



## Meeting Agenda

**Council Meeting  
Lowther Pavilion, Lytham  
27 February 2006, 7:00pm**

## Members of the Council

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

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

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

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

## **CORE VALUES**

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

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

## A G E N D A

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## PART I - MATTERS DELEGATED TO COUNCIL

### 1. DECLARATIONS OF INTEREST

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

### 2. CONFIRMATION OF MINUTES

To confirm as a correct record the minutes of the Council meeting held 30 January 2006 and Special Council meeting held on 13 February 2006 (pages 334 - 337 and 361 - 364).

### 3. MAYOR'S ANNOUNCEMENTS

### 4. CHIEF EXECUTIVE'S COMMUNICATIONS

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

### 5. QUESTIONS FROM MEMBERS OF THE COUNCIL

### 6. QUESTIONS FROM MEMBERS OF THE PUBLIC

### 7. COMMITTEE MINUTES

To receive the minutes of the under-mentioned Committees.

COMMITTEE	DATE	PAGES
Public Protection	31st January 2006	338 - 340
Performance Improvement Community Forum	1 <sup>st</sup> February 2006	341 - 343
Community Outlook Forum	6 <sup>th</sup> February 2006	344 - 358
Standards Committee	9 <sup>th</sup> February 2006	359 - 360
Development Control	15 <sup>th</sup> February 2006	To follow
Cabinet	15 <sup>th</sup> February 2006	To follow

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL AND DEMOCRATIC SERVICES	COUNCIL	27 <sup>TH</sup> FEBRUARY 2006	8

## NOTICE OF MOTION

### Public/Exempt item

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

### Summary

The council is requested to consider a notice of motion received on 30<sup>th</sup> January 2006.

### Recommendation/s

1. Consider the Notice of motion

### Executive Portfolio

The item falls within the following executive brief: None yet allocated.

### Report

#### The Motion

1. The following notice of motion has been received:

“We the undersigned, wish to move a notice of motion, that the decision [to adopt a Leader and Cabinet model of executive governance] taken by the Council at its meeting on 19<sup>th</sup> December 2005, be rescinded to enable the matter to be considered again alongside other factors which would be relevant to true democracy in this Borough”

2. Councillors Hayhurst, Oades, Longstaff, Mulholland, Speak, Nulty, Chew, Wall, H. Wilson, H. Henshaw, Carpenter, Mason, Collins, Lancaster, L Rigby, Wright and Bennett signed the notice of motion.

Continued....

## Standing orders

3. The council procedure rules provide the following at 11.1:

*“Except for motions that can be moved without notice under rule 11.2, written notice of every motion, signed by at least two members of the Council giving the notice, must be delivered to Chief Executive. The Chief Executive must receive motions not later than seven clear working days before the date of the meeting. These will be entered in a book open to public inspection”*

4. As the motion, if passed, would have the effect of negating a decision of the council reached in the previous six months, rule 15.1 of the standing orders is also engaged:

*“A motion, proposal or amendment to rescind a decision made at a meeting of the Council...within the past six months cannot be moved or discussed unless the notice of motion is signed by at least eight members (from at least two political groups), of the Council...”*

5. The final standing order that appears to be relevant is 11.1.4.1:

*“Any motion shall, upon being moved and seconded, stand referred without discussion to the executive or other relevant committee(s) of the Council for consideration unless the Mayor considers it convenient and conducive to the despatch of business allow the motion to be dealt with at the meeting at which it is brought forward.”*

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	There are no direct health & safety and/or risk management implications arising from this report.

Report Author	Tel	Date	Doc ID
Ian Curtis	(01253) 658506	6 <sup>th</sup> February 06	

List of Background Papers		
Name of document	Date	Where available for inspection
None		

### **Attached documents**

1. Notice of Motion received 30<sup>th</sup> January 2006



## NOTICE OF MOTION

We, the undersigned, wish to move a Notice of Motion, that the decision taken by the Council at its meeting on 19<sup>th</sup> December, 2005, be rescinded to enable the matter to be considered again alongside other factors which would be relevant to true democracy in this Borough. *MINUTE 72.*

Signed

*Raymond*

*E. A. Oates*

*J. J. Longstaff*

*Quinn*

*Heather A. Sneath*

*L. J. Nulty*

*M. Chew*

*S. M. L. O.*

*M. M. M. M.*

*[Signature]*

*[Signature]*

*P. Coll*

*David V. V.*

*Louis Pugh*

*Keith W.*

*F. B. Beckett*

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL & DEMOCRATIC SERVICES	COUNCIL	27 <sup>TH</sup> FEBRUARY 2006	9

## INVITATION TO ACCEPT APPOINTMENT AS DEPUTY MAYOR 2006/2007

### Public item

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

### Summary

To invite a member of the Borough Council to accept election by the Council at the 2006 Annual Meeting of the Borough of Fylde as Deputy Mayor of the Borough of Fylde for the ensuing municipal year.

### Recommendation/s

1. That Members invite councillor Alfred Jealous to accept election by the Council at the 2006 Annual Meeting as Deputy Mayor of the Borough of Fylde for the ensuing municipal year.

