorsed pending this issue being examined in the new Local Development Framework.



## CHAPTER 3

### HOUSING

#### **Introduction**

- 3.1 Fylde is a popular area in which to live and consequently there is high pressure for housing development in the Borough. Its popularity arises from the attractive nature of the Borough, its proximity to large centres of employment and services, its relatively buoyant economy and good communication links. The Borough and in particular Lytham St Annes is also very popular for retirement which, historically has been reflected in the high level of retirement flat development.
- 3.2 Rec 2.2a The Alterations Review Plan covers the years 2004 – 2016. The main purpose of this chapter is to provide a policy framework which will help to meet the housing objectives set out in Chapter 1. In the main, this is to ensure that there is an adequate supply of land for new house building, that a range of house types and sizes are provided to maximise choice and, subject to settlement policy constraints, that land is released in sustainable locations where people want to live and where employment and community services are available nearby.
- 3.3 The policies of this plan should be read in conjunction with the ‘Fylde Borough Housing Strategy: 2001-2004’. This addresses a number of related issues in relation to the Council’s function as Housing Authority, including the need for the provision of affordable housing. The Housing Strategy is reviewed and updated periodically.

#### **National and Regional Context**

- 3.4 Government planning policy relating to housing issues is contained in Policy Guidance Note 3: Housing, which was published in March 2000. On its publication, PPG 3 represented a fundamental change in the approach to planning for the provision of housing. It provided guidance under three themes as follows:
- Widening Housing Opportunity and Choice;
  - Maintaining a Supply of Housing;
  - Creating Sustainable Residential Environments.
- 3.5 PPG3 places emphasis on a number of issues which provide a framework and give direction to local planning policies. In particular, government objectives include:-
- concentrating most additional housing development within urban areas;
  - assessing the capacity of urban areas to accommodate more housing;

- providing sufficient housing land but giving priority to re-using previously developed land within urban areas in preference to the development of greenfield sites;
- planning to meet the housing requirements of the whole community, including those in need of affordable and special needs housing;
- creating more sustainable patterns of development with accessibility by public transport to jobs, education and health facilities, shopping, leisure and local services;
- reviewing the land supply position at least every five years;
- placing the needs of people before ease of traffic movement and seeking to reduce car dependence by facilitating more walking and cycling;
- promoting good design in new housing developments to create attractive high quality living environments;
- making the best use of land through avoiding developments having a net density of less than 30 dwellings per hectare and encouraging higher densities, particularly at places with good public transport accessibility.

3.6 PPG3 also identifies the need for the housing sites to be allocated and released through a plan, monitor and manage approach. This requires that housing requirements and the ways in which they are to be met should be kept under regular review. That review should be informed by effective monitoring and should take place on a regular basis i.e. at least every five years.

3.7 Regional Planning Guidance for the North West (RPG 13) was published by the Government Office for the North West (GONW) in March 2003. The main thrust of RPG is that housing development in the North West should be concentrated in the Greater Manchester and Merseyside conurbations and particularly in their urban cores. This is to help promote structural regeneration and urban renaissance in these areas, many parts of which are suffering serious social and economic problems.

3.8 The corollary of this situation is that less housing development than previously is proposed for the shire counties, including Lancashire. In particular, Policy UR7 of RPG identifies annual average rates of housing provision for the North West and the scale of house building in the county is set at a level some 40% lower than the rate provided for in the adopted Lancashire Structure Plan. Policy UR8 places significant emphasis on the need to monitor and manage the availability of housing land so that it is released in an orderly, managed and phased manner. RPG thus re-emphasises, the theme of plan, monitor and manage introduced by PPG 3.

3.9 Policy UR9 of Regional Planning Guidance addresses the need for affordable housing across the North West. Acknowledgement is given to the fact that although house prices in the Region are relatively low, the general picture masks the situation in some

local areas where house prices are prohibitive to those on modest and low incomes. It acknowledges that market pressure can be influenced by demand for holiday, retirement and commuter homes.

- 3.10 In line with the advice contained in PPG3: Housing, the Fylde Borough Urban Capacity Study was undertaken in 2002 using the methodology devised for the Council by Chesterton Consulting. The approach taken in the document is consistent with advice contained in the Government's Tapping the Potential - Assessing Urban Housing Capacity : Towards Better Practice, December 2000. The Urban Capacity Study was used to inform the approach to this Local Plan.

### **Local Context**

- 3.11 Two issues dominate the local context in relation to planning for housing. These are the quantitative housing requirement contained in the emerging Joint Lancashire Structure Plan; and the need of the local community for affordable housing.

### **The Quantitative Housing Issue**

- 3.12 Policy 12 of the Joint Lancashire Structure Plan 2001-2016 indicates that provision should be made for 155 dwellings per annum in Fylde Borough in the period 2001-2016. This figure does not include dwellings built to replace those cleared within the plan period. However, in Fylde Borough, housing clearance is not an issue of any magnitude. Where existing dwellings are lost by proposed demolition, these are taken into account in the calculation of the housing requirement figures set out below.
- 3.13 Policy 12 gives priority to the re-use or conversion of existing buildings and then the use of previously developed land in Lytham/St Annes and Kirkham/Wesham in preference to the development of greenfield land. It also lays considerable emphasis on the need to manage the release of housing sites in accordance with the annual rates of housing provision, as closely as possible. It is acknowledged in the Structure Plan that this approach will mean the refusal of planning applications for housing, including applications on previously developed sites, at those times within the plan period when the supply of sites is significantly in excess of requirement.
- 3.14 Between 1<sup>st</sup> April 2001 and 31<sup>st</sup> March 2004, 745 dwellings (net) were completed in the Borough. This equates to an annual average build rate of 248 dwellings per annum. Quite clearly, this is materially in excess of the annual rate of 155 dwellings anticipated in the Joint Lancashire Structure Plan. The following table summarises the housing land requirement/supply position at the base date of 31<sup>st</sup> March 2004.
- rec 2.2b

TABLE 1: Housing Land Requirement and Potential Supply

	i) Housing requirement 2001-2016 (155 x 15)	2325
	ii) Dwellings completed 2001-2004	745
Rec 2.2c	iii) Residual Provision for 2004 – 2016	1580
Rec 2.2d	iv) Dwellings Under Construction	424
	v) Dwellings With Planning Permission	892
	vi) Residual Housing Requirement at 1.4.2004	
	iii)-iv)-v) 1580 - 424 - 892 =	264

3.15 The residual Joint Lancashire Structure Plan provision for 2004 – 2016 amounts to 132  
Rec 2.2e dwellings per annum. Dwellings under construction and with planning permission represent 10 years' supply at this rate. 155 dwellings were built during 2004-2005, and at 31 March 2005, a total of 1346 dwellings were either permitted or under construction. These continued to represent a 10 year supply, and only 79 dwellings out of total Joint Lancashire Structure Plan provision to 2016 were at that date not  
Rec 2.2e accounted for.

3.16 In conclusion on the quantitative issue, there is already a significant potential over-  
supply of housing land, as calculated against the average annual housing requirement contained in the Joint Lancashire Structure Plan. In terms of the necessity to manage the release of housing sites in accordance with the annual rates of provision, there is no current need to release additional housing sites simply on the basis of housing numbers. ~~Against this background, the Council has recently refused a number of planning applications for housing (about 300 dwellings) on otherwise acceptable sustainable previously developed sites in urban locations, on the basis of the current over-supply of housing land.~~ Following the principles of 'Plan, Monitor and Manage', dwelling completions and housing land supply will be monitored on a continuing basis. If the position moves from one of over-supply to under-supply, the housing policies of the plan will be reviewed.  
Rec 2.2f

3.17 The potential supply of housing land shown in Table 1 is augmented by the potential supply identified in the Council's Urban Capacity Study. The Urban Capacity Study identifies a potential supply of 1350 dwellings over the period to 2016 (based on identified sites and assumptions on conversions). The Study is in the course of being updated. ~~Also, the Council refused permission in respect of a number of planning applications (about 300 dwellings) on otherwise acceptable previously developed sites in urban locations, on the basis of the current over-supply of housing land.~~  
Rec 2.2g

### **Affordable Housing**

3.18 Circular 6/98: Planning and Affordable Housing gives advice to Local Planning Authorities on how they should encourage the provision of affordable housing where need has been established, through negotiation with housing developers and others.

3.19 PPG 3: Housing also confirms the Government's policies in respect of making provision for affordable housing through the planning process. The guidance note makes clear that a community's need for affordable housing is a material

consideration which can be taken into account in formulating development plan policies. It advocates the need for a reasonable mix and balance of house types and sizes on new large sites to cater for a range of housing requirements.

3.20 Over and above this general objective, however, the Government indicates that where there is a demonstrable lack of affordable housing to meet local needs, local authorities can indicate an overall target for the provision of such dwellings throughout the plan area, and may also indicate targets for specific sites based on evidence of need and site suitability.

3.21 In order to identify and quantify the need for additional affordable housing likely to be required in the Borough within the plan period, the Council commissioned a Housing Needs Survey from Fordham Research during the summer of 2002. The need for affordable housing was determined by the use of a combined affordability test, which assessed whether households could afford either a mortgage or to pay rent for a property of a suitable size. Specifically the assessment of affordability was based on the household's ability to afford to purchase a suitable property having regard to five separate mortgage affordability tests or the ability to rent privately without having to spend more than 30% of its net disposable household income.

3.22 The consultant's report was received in Spring 2003 and demonstrated very high levels of need over the five year period from 2002 to 2007. This was quantified as a shortfall of 345 affordable dwellings per year. In Spring 2004, the consultant's report was up-dated taking into account the results of the 2001 Census. In the later report the annual need for affordable housing was adjusted to 420 dwellings per year. This annual need will be subject to regular monitoring in the light of local circumstances and changes identified within the wider housing market area, of which the Borough forms a part.

