



FYLDE BOROUGH COUNCIL



Meeting Agenda

**Performance Improvement CF
Kirkham Community Centre
1 February 2006, 7.00pm**

Limited Space Available (See Page 4 for details)

PERFORMANCE IMPROVEMENT COMMUNITY FORUM

MEMBERSHIP

CHAIRMAN - Councillor Keith Hyde
VICE-CHAIRMAN – Councillor John Dolan

Councillors

Derek Lancaster	Fabian Wilson
Albert Pounder	Hilda Wilson
Thomas Threlfall	

Contact: Andrew Lee, St. Annes (01253) 658491, Email: andrewl2@fylde.gov.uk



CORPORATE OBJECTIVES

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

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

CORE VALUES

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

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



A G E N D A

PART I - MATTERS DELEGATED TO COMMITTEE

ITEM	PAGE
1. DECLARATIONS OF INTEREST: <i>In accordance with the Council's Code of Conduct, members are reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000.</i>	4
2. CONFIRMATION OF MINUTES: <i>To confirm as a correct record the Minutes of the Performance Improvement Community Forum held on 21 December 2005.</i>	4
3. SUBSTITUTE MEMBERS: <i>Details of any substitute members notified in accordance with council procedure rule 25.3</i>	4
4. KIRKHAM BATHS	5 – 9
5. RISK ASSESSMENT OF POTENTIAL BUDGET CUT AREAS	10 – 29

PLEASE NOTE: Kirkham Community Centre has a capacity limit of 250 persons. In order to ensure the Health & Safety of all those at the venue, the doors will be closed when the limit is reached.

REPORT



REPORT OF	MEETING	DATE	ITEM NO
ECONOMIC WELLBEING & REGENERATION AND COMMUNITY & CULTURAL SERVICES	PERFORMANCE IMPROVEMENT COMMUNITY FORUM	1 FEBRUARY 2006	4

KIRKHAM BATHS

Public/Exempt item

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

Summary

To appraise members of the latest situation in relation to the temporary closure of Kirkham baths.

Recommendation/s

It is recommended that:

1. Members note the report outlining the circumstances relating to the closure and steps that are being taken to secure its re-opening.
2. that future swimming provision in the borough be thoroughly considered within the workplan of the Council's Scrutiny Committees.

Executive brief

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

Report

Background

Kirkham baths is one of the council's oldest buildings and like many of them has a history of under investment. As its plant and equipment is relatively basic much of the regular maintenance is carried out by the staff based there. However additional contractors are required to attend to the more specialist works that are necessary from time to time. This routine work is met from current scheduled budgets although major refurbishment requirements or failure of a particular piece of plant or equipment is not provided for in current budgets.

Maintenance of the Council's buildings and services are part of the corporate property repairs and maintenance budget. However following consideration of the wider financial imperatives facing the Council in February 2005 a decision was made to reduce provision in the 2005/06 budget by £220,000.

In March 2005 the Executive Committee also considered the outcome of the Leisure Trust feasibility study. Members resolved 'that only essential maintenance be undertaken at Kirkham baths to ensure the continuing provision until new arrangements are made and that any new facility be built before the existing baths are closed, subject to the most advantageous proposals'.

Electrical issues

In summer 2005 all the council's main premises had a periodic electrical installation test carried out. This test indicated works in excess of routine maintenance would be required at Kirkham baths and a more comprehensive survey was commissioned to quantify this. This survey indicated that works estimated to cost in the region of £70,000 would be required. This work would include the following:

- Replacement of main switchgear, distribution and cabling
- Improve earthing
- Replacement of corroded equipment
- Rewire loose cables
- Replace damaged flexible conduits
- Replace missing switch plate and controls
- Replace cables/trays in acid store/plant area
- Replace distribution boards
- Provide isolators to pool cover motor
- Replace pool hall lighting

In the absence of any budgetary provision for this, officer's response to this report was to schedule the works to be addressed as part of the draft 2006/07 budget. In this way the council could demonstrate that it had a planned approach to these issues. The draft budget for 2006/07 includes a significant growth bid of £233,000 to address the backlog of investment in property maintenance in the Council's buildings. Although the 2006/07 budget has yet to be agreed by council all the discussions to date have recognised the imperative to establish a properly funded property maintenance budget to address such issues. In anticipation of this officers have recently commenced the work needed to update the earlier consultants report and begin to develop a work programme.

