

# Agenda

## DEVELOPMENT MANAGEMENT COMMITTEE

Date:	Wednesday, 16 September 2015 at 6:15 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	Councillor Trevor Fiddler (Chairman) Councillor Richard Redcliffe (Vice-Chairman)  Councillors Christine Akeroyd, Peter Collins, Michael Cornah, Tony Ford JP, Neil Harvey, Kiran Mulholland, Barbara Nash, Linda Nulty, Liz Oades, Albert Pounder.

	<b>PROCEDURAL ITEMS:</b>	<b>PAGE</b>
<b>1</b>	<b>Declarations of Interest:</b> Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	<b>1</b>
<b>2</b>	<b>Confirmation of Minutes:</b> To confirm the minutes, as previously circulated, of the meeting held on 2 September 2015 as a correct record.	<b>1</b>
<b>3</b>	<b>Substitute Members:</b> Details of any substitute members notified in accordance with council procedure rule 25.	<b>1</b>
	<b>DECISION ITEMS</b>	
<b>4</b>	<b>Revised Preferred Option Version of the Fylde Local Plan to 2032</b>	<b>3 – 10</b>
<b>5</b>	<b>Updated Statement of Community Involvement</b>	<b>11 – 48</b>
<b>6</b>	<b>Affordable Housing Provided through Planning Obligations</b>	<b>49 – 52</b>
	<b>INFORMATION ITEMS</b>	
<b>7</b>	<b>Rural Proofing Assessment</b>	<b>53</b>
<b>8</b>	<b>General Fund Revenue Budget Monitoring Report 2015/16 - Position as at 31st July 2015</b>	<b>54</b>
<b>9</b>	<b>Capital Programme Monitoring Report 2015/16 - Position as at 31st July 2015</b>	<b>55</b>

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# DECISION ITEM



REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES	DEVELOPMENT MANAGEMENT COMMITTEE	16 SEPTEMBER 2015	4

## REVISED PREFERRED OPTION VERSION OF THE FYLDE LOCAL PLAN TO 2032

### PUBLIC ITEM

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

### SUMMARY

The production of a Local Plan is a statutory requirement for the Local Planning Authority.

The Fylde Local Plan to 2032 will contain policies to accommodate all of the growth identified in the borough within the strategic and non-strategic locations for development; including the distribution and phasing of development over the Local Plan period. The plan includes the Council's Revised Preferred Option for allocating sites for housing, employment, mixed uses, commercial, retail, tourism, leisure and recreational development. Alongside all of the policies to accommodate the level of growth required, the Local Plan also includes development management policies such as the protection of the natural environment and heritage assets.

The Local Plan also includes defined town, district and local centre boundaries; together with primary and secondary retail frontages. The boundaries of the Holiday Areas in St Annes and the seafront areas of St Annes and Ansdell / Fairhaven have been reviewed and defined in the Local Plan. Work has been carried out as part of the preparation of the Local Plan to establish whether existing employment locations and allocations should continue to be protected and be carried forward. An update of the open space study, together with a new playing pitch strategy, and facilities review is currently being carried out and will be completed to inform the preparation of the Local Plan, and consequently, the Green Infrastructure network will be identified in the Plan.

The Revised Preferred Option document represents an important process in the preparation of the new Local Plan for Fylde. The document has been prepared following the results of previous public consultations on the Local Plan Issues and Options (2012) and the Preferred Options (2013) documents and by considering the information provided by the Council's evidence base, including the recommendations of previous technical assessments including sustainability appraisals.

Infrastructure providers were consulted on the Revised Preferred Options version of the Local Plan, the draft Infrastructure Delivery Plan (IDP) and the maps of the revised preferred option development sites from 18 June to 24 July 2015. This consultation was undertaken to ensure that all of the requisite infrastructure is in place to deliver the level of growth proposed in the Local Plan.

The draft Local Plan is currently the subject of the following technical assessments: Sustainability Appraisal, Habitats Regulations Assessment and a joint Health and Equalities Impact Assessment. The Rural Proofing Assessment has been carried out and is provided as an Information Item to this Committee.

The preparation of the Local Plan has and will continue to take into account the views of the

community and stakeholders. Ultimately, the Local Plan, once adopted, will directly or indirectly affect all residents, communities, businesses and visitors within the Borough.

## RECOMMENDATIONS

1. Issue the Revised Preferred Option version of the Fylde Local Plan to 2032 for public consultation in Autumn 2015.
2. That delegated authority is given to the Head of Planning (following consultation with the Chairman and Vice Chairman of the Development Management Committee) to make any further amendments to the text of the Revised Preferred Options version of the Local Plan, the draft Infrastructure Delivery Plan (the IDP) and the accompanying maps.
3. That Committee endorse the proposed approach to consultation as set out in the report.

## CORPORATE PRIORITIES

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

## SUMMARY OF PREVIOUS DECISIONS

### Cabinet 27 November 2013 – Local Plan Progress Report and Funded Budget Increase Request

Cabinet RESOLVED to agree to the revised resource plan detailed in appendix to the report and approve a budget increase in the sum of £105,000 (2013/14 £25,132 & 2014/15 £79,868) to be fully funded from estimated additional planning application fee income generated during 2013/14 in the sum of £85,000 and Neighbourhood Planning Grant in the sum of £20,000.

### Portfolio Holder Decision 17 July 2014 – Preferred Options – Consultation Feedback

That the Portfolio Holder approves the content of the Responses Report, to assist in the development of the Revised Preferred Option of the Local Plan (Part 1) to 2030.

That the Portfolio Holder approves the Responses Report for publication on the Council's website.

### Cabinet 26 November 2014 – Fylde Local Plan to 2030

Cabinet RESOLVED to approve Option 3 to prepare a Local Plan Part 1 and Part 2 combined, for Fylde covering a 15 year period from adoption on the grounds that it is the best value revised option and the complete plan is delivered sooner;

Cabinet RESOLVED to approve the resource plan for Option 3 as described at appendix 4 of the report in a total additional sum of £226,700 to be fully funded by a combination of estimated additional planning fee income and by virements from existing approved budgets;

Cabinet NOTED the revised re-phasing of expenditure as set out in appendix 4 to match the revised delivery timetable.

### Development Management Committee 17 June 2015 – Revised Preferred Option version of the Local Plan to 2032 – members agreed the following five recommendations:

1. Issue the draft Revised Preferred Option version of the Fylde Local Plan to 2032 for public

consultation in Autumn 2015, following consultations with the infrastructure providers regarding the quantum and distribution of development proposed in the draft plan; and the carrying out of the following technical assessments into the draft plan: Sustainability Appraisal, Habitats Regulations Assessment, Health Impact Assessment, Equalities Impact Assessment, Rural Proofing Assessment and a Viability Assessment.

2. Approve the draft policies in the housing chapter (Chapter 10: Provision of Homes in Fylde) for immediate use as 'Interim Housing Policies' for use by the Development Management Committee and for decisions determined under Delegated Authority by the Head of Planning and that the existing Interim Housing Policy on the website be removed.

3. That the draft Masterplan Policy in Chapter 7 (Strategic Locations for Development) be approved with immediate effect for use by the Development Management Committee and for decisions determined under Delegated Authority by the Head of Planning.

4. That delegated authority is given to the Head of Planning (in consultation with the Chairman and Vice Chairman of the Development Management Committee) to make any amendments to the text of the draft Local Plan, including typographical errors, together with the drafting of maps to accompany the Revised Preferred Option document.

5. That delegated authority is given to the Head of Planning for the preparation of a Policies Map, which will accompany the Revised Preferred Option version of the Fylde Local Plan to 2032. The Policies Map will include all of the sites allocated for development, together with areas of constraint including the Green Belt and nature conservation sites, and infrastructure projects.

## **REPORT**

### **THE FYLDE LOCAL PLAN TO 2032**

1. Future development within Fylde will be guided by the plans and policies within the new Local Plan for Fylde, which will run from 1 April 2011 to 31 March 2032, to ensure a 15 year plan from the date of adoption in 2017.
2. The Fylde Local Plan to 2032 – hereinafter referred to as the Local Plan – will include Strategic and Non-Strategic Allocations for new homes and employment land, sites for Gypsies, Travellers and Travelling Showpeople, leisure, retail, tourism and community use, or a mixture of such uses. The Local Plan will also comprise Development Management policies, which will inform decisions on planning applications and appeals; together with policies to protect the natural and built environment and heritage assets.
3. The Local Plan, once adopted, will supersede the current saved policies of the Fylde Borough Local Plan (As Altered: October 2005). Appendix 1 of the Local Plan sets out the policies in the adopted Fylde Borough Local Plan (As Altered: October 2005) and shows:
  - Policies which will be replaced by policies in this new Fylde Local Plan to 2032 including both Strategic and Non-Strategic Allocations and Development Management policies;
  - Policies which have been superseded by the National Planning Policy Framework (the Framework); and
  - Policies which are no longer required.
4. Preparation of the Local Plan has fulfilled the requirements set out in the Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Planning) (England) Regulations 2012; and has followed the guidance set out in the Framework, published in March 2012, and the Planning Practice Guidance (PPG), issued in March 2014.

5. The Local Plan is built upon the key principle of **sustainable development** and its three dimensions: social, economic and environmental. These dimensions give rise to the need for the planning system to perform a number of roles (the Framework, paragraph 7):
  - **An economic role** – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and co-ordinating development requirements, including the provision of infrastructure;
  - **A social role** – supporting strong, vibrant and healthy communities, by providing the supply of housing required to meet the needs of present and future generations; and by creating a high quality built environment, with accessible local services that reflect the community’s needs and support its health, social and cultural well-being; and
  - **An environmental role** – contributing to protecting and enhancing our natural, built and historic environment; and, as part of this, helping to improve biodiversity, use natural resources prudently, minimise waste and pollution, and mitigate and adapt to climate change including moving to a low carbon economy.
6. Since the abolition of regional spatial strategies, local plans provide both the strategic and locally specific parts of the development plan, whilst the Framework sets out national policies, which are material considerations in all relevant planning decisions. The Local Plan will not repeat policies contained in the Framework unless there is a locally specific aspect of the Framework that needs to be clarified.
7. Neighbourhood Development Plans may also be produced for parts of the borough by Parish / Town Councils / Neighbourhood Forums and these must be in conformity with the adopted Local Plan and National Policy. Some Neighbourhood Development Plans are being prepared in advance of the Local Plan. Once adopted, neighbourhood plans form part of the development plan for their area.
8. Promoting health and wellbeing, equality, viability, achieving good design and sustainability are **cross cutting themes** promoted through the Framework. The cross cutting themes are integral to all the policies and they run through the Local Plan.
9. The Local Plan is being prepared in close co-operation with Blackpool Council, Wyre Council and Lancashire County Council, which collectively comprise the Fylde Coast sub-region, together with other statutory consultees including the Environment Agency and Natural England and Preston City Council, as part of the Duty to Co-operate on strategic planning issues introduced through the Localism Act and the Framework (paragraph 178).
10. The Local Plan contains a **Spatial Portrait** (Chapter 2) of how the Borough looks and functions now, together with a **Vision for Fylde** (Chapter 3) to the end of the plan period, five **Strategic Objectives** (Chapter 4) and a **Development Strategy** (Chapter 6). The **Vision** and the **Development Strategy** set out how the Council envisages the area will develop over the course of the Local Plan period. It seeks to ensure that new homes, jobs and services required by communities are located in the most sustainable locations and that the mechanisms for delivering the necessary infrastructure, facilities and other development will be provided to make this achievable.
11. The Local Plan identifies four Strategic Locations for Development, in Chapters 6 and 7 which will be the focus for the level of housing and employment growth required in Fylde up to the end of the plan period. The four Strategic Locations are: Lytham and St Annes; Fylde – Blackpool Periphery; Warton; and Kirkham and Wesham. To accommodate the level of growth proposed, the Local Plan includes a masterplan policy for all of the Strategic Locations to ensure that new development on strategic sites is planned and delivered in an effective

manner. It has already been agreed that this masterplan policy be approved for use by the Development Management Committee and the Head of Planning and Regeneration, with immediate effect. In addition, the plan identifies sites for development outside the four Strategic Locations for Development.

12. The Local Plan includes General Development Policies in Chapter 8 on the Green Belt, Areas of Separation, development in the countryside, promoting mixed use development and achieving good design in development.
13. Chapter 9 on the Fylde Economy includes policies on the overall provision of employment land and existing employment sites; the retail hierarchy, which is based upon vibrant town, district and local centres; leisure, culture and tourism development and tourism accommodation in the classic seaside resorts.
14. Chapter 10 on the Provision of Homes in Fylde includes the housing requirement number; allocation of housing land; density, mix and design of new residential development; conversions and change of use to residential; the provision of Affordable Housing; Gypsies, Travellers and Travelling Showpeople's Sites; isolated new homes in the countryside; and replacements of, and extensions to, existing homes in the countryside. It has already been agreed that the policies in the housing chapter be adopted as 'Interim Housing Policies' for use by the Development Management Committee and the Head of Planning, with immediate effect. This will ensure that up-to-date policies, which are in accordance with the Framework, are available for use by the Development Management Committee and the Head of Planning when determining planning applications.
15. Chapter 11 on Health and Wellbeing includes, amongst other things, the provision of community facilities and indoor and outdoor sports facilities.
16. Chapter 12 on Infrastructure, Service Provision and Transport focusses on developer contributions and the Community Infrastructure Levy (CIL); strategic highway improvements; safeguarding Blackpool Airport as an operational airport; enhancing sustainable transport choice and the provision of parking standards. Parking standards are proposed to be the subject of a separate supplementary planning document.
17. Chapter 13 on Water Resource Management, Flood Risk and Addressing Climate Change focusses on flood alleviation, water quality and water efficiency; surface water run-off and sustainable drainage; renewable and low carbon energy generation; decentralised energy networks and district heating systems
18. Chapter 14 on Conserving and Enhancing the Natural, Historic and Built Environment focusses on landscape; biodiversity; protecting existing and providing additional open space and Green Infrastructure; the management and enhancement of open space; and the protection of Heritage Assets including listed buildings, conservation areas and registered historic parks and gardens.
19. A Policies Map will be prepared and will accompany the next version of the Local Plan - Publication Version - when it is issued for consultation in 2016. The Policies Map will include all of the sites allocated for development, together with areas of constraint including the Green Belt, Areas of Separation and nature conservation sites, and infrastructure projects including the M55 (Junction 4) to Heyhouses (St Annes) link road.
20. It is a statutory requirement and best practice that the Local Plan is subject to several technical assessments during its preparation to ensure that it addresses the specific issues of sustainability, impact on international sites of nature conservation importance, economic viability, health, equality and impact on rural areas. Therefore, the following technical

assessments of the Local Plan are currently being undertaken and the results will also be made available for public consultation:

- Sustainability Appraisal (SA)
- Habitat Regulations Assessment (HRA) - Screening Report
- Health Impact Assessment (HIA)
- Equalities Impact Assessment
- Rural Proofing Assessment (complete and presented for information)
- Viability Assessment

21. A draft Infrastructure Delivery Plan for Fylde (IDP), incorporating an Infrastructure Delivery Schedule (IDS), has been prepared to accompany the Revised Preferred Option version of the Local Plan. The schedule highlights uncertainties surrounding funding and delivery, and will therefore impact upon the amount, distribution and phasing of development in the Local Plan. The IDP identifies infrastructure projects which will assist in accommodating all of the growth (housing, employment and mixed use development) proposed in this Local Plan. Infrastructure providers were consulted as part of the plan making process, from 18 June to 24 July 2015, so as to ensure that all of the requisite infrastructure is in place to deliver the level of growth proposed in the Local Plan. Infrastructure providers were asked to make any necessary amendments to update the text in the Revised Preferred Option version of the Local Plan and the IDP and make comments on the schedule, checking that the details are accurate; adding the details of infrastructure projects that have not been included; filling-in any gaps if possible; and making observations on the maps of all of the housing, employment and mixed use development sites. At the same time, statutory consultees, including Natural England, Historic England and the Marine Management Organisation were contacted and asked to read through and provide comments on the draft documents. The comments and changes proposed by the infrastructure providers and statutory consultees have been taken on board and the amended Local Plan and IDP are currently being subjected to technical assessments, including a Sustainability Appraisal and Viability Assessment.
22. Based on the approved timetable, the Local Plan will not be adopted until March 2017. It is not possible to put off the determination of planning applications pending the adoption of the plan. The emerging plan will be a material consideration in the determination of any planning application, however its weight will be limited at this time but will increase as the plan passes through the various stages of its preparation. In order to ensure that development that comes forward ahead of the Local Plan is in accordance with its key principles, in line with the decision of the Committee on 17 June 2015, the housing and masterplanning of strategic locations for development will continue to be used to guide development, but in their amended form.
23. The timetable agreed on 26 November 2014 showed the Revised Preferred Option being put out for consultation on 1 October 2015. It is proposed that the consultation starts on the 15 October. There has been two weeks slippage caused by the fact that the Scope of the Sustainability Appraisal had to be subject to a five week statutory consultation period. This is because the plan has changed from a Part 1 to a complete Local Plan and has a much wider scope.
24. The consultation on the local plan and supporting documents would take place over a period of 7 weeks, rather than the minimum of 6 weeks set out in the Statement of Community Involvement, in order to make an allowance for the school half term holidays which will fall during the consultation period. Access to the documents would be provided by internet, including via local libraries and the Council Offices and would be available for comment for the

whole of the consultation period. Drop in sessions are proposed to be held in those areas where the majority of development is identified in the proposals map, i.e. the strategic locations for development at St Annes, Warton, Kirkham and the Blackpool/Fylde Periphery along with Elswick, Newton, Staining and Wrea Green. These events would take the form of “drop in” sessions to allow local residents to call in throughout the day. The drop in sessions would relate to the plan in general and would not be specific to the location in which they are held allowing residents to obtain information from any of the events if they are unable to attend an event in their local area. None of the sessions would be held during the half term week.

IMPLICATIONS	
Finance	The Council’s approved Revenue Budget for 2015/16 contains provision for the resources required to ensure delivery of the Local Plan in accordance with the decision made by Cabinet on 26 November 2014 and the delivery timescale contained therein. There are no additional finance resource implications arising from this report.
Legal	None
Community Safety	None
Human Rights and Equalities	A joint Health and Equalities Impact Assessment is currently being undertaken. The results of the assessment will be issued for consultation alongside the Revised Preferred Option version of the Local Plan in Autumn 2015.
Sustainability and Environmental Impact	A Sustainability Appraisal is currently being undertaken which will be issued for consultation alongside the Revised Preferred Option version of the Local Plan.
Health & Safety and Risk Management	None

LEAD AUTHOR	TEL	DATE	DOC ID
Michael Eastham	01253 658695	26.08.2015	

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Fylde Local Plan Evidence Base		<a href="http://www.fylde.gov.uk/council/planning-policy--local-plan-/local-development-framework/evidence-base/">http://www.fylde.gov.uk/council/planning-policy--local-plan-/local-development-framework/evidence-base/</a>

#### Attached documents

- Appendix 1: The draft Revised Preferred Option (RPO) version of the Fylde Local Plan to 2032 Available to view at - <http://fylde.cmis.uk.com/fylde/MeetingsCalendar/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/139/Committee/20/Default.aspx>

2. Appendix 2: RPO Housing Allocations and Commitments and Employment Land Allocations Maps and Retail Maps. Available to view at -  
<http://fylde.cmis.uk.com/fylde/MeetingsCalendar/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/139/Committee/20/Default.aspx>

# DECISION ITEM



REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES	DEVELOPMENT MANAGEMENT COMMITTEE	16 SEPTEMBER 2015	5

## UPDATED STATEMENT OF COMMUNITY INVOLVEMENT

### PUBLIC ITEM

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

### SUMMARY

The Planning and Compulsory Purchase Act 2004 requires all local planning authorities to prepare a 'Statement of Community Involvement' (SCI). The SCI details the parties to be consulted, and the manner of consultation, both during the process of determining planning applications, and in formulating Development Plans. Fylde Borough Council's current Statement of Community Involvement (SCI) was adopted by the council on 26 September 2011.

The current SCI is out of date due to various changes to planning legislation in particular:

- the Localism Act 2011, which was formally adopted in November 2011;
- the publication of the National Planning Policy Framework (NPPF) which saw the transition from Local Development Frameworks to Local Plans and the introduction of neighbourhood planning;
- the Town and Country Planning (Local Planning) (England) Regulations 2012;
- the Neighbourhood Planning (General) (Amendment) Regulations 2015; and
- the Town and Country Planning (Development Management Procedure) (England) Order 2015.

As the council is under a legal requirement to have an up to date SCI it is considered that due to the significant changes to the planning system and legislation over the last four years there is a need for a new updated SCI.

### RECOMMENDATIONS

1. That the draft Updated Statement of Community Involvement be approved for 6 weeks consultation at the same time as the Revised Preferred Options Local Plan to 2032.

### CORPORATE PRIORITIES

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

## **SUMMARY OF PREVIOUS DECISIONS**

Fylde Borough Council's initial Statement of Community Involvement (SCI) was adopted by the council in July 2007. Due to changes in legislation an updated version of the SCI was approved in September 2011.