Rec  
2.3a

3.23 The main findings of the report indicate that:

- There is very high need throughout the Borough but the highest need is in Lytham/St Annes
- There is a need for all sizes of dwelling but particularly 2/3 bedroom accommodation
- Low-cost market housing cannot meet any housing need (assuming a 25% discount of the market price)

Rec  
2.3b

- Shared ownership housing would only be able to help a fraction of the households in need (found to be 3% of identified need)

Rec  
2.3b

- The overriding need is for social rented housing (found to be 97% of identified need)

- There is also a need for dwellings catering for households containing people with special needs (mainly people with physical disabilities and the frail elderly)

- 3.24  
Rec 2.3c
- The need for affordable housing is such as to be incapable of solution by the development of new housing on a matching scale during the plan period. The consequences of not providing fully for this magnitude of new building are likely to include suppression of some new household formation, some households having to pay more than 30% of net disposable income on housing costs, some households moving into, or remaining within the private rented sector with the support of Housing Benefit, some households moving outside the Borough to meet their housing needs, and some of the predicted in-migrant households unable to afford market housing choosing not to come to live within Fylde. Nevertheless, the policies of the plan need to recognise the existence of a significant scale of need for affordable housing found by the 2002 Housing Needs Survey.
- 3.25  
Rec 2.4
- The annual need for affordable dwellings found by the Survey very substantially exceeds the overall housing provision of 155 dwellings per annum for the Borough made in the Joint Lancashire Structure Plan (2005). Policy UR9 of Regional Planning Guidance 13 provides a strong policy imperative in favour of addressing the needs in the Region for affordable housing. In the current situation of housing oversupply this is in conflict with the overall housing requirement for Lancashire set by its Policy UR7.
- 3.26  
Rec 2.4
- The policies of this plan must seek to reconcile this tension. The current over-supply situation would require planning applications for further residential development to be refused, unless justified exceptionally, to avoid the overall provision set by the Joint Lancashire Structure Plan being exceeded unduly. A community's need for affordable housing may be a reason for such exceptions, as acknowledged in Joint Lancashire Structure Plan para 6.3.13.
- 3.27  
Rec 2.4
- In these circumstances, the Council sees the provision of affordable housing for the families of its own community as a high priority. It is unrealistic to seek in full the provision of new dwellings to meet the annual need for affordable housing found by the Housing Needs Survey for the years to 2007. No formal target is identified in this plan, but the Council's Housing Strategy 2004-2007 plans to deliver more than 200 affordable dwellings by 2007. This would amount to a shorter term target of some 67 dwellings per annum. Significant increases in house prices, relative to incomes, since the carrying out of the 2002 Needs Survey will probably have exacerbated problems of affordability locally. The situation will be kept under regular review by updating of the Housing Needs Survey and by monitoring the effects of affordable housing proposals on the annualised Joint Structure Plan requirement. Any significant shift in these factors might trigger a need to review the plan's housing policies.

- 3.28 The supporting text to Policy 12 of the Joint Lancashire Structure Plan states that where there is a significant over-supply of housing permissions, planning applications for further residential development may not be approved unless they make an essential contribution to the supply of affordable or special needs housing or form a key element within a mixed use regeneration project. The housing policies which follow are intended to provide a framework in which such exceptions will be considered.
- Rec 2.4
- 3.29 In view of the scale of current over-supply of housing land no housing allocations are being made in the plan. There will be a general presumption against the grant of planning permission for residential development except in the particular circumstances outlined in Policy HL1. This regime will prevail while conditions of over-supply persist. If through monitoring, it became apparent that the situation was moving towards under-supply, the policies of the plan would be made subject to review. Policy HL1 identifies categories of possible exception, but individual decisions will need to have regard also to all other relevant policies of the plan.
- Rec 3.1b

### **POLICY HL1**

- Rec 3.1c **PLANNING PERMISSION FOR RESIDENTIAL DEVELOPMENT WILL NOT BE GRANTED, EXCEPT WHERE:**
1. **THE PROPOSAL IS FOR AN AMENDMENT TO AN EXTANT PLANNING PERMISSION, PROVIDING THAT ANY INCREASE IN DWELLING NUMBERS PROVIDES A WIDER CHOICE OF HOUSING IN THE LOCALITY (COMPARED TO THE PREVIOUSLY PERMITTED SCHEME ) IN TERMS OF SIZE AND TYPE OF DWELLING, AND AT LEAST 60% OF THE ADDITIONAL DWELLINGS ARE AFFORDABLE IN THE TERMS IDENTIFIED IN THE COUNCIL'S LATEST HOUSING NEEDS SURVEY; OR**
  - Rec 3.3 2. **THE PROPOSAL IS FOR SMALL SCALE RURAL EXCEPTION SITE AFFORDABLE HOUSING IN ACCORDANCE WITH THE TERMS OF POLICY HL3; OR**
  - Rec 3.1d 3. **THE PROPOSAL RELATES TO EXISTING BUILDINGS AND/OR PREVIOUSLY DEVELOPED LAND WITHIN THE SETTLEMENT BOUNDARIES OF LYTHAM ST. ANNES OR KIRKHAM/WESHAM, AND AT LEAST 60% OF THE DWELLINGS PROPOSED WITHIN THE SCHEME ARE AFFORDABLE IN THE TERMS IDENTIFIED IN THE COUNCIL'S LATEST HOUSING NEEDS SURVEY. THE AFFORDABLE DWELLINGS SHOULD CONTINUE TO MEET LOCAL NEEDS OVER THE LONG TERM, AND TO SECURE THIS OBJECTIVE THE APPLICANT SHOULD ENTER INTO APPROPRIATE LEGAL AGREEMENTS OR OBLIGATIONS; OR**
  - Rec 3.4a
  - Rec 3.5a 4. **THE PROPOSAL IS FOR HOUSING WHICH MEETS THE SPECIAL NEEDS OF VULNERABLE SECTIONS OF THE COMMUNITY WITHIN**

**THE BOROUGH, AND WHICH WOULD CONTINUE TO MEET SUCH NEEDS OVER THE LONG TERM, INCLUDING SPECIALIST PROVISION FOR THE FOLLOWING GROUPS:**

- **THE FRAIL ELDERLY;**
- **THE DISABLED OR PEOPLE WITH A MENTAL HEALTH PROBLEM;**
- **VULNERABLE YOUNG PEOPLE, INCLUDING CHILDREN LEAVING CARE; OR**

- 5. THE PROPOSAL IS FOR THE DEVELOPMENT OF AN AGRICULTURAL OR OTHER OCCUPATIONAL DWELLING WHERE NEED HAS BEEN DEMONSTRATED BY THE APPLICANT; OR**
- 6. THE PROPOSAL IS FOR THE DEVELOPMENT OF REPLACEMENT OR OTHER DWELLINGS WHERE THIS WOULD NOT RESULT IN A NET INCREASE IN DWELLING UNITS IN THE BOROUGH; OR**
- 7. THE PROPOSAL IS FOR CONVERSIONS/CHANGES OF USE TO DWELLINGS OVER SHOPS AND OTHER COMMERCIAL PREMISES IN TOWN CENTRES WHERE THIS WOULD CONTRIBUTE TOWARDS REGENERATION OF THE AREA; OR**
- 8. THE PROPOSAL IS FOR THE CHANGE OF USE TO DWELLINGS OR BUILDINGS WHICH WERE FORMERLY DWELLINGS BUT HAVE BEEN GRANTED PLANNING PERMISSION FOR ANOTHER INTERVENING USE IN THE PERIOD SINCE 1<sup>ST</sup> APRIL 1947; OR**
- 9. IT FORMS A KEY ELEMENT WITHIN A MIXED USE REGENERATION PROJECT OF SUFFICIENT BENEFIT TO THE BOROUGH AS A WHOLE TO OVERRIDE THE ISSUE OF QUANTITATIVE OVER-SUPPLY AND PROVIDING THAT A MAXIMUM QUANTITY OF AFFORDABLE HOUSING IS INCLUDED.**

Rec 3.8

**APPLICATIONS TO RENEW EXISTING PLANNING PERMISSIONS WILL BE DETERMINED HAVING REGARD TO THIS POLICY.**

**HOUSING SCHEMES MUST INCLUDE A MIX OF HOUSING TYPES AND SIZES HAVING REGARD TO THE NEEDS OF THE COMMUNITY AND THE CHARACTER OF THE SITE AND ITS SURROUNDINGS.**

Rec  
3.10a

**IN RELATION TO 1 ABOVE, PERMISSIONS FOR A REVISED HOUSING SCHEME WILL BE GRANTED SUBJECT TO THE SAME COMMENCEMENT DATE CONDITIONS AS THE PARENT PERMISSION.**

**IN RELATION TO 2 AND 3 ABOVE, THE SIZE, TYPE AND TENURE OF THE AFFORDABLE DWELLINGS TO BE PROVIDED SHALL REFLECT THE NEEDS OF THOSE HOUSEHOLDS REQUIRING AFFORDABLE ACCOMMODATION IN ACCORDANCE WITH THE COUNCIL'S LATEST HOUSING NEEDS SURVEY**



Rec  
3.5b

## **HOUSING NEEDS SURVEY.**

**IN RELATION TO 4 ABOVE, SHELTERED HOUSING WILL ONLY BE TAKEN TO BE ‘SPECIAL NEEDS HOUSING’ WHERE IT IS SPECIFICALLY DESIGNED AND OPERATED TO HOUSE ONE OF THE GROUPS IDENTIFIED ABOVE OR OTHER GROUPS WITH SIMILAR LEVELS OF NEED. FOR THE AVOIDANCE OF DOUBT, AGE RESTRICTED RETIREMENT HOMES AND SHELTERED HOUSING WITH A RESIDENTIAL WARDEN WOULD NOT CONSTITUTE “SPECIAL NEEDS HOUSING”. THE DEVELOPMENT SHOULD MEET THE SPECIAL NEEDS OF RESIDENTS OF FYLDE BOROUGH AND SHOULD BE BASED ON UP-TO-DATE EVIDENCE OF NEED.**

**IN RELATION TO 8 ABOVE, THE NUMBER OF DWELLINGS TO BE CREATED MUST BE NO GREATER THAN THE NUMBER OF DWELLINGS FORMERLY ON THE SITE.**

### **Implementation**

Fylde Borough Council: through development control  
Private developers  
Housing Associations

### **Targets**

Rec  
3.11      At least 60% of dwellings granted planning permission under exception 3 of Policy HL1 should be affordable.

Rec  
4.8c      95% of dwellings granted planning permission between 2004 and 2016 should be on previously developed land.

### **Other References**

Fylde Housing Needs Survey (2002)  
Regional Planning Guidance for the North West: Policies UR7, UR8 and UR9  
Joint Lancashire Structure Plan: Policy 12  
DETR Circular 6/98  
PPG3: Housing  
Supplementary Planning Guidance: New Housing Development in Fylde Borough  
Lancashire CC SPG: ‘Access and Parking’\*  
\* Note: These standards may change during the life of the Plan.

3.30      Under exception 3 of Policy HL1, planning permission will only be granted for any proposed housing development where at least 60% of dwellings proposed within the scheme are affordable within the terms defined in the Council’s Housing Needs Survey. Affordable housing will not be sought in relation to exceptions 4, 5, and 6.

Rec  
3.1a

3.31 Exception 3 has been included because of the extent of identified significant need for  
Rec affordable housing. It will only be material to the determination of planning  
3.4c applications so long as such an identified need continues to exist.

3.32 Where small development schemes are submitted in relation to exception 3, the  
amount of affordable housing required will be as follows:

	Total Dwellings	Affordable Dwellings	Market Dwellings
	1	1	0
	2	1	1
	3	2	1
	4	2	2
	5	3	2
Rec	6	4	2
3.4b			
	7	4	3
	8	5	3
	9	6	3
	10	6	4

3.33 Where higher dwelling numbers are involved, the 'majority' of dwellings proposed  
for the purpose of the above policy will be defined, at a minimum, as 60% of the total  
numbers.