On the 17th January officers met with the consultant who undertook the electrical survey at Kirkham Baths to begin this work and also in anticipation of the increased maintenance budget likely to be made available from April 2006. As a result of these discussions it was identified that there was a potential risk to staff and users because of the poor state of the

electrical installation in the building. After consultation with a number of the council's relevant officers including Health & Safety and Risk Management/Insurance and consultation with the council's insurers, the Chief Executive decided to temporarily close the pool with immediate effect until such time that the hazard could be removed.

Work has continued with our consultants to more precisely identify which aspects of the work could be prioritised to sufficiently reduce the risks identified so that the pool may be safely re-opened. This is likely to be contingent on a planned maintenance regime being put in place to deal with those remaining works identified in the consultants original report using funds expected to be available from April 2006. It is likely that such further work will require subsequent temporary closure of the pool. However this would be on a planned basis and would be programmed around periods of light usage and with as much notice to users as possible. In order to reopen Kirkham Baths as soon as possible initial works have commenced and a verbal update will be reported to members at the meeting.

Customer impact

While Kirkham pool is temporarily closed the council is making every effort to identify alternatives for current users. Members of the public, schools and swim clubs have been offered the use of St Annes pool. The borough council has offered as much help as possible to the County Council and school governing bodies in meeting their responsibility for school swimming. Refunds for those unable to make use of alternative venues have also been offered. Staff from Kirkham baths have been re-deployed to St Annes pool where the opening hours have been extended. We have also made the offer of assisting schools with increased transport costs.

Planning for the future

In March 2005 the Leisure Trust feasibility report conducted by Knight, Kavanagh and Page concluded that the council should consider transferring the management of St Annes pool to a charitable leisure trust such as the YMCA. It also recommended that the council should commission a preliminary scoping study to assess the potential to fund the development of a new swimming pool for Kirkham. The main driver for this recommendation being the need for significant future investment in the existing Kirkham Baths, which could be more effectively used in the provision of a modern and efficient new facility in the area with perhaps the option of a fitness suite and other dry side activities. Since that time officers have identified the optimum design of pool and have asked the Lancashire County Council to assess the viability of developing such a pool on one of a number of sites in Kirkham. The next meeting with the County Council is scheduled for the 7th February. In addition further emerging options are also under consideration.

For any new pool option to be realistic it is probable that the capital receipt from the current site, together with contributions from others partners and grants etc would be required.

Conclusion

The events in relation to the closure of Kirkham baths have highlighted the significant under investment that has occurred with many of the council's buildings over a period of time. It has also brought into focus the issues around providing a modern service to residents and visitors from old facilities. If the council is to provide safe and modern facilities to reflect the increasing expectations of users then members must prioritise expenditure accordingly.

It is clear that the Council is unlikely to be able to satisfy all its aspirations and every demand from the community for service developments. Future medium and long-term

investment in swimming provision must be considered by the Council and its partners along with other service priorities in the Borough.

A recommendation is therefore made for the Council's Scrutiny Committee to undertake a thorough investigation of future swimming provision in the borough.

IMPLICATIONS	
Finance	The cost of undertaking immediate works at the pool will be met from existing budgets up to £20K, however the implementation of any programme of planned maintenance will have to be funded out of increased budgetary provision, which is requested from April 2006. Failure to provide such funds may result in further unplanned closures.
Legal	Expert advice indicates that continuing to operate the facility without putting in hand the essential works will weaken the council's insurance for public liability and be in potential breach of its obligations under health and safety legislation, placing officers and members in danger of civil and criminal responsibility. The decision to close the baths pending further consideration was clearly the only one practically open to the council.
Community Safety	There are no implications
Human Rights and Equalities	There are no implications
Sustainability	The longer-term sustainability of swimming pool provision in the rural area will be considered as outlined in the report.
Health & Safety and Risk Management	The council's insurance contract requires the council to take all reasonable steps to avoid any claim being brought against the council. In light of the information about the potential danger, continuing to keep the building open without undertaking works to remove the potential danger could be considered to be contrary to the agreement to take "all reasonable" steps to avoid a claim. Although the council's insurers would manage any such claim brought, it is possible, if they considered the spirit of the agreement had been broken because of the foreseeability of the incident, that they would not cover the cost of the claim but pass on the cost to the council.