## **REPORT**

### **UPDATED STATEMENT OF COMMUNITY INVOLVEMENT**

1. The Statement of Community Involvement (SCI) demonstrates Fylde Borough Council's commitment to engage with local people and other stakeholders in planning issues. The SCI is one of a collection of documents that make up the Development Plan. For most local planning authorities it is the first document that they produce, as it sets out how they are going to consult on the other documents that will make up the Development Plan. It provides a structured approach to engaging with local people and organisations across Fylde borough in the preparation of planning policy documents and determination of planning applications.
2. The SCI describes the purpose of SCI's, the new planning system of Development Plans and Local Plans, the register of consultees, methods of consultation that will be used, how the Council will respond to consultees, weight to be given to representations and resource implications. For Development Management it sets out consultation methods, weight to be given to representations, reporting back mechanisms, the scheme of delegation, the procedures of Development Management Committee and resource implications. The purpose of the SCI is to set out clearly what people and organisations can expect to happen when they engage with the Local Planning Authority.
3. The council's first Statement of Community Involvement (SCI) was adopted in 2007, this was subsequently updated in September 2011 due to new and amended legislation. Since then there has been a raft of new legislation which has reshaped and changed the planning system, through the introduction of the Localism Act 2011, the abolition of regional spatial strategies and the introduction of the National Planning Policy Framework (NPPF) in 2012.
4. The Localism Act 2011, and the National Planning Policy Framework (NPPF), introduced in 2012, consolidated the plan preparation process, replacing the term 'Local Development Framework' with the term 'Local Plan'. Therefore a revised SCI is needed to reflect these changes.
5. A further key objective of this new legislation, was to strengthen local community participation and stakeholder involvement in shaping future development and reaching planning decisions, through the introduction of Neighbourhood Development Plans. Fylde Borough Council aims to build on the foundation of this legislation and provide a transparent, user friendly and accessible platform to encourage and maximise public participation.
6. The Town and Country Planning (Local Development) (England) Amendment) Regulations 2008 and 2009 removed the statutory requirement for local planning authorities to submit their SCI to the Secretary of State for independent examination. However, there is a requirement to consult statutory consultees for a minimum of 28 days. Therefore, as the Revised Preferred Options Local Plan to 2032 is being put out for public consultation in October 2015, it was decided to consult on the updated draft SCI at the same time. Once this consultation period has finished the council will consider all the responses and amend the SCI accordingly. Following this the council will formally adopt the SCI.

## CONCLUSION

The September 2011 SCI is out of date with respect to existing planning legislation. An updated version of the SCI has therefore been drafted. An updated SCI is needed to progress the Local Plan, as the Local Plan could be found to be unsound if the council do not have an up to date SCI.

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report.
Legal	Production of a SCI is a legal requirement.
Community Safety	None arising directly from this report.
Human Rights and Equalities	The SCI protects peoples Human Rights by setting out what they can expect from the consultation process.
Sustainability and Environmental Impact	None arising directly from this report.
Health & Safety and Risk Management	There is a risk the emerging Local Plan could be found unsound if the council proceeded to Publication without updating the SCI.

LEAD AUTHOR	TEL	DATE	DOC ID
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LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Statement of Community Involvement	August 2015	<a href="http://www.fylde.gov.uk/council/planning-policy--local-plan-/local-development-framework/evidence-base/statement-community-involvement/">http://www.fylde.gov.uk/council/planning-policy--local-plan-/local-development-framework/evidence-base/statement-community-involvement/</a>

### Attached documents

Appendix 1. Draft updated Statement of Community Involvement (September 2015)

# Plan for Fylde - Plan for the Future



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### Disclaimer

The factual information contained in this Statement of Community involvement is believed to be correct at the time of survey or publication and care has been taken to ensure accuracy. However, neither Fylde Borough Council nor any of its officers give any guarantee, warranty or representation in respect of any information contained within.

# TABLE OF CONTENTS

1. WHAT IS A STATEMENT OF COMMUNITY INVOLVEMENT (SCI)?	4-5
2. FYLDE'S APPROACH TO COMMUNITY INVOLVEMENT IN PLANNING	6-8
<b>PART 1-PLANNING POLICY</b>	
3. THE NEW PLANNING SYSTEM.	9-10
4. LOCAL PLAN CONSULTATIONS	11-13
5. SUPPLEMENTARY PLANNING DOCUMENT CONSULTATIONS	14-15
6. NEIGHBOURHOOD PLANNING CONSULTATIONS	16-21
7. CIL CONSULTATIONS	22-23
<b>PART 2-DEVELOPMENT MANAGEMENT</b>	
8. WHAT IS DEVELOPMENT MANAGEMENT?	24
9. PRE APPLICATION PLANNING DISCUSSIONS	25-26
10.PLANNING APPLICATIONS	27-29
11.DETERMINING APPLICATIONS	30-31
12.PLANNING APPEALS	32-33
APPENDIX A: FURTHER SOURCES OF INFORMATION	34

# 1. WHAT IS A STATEMENT OF COMMUNITY INVOLVEMENT (SCI)?

## What is a SCI?

1.1 Under Section 18 (Part 2) of the Planning and Compulsory Purchase Act 2004 local planning authorities are required to prepare a 'Statement of Community Involvement' (SCI). The SCI sets out what consultation will take place with the community with regard to Planning Policy documents and Planning Applications. An SCI states who the council will consult with, when and how.

1.2 The SCI provides clarity on the extent of community involvement in the planning system and sets out clear consultation procedures and standards that the council will follow when undertaking consultations.

## Why is Fylde Borough Council producing a new SCI?

1.3 Fylde Borough Council's existing SCI was adopted in September 2011, however since its adoption, there have been major changes to the planning system including the publication of the National Planning Policy Framework (NPPF), the transition from Local Development Frameworks to Local Plans and the introduction of Neighbourhood Planning. As the council is under a legal requirement to have an up to date SCI it is considered that due to the significant changes to the planning system there is a need for a new SCI.

## Scope of SCI

1.4 Fylde is a two tier Authority with Fylde Borough Council responsible for most planning functions however Lancashire County Council has responsibility for planning in regards to Highways and Minerals. This SCI only relates to planning functions that Fylde Borough Council undertakes as Lancashire County Council planning functions are covered by their own SCI. <http://lancashire.gov.uk/>

## When will Fylde Borough Council produce its next SCI?

1.5 Fylde Borough Council will continue to review its SCI and consider updating or replacing it whenever there are significant changes to the planning system.

## Statement of Community Involvement

1.6 The key stages in the production of an SCI are listed below:



A summary of the key consultation stages in the production of an SCI along with the consultation methods that will be used are provided below:

SCI Stage	Consultation Duration	Consultation Methods
<b>Draft SCI stage</b>	Six weeks	<p>It is anticipated the following process will be undertaken at these stages:</p> <ul style="list-style-type: none"> <li>• Written/email consultations with the ‘specific’, ‘general’ and ‘other’ consultation bodies, including where relevant, individuals and organisations who have expressed a wish to be consulted;</li> <li>• Making the consultation document available on the council’s website and hard copies available at the council offices, and other appropriate deposit points;</li> <li>• Inviting public representation on the document through press advertisements, press releases and a prominent invitation on the council’s website;</li> <li>• Invitations to meet with any individual who cannot read, or who has communication difficulties, if they feel that their concerns cannot adequately be conveyed in writing.</li> </ul>

## 2. FYLDE'S APPROACH TO COMMUNITY INVOLVEMENT IN PLANNING

### Corporate Community Engagement

2.1 Fylde Borough Council is committed to engaging with the community as part of its improvement programme, Fylde Borough Council welcomes the contributions of the community to help improve customer experience and service delivery.

2.2 The consultation principles and methods contained within this SCI are aligned with wider corporate objectives contained within the Consultation Strategy and the Fylde Borough Council Corporate Plan 2013-2016.

<http://intranet.fylde.gov.uk/hr/policyandstrategy/consultation-strategy/>

### Planning Policy

2.3 As part of involving the community in planning policy documents, Fylde Borough Council will maintain an up to date consultation database so that anyone that wishes to be informed of the progress of the local plan or any other planning documents is directly consulted when a document goes out for consultation. Anyone wishing to be added to the database can do so by emailing: [planningpolicy@fylde.gov.uk](mailto:planningpolicy@fylde.gov.uk)

2.4 In addition to the wider community, elected councillors and parish councils have extensive local knowledge and provide a link with the community, they will be fully informed and consulted when producing planning policy documents. Further information on how the council will work with the community on planning policy documents - is set out in Part 1 of this SCI.

2.5 All comments submitted during planning policy consultations will be acknowledged. Following planning policy consultations a consultation summary will be produced which will summarise the key points made and provide a response to the issues raised. This will be published on the council's website.

<http://www.fylde.gov.uk/council/planning-policy--local-plan-/>

### Planning Applications

2.6 As part of involving the community in planning applications, Fylde Borough Council will ensure there is appropriate publicity for planning applications to facilitate community involvement in planning. Further information on how the council will work with the community on

planning applications - i.e. Development Management - is set out in Part 2 of this SCI.

Anyone wishing to comment on a planning application can email the following address:  
[planning@fylde.gov.uk](mailto:planning@fylde.gov.uk)

2.7 In addition to the wider community, elected councillors and parish councils have extensive local knowledge and provide a link with the community, they will be fully informed and consulted when determining planning applications. In particular elected members will have a direct involvement in major planning applications through the Development Management Committee.

More information on planning applications is available at the following webpage: <http://www.fylde.gov.uk/business/planning/>

### Duty to Co-operate

2.8 As part of the legal Duty to Co-operate, neighbouring councils and other relevant organisations must work together across boundaries on strategic planning issues that affect them all. In accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012, Fylde Borough Council will work together on strategic planning issues with the following organisations.

#### Duty to Co-operate Bodies

- Environment Agency
- English Heritage
- Natural England
- Civil Aviation Authority
- Homes and Communities Agency
- Clinical Commissioning Groups
- National Health Service Commissioning Board
- Office of the Rail Regulator
- Highways Agency
- Integrated Transport Authorities
- Highway Authorities
- Marine Management Organisation
- Local Enterprise Partnerships
- Neighbouring Local Authorities

### Consultation Bodies

2.9 In addition to duty to co-operate organisations Fylde Borough Council is required to consult specific consultation bodies, general consultation bodies and other consultees including the community, business and third sector groups during planning policy consultations. A list of organisations is provided below.

Specific Consultation Bodies	General Consultation Bodies
<b>Adjoining Local Authorities</b> <b>Lancashire County Council</b> <b>All parish councils within and adjoining the boundary of Fylde Borough Council</b> <b>Lancashire Constabulary</b> <b>The Coal Authority</b> <b>The Environment Agency</b> <b>English Heritage</b> <b>Natural England</b> <b>The Secretary of State for Transport</b> <b>Electronic Communications Operators</b> <b>Telephone Operators</b> <b>Electricity Operators</b> <b>Cumbria and Lancashire Primary Care Trust</b> <b>Gas Undertaker</b> <b>Sewage Undertaker</b> <b>Water Undertaker</b> <b>The Homes and Communities Agency</b> <b>Marine Management Organisation</b> <b>Network Rail</b> <b>Highways Agency</b> <b>Primary care trusts</b> <b>The Homes and Communities Agency</b> <b>Electricity and Gas Companies</b> <b>Lancashire Constabulary</b>	Voluntary Bodies Ethnic/Racial/National Groups Religious Groups and Churches Disabled Groups Local Businesses Business Support Agencies <b>Other Consultees</b> Health Agencies Learning Agencies Schools Transport Bodies and Groups Sports Clubs/Bodies Recreation Bodies Infrastructure and Service Providers Design/Townscape/Urban Conservation Bodies Nature Conservation/ Countryside Bodies Environmental Groups Planning Consultants and Agents The Development Industry Other miscellaneous bodies

## Resources

2.91 Fylde Borough Council will make sufficient resources available in order to meet its statutory responsibilities and the procedures and standards contained within this SCI.

# PART 1-PLANNING POLICY

## 3. THE NEW PLANNING SYSTEM

### Changes to the Planning System

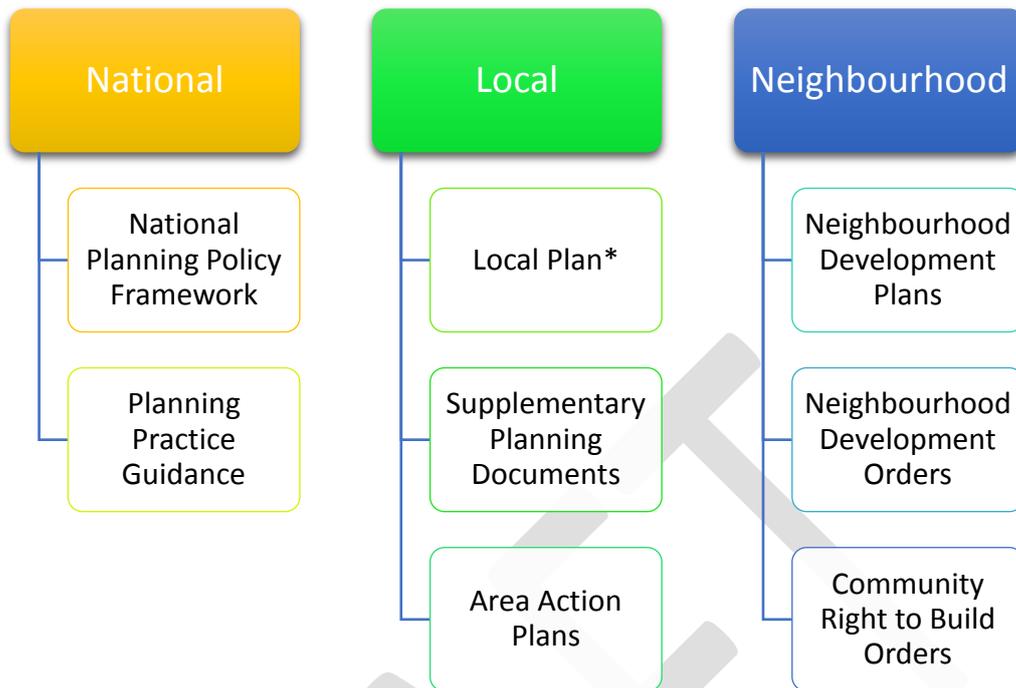
3.1 The election of the coalition government in 2010 saw a different approach to the planning system, with the aim being to make the planning system more accessible to the public in accordance with the government's localism agenda. With the publication of the National Planning Policy Framework (NPPF) in 2012, the previous requirement for a Local Development Framework was replaced with a requirement to produce a single Local Plan in conformity with the NPPF containing planning policies and site allocations. This is to be the key planning policy document at the local level with Supplementary Planning Documents only being produced when necessary.

3.2 In addition a new tier of planning was introduced in the form of Neighbourhood Planning which enables a community to produce a Neighbourhood Plan for the area in which they live. A Neighbourhood Plan cannot stop development but can be used to give the community more influence over the development that will take place in their area. An adopted Neighbourhood Plan is a material consideration in the determination of planning applications for the area in question.

3.3 Further national planning guidance was released in 2014 in the form of the Planning Practice Guidance which is a web based resource that expands upon the detail provided in the National Planning Policy Framework.

3.4 A summary of the key documents of the new planning system are provided below:

### Key Planning Documents of the New Planning System



*\*A Local Planning Authority is required to produce a Local Plan, all other Local and Neighbourhood planning documents are optional.*

DRAFT

## 4. LOCAL PLAN CONSULTATIONS

### What is a Local Plan?

4.1 A Local Plan is the main Planning Policy document produced at the Local Authority level, it contains policies to guide the development of the area and includes allocations that set out areas for proposed development that will take place within a 15 year period. A Local Plan should plan positively to meet the areas objectively assessed needs and deliver sustainable development.

A Local Plan is defined by the National Planning Policy Framework as: “The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community.” Page 53 NPPF)

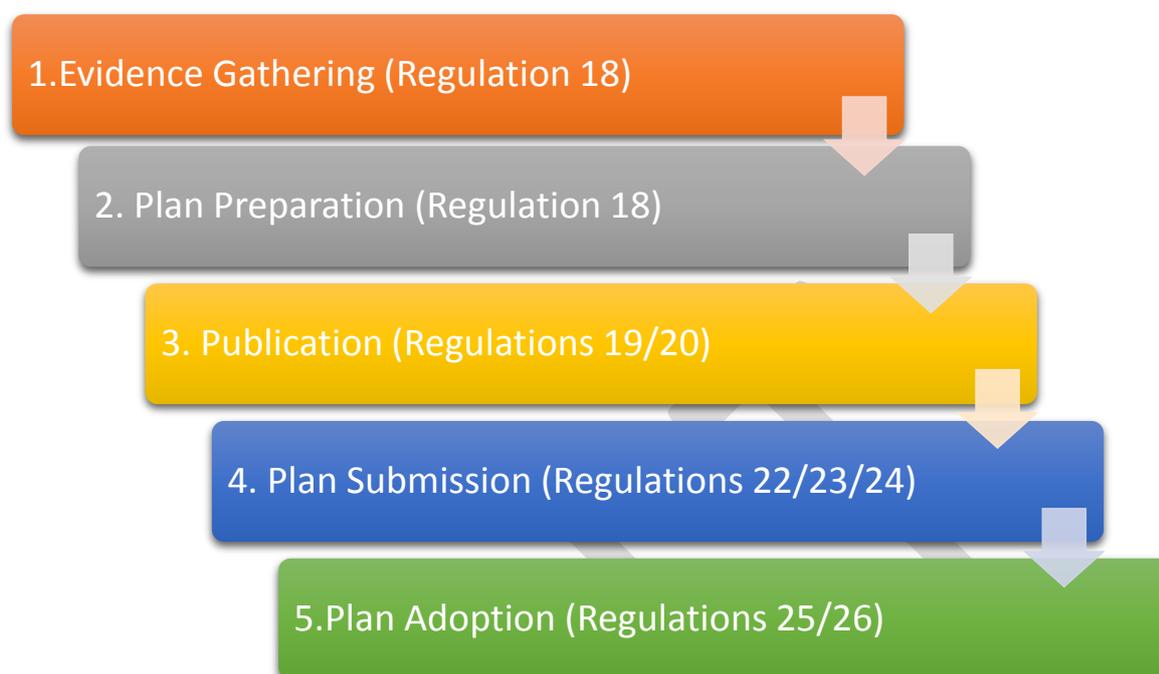
4.2 A Local Plan forms part of the Development Plan (along with adopted Neighbourhood Plans) NPPF paragraph 2 states that planning applications should be determined *“in accordance with the development plan unless other material considerations indicate otherwise.”* (Page 1 NPPF)

Before adoption a Local Plan is subject to examination by an independent inspector into the “soundness” of the document. In order to pass the test of soundness and be adopted a Local Plan must be:

- **Positively prepared** – the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development;
- **Justified** – the plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence;
- **Effective** – the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities; and
- **Consistent with national policy** – the plan should enable the delivery of sustainable development in accordance with the policies in the Framework.

### Local Plan Stages

4.3 The key stages in the production of a Local Plan are listed below:



*(Town and Country Planning Regulations (Local Planning) 2012)*

4.4 A summary of the key consultation stages for the production of the Local Plan along with the consultation methods that will be used are provided below:

Local Plan Stage	Consultation Duration	Consultation Methods
<b>Vision, Issues and Objectives (Evidence Gathering Regulation 18)</b>	Minimum of four weeks	It is anticipated that the following consultation methods will be used at all of these stages: <ul style="list-style-type: none"> <li>• Written/email consultations with the 'specific', 'general' and 'other' consultation bodies, including where relevant, individuals and organisations who have expressed a wish to be consulted;</li> <li>• Presentation to and discussion of the document with councillors;</li> <li>• Making the consultation document available on the council's website and hard copies available at the council offices, public</li> </ul>
<b>Regulation 25 Scoping Document (Evidence Gathering Regulation 18)</b>	Minimum of four weeks	
<b>Issues and Options (Evidence Gathering Regulation 18)</b>	Minimum of six weeks	
<b>Preferred Options (Plan Preparation Regulation 18)</b>	Minimum of six weeks	
<b>Local Plan Publication Version (Plan publication Regulation 18)</b>	Minimum of six weeks	

<b>19/20)</b>		libraries and other appropriate deposit points; <ul style="list-style-type: none"><li>• Inviting representations on the document through press advertisements, press releases and a prominent invitation on the council's website;</li><li>• Invitations to meet with any individual who cannot read, or who has communication difficulties, if they feel that their concerns cannot adequately be conveyed in writing;</li><li>• The holding of Public meeting/ exhibitions/drop-in events to promote a wider awareness of the Local Plan, as appropriate.</li></ul>
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- In addition to the above Fylde Borough Council will provide details of the progress of the Local Plan on its website at the following address.  
<http://www.fylde.gov.uk/council/planning-policy--local-plan-/local-development-framework/local-plan-to-2030-consultations/>

# 5. SUPPLEMENTARY PLANNING DOCUMENT CONSULTATIONS

## What are Supplementary Planning Documents?

5.1 Supplementary Planning Documents (SPD'S) are documents that expand upon the level of detail provided in the Local Plan and provide more detailed guidance on particular issues. Supplementary Planning Documents are defined by the National Planning Policy Framework (NPPF) as: *“Documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design...”* (Page 53 NPPF)

## Supplementary Planning Document Stages

5.2 Supplementary Planning Documents (SPD's) do not form part of the development plan but can be a material consideration in planning decisions.