3.34 Supplementary Planning Guidance approved in September 2004 had included an  
Rec alternative allowing developers to make commuted sum payments rather than on-site  
3.4c provision. No equivalent provisions are included in the current plan. This matter will  
be considered further at a later date in the preparation and approval of the Local  
Development Framework.

3.35 In some instances, provision of affordable dwellings on a separate 'site', but within  
Rec the same sub-area of need (as defined in the Housing Needs Survey), and similarly  
3.4c meeting Policy HL1(3) terms as previously developed land within the settlements of  
Lytham St. Annes or Kirkham/Wesham, may be appropriate in principle. It would be  
essential that provision of the affordable housing and the linking of the proposals  
were satisfactorily controlled by a legal agreement. The Council considers that such  
proposals would fall within exception 3 since provision would be made 'within the  
(overall) scheme'.

3.36 Policies HL1 - 3 should be read within the context of all other existing relevant  
policies and material considerations. In particular, the sequential approach to the  
release of housing sites contained in PPG3 and other policy documents still remains  
valid.

- 3.37 Planning applications are sometimes submitted to return to residential use, properties which were formerly dwellings, but which have in the interim been operated in a different use. Typical examples of this are where a nursing home or a small hotel ceases to be commercially viable and the operation closes down. It is considered that buildings with the physical characteristics of dwellings are more difficult to find alternative uses for than those designed for other purposes. Exception 8 above is included in the policy to reflect this type of situation.
- Rec 3.9
- 3.38 With regard to exception 9 above, the fact that a particular housing proposal may have overriding benefits as part of a mixed use regeneration project does not automatically mean that the majority of the dwelling units do not need to be affordable. Given the high level of need for affordable housing, all housing proposals should aim to meet the requirement expressed in exception 3, i.e. that at least 60% of units should be affordable.
- Rec 3.10b
- 3.39 All developments must attempt to qualify under exception 3 before being advanced under exception 9. Where planning applications are advanced under exception 9, it will be the responsibility of the developer to demonstrate, for particular reasons, why a lower percentage of affordable housing should be provided. Such justifications should be made having regard to comprehensive financial development statements, including proof of the price paid for the site. The information must be provided in a form that enables independent evaluation.
- Rec 3.10b
- 3.40 The Council has for very many years monitored housing completions on a regular basis. Currently this is done annually with a base date of 31<sup>st</sup> March. Under the current 'plan, monitor, manage' approach, the Council will continue to undertake this work.
- 3.41 It will be essential to monitor the effectiveness of this policy, not only in relation to the rate of house-building (measured against the Strategic Requirement in the Joint Lancashire Structure Plan) but in relation to its success in providing for the development of affordable housing in the borough.
- 3.42 With regard to the former issue, the degree of potential over-supply is such that it is unlikely that the situation will change within a short period of time. On the contrary, it may be several years before the requirement/supply relationship is brought into equilibrium. A more pessimistic view would be that this point of equilibrium will not occur before 2016. The Council has recently started to collect housing completion information on a monthly basis to facilitate monitoring.
- 3.43 In relation to the second issue, the Council will produce a monthly statement indicating how many affordable dwellings have been potentially secured through the planning process (through planning conditions and legal agreements) and how many have been built.

### **Development Control Criteria For Housing Proposals**

- 3.44  
Rec 4.1
- Where housing development does take place, it is essential that it is in a sustainable location and that normal planning interests are taken into account. Policy HL2 outlines the criteria against which housing proposals allowed under Policies HL1 and HL3 will be considered.

### **POLICY HL2**

**PLANNING APPLICATIONS FOR HOUSING WILL ONLY BE PERMITTED WHERE THE DEVELOPMENT:**

- 1. IS ACCEPTABLE IN PRINCIPLE AND IS COMPATIBLE WITH NEARBY AND ADJACENT LAND USES;**
- 2. WOULD BE IN KEEPING WITH THE CHARACTER OF THE LOCALITY IN TERMS OF SCALE, SPACE AROUND BUILDINGS, MATERIALS AND DESIGN;**
- 3. WOULD BE DEVELOPED AT A NET DENSITY OF BETWEEN 30 – 50 DWELLINGS PER HECTARE NET WITH GREATER INTENSITY OF DEVELOPMENT (IE MORE THAN 50 DWELLINGS PER HECTARE NET) AT PLACES WITH GOOD PUBLIC TRANSPORT AVAILABILITY;**
- 4. WOULD NOT ADVERSELY AFFECT THE AMENITY AND PRIVACY OF NEIGHBOURING PROPERTIES;**
- Rec 4.4

**5. MAINTAINS OR ENHANCES BIO-DIVERSITY IN THE LOCALITY AND RETAINS OR REPLACES WITHIN THE SCHEME IMPORTANT FEATURES AND HABITATS INCLUDING TREES, HEDGEROWS, WOODLANDS, PONDS AND WATERCOURSES;**
- 6. TAKES INTO ACCOUNT THE ARCHAEOLOGICAL AND HISTORIC FEATURES WITHIN THE SITE HAVING REGARD TO OTHER POLICIES OF THE DEVELOPMENT PLAN ON THESE MATTERS;**
- 7. IS IN A SUSTAINABLE LOCATION HAVING REGARD TO THE LOCAL AVAILABILITY OF SHOPS, SCHOOLS, EMPLOYMENT SOURCES, PUBLIC TRANSPORT AND OTHER COMMUNITY FACILITIES;**
- 8. WOULD NOT PREJUDICE THE FUTURE DEVELOPMENT OF A LARGER AREA OF DEVELOPABLE LAND;**
- 9. WOULD HAVE SATISFACTORY ACCESS AND PARKING AND WOULD NOT HAVE AN ADVERSE EFFECT ON THE SAFE AND**

**EFFICIENT OPERATION OF THE HIGHWAY NETWORK, EITHER INDIVIDUALLY OR CUMULATIVELY WITH OTHER PERMITTED DEVELOPMENTS;**

**10. WOULD NOT OVERLOAD EXISTING ESSENTIAL SERVICES, INCLUDING DRAINAGE; AND**

**11. WHERE DEVELOPMENT INVOLVES THE SUBDIVISION OF A GARDEN, BOTH THE EXISTING AND PROPOSED DWELLINGS HAVE ADEQUATE AMENITY SPACE, COMMENSURATE WITH THE SIZE AND SCALE OF THE BUILDINGS.**

**PREVIOUSLY DEVELOPED SITES (INCLUDING THE CONVERSION OF EXISTING BUILDINGS) SHOULD BE DEVELOPED BEFORE GREENFIELD SITES, IN ACCORDANCE WITH THE SEQUENTIAL APPROACH SET OUT IN PARAGRAPH 32 OF PPG3.**

### **Implementation**

Fylde Borough Council: through development control

Private developers

Housing Associations

### **Target**

100% of all new housing developments should be developed at a minimum net density of 30 dwellings per hectare.

### **Other References**

Regional Planning Guidance for the North West: Policies UR7, UR8 and UR9

Joint Lancashire Structure Plan: Policies 12, 20 and 21

Lancashire CC SPG: Landscape and Heritage

DETR Circular 6/98

PPG3: Housing

Rec  
4.9a  
3.45  
Rec  
4.9b

### **Rural Exception Site Affordable Housing**

Annex B to PPG3 indicates special arrangements for the provision of affordable housing in rural areas. In particular, the guidance note authorises local planning authorities to release small sites for housing development within or adjoining existing villages on which general open market housing development would not be permitted. Policy 5 of the Joint Lancashire Structure Plan also provides for the development of housing in respect of which there is an identified local need, including affordable

housing.

- 3.46  
Rec  
4.9b On this basis, where planning proposals are submitted for affordable housing, the Council will be prepared to consider small sites in or adjacent to rural villages where these are appropriate in scale, involve no significant loss of environmental quality and where normal development control criteria can be met.
- 3.47  
Rec  
4.9b Planning permission will only be granted for schemes for which there is an identified need and adequate and workable arrangements are put in place to reserve the 'affordability' of the housing not only for the first occupier but on subsequent change of occupant. The Council considers that the most effective way of ensuring that affordable housing will be enjoyed by successive occupants is by the involvement of a housing association or other relevant agency.
- 3.48  
Rec  
4.9b The Government does not wish to exclude private sector developers entering into such arrangements, however, the Housing Needs Survey 2002 indicates that the provision of 'low cost' dwellings (assuming a 25% discount) would not constitute affordable housing in the current prevailing conditions. The Council will not consider favourably the provision of 'low cost' dwellings or 'starter homes' under Policy HL3 where the dwellings are not affordable within the terms defined in the Housing Needs Survey 2002 or any successor document, or are proposed to be offered for sale on the open market without adequate and workable arrangements to preserve their long term advantage to the community.
- 3.49  
rec 4.9b The villages to which Policy HL3 will apply are those settlements listed in Policy SP1 but excluding: Lytham, St. Annes, land within Fylde Borough adjacent to the Blackpool boundary, Kirkham and Wesham.
- 3.50  
rec 4.9b Local needs will be defined as including the following:-
- i) Existing residents needing separate accommodation including newly married couples and people leaving tied accommodation;
  - ii) People whose work provides important services and who need to live closer to the local community;
  - iii) People who are not necessarily resident locally but have longstanding links with the local community e.g. elderly people wishing to move back to a village to be near relatives;
  - iv) People with the offer of a job in the locality who cannot take up the offer because of the lack of affordable housing;
  - v) People who have applied for social rented housing in the area and have been on the waiting list for a minimum of two years.
- 3.51  
Rec  
4.9b Where development is accepted as meeting local needs, planning permission will only be granted where the applicant enters into a legal agreement with the Council which ensures that the dwellings will be retained to meet local housing needs over

the longer term.