IMPLICATIONS	
Finance	As prescribed within the council budget
Legal	Nil
Community Safety	Nil
Human Rights and Equalities	Nil
Sustainability	Nil
Health & Safety and Risk Management	Nil

REPORT AUTHOR	TEL	DATE	DOC ID
Peter Welsh	(01253) 685502	February 2006	

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

### Attached documents

None

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL & DEMOCRATIC SERVICES	COUNCIL	27 FEB 2006	10

## FORWARD PLAN – FINANCIAL THRESHOLD

### Public/Exempt item

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

### Summary

With the council's move to an executive cabinet system of governance, the council needs to consider what is the appropriate financial threshold for the identification of 'key decisions' to be included in the Council's Forward Plan

### Recommendation/s

1. Adopt £100,000 as the appropriate financial threshold for key decisions for publication in the forward plan.

### Report

#### Background

1. The publication of the Forward Plan on a monthly basis is a statutory requirement under the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000. The requirement to publish forward plans with details of proposed key decisions is central to the concept of introducing transparency and accountability into the decision making process of local authorities operating executive arrangements under the Local Government Act 2000.
2. Under its previous governance arrangements, the council did not have to publish a forward plan. However, it did so on a voluntary basis. The statutory plan should set out the details of key decisions, which the Cabinet, an individual Cabinet Member or officer

expects to take during the next four-month period. The council's voluntary forward plan did not need to concern itself with the detailed definition of 'key decision'.

### Definition of 'key decisions' in forward plans

3. A key decision is defined in the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 as one which is likely to:

a) result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget to the service or function for which the decision relates; or

b) be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

4. When considering what is 'significant', the statutory guidance suggests that authorities should agree financial thresholds and check that there is consistency between neighbouring authorities at the same tier (New Council Constitutions, Guidance Pack, Volume 1, Accountable Decision Making, March 2002).

5. Neighbouring district councils have set the financial threshold is as follows:

Burnley £50,000

Chorley £100,000

Hyndburn Revenue -£75,000, Capital - £100,00

Lancaster £50,000

Pendle £50,000

Preston £100,000

Rossendale £100,000

South Ribble £50,000

West Lancashire £100,000

Wyre £30,000

6. On the basis of the comparative information, set out above, it is suggested that the financial threshold for this Council should be £100,000.

IMPLICATIONS	
Finance	£100,000 represents approximately 1% of the Councils net budget requirement
Legal	As the council now has a leader and cabinet form of governance, it must publish a statutory forward plan as set

	out in the relevant legislation.
Community Safety	None
Human Rights and Equalities	None
Sustainability	None
Health & Safety and Risk Management	none

REPORT AUTHOR	TEL	DATE	DOC ID
Ian Curtis	(01253) 658506	14 February 2006	

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

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
FORWARD PLANNING AND DEVELOPMENT	COUNCIL	27 <sup>TH</sup> FEB 2006	11

## STATEMENT OF COMMUNITY INVOLVEMENT

### Public/Exempt item

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

### Summary

This report informs Council of the results of the consultation on the pre-draft document (Regulation 25 consultation) following agreement of that document on the 28<sup>th</sup> September 2005. Changes to the document are proposed having regard to the consultation responses received and authority is sought to undertake the Regulation 26 stage of consultation and public participation.

The revised document was considered by Cabinet on the 15<sup>th</sup> February 2006 the resolution of which was: 'The cabinet considered the details set out in the report and resolved to recommend to Council that the content of the draft statement of community involvement be agreed for the purposes of regulation 26 consultation and public participation.'

### Recommendation/s

1. That Council agrees the content of the draft Statement of Community Involvement for the purposes of Regulation 26 consultation and public participation.

## **Executive Brief**

The item falls within the following executive cabinet brief: Roger Small - Development and Regeneration.

## **Report**

As part of the new planning system of Local Development Frameworks brought in by the Planning and Compulsory Purchase Act 2004, there is a requirement on local planning authorities to prepare a 'Statement of Community Involvement' (SCI).

The statement must be a clear public exposition enabling the community to know how and when they will be involved in the preparation of local development documents (within the local development framework) and how they will be consulted on planning applications received by the Council.

Regulations set out the minimum standards to be met in terms of consultation arrangements and the statement must show how these minimum standards will be met or exceeded.

The preparation of the SCI is itself subject to statutory procedures [The Town and Country Planning (Local Development) (England) Regulations 2004]. In brief form, these are:

1. A pre-draft SCI must be the subject of consultation with a number of 'specific consultation bodies' and 'general consultation bodies' under regulation 25. These bodies are defined in the pre-draft SCI itself.
2. Taking account of representations made at the first stage, a second round of consultation and public participation must be undertaken in relation to a draft SCI. This stage involves a second reference to the above bodies and a first reference to the general public, under regulation 26.
3. Submission to the Secretary of State. This draft is also to be offered for consultation and public participation under regulation 28.
4. An independent examination takes place into the soundness of the SCI. It is hoped that outstanding matters can be dealt with by way of written representations, although people have a right to be heard in person at the examination. (regulation 34)
5. A binding report is received from the Inspector. (regulation 35)
6. The Council can then proceed to adoption. (regulation 36)

The Council approved the pre-draft SCI at its meeting on 10<sup>th</sup> October 2005 following consideration of the matter by the former Executive Committee on 28<sup>th</sup> September 2005.

The consultation process was undertaken between 7<sup>th</sup> November and 5<sup>th</sup> December 2005 (Stage 1 above). Responses have been received from 11 parties and a summary of these together with your officer's recommendations have previously been circulated with the cabinet agenda papers.

Authority is sought to publish the proposed draft SCI as amended, (previously circulated to all members). This to meet the requirements of the regulation 26 consultation and participation (Stage 2 above).



The current stage involves a six-week consultation period. The results of the consultation will be reported back to Cabinet/Council in due course.