The key stages in the production of an SPD are listed below:

1. Evidence Gathering and Scoping

2. Production of draft Document

3. Consultation on draft

4. Adoption and Monitoring

A summary of the key consultation stages in the production of Supplementary Planning Documents along with the consultation methods that will be used are provided below:

SPD Stage	Consultation Duration	Consultation Methods
Informal	N/A	<p>Engagement with local communities and relevant stakeholders to discuss issues proposed to be contained in the draft document and the development of policies.</p> <p>It is anticipated that the following consultation methods will be used at all of these stages:</p> <ul style="list-style-type: none"> <li>• Written/email consultations with the ‘specific’, ‘general’ and ‘other’ consultation bodies, including where relevant, individuals and organisations who have expressed a wish to be consulted;</li> <li>• Presentation to and discussion of the document with councillors;</li> <li>• Making the consultation document available on the council’s website and hard copies available at the council offices, and other appropriate deposit points;</li> <li>• Inviting representation on the document through press advertisements, press releases and a prominent invitation on the council’s website;</li> <li>• Invitations to meet with any individual who cannot read, or who has communication difficulties, if they feel that their concerns cannot adequately be conveyed in writing;</li> </ul>

## What is Neighbourhood Planning?

6.1 Neighbourhood Planning gives local communities the power to shape development in order to bring forward the right type of development for their area.

Neighbourhood Planning gives communities the power to:

- make a Neighbourhood Development Plan;
- make a Neighbourhood Development Order;
- make a Community Right to Build Order

# 6. NEIGHBOURHOOD PLANNING CONSULTATIONS

## What is a Neighbourhood Plan?

6.2 The first stage in the neighbourhood planning process involves the designation of a neighbourhood area. An application must be made by a parish/town council or a prospective neighbourhood forum (or community organisation in the case of a Community Right to Build Order) to the local planning authority for a neighbourhood area to be

designated. As shown on the diagrams on page 17 and 20, in non-parish areas, a neighbourhood forum must be established (regulations 8, 9 and 10) before work commences on the neighbourhood plan.

6.3 Following independent examination of the neighbourhood plan, the examiner can recommend the plan to progress to referendum stage in which the community in the area vote on whether to accept the Neighbourhood Plan. The referendum may also include the wider community in the adjoining areas. When a Neighbourhood Plan has come into legal force after a referendum (i.e. a made Neighbourhood Plan), it forms part of the Development Plan (along with an adopted Local Plan).

NPPF Paragraph 2 states that planning applications should be determined “in accordance with the development plan unless other material considerations indicate otherwise.”

The support that Fylde Borough Council will provide in the neighbourhood planning process is set out in the Neighbourhood Planning Protocol available at the following webpage. [www.fylde.gov.uk/neighbourhoodplanning/](http://www.fylde.gov.uk/neighbourhoodplanning/)

### Neighbourhood Development Plan Stages

6.4 A Neighbourhood Development Plan (NDP) is a planning policy document produced at the neighbourhood level. A Neighbourhood Development Plan sets out policies for the area in question and can be used to influence the shape and form of development that will take place in the area. A Neighbourhood Plan is defined by the NPPF as: “A plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area” (Annex 2 NPPF). A Neighbourhood Development Plan establishes general planning policies for the development and use of land in a neighbourhood area. The plan can be detailed or general, depending what the local community want.

The key stages in the production of a Neighbourhood Development Plan are taken from The Neighbourhood Planning (General) Regulations 2012 and are listed below.



6.5 The responsibility for producing a Neighbourhood Development Plan rests with the qualifying body (parish/town council or designated neighbourhood forum). However, there are certain requirements which a Local Planning Authority (LPA) must undertake under The Neighbourhood Planning (General) Regulations 2012 and The Neighbourhood Planning (Referendum) Regulations 2012. A summary of the key consultations undertaken by the Local Planning Authority in the production of a Neighbourhood Development Plan along with the anticipated consultation methods are provided below:

<b>Neighbourhood Plan Stage</b>	<b>The Neighbourhood Planning (General) Regulations 2012)</b>	<b>Consultation Duration</b>	<b>Consultation Methods</b>
<b>Neighbourhood Area Designation consultation</b>	<b>(Reg 6)</b>	Minimum of six weeks	It is anticipated that the following consultation methods will be used at all of these stages: <ul style="list-style-type: none"> <li>• Written/email consultations with relevant consultation bodies, (in accordance with Schedule 1 of the Neighbourhood Planning Regulations</li> </ul>
<b>Neighbourhood Forum Designation consultation</b>	<b>(Reg 9)</b>		

<p><b>Submission Consultation &amp; Publicity of a plan proposal</b></p>	<p><b>(Reg 16)</b></p>		<p>2012) including individuals and organisations who have expressed a wish to be consulted;</p> <ul style="list-style-type: none"> <li>• Making the consultation document available on the council’s website and hard copies available at the council offices, and other appropriate deposit points;</li> <li>• Inviting representations on the document through press advertisements and a prominent invitation on the council’s website;</li> <li>• Invitations to meet with any individual who cannot read, or who has communication difficulties, if they feel that their concerns cannot adequately be conveyed in writing;</li> <li>• Displaying site notices at prominent locations throughout the Neighbourhood Area.</li> </ul>
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- Note that Regulation 14 (Pre-submission consultation and publicity) is carried out by the parish/town council or neighbourhood forum.
- In addition Fylde Borough Council will publish any decision notices/Inspectors reports on its website and in such other manor as it considers likely to bring to the attention of those who live and work or carry on business in the area once a decision has been made. (Regulations 7/10/19/20)
- In addition to the above Fylde Borough Council will provide details of the progress of each Neighbourhood Development Plan (including details of examination or referendum arrangements) on its website at the following address: [www.fylde.gov.uk/neighbourhoodplanning/](http://www.fylde.gov.uk/neighbourhoodplanning/)

### Neighbourhood Development Order

6.6 A Neighbourhood Development Order is defined as:

*“An Order made by a local planning authority (under the Town and Country Planning Act 1990) through which Parish Councils and neighbourhood forums can grant planning permission for a specific development proposal or classes of development.”* (Page 54 NPPF)

A Neighbourhood Development Order (NDO) can grant planning permission for specific types of developments in a specific neighbourhood area. A Neighbourhood Development Order can therefore:

- Apply to a specific site, sites, or wider geographical area;

- Grant planning permission for a certain type or types of development;
- Grant planning permission outright or subject to conditions.

6.7 Once established, there would be no need for anyone to apply to the local planning authority for planning permission if it is for the type of development covered by the order. Neighbourhood Development Orders can therefore speed up the process of development in certain areas, however a Neighbourhood Development Order must meet any legal requirements and be in general conformity with national and local planning policy.

### Community Right to Build Order

6.8 A Community Right to Build Order is defined as:

*“An Order made by the local planning authority (under the Town and Country Planning Act 1990) that grants planning permission for a site-specific development proposal or classes of development.”* (Page 51 NPPF).

A Community Right to Build Order (CRTBO) is a particular type of Neighbourhood Development Order with the slight difference that any community organisation (not just a parish/town council or neighbourhood forum) can produce the order.

6.9 To be eligible to produce a Community Right to Build Order, the community organisation has to meet minimum conditions, this means the community organisation must be a corporate body and meet minimum membership requirements as set out in regulation 13 of The Neighbourhood Planning (Regulations) 2012.

A community organisation does not need to be designated by the local planning authority in order for it to develop a Community Right to Build Order in a designated neighbourhood area. The local planning authority must however consider whether the organisation meets the legal requirements to be a community organisation when a Community Right to Build Order proposal is submitted to it.

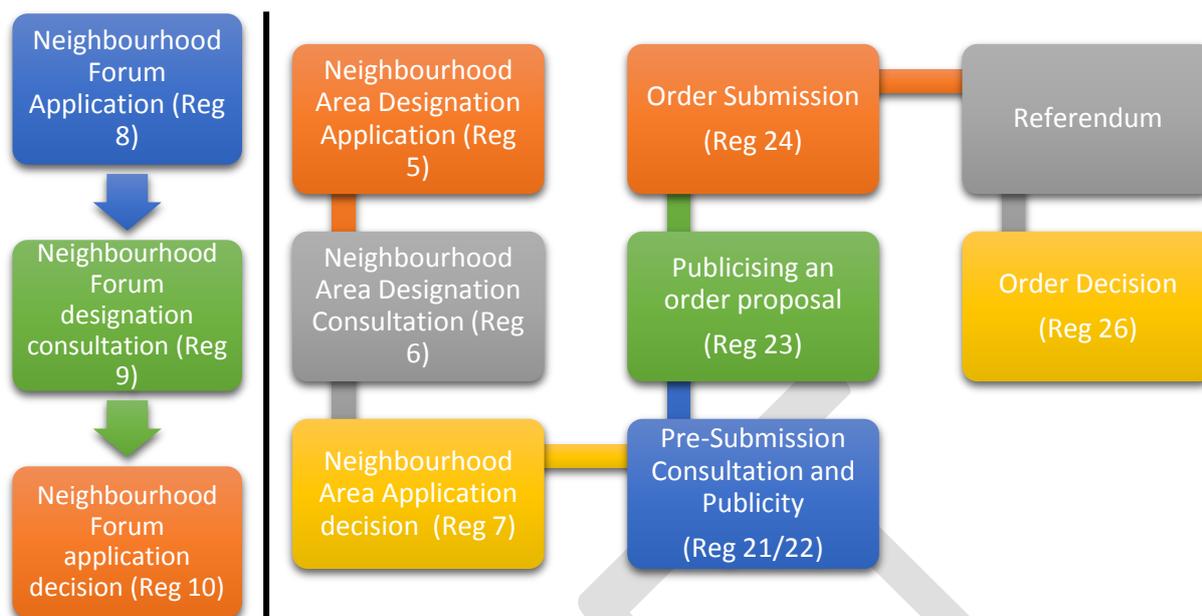
6.10 A Community Right to Build Order can be used to permit small scale development for community benefit on a specific site or sites in a Neighbourhood Area without going through the normal planning application process. Where the community organisation wishes to develop the land itself (subject to acquiring the land if appropriate), then the resulting assets can only be disposed of, improved or developed in a manner which the organisation considers benefits the local community or a section of it.

### Neighbourhood Development Order/Community Right to Build Order Stages

6.11 The key stages in the production of a Neighbourhood Development Order/Community Right to Build Order are taken from The Neighbourhood Planning (General) Regulations 2012 and are listed below.

*Non-Parish*

*Areas only*



6.12 The responsibility to produce a Neighbourhood Development Order/Community Right to Build Order is with the qualifying body (parish council/ neighbourhood forum/community group). However there are certain requirements which a Local Planning Authority must undertake under the Neighbourhood Planning (General) Regulations 2012). A summary of the key consultations undertaken by the Local Planning Authority in the production of a Neighbourhood Development Order/Community Right to Build Order along with the anticipated consultation methods are provided below:

Neighbourhood Development Order/ Community Right to Build Order Stage	The Neighbourhood Planning (General) Regulations 2012)	Consultation Duration	Consultation Methods
Neighbourhood Area Designation consultation	(Reg 6)	Minimum of six weeks	It is anticipated that the following consultation methods will be used at all of these stages: <ul style="list-style-type: none"> <li>Written/email consultations with relevant consultation bodies, including individuals and organisations who have expressed a wish to be consulted;</li> </ul>
Neighbourhood Forum Designation consultation	(Reg 9)		

<p><b>Publicising an order proposal</b></p>	<p><b>(Reg 23)</b></p>		<ul style="list-style-type: none"> <li>• Making the consultation document available on the council’s website and hard copies available at the council offices, and other appropriate deposit points;</li> <li>• Inviting representation on the document through press advertisements and a prominent invitation on the council’s website;</li> <li>• Invitations to meet with any individual who cannot read, or who has communication difficulties, if they feel that their concerns cannot adequately be conveyed in writing;</li> <li>• Displaying site notices at prominent locations throughout neighbourhood area or vicinity of the Community Right to Build Order.</li> </ul>
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**Other Consultations**

7.1 In addition to the consultations listed in previous chapters, Fylde Borough Council will consult on other documents, such as the Community Infrastructure Levy (CIL).

- Note that Regulation 21 (Pre-submission consultation and publicity) is carried out by the neighbourhood forum/parish council/community group.
- In addition Fylde Borough Council will publish any decision notices/Inspectors reports on its website and in such other manor as it considers likely to bring to the attention of those who live and work or carry on business in the area once a decision has been made, (Regulations 25/26/27).
- In addition to the above Fylde Borough Council will provide details of the progress of each Neighbourhood Development Order /Community Right to Build Order (including details of examination or referendum arrangements) on its website at the following address: [www.fylde.gov.uk/neighbourhoodplanning/](http://www.fylde.gov.uk/neighbourhoodplanning/)

# 7. CIL CONSULTATIONS

## Community Infrastructure Levy

7.2 The Community Infrastructure Levy (CIL) is a charge levied on development to fund the provision of infrastructure requirements.

The Community Infrastructure Levy is defined by the NPPF as: *“A levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in their area.”* (Page 51 NPPF)

Before adoption a CIL draft charging schedule is subject to examination by an independent inspector into whether:

- The charging authority (i.e. the Local Planning Authority) has complied with the legislative requirements set out in the Planning Act 2008 and the Community Infrastructure Levy Regulations as amended;
- The draft charging schedule is supported by background documents containing appropriate available evidence;
- The proposed rate or rates are informed by and consistent with the evidence on economic viability across the charging authority’s area; and
- Evidence has been provided that shows the proposed rate or rates would not threaten delivery of the relevant Plan as a whole (for England, see NPPF Framework paragraph 173).

## Community Infrastructure Levy consultation stages

7.3 If Fylde Borough Council decides to implement the Community Infrastructure Levy relevant organisations and individuals will be consulted in accordance with the Community Infrastructure Levy Regulations 2010 as amended by 2011, 2012 and 2014 legislation.

A summary of the key consultation stages in the production of CIL along with the consultation methods that will be used are provided below:

CIL Stage	Consultation Duration	Consultation Methods
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<p><b>Regulation 1,2,3 List</b></p>	<p>Minimum of four weeks</p>	<p>It is anticipated that the following consultation methods will be used at all of these stages:</p> <ul style="list-style-type: none"> <li>• Written/email consultations with the ‘specific’, ‘general’ and ‘other’ consultation bodies, including where relevant, individuals and organisations who have expressed a wish to be consulted;</li> <li>• Neighbouring local planning authorities;</li> <li>• Relevant county councils;</li> <li>• All parish councils;</li> <li>• Businesses and voluntary groups;</li> <li>• Members of the public.</li> </ul> <ul style="list-style-type: none"> <li>• Making the consultation document and the relevant evidence (where practicable) available on the council’s website and hard copies available at the council offices, and other appropriate deposit points;</li> <li>• Inviting public representation on the document through press advertisements, press releases and a prominent invitation on the council’s website;</li> <li>• Invitations to meet with any individual who cannot read, or who has communication difficulties, if they feel that their concerns cannot adequately be conveyed in writing;</li> </ul>
<p><b>Preliminary Draft Charging Schedule (Regulation 15 of The Community Infrastructure Levy Regulations 2010)</b></p>	<p>Minimum of four weeks</p>	
<p><b>Draft Charging Schedule (Regulation 15 of The Community Infrastructure Levy Regulations 2010)</b></p>	<p>Minimum of four weeks</p>	

### Monitoring the Community Infrastructure Levy

7.4 Details of Community Infrastructure Levy (CIL) receipts and expenditure will be reported in subsequent Authority Monitoring Reports if and when the Community Infrastructure Levy is implemented.

# PART 2-DEVELOPMENT MANAGEMENT

# 8. WHAT IS DEVELOPMENT MANAGEMENT?

## Determining Planning Applications

8.3 Determining planning applications is the main mechanism by which the council will deliver high quality sustainable development. A summary of the key stages in the determination of planning applications is provided below. Some types of development are not subject to planning permission (known as permitted development) for a list of what requires a planning application please see the webpage

### What is Development Management?

8.1 Development Management is the process by which the local planning authority shapes, considers, determines and delivers proposals in order to facilitate the right development in the right locations.

8.2 This is largely undertaken by the determination of planning applications and other related applications. In doing this local planning authorities will work pro-actively with applicants and other stakeholders in order to facilitate high quality sustainable development.

A summary of the key stages in the determination of planning applications is provided below. Some types of development are not subject to planning permission (known as permitted development) for a list of what requires a planning application please see the webpage

<http://planningguidance.planningportal.gov.uk/blog/guidance/when-is-permission-required/>

below.

### Key Planning Application Stages\*

\*Also applies to related applications such as Advertisement and Listed Building Consent.



## 9. PRE APPLICATION CONSULTATIONS

### What are Pre Application Consultations?

9.1 Pre application consultations are consultations held by the applicant prior to a planning application being submitted.

9.2 Pre application consultations can be undertaken by applicants with:

- the local planning authority
- statutory and non-statutory consultees
- elected members
- the community.

### What are the benefits of pre application consultations?

9.3 Pre application consultations can:

- Address problems before an application is submitted, and this may reduce the chance of refusal of planning permission;
- Prevent abortive work, as refinements to the proposal can be made at an early stage;
- Provide an opportunity to explain proposals to the community, reducing the potential for misconceived objections; and
- Reduce the time and cost in obtaining a decision.

### Fylde Borough Council pre application service

9.4 Applicants for planning permission are encouraged to enter into pre application consultations with both the community and council officers. At present the council does not charge for pre application discussions over householder and minor development. Any customers are invited to engage with officers at this stage by sending their proposals to [planning@fylde.gov.uk](mailto:planning@fylde.gov.uk). The council is committed to providing this service, but may have to introduce small charges in the future.

Due to the officer resources and time taken up with pre application advice for major applications there is a charge for this service.

More information is available at the following webpage. <http://m.fylde.gov.uk/resident/planning/advice/pre-application-advice-major-development-schemes/>

## Recommended pre application consultations

9.5 A list of recommended pre application consultation measures for applicants to undertake is provided below:

Planning Application Type	Recommended Consultation Methods
<p><b>Major</b> (Applications of:</p> <ul style="list-style-type: none"> <li>• 10 or more dwellings or a site area over 0.5 hectares.</li> <li>• 1000 sq.m or more gross floorspace or exceeding 1.0 hectares.)</li> </ul>	<ul style="list-style-type: none"> <li>• Consultation with council planning officers.</li> <li>• Consultation events with the local community.</li> <li>• Making detailed plans available for public view.</li> <li>• Press notices/leaflets or letters to nearby residents.</li> <li>• Consultation with elected members.</li> <li>• Submission of a consultation statement detailing pre- application consultation measures as part of application.</li> </ul>
<p><b>Minor</b> (Applications of:</p> <ul style="list-style-type: none"> <li>• Less than 10 dwellings or a site area under 0.5 hectares.</li> <li>• Other uses less than 100sqm or site area less than 1 hectare.</li> <li>• Smaller scale development such as domestic extensions and changes of use.)</li> </ul>	<ul style="list-style-type: none"> <li>• Verbal/written consultation on the proposals with adjacent and immediate neighbours.</li> </ul>
<p><b>Conservation/Listed Building</b> (Any application for a listed building or that falls within a conservation area.)</p>	<ul style="list-style-type: none"> <li>• Consultation with the council's conservation planning officer.</li> <li>• Consultation with local or national heritage groups appropriate to the scale of project.</li> </ul>

# 10. PLANNING APPLICATION CONSULTATIONS

## Planning Application consultations

10.1 Local planning authorities have a duty to consult the community, statutory consultees and other stakeholders before determining applications for planning permission and to consider any comments raised.

### Who we will consult directly?

10.2 We will consult:

- The public - including consultation with neighbouring residents and community groups. We will write to all immediate neighbours of an application and/or post a notice on site where a proposal is prominent or there are no immediate neighbours.
- Statutory consultees – we will consult all relevant statutory consultees.
- Non statutory consultees - we will consult relevant consultees likely to have an interest in a proposed development.

10.3 Details of publicity requirements for planning applications and a list of when statutory and non-statutory consultees are required to be consulted are provided in the Planning Practice Guidance-Consultation and pre-

decision matters webpage in tables 1-3.

<http://planningguidance.planningportal.gov.uk/blog/guidance/consultation-and-pre-decision-matters/>

### How to view a planning application and respond

10.4 All planning applications are available to view:

- Online at the following webpage.

<http://www3.fylde.gov.uk/online-applications/>

- At Fylde Borough Council Offices.

10.5 Anyone can comment on planning applications, generally there will be 21 days to respond, however town and parish councils and others are given longer with agreement in order to allow for their monthly meetings. Representations can be made either via email at [planning@fylde.gov.uk](mailto:planning@fylde.gov.uk), via letter or using a link to a comment page on the website available when viewing planning applications.

10.6 Representations can only be taken into account that deal with planning matters, all representations received will be open to public view and cannot remain confidential. Representations made during the consultation will be summarised in the officer's report which will state how the issues raised have been addressed in reaching the final recommendation.

10.7 In circumstances where a development proposal is subject to significant changes during its determination Fylde Borough Council will undertake further consultation on these with neighbours, parish and town councils and other consultees. Where a change is only minor or addresses concerns raised no such consultation will be undertaken.