### **POLICY HL3**

Rec  
4.9C      **SMALL SCALE HOUSING PROPOSALS IN OR ADJACENT TO RURAL VILLAGES ON SITES WHICH WOULD HELP TO REDRESS AN IDENTIFIED LOCAL SHORTAGE OF AFFORDABLE HOUSING WILL BE PERMITTED AS AN EXCEPTION TO NORMAL PLANNING POLICIES, SUBJECT TO THE FOLLOWING CRITERIA:**

Rec  
4.9C      **1. THE PROPOSED DWELLINGS WOULD CONTINUE TO MEET LOCAL NEEDS FOR AFFORDABLE HOUSING IN PERPETUITY AND WOULD NOT BE OFFERED FOR SALE ON THE OPEN MARKET SUCH THAT THE BENEFIT TO THE COMMUNITY WOULD BE LOST ON ANY SUBSEQUENT RE-SALE; AND THE APPLICANT ENTERS INTO APPROPRIATE LEGAL AGREEMENTS OR OBLIGATIONS WHICH WILL SECURE THESE OBJECTIVES;**

Rec  
4.9C      **2. HOUSING USE IS COMPATIBLE WITH EXISTING ADJACENT AND NEARBY LAND USES;**

Rec  
4.9C      **3. THE SITE IS SMALL AND IS WELL RELATED TO THE EXISTING BUILT UP AREA OF THE VILLAGE; AND**

Rec  
4.9C      **4. THE PROPOSAL IS ACCEPTABLE HAVING REGARD TO ENVIRONMENTAL, LANDSCAPE, SUSTAINABILITY, AND BIODIVERSITY CONSIDERATIONS, AND ALL NORMAL DEVELOPMENT CONTROL CRITERIA.**

Rec  
4.9C      **GENERAL MARKET HOUSING, OR MIXED DEVELOPMENTS WHERE GENERAL MARKET HOUSING IS PROPOSED AS PART OF THE SCHEME TO CROSS-SUBSIDISE AFFORDABLE HOUSING WILL NOT BE PERMITTED**

### **Implementation**

Fylde Borough Council: through development control  
Housing Associations  
Parish Councils  
Private Developers

## **Other References**

PPG3: Housing  
Lancashire Structure Plan: Policy 44

## **Enlargement and Replacement of Rural Dwellings**

- 3.52 As a result of a strong policy presumption against new housing development in the open countryside, the Council from time to time is presented with proposals to enlarge or replace an existing rural dwelling where the extension or replacement substantially overwhelms the original. While modest extensions and replacements (defined as normally not exceeding 25% of the volume of the original premises but in no circumstances exceeding 33%) will normally be acceptable when carried out in the right way, the Council is concerned to avoid over-large dwellings and dwellings of an urban design and appearance in the countryside where they clearly conflict with the established building traditions of the area. The original building will be considered to be that which existed on 1 July 1948.

## **POLICY HL4**

**PROPOSALS TO ENLARGE SUBSTANTIALLY OR TO REPLACE AN EXISTING DWELLING WITH ANOTHER SUBSTANTIALLY LARGER DWELLING WILL NOT BE PERMITTED IN COUNTRYSIDE AREAS WHERE THE RESULTING DEVELOPMENT, BY VIRTUE OF ITS SCALE, DESIGN OR MATERIALS WOULD BE OUT OF KEEPING WITH THE RURAL CHARACTER OF THE AREA OR OTHER TRADITIONAL DWELLINGS IN THE LOCATION.**

## **Implementation**

Fylde Borough Council: through development control

## **Target**

100% of rural dwellings enlarged or replaced under Policy HL4 should be within the 25-33% limitation.

## **House Extensions**

- 3.53 House extensions are a popular way of providing additional living space for families without the complexities of moving house. A large proportion of the planning applications determined by the Council are for house extensions and for most people involvement with the planning process is made in respect of this type of development.



- 3.54 Poor designs can have a significantly detrimental effect on the locality and if repeated, the cumulative impact can be severe.
- 3.55 For this reason it is important that house extensions are designed in such a way as to respect the form of the original building, maintain the character and appearance of the street scene, and maintain residential amenities for neighbouring residents in terms of privacy, loss of sunlight or daylight and general outlook.

### **POLICY HL5**

**HOUSE EXTENSIONS WILL BE PERMITTED PROVIDED THE FOLLOWING CRITERIA CAN BE MET:**

- 1. THE PROPOSAL IN TERMS OF ITS SCALE, DESIGN AND EXTERNAL APPEARANCE IS IN KEEPING WITH THE EXISTING BUILDING AND DOES NOT ADVERSELY AFFECT THE STREET SCENE;**
- 2. THE AMENITIES OF ADJACENT AND NEARBY RESIDENTS ARE NOT UNDULY PREJUDICED BY LOSS OF PRIVACY, LOSS OF SUNLIGHT OR DAYLIGHT, OR BY THE CREATION OF DOMINANT OR OVERBEARING DEVELOPMENT;**
- 3. SUFFICIENT GARDEN AREA REMAINS TO SERVE THE REASONABLE NEEDS OF THE OCCUPANTS OF THE DWELLING;**
- 4. THE PROPOSAL DOES NOT REDUCE THE AVAILABILITY OF PRIVATE OFF-STREET CAR PARKING TO A LEVEL BELOW THE CURRENTLY ADOPTED CAR PARKING STANDARDS;**
- 5. THE POLICY DOES NOT PREJUDICE THE SAFETY OF VEHICULAR ACCESS TO THE SITE.**

**PROPOSALS FOR OTHER FORMS OF DEVELOPMENT WITHIN THE CURTILAGE OF A DWELLING INCLUDING GARAGES, GARDEN SHEDS, GREENHOUSES, ANIMAL HOUSES, SWIMMING POOLS ETC WILL BE PERMITTED SUBJECT TO THE ABOVE CRITERIA.**

### **Implementation**

Fylde Borough Council: through development control

### **Other References**

Lancashire CC SPG: 'Access and Parking'

Note: These standards may change during the life of the Plan.

### **Design Of Residential Estates**

- 3.56 The Council is committed to achieving new housing developments, which are well designed for their purpose and their surroundings. A well considered scheme that respects good design principles and the characteristics of the local environment would not only help to make a new estate acceptable to the local community but will help developers to market their houses.
- 3.57 Relevant design considerations will include: overall scale and density of the development; the height and massing of its various elements; the layout of the scheme; landscaping and the provision of open areas; design of the dwellings and use of materials; and access and parking arrangements. Additionally, section 17 of the Crime and Disorder Act 1998 places responsibility on the Council to take account of the community safety dimension in all of its work. This includes the design of residential estates, which will need to have regard to their potential contribution to the reduction of crime and disorder. The Council will consult with the Police Architectural Liaison Officer on planning applications involving a minimum of ten dwellings, or other small applications on request.
- 3.58 The Council proposes to publish supplementary planning guidance on residential design and will take this into account as a material consideration when determining planning applications. Also the Council will take into account the advice contained in Department of the Environment Design Bulletin 32 (The Layout of Residential Roads and Footpaths) and the more recent DETR publication 'Places, Streets and Movement.'

### **POLICY HL6**

**WELL DESIGNED HOUSING SCHEMES WHICH RESPECT THE CHARACTER OF THE AREA AND PROVIDE AN ATTRACTIVE, SAFE AND CRIME FREE ENVIRONMENT FOR RESIDENTS WILL BE PERMITTED.**

**PROPOSALS WHICH INVOLVE POOR DESIGNS AND/OR LAYOUTS WHICH WOULD PREJUDICE THE CHARACTER OF THE AREA OR PUBLIC SAFETY, OR INCREASE THE POTENTIAL FOR CRIME WILL NOT BE PERMITTED.**

### **Implementation**

Fylde Borough Council: through development control  
Private Developers

### **Other References**

DOE Design Bulletin 32: The Layout of Residential Roads and Footpaths  
DETR: Places, Streets and Movement (A Companion Guide to Design Bulletin 32)  
PPG1: General Policy and Principles

### **Site for Travelling Showpeople**

- 3.59 Showpeople are self-employed business people who travel the country holding fairs chiefly during the summer months. Although their work is of a peripatetic nature, showpeople nevertheless require secure, permanent bases involving mixed uses particularly for the storage, repair and maintenance of their equipment, and more particularly for residential purposes. Such bases are most intensively occupied during the winter, when many showpeople will return there with their caravans, vehicles and fairground equipment. However, it is to be expected that showpeople's quarters need to be occupied by some family members on a permanent basis. Older people will stay on for most of the year as will children, in order to benefit from uninterrupted education.
- 3.60 Most showpeople are members of the Showmen's Guild of Great Britain. Membership provides exemption from site licensing requirements of the Caravan Sites etc Act 1960 when they are travelling for the purpose of their business or where they occupy quarters between October and March. However, they only enjoy permitted development rights under planning legislation when travelling for the purpose of their business. They are therefore required to seek planning permission to establish all other sites.
- 3.61 A number of fairs are held within Fylde Borough mainly in the summer months and the community operating the fairs have indicated an urgent need to establish a permanent site for the winter storage and testing of machinery and for residential use.
- 3.62 Policy HL 7 below indicates the criteria against which applications for such a site will be considered. Because of the need for a site on the one hand to be sustainable in terms of being reasonably close to schools, shops and other community facilities, and on the other hand, to be far enough away from other residential communities to avoid potential nuisance to neighbours, it will be necessary to take a flexible approach to the determination of planning applications. For this reason, the Council is prepared to consider potential sites within and on the edge of settlements, even where this may be in a Countryside Area. Planning permission will not be granted in respect of sites in the Greenbelt.
- 3.63 Any planning permission granted will be subject to conditions and/or a legal agreement restricting occupancy to persons currently or previously working on fairs in the locality, and their dependants.

### **POLICY HL7**

**SITES FOR TRAVELLING SHOWPEOPLE WILL BE PERMITTED  
OUTSIDE GREEN BELTS WHERE ALL THE FOLLOWING CRITERIA  
CAN BE MET:**

Rec  
4.12a

1. THE APPLICATION IS MADE ON BEHALF OF SHOWPEOPLE WHO HAVE HISTORICALLY OPERATED FAIRS WITHIN FYLDE BOROUGH AND SURROUNDING AREAS;
2. THE APPLICANT CAN DEMONSTRATE A NEED FOR THE SITE IN TERMS OF THE SHOW COMMUNITY OPERATING IN THE AREA;
3. THE SIZE OF THE PROPOSED SITE IS APPROPRIATE TO MEET THE NEEDS OF THE LOCAL SHOW COMMUNITY, AND TO ACCOMMODATE STRUCTURAL LANDSCAPING WHERE THIS IS NECESSARY;
4. THE PROPOSED SITE IS WITHIN OR ON THE EDGE OF A SETTLEMENT AND IS CLOSE TO A PRIMARY SCHOOL, PUBLIC TRANSPORT, AND OTHER COMMUNITY FACILITIES;
5. THE LOCATION OF THE SITE WOULD NOT GIVE RISE TO NUISANCE TO NEIGHBOURS BY ANY MEANS INCLUDING THAT FROM VEHICULAR MOVEMENTS AND THE MAINTENANCE AND TESTING OF EQUIPMENT;
6. THERE IS ADEQUATE AND SAFE ACCESS TO THE SITE AND ADEQUATE PARKING FOR VEHICLES, CARAVANS AND OTHER EQUIPMENT;
7. THE PROPOSAL WOULD HAVE NO SIGNIFICANT HARMFUL EFFECT ON THE LANDSCAPE CHARACTER AND AMENITIES OF THE AREA;
8. ANY BUILDINGS ARE APPROPRIATELY DESIGNED USING MATERIALS WHICH RESPECT THE SETTING OF THE SITE;
9. SATISFACTORY DRAINAGE FACILITIES ARE AVAILABLE OR ARE PROVIDED;
10. THE PROPOSAL IS ACCEPTABLE, HAVING REGARD TO ENVIRONMENTAL, SUSTAINABILITY AND BIODIVERSITY CONSIDERATIONS.