IMPLICATIONS	
Finance	Consultation on LDDs and planning applications will have significant financial implications. The consultation arrangements described should only be adopted if the Council is willing to fund them.
Legal	The SCI is a statutory requirement and has to be prepared according to regulations.
Community Safety	N/A
Human Rights and Equalities	Consultation arrangements will have to have regard to these issues.
Sustainability	Consultation will take place on the sustainability appraisals on LDDs.
Health & Safety and Risk Management	Local Development Documents may be rejected at examination stage if consultation has not been carried out in accordance with the SCI.

REPORT AUTHOR	TEL	DATE	DOC ID
Tony Donnelly	(01253) 658610	25 <sup>th</sup> Jan 2006	

LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
SCI File P12		Forward Planning and Policy Section

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
CHIEF EXECUTIVE	COUNCIL	27 <sup>th</sup> FEBRUARY 2006	12

## PROPOSALS FOR CLOSER COLLABORATION BETWEEN FYLDE AND WYRE COUNCILS

### Public/Exempt item

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

### Summary

The report seeks approval to the establishment of a Joint Committee between Fylde and Wyre Borough Councils with a view towards enhancing and expanding current joint working initiatives.

### Recommendation/s

1. That the Council agrees to operate a Joint Committee with Wyre Borough Council on the basis set out in Appendix B of the report.
2. That the Cabinet be requested to nominate 3 representatives to serve on the Joint Committee.
3. That Members agree to encouraging the 'linked' executive management team approach.
4. That the Joint Committee be requested to commission an officer report outlining options for the further joint delivery/procurement of services.

### Executive brief

The item falls within the following portfolio[s]: None yet established.

## **Report**

### **1. Purpose of Report**

1.1 To consider the merits of closer collaboration between Fylde and Wyre Councils; this will include the establishment of a 'joint committee' to oversee the future development of common services and closer collaboration between the Management Teams on the joint delivery/procurement of services. The report is not proposing a 'merger' of the Councils.

### **2. Background**

2.1 District Councils are increasingly being challenged by a complex environment where there are real concerns over the issue of capacity. How best can small local authorities provide the resources to respond to a raft of legislative initiatives, a world where private and public sector partnerships are increasingly common place, where there are continuing pressures to reduce costs and, importantly, a public which expects continually improving service quality. In addition, we live in a world where government driven inspection regimes provide a very public arena in which local authority performance is exposed. One solution to providing the capacity to respond to this challenging agenda is collaboration with neighbouring councils. It is against this backdrop that Fylde and Wyre Borough Councils have now put arrangements in place to deliver a number of services delivered through joint arrangements, either via a service level agreement, a formally tendered contract or other, more informal, arrangements.

2.2 This approach has helped both councils to achieve a number of things:-

- Efficiencies of scale
- Maximise the value from pockets of expertise
- The sharing of risk & resources
- Increasing our purchasing power
- Satisfying the 'Gershon' requirements
- Improvements in service quality

2.3 The CPA Improvement Boards of both councils (which are led by Government Office and supported by the Audit Commission and IDeA) have met to review the success of the existing joint arrangements and how the improvement ambitions of the councils may be taken further through this approach to joint working. Their view is that consideration should be given to setting up a formal Joint Committee between the two councils to oversee this process. Government Office take the view that there has never been a more appropriate time to explore a collaborative approach.

2.4 This report examines the implications for collaboration at member level (via a joint committee) at managerial level (through a closer collaboration between both management teams) and at service delivery level (via joint delivery and procurement arrangements).

### **3. Current Situation**

3.1 The range of services which are currently delivered through joint arrangements are:-

- Waste collection & recycling
- Street cleaning
- Vehicle maintenance
- Building maintenance
- Corporate health & safety
- Corporate procurement

3.2 The value of the services delivered through these existing joint arrangements is almost £7m per annum, the biggest proportion of which are the streetscene related services which were the subject of open market competition when they were tendered last year.

3.3 The existing contractual arrangement for these services runs for seven years from 1<sup>st</sup> April 2005 with an option for a further seven years. It is anticipated that opportunities for efficiency improvements will arise during the course of this contract and it would be beneficial to both organisations to work in partnership to achieve these rather than rely on a strict contractual relationship.

3.4 Fylde Borough Council currently has a resolution in place as follows:-

*“to support the principle of pursuing joint working opportunities with Wyre Borough and to authorise the Chief Executive to implement joint working arrangements where the business case indicates that the financial efficiency and service quality objectives of the Council will be achieved.”*

3.5 There are (as Members will be aware) rumours that a further round of Local Government reorganisation is in the offing although, to date, there has been no official announcement from the ODPM. In any case, the proposals contained in this paper are not about merger, rather they are about joint management, joint working and joint service delivery. The proposals contained in this report cover three areas namely: -

- joint policy development via a joint (Member) committee
- joint managerial relationships via a 'linked' management team
- joint service delivery/procurement of services.

#### **4. Proposals for a Joint Committee**

4.1 The CPA Improvement Boards of both Councils have recommended that, in order to maintain the improvement momentum, there should be consideration given to adopting a more formal approach to joint working for the reasons outlined in paragraph 2.2.

4.2 The Secretary of State's Guidance on new Local Government Structures contains the following advice regarding joint committees:-

PARA 6.36 - S of S considers that partnership working between local public bodies is essential for effective delivery of services. A Local Authority should have effective arrangements for partnership working with other local authorities.

PARA 6.37 - Two or more local authorities may enter into arrangements to discharge functions jointly. Those arrangements could include establishing a joint committee either to advise the local authorities on matters of joint interest or to discharge functions.