### Planning Application Consultation Methods

10.7 A list of consultation methods the council will use when consulting on planning applications is presented below.

<p><b>Neighbour notification</b></p>	<p>We will usually write a letter to the occupiers of any property that shares a common boundary with the application site or property, which could be directly affected by the proposal, informing them of what the application is for and inviting them to view the plans and comment.</p>
<p><b>Site Notice</b></p>	<ul style="list-style-type: none"> <li>• Major development (10 or more dwellings or development creating 1000 square metres of floor space or more)</li> <li>• Applications subject to Environmental Impact Assessment</li> <li>• Applications, which if approved, would be a departure from the development plan</li> <li>• Applications affecting public rights of way</li> <li>• Development affecting Listed Buildings, or their setting</li> <li>• Development affecting the setting of a Conservation Area</li> <li>• If the proposal is likely to affect people in a larger area than just neighbouring properties</li> <li>• Where there is open land, such as agricultural land, next to the application site</li> </ul>

<b>Advertisement in Local Press</b>	<ul style="list-style-type: none"><li>• Major development (10 or more dwellings or development creating 1000 square metres of floor space or more)</li><li>• Application subject to Environmental Impact Assessment</li><li>• Applications, which if approved, would be a departure from the development plan</li><li>• Applications affecting public rights of way</li><li>• Development affecting Listed Buildings, or their setting</li><li>• Development affecting Conservation Areas</li></ul>
<b>Weekly Lists</b>	<ul style="list-style-type: none"><li>• A weekly list of applications received and decisions made is available</li><li>• The weekly list will be sent to local interest groups who have expressed an interest in receiving details</li><li>• The weekly list will be available on the council's website</li></ul>
<b>Website</b>	<ul style="list-style-type: none"><li>• All applications, supporting documents and other relevant details are available online via the following webpage. <a href="http://www3.fylde.gov.uk/online-applications/">http://www3.fylde.gov.uk/online-applications/</a></li><li>• It is possible to search by application number, address and set up registrations to be alerted to applications in your area.</li></ul>

# 11. DETERMINING PLANNING APPLICATIONS

## Fylde Borough Council's scheme of delegation

11.1 Under Fylde Borough Council's scheme of delegation minor or uncontroversial applications will normally be determined by officers under powers delegated by the council to the Director of Development Services.

11.2 Conversely major or controversial applications will normally be determined by the Development Management committee.

11.3 More information on the council's scheme of delegation for planning applications is available in the council's constitution at the following webpage.

<http://www.fylde.gov.uk/council/constitution/>

## Development Management Committee

11.4 Major or controversial planning applications will normally be determined by the Development Management Committee which is a committee composed of 16 elected members who meet usually once a month to make decisions on planning applications.

11.5 Members of the public are able to make verbal representation about a planning application, where verbal objections are to be raised the applicant has a right to respond, in addition applicants have a right to address the Development Management committee if officers have recommended refusal of their application. In order to ensure the workload of the Development Management committee is processed efficiently speakers are limited to 3 minutes with comments limited to material planning considerations.

11.6 Interested parties wishing to speak at the Development Management committee must register before 12:00 on the Monday before the Development Management Committee meets or by 4:30 on Friday before if the Monday is a bank holiday. This can be done either by email to [democracy@fylde.gov.uk](mailto:democracy@fylde.gov.uk), in writing or by completing the online form on the council's website. <http://www.fylde.gov.uk/meetings/ou/2/> The agenda and minutes of Development Management committee meetings are available at the same webpage.

## Planning Decision considerations

11.7 Consultation responses will be taken into account when determining planning applications, however decisions on planning applications must be made in

accordance with the development plan unless material considerations dictate otherwise. Public opposition or support by itself is not a valid reason to refuse or approve a planning application.

A list of some of the most common material considerations that will be taken into account when deciding planning applications are presented below.

- Conformity with local planning policies/national guidance;
- Loss of outlook (but not loss of a view);
- Loss of privacy/overlooking;
- Loss of daylight or sunlight/overshadowing;
- Highways issues: highways safety, vehicular access, increased traffic generation from the proposed use;
- Noise or light pollution resulting from the proposed use;
- Visual appearance, design and quality of materials;
- Effect on character of a Listed Building/Conservation Area;
- Nature conservation; and
- Potential flood risk.

### Planning Decision Time Limits

11.8 The statutory time limits to determine planning applications are usually 13 weeks for applications for major development (unless an application is subject to an Environmental Impact Assessment, in which case a 16 week limit applies) and eight weeks for all other types of development.

### Notification of Decision

11.9 Following a decision on an application, a letter is sent to the applicant advising them of the decision that has been made, including details of conditions imposed. The council's website has an "Applications On-line" service that allows the details of planning applications to be viewed, including planning decisions. If the decision is made by the Development Management Committee, then the decision is also published in the minutes on the council's website.

## 12. PLANNING APPEALS

### Planning Appeals

12.1 An applicant for planning permission may decide to appeal against the local authority's decision if they feel the decision made is unreasonable or if a decision has not been made within the set time period. Appeals are determined by the Planning Inspectorate, or in cases of significant national importance (when an appeal is recovered) by the Secretary of State.

12.2 Applicants have the right to appeal to the Secretary of State against a number of planning decisions made by the council, including:

- Refusal of planning permission;
- Imposition of condition(s);
- Failure to determine an application within the time allowed;
- The serving of an enforcement notice; and
- Refusal to permit removal or works affecting trees covered by Tree Preservation Orders.

12.3 There are strict time limits to appeal and it is critical that these are complied with. An appeal against a refused householder or minor commercial application must be made within 12 weeks of the council's decision. Advertisement appeals must be made within eight weeks

<http://www.planningportal.gov.uk/planning/appeals/guidance/guidanceontheappealprocess>

and all other appeals within six months.

12.4 If an appeal is submitted, the council will notify any interested parties of the appeal, including those who made representations before the application was determined. These representations will be sent to the Planning Inspectorate and appellant and will be considered by the Inspector when determining the appeal.

12.5 Interested parties will also be informed that any further written representations should be sent to the Planning Inspectorate within 5 weeks of the start date of the appeal. It should be noted that interested persons will not have the opportunity to make representations on a householder appeal due to the 'fast track' appeal process. In this instance, representations received during

the planning application consultation process only will be considered by the Inspector.

12.6 Planning Appeals are determined by one of three methods:

- Written Representations - these are determined by an exchange of written statements and where necessary, a site visit by an Inspector from the Planning Inspectorate;
- Hearing – these are less formal than a inquiry, centred around a discussion between the appellant and the council about the merits of the case and are chaired by an appointed Inspector from the Planning Inspectorate; and
- Inquiry – these are more formal in their set up, again the appointed Inspector from the Planning Inspectorate will chair the inquiry which could last a number of days/weeks and are often used for more major cases.

12.7 The Inspector will make a decision to dismiss or allow the appeal, or send a report to the Secretary of State. A copy of the decision notice will be sent to the appellant, the council and any interested person who has requested a copy. It will also be available to view on the Planning Portal website at [www.planningportal.gov.uk](http://www.planningportal.gov.uk).

# APPENDIX A: FURTHER SOURCES OF INFORMATION

## Legislation

- The Planning and Compulsory Purchase Act 2004 <http://www.legislation.gov.uk/ukpga/2004/5/contents>
- The Town and Country Planning (Local Planning) (England) Regulations 2012 <http://www.legislation.gov.uk/uksi/2012/767/contents/made>
- Neighbourhood Planning (General) Regulations 2012 [http://www.legislation.gov.uk/uksi/2012/637/pdfs/uksi\\_20120637\\_en.pdf](http://www.legislation.gov.uk/uksi/2012/637/pdfs/uksi_20120637_en.pdf)
- The Town and Country Planning (Development Management Procedure) (England) Order 2015 <http://www.legislation.gov.uk/uksi/2015/595/contents/made>

## National Policy/Guidance

- National Planning Policy Framework and Planning Practice Guidance. <http://planningguidance.planningportal.gov.uk/>
- Plain English Guide to the Planning System <https://www.gov.uk/government/publications/plain-english-guide-to-the-planning-system>
- Planning Aid <http://www.rtpi.org.uk/planning-aid/>
- Planning Portal <http://www.planningportal.gov.uk>

## Minerals and Waste/Highway Planning

- Minerals and Waste / Highway Planning- Lancashire.gov.uk <http://www.lancashire.gov.uk/home/2010/classic/index.asp>

## Fylde Council

- Planning Applications <http://www.fylde.gov.uk/business/planning/>
- Planning Policy <http://www.fylde.gov.uk/council/planning-policy--local-plan-/>
- Neighbourhood Planning Webpage <http://www.fylde.gov.uk/council/planning-policy--local-plan-/neighbourhood-planning/>
- Corporate Plan <http://www.fylde.gov.uk/council/performance/>

Planning Policy

Fylde Council

Town Hall

Lytham St Annes

Lancashire FY8 1LW

# DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE DEVELOPMENT MANAGEMENT COMMITTEE	8 SEPTEMBER 2015 16 SEPTEMBER 2015	6

## AFFORDABLE HOUSING PROVIDED THROUGH PLANNING OBLIGATIONS

### PUBLIC ITEM

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

### SUMMARY

The report proposes a review to the way that newly provided affordable housing is provided and let in Fylde Borough.

### RECOMMENDATION

For Environment, Health and Housing Committee 8<sup>th</sup> September 2015

1. That the Development Management Committee be recommended to agree that future Sn 106 agreements entered into by Fylde Borough Council to secure affordable housing should reflect the occupancy restrictions as set out in the local lettings policy and that this be reviewed after a period of 5 years.

For Development Management Committee 16<sup>th</sup> September 2015

2. That future Sn 106 agreements entered into by Fylde Borough Council to secure affordable housing should reflect the occupancy restrictions as set out in the local lettings policy and that this be reviewed after a period of 5 years.

### CORPORATE PRIORITIES

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

### SUMMARY OF PREVIOUS DECISIONS

None in relation to this issue.

## **REPORT**

### **Background information**

1. The affordable or social housing stock in Fylde represents around 7% of the total housing stock and numbers approximately 2,500 dwellings. The social housing stock is predominantly rented stock with a very small number of shared ownership dwellings.
2. Over the past six years or so around 300 additional affordable dwellings have been added to the social housing stock through the planning process. These dwellings are secured through the use of planning obligations under the provisions of section 106 of the Town and Country Planning Act 1990 (s106 agreements). This additional stock represents about 12% of the current total stock of social housing. It can be seen therefore that the social housing stock comprises about 2,200 dwellings of established stock and about 300 dwellings of newly provided stock. Approximately 88% of total provision is established stock.
3. It is important to distinguish between established and newly provided stock when considering the current arrangements on how they are offered and let to future occupants.

### **Current letting arrangements**

4. The letting arrangements for the majority of the stock, the established stock, are governed by the Local Lettings Plan. The Local Lettings Plan is a policy document that is considered and approved by members on a yearly basis and was most recently approved in March 2015.
5. The letting arrangements for the minority of the stock, the newly provided stock, are governed by the provisions of individual s106 agreements agreed between the council and the developer as part of the planning process.
6. Both arrangements have common provisions in that in every case where a vacancy arises the dwelling is always made available to a person with a connection to the Fylde Council area and as described in the local lettings plan or s106 agreement.
7. There are then differences in the way in which the letting processes continue. In the case of the majority of the stock, let under the terms of the local lettings plan, dwellings are initially made available to applicants with a Fylde connection through the priority bands A to F. If after a reasonable time an applicant with a Fylde connection is not readily available for the dwelling it can then be offered to an applicant with a wider Fylde Coast connection (Blackpool and Wyre authorities).
8. In the case of the minority of the stock, let under the terms of the relevant s106 agreement, dwellings are made available to applicants with a Fylde connection through the priority bands A to F. However, if an applicant with a Fylde connection is not readily available for the dwelling provision is not normally made in the agreement to offer the dwelling to an applicant with a wider Fylde Coast connection.
9. This more restrictive letting pool for affordable housing provided under section 106 agreements is increasingly making it difficult to attract social landlords to accept such stock, as set out below. The practice of imposing these tighter restrictions on affordable housing provided under section 106 agreements is not underpinned by any formal policy of the council, but rather reflects preferences expressed by members of the committee some years ago. This report invites the committee to reconsider its practice for future section 106 agreements in the light of the circumstances set out below.

### **The issue**

10. The social housing stock in the area is owned and managed by Registered Providers of housing (RP) which are regulated by the Homes and Communities Agency. A typical RP is a multi-million pound organisation with a significant annual turnover. Their operations, particularly new

development activity, are heavily reliant on borrowings. Their borrowings are generated from the market place and are funded in the most part by income from rents.

11. As with any organisation that requires such funding it is essential that a robust business plan is put in place. The business plan will satisfy both the organisation and its funders that it is able to manage its income and debt and mitigate any risks highlighted in the plan. A robust business plan will also enable the RP to borrow at a more competitive rate.
12. The majority of an RP's income comes from the rents received from tenants. Any potential disruption to the rental income will, therefore, be highlighted as a significant risk in the business plan. Any barrier to the ease of letting a property and continuing to receive rental income will therefore be seen as a risk of disruption of income. Such a risk will need to be recognised in the business plan and mitigated against. If mitigation is not possible, such as is currently the case in Fylde with the restrictions in place in s106 agreements, the RP is more likely to prioritise its new development activity in areas where the risks are mitigated.
13. In recent times the financial pressure on the RPs active in Fylde has required a greater awareness of the potential risks of their business plans and their willingness to take on further development has lessened. The council's ability to deliver the necessary affordable housing is being significantly and adversely affected by the perceived risk attached to the restrictive nature of the s106 agreements currently in use.
14. At the time of writing there are at least 6 developments with planning permission and for which a RP cannot be found ready and willing to take the affordable housing to be delivered on the site. This situation is expected to worsen.
15. A modest number of intermediate or shared ownership affordable dwellings currently exist in Fylde. An additional number of such dwellings are planned for the future and it is likely that this purchased form of affordable housing will become more common. All of the issues discussed above will be applicable to this type of dwelling because they are normally provided in partnership with a RP or similar organisation.
16. There will, though, be additional concerns about the restrictive nature of the current s106 agreements that will impact on the purchasers of shared ownership type dwellings. The purchaser of the dwelling will require a mortgage to fund the proportion of the dwelling to be bought. The mortgage market is becoming increasingly aware not only of the financial means of the borrower but also of the potential risks to the security of its lending in the event of a default of the borrower. It is likely that the lender will see the restrictive nature of the current s106 agreements as a potential barrier to its ability to recover its monies and may be less inclined to lend.
17. If the mortgage market becomes less willing to lend against dwellings subject to a s106 agreement the future onward sale by a current occupier may also be adversely affected. This could result in an occupier becoming effectively trapped in the dwelling when needing to move.
18. The most recent budget announcement by the government has significantly changed the rent structure to be applied to the affordable housing sector. The announced rent reduction of -1% per annum needs to be compared to the previous formula of an inflation +1% position. The announced changes are to apply for 4 years and will lead to a minimum 12% decrease in forecast rental income. This change is very significant and RPs are actively reassessing their business plans in the light of the changes. The issues described above in relation to the restrictive nature of s106 agreements will only add to the pressure on RPs to prioritise their development activity into places with the lowest risk.

## **Conclusion**

19. The only policy position in relation to allocation of affordable housing in the council area is as detailed in the Local Lettings Plan that is approved by members. The last approval to the plan was in March 2015. The more restrictive nature of the s106 agreements has been developed through custom and practice through the planning process at the Development Management Committee.
20. It should be possible to adopt a position where all affordable housing, however provided, should be offered and allocated in accordance with the currently adopted Local Lettings Plan. The s106 agreements would be drafted to reflect this position. This would result in a single policy position applicable to all affordable housing. It is proposed that this single policy position would apply for a period of five years which would then be reviewed.

IMPLICATIONS	
Finance	The report recommends a review of the Council's policy which governs the letting (by registered providers) of the affordable housing which has been secured as part of planning permissions granted. There are clear indications from such providers that if the policy is not reviewed the provision of affordable housing will be less attractive to them and consequently the provision of affordable housing is likely to reduce or cease in the future.
Legal	There are no direct legal implications arising from the report
Community Safety	There are no direct community safety implications arising from the report
Human Rights and Equalities	There are no direct human rights and equalities implications arising from the report
Sustainability and Environmental Impact	There are no direct sustainability and environmental implications arising from the report
Health & Safety and Risk Management	There are no direct health and safety or risk management implications arising from the report

LEAD AUTHOR	TEL	DATE	DOC ID
John Cottam	01253 658690	August 2015	

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Cabinet agenda/minutes	25 <sup>th</sup> March 2015	<a href="http://www.fylde.gov.uk/meetings/details/1192">http://www.fylde.gov.uk/meetings/details/1192</a>
Policy Development Scrutiny Committee	12 <sup>th</sup> March 2015	<a href="http://www.fylde.gov.uk/meetings/details/1219">http://www.fylde.gov.uk/meetings/details/1219</a>
Fylde Borough Council Area Lettings Plan 2015-16	March 2015	<a href="http://www.fylde.gov.uk/council/planning-policy--local-plan-/local-development-framework/evidence-base/housingstrategy/">http://www.fylde.gov.uk/council/planning-policy--local-plan-/local-development-framework/evidence-base/housingstrategy/</a>

# INFORMATION ITEM



REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES	DEVELOPMENT MANAGEMENT COMMITTEE	16 SEPTEMBER 2015	7

## RURAL PROOFING ASSESSMENT

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

As part of the Government's commitment to ensure that all local and national policies take into account the needs and circumstances of all rural communities, it has produced a set of rural proofing guidelines 'Rural Proofing Assessment' (RPA), which are considered best practice for all government departments, including local planning authorities to carry out when developing and implementing new policies, programmes and initiatives, at both delivery and design stage.

A Rural Proofing Toolkit has also been developed to help policy makers ensure that policies take account of rural circumstances and needs. Rural proofing takes on extra significance in Fylde, as a large proportion of the borough consists of rural areas. The toolkit therefore, has been used to appraise and assess the policies of the emerging Local Plan and the results have been collated within the assessment.

### SOURCE OF INFORMATION

The planning policy team have updated the Rural Proofing Assessment.

### LINK TO INFORMATION

The Rural Proofing Assessment -

<http://fylde.cmis.uk.com/fylde/MeetingsCalendar/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/139/Committee/20/Default.aspx>

### WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

The RPA forms part of a suite of supporting documents of the emerging Local Plan, which are also referred to as Technical Assessments. There is no mandatory requirement to undertake a RPA under planning legislation, however it is considered best practice to ensure the needs and interest of rural people, communities and business have been properly considered. The RPA will help to inform the emerging Local Plan.

### FURTHER INFORMATION

Contact: Sara Jones, Planning Policy Officer, [sara.jones@fylde.gov.uk](mailto:sara.jones@fylde.gov.uk) or Tel: 01253 658420

# RURAL PROOFING ASSESSMENT

OF POLICIES IN THE FYLDE LOCAL PLAN TO 2032

FYLDE BOROUGH COUNCIL  
2015



## Contact Information

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[www.fylde.gov.uk/localplan/](http://www.fylde.gov.uk/localplan/)

Fylde Forum: [www.fyldeforum.co.uk](http://www.fyldeforum.co.uk)

## Disclaimer

The factual information contained in this Rural Proofing Assessment is believed to be correct at the time of survey or publication and care has been taken to ensure accuracy. However, neither Fylde Borough Council nor any of its officers give any guarantee, warranty or representation in respect of any information contained within.

# Contents:

1. Rural Proofing Assessment of Policies in the Fylde Local Plan to 2032
2. The Policy Development Process
3. Rural Proofing Policy Development
4. Impact on Rural Areas
5. Development at the Rural Settlements
6. Key findings from the Policy Assessments
7. Appendix: Policy Assessments

## 1. Rural Proofing Assessment of Policies in the Fylde Local Plan to 2032

1.1 Rural proofing is a commitment by the Government to ensure local policies take account of rural circumstances and needs, which is integral to policy making. It requires policy makers to ensure that the needs and interests of rural people, communities and businesses are properly considered in the development and implementation of all policies and programmes. Rural proofing takes on extra significance in Fylde, as a large proportion of the borough consists of rural areas.

1.2 As policies are developed, policy makers should:

- Consider whether their policy is likely to have a different impact in rural areas, because of particular circumstances or needs
- Make proper assessment of those impacts, if they are likely to be significant; and
- Adjust the policy where appropriate, with solutions to meet rural needs and circumstances

1.3 Rural proofing applies to all policies, programmes and initiatives as well as to both the design and delivery stages. There can be many challenges and barriers for people and communities in the rural areas, for their businesses, the services they receive and their quality of life. The Government is committed to making rural proofing a reality at both national and local levels. The Commission for Rural Communities (CRC) has published 'Rural Proofing Guidance' to help policy makers to minimise these challenges. In May 2009, it published a revised Rural Proofing Toolkit to help ensure that policies take account of rural circumstances and needs. The toolkit is designed to be used in conjunction with policy development processes like the Local Plan, alongside other appraisal systems, including Sustainable Action Plans and formal Impact Assessment processes.

1.4 In July 2013 the Department for Environment, Food and Rural Affairs (Defra) published an updated version of the CRC's Rural Proofing Toolkit. While the updated guidance material is applicable at all levels of Government, it is targeted mainly at national-level policy-makers, not least because the Government has no formal remit in requiring local level public sector organisations to rural proof their own policies and services.