REPORT AUTHOR	TEL	DATE	DOC ID
Paul Walker/ Paul Norris	(01253) 658431/658440/	Date of report	17 th January 2006

LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
Minutes of Performance Improvement Community Forum	17 th February 2005	On the council's website at www.fylde.gov.uk
Fylde Borough Council, Feasibility assessment report by Knight Kavangh & Page	7 th March 2005	Community & Cultural Services UBM, Town Hall, St Annes, FY8 1LW. Pauln@fylde.gov.uk
Minutes of Executive Committee	24 th March 2005	On the council's website at www.fylde.gov.uk
Periodic inspection report for an electrical installation, Kirkham Swimming Baths, Cert. No: PP/0286174 undertaken by C.B. Hodgson	10 th May 2005	Economic Wellbeing & Regeneration UBM, Town Hall, St Annes, FY8 1LW. Paulw@fylde.gov.uk
Fylde Borough Council, Kirkham Baths Overview of electrical engineering services by Blezards	10 th August 2005	Economic Wellbeing & Regeneration UBM, Town Hall, St Annes, FY8 1LW. Paulw@fylde.gov.uk
Draft budget considered by the Executive Committee for 2006/07	18 th January 2006	On the council's website at www.fylde.gov.uk
Kirkham Baths, Overview & Executive Summary report, Mechanical and electrical engineering services	24 th January 2006	Economic Wellbeing & Regeneration UBM, Town Hall, St Annes, FY8 1LW. Paulw@fylde.gov.uk

REPORT

REPORT OF	MEETING	DATE	ITEM NO
OVERVIEW AND SCRUTINY BUSINESS UNIT	PERFORMANCE IMPROVEMENT FORUM	1 ST FEBRUARY 2006	5

RISK ASSESSMENTS

Public/Exempt item

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

Summary

At an informal meeting of the Performance Improvement Forum held on the 11th of January members agreed that they would request from relevant officers a full risk assessment of the budget areas put forward for potential savings. The intention of the Forum was to receive all completed forms at a formal meeting of the Forum and question officers to ensure all risks had been taken into account. The information should then be passed to the Executive Committee to help inform the 2006/07 budget setting process.

Recommendation/s

1. The Forum passes on its findings to the Executive.

Executive brief

The item falls within the following executive brief: Quality Services (Councillor John Coombes)

Report

1. At an informal meeting of the Performance Improvement Forum held on the 11th of January, members were presented with a formal risk assessment form (Appendix 'A')

which contained a list of questions which were designed to ascertain all associated risks with carrying out the potential savings. The potential savings areas are detailed at Appendix 'B'.

2. It was decided that these forms should be completed by all relevant officers and submitted to a formal meeting of the Forum where members could debate whether there were any further risks that should be included in the form. The completed forms are attached at Appendix 'C'.
3. When going through the forms members should consider what level of risk is attached to each area.
4. Members of the Forum need not put forward areas they think are most suitable for savings but should aim to provide the Executive Committee with as detailed risk assessment as possible on each of the areas.
5. Savings in management costs are being achieved in the latter part of the current year as a consequence of existing vacancies and the re-allocation of responsibilities across the remaining management of the Council.
6. It is anticipated that the savings associated with the current situation will be carried forward into the first half of 2006/07 to deliver at least 60% of the projected saving. Opportunities for additional savings across the management of the council are being developed through the investigation of joint working with Wyre BC and there is confidence that the full amount of the projected saving will be achieved.

IMPLICATIONS	
Finance	There are no direct financial implications arising from this report.
Legal	There are no direct legal implications arising from this report.
Community Safety	There are no direct Community Safety implications arising from this report.
Human Rights and Equalities	There are no direct Human Rights and Equalities implications arising from this report.
Sustainability	There are no direct sustainability implications arising from this report.
Health & Safety and Risk Management	Risk management considerations are contained within Appendix 'B'.

REPORT AUTHOR	TEL	DATE	DOC ID
Oliver Shimell	(01253) 658423	26 th January 2006	Risk Assessment Report

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

Attached documents

Appendix 'A' - Formal Risk Assessment Form

Appendix 'B' - Potential Savings Areas

Appendix 'C' – Completed Risk Assessment Forms

OVERVIEW AND SCRUTINY BUSINESS UNIT**FORMAL RISK ASSESMENT FORM****BUDGET CONSIDERATIONS 2006/07**

Question	Answer	Risks involved in service	High/Medium/Low
Why did we start to provide the service?			
Is the reason still relevant?			
Is the service statutory?			
Is the service a key objective or an element of a key objective of the Council?			
Do we need to provide the service anymore?			
Are there other service providers in the borough if we stop providing the service?			