(However, each Council Executive retains ultimate accountability.)

4.3 The Constitutions of both Councils make provision to allow joint arrangements to be established to promote the economic, social and environmental wellbeing of the areas. These provisions describe a range of possible options for joint working from simple co-operation to the full delegation of authority for certain functions from one Council to the other. A copy of the relevant extract from the Constitutions is attached at Appendix A.

4.4 Recent discussions at the Improvement Boards suggested that the current high profile and high value waste management / streetscene operations could be used as the basis for establishing a Joint Committee in the first instance. The initial roles of this Joint Committee would be to define joint service standards, to undertake joint scrutiny of performance and service quality and to make joint recommendations on service priorities and business development.

4.5 As the Joint Committee became more experienced in this role, it could be tasked with considering and making recommendations to both Councils on the implications and benefits of bringing together other council services or of jointly procuring such services.

4.6 Any Joint Committee charged with these roles would need to work within an agreed framework and protocol. A draft protocol and terms of reference are attached at Appendix B.

## **5. Proposals for a Linked Management Team**

5.1 This report proposes the creation of a 'linked' executive management team led by the CEO of each council. This arrangement would see both teams meeting on a regular basis and individual members of the team given lead responsibility for producing policy advice for both Councils, (this is seen as one way of maximising efficiency and freeing up senior management time to tackle particular common issues, e.g. focussing on budget reductions / HR issues / ICT support / customer relations & service quality issues). Therefore, the 'linked' management team would be responsible for delivering the rolling programme of joint service reviews on a prioritised basis agreed by the Joint Committee. In adopting this approach both Councils would be at the cutting edge of Local Government thinking. Government Office, the Audit Commission and IDeA are very supportive of both Councils pursuing this innovative approach as they view it as a way in which the incremental improvement which is already underway, can be transformed into that of a 'step change' variety. We believe that this 'linked' executive team approach, overseeing a review of the potential for joint service delivery units, could bring significant economies of scale which both authorities currently do not possess.

## **6. Resource Implications**

6.1 The intention would be to work towards exploring whether a single tier of Divisional Managers, delivering joined up services, could be established. In terms of HR driven savings, the rolling review of services based on Business Process Re-engineering principles would serve to minimise duplication and maximise economy of scale. It is anticipated that, with the full co-operation, net savings could eventually be in the order of £500,000+ in a full year (to be shared between the two authorities). Positive discussions have already taken place with the Audit Commission and NW Employers regarding the principles contained within the report. Also of importance will be to ensure that there is dialogue with affected staff and their trade unions. Both Councils have a good track record as responsible employers and would seek to make any changes with the support of the workforce.

## 7. Risk Assessment

7.1 There are few examples in the UK of Councils collaborating in the ways described in this report and in many respects these proposals are ground breaking in nature. There are, therefore, risks associated with this which include:-

- Will members be able to operate an effective joint committee?
- Will the 'linked' executive management team be able to provide specific policy advice to both Councils.
- Will the projected savings materialise?
- Can the arrangement be unravelled if it is adjudged to have failed to deliver?

7.2 It is our view, and this is supported by ODPM, IDeA, and the Audit Commission, that the risks can be minimised and that the gains are likely to be significant. Clearly, it is in everyone's interests for these arrangements to work and that all the agencies involved with both Improvement Boards will monitor the situation on an on-going basis and provide timely support if, and when, required.

## 8. Conclusions

8.1 Establishing a formal Joint Committee between the two Councils would provide the catalyst to take corporate and service improvement to the next level at both authorities. The first tangible action of this committee would be to help determine the range of and evaluate the implementation of a rolling programme of integrated service delivery/procurement options.

8.2 If Members are minded to approve the recommendations, then discussions should be held as soon as possible with Union & staff representatives in order to ensure that full and open communication is maintained across both organisations.

8.3 Members might also wish to consider the issuing of a joint press statement.

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	There are no direct health & safety and/or risk management implications arising from this report.
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REPORT AUTHOR	TEL	DATE	DOC ID
Bill Taylor	C/0 01253 658472	Date of report	

LIST OF BACKGROUND PAPERS		
NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
Document name		Council office or website address

### **Attached documents**

Appendix A – Article 10 Joint Arrangements

Appendix B – Constitution of a Joint Committee & Protocol for Joint Working

## **ARTICLE 11 - JOINT ARRANGEMENTS**

### **11.01 Arrangements to Promote Well-Being**

The Council or the Cabinet, in order to promote the economic, social or environmental well-being of its area, may:

- (a) enter into arrangements or agreements with any person or body;
- (b) co-operate with, or facilitate or co-ordinate the activities of, any person or body; and
- (c) exercise on behalf of that person or body any functions of that person or body.

### **11.02 Joint Arrangements**

- (a) The Council may establish joint arrangements with one or more local authorities and/or their Executive to exercise functions which are not Executive functions in any of the participating authorities, or advise the Council. Such arrangements may involve the appointment of a joint committee with these other local authorities.
- (b) The Cabinet may establish joint arrangements with one or more local authorities to exercise functions which are Executive functions. Such arrangements may involve the appointment of joint committees with these other local authorities.
- (c) Except as set out below, the Executive may only appoint Cabinet Members to a joint committee and those Members need not reflect the political composition of the local authority as a whole.
- (d) The Cabinet may appoint Members to a joint committee from outside the Cabinet in the following circumstances:
  - the joint committee is between a County Council and a single District Council and relates to functions of the Executive of the County Council. In such cases, the Executive of the County Council may appoint to the joint committee any Councillor who is a Member for an electoral division which is wholly or partly contained within the area.