Rec  
4.12b

Rec  
4.12c

Rec  
4.12d

### **Implementation**

Fylde Borough Council: through development control

### **Other References**

Circular 22/91: Travelling Showpeople

Rec

### **Sites for Gypsies**

- 4.13
- 3.64 Circular 1/94 requires local planning authorities to assess the need for gypsy sites in the Borough and to make suitable provision for such sites, either in terms of allocating particular sites for the purpose or by establishing the criteria that would be applied in assessing a planning application.
- 3.65 Many gypsies are self-employed people, sometimes occupied in scrap or scrap-metal dealing, laying tarmacadam, seasonal agricultural work, casual labouring and other employment associated with the itinerant lifestyle.
- 3.66 The gypsy community also includes groups of long distance travellers who nowadays earn their living mainly from trades such as furniture dealing, carpet selling and other related occupations. The court of appeal has held that people who lead a wandering life with their homes merely according to fancy and unconnected to their means of livelihood fall outside the definition of gypsy.
- 3.67 Circular 1/94 identifies three main types of gypsy site:
- sites for settled occupation;
  - temporary stopping places; and
  - transit sites.
- 3.68 Each type of site will have its own characteristics and requirements.
- 3.69 The Council undertakes a survey of gypsy occupation in the Borough every six months. These returns are provided to government. On the whole, the survey indicates a low level of demand. However, the survey is conducted on specified days in the year and this could give a misleading impression since gypsies staying in the Borough on other days would not be recorded.
- 3.70 The Council works with the police from time to time to move gypsies on from unauthorised sites and private land. This in itself indicates that there may be a need for sites in the wider area. Currently there are no gypsy sites in Fylde Borough, either in terms of council run or privately owned sites.
- Rec  
4.13a
- 3.71 The Council's Policy and Service Review Community Forum is charged with assessing the need for Gypsy Sites. It is hoped that this work will be undertaken in partnership with Blackpool Borough Council and Wyre Borough Council in order to gain a clear assessment of need for the area as a whole. This work will be fed into work on the Local Development Framework and the policy will be updated via this process. If this indicates a need for gypsy site accommodation within the Borough, the identification of a site or sites to meet that need will be an integral part of the LDF process.
- Rec  
4.13b

- 3.72 Policy HL8 below identifies the criteria against which planning applications for gypsy sites will be considered.

**POLICY HL8**

**PLANNING APPLICATIONS FOR SITES FOR CARAVANS PROVIDING ACCOMMODATION FOR GYPSIES WILL BE PERMITTED WHERE ALL THE FOLLOWING CRITERIA CAN BE MET:**

- 1. A. A NEED FOR GYPSY SITES HAS BEEN PRE-IDENTIFIED IN THE AREA BY THE COUNCIL; OR**  
**B. THE APPLICANT CAN DEMONSTRATE A NEED FOR A SITE IN THE AREA;**

Rec  
4.13c

- 2. THE APPLICATION IS MADE ON BEHALF OF GYPSIES AS DEFINED IN THE CARAVAN SITES ACT 1968;**
- 3. THE TYPE OF SITE SOUGHT IS CLEARLY STATED IN THE APPLICATION, INCLUDING WHETHER THE SITE IS FOR RESIDENTIAL PURPOSES ONLY OR A MIXED RESIDENTIAL AND BUSINESS USE;**
- 4. THE SIZE OF THE PROPOSED SITE IS APPROPRIATE TO MEET THE IDENTIFIED NEED (OR PART OF IT) HAVING REGARD TO THE TYPE OF SITE PROPOSED, AND THE NEED FOR STRUCTURAL LANDSCAPING;**
- 5. THE PROPOSED SITE IS WITHIN OR CLOSE TO A SETTLEMENT WHICH CAN PROVIDE A PRIMARY SCHOOL, PUBLIC TRANSPORT, SHOPS AND OTHER COMMUNITY SERVICES AND FACILITIES;**
- 6. THE LOCATION OF THE SITE WOULD NOT GIVE RISE TO NUISANCE TO NEIGHBOURS BY ANY MEANS INCLUDING THAT FROM VEHICULAR MOVEMENTS, THE MAINTENANCE, USE AND TESTING OF EQUIPMENT OR THE CONDUCTING OF ANY BUSINESS ON THE SITE;**
- 7. THERE IS SAFE VEHICULAR AND PEDESTRIAN ACCESS TO THE SITE AND ADEQUATE PARKING FOR VEHICLES, CARAVANS AND OTHER EQUIPMENT;**
- 8. THE PROPOSAL WOULD HAVE NO SIGNIFICANT HARMFUL EFFECT ON THE CHARACTER AND AMENITIES OF THE AREA, AND THE LANDSCAPE CHARACTER TYPE WITHIN WHICH THE SITE IS SITUATED;**
- 9. ANY BUILDINGS ARE APPROPRIATELY DESIGNED USING MATERIALS WHICH RESPECT THE SETTING AND LOCATION OF THE SITE;**
- 10. SATISFACTORY DRAINAGE FACILITIES ARE AVAILABLE OR ARE PROVIDED.**

Rec  
4.13d

**THE DEVELOPMENT OF GYPSY SITES WILL NOT BE PERMITTED  
WITHIN THE FOLLOWING LOCATIONS:**

Rec  
4.13e

- **GREEN BELTS;**
- **SITES OF SPECIAL SCIENTIFIC INTEREST;**
- **NATIONAL OR LOCAL NATURE RESERVES;**
- **BIOLOGICAL/GEOLOGICAL/ CULTURAL HERITAGE  
SITES;**
- **OPEN COUNTRYSIDE AWAY FROM SETTLEMENTS.**

**Implementation**

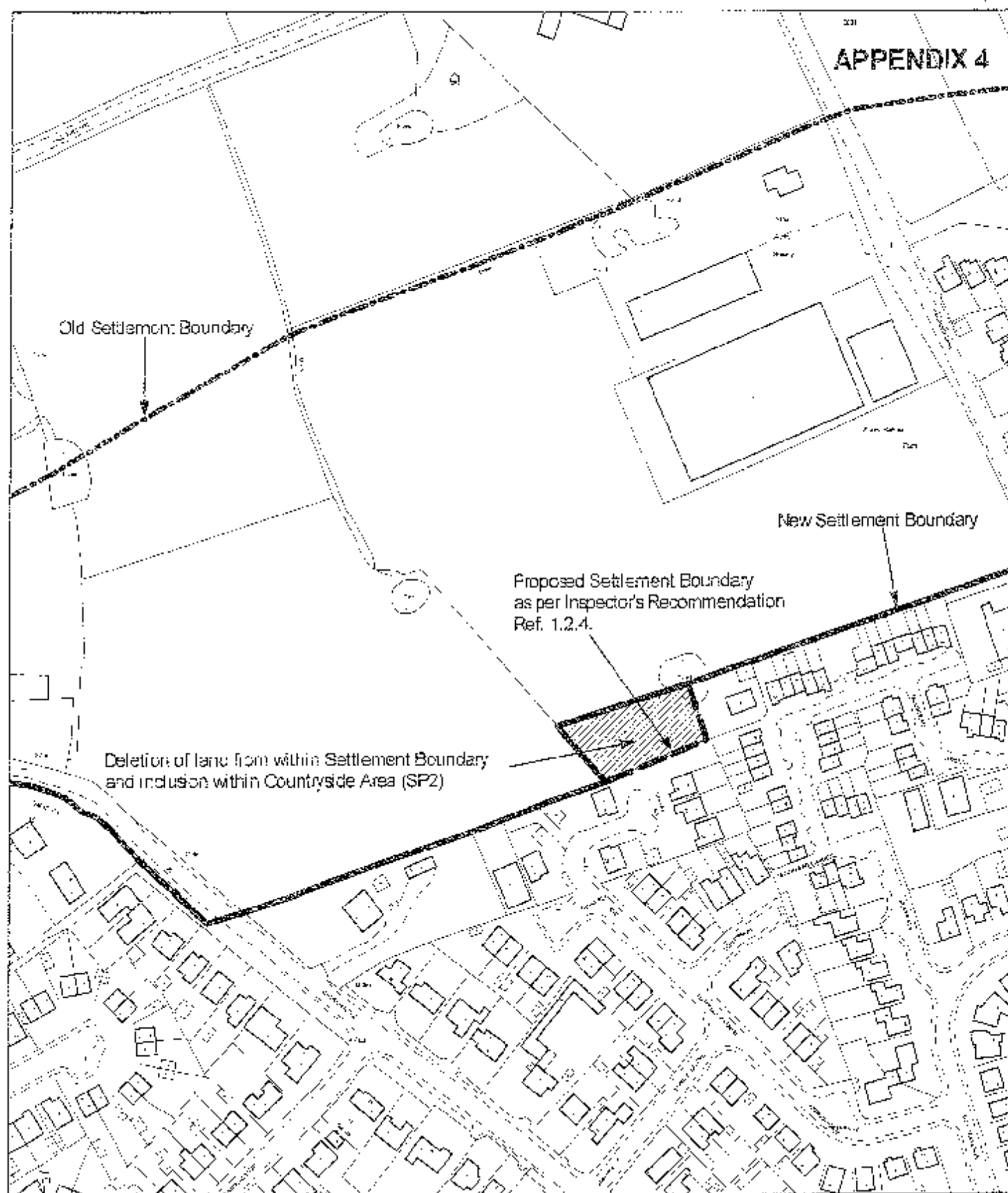
Fylde Borough Council: through development control

**Other references**

Circular 1/94: Gypsy Sites and Planning  
Policy 29: Sites For Gypsy and Traveller Families



## APPENDIX 4



Scale 1:2000

### FYLDE BOROUGH COUNCIL

#### ALTERATIONS REVIEW OF THE FYLDE BOROUGH LOCAL PLAN POLICIES SP1 AND SP2 AMENDMENT TO SETTLEMENT BOUNDARY AND DESIGNATION OF LAND AS COUNTRYSIDE AREA : LAND AT PENNYSON GARDENS, WARTON

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# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL & DEMOCRATIC SERVICES	COUNCIL	10 OCT 2005	11

## MEMBERS' ALLOWANCES

### Public/Exempt item

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

### Summary

The independent remuneration panel has agreed on recommendations for councillors' allowances for the financial year 2005-6. The recommendations generally allow a small increase to cover inflation. The report asks members to consider the recommendations and adopt them if appropriate.

### Recommendation/s

1. Accept the recommendations of the remuneration panel.
2. Adopt the revised scheme, backdated to 1 April 2005

### Executive brief

The item falls within the following executive brief[s]: Leader and quality services (Councillor John Coombes).

### Report

1. The Local Authorities (Members' Allowances) (England) Regulations 2003 provides for local authorities to establish and maintain an independent remuneration panel. The purpose of the panel is to make recommendations to the council about the allowances to be paid to elected members.
2. The council must have regard to the recommendations of the panel.

Continued....

3. Local authorities must include in their scheme of allowances a basic allowance, payable to all members, and may include provision for the payment of special responsibility allowances and a dependants' carers' allowance. The Regulations allow the inclusion of a travel and subsistence and a co-optees' allowance within an allowances scheme. These allowances are discretionary. Under the Regulations, authorities may make provision in their schemes for the eligibility of members for pensions under the Local Government Pension Scheme.