## 2. The Policy Development Process

2.1 The Rural Proofing Toolkit has been applied to all the policies contained in the draft Revised Preferred Option Fylde Local Plan to 2032. For each of the policies a "thinking rural" assessment has been made, which considers the following:

- What are the objectives of the proposed policy?
- What are its intended impacts or outcomes?
- Which areas, groups or organisations are supposed to benefit?
- What is the current situation and why is it not delivering the outcomes required?

2.2 The toolkit format invites policy makers to explore how to adjust policy options to produce the desired outcomes in rural areas or avoid/mitigate any undesirable impacts, especially where the impact in rural areas will be significantly different. This exercise may also highlight opportunities to maximise positive impacts in rural areas. It also establishes a

baseline for monitoring change so that it is possible to evaluate the impact the policy is having, using appropriate data collection, and assess what is, or isn't being achieved.

### 3. Rural Proofing Policy Development

3.1 The Rural Proofing Toolkit sets out 14 questions that can be used to determine whether initiatives (policies) are likely to encounter the challenges posed by rural circumstances. These questions are as follows:

1. Will the policy affect the availability of public and private services?
2. Will the policy rely on existing service outlets, such as schools, libraries and GP services?
3. Will the policy rely on the private sector or a public private partnership?
4. Will the cost of delivery be higher in rural areas where clients are more widely dispersed and economies of scale can be harder to achieve?
5. Will the policy rely on local institutions for delivery?
6. Will the policy affect travel needs or the ease/cost of travel?
7. Does the policy rely on infrastructure (e.g. broadband ICT, main roads, utilities) for delivery?
8. Will delivery of the policy be challenging at the 'edges' of administrative areas?
9. Is the policy dependent on new buildings or development sites?
10. Does the policy rely on communicating information to clients?
11. Will the policy impact on rural businesses, including the self-employed?
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?
13. Will the policy affect people on low wages or in part-time or seasonal employment?
14. Will the policy target disadvantaged people or places?

3.2 Each policy was assessed by considering each of the questions in turn. For consistency, other than chapters referring to National Policy, The Development Strategy and Strategic Locations, each policy was assessed against each toolkit question but the results were collated under the relevant policy Chapter of the Local Plan and recorded in one template, under the 'Policies Assessment' contained in the Appendix. At the end of each policy chapter assessment there is a short summary, and this indicates whether the policies considered in their respected chapters has a positive impact (+), neutral impact (+/-) or a negative impact (-) on the rural areas.

### 4. Impact on Rural Areas

4.1 The majority of the proposed strategic housing, employment and mixed use sites consist of sustainable settlement extensions. Development of these sites will impact on countryside areas, including the loss of some agricultural land. The Strategic Housing Land Availability

Assessment (SHLAA) demonstrates that there is not enough land within the borough's settlements to meet the borough's housing requirement. Therefore, some sustainable settlement extensions will need to be considered for allocation. In accordance with Policy ENV1, these sites will be landscaped so that the quality of the landscape, in particular the views from the countryside, are protected.

4.2 Similarly, there is limited capacity within existing settlements for new employment development. The Employment Land and Premises Study (2012) indicates that the allocation of some employment sites adjacent to settlement boundaries will be necessary. The study considered sustainable locations for employment, having regard to accessibility, public transport, planning policy, environmental impact and viability. Again, sites on the edge of settlements will need to be landscaped to protect the views from surrounding areas.

4.3 In terms of protecting and enhancing the natural environment, development will need to protect and enhance features of nature conservation value, such as field ponds, hedgerows and trees, or if their loss is unavoidable, seek to replace such features. Again, this is in accordance with Policies ENV1 and ENV2.

4.4 Policy EC3 applies to all development proposals for employment opportunities. It applies to the development of employment land in the location referred to in Policy EC1 and elsewhere in the borough. Particular regard is to be had to how well an employment development can be integrated into its surroundings without causing unacceptable harm to its amenity. The SHLAA (updated 2015) and Employment Land and Premises Study (2012), both conclude that land outside existing settlement boundaries will need to be released to meet the borough's housing and employment land requirements, as well as some of Blackpool's employment requirement (i.e. 14Ha).

4.5 Paragraph 28 of the National Planning Policy framework (NPPF) states that local plans should support economic growth and expansion in the rural areas by taking a positive approach to sustainable new development. It goes on to say that local plans should promote the development and diversification of agricultural and other land based rural businesses. Sustainable agricultural diversification will be promoted as an important aspect of maintaining the rural economy. Rural businesses, tourism or recreational uses will also be encouraged.

## **5. Development within the Rural Settlements**

5.1 Based on the need to locate development within sustainable communities, a large proportion of new development is focussed on the Strategic Locations for Development. Whilst it is not sustainable to enable too much development within the rural areas, some development will benefit the rural areas by providing housing, improving transport services and by supporting the rural economy.

5.2 Sustainable development is at the heart of planning. Within Fylde, it has a role of reinforcing the distinction between urban and rural, protecting the natural environment, conserving and enhancing the historic environment and local character, supporting local agriculture and enabling the economic and social growth of the key settlements. It is important that communities of different scales are created and linked together by sustainable transport infrastructures. Policy S1 of the Revised Preferred Option separates the rural settlements into 2 tiers. Tier 1 relates to the larger rural villages of Elswick,

Newton, Staining and Wrea Green, and tier 2 relates to the smaller villages of Clifton, Singleton and Weeton. Within the rural areas, development will be restricted to these two tiers, except where development involves a like-for-like re-development of an existing property, the appropriate re-use of an existing building or minor infill development.

5.3 Development will be permitted within the limits of the rural settlement boundaries where it is consistent with other policies in the Local Plan.

## **6. Key findings from the Policy Assessments**

6.1 The majority of the policies in the Local Plan apply to both rural and urban areas. Such policies will generally have a larger impact on urban areas as more development is proposed in this area e.g. Policy T4 Parking Standards, which will be applied to new development across the borough.

6.2 Some policies will impact upon rural areas more significantly, e.g. Policies GD3, GD4 and GD5, which relate specifically to development in rural areas and have been designed to support existing services and provide new services and infrastructure. However, due to the lack of brownfield sites within the borough a considerable amount of greenfield land will be required to deliver a large proportion of the council's proposed development outside existing settlement boundaries. This will result in the loss of some agricultural land that could indirectly have a negative impact on rural employment. However, new development in rural villages will provide much needed market and affordable housing and new employment.

6.3 Policies ENV1 and ENV2 seek to mitigate impacts upon landscape and biodiversity through measures outlined in the policy.

## Appendix: Policy Assessments

### Chapter 5: National Policy

The National Planning Policy Framework (NPPF) came into effect in March 2012. All development within Fylde will be assessed against the framework, unless the Development Plan (including the Local Plan and relevant Neighbourhood Development Plan) sets out an exception.

- **Policy NP1: Presumption in favour of sustainable development**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	The policy will support existing services and the provision of new services.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	New services will be required in some areas to support additional development.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, development partnerships with agents, developers, housing associations, land-owners and funding organisations.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	Yes, especially as there are likely to be fewer/smaller sites available for new housing in rural areas, and this will affect economies of scale.
5. Will the policies rely on local institutions for delivery?	No
6. Will the policy affect travel needs or the ease / cost of travel?	On the one hand, new development in the rural areas will increase the amount of people travelling to other areas for certain services. On the other hand, new development in much of the rural area will support existing and new services and facilities in the villages, and could potentially support improved public transport services through increased demand.
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	New infrastructure will be required in some areas to support additional development.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	No
9. Is the policy dependent on new buildings or development sites?	Yes. The Local Plan will allocate sites for sustainable development in the rural villages.
10. Does the policy rely on communicating information to	No

clients?	
11. Will the policy impact on rural businesses, including the self-employed?	New development will support appropriate investment in infrastructure that could benefit rural businesses.
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	New development will have a positive impact on rural economies, although the potential for new employment land at the rural villages is much smaller than at the urban areas.
13. Will the policy affect people on low wages or in part-time or seasonal employment?	No
14. Will the policy target disadvantaged people or places?	No
<b>Summary</b>	This policy takes a positive approach that reflects the presumption in favour of sustainable development. New development will support existing services and the provision of new services and infrastructure throughout the borough, including the rural areas. <b>Overall score: +</b>

## Chapter 6: The Development Strategy

Due to Fylde Borough Council's location, in particular its borders with Blackpool, Preston and Wyre, the role that these neighbouring areas play in providing accessible services to the population of Fylde has been taken into account through establishing a development strategy and setting out the settlement hierarchy. The following two policies from Chapter 6 of the draft Revised Preferred Option Fylde Local Plan to 2032 have been considered in line with the Rural Proofing toolkit.

- **Policy S1: The Proposed Settlement Hierarchy**
- **Policy DLF1: Development Locations for Fylde**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	Yes the policies will support existing services and due to new development should enhance provision of new services within the rural areas.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	Yes, however new services will be required in some areas to support additional development.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, development partnerships with agents, developers, housing associations, land-owners and funding organisations.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	Yes especially as there are likely to be fewer/smaller sites available for new housing in rural areas, and this will affect economies of scale.

5. Will the policies rely on local institutions for delivery?	No
6. Will the policy affect travel needs or the ease / cost of travel?	Yes and no. New development in the rural areas will increase the amount of people travelling to other areas for certain services. However, new development in much of the rural area will support existing and new services and facilities in the villages, and could potentially support improved public transport services through increased demand.
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	New infrastructure will be required in some areas to support additional development.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	The Local Plan proposes some employment and mixed use development close to the boundary between Fylde and Blackpool, therefore delivery will require co-operation under the duty to co-operate.
9. Is the policy dependent on new buildings or development sites?	Yes, the Local Plan will allocate sites in and around rural villages. However, development will be restricted to the rural villages of Clifton, Elswick, Newton, Singleton, Staining, Weeton and Wrea Green.
10. Does the policy rely on communicating information to clients?	Yes, it is important that members of the public, developers and other stakeholders are aware of the settlement hierarchy and location of allocated sites.
11. Will the policy impact on rural businesses, including the self-employed?	Yes new development has the potential to support appropriate investment in infrastructure that could benefit rural businesses.
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	Yes, new development will have a positive impact on rural economies, although the potential for new employment land within rural areas and villages is likely to be much smaller than within, and adjacent to the urban areas.
13. Will the policy affect people on low wages or in part-time or seasonal employment?	No
14. Will the policy target disadvantaged people or places?	No
<b>Summary</b>	These policies in Chapter 6 of the draft Fylde Local Plan to 2032 set out the location for proposed new development both for strategic and non-strategic sites. New development will support existing services and the provision of new services and infrastructure throughout the borough, including rural areas. <b>Overall Score: +</b>

## Chapter 7: Strategic Locations for Development, Strategic Development Sites and Non-Strategic development Sites

Four strategic locations for development have been identified within the Revised Preferred Option Local Plan to 2032:

1. Lytham and St Annes
2. The Fylde-Blackpool Periphery
3. Warton

4. Kirkham and Wesham

These strategic development sites comprise of land for homes, employment, commercial and leisure uses. Development of these sites will help ensure that the plan’s Development Strategy, vision and strategic objectives are achieved in order to accommodate the level of growth required within the lifetime of the Local Plan. Each policy in Chapter 7 has been considered on a one to one basis in line with the Rural Proofing toolkit.

• **Policy M1: Masterplanning the Strategic Locations for Development**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	The policy will facilitate the improvement/provision of public transport/affordable housing and other services across the borough.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	Yes the policy will rely on existing services, but will facilitate the improvement/provision of public transport and other services which will also benefit the surrounding rural areas.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, development partnerships with agents, developers, housing associations, land-owners and funding organisations.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	Potentially yes, especially as there are likely to be fewer/smaller sites available for new housing in rural areas, and this will affect economies of scale.
5. Will the policies rely on local institutions for delivery?	No
6. Will the policy affect travel needs or the ease / cost of travel?	Yes, this policy has the potential to facilitate the improvement/provision of public transport services in the rural areas.
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	New infrastructure will be required in some areas to support additional development.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	The delivery of some development sites will require co-operation under the duty to co-operate.
9. Is the policy dependent on new buildings or development sites?	Yes, the Local Plan will allocate sites in and around rural villages.
10. Does the policy rely on communicating information to clients?	Yes, it is important that residents, developers and other stakeholders are aware of the strategic locations and requirements for master planning.
11. Will the policy impact on rural businesses, including the self-employed?	Yes new development will support rural businesses and the self-employed by providing new customers. However, the policy will also result in the loss of some agricultural land.
12. Will the policy affect land-based industries and, perhaps,	Yes and no, new development will have a positive impact on rural economies, although the potential for new employment land within rural

rural economies and environments?	areas and villages is likely to be much smaller than within the urban areas. The policy will however, result in the loss of some agricultural land.
13. Will the policy affect people on low wages or in part-time or seasoned employment?	Overall no, however, the policy will result in the loss of some agricultural land, and could therefore result in the loss of rural employment.
14. Will the policy target disadvantaged people or places?	No
<b>Summary</b>	This policy proposes a masterplan for the strategic locations for development across the borough, this includes development in the existing countryside, which will result in the loss of some agricultural land and as such has the potential to impact on associated employment. However, any new development will support the provision of new infrastructure and services for rural communities.  <b>Overall Score: +/-</b>

- **Policy SL1: Lytham and St Annes Strategic Location for Development**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	The policy will facilitate the improvement/provision of public transport and other services in Lytham and St Annes.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	The policy will rely on services in the urban areas of Lytham and St Annes, rather than rural services. The policy could facilitate the improvement/provision of public transport and other services, and these could also benefit the rural areas.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, at the Lytham and St Annes strategic location.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	No, as the policy is for the strategic location of Lytham and St Annes.
5. Will the policies rely on local institutions for delivery?	No, as the policy is for the strategic location of Lytham and St Annes.
6. Will the policy affect travel needs or the ease / cost of travel?	N/A
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	New infrastructure will be required to support additional development at Lytham and St Annes, and some of this infrastructure could benefit the rural areas, such as improved broad band and new roads.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	No

9. Is the policy dependent on new buildings or development sites?	Yes, with the majority of development taking place on greenfield sites adjacent to St Annes.
10. Does the policy rely on communicating information to clients?	Yes, it is important that members of the public, developers and other stakeholders are aware of the strategic locations and requirements.
11. Will the policy impact on rural businesses, including the self-employed?	New development will support appropriate investment in infrastructure that could benefit rural businesses. However, the policy will also result in the loss of agricultural land.
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	The policy will result in the loss of some agricultural land.
13. Will the policy affect people on low wages or in part-time or seasonal employment?	The policy will result in the loss of some agricultural land, and could therefore result in the loss of rural employment.
14. Will the policy target disadvantaged people or places?	No
<b>Summary</b>	<p>This policy proposes development at the Lytham and St Annes strategic location. This includes development on greenfield sites, resulting in the loss of some agricultural land, and potentially the loss of associated employment. However, new development will support the provision of new infrastructure and services for Lytham St Annes.</p> <p><b>Overall score: +/-</b></p>

- **Policy SL2: The Fylde-Blackpool Periphery Strategic Location for Development**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	The policy will facilitate the improvement of public transport services at the Fylde-Blackpool Periphery.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	The policy will rely on services in the urban areas of St Annes and Blackpool, rather than rural services. The policy will facilitate the improvement/provision of public transport and other services, and these will also benefit the rural areas.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, at the Fylde-Blackpool Periphery strategic location.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	No, as the policy is for the Fylde-Blackpool Periphery strategic location.
5. Will the policies rely on local institutions for delivery?	No, as the policy is for the Fylde-Blackpool Periphery strategic location.

6. Will the policy affect travel needs or the ease / cost of travel?	N/A
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	New infrastructure will be required to support additional development at the Fylde-Blackpool Periphery, and some of this infrastructure could benefit the rural areas, such as improved broad band and new roads.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	This policy proposes some employment and mixed use development at the boundary of Fylde and Blackpool, therefore delivery will require co-operation under the duty to co-operate.
9. Is the policy dependent on new buildings or development sites?	Yes, with the majority of development taking place on greenfield sites.
10. Does the policy rely on communicating information to clients?	Yes, it is important that potential developers and other stakeholders are aware of the strategic locations and requirements.
11. Will the policy impact on rural businesses, including the self-employed?	New development will support appropriate investment in infrastructure that could benefit rural businesses. However, the policy will also result in the loss of some agricultural land.
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	The policy will result in the loss of some agricultural land.
13. Will the policy affect people on low wages or in part-time or seasonal employment?	The policy will result in the loss of some agricultural land, and could therefore result in the loss of rural employment.
14. Will the policy target disadvantaged people or places?	No
<b>Summary</b>	This policy proposes development at the Fylde-Blackpool Periphery strategic location. This includes development on greenfield sites, resulting in the loss of some agricultural land, and potentially the loss of associated employment. However, new development will support the provision of new infrastructure and services for rural communities.  <b>Overall score: +/-</b>

- **Policy SL3: Warton Strategic Location for Development**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	The policy will facilitate the improvement/provision of public transport and other services in Warton.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	The policy will rely on existing and new services in the urban area of Warton, rather than rural services. The policy will facilitate the improvement/provision of public transport and other services, and these will also benefit the rural areas.

FYLDE BOROUGH COUNCIL RURAL PROOFING ASSESSMENT  
 SEPTEMBER 2015

3. Will the policy rely on the private sector or a public / private partnership?	Yes, at the Warton strategic location.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	No, as the policy is for the strategic location of Warton.
5. Will the policies rely on local institutions for delivery?	No, as the policy is for the strategic location of Warton.
6. Will the policy affect travel needs or the ease / cost of travel?	The policy will facilitate the improvement/provision of public transport and other services in Warton, which may benefit the surrounding rural area.
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	New infrastructure will be required to support additional development at Warton, and some of this infrastructure could benefit the rural areas, such as improved broad band and new roads.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	No
9. Is the policy dependent on new buildings or development sites?	Yes, with the majority of development taking place on greenfield sites, adjacent the strategic location of Warton.
10. Does the policy rely on communicating information to clients?	Yes, it is important that members of the public and developers and other stakeholders are aware of the strategic locations and requirements.
11. Will the policy impact on rural businesses, including the self-employed?	New development will support appropriate investment in infrastructure that could benefit rural businesses. However, the policy will also result in the loss of some agricultural land.
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	The policy will result in the loss of some agricultural land.
13. Will the policy affect people on low wages or in part-time or seasonal employment?	The policy will result in the loss of some agricultural land, and could therefore result in the loss of rural employment.
14. Will the policy target disadvantaged people or places?	No
<b>Summary</b>	<p>This policy proposes development at the Warton strategic location. This includes development on greenfield sites, resulting in the loss of some agricultural land, and potentially the loss of associated employment. However, new development will support the provision of new infrastructure and services for adjacent rural communities.</p> <p><b>Overall score: +/-</b></p>

• **Policy SL4 Kirkham and Wesham Strategic Location for Development**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	The policy will facilitate the improvement/provision of public transport and other services in Kirkham and Wesham.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	The policy will rely on services in the urban area of Kirkham and Wesham, rather than rural services. The policy could facilitate the improvement/provision of public transport and other services, and these could also benefit the rural areas.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, at the Kirkham and Wesham strategic location.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	No, as the policy is for the strategic location of Kirkham and Wesham.
5. Will the policies rely on local institutions for delivery?	No, as the policy is for the strategic location of Kirkham and Wesham.
6. Will the policy affect travel needs or the ease / cost of travel?	The policy could facilitate the improvement/provision of public transport and other services, which benefits the adjacent rural areas.
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	New infrastructure will be required to support additional development at Kirkham and Wesham, and some of this infrastructure could benefit the rural areas, such as improved public transport services.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	No
9. Is the policy dependent on new buildings or development sites?	Yes, with the majority of development taking place on greenfield sites at the strategic location of Kirkham and Wesham.
10. Does the policy rely on communicating information to clients?	Yes, it is important that members of the public, developers and other stakeholders are aware of the strategic locations and requirements.
11. Will the policy impact on rural businesses, including the self-employed?	New development will support appropriate investment in infrastructure at Kirkham and Wesham that could benefit rural businesses. However, the policy will also result in the loss of some agricultural land.
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	The policy will result in the loss of some agricultural land.
13. Will the policy affect people on low wages or in part-time or	The policy will result in the loss of some agricultural land, and could therefore result in the loss of rural employment.

seasoned employment?	
14. Will the policy target disadvantaged people or places?	No
<b>Summary</b>	<p>This policy proposes development at the Kirkham and Wesham strategic location. This includes development on greenfield sites, resulting in the loss of some agricultural land, and potentially the loss of associated employment. However, new development will support the provision of new infrastructure and services for rural communities.</p> <p><b>Overall score: +/-</b></p>

## Chapter 8: General Development Polices

Policies in Chapter 8 are general policies relating to development of strategic and non-strategic sites. The following policies have been considered, each on their own merit, but answers have been gathered under one template, in line with the Rural Proofing toolkit.