In this case the political balance requirements do not apply to such appointments.

- (e) Details of any joint arrangements including any delegations to joint committees will be found in the Council's scheme of delegations in Part 3 of this Constitution.

### **11.03 Access to Information**

- (a) The Access to Information Procedure Rules in Part 4 of this Constitution apply.
- (b) If all the Members of a joint committee are Members of the Cabinet or Executive in each of the participating authorities then its access to information regime is the same as that applied to the Cabinet.
- (c) If the joint committee contains Members who are not on the Cabinet or Executive of any participating authority then the access to information rules in Part VA of the Local Government Act, 1972 will apply.

### **11.04 Delegation To and From Other Local Authorities**

- (a) The Council may delegate non-Executive functions to another local authority or, in certain circumstances, the Executive of another local authority.
- (b) The Cabinet may delegate Executive functions to another local authority or the Executive



of another local authority in certain circumstances.

- (c) The decision whether or not to accept such a delegation from another local authority shall be reserved to the Council meeting.

#### **11.05 Contracting Out**

The Council, for functions which are not Executive functions, or the Cabinet, for Executive functions, may contract out to another body or organisation functions which may be exercised by an officer and which are subject to an order under section 70 of the Deregulation and Contracting Out Act, 1994, or under contracting arrangements where the contractor acts as the Council's agent under usual contracting principles, provided there is no delegation of the Council's discretionary decision making.

<b>CONSTITUTION OF A JOINT COMMITTEE</b>
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1. Fylde Borough Council and Wyre Borough Council agree to establish a Joint Committee to oversee the joint working arrangements undertaken by the two councils in accordance with the protocol attached as an appendix.
2. For the avoidance of doubt, it is confirmed that nothing in this agreement is intended to give rise to legally enforceable obligations between the two councils, except where the Councils agree that appropriate contractual arrangements are required in particular circumstances.
3. The Committee will comprise of three representatives of both Councils.
4. The Committee will normally meet quarterly unless circumstances require a special meeting.
5. Venues will alternate between each civic centre with the Leader of the host council chairing each Committee meeting and secretarial support being provided by the host council.
6. The Committee will initially operate within the terms of reference outlined below. Its meetings will not be formal meetings and will not be open to the public.
7. Each council agrees that it will use its best endeavours to secure the implementation by its own organisation of any action agreed at a Committee meeting where the respective constitutional arrangements require such a decision to be taken formally.
8. The Committee will operate within the following terms of reference: -
  - (a) To monitor, scrutinise and review the performance of the services which fall within the remit of the 'Streetscene' (to be defined) functions of both Councils;
  - (b) To oversee and make recommendations to both Councils on the further development of the 'Streetscene' functions having regard to service quality, value for money and commercial opportunity;
  - (c) To consider proposals for further joint working, including the evaluation of business models and analysis.
  - (d) To agree the outcomes indicated in the business analysis and the measures on which performance will be evaluated.
  - (e) To monitor the effectiveness of any joint working arrangement through:
    - quarterly and annual reviews of performance
    - an annual review of effectiveness and delivery of outcomes.

- (d) To discuss and review all opportunities for further joint working and to make recommendations to both Councils on these matters.

# PROTOCOL FOR JOINT WORKING

## 1. Introduction

Fylde Borough Council and Wyre Borough Council face the same challenges in relation to achieving value for money, meeting the targets determined by the Gershon efficiency agenda and lifting levels of service performance in qualitative terms. These challenges and the sustainability of service delivery can be interrupted by difficulties in recruiting staff and other external factors. We recognise in such a scenario that collaboration, partnership working and joint procurement could contribute to resolving some of the issues we face. The purpose of this protocol is to set out the principles upon which future collaboration and joint working will be based.

## 2. Underlying principles

- Joint working will be based on mutual trust and entered into for mutual benefits agreed jointly between the partners.
- Collaboration, partnership working and joint procurement will be entered into to achieve one or more of the following objectives: -
  - to improve performance in a qualitative sense;
  - to achieve greater efficiency in already well-performing services;
  - to achieve value for money;
  - to share experience, knowledge and learning;
  - to achieve gains in capacity by sharing specialist staff and other resources;
  - to create opportunities of scale, which may address recruitment problems in key services;
  - to make better use of individual funding streams and to look for joint funding opportunities;
  - to exploit commercial opportunities where there are clear financial and operational benefits for both Councils.
- Joint working will be outcome oriented and undertaken on the basis of a jointly agreed business analysis which demonstrates value for money and good service quality.
- Accountability for services delivered through joint working will rest with the organisation with whom the statutory responsibility rests.
- Where necessary, joint working will be formalised by appropriate legal and/or contractual arrangements.

## 3. Operational principles

- Day-to-day managerial and operational responsibility for services delivered through joint working will rest with the lead partner providing the service.

- Outcomes will be determined as part of the business analysis and measures to evaluate performance will be agreed at the commencement of any joint working.
- It is assumed that standards of performance and/or outputs will be the same for each partner, but any agreement will allow for a variation in service levels.
- The achievement of performance against agreed standards will be the responsibility of the lead partner providing the service. Any disputes are to be addressed at managerial/operational level.
- All costs will be allocated according to normal accounting practice and will be available on an open book basis.
- Any joint working arrangement will be time limited and contain an agreed frequency for review.