Question	Answer	Risks involved in service	High/Medium/Low
What are the effects on the council of not providing the service? Reputation/income etc			
What are the effects on the business unit of not providing the service?			
What are the effects on the staff both directly employed and central services of not providing the service?			
What will the effects on the customer/stakeholder be if the service is withdrawn?			
Will there be any residual assets/liabilities if the service is withdrawn, if so what are they?			
How does the cost of providing the service compare with other similar authorities?			

Potential Savings Areas

Potential Savings Areas	Notes	Responsible Officer
Review Open Spaces Grant (£231,000)	This element will be discussed in the form of Equitable Taxation at the Council Meeting on the 30th January	Dave Joy
Review S131 Grant to Parishes (£39,000)	This element will be discussed in the form of Equitable Taxation at the Council Meeting on the 30th January	Dave Joy
Grant to CAB and Age Concern	This was dealt with by the Executive Committee on the 18 th of January.	Tracy Scholes
Review Future of Swimming Pools (£349,000)	Being incorporated into item number four on the agenda.	Paul Norris
Rationalisation OF DSO – Centralised structure and operating base (£100,000)	This has already been built into the budget	Dave Jenkinson
Review of Highways/technical services working (£22,000)		Andrew Shore
Management/Staff Resources (£30,000)		Phil Woodward
Review Costs of Mayoralty (£75,000)		Ian Curtis
Review Members costs (£226,000 members allowances, £18,000 training)		Ian Curtis
Rationalisation of Streetscene and market testing of grounds maintenance (to be determined)	This is going to be done anyway	Dave Jenkinson
Procurement savings to cover costs of procurement officer (£15,000)		Allan Oldfield
Install Crazy golf at Lowther Garden (£8,000)	This has been met from current year's budget	Paul Norris
Cut Miscellaneous Arts Budget (£10,000)		Paul Norris

OVERVIEW AND SCRUTINY BUSINESS UNIT

FORMAL RISK ASSESSMENT FORM
ARTS BUDGET
BUDGET CONSIDERATIONS 2006/07

Question	Answer	Risks involved in service	High/Medium/Low
Why did we start to provide the service?	The public entertainment budget was originally held by the tourism officer. When we appointed an Arts Development Officer the budget transferred to this post. The budget is used to book seasonal entertainment in town centres in summer and at Christmas	By not providing this funding our ability to attract events is reduced and our ability to create a holiday atmosphere using street entertainment is also reduced.	
Is the reason still relevant?	Yes. More so now than ever. In trying to get Classic Resort status for St Annes and developing the tourism and economic health of the borough it is important to have events and attractions that are appropriate		
Is the service statutory?	No		
Is the service a key objective or an element of a key objective of the Council?	Yes – To stimulate strong economic prosperity and regeneration within a diverse and vibrant economic environment		

Do we need to provide the service anymore?	Yes. This is the only money that the council has to support events such as the Proms Concert. Efforts are being made to bring back the concert and other key events	No key events such as the Proms Concert will be attracted to the Borough	High
Are there other service providers in the borough if we stop providing the service?	Although the Hotel Association provides some amount of direct funding it is not enough to cover the weekends throughout the summer and Christmas. Any grant aid we might attract is minimised if we don't offer some match funding	Reduction in entertainment to level not in keeping with our status as a visitor destination	High

Question	Answer	Risks involved in service	High/Medium/Low
What are the effects on the council of not providing the service? Reputation/income etc	Reduction in our appeal as a visitor destination. Loss of ability to attract key events	That Fylde loses its position as a	Medium
What are the effects on the business unit of not providing the service?	Inability to negotiate with grant aiding bodies and event companies to provide entertainment in borough		
What are the effects on the staff both directly employed and central services of not providing the service?	As the Arts Dev. post has already been taken out of the budget the arts budget has reverted to the Tourism Officer. If the service is not provided the tourism officer will incur greater time in seeking additional funding that may not ultimately be available. There is no reduction in central admin		
What will the effects on the customer/stakeholder be if the service is withdrawn?	Reduced attractiveness of borough. Reduced appeal for visitors therefore reduced bookings and income for tourism providers		
Will there be any residual assets/liabilities if the service is withdrawn, if so what are they?	None		
How does the cost of providing the service compare with other similar authorities?			