- **Policy GD1: Settlement Boundaries**
- **Policy GD2: Green Belt**
- **Policy GD3: Area of Separation**
- **Policy GD4: Development in the Countryside**
- **Policy GD5: Large Developed Sites on Land Outside Settlement Boundaries**
- **Policy GD6: Promoting Mixed Use Development**
- **Policy GD7: Achieving Good Design in Development**
- **Policy GD8: Demonstrating Viability**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	Policies support new development within and on land immediate abutting existing settlement boundaries including those of the rural villages, also large developed sites on land outside settlement boundaries. Such development will support existing services and the provision of new services, including recreation uses in these locations and the rural areas. Policy GD6 in particular, will provide scope for the location of new services where mixed uses are proposed.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	New services are likely to be required in some areas to support additional development in the rural areas, especially the redevelopment of large developed sites within the rural areas.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, development partnerships with agents, developers, housing associations, land-owners, and parish councils and funding organisations.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	<p>Yes and no. Yes in regards to Policies GD1, GD5 and GD6, especially as there are likely to be fewer/smaller sites available for new housing in rural areas, and this will affect economies of scale.</p> <p>No in regards to Policy GD4 as these types of development can only take place in the countryside so would not cost less in an urban area.</p>
5. Will the policies rely on local institutions for delivery?	No

<p>6. Will the policy affect travel needs or the ease / cost of travel?</p>	<p>New development in much of the rural areas and on previous developed sites outside settlement boundaries will increase the amount of people travelling to other areas for certain services. However, new development in the rural areas will support existing and new services and facilities in the villages, and could potentially support improved public transport services through increased demand.</p> <p>In additional, Policy GD6 will also provide a variety of mixed-uses on one site, therefore helping reduce distances between housing, workplaces, retail, business and other destinations.</p>
<p>7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?</p>	<p>New infrastructure may be required in some areas to support additional development.</p>
<p>8. Will the delivery of the policy be challenging at the edge of administrative areas?</p>	<p>Yes, these policies apply to sites on the edges of administrative areas.</p>
<p>9. Is the policy dependent on new buildings or development sites?</p>	<p>Yes, within and abutting existing settlement boundaries and for redevelopment of large developed sites on land outside settlement boundaries and for mixed uses to take place.</p>
<p>10. Does the policy rely on communicating information to clients?</p>	<p>No</p>
<p>11. Will the policy impact on rural businesses, including the self-employed?</p>	<p>Development within the settlement boundaries of the rural villages would have a positive impact on rural businesses, as well as development on previously developed sites.</p> <p>Sites may also be allocated adjacent to current settlement boundaries. New development outside current settlement boundaries will support appropriate investment in infrastructure and services that could benefit rural businesses. However, such development will also result in the loss of some agricultural land.</p> <p>New employment development could be provided as part of a mixed use development in the rural area, which may provide opportunities for local employment in the rural areas.</p> <p>Provided the proposals are one of the exceptions set out in Policy GD4 then no negative impact should take place.</p>
<p>12. Will the policy affect land-based industries and, perhaps, rural economies and environments?</p>	<p>Yes, policies have the potential to improve the rural economy and environment. New development will have a positive impact on rural economies, although the potential for new employment land at the rural villages is much smaller than at the urban areas.</p> <p>Development outside of current settlement boundaries will result in the loss of some agricultural land, and could therefore result in the loss of rural employment.</p>
<p>13. Will the policy affect people on low wages or in part-time or seasonal employment?</p>	<p>Development outside of current settlement boundaries will result in the loss of some agricultural land, and could therefore result in the loss of rural employment.</p> <p>However, new employment development could be provided as part of a mixed use development in the rural area, and could therefore provide jobs for such people.</p>
<p>14. Will the policy target</p>	<p>Yes, if development takes place at the rural areas that meets the needs of such people. Policies have the potential to improve health and wellbeing,</p>

disadvantaged people or places?	and could facilitate employment opportunities. Mixed use developments will provide a variety of uses on one site, therefore reducing distances between housing, workplaces, retail, businesses and other destinations. This will make such destinations easier to access.
<b>Summary</b>	<p>New development in the borough, including the rural areas, will support existing services and the provision of new services and infrastructure. However, development outside existing settlement boundaries will result in the loss of some agricultural land, and this could have a negative impact on rural employment.</p> <p>New development within the rural villages will benefit rural economies through the provision of rural employment, and also through the provision of housing that meets rural needs.</p> <p><b>Overall score: +</b></p>

## Chapter 9: The Fylde Economy

The preservation and development of a strong, vibrant and sustainable economy is a high priority within this Local Plan and Objective 4 is to diversify and grow the local economy. The following policies are contained in Chapter 9 of the draft Revised Preferred Options Local Plan to 2032, and have been considered each on their own merit, but answered grouped under one template, in line with the Rural Proofing toolkit.

- **Policy EC1: Overall Provision of Employment Land and Existing Employment Sites**
- **Policy EC2: Lancashire AEM Enterprise Zone at BAE Systems, Warton**
- **Policy EC3: Employment Opportunities**
- **Policy EC4: Vibrant Town, District and Local Centres**
- **Policy EC5: Leisure, Culture and Tourism Development**
- **Policy EC6: Tourism Accommodation**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	<p>Policies propose strategic employment sites, some of which are located on greenfield sites. However, such sites should not harm existing patterns of service provision in the rural areas and may result in improvements.</p> <p>Yes in regards to Policy EC4, this will affect the availability of retail and other appropriate town centre uses. Rural residents will need to travel to town and local centres.</p>
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	Yes, for the majority of policies within the urban areas. Additional service provision is also likely to be required. Policy EC6 will rely on some services, as required by tourists.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, development partnerships with agents, developers, housing associations, land-owners and funding organisations will be required.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	Yes – It will be more expensive to set up rural businesses on small sites such as farms, which are remote from main roads.

FYLDE BOROUGH COUNCIL RURAL PROOFING ASSESSMENT  
 SEPTEMBER 2015

5. Will the policies rely on local institutions for delivery?	No
6. Will the policy affect travel needs or the ease / cost of travel?	The above policies could support improved public transport services in the rural areas through increased demand. In terms of Policy EC5 the majority of the Borough's leisure, culture and tourism attractions are focused at Lytham and St Annes. Therefore, rural dwellers will need to travel to such attractions.
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	The majority of the employment sites proposed are located on greenfield sites, adjacent to existing urban areas. New infrastructure will be required to deliver these sites. Such infrastructure could benefit rural communities and will be fully endorsed by the council. Development within existing employment sites will rely on existing infrastructure.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	Yes, the delivery of employment land adjacent to Blackpool will require co-operation.
9. Is the policy dependent on new buildings or development sites?	Yes, the delivery of employment land will involve the construction of new buildings on greenfield sites.
10. Does the policy rely on communicating information to clients?	Yes, clients may be looking for employment sites.
11. Will the policy impact on rural businesses, including the self employed?	New development will support appropriate investment in infrastructure that could benefit rural businesses. However, certain policies will also result in the loss of some agricultural land, which could have a negative impact on employment in these areas.
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	Allocation policies will result in the loss of some agricultural land, but will increase employment. However, public realm improvements in the rural settlements could make them more attractive to rural businesses. An increase in rural tourism, would have a positive impact on the rural economy.
13. Will the policy affect people on low wages or in part-time or seasoned employment?	Possibly, certain policy, e.g. Policy EC1, will result in the loss of some agricultural land, and could therefore result in the loss of some rural employment. However, policy could also provide employment for rural people, if they are able to travel to the proposed sites.
14. Will the policy target disadvantaged people or places?	Yes, the majority of policies will facilitate employment opportunities, although the proposed sites are located within or adjacent the main urban areas, meaning people would need to travel to such locations. Policy EC4 could be beneficial where retail and tourist jobs require people with basic skills.
<b>Summary</b>	<p>New employment development will provide new employment opportunities and will support new infrastructure, and such infrastructure could benefit rural communities.</p> <p>The policy could provide employment for rural people who are able to travel to the proposed sites. However, the policy will result in the loss of some agricultural land, and could therefore also result in the loss of some rural employment.</p> <p>Policies EC4 and EC5 have limited relevance to the rural areas and communities.</p> <p>Policy EC6 impacts upon rural areas in that it permits the development of</p>

	<p>additional leisure, culture and tourism uses within Ribby Hall village, and a limited increase in static and touring caravan and camping pitches. Such development would have a positive impact on rural holiday parks and would therefore also have a positive impact on the rural economy.</p> <p><b>Overall score: +/-</b></p>
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## Chapter 10: Provision of Homes in Fylde

Access to a decent home is fundamental to everyone’s quality of life. Homes should be available in sufficient quantity and of high quality design. There should be a variety of house types, particularly in terms of tenure and price, suitable for a mix of households such as families with children, single persons and older people. Meeting society’s needs for homes is a key aspect of creating and maintaining sustainable communities. The following policies are contained in the “Provision of Homes for Fylde” Chapter 10 of the draft Revised Preferred Option Fylde Local Plan to 2032, and have been considered on each of their own merit, but answers have been grouped under one template, in line with the Rural Proofing toolkit.

- **Policy H1: Housing Delivery and the Allocation of Housing Land**
- **Policy H2: Density and Mix of New Residential Development**
- **Policy H3: Conversions and Change of Use to Residential**
- **Policy H4: Provision of Affordable Housing**
- **Policy H5: Gypsies, Travellers and Travelling Showpeople’s Sites**
- **Policy H6: Isolated New Homes in the Countryside**
- **Policy H7: Replacements of, and Extensions to, Existing Dwellings in the Countryside**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	New residential development both market and affordable, will support existing services and the provision of new services. Conversions etc. will support existing services.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	Yes, however, new services will be required in certain areas to support additional new development, this is set out in more detail in the Infrastructure Development Plan (IDP).
3. Will the policy rely on the private sector or a public / private partnership?	The private sector will be responsible for delivering new residential development, and to deliver the density, mix, design and other requirements of the policy. A public/private sector partnership may deliver affordable housing.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	Yes, especially as there are likely to be fewer/smaller sites available for new housing in rural areas, and this will affect economies of scale.
5. Will the policies rely on local institutions for delivery?	No
6. Will the policy affect travel needs or the ease / cost of	New residential development and conversions in the rural areas will increase the amount of people travelling to other areas for certain services. However, new residential development in much of the rural area will

FYLDE BOROUGH COUNCIL RURAL PROOFING ASSESSMENT  
SEPTEMBER 2015

travel?	<p>support existing and new services and facilities in the villages, and could potentially support improved public transport services through increased demand.</p> <p>Policy H5 promotes the sustainable location of sites for Gypsies, Travellers and Travelling Showpeople as the policy specifies that sites are situated within or adjacent to settlements that can provide various services.</p> <p>Policy H6 will also enable rural workers to live close to their place of work.</p>
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	New infrastructure will be required in some areas to support additional residential development.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	<p>Yes in regards to Policies H2 and H4, if neighbouring authorities are applying different density, mix, design and affordable housing policies. Therefore, consistent policy delivery may require co-operation under the duty to co-operate.</p> <p>Yes, because Gypsies and Travellers do not recognise administrative boundaries, they do like to live close to the boundary between Fylde and Blackpool.</p>
9. Is the policy dependent on new buildings or development sites?	Yes
10. Does the policy rely on communicating information to clients?	Yes
11. Will the policy impact on rural businesses, including the self-employed?	<p>New residential development will support appropriate investment in infrastructure that could benefit rural businesses. However, due to the lack of brownfield sites, some greenfield allocations will have to be made, which will result in potential the loss of some agricultural land, which could have a negative impact on employment in these areas.</p> <p>Policy H6 will help to meet the essential housing needs of rural workers.</p>
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	Good design could result in improved rural environments in some rural areas. Policy H3 has the potential to improve the appearance of redundant buildings in the countryside. Policy H4 promotes affordable housing delivery as part of sustaining rural areas.
13. Will the policy affect people on low wages or in part-time or seasoned employment?	Yes, more affordable housing will be provided in the rural areas. Homes for rural workers are permitted as an exception.
14. Will the policy target disadvantaged people or places?	Yes, more affordable housing will be provided in the rural areas. Homes for rural workers are permitted as an exception.
<b>Summary</b>	<p>Policies plan for density, mix and design of new residential development in the borough. It is not anticipated that this would have a negative impact upon rural communities. Sites for Gypsies, Travellers and Traveling Showpeople should not dominate the settled community.</p> <p>Policy H3 plans for the conversions and change of use of redundant buildings to residential use where the council has identified a need for additional housing.</p> <p>Policy H4 plans for new affordable housing in residential developments. There can be great hardship in rural areas caused by the lack of affordable housing. This policy will make a positive difference in all areas where</p>

	<p>development is permitted.</p> <p>Policy H6 and potentially H7 will help meet the essential housing needs of rural workers and enable such workers to live closer to their place of work.</p> <p><b>Overall score: +</b></p>
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## Chapter 11: Health and Wellbeing

Planning can have a positive effect on health and wellbeing. Fylde has a higher than average proportion of retired residents, a proportion that is set to increase over the coming decades. Whilst health in Fylde is generally good, alcohol consumption is a concern and there is evidence that road safety could be improved for older residents. There is also a need for activities for young adults and older children. The following policies are contained in Chapter 11 of the draft Fylde Local Plan, and have been considered each on their own merit, but answered gathered under one template, in line with the Rural Proofing toolkit.

- **Policy HW1: Health and Wellbeing**
- **Policy HW2: Community Facilities**
- **Policy HW3: Provision of Indoor and Outdoor Sports Facilities**
- **Policy HW4: Contaminated Land**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	<p>Yes, policies will endeavour to help improve the availability of health and wellbeing services across the borough. Policy HW2 seeks to provide new development co-located where possible, providing mixed uses and a range of services in one sustainable and accessible location.</p> <p>Any new development as a result of Policy HW4, will support existing services and the provision of new services.</p>
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	<p>The policies will support existing services including healthcare and sports/wellbeing facilities and encourage co-location in sustainable and accessible locations.</p>
3. Will the policy rely on the private sector or a public / private partnership?	<p>Yes, including Clinical Commissioning Groups and Lancashire Care NHS Foundation Trust.</p> <p>No in regards to Policy HW4.</p>
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	<p>Yes, as the majority of healthcare facilities and other services in Fylde are currently located in the urban areas, although Great Eccleston in Wyre has healthcare facilities.</p>
5. Will the policies rely on local institutions for delivery?	<p>Some specialist care services may rely on local institutions.</p>
6. Will the policy affect travel needs or the ease / cost of travel?	<p>Potentially, as policies seeks to identify sites for new healthcare and sports facilities that reflect the importance of accessibility and public transport provision.</p> <p>In regards to Policy HW4, this will depend on what type of development is built on the contaminated land.</p>

7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	Yes
8. Will the delivery of the policy be challenging at the edge of administrative areas?	No
9. Is the policy dependent on new buildings or development sites?	Yes, where new facilities/services are provided.
10. Does the policy rely on communicating information to clients?	No
11. Will the policy impact on rural businesses, including the self employed?	No
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	Potentially, Policy HW1 seeks to safeguard and encourage the role of allotments and garden plots within developments and small scale agriculture and farmers markets in providing access to healthy, affordable locally produced food options.
13. Will the policy affect people on low wages or in part-time or seasonal employment?	No
14. Will the policy target disadvantaged people or places?	Potentially, Policy HW1 seeks to identify sites for new healthcare facilities that reflect the spatial distribution of need. It also safeguards and encourages the role of allotments, garden plots within developments and small scale agriculture and farmers markets in providing access to healthy, affordable locally produced food options. Policies have been written to provide mixed uses and a range of services in one sustainable and accessible location, available for all the community to access.
<b>Summary</b>	Policies in Chapter 11 seek to reduce health and wellbeing inequalities for all residents in Fylde, including in rural areas. <b>Overall score: +</b>

## Chapter 12: Infrastructure, Service Provision and Transport

A vital element of sustainable development is the provision and delivery of local services and infrastructure. However, lack of infrastructure should not be seen as an obstacle to development, planning should proactively drive and support sustainable economic development including the delivery of infrastructure. The following policies have been considered each on their own merits, but answered under one template, in line with the Rural Proofing toolkit.

- **Policy INF1: Service Accessibility and Infrastructure**
- **Policy INF2: Developer Contributions**
- **Policy T1: Strategic Highway Improvements**
- **Policy T2: Blackpool Airport**
- **Policy T3: Enhancing Sustainable Transport Choice**

• **Policy T4: Parking Standards**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	Yes, it will support the provision of new services to support new development and improve public transport in rural areas. Policy T2 supports the continuing operation and viability of Blackpool airport.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	Certain policy will rely on existing services, along with the provision of new services to support new development.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, to provide the necessary infrastructure and services. This will include Lancashire County Council and the Highways Agency.  In regards to Policy T4, it will require developers to provide parking facilities, a flexible approach will be applied dependent on the location of development.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	This will depend upon the capacity of different types of infrastructure in the rural areas and the ease of upgrading and/or providing new infrastructure.  Not applicable to Policies T2 and T4.
5. Will the policies rely on local institutions for delivery?	Yes, for the development of community facilities, e.g. parish councils, and also for some non-commercial rural bus services.
6. Will the policy affect travel needs or the ease / cost of travel?	Yes, the strategic highways improvements should make it easier for those living in the rural areas to travel. Policy T2 will help maintain and improve access to passenger, holiday and other flights.
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	Yes, along with the provision of new infrastructure to support new development.  No in regards to Policy T4.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	Potentially, if different policies are applied in neighbouring districts. However, in regards to Policy T3 the council will work with neighbouring authorities and transport providers to improve accessibility across the Borough.  Close co-operation with Blackpool Council will be required as the airport is located on the boundary of Blackpool and St Annes.  No in regards to Policy T4.
9. Is the policy dependent on new buildings or development sites?	Yes, Policy T4 in particular is entirely dependent upon new development.
10. Does the policy rely on communicating information to clients?	No
11. Will the policy impact on rural businesses, including the self employed?	Yes, there will be a positive impact where new infrastructure provision benefits rural areas, e.g. high speed broadband and strategic transport improvements, including the airport.  No in regards to Policy T4.
12. Will the policy affect land-	Yes, where development requires further infrastructure and if rural

based industries and, perhaps, rural economies and environments?	businesses rely upon the airport. Policy T3 will help improve accessibility to and from rural areas.  No in regards to Policy T4.
13. Will the policy affect people on low wages or in part-time or seasoned employment?	Yes, where new infrastructure helps to open up new employment opportunities and enhance sustainable transport choices. Policy will also improve access to jobs, including Enterprise Zones at Warton and Blackpool Airport.  No in regards to Policy T4.
14. Will the policy target disadvantaged people or places?	Yes, where new infrastructure and infrastructure upgrades can be channelled into schemes that help improve opportunities for disadvantaged people. E.g. high speed broadband and improved sustainable transport choices to and from rural areas.  No in regards to Policy T4.
<b>Summary</b>	These policies are closely related to the location and funding of development, which in most cases will be in or adjacent to existing urban areas. However, there is likely to be a requirement for infrastructure upgrades and/or new provision in the rural areas so as to support new development. Better sustainable transport links and alternative means of transport will improve the health and wellbeing of the community. Policy T2 supports the continuing operation and viability of the airport. Policy T4 states that the Council's Parking Standards will be applied, with a flexible approach dependent on location. This should not have a negative impact on rural areas, although people in rural areas may need to rely more on limited public transport facilities to access services in the urban areas.  <b>Overall score: +</b>

## Chapter 13: Water Resource Management, Flood Risk and Addressing Climate Change

While climate change is recognised as a global phenomenon, its consequences will be felt at the local level from the associated impacts of increasing temperatures, rising sea levels and extreme weather conditions. Landscape and biodiversity could be eroded as flora and fauna are put under increasing pressure and some species and habitats could be lost where they are unable to adapt quickly to changing conditions. The following policies have been considered each on their own merits, but answered under one template, in line with the Rural Proofing toolkit.

- **Policy CL1: Flood Alleviation, Water Quality and Water Efficiency**
- **Policy CL2: Surface water Run-off and Sustainable Drainage**
- **Policy CL3: Renewable and Low Carbon Energy Generation**
- **Policy CL4: Decentralised Energy Networks and District Heating Systems**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	Yes, it will help to protect services from flooding. It will also reduce risks to water quality. Policy CL4 has the potential to meet heat demand generated by development schemes, including smaller schemes in rural areas.  No in regards to Policy CL3, although this policy does have the potential to reduce costs and carbon emissions.

FYLDE BOROUGH COUNCIL RURAL PROOFING ASSESSMENT  
SEPTEMBER 2015

2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	No
3. Will the policy rely on the private sector or a public / private partnership?	Yes, including United Utilities, the Environment Agency, the local authority, developers and landowners.
4. Will the cost of delivery be higher in rural areas where clients are more dispersed and economies of scale can be harder to achieve?	No (renewable and low carbon energy schemes are often easier to implement in sparsely populated areas).  In regards to Policy CL4 heat demand in the borough is concentrated in the urban areas, and this is also where the majority of major development is proposed. The policy is therefore less likely to be implemented in the rural areas.
5. Will the policies rely on local institutions for delivery?	No
6. Will the policy affect travel needs or the ease / cost of travel?	No
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	Yes, including flood defences, wastewater infrastructure and the National Grid's electricity transmission infrastructure.
8. Will the delivery of the policy be challenging at the edge of administrative areas?	The management of surface water should be consistent across the Fylde peninsula. Potentially yes in regards to Policy CL3 if neighbouring authorities are applying different renewable and low carbon energy policies.  No in regards to policy CL4.
9. Is the policy dependent on new buildings or development sites?	Yes, the majority of these policies rely on and apply to new development taking place.
10. Does the policy rely on communicating information to clients?	Yes, potentially, to owners/tenants of new development and dependent on the impact of the scheme.
11. Will the policy impact on rural businesses, including the self employed?	Yes, the policy will help to reduce the risk of flooding to agricultural land and other rural businesses.  Policy CL3 could help reduce the costs of operating rural premises. Policy CL4 could potentially provide heat for any new development schemes in the rural areas.
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	Yes, policy will help to reduce the risk of flooding to agricultural land and other rural businesses. Policy CL1 will facilitate improvement to water quality, which will reduce adverse impacts on biodiversity, and Policy CL3 could help reduce the costs of operating rural premises.  Policy CL4 could help reduce the costs of operating rural premises. It will also contribute towards reducing carbon emissions.
13. Will the policy affect people on low wages or in part-time or seasonal employment?	No

14. Will the policy target disadvantaged people or places?	No
<b>Summary</b>	<p>Policy will help to reduce the risk of flooding to agricultural land and other rural businesses. Renewable and low carbon energy schemes are often easier to implement in sparsely populated areas, and Policy CL3 could help reduce the costs of operating rural premises.</p> <p><b>Overall score: +</b></p>

## Chapter 14: Conserving and Enhancing the Natural, Historic and Built Environment

The Fylde borough is characterised by its coastline and gentle undulating landscapes. The landscape is constantly evolving through natural and man-made interventions. It is important that these changes are managed in a way that maintains and enhances the landscape's unique and special qualities.