REPORT OF	MEETING	DATE	ITEM NO
<b>FINANCE</b>	<b>COUNCIL</b>	27 FEB 2006	<b>13</b>

## REVENUE AND CAPITAL BUDGETS 2006/07

### Public/Exempt item

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

### Summary

This report recommends to members revenue and capital budgets for 2006/07 and beyond, together with the suggested council tax increase in 2006/07.

### Recommendation/s

1. That members approve the net budget requirement of £9,758,380 in 2006/07 including the fees and charges at appendix 2.
2. That members approve a Council Tax increase of 4.95% in 2006/07 giving a Borough band D council tax level of £153.39.
3. That members approve a 5-year capital programme as outlined at appendix 1, to be reviewed and rolled forward on an annual basis. All those schemes in section B, ranked B and C will only be undertaken if sufficient capital receipts arise from the accommodation review. This means that in the immediate short term the Council is approving a capital programme in 2006/07 as defined in Section A of appendix 1.

### Executive brief

The item falls within the following cabinet brief[s]: Cllr Rigby- Finance and Efficiency.

### Report

#### **1 Revenue Budget**

- 1.1 For a number of years it has been increasingly difficult to balance the budget and deliver improving services to the residents of Fylde. This has been due to a number of reasons

Continued....

including a historically low council tax level (currently second lowest in Lancashire), poor government grant settlements and increasing demands on Council services and resources. To balance the budget Fylde for many years relied on the use of reserves.

- 1.2 The current year (2005/06) is the first in which there has been no explicit use of general fund balances to balance the budget. However the budget was effectively balanced last year by reducing maintenance budgets. This was a short-term measure and full maintenance budgets have been restored in 2006/07.
- 1.3 The budget process effectively started early in 2005 with work around the equitable taxation issue arising from the corporate plan. This has continued throughout the year with extensive consultation with the parishes resulting in the refinement of the equitable taxation model.
- 1.4 In July the corporate and financial planning report to the Executive Committee highlighted a growing budget gap in future years arising from revenue growth pressures.
- 1.5 In October the theme of the State of the Borough event was the budget and it produced some interesting results, including the preference of many for higher council tax increases and investment in services rather than cuts in service provision. Currently this option is governed by the Government imposing a cap on council tax increases at 5%.
- 1.6 In November a working group from the Performance Improvement Community Forum measured and ranked all the revenue and capital bids against the Council's corporate priorities with the results feeding into the budget considerations of the Executive Committee.
- 1.7 Also in November the first of the special budget meetings of the Executive Committee took place, which considered a number of ways to balance the budget, and the Performance Improvement Community Forum was invited to consider the issues further. The proposals presented at this meeting concentrated on discretionary service areas.
- 1.8 Further meetings of the Executive Committee and Cabinet to consider and balance the budget took place in December, January and February. This included a full day event in January scrutinising the budgets of each of the business units with the relevant officers.
- 1.9 Arising from this ongoing work a series of proposals were worked up to balance the budget. The table below takes as its starting point the budget reported to members of the Executive Committee on 18 January.

	<b>2006/07 Budget £</b>
<b>Total Net Expenditure</b>	12,253,950
Financing Adjustments	(2,318,860)
<b>Net Budget Requirement</b>	<b>9,935,090</b>
<b>Funded by</b>	
Revenue Support Grant	5,206,390
Council Tax	4,551,990

<b>Resources Available</b>	<b>9,758,380</b>
<b>2006/07 Budget Gap</b>	<b>176,710</b>
<b>Revenue Growth Bids</b>	<b>206,140</b>
<b>2006/07 Budget Gap</b>	<b>382,850</b>
<b>Management savings</b>	<b>30,000</b>
<b>CAB</b>	<b>36,840</b>
<b>Age Concern</b>	<b>2,500</b>
<b>Arts misc budget</b>	<b>10,000</b>
<b>Lowther crazy golf</b>	<b>8,000</b>
<b>Savings on procurement</b>	<b>15,000</b>
<b>Reduced net debt costs</b>	<b>35,510</b>
<b>Car park review</b>	<b>40,000</b>
<b>Concessionary Fares</b>	<b>205,000</b>
<b>Total Savings</b>	<b>382,850</b>
<b>Revised Budget Gap</b>	<b>0</b>

## **2006/07**

- 1.10 In 2006/07 the budget can be balanced by applying a 4.95% council tax increase and implementing a savings package of £382,850 as outlined in the table above. This still allows the Council to implement growth bids of £206,140, as discussed at the January Executive meeting and February Cabinet, which most closely align with helping the Council to achieve its corporate objectives. The budget figures also incorporate the Government's "Gershon" efficiency savings target of £135,000 in cashable terms which will be achieved through partnership working with Wyre and Blackpool Councils, for waste management and the collection of revenues and payment of benefits. A schedule of fees and charges incorporated in the 2006/07 budget is included at appendix 2.
- 1.11 The figures in the table above incorporate savings agreed at the Executive Committee on the 18<sup>th</sup> January and areas put forward in the original savings list put before the Executive Committee in November and reviewed by the Performance Improvement Community Forum. It also includes £40,000 for car parks agreed at the February Cabinet meeting.
- 1.12 Council tax assumes a 4.95% increase for the Borough band D, from £146.16 to £153.39 in 2006/07. This is a £7.23 annual increase or the equivalent of just under 14p per week. At the 31 March 2007 it is estimated that general fund balances will stand at £864,310.
- 1.13 The largest saving is achieved on concessionary fares, as approved at the February Executive Committee meeting.
- 1.14 The reduced debt costs in the table are in comparison to the previously reported position before the notification of the housing grant for £428,000 which effectively means that the council does not have to borrow as significantly to finance the capital programme.