4. Members are asked to consider the three appendices to this report:

Appendix 1: The report to the independent panel;

Appendix 2: A note of the panel's deliberations and recommendations; and

Appendix 3: The allowances scheme, as it would appear following the implementation of the panel's recommendations.

5. For convenience, the following table compares basic and special responsibility allowances presently payable with those that would be payable if the panel's recommendations are accepted.

Allowance	Existing Scheme £	New scheme £
<u>Basic allowance</u>	3,000	3,100
<u>Special responsibility allowance:</u>		
Leader of the council	3,000	4,500
Vice-chairman of executive committee	1,500	1,550
Members of executive committee	3,000	3,100
Chairmen of community forums	3,000	3,100
Vice-chairmen of community forums	1,500	1,550
Chairman of development control committee	3,000	3,100
Vice-chairman of development control committee	1,500	1,550

Chairman of public protection committee	1,800	1,550
Vice-chairman of public protection committee	900	775
Chairman of licensing committee		1,550
Vice-chairman of licensing committee		775
Chairman of standards committee	1,800	1,850
Vice-chairman of standards committee	900	925
Member champions	250	250
Leader of each political group	30 per group member	31 per group member

6.

.IMPLICATIONS	
Finance	The recommendations will result in an increase of approximately 5% in the cost of member allowances over the financial year.
Legal	Payment of members' allowances and the amount of such allowances is discretionary. However, the council is obliged to "have regard" to the recommendations of the independent panel.
Community Safety	None
Human Rights and Equalities	None
Sustainability	None
Health & Safety and Risk Management	None

REPORT AUTHOR	TEL	DATE	DOC ID
Ian Curtis	(01253) 658506	30 September 2005	

LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
Report to remuneration panel	June 2005	Town Hall, St Annes
Notes of remuneration panel meeting	June 2005	Town Hall, St Annes

### **Attached documents**

Report to remuneration panel

Note of remuneration panel meeting

Updated allowances scheme

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
UNIT BUSINESS MANAGER (LEGAL & DEMOCRATIC SERVICES)	MEMBERS' ALLOWANCES INDEPENDENT REMUNERATION PANEL	1 JUNE 2005	1

## MEMBERS' ALLOWANCES

### Public/Exempt item

This item is for consideration in a meeting that is not open to the public.

### Wards affected

All.

### Purpose of Report

To brief members of the remuneration panel on the factors that may affect their consideration of the proper level of allowances for members of Fylde Borough Council.

### Recommendation/s

1. Members are asked to reach recommendations on the following for the financial year 2005-6:
  - The level of basic allowance payable to all councillors
  - Which councillors are to receive special responsibility allowances
  - The levels of special responsibility allowances
  - Whether to continue to pay dependants' carers' allowance and, if so, whether to cap the rates payable and whether to stipulate that allowances will not be paid where care is provided by a family member or personal friend
  - Whether to continue to pay travel and subsistence allowances and, if so, of how much

CONTINUED....

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- Which members (if any) of the council are to be entitled to join the Local Government Pension Scheme
- Whether the basic allowance or the special responsibility allowance, or both, may be treated as amounts in respect of which such pensions are payable; and
- What allowance (if any) to pay in respect of independent and parish members of the Standards Committee.

## **Report**

### **Introduction**

1. As panel members will recall, the Local Authorities (Members' Allowances) (England) Regulations 2003 provides for local authorities to establish and maintain an independent remuneration panel. The purpose of the panel is to make recommendations to the council about the allowances to be paid to elected members.
2. The council must have regard to the recommendations of the panel.
3. Local authorities must include in their scheme of allowances a basic allowance, payable to all members, and may include provision for the payment of special responsibility allowances and a dependants' carers' allowance. The Regulations allow the inclusion of a travel and subsistence and a co-optees' allowance within an allowances scheme. These allowances are discretionary. Under the Regulations, authorities may make provision in their schemes for the eligibility of members for pensions under the Local Government Pension Scheme.
4. The existing members' allowances scheme, adopted by the council following considerations of the recommendations of the independent remuneration panel, and which is subject to review in respect of the period commencing 1 April 2005, is as set out as appendix 1.
5. Paragraphs 6 to 27 below reproduce guidance from the Office of the Deputy Prime Minister on members' allowances, subject to deletion of material not applicable to Fylde. Since Fylde does not presently have any co-opted members (except in relation to the Standards Committee, considered separately), I have omitted all reference to them.
6. In summary, the allowances which are or may be payable to members of local authorities are as follows:
  - basic allowance
  - special responsibility allowance
  - dependants' carers' allowance
  - travelling and subsistence allowance.

### **Basic allowance**

7. Each local authority must make provision in its scheme of allowances for a basic, flat rate allowance payable to all members of the authority. The allowance must be the same for each member. The allowance may be paid in a lump sum, or in instalments through the year.

8. Basic allowance is intended to recognise the time commitment of all councillors, including such inevitable calls on their time as meetings with officers and constituents and attendance at political group meetings. It is also intended to cover incidental costs such as the use of their homes.

### **Special responsibility allowance**

9. Each local authority may also make provision in its scheme for the payment of special responsibility allowances for those councillors who have significant responsibilities. Special responsibility allowance may be payable for duties which fall within the following categories:

- acting as leader or deputy leader of a political group
- presiding at meetings of a committee, sub-committee, or joint committee
- representing the authority at meetings of another body
- membership of a committee or sub-committee which meets with exceptional frequency or for exceptionally long periods
- acting as a spokesperson for a political group on a committee or sub-committee
- membership of a panel dealing with licensing or controlling any activity
- any other activities in relation to the discharge of the authority's functions as to require equal or greater effort of the member than any of the activities listed above.

10. A scheme must also specify the amounts of allowance to be paid for each such responsibility.

11. Where, as at Fylde, one political group is in control, and where an authority has decided to pay special responsibility allowances, the authority must make provision for the payment of a special responsibility allowance to at least one member of a minority group.

### **Dependants' carers' allowance**

12. A scheme of allowances may also include the payment of a dependants' carers' allowance to those councillors who incur expenditure for the care of children or other dependants whilst undertaking particular duties. These duties are specified in the Regulations and are as follows:

- a meeting of the authority
- a meeting of a committee or sub-committee of the authority
- a meeting of some other body to which the authority make appointments or nominations, or

- a meeting of a committee or sub-committee of a body to which the authority make appointments or nominations
- a meeting which has both been authorised by the authority, a committee, or subcommittee of the authority, and to which representatives of more than one political group have been invited
- a meeting of a local authority association of which the authority is a member
- duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises
- any other duty approved by the authority in connection with discharging the duties of the authority or its committees or sub-committees.

### **Travelling and subsistence allowance**

13. Each local authority may also make provision in its scheme for the payment of a travelling and subsistence allowance to its members.
14. This may include provision for the payment of an allowance for those members who travel by bicycle or other non-motorised transport.
15. The Regulations provide that travelling and subsistence allowances may be paid for:
  - a meeting of the authority
  - a meeting of a committee or sub-committee of the authority
  - a meeting of some other body to which the authority make appointments or nominations
  - a meeting of a committee or sub-committee of a body to which the authority make appointments or nominations
  - a meeting which has both been authorised by the authority, a committee, or subcommittee of the authority, and to which representatives of more than one political group have been invited
  - a meeting of a local authority association of which the authority is a member
  - duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises
  - any other duty approved by the authority in connection with discharging the duties of the authority or its committees or sub-committees.



### **Withholding Allowances**

16. Certain allowances may be withheld as a result of full or partial suspension of a member of an authority. Where authorities would like to provide for this option, they should include provision for withdrawal of allowances in their schemes. An authority may provide in its scheme for the repayment of any allowances which have been paid in respect of a period during which a member has been suspended.
17. Where a councillor is fully or partially suspended from their duties, their basic allowance may be fully or partly withheld.
18. Travel and subsistence allowances may be withheld where a councillor has been suspended from duties or responsibilities which attracted these allowances.
19. Where a councillor is fully or partially suspended from any duties or responsibilities which attract special responsibility allowance, those allowances may be withheld by the authority.
20. Dependants' carers' allowance may not be withheld from councillors.

### **Backdating of Allowances**

21. When a scheme of allowances is amended, an authority may choose to apply the amendment retrospectively to the beginning of the financial year in which the amendment is made.
22. Where a councillor takes on duties entitling them to a different level of allowances (e.g. where a councillor is appointed to a position entitling them to special responsibility allowance), the new level of allowances may be applied retrospectively to the time at which the circumstances changed.
23. Independent remuneration panels may make recommendations, where relevant, as to whether the payments on which they have made a recommendation may be backdated. Authorities will be required to have regard to these recommendations.

### **Annual Adjustments of Allowance levels**

24. A scheme of allowances may make provision for an annual adjustment of allowances to be ascertained by reference to an index as may be specified by the authority and contained in the scheme. The scheme must be publicised each year, whether or not it has been amended.
25. Where the only change made to a scheme is that caused by the annual impact of an index contained within that scheme, the scheme shall not be deemed to have been amended, and thus an authority will not have to seek a recommendation from its independent remuneration panel.
26. Where a panel makes a recommendation that allowance levels should be determined according to an index, it should also make a recommendation as to how long the index should run before reconsideration. In any case, an index may not run for more than four years before a further recommendation on it is sought from an independent remuneration panel.

## Forgoing allowances

27. A scheme must provide that a person may forgo all or part of any allowances to which they are entitled. To do this they must give notice in writing to the proper officer of the authority.

## Pensions

28. Regulations now permit elected members who have not attained the age of 70 to join the Local Government Pension Scheme paying contributions from their allowances, providing that council's scheme of allowances allows them to do so. The scheme of allowances must recommend which, if any members of the council will be eligible to join. So a scheme could allow all members to join, or restrict membership to a class of members, for example committee chairmen (in either case subject to the age limit), or not allow any to join.
29. If the panel recommends that some or all members of the council be eligible for membership, of the pension scheme, the panel must also recommend whether the basic allowance, the special responsibility allowance or both is to be pensionable.