Landscape and biodiversity are closely linked and there are many biodiversity assets that characterise the landscape of the borough. These include field ponds, watercourses, sand dunes and woodland. Fylde's land resource also includes some of the best and most versatile agricultural land in Lancashire. These resources provide important habitats for a variety of species. Some habitats are of national and international importance.

The following policies have been considered on each of their own merits, but answered under one template, in line with the Rural Proofing toolkit.

- **Policy ENV1: Landscape**
- **Policy ENV2: Biodiversity**
- **Policy ENV3: Development in the Nature Improvement Area**
- **Policy ENV4: Protecting Existing Open Space (the Green Infrastructure Network)**
- **Policy ENV5: Provision of New Open Space (the Green Infrastructure Network)**
- **Policy ENV6: Historic Environment**

Rural Proofing Question	Fylde Considerations
1. Will the policy affect the availability of public and private services?	Yes, green infrastructure has been proven to attract and retain businesses to an area.
2. Will the policy rely on existing service outlets, such as schools, libraries and GP surgeries?	Yes, in terms of parks and open spaces (the Green Infrastructure Network) are service outlets.
3. Will the policy rely on the private sector or a public / private partnership?	Yes, in regards to new development partnerships with agents, developers, housing associations, land-owners and funding organisations, and to deliver open space and to contribute towards the CIL. It may also be required for under Policy ENV6 for development that protects and enhances heritage assets.
4. Will the cost of delivery be higher in rural areas where	No, there will be less development in the rural areas, therefore the measures set out in Policy ENV5 will be applied less to development in

FYLDE BOROUGH COUNCIL RURAL PROOFING ASSESSMENT  
SEPTEMBER 2015

clients are more dispersed and economies of scale can be harder to achieve?	these areas. Again, due to there being less development in the rural areas, some of the protection and enhancement measures set out in Policy ENV6 will be applied less in these areas.
5. Will the policies rely on local institutions for delivery?	For the majority of policies within Chapter 14 - no. However in relation to Policy ENV5 this maybe a yes for places such as Lytham Hall Park, and in terms of Policy ENV6 for any development to protect and enhance heritage assets.
6. Will the policy affect travel needs or the ease / cost of travel?	No
7. Does the policy rely on infrastructure (e.g. broadband, ICT, main roads, utilities) for delivery?	No
8. Will the delivery of the policy be challenging at the edge of administrative areas?	Green Infrastructure Networks overlap into neighbouring districts. Therefore delivery will require co-ordination under the duty to co-operate.
9. Is the policy dependent on new buildings or development sites?	Yes
10. Does the policy rely on communicating information to clients?	No
11. Will the policy impact on rural businesses, including the self employed?	Potentially as green infrastructure has been proven to attract/increase visitor related trade, and attract/retain businesses to an area.
12. Will the policy affect land-based industries and, perhaps, rural economies and environments?	Yes, the policy will contribute towards the protection of the landscape and biodiversity, which has been proven to attract and retain businesses to an area. However, it can also restrict the location and design of new buildings in the rural areas.  Policy ENV6 has been designed to protect the rich and varied built environment.
13. Will the policy affect people on low wages or in part-time or seasoned employment?	No
14. Will the policy target disadvantaged people or places?	No
<b>Summary</b>	Policy within Chapter 14 will help to protect and enhance landscape and features of biodiversity value, thereby benefitting both urban and rural businesses, as green infrastructure has been proven to attract and retain businesses to an area. It has also been designed to protect the rich and varied built environment in both urban and rural areas. However, it can restrict the location and design of new buildings in the rural areas, so as to minimise its impact on the landscape. Such impacts have the potential to be greater in the rural areas. <b>Overall score: +</b>

# INFORMATION ITEM



REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	DEVELOPMENT MANAGEMENT COMMITTEE	16 SEPTEMBER 2015	8

## GENERAL FUND REVENUE BUDGET MONITORING REPORT 2015/16 - POSITION AS AT 31ST JULY 2015

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

The purpose of this report is to provide an update of the Council's General Fund (GF) Revenue Budget as at 31<sup>st</sup> July 2015 and specifically for those areas under the Committee's remit.

### SOURCE OF INFORMATION

Chief Financial Officer – the report is based upon information extracted from the Council's financial ledger system for the period to July 31<sup>st</sup> 2015.

### LINK TO INFORMATION

General Fund Revenue Budget monitoring Report to 31<sup>st</sup> July 2015:

<http://www.fylde.gov.uk/council/finance/budget-monitoring/2015-16/revenue/>

### WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

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

### FURTHER INFORMATION

Contact: Paul O'Donoghue (Chief Financial Officer)

Tel: 01253 658566

# GENERAL FUND REVENUE BUDGET MONITORING REPORT 2015/16 –

## POSITION AS AT 31<sup>ST</sup> JULY 2015

### Summary

The purpose of this report is to provide an update on the Council's General Fund (GF) Revenue Budget as at 31<sup>st</sup> July 2015. The report includes a narrative description of the most significant variances from the profiled latest budget and details any actions required to address these. Appendix A to this report shows the value of the most significant variances (those in excess of £5k) for all of the Council services by Committee and provides a brief explanation for each variance.

### 1. Background

- 1.1 The Council operates a system of Revenue Budget Monitoring which revolves around the production of detailed monthly monitoring reports for budget holders. Significant variances from the expected budget position at the point of monitoring, both for expenditure and income, are summarised in monitoring reports which are periodically reported to each Programme Committee for information purposes. This report therefore details the findings and issues emerging from budget monitoring carried out to 31<sup>st</sup> July 2015.
- 1.2 It should be noted that work continues on improving budget profiling across the Council in order that budget profiles more accurately reflect the spending pattern of individual budgets across the financial year. This serves to enhance budget monitoring and focus attention on true variances rather than budget profiling issues. This is a continuous process with budget holders so that the improved profiling continues to refine the budget monitoring system.
- 1.3 Council approved the 2015/16 budget at its meeting on 3<sup>rd</sup> March 2015. Subsequently on 22<sup>nd</sup> June 2015 Cabinet approved the Council's outturn position for 2014/15. The impact of those approvals, including savings and growth options approved at Council and slippage from 2014/15 approved at Cabinet, are now reflected in the Council's financial ledger and therefore this report monitors expenditure and income against the updated approved budgets.

### 2. Budget Rightsizing Exercise

- 2.1 In 2011/12 The Council's Management Team committed to carrying out an annual budget rightsizing exercise to analyse underspends which have occurred over the last 3 financial years and to adjust current and future year budgets to better reflect the level of resource requirement in the context of current financial constraints. This process has continued to be undertaken annually and will be repeated during the second quarter of 2015/16. Any resulting changes to budgets will be reflected in later updates to the Council's Financial Forecast.

### 3. Budget Areas to Note

There are a number of budget areas to note on this General Fund Budget Monitoring report:

#### i. Employee Costs

The budget forecast which was approved by Budget Council in March 2015 assumed reduced payroll costs as a result of 'turnover savings' (delays in the recruitment to vacant posts) of £75,000 per annum from 2015/16 onwards. Actual savings achieved in relation to direct employee costs to 31<sup>st</sup> July 2015 are already in excess of this target. These savings may not recur to this extent for the remainder of the year. The employee costs budget will be reviewed as part of the right-sizing exercise on service budgets later in the year and a favourable MTFs adjustment may follow.

#### ii. Sale of Sand (Sand-winning)

Income from the sale of sand has been significantly higher than the forecast amount and consequently this income budget will be reviewed as part of the budget right-sizing exercise with the intention of increasing the income budget to reflect the current level of income. The increase may be a consequence of greater levels of activity in the construction industry, and the consequential demand for sand as a building material, possibly reflecting an upturn in the house-building market.

### **iii. Fleet Costs**

Expenditure on fleet costs for the year to date indicates a number of variances against various elements of the budget. Much of the favourable variance in material costs is due to the fleet replacement programme and efficiencies generated from revised working practices as part of the modernisation strategy. At present the fleet budgets are predicted to be on target at the end of the year. However, experience shows that expenditure on items such as fuel (which is subject to price volatility) and vehicle hire (which can increase due to vehicle breakdowns) can be difficult to predict and the current position could change. The fleet budgets will be reviewed as part of the right-sizing exercise on service budgets later in the year.

### **iv. Crematorium Income**

Income from cremations has been significantly higher than the budgeted level. However this is offset by a reduction in the level of income received as a result of the introduction of the 'CAMEO' scheme from January 2013. The CAMEO scheme results in a payment through a central pool to those authorities (including Fylde) who have undertaken modernisation works at their facilities to reduce emissions in line with government directives. This is funded by payments into the central pool from those authorities which have not carried out the modernisation works. However since its inception receipts into the pool have been less than was forecast resulting in a reduction in the level of receipts to those eligible authorities (including Fylde). As the scheme becomes embedded the collection of payments into the pool may improve and appropriate enforcement action may be introduced, but that is not certain at this stage. Consequently as part of the budget right-sizing exercise the anticipated of income from the CAMEO Scheme both for 2015/16 and for future years will be reviewed as will the future level of income generated by the crematorium.

### **v. Planning Application Fee Income**

Planning application fee income is dependent on the number and nature of applications received. A number of significant applications have been received towards the end of the last financial year and during the early part of this year which have created the current favourable variance. The budget will be reviewed as part of the right-sizing exercise on service budgets later in the year and may lead to a favourable MTFS adjustment.

### **vi. Council Tax and Housing Benefits**

There are currently a number of significant variances on the various control accounts in respect of Council Tax and Housing Benefits, particularly Rent Allowance expenditure. However, as the majority of these are directly reimbursed from central government grant a large variance at year end is not currently anticipated and the variances have therefore been excluded from the variance analysis report. The position will be kept under review throughout the remainder of the year and a MTFS adjustment may follow.

## **5. Conclusions**

External pressures outside the Council's control are impacting on all local authorities. Instructions remain in place that officers should not commit to any unnecessary expenditure and should seek to maximise efficiencies. This approach has a downward impact on costs incurred by the Council and may result in an under-spend against budget this year.

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

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

We are still at the early part of 2015/16 and it is therefore not possible to draw any firm conclusions on the in-year financial position. The financial risks facing the Council, as set out in the MTFS to Council in March 2015 still remain. Instructions issued by Management Team that budget holders are to remain prudent in order to build up additional balances are still in place.

**REVENUE MONITORING 2015/16 - Period 4 to July 31st 2015 (Variances in excess of £5k)**

**Appendix A**

Service Area	Detailed Description	Full Year Budget	Budget as at Period 4	Actual & Commitments as at Period 4	Variance as at Period 4	FAV / ADV	Variance	Budget Holder	Budget Holder Comments
		£	£	£	£		%		
<b>FINANCE &amp; DEMOCRACY COMMITTEE / CORPORATE CROSS CUTTING BUDGETS</b>									
All Council services	Employee costs including basic pay, pension, NI, and overtime, plus agency costs	8,065,028	2,784,921	2,653,779	-131,142	FAV	-4.7%	Corporate	The budget forecast which was approved by Budget Council in March 2015 assumed reduced payroll costs as a result of 'turnover savings' (delays in the recruitment to vacant posts) of £75,000 per annum across all Council services from 2015/16 onwards. Actual savings achieved in relation to direct employee costs to 31st July are already in excess of this target. The employee costs budget for 2015/16 will be reviewed and updated as part of the budget right-sizing exercise.
Utility costs and Business Rates	Electricity	119,386	30,495	9,223	-21,272	FAV	-69.8%	Andrew Dickson	These budgets relate to utility and business rate costs across the Council's property estate. Reductions in the level of most of these budgets, especially the electricity and gas budgets, are anticipated as a consequence of a number of factors including; the beneficial effect of recent Town Hall roof and window replacement works in reducing heat loss from the building; a reduction in the overall number of properties within the Council's property estate; and the fall in energy prices linked particularly to falls in the price of oil to the energy generating sector. These budgets will each be reviewed as part of the right-sizing exercise.
	Gas	78,972	15,547	9,668	-5,879	FAV	-37.8%		
	Business Rates	217,589	217,589	220,669	3,080	ADV	1.4%		
	Water Charges - Metered	73,081	18,670	7,174	-11,496	FAV	-61.6%		
	Sewerage & Environmental Services	36,301	36,301	25,297	-11,004	FAV	-30.3%		
<b>TOURISM &amp; LEISURE COMMITTEE</b>									
St. Annes-Leisure (Strategic)	Games Site Fees	-50,000	-33,000	-24,914	8,086	ADV	24.5%	Darren Bell	Income is lower than the budgeted amount due to the relatively poor weather during the period (15 un-playable days at games sites during June due to strong winds & rain). The budget will be kept under review for the remainder of the year.
Lytham-Leisure (Strategic)	Games Site Fees	-59,000	-40,120	-18,292	21,828	ADV	54.4%	Mark Wilde	Income is lower than the budgeted amount due to a combination of the relatively poor weather during the period and difficulties in acquiring replacement boats at Fairhaven Lake as scheduled. The budget will be kept under review for the remainder of the year.
Coast and Countryside	Sale of Sand (sandwinning)	-125,000	-37,155	-50,313	-13,158	FAV	-35.4%	Gary Sams	The sale of sand has continued on an improving trend. This budget will be reviewed as part of the right-sizing exercise.

**Appendix A (cont'd)**

Service Area	Detailed Description	Full Year Budget	Budget as at Period 4	Actual & Commitments as at Period 4	Variance as at Period 4	FAV / ADV	% Variance	Budget Holder	Budget Holder Comments
		£	£	£	£		%		
<b><u>OPERATIONAL MANAGEMENT COMMITTEE</u></b>									
Trade Waste Service	Bulk Bin Collection Charges	-156,940	-150,662	-137,367	13,295	ADV	8.8%	Kathy Winstanley	The loss of a number of bulk bin customers of Lytham has resulted in a reduction in income during the period. The budget will be reviewed as part of the right-sizing exercise.
Fleet Charges	FMS Materials Cost	144,125	48,153	28,585	-19,568	FAV	-40.6%	Kathy Winstanley	The favourable budget variance across a range of vehicles is as a result of the number of new vehicles in use, the removal of the need to go on landfill sites, new tyre contract and improved driving practices. Many of the new vehicles are now out of warranty and this under-spend will reduce over the life of the vehicles. Adjustments to the FMS budgets will be considered as part of the budget right sizing exercise.
	Fuel	334,566	111,621	97,922	-13,699	FAV	-12.3%		
	Tyres Renewal	38,171	12,861	5,942	-6,919	FAV	-53.8%		
Car Parks	Car Parking Fees	-483,812	-187,809	-216,442	-28,633	FAV	-15.2%	Andrew Dickson	The income is in excess of the budget for the period due to increased usage/visitor numbers despite periods of inclement weather. The budget will be reviewed as part of the right-sizing exercise.
<b><u>ENVIRONMENT HEALTH &amp; HOUSING COMMITTEE</u></b>									
Cemetery & Crematorium	Cremations	-851,000	-252,860	-287,710	-34,850	FAV	-13.8%	Darren Bell	Income from cremations has continued to increase. The budget will again be reviewed as part of the budget right-sizing exercise to reflect the current and predicted future levels of income. Also to be reviewed will be the anticipated income levels resulting from the introduction of the 'CAMEO' scheme which has not fulfilled earlier expectations. Paragraph iv of the Revenue Monitoring Report provides further details in this regard.
	CAMEO Scheme Income	-20,000	-6,672	21,000	27,672	ADV	414.7%		
<b><u>DEVELOPMENT MANAGEMENT COMMITTEE</u></b>									
Development Management	Planning Application Fees	-475,000	-305,330	-544,625	-239,295	FAV	-78.4%	Mark Evans	Several major planning applications have been received during the period that were accompanied by significant application fees. Application fee income forecasts will be reviewed as part of the right-sizing exercise.
Planning Appeals	Planning Appeal Hearing Costs	237,849	23,785	1,600	-22,185	FAV	-93.3%	Mark Evans	No planning inquiries or appeal hearings have taken place during this period that have incurred costs. Managers within the service are aware that a number of appeals are pending that will most likely incur costs later this financial year.

# INFORMATION ITEM



REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	DEVELOPMENT MANAGEMENT COMMITTEE	16 SEPTEMBER 2015	9

## CAPITAL PROGRAMME MONITORING REPORT 2015/16 - POSITION AS AT 31<sup>ST</sup> JULY 2015

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

The purpose of this report is to provide an update of the Council's approved Capital Programme as at 31<sup>st</sup> July 2015 and specifically for those schemes under the Committee's remit.

The report also provides a link to the Council's draft Capital Strategy which sets out the Council's approach to capital investment and summarises the process for the consideration of capital bids. Comments and feedback are invited upon this draft. It is proposed that the Capital Strategy will be presented for consideration at the Council meeting of 12<sup>th</sup> October 2015.

### SOURCE OF INFORMATION

Chief Financial Officer – the report is based upon information extracted from the financial ledger system for the period to July 31<sup>st</sup> 2015.

### LINK TO INFORMATION

- Capital Programme Monitoring 2015/16 as at 31<sup>st</sup> July 2015:

[www.fylde.gov.uk/council/finance/budget-monitoring/2015-16/capital](http://www.fylde.gov.uk/council/finance/budget-monitoring/2015-16/capital)

- Draft Capital Strategy:

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

(see 'In this Section' – Draft Capital Strategy 2015)

### WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

This information is provided to enable the committee to consider and scrutinise the latest position on the Council's approved Capital Programme for those schemes under the committee's remit.

### FURTHER INFORMATION

Contact: Paul O'Donoghue (Chief Financial Officer)

Tel: 01253 658566

## **CAPITAL PROGRAMME MONITORING REPORT 2015/16 –**

### **POSITION AS AT 31<sup>ST</sup> JULY 2015**

#### **Summary**

The purpose of this report is to provide an in-year progress update in respect of those schemes within the Capital Programme that have been approved for delivery in 2015/16, together with an update on the Council's overall Five Year Capital Programme. This report includes a narrative description of the most significant risks to the Capital Programme and details any actions required to address these. Appendix A to this report provides an update by Committee on schemes scheduled for commencement or delivery in 2015/16. Appendix B provides a summary of the latest position for the 5 year Capital Programme and Appendix C provides details of the financing of the programme.

#### **1. Background**

The Council approved the Capital Programme on 3<sup>rd</sup> March 2015. That update showed a balanced capital programme position from 2015-16 onwards. This report includes year to date expenditure and sets out the latest phasing of the programme and any additions or changes since the last current position was presented to Council in March 2015. The Programme has also been rolled forward to include the year 2019/20.

#### **2. Capital Programme Re-Phasing of Budgets**

This monitoring report sets out the latest phasing of the Programmed Schemes and any resulting revenue implications of borrowing will be reflected in future updates to the Councils Financial Forecast.

#### **3. Notes on Specific Schemes**

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

##### **(i) Accommodation Project**

The accommodation project was originally included in the capital programme on the basis that the scheme would be self-financing from capital receipts from the sale of 3 sites (St David's Road Depot, Derby Road, Wesham and the Public Offices). Actual asset sales and receipts are dependent on market conditions and cannot be predicted with certainty. St David's Road depot was sold in 2012/13, and the site at Derby Road, Wesham was sold in 2013/14. The Public Offices has been re-marketed during 2014/15 and the Accommodation Working Group have reviewed a number of further expressions of interest. Disposals of this nature where external agencies, planning decisions, external legal specialists and property developers are involved often take many months to conclude.

In August 2015 the Finance and Democracy Committee approved virements of £230k from phases 7 and 8 of the scheme to fund the phase 3 works and approved the commencement of the phase 3 works during 2015/16. The report also noted that the cost limiting approach to providing satisfactory accommodation will not be possible from within the funding realised from the sale of surplus assets and Members requested a further report in November with recommendations to the available sources of funding to ensure the delivery of the accommodation project up to phase 5.

The cross-party Accommodation Working Group continues to monitor and manage this project and regular update reports on the project will continue to be provided to Members.