## **2007/08 and Beyond.**

- 1.15 Balancing the budget beyond 2006/07 becomes increasingly difficult due to a number of factors which add up to a possible budget deficit of £650,000 in 2007/08 before we even consider the budget in any detail. This is due to:



- The impact of job evaluation which has to be implemented by April 2007 and could add up to £300,000 to the wage bill.
- The budget for 2006/07 includes a £150,000 grant from the Public Service Agreement with County Council which will not arise in future years.
- To balance the budget £200,000 of salaries have been charged to the capital budgets for regeneration and the back office accommodation review. The regeneration of St Annes is due to complete in the next year and this option will no longer be available which means that these costs will fall on the revenue budget to be funded by the council taxpayer.

- 1.16 If these factors are not to lead to serious financial consequences for the Council it is imperative that work continues immediately after the budget on refining the corporate and financial priorities of the council, and on implementing an accelerated efficiency programme incorporating partnership working opportunities.

### **Equitable Taxation**

- 1.17 Significant work has been undertaken throughout the year however the timetable has been too tight to consider implementing this in 2006/07. The consultation will be brought to a conclusion in early 2006/07 when a decision can be taken once the full implications are clear.

## **2 Capital**

- 2.1 A report summarising the position on the capital budget was submitted to the Executive Committee on the 14 December 2005. This highlighted the fact that the Council will have to take on debt to finance capital expenditure in the future as its main source of ongoing funding from New Fylde Housing right to buy receipts has reduced dramatically.
- 2.2 In January the government took everyone, including the Government Office of the North West, by surprise and introduced a new capital housing grant which is £428,000 for Fylde in 2006/07 and should remain at the same level in 2007/08. After that the position is unclear but for the purposes of the following analysis it is assumed that the level of grant will remain at the 2006/07 level into the future. Previously this grant was purely an authority from the Government which enabled councils to borrow up to this amount.
- 2.3 Although this is a housing grant there are no conditions attached and so there are no restrictions on how it can be spent although it is hoped by Government that it will be spent on housing activity that helps to meet the priorities in the regional housing strategy. These are urban renaissance, affordable housing and decent homes.

### **Capital Schemes**

- 2.4 Appendix 1 highlights all the capital scheme bids received which total over £9m to 2010 and £1,972,290 in 2006/07. These schemes have been graded broadly in terms of their importance in achieving the corporate objectives. The provision of a disabled facilities programme (DFP) is a statutory requirement and there is very strong government guidance that it is not acceptable to provide no assistance with regard to a housing renewal programme. These two programmes are important components in achieving the housing strategy with progress being reviewed at the re-inspection during the summer. It is recommended that for the DFP the Council maximise the government funding available which will result in a total programme of £475,000 with the Council funding 40% (£190,000).
- 2.5 For the housing renewal programme it is recommended that the whole of the housing grant (£428,000) outlined at 2.2 be allocated to this programme. The housing strategy shows an ongoing commitment of £600,000 split between core funding of £350,000 and £250,000 dependent on 'surplus' right to buy receipts. These have clearly not materialised, therefore

while the proposed level of funding is below the total in the housing strategy it is above the core level of funding.

- 2.6 For those schemes classed as operational the grading of A means that if not undertaken there is a high health and safety risk or risk that service provision will be directly affected.
- 2.7 For the crematorium the total cost of the required improvements is estimated at £800,000 at today's prices. This bid was originally put forward on the basis of setting aside £50,000 over the next three years with £650,000 being due in 2009/10. However the improvements in 2009 will be financed through a lease with the fees being increased to cover the extra costs. Because this is a requirement on all crematoria it is anticipated that neighbouring competitors will also increase their charges.
- 2.8 Under the 'current commitments' section of appendix 1 the final phase of the implementation of the youth shelter strategy is noted. Ashton gardens will be funded from the lottery grant with the match funding already in place from the sale of land within Ashton Gardens. If the lottery bid is unsuccessful the scheme will not go ahead.
- 2.9 If all the schemes graded A were approved, the capital programme would be as detailed at section A of appendix 1 and funded as follows (excluding current commitments which are already funded):

	06/07	07/08	08/09	09/10	10/11
	£'000	£'000	£'000	£'000	£'000
<b>Capital Programme</b>	1,048	963	943	903	903
<b>Funding:</b>					
Right to Buy Receipts	150	100	50	0	0
Target Asset Sales	100	100	100	100	100
Govt Grant					
- Disabled Facilities Grants	285	285	285	285	285
- Housing Grant	428	428	428	428	428
- Borrowing	85	50	80	90	90

- 2.10 The funding shows that there is a relatively small requirement to borrow year on year which could be reduced further if asset sales are increased or if home improvement grants were part funded through loans. This is currently being investigated. The cost of the capital programme is the cost of borrowing which falls on the revenue account and is effectively funded by the taxpayer. There is also the opportunity cost of the interest foregone on investing the right to buy, and asset sale proceeds.

#### Cost of the Capital Programme

Year	06/07	07/08	08/09	09/10	10/11
<b>Funding:</b>	£	£	£	£	£

Cumulative Borrowing Costs	9,400	14,900	23,800	33,900	43,900
Annual Interest foregone	11,250	9,000	6,750	4,500	4,500

- 2.11 For the purpose of adopting a capital programme it is recommended that members approve the full capital programme at appendix 1. All schemes at section B, ranked as B or C will only be carried out if sufficient capital receipts result from the current accommodation review. This means that in the short term the capital programme is effectively that noted at Section A totalling £1,124,000 in 2006/07 including current commitments.