OVERVIEW AND SCRUTINY BUSINESS UNIT

**FORMAL RISK ASSESSMENT FORM
LANCASHIRE HIGHWAYS PARTNERSHIP
BUDGET CONSIDERATIONS 2006/07**

Question	Answer	Risks involved in service	High/Medium/Low
Why did we start to provide the service?	<ul style="list-style-type: none"> Agency arrangement with LCC to deliver highway services at local level through the Lancashire Highways Partnership Present agency arrangement is to cease 30th June 2006. Works are mainly in connection with highway adoptions, private streetworks and general highway administration on behalf of LCC 	<ul style="list-style-type: none"> Loss of local service delivery Service continuity Loss of income to FBC to deliver service (approx. £22k in 06/07) 	LOW
Is the reason still relevant?	<ul style="list-style-type: none"> Yes but LCC will not renew agency arrangement to deliver the LHP functions. District will be asked to continue to deal with general highway administration/advice at District level. LCC will be delivering service directly from July 2006 		

Is the service statutory?	<ul style="list-style-type: none"> No – although service has to be delivered by highway authority or an agency District Council 		
Is the service a key objective or an element of a key objective of the Council?	<ul style="list-style-type: none"> No 		
Do we need to provide the service anymore?	<ul style="list-style-type: none"> We would like to continue to provide the service, however, LCC has stated that this is no longer an option for DC's. 		
Are there other service providers in the borough if we stop providing the service?	<ul style="list-style-type: none"> LCC will now deliver the service 		

Question	Answer	Risks involved in service	High/Medium/Low
What are the effects on the council of not providing the service? Reputation/income etc	<ul style="list-style-type: none"> The Council will no longer provide <u>local</u> service for highway inspection and adoption, searches, etc. The Council will continue to deal with general highway enquiries and to offer advice on behalf of LCC 	<ul style="list-style-type: none"> Loss of income for service delivery although service will continue through LCC FBC will continue to be funded for admin role 	
What are the effects on the business unit of not providing the service?	<ul style="list-style-type: none"> Minimal - realignment of duties. Currently negotiating with LCC over additional funding for cycling/walking Officer and to take over resident parking schemes. 		
What are the effects on the staff both directly employed and central services of not providing the service?	<ul style="list-style-type: none"> Minimal - realignment of duties – LCC funding covers HR, IT, Legal, Finance, Training costs, etc. along with Engineering support to deliver agency service. 		
What will the effects on the customer/stakeholder be if the service is withdrawn?	<ul style="list-style-type: none"> Hopefully none if LCC continue to provide a similar standard of service as that provided by FBC over the last 14 years 		

Will there be any residual assets/liabilities if the service is withdrawn, if so what are they?	<ul style="list-style-type: none"> • Yes – The Council will continue to deal with general highway enquiries and to offer advice on behalf of LCC. A fee will continue to be paid for this service by LCC 		
How does the cost of providing the service compare with other similar authorities?	<ul style="list-style-type: none"> • N/A 		

OVERVIEW AND SCRUTINY BUSINESS UNIT

FORMAL RISK ASSESSMENT FORM PROCUREMENT BUDGET CONSIDERATIONS 2006/07

Question	Answer	Risks involved in service	High/Medium/Low
Why did we start to provide the service?	To bring in the necessary skills to implement the requirements of the National Procurement Strategy, e-procurement and achieve the Gershon efficiencies through procurement.	Continued loss of potential savings due to poor procurement.	Medium
Is the reason still relevant?	Yes, in fact it has become an essential function at the centre of almost every council.		
Is the service statutory?	No, but there is a requirement to deliver the outcomes of the National Procurement Strategy through some method.		
Is the service a key objective or an element of a key objective of the Council?	Yes, it is important in achieving effective corporate governance and ensuring the council achieves an excellent status in the future.	The council will not achieve a CPA rating that will allow them to trade.	Medium
Do we need to provide the service anymore?	Yes, the council will always need to purchase goods and services – the post is about achieving savings by doing this efficiently.	The council will fail to achieve the requirements of the National Procurement Strategy.	High