##### **ii) Coast Protection Scheme**

The Strategic Appraisal Report for the Fylde Shoreline Strategy was approved by the Environment Agency's Large Project Review Group (LRPG) in January 2014 and included the replacement of sea defences at Fairhaven and Church Scar. Following this approval further funding was released by DEFRA and Cabinet approved spend for a Coastal Headland Study Project Appraisal Report (PAR) in the sum of £175k, fully funded from DEFRA

resources. This report has now been completed and was submitted for approval by the Environment Agency's LRPG on the 6th August 2015. Once the Project Appraisal Report is approved, further funding from DEFRA is then required to complete the next stage. This is the detailed, customer led design of the new sea walls and involves gaining the necessary approval for the work to progress, planning permission, Marine Management Organisation licence, environmental impact assessment and appropriate assessment with regards to the potential to disturb overwintering birds during construction. Once these approval are obtained it will unlock funding for both Fairhaven Lake and Church Scar sea defence construction schemes.

The overall cost of the Fairhaven Sea Wall is currently estimated by DEFRA to be £7.3m, and Church Scar Sea Wall to be £9.4m. The DEFRA funding spans the years 2015/16 to 2018/19. Fylde Council's contribution of £400k towards sea wall development works is fully-funded from the Capital Investment Reserve. Further updates and any future changes to the scheme will be reported to members and the Capital Programme will be updated accordingly.

### **(iii) Disabled Facilities Grants (DFGs)**

As local housing authority, the Council has a statutory duty to provide disabled adaptations within the Borough. In order to fund these works the Council receives grant support which previously was provided by the Department for Communities and Local Government (DCLG).

As part of the 2013 Spending Round review the Government established the 'Better Care Fund', with the intention of "providing an opportunity to transform local services so that people are provided with better integrated care and support". Under these new arrangements from 2015/16 onwards the funding for Disabled Facilities Grants (DFGs) transferred to the Department of Health, with funding being distributed to all Councils via the upper-tier authority for that area. As such, in Lancashire the fund will be administered by Lancashire County Council. Each upper-tier authority then allocates the funding to their respective housing authorities (i.e. district councils within their area) to enable them to continue to meet this statutory responsibility.

This Council has previously made a decision to limit DFG expenditure to the level of the funding received for this purpose. In order to monitor the level of demand upon this resource the number of applications on the various categories of waiting lists and the periods of waiting time for DFG's are closely monitored and are reported to Members as appropriate.

The Capital Programme includes annual provision for DFG's at the level of the 2015/16 grant allocation. However this is the only year for which the allocation has been confirmed and for 2016/17 onwards the figures in the programme are estimates and will only be confirmed in the year they are due. For as long as DFG works remains a statutory obligation the grant is unlikely to be withdrawn by the Government but could be reduced.

Any future reduction in DFG income received by the Council will have a direct impact on the level of works that can be undertaken. There is also a direct revenue implication on DFG fees which would also have to be adjusted.

### **(iv) Project Slippage**

Areas of slippage must be addressed in future years to ensure that no loss of external grant is imposed due to conditions associated within specified timescales.

### **(v) Other Capital Receipts**

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

### **(vi) Capital Investment in St. Annes Pool**

As part of the arrangement with the YMCA for the operation of the pool, the Council undertook to provide Capital support in the event of major works, repair or breakdown and a provision of £153k was included in the

programme for this eventuality. There is now a remaining capital resource of £93k in 2015/16. There is a risk that this remaining resource is insufficient to meet future capital expenditure needs for the facility.

#### **4 Conclusions**

- 4.1 Actual expenditure to 31<sup>st</sup> July 2015 is £608k against a full year budget of £4.434m. This equates to 13.7% of the latest budget. The expenditure on a number of schemes is phased later during the financial year.
- 4.2 The current Capital Programme as updated is showing a balanced position for 2015/16 onward. There are a number of priority areas beginning to emerge across the Council's property asset portfolio that will require further investment. The Capital Programme and the associated financing will be subject to discussion with Members during the months in the lead up to the annual budget setting process for 2016/17.
- 4.3 Any additional expenditure which is not fully funded by external finance would normally require the generation of capital receipts or further borrowing (the latter placing further pressure on the Revenue Budget from the consequent repayment costs). However Budget Council on 4<sup>th</sup> March 2013 approved the creation of a Capital Investment Reserve to finance future capital expenditure. The balance of this reserve at 31<sup>st</sup> March 2015 was £2.720m after an additional contribution at outturn for 2014/15 of £247k. Commitments to date of £2.379m leave a current uncommitted balance on the reserve of £341k. It is anticipated that this reserve would offer the preferred source of finance for any further additions to the Capital Programme in future years.

**CAPITAL PROGRAMME - 2015/16 IN-YEAR SCHEME MONITORING REPORT - AS AT 31/07/15**

**Appendix A**

APPROVED SCHEMES	Financing Source	Approved Budget 2015/16 £000	Slippage B/F from 2014/15 £000	Adjustments from 03/03/15 £000	Updated Budget 2015/16 £000	Expenditure to 31.07.15 £000	Variance £000	Comments
<b>FINANCE &amp; DEMOCRACY COMMITTEE</b>								
Accommodation Project - Phase 3 - East Wing Inc. Lift	Proceeds from the sale of surplus Council Assets	315	2	230	547	2	545	In August 2015 the Finance and Democracy Committee approved virements of £230k from phases 7 and 8 of the scheme to fund the phase 3 works and approved the commencement of the phase 3 works during 2015/16. The Committee requested a further report be presented to the meeting in November containing recommendations as to the possible sources of further funding to ensure the delivery of the accommodation project up to phase 5.
Accommodation Project - Phase 4 - Chaseley Link Bridge		202			202		202	
Accommodation Project - Phase 5 - One Stop Shop		272			272		272	
Compliance with INSPIRE Directive	Specific Government Grant (INSPIRE)	0	7		7	7	0	The INSPIRE directive places a legal obligation on public authorities which hold geographical regarding the environment within their locality. The budget has been adjusted to reflect slippage approved by Committee 22nd June 2015. The scheme has now been completed within the budget.
<b>Sub total</b>		<b>789</b>	<b>9</b>	<b>230</b>	<b>1,028</b>	<b>9</b>	<b>1,019</b>	
<b>TOURISM &amp; LEISURE COMMITTEE</b>								
Ashton Gardens Depot	Proceeds from the sale of surplus Council Assets	61	2		63		63	The budget for this scheme has been adjusted to reflect the slippage as approved by the Finance and Democracy Committee of 22nd June 2015. The scheme is currently on hold pending the disposal of the Public offices site (the works will need to be completed prior to that disposal). The scheme may be re-phased into 2016/17 if progress on the disposal is not expected in 2015/16.
Snowdon Road Depot	Capital Investment Reserve	320			320		320	The works on this scheme have commenced and completion is expected during November 2015.
Hope Street Pavilion Refurbishment - Phase 2	Capital Investment Reserve/ External Donations	79		74	153	25	128	The works on this scheme have commenced and completion is expected during September 2015.
St Annes Pool	No external finance funded by borrowing/general asset disposal receipts	93			93		93	This represents the balance of the maintenance scheme resource which will be retained and drawn upon when required.
St Annes Pool - External Works	Capital Investment Reserve/ Arts Council Grant	120			120		120	A scheme has been proposed which will be designed in-house subject to the delivery of other priority projects. Once designed there will need to be consultation with stakeholders and then dialogue with the Arts Council over match funding. This scheme may not proceed in 2015/16 and may be re-phased into 2016/17 or removed from the capital programme altogether. A subsequent bid may be submitted in the future once the above has been carried out which will probably include external funding from 106 agreements from an adjacent development.

Appendix A (Cont'd)

APPROVED SCHEMES	Financing Source	Approved Budget 2015/16 £000	Slippage B/F from 2014/15 £000	Adjustments from 03/03/15 £000	Updated Budget 2015/16 £000	Expenditure to 31.07.15 £000	Variance £000	Comments
<b>TOURISM &amp; LEISURE COMMITTEE (CONT)</b>								
Fairhaven Lake & Promenade Gardens - First round	Capital Investment Reserve	20			20		20	This scheme represented the match funding for the development of the Heritage Lottery Development Bid. Given that the first round bid was unsuccessful a report will be presented to the September 2015 meeting of the Tourism & Leisure Committee outlining how the Fairhaven Masterplan can be delivered in the future. The report will look at other known possible sources of funding and will make recommendations as appropriate.
Park View Playing Field - Sand & Water Play Facility	Specific Government Grant (Coastal Communities)	272			272		272	Works nearly complete and playground due to be handed over from the contractor shortly.
Community Parks Improvement Programme - Frobisher Drive Play Equipment	S106 Developer Contributions	0		34	34	33	1	This scheme has now been completed with a minor underspend.
Replacement Boats Fairhaven	Capital Investment Reserve	0	55		55	19	36	The selected supplier was unable to deliver to the council's specification and the contract was terminated accordingly. Some of the boat fleet has been replaced with reconditioned craft. A report will be presented to the September 2015 meeting of the Tourism & Leisure Committee to allocate the remaining funding to alternative procurement options.
Promenade Footways	No external finance funded by borrowing/general asset disposal receipts	40		-40	0		0	Funding for this scheme has been amalgamated into the Fairhaven Footways Improvements project below.
Fairhaven Footway Improvements	Capital Investment Reserve / General Asset Sale Receipts	15		40	55		55	The works in relation to this scheme has been designed and tendered. A report will be presented to the September meeting of the Tourism and Leisure Committee to seek approval to the commencement of the scheme.
Lowther Pavilion Roof	Capital Investment Reserve	8			8		8	This funding represents the resource required to undertake the preparatory works for the substantive scheme programmed for 2016/17. Surveys are underway to inform a design and specification for partial re-roof. Dialogue is also taking place with Trustees over their refurbishment requirements and further development ambitions.
Fairhaven Toddlers Play Area	Capital Investment Reserve	67			67		67	A project design brief has been prepared and is currently being consulted upon. The scheme is due to go out to tender in September 2015 and a report will then presented to the November 2015 meeting of Tourism & Leisure Committee to seek approval to the commencement of the works.
Sand Dunes re-modelling at North Beach Car Park / Summerfields	Capital Investment Reserve	20			20		20	Surveys are underway and are due for completion in October 2015. The design works have also been commissioned. The scheme will require stakeholder engagement and the necessary approvals prior to commencement.
Freckleton Memorial Park	Capital Investment Reserve	50			50		50	This scheme is phased over two years. In addition to the Council's contribution a further £80k of external funding has been secured. Furthermore the outcome of two more external bid submissions in the total sum of £50k is awaited. The outcome of those bids is anticipated for December 2015. The outcome of those bid submissions will determine the extent of the scheme.
<b>Sub total</b>		<b>1,165</b>	<b>57</b>	<b>108</b>	<b>1,330</b>	<b>77</b>	<b>1,253</b>	

Appendix A (Cont'd)

APPROVED SCHEMES	Financing Source	Approved Budget 2015/16 £000	Slippage B/F from 2014/15 £000	Adjustments from 03/03/15 £000	Updated Budget 2015/16 £000	Expenditure to 31.07.15 £000	Variance £000	Comments
<b>OPERATIONAL MANAGEMENT COMMITTEE</b>								
Replacement Vehicles	Capital Investment Reserve / Borrowing	802	24		826	245	581	The budget for this scheme has been adjusted to reflect the slippage as approved by the Finance and Democracy Committee of 22nd June 2015. All vehicle acquisitions are expected to be completed in line with the budget during 2015/16.
Car Park Improvements	No external finance - funded by borrowing/general asset disposal receipts	30			30	30	0	Eight new Pay & Display meters have been purchased and installed. The scheme has been completed to budget in 2015/16.
Fylde Headlands Preliminary Work	Specific Government Grant (Environment Agency)	70	16		86	20	66	The Project Appraisal Report has been submitted for approval by the Environment Agency Large Projects Review Group on 6th August 2015. Further work will be required later in the year to continue to meet Environment Agency requirements for schemes of this scale and nature.
Repair & Renewal - Flood Defences	Specific Government Grant (Environment Agency)	0	30		30	15	15	The grant scheme has come to an end with 3 claims been approved. Any unused grant will be returned to the Environment Agency.
<b>Sub total</b>		<b>902</b>	<b>70</b>	<b>0</b>	<b>972</b>	<b>310</b>	<b>662</b>	
<b>ENVIRONMENT, HEALTH &amp; HOUSING COMMITTEE</b>								
Disabled Facilities Programme	Specific Grant (Better Care Fund) / External Contributions / Grant repayments	366	52	149	567	139	428	The budget for this scheme has been adjusted to reflect the slippage as approved by the Finance and Democracy Committee of 22nd June 2015 and increased grant allocation and recycled grant repayments. The programme is expected to be completed in line with the budget during 2015/16.
Rapid Deployment CCTV Replacement Projects	Specific Grant (LSP Performance Reward Grant)	0		82	82	29	53	The budget for CCTV camera replacement is planned to be spent on the revised CCTV project as approved by Council. Any remaining monies are to be earmarked and allocated to replacement cameras as and when they are required (subject to a community impact assessment and approval by committee) as also previously agreed by Council.
Infant Memorial Garden - Phase 2	Capital Investment Reserve / NHS & Other donations	0	15		15	16	-1	This scheme has now been completed with a minor overspend.
Cemetery and Crematorium - Infrastructure Works	Capital Investment Reserve	0		6	6		6	This part of the scheme is for the initial design phase of the of the substantial burial ground extension works programmed for 2017/18. The design work is currently being undertaken.
Cemetery / Crematorium Pumping Station	Capital Investment Reserve	0	4		4	3	1	The works on this scheme have been completed. The final invoice is awaited and the total scheme costs will be in line with the budget.
New memorial garden - Lytham Park Cemetery	Capital Investment Reserve	41			41	8	33	A new boundary fence has been installed. A report will be presented to the September 2015 meeting of the Environment, Health & Housing Committee to select a location for the garden and seek approval to the commitment of the remaining scheme funding.
<b>Sub total</b>		<b>407</b>	<b>71</b>	<b>237</b>	<b>715</b>	<b>195</b>	<b>520</b>	

Appendix A (Cont'd)

APPROVED SCHEMES	Financing Source	Approved Budget 2015/16 £000	Slippage B/F from 2014/15 £000	Adjustments from 03/03/15 £000	Updated Budget 2015/16 £000	Expenditure to 31.07.15 £000	Variance £000	Comments
<b>DEVELOPMENT MANAGEMENT COMMITTEE</b>								
Kirkham Regeneration Scheme - Town Centre Phase 4	Capital Investment Reserve	50			50		50	A report will be presented to a special Development Management Committee in August 2015 to outline the scheme and seek approval to the commencement of the works. In addition to this there will be a further £35k of revenue monies allocated to this scheme from the High Street Innovation Fund. Commencement on site is scheduled for September 2015, subject to Committee approval in August.
Woodlands Road Regeneration Scheme - Town Centre Phase 3	Capital Investment Reserve / S106 Developer Contributions	85	4		89		89	The initial survey works and the public consultation have commenced and will inform a subsequent draft scheme. A report will be presented to a future Development Management Committee to seek approval for commencement of the works.
Public Realm Regeneration - St Annes	S106 Developer Contributions	80			80	17	63	The public realm scheme at Park Road is expected to be completed to budget in 2015/16.
St Annes Regeneration Schemes	S106 Developer Contributions	274		-274	0		0	This funding is earmarked for the next phase of St Annes Town Centre including St Annes Road South and The Crescent. A draft scheme will be prepared early 2016 for spend during 2016/17. Consequently this scheme will be re-phased into 2016/17.
Lytham Regeneration Schemes	S106 Developer Contributions	130			130		130	Section 106 monies have been received and a scheme is currently being drafted for public consultation.
Staining Regeneration Schemes	S106 Developer Contributions	40			40		40	This project is subject to ongoing discussions with Staining Parish Council. A Draft scheme is to be prepared based on the outcome of those discussions.
<b>Sub total</b>		<b>659</b>	<b>4</b>	<b>-274</b>	<b>389</b>	<b>17</b>	<b>372</b>	
<b>Total Expenditure</b>		<b>3,922</b>	<b>211</b>	<b>301</b>	<b>4,434</b>	<b>608</b>	<b>3,826</b>	

UPDATED 5 YEAR CAPITAL PROGRAMME 2015/16 TO 2019/20 - BY SCHEME

	Updated Estimate 2015/16 £000	Estimate 2016/17 £000	Estimate 2017/18 £000	Estimate 2018/19 £000	Estimate 2019/2020 £000
<b>FINANCE &amp; DEMOCRACY COMMITTEE</b>					
Accommodation Project - Phase 3 - East Wing Inc. Lift	547				
Accommodation Project - Phase 4 - Chaseley Link Bridge	202				
Accommodation Project - Phase 5 - One Stop Shop	272				
Accommodation Project - Phase 6 - Council Chamber		179			
Accommodation Project - Phase 7 - Internal Refurb / Services		775			
Accommodation Project - Phase 8 - Car Park & External Works		0			
Compliance with INSPIRE Directive	7				
<b>Sub total</b>	<b>1,028</b>	<b>954</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOURISM &amp; LEISURE COMMITTEE</b>					
Ashton Gardens Depot	63				
Snowdon Road Depot	320				
Hope Street Pavillion Refurbishment - Phase 2	153				
St Annes Pool	93				
St Annes Pool - External Works	120				
Fairhaven Lake & Promenade Gardens - First Round	20				
Park View Playing Field - Sand & Water Play Facility	272				
Community Parks Improvement Programme - Frobisher Drive Play Equipment	34				
Replacement Boats Fairhaven Lake	55				
Promenade Footways	0	40	40	40	40
Fairhaven Footway Improvements	55				
Lowther Pavilion Roof	8	115			
Fairhaven Toddlers Play Area	67				
Sand Dunes re-modelling at North Beach Car Park / Summerfields	20				
Freckleton Memorial Park	50				
<b>Sub total</b>	<b>1,330</b>	<b>155</b>	<b>40</b>	<b>40</b>	<b>40</b>
<b>OPERATIONAL MANAGEMENT COMMITTEE</b>					
Replacement Vehicles	826	68	1,487	680	840
Car Park Improvements	30	30	30	30	30
Fylde Headlands Preliminary Work	86				
Fairhaven and Church Scar Coast Protection Scheme	0	3,600	7,300	5,600	
Repair & Renewal - Flood Defences	30				
<b>Sub total</b>	<b>972</b>	<b>3,698</b>	<b>8,817</b>	<b>6,310</b>	<b>870</b>
<b>HEALTH &amp; HOUSING COMMITTEE</b>					
Disabled Facilities Programme	567	468	468	468	468
Rapid Deployment CCTV Replacement Projects	82				
Infant Memorial Garden - Phase 2	15				
Cemetery and Crematorium - Infrastructure Works	6		294		
Cemetery / Crematorium Pumping Station	4				
New memorial garden - Lytham Park Cemetery	41				
<b>Sub total</b>	<b>715</b>	<b>468</b>	<b>762</b>	<b>468</b>	<b>468</b>
<b>DEVELOPMENT MANAGEMENT COMMITTEE</b>					
Kirkham Regeneration Scheme - Town Centre Phase 4	50				
Woodlands Road Regeneration Scheme - Town Centre Phase 3	89				
Public Realm Regeneration - St Annes	80				
St Annes Regeneration Schemes	0	274			
Lytham Regeneration Schemes	130				
Staining Regeneration Schemes	40				
<b>Sub total</b>	<b>389</b>	<b>274</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditure</b>	<b>4,434</b>	<b>5,549</b>	<b>9,619</b>	<b>6,818</b>	<b>1,378</b>

**UPDATED 5 YEAR CAPITAL PROGRAMME 2015/16 TO 2019/20 - FINANCING**

	Updated Estimate 2015/16 £000	Estimate 2016/17 £000	Estimate 2017/18 £000	Estimate 2018/19 £000	Estimate 2019/2020 £000
<b>FINANCING:</b>					
Capital Receipts - General Asset Sales	45	45	45	45	45
Capital Receipts - Right to Buy Receipts	33	25	25	25	25
Capital Receipts - (Accommodation Project)	1,084	954			
Capital Receipts - Vehicle Sales					
Leasing					
Better Care Fund / Disabled Facilities Grant	480	468	468	468	468
Section 106 Monies - Woodlands Road, Ansdell	4				
Section 106 Monies - St Annes	80	274			
Section 106 Monies - Lytham	130				
Section 106 Monies - Staining	40				
Section 106 Monies - Parks Improvement - Frobisher	34				
Capital Grant - Repayments	47				
Capital Investment Reserve	1,247	534	393	78	182
Other External Finance (see analysis below )	686	3,200	7,300	5,600	
Direct Revenue Finance	73				
Prudential Borrowing	451	49	1,388	602	658
<b>Total Financing</b>	<b>4,434</b>	<b>5,549</b>	<b>9,619</b>	<b>6,818</b>	<b>1,378</b>

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

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

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

**Other External Finance: Analysis**

LSP Performance Reward Grant	82				
Environment Agency - Fylde Coastal Preliminaries	86	3,200	7,300	5,600	
Environment Agency - Flood Defence	30				
Other Contributions - Hope Street Pavillion Refurbishment	66				
Arts Council - St Annes Pool	90				
NHS - Infant Memorial Garden Donation and fund raising	13				
INSPIRE Grant	7				
New Fylde Housing - DFG Contribution	40				
Coastal Communities Grant	272				
	686	3,200	7,300	5,600	0