## Comparisons with other authorities

30. Each year, the local government Improvement and Development Agency (IdeA) carries out a survey of members' allowances schemes. This represents the most comprehensive source of comparative information on members allowances payable across the country. The summary of the survey is attached as an appendix to this report. The data itself is very extensive and is provided by IdeA in the form of a spreadsheet, which can be interrogated to present and analyse the data in a number of ways. I will arrange for the spreadsheet to be emailed to members of the panel.
31. For ease of reference, I set out comparisons between Fylde and relevant averages below:
  - The basic allowance at Fylde (£3,000) is **below** the average for shire districts (£3,396), **below** the average for all councils in the North West (£5,317) and **below** the average for the population band 50,000 to 100,000 (£3,422).
  - The special responsibility allowance for the leader of the council at Fylde (£3,000) is **below** the average for shire districts (£9,390), **below** the average for all councils in the North West (£16,966) and **below** the average for the population band 50,000 to 100,000 (£9,354).
  - The special responsibility allowance for executive committee members at Fylde (£3,000) is **below** the average for shire districts (£4,732), **below** the average for all councils in the North West (£7,941) and **below** the average for the population band 50,000 to 100,000 (£4,610). (Please note that the comparison in the vast majority of cases in this category is to members of cabinet executives. Cabinet members in many cases will have individual decision-making powers and accountability for matters falling within their portfolio.)
  - The special responsibility allowance for chairmen of scrutiny committees at Fylde (£3,000) is **above** the average for shire districts (£2,978), **below** the average for all councils in the North West (£4,369) and **above** the average for the population band 50,000 to 100,000 (£2,953)

- Fylde does presently pay a dependent/carer's allowance. 136 out of 173 shire districts surveyed also pay such an allowance, as do 24 out of 31 of all councils in the North West and 71 out of 92 in the population band 50,000 to 100,000.
- Fylde does presently pay travel and subsistence allowances. 157 out of 173 shire districts surveyed pay subsistence allowance, and 169 pay travel allowance. 24 out of 31 of all councils in the North West pay subsistence allowance and 26 pay travel allowance. 86 out of 92 of the population band 50,000 to 100,000 pay subsistence allowance and 91 pay travel allowance.

### Particular issues

32. Paragraphs 33 to 37 set out some particular issues that members will wish to have in mind in formulating their recommendations.
33. Under the Local Government Act 2000, it is compulsory for local authorities above a certain population threshold to have in place an **executive system** of governance instead of the traditional committee system. Most authorities have elected to have a "Leader and Cabinet" system. Authorities that fall below the population threshold, including Fylde, had the option to run a modified committee system instead of an executive. Fylde opted for the modified committee system. Under the system as operated by Fylde, there is one policy committee, called the executive committee. Unlike in cabinet systems, members of the executive committee do not have individual responsibility for taking decisions within their portfolios.
34. Under the Licensing Act 2003, the council has become responsible for **liquor licensing**, currently carried out by the magistrates' courts. The transition period for this change began in February this year and the system is expected to become fully operational by November. This will be in addition to licensing taxis and a plethora of other licensing regimes as at present. Licensing will therefore take on a considerably higher profile at present and members involved in it will have a heavier workload than now.
35. The Licensing Act has led to licensing work being divided between two committees: One, the Licensing Committee, will deal exclusively with licensing under the Licensing Act 2003 (liquor, entertainment, theatres, cinemas etc). The other, the Public Protection Committee, deals with the remaining categories of licensing work, much of which will be taxi-related.
36. Nearly all of the quasi-judicial work in deciding applications under the Licensing Act will be dealt with by panels rather than the parent committee. The membership of panels will be fluid, but five members of the Licensing Committee have been appointed as convenors of panels. The workload of the panels has to date been light to the point of non-existence. However, this will store up work for the future, as all licensed premises and licensees will need to obtain licenses from the council before the expected November cut-off date.
37. The panel is asked to take into account the new licensing regime when considering whether any members of the licensing committee ought to receive a special responsibility allowance.
38. By law, the council must have a Standards Committee. The remit of the committee is to act as a watchdog on probity and ethical standards for the borough council and the fourteen parish councils within the district. In matters referred to it by the Standards Board for England, it acts as a tribunal to decide whether borough or parish councillors have breached the code of conduct for councillors. It can apply sanctions if the code of conduct has been

breached. As well as borough councillors, the Standards Committee comprises two independent persons and two parish councillors. The committee has met relatively infrequently in the last two years. However, if an alleged breach of the code of conduct is referred for its adjudication, it may need to sit for some length of time to “try” the case.

39. The present allowances scheme does not provide for non-borough councillor members of the Standards Committee to receive an allowance. I suspect that this is a matter of inadvertence rather than design. The panel is asked to consider whether the independent and parish representatives should receive an allowance for their service on the Standards Committee. If they should, what should be the rate of the allowance? Should they also be eligible for travel, subsistence or dependent carers’ allowance?

IMPLICATIONS	
Finance	Any increases in allowances will need to be met by an increased budgetary provision.
Legal	The council must take into account the views of the panel when reviewing members’ allowances.
Community Safety	
Human Rights and Equalities	The allowances scheme should enable people from all sectors of the community to serve as elected members without suffering a financial detriment by doing so.
Sustainability	
Risk Management	

REPORT AUTHOR	TEL	DATE	DOC ID
Ian Curtis	(01253) 658506	16 May 2005	

LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
Members’ allowances survey 2004-5	2004	<a href="http://www.idea-knowledge.gov.uk/idk/core/page.do?pageId=76461">www.idea-knowledge.gov.uk/idk/core/page.do?pageId=76461</a>
New Council Constitutions: Guidance on Regulation for Local Authority Allowances		<a href="http://www.odpm.gov.uk/stellent/groups/odpm_localgov/documents/page/odpm_locgov_023312.hcsp">www.odpm.gov.uk/stellent/groups/odpm_localgov/documents/page/odpm_locgov_023312.hcsp</a>
Members’ allowances scheme 2004-5	2003	Town Hall, Lytham St Annes, or within <a href="http://www.fylde.gov.uk/ccm/navigation/council-and-democracy/constitution/">www.fylde.gov.uk/ccm/navigation/council-and-democracy/constitution/</a>

## **MEMBERS' ALLOWANCES INDEPENDENT REMUNERATION PANEL**

Note of a meeting of the Members' Allowances Independent Remuneration Panel held on 1<sup>st</sup> June 2005 at the Town Hall, Lytham St. Annes.

Present: Rev. Peter Law-Jones, Chairman

Mr. Michael Brown

Mr Peter Richards

Legal and Democratic Services Unit Manager

The Legal and Democratic Services Unit Manager presented a report (a copy of which had previously been circulated to each member of the Panel) which addressed the following issue –

The review of members' allowances for the year commencing 1st April 2005, including childcare and dependent carers' allowance and travel and subsistence allowances.

The report contained comparative data sourced from the Improvement and Development Agency (IdeA). Members had access to and considered further data from IdeA during their discussions.

Following a detailed discussion, the Panel noted that -

- The changing role of the Leader was not recognised adequately in the present allowances scheme. An appropriate level of allowance to compensate the holder of that position for the time commitment required would be £6,000 per year. However, this should be phased in over two years.
- Allowances should be increased generally to cover inflation.
- The enhanced role of licensing should be recognised by allowing the chairman and vice-chairman of the two committees dealing with the work (Licensing and Public Protection) an allowance equivalent in total to that paid to the chairman and vice-chairman of the Development Control Committee.

And agreed to recommend the following changes to the existing scheme to the council:

- Increase the level of the basic allowance from £3,000 to £3,100;
- Increase the special responsibility allowance for the Leader of the council from £3000 to £4,500;

- Increase the special responsibility allowance for the vice-chairman of the Executive Committee (deputy leader) from £1,500 to £1,550;
- Increase the special responsibility allowance for members of the Executive Committee from £3,000 to £3,100;
- Increase the allowance for chairmen of the Performance Improvement Community Forum, the Community Outlook Community Forum, the Policy & Service Review Community Forum; and the Development Control Committee from £3,000 to £3,100;
- Increase the allowance for vice-chairmen of the Performance Improvement Community Forum, the Community Outlook Community Forum, the Policy & Service Review Community Forum; and the Development Control Committee from £1,500 to £1,550;
- Reduce the allowance for the chairman of the Public Protection Committee (formerly the Licensing & Appeals Committee) from £ 1,800 to £1,550;
- Reduce the allowance for the vice-chairman of the Public Protection Committee (formerly the Licensing & Appeals Committee) from £900 to £775;
- Introduce a special responsibility allowance of £ 1,550 for the chairman of the Licensing Committee;
- Introduce a special responsibility allowance of £775 for the vice-chairman of the Licensing Committee;
- Increase the special responsibility allowance for the chairman of the Standards Committee from £1,800 to £1,850;
- Increase the special responsibility allowance for the vice-chairman of the Standards Committee from £900 to £925;
- Increase the special responsibility allowance for leaders of political groups from £30 to £31 per group member
- The parts of the existing scheme relating to travelling and subsistence allowances and childcare and dependant carer's allowance should remain unaltered, save that it should be made clear that childcare and dependent carer's allowance would not be payable where care was provided by a relative or family friend of the councillor claiming it.

# Members' Allowances Scheme

## 1 INTRODUCTION

The scheme outlined in this document is based on the recommendations of the Members' Allowances Independent Remuneration Panel, which has met to consider members' allowances in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003. The scheme will have effect from 1 April 2004.

## 2 BASIC ALLOWANCE

Basic allowance is to be paid to all Members, and is intended to recognise a time commitment expected of all Members, including such inevitable calls on their time as meetings with officers and constituents and attendance at political group meetings. It is also intended to cover incidental costs such as the use of homes, and IT costs such as telephone connections to the internet. Each Member is entitled to £3,000.00 per annum, which will be paid monthly.

## 3 SPECIAL RESPONSIBILITY ALLOWANCE

3.1 A special responsibility allowance will be paid in addition to any entitlement to basic allowance for those Members who have significant responsibilities.

3.2 The Members receiving special responsibility allowance and the yearly allowances payable are as follows:-

Leader of the Council - £3,000.00.

Vice-chairman of Executive Committee - £1,500.

Members of the Executive Committee - £3,000.

Chairmen of the Performance Improvement Community Forum, the Community Outlook Community Forum, the Policy & Service Review Community Forum; and the Development Control Committee - £3000.00.

Vice-Chairmen of the above Committees - 50% of Chairmen's allowance -£1,500.00.

Chairmen of the Standards Committee and the Licensing & Appeals Committee - £1,800.00.

Vice-Chairmen of the above Committees - 50% of Chairmen's allowance -£900.00.

Leader of each political group - £30 per group member.

## 4 PART PAYMENTS

In the case of basic and special responsibility allowances, payment will only be made for the period during which a person performs the duties for which these allowances are payable.

## 5 REPAYMENTS

In the event of a Member ceasing to be entitled to these allowances for whatever reason, any amount overpaid should be repaid in full to the Council on demand.

## 6 REVOCATION

Basic and special responsibility allowances will be paid automatically unless notice is received in writing from the member concerned revoking the entitlement. All such notices should be delivered to the Unit Business Manager (Finance).

## 7 TRAVEL AND SUBSISTENCE ALLOWANCES

7.1 In addition to the Members' Allowances Scheme, travel and subsistence allowance are payable.

7.2 A full schedule of rates payable for travel and subsistence is attached at annex B.

7.3 A full list of those bodies which are accepted as approved duties for the payment of travel allowance is attached at annex C.

## 8 DEPENDENTS' CARERS' ALLOWANCES

8.1 In addition to the Members' Allowances Scheme, dependents' carers' allowances are payable.

8.2 The allowance is payable in respect of such expenses of arranging for the care of their children or dependants as are necessarily incurred by a member in attending at a meeting of a body accepted as an approved duty for the payment of dependents' carers' allowance.