Are there other service providers in the borough if we stop providing the service?	Yes, the service can be procured from consultants at around £500 to £800 per day, this could be reduced by offering a guaranteed number of days and would offer the opportunity to just the buy the days that you require.	This could potentially cost the council more money in the long run.	Medium
Question	Answer	Risks involved in service	High/Medium/Low
What are the effects on the council of not providing the service? Reputation/income etc	There will be continued inefficiency in the procurement process and the council will fail to achieve the outcomes of the national procurement strategy.	Poor image and continue to be seen as a failing council.	High
What are the effects on the business unit of not providing the service?	On the business unit itself the effects are none, the impact is the same as the corporate impact outlined above.		
What are the effects on the staff both directly employed and central services of not providing the service?	They will continue to operate labour intensive, inefficient procure to pay systems that some would actually prefer because the need to change and improve will not be realised.		
What will the effects on the customer/stakeholder be if the service is withdrawn?	The customer will continue to get less value for money because of the inefficiency of the current systems.		
Will there be any residual assets/liabilities if the service is withdrawn, if so what are they?	None.		

How does the cost of providing the service compare with other similar authorities?	Most authorities of a similar size and nature spend more on procurement activity.		

OVERVIEW AND SCRUTINY BUSINESS UNIT

**FORMAL RISK ASSESSMENT FORM
MAYORALTY
BUDGET CONSIDERATIONS 2006/07**

Question	Answer	Risks involved in service	High/Medium/Low
Why did we start to provide the service?	Need for civic figurehead.	Lower goodwill for council	Medium
Is the reason still relevant?	Yes	Some may regard the lack of a ceremonial Mayor as reflecting a lack of status for the council	Low
Is the service statutory?	Partially: there needs to be a chairman of the council, who, in a borough, is automatically styled the Mayor. But the Mayor does not have to have the traditional civic and ceremonial functions.	Lack of recognition for long service to the council	High
Is the service a key objective or an element of a key objective of the Council?	No		
Do we need to provide the service anymore?	No (see above)		
Are there other service providers in the borough if we stop providing the service?	Any parish council can resolve to style itself a town council. Its chairman would then automatically become the Town Mayor. Kirkham Town Council presently has a Town Mayor		

Question	Answer	Risks involved in service	High/Medium/Low
What are the effects on the council of not providing the service? Reputation/income etc	Some residents may consider that council is abdicating its responsibility to foster civic pride		
What are the effects on the business unit of not providing the service?	One to two redundancies, depending on redeployment opportunities		
What are the effects on the staff both directly employed and central services of not providing the service?	See above		
What will the effects on the customer/stakeholder be if the service is withdrawn?	Local organisations and groups may not have a local dignitary to attend functions. Charity activities would not be supported.		
Will there be any residual assets/liabilities if the service is withdrawn, if so what are they?	Mayoral car (residue of five-year lease); civic and mayoral regalia.		
How does the cost of providing the service compare with other similar authorities?	Competitive on an engagement for engagement basis.		

OVERVIEW AND SCRUTINY BUSINESS UNIT

**FORMAL RISK ASSESSMENT FORM
COUNCILLOR EXPENSES
BUDGET CONSIDERATIONS 2006/07**

Question	Answer	Risks involved in service	High/Medium/Low
Why did we start to provide the service?	To compensate Councillors for their public service	Councillors unable or unwilling to make the time commitment to serve in key positions	
Is the reason still relevant?	Yes	Only retired people or those not in paid employment could become councillors	
Is the service statutory?	Yes: the council must have an allowances scheme, but need not pay any specific level of allowances	Higher earning people deterred from standing for election	
Is the service a key objective or an element of a key objective of the Council?	No		
Do we need to provide the service anymore?	Yes		
Are there other service providers in the borough if we stop providing the service?	No		

Question	Answer	Risks involved in service	High/Medium/Low
What are the effects on the council of not providing the service? Reputation/income etc	Councillors seen to be acting selflessly. On the other hand, only those without paid employment or with private means likely to be able to afford to be a councillor.		
What are the effects on the business unit of not providing the service?	None		
What are the effects on the staff both directly employed and central services of not providing the service?	Negligible		
What will the effects on the customer/stakeholder be if the service is withdrawn?	Councillors dr-motivated or unable to serve for financial reasons		
Will there be any residual assets/liabilities if the service is withdrawn, if so what are they?	No		
How does the cost of providing the service compare with other similar authorities?	Fylde pays its councillors lower allowances than most comparable councils.		

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