- 8.3 A full list of those bodies which are accepted as approved duties for the payment of dependents' carers' allowance is attached at annex C.

## 9 CLAIMS

Claims for travel and subsistence allowances should be submitted monthly. Claims must be made on the official claim form available from the Unit Business Manager (Finance).

## 10 PUBLICATION

The Council is required to publish details of the Members' Allowances Scheme as soon as practicable after the scheme has been determined/revised and after the end of each financial year the total amounts received by each Member.

## ANNEX A

### SUMMARY OF THE LOCAL AUTHORITIES (MEMBERS' ALLOWANCES) (ENGLAND)

#### REGULATIONS 2003, insofar as they define "approved duty" and are relevant to Fylde

The regulations provide that the following duties are approved for the purposes of the payment of travel and subsistence allowance and dependants' carers' allowance:

- Attendance at a meeting of the authority, or any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee or sub-committee of such a body;
- any other meeting the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee, provided that:
  - (a) where the authority is divided into two or more political groups, it is a meeting of which members of at least two such groups have been invited, or
  - (b) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited;
- a meeting of any association of authorities of which the authority is a member;
- Duties undertaken on behalf of the authority in pursuance of any standing order requiring a member or members to be present while tender documents are opened;
- Duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises; and
- Any other duty approved by the authority, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the authority, or of any of its committees or sub-committees.

## ANNEX B

### RATES OF TRAVELLING ALLOWANCE PAYABLE

1 (1) The rate of travel by public transport shall not exceed the amount of ordinary fare or any available cheap fare, and where more than one class of fare is available the rate shall be determined, in the case of travel by ship by reference to first class fares, and in any other case by reference to second class fares unless the body determines, either generally or specifically, that first class fares shall be substituted.

(2) The rate specified in the proceeding sub-paragraph may be increased by supplementary allowances not exceeding expenditure actually incurred:

- (a) on Pullman Car or similar supplements, reservation of seats and deposit or portage of luggage; and
- (b) on sleeping accommodation engaged by the member for an overnight journey, subject, however, to reduction by one-third of any subsistence allowance payable to him/her for that night.

2 (1) The rate of travel by a member's own solo motor cycle, or one provided for his/her use, shall not exceed:

- (a) for the use of a solo motor cycle of cylinder capacity not exceeding 150 c.c., 8.5p a mile;
- (b) for the use of a solo motor cycle of cylinder capacity exceeding 150 c.c., but not exceeding 500 c.c., 12.3p a mile;
- (c) for the use of a solo motor cycle of cylinder capacity exceeding 500 c.c., 16.5p a mile.

(2) The rate of travel by a member's own private motor vehicle, or one belonging to a member of his/her family or otherwise provided for his/her use, other than a solo motor cycle, shall not exceed:

for the use of a motor vehicle of cylinder capacity

1 not exceeding 999 c.c., 34.6p a mile;

2 exceeding 999 c.c., 39.5p a mile;

(3) The rates specified in sub-paragraphs (1) and (2) may be increased:

(a) in respect of the carriage of each passenger, not exceeding 4, to whom a travelling allowance would otherwise be payable under any enactment, by not more than 3.0 pence a mile for the first passenger and 2.0 pence per mile for the second and subsequent passengers.

(b) by not more than the amount of any expenditure incurred on tolls, ferries or parking fees, including overnight garaging.

(4) For the purpose of this paragraph the cylinder capacity shall be that entered in the vehicle registration book or document by the Secretary of State under the Vehicles (Excise) Act 1971.

3. The rate of travel by taxi-cab or cab shall not exceed:

(a) in cases of urgency or where no public transport is reasonably available, the amount of the actual fare and any reasonable gratuity paid, and

(b) in any other case, the amount of the fare for travel by appropriate public transport.

4. The rate of travel by a hired motor vehicle other than a taxi-cab shall not exceed the rate which would have been applicable had the vehicle belonged to the member who hired it:

Provided that where the body so approves the rate may be increased to an amount not exceeding the actual cost of hiring.

5. The rate of travel by air shall not exceed the rate applicable to travel by appropriate alternative means of transport together with an allowance equivalent to the amount of any saving in attendance allowance or financial loss allowance, and subsistence allowance consequent on travel by air:



Provided that where the council resolves, either generally or specifically, that the saving in time is so substantial as to justify payment of the fare for travel by air, there may be paid an amount not exceeding:

- (a) the ordinary fare or any available cheap fare for travel by regular air service, or
- (b) where no such service is available or in case of urgency, the fare actually paid by the member.

## **RATES OF SUBSISTENCE ALLOWANCE PAYABLE**

1 (1) The rate of subsistence allowance shall not exceed:

(a) in the case of an absence, not involving an absence overnight, from the usual place of residence:

*(i) of more than 4 hours, or where the authority permits, a lesser period, before 11 a.m., (breakfast allowance) £4.92;*

*(ii) of more than 4 hours, or where the authority permits, a lesser period, including the period between 12 noon and 2 p.m., (lunch allowance), £6.77;*

*(iii) of more than 4 hours, or where the authority permits, a lesser period, including the period 3 p.m. to 6 p.m., (tea allowance), £2.67;*

*(iv) of more than 4 hours, or where the authority permits, a lesser period, ending after 7 p.m., (evening meal allowance), £8.38.*

(b) in the case of an absence overnight from the usual place of residence £79.82 and for such an absence overnight in London, or for the purposes of attendance at an annual conference (including or not including an annual meeting) of the Local Government Association or such other association of bodies as the Secretaries of State may for the time being approve for the purpose, £91.04.

(2) For the purposes of this paragraph, London means the City of London and the London boroughs of Camden, Greenwich, Hackney, Hammersmith and Fulham, Islington, Kensington and Chelsea, Lambeth, Lewisham, Southwark, Tower Hamlets, Wandsworth and Westminster.

2. Any rate determined under paragraph 1(b) above shall be deemed to cover a continuous period of absence of 24 hours.

3. The rates specified in paragraph 1 above shall be reduced by an appropriate amount in respect of any meal provided free of charge by an authority or body in respect of the meal or the period to which the allowance relates.

4. Where main meals (breakfast, lunch or dinner) are taken on trains during a period for which there is an entitlement to a day subsistence allowance, the reasonable cost of the meals (including VAT), may be reimbursed in full, within specified limits. In such circumstances, reimbursement for the reasonable cost of a meal would replace the entitlement to the day subsistence allowances for the appropriate meal period.

## **ANNEX C**

### **Approved Duties**

Attendance at any of the following meetings is specified as an approved duty for the purpose of the payment of travelling and subsistence allowances and dependents' carers' allowances.

Meetings of the Council, Committees, and Sub-Committees to which members have been appointed.

There is also specified as an approved duty for the purpose of the payment of attendance allowance attendance at meetings of:-

1. Attendance by authorised representatives or a named substitute representative, if the meeting is such that substitutes are permissible, at meetings of the General Assembly of the Local Government Association, the Urban and Rural Commissions and Branch meetings of the LGA. Attendance at meetings of the Urban Commission Steering Group.

2. Action for All.

3. Age Concern Fylde.

4. Blackpool Airport Consultative Committee.

5. Blackpool Grand Theatre Trust.

6. Blackpool Wyre and Fylde Community Health Council.

7. Blackpool, Fylde and Wyre Society for the Blind.

8. Civil Defence College.

9. Consortium of Lancashire Aerospace (CLA)

10. Council for Voluntary Services, Blackpool, Wyre and Fylde.

11. District Liaison Committee for Education.

12. District Liaison Committee for Social Services.

13. European Economic Community Co-ordinating Committee.

14. Forum on Health and well Being In Lancashire

15. Fylde Arts Executive Committee.

16. Fylde Coast Initiative

17. Fylde District Youth and Community Advisory Committees.

18. Fylde Locality Health Improvement Committee.

19. Fylde Police and Community Forum.

20. Fylde, Preston and Wyre Joint Consultative Committee [Health Services]

21. Kirkham and Rural Fylde Citizens' Advice Bureau (Management Committee).

22. Kirkham Museum Project Organisation

23. L.C.C. Area Consultative Committee (June 1999)

24. L.C.C. North Area Consultative Committee (P&R 21.06.99)

25. Lancashire Consultation Committee.

26. Lancashire Forum on Poverty and Economic Disadvantage.

27. Lancashire Local Government Consultative Committee

28. Lancashire Tourism Partnership

29. Lancashire Youth and Community Advisory Committees.

30. Lancaster University, Court of.

31. Local Liaison Committee, Springfield Works of B.N.F.L.

32. Lytham Community Sports Centre

33. Lytham St. Annes Citizens' Advice Bureau (Management Committee).

34. Lytham St. Annes Twinning Committee.

35. Lytham Town Trust.

36. North West Arts Board

37. North West Council for Sport and Recreation.

38. North West Lancashire Community Legal Service Partnership. (P&R ctt 27.11.00)

39. North West Lancashire Public Transport Liaison Committee.

40. North West Regional Assembly

41. North West Regional Association of Local Authorities.
42. North West Sports Assembly
43. North West Tourist Board.
44. North Western Local Authorities Employers Organisation.
45. North Western Museum and Art Gallery Service.
46. Post and Telecommunication Advisory Committee.
47. Ribble Estuary Advisory Group.
48. Road Safety Forum
49. Rural Fylde Youth Base.
50. Social Services Day Centres, Kirkham and Lytham.
51. Valuation and Community Charge Tribunals.
52. Waste Management Steering Group.
53. Chairmen and Vice-Chairmen Briefing Meetings.
54. Meetings where Chairmen and Vice-Chairmen are dealing with a matter delegated to an Officer in consultation with the Chairman and Vice-Chairman and of necessity need to attend at the offices of the Council for such business.
55. Police Meetings.
56. Tender meetings in accordance with the Council's Standing Orders.
57. Meetings with representatives of other local authorities, government departments or bodies or with Members of Parliament connected with the Borough Council's function.
58. Annual or other visits of inspection of property under the Committee's control (where such visits have been previously authorised by or on behalf of the Council; or the Chairman or Vice-Chairman of a Policy Committee in respect of their own Committee authorised a visit of inspection of land, property equipment or in respect of any other matter related to the functions of the Council.
59. Authorised attendance by a Committee of the Council at courses inside the U.K. connected with the Borough Council's interest.



# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL & DEMOCRATIC	COUNCIL	10 OCT 2005	12

## MEMBERS CHOICE DEBATE

### Public/Exempt item

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

### Summary

At the last council meeting the Mayoress, councillor Hilda Wilson was selected to lead the members' choice debate. The Mayoress has invited Julie Goulding, Chief Executive, Fylde Primary Care Trust (PCT) to make a presentation on the future of PCTs.

### Recommendation/s

1. That members views be noted.

### Executive brief

The item falls within the following executive brief: Quality of Life (Councillor Patricia Fieldhouse).