### 3 Robustness of the Estimates and Reserves for 2006/2007

- 3.1 The Finance Manager has traditionally included comment on the level of reserves in the budget report but it is now a specific requirement of section 25 of the Local Government Act 2003 that the chief finance officer reports on the robustness of the estimates included in the budget and the adequacy of the reserves for which the budget provides.
- 3.2 The Finance Managers opinion throughout the budget has been that the process has taken all practical steps to identify and make provision for the commitments to which the Council will be exposed in 2006/07. As a result of this budget the general fund balance will remain in excess of the recommended minimum level of £500,000 and the level of specific reserves are assessed as satisfactory at their current levels.
- 3.3 Although the aim is to get to a position where the maximum year on year council tax increase is in line with inflation this position has not yet been achieved because of the historically low government grant settlements and the low council tax rate at Fylde. Therefore it is currently envisaged that in the short term council tax increases will be between the rate of inflation and 5%.

IMPLICATIONS	
Finance	Noted in report.
Legal	
Community Safety	
Human Rights and Equalities	
Sustainability	
Health & Safety and Risk Management	

REPORT AUTHOR	TEL	DATE	DOC ID
Brian White	(01253) 658566	6/2/06	Budget Report 06/07

LIST OF BACKGROUND PAPERS
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NAME OF DOCUMENT	DATE	WHERE AVAILABLE FOR INSPECTION
Budget Report 2006/07	6/2/06	Town hall, Finance section.

**Capital Programme**

Finance Ref.		Rank	2006/07	2007/08	2008/09	2009/10	2010/11
<b><u>SECTION A</u></b>							
<b><u>Capital Grants</u></b>							
			£	£	£	£	£
A6	Disabled Facilities Programme	A	475,000	475,000	475,000	475,000	475,000
A5	Housing Renewal Programme	A	428,000	428,000	428,000	428,000	428,000
<b><u>Operational Capital Schemes</u></b>							
B1	Kirkham War Memorial - Repairs	A	100,000	60,000	40,000	0	0
B5	Improvements to Cemetary and Cremetorium	A	0	0	0	800,000	0
B6	Hot Face Reline - No.2 Cremator	A	15,000	0	0	0	0
B12	Pumping Station Refurbishment Programme	A	30,000	0	0	0	0
<b>Total of New and Operational Schemes</b>			<b>1,048,000</b>	<b>963,000</b>	<b>943,000</b>	<b>1,703,000</b>	<b>903,000</b>
<b><u>Current Commitments</u></b>							
2005/06	Heritage Restoration of Ashton Gardens		60,000	645,100	645,100	645,100	0
2004/05	Youth Shelter Strategy		16,000	0	0	0	0
<b>Total Section A Capital Programme</b>			<b>1,124,000</b>	<b>1,608,100</b>	<b>1,588,100</b>	<b>2,348,100</b>	<b>903,000</b>
<b><u>SECTION B</u></b>							
Parish Bid	Singleton Play Area	B	15,000	0	0	0	0
Parish Bid	Singleton Village Hall	B	50,000	0	0	0	0
Parish Bid	Newton with Clifton - Fencing in of recreational equipment	B	5,000	5,000	5,000	0	0
Parish Bid	Kirkham Memorial Gardens	B	50,000	0	0	0	0
Parish Bid	Elswick Village Green	B	20,000	0	0	0	0
Parish Bid	Refurish Warton Sports Pavilion	B	75,000	0	0	0	0
Parish Bid	Replacement Portakabin - Treasles R & W Parish	B	25,000	0	0	0	0
Parish Bid	Freckleton Community Centre	B	120,000	0	0	0	0
B2	Cemetary and Cremetorium Footpaths and Roads	B	20,000	5,000	5,000	0	0
B11	Car Park Improvement Programme	B	70,000	70,000	70,000	0	0
B9	Repairs to Pond at Lowther Gardens	C	10,000	0	0	0	0
A1	Replacement of Triple Mower	C	25,120	0	0	0	0
A2	Replacement of Mini Tractor	C	15,000	0	0	0	0
B15	Replace playgorund fencing (Lowther & Lansdown)	C	13,120	0	0	0	0
B4	Rolling programme of footpath repairs	C	100,000	15,000	15,000	0	0
C8	St Annes Prom-lighting improvements	C	32,000	32,000	0	0	0
A10	St Annes Classic Resorts Programme	C	100,000	150,000	150,000	0	0
A7	Regenerate Market Square Lytham	C	66,550	100,000	0	0	0
A4	New Access Road to Burial Sites	C	30,000	0	0	0	0
<b><u>Late Bid Not Evaluated</u></b>							
Parish Bid	Weeton-Youth		6,500	3,000	2,000	1,000	1,000
<b>Total Section B Capital Programme</b>			<b>848,290</b>	<b>380,000</b>	<b>247,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Capital Programme</b>			<b>1,972,290</b>	<b>1,988,100</b>	<b>1,835,100</b>	<b>2,349,100</b>	<b>904,000</b>

Category of Development			Fee Payable
I. Operations		NEW DWELLINGS	
1a, 2a & 3a.	Outline Planning Permission	(i)	the site area does not exceed 2.5 hectares, £265 for each 0.1 hectare of the site area
		(ii)	the site area exceeds 2.5 hectares, £6,625 and an additional £80 for each 0.1 hectare in excess of 2.5 hectares subject to max total of £25,000.
	Full Planning Permission	(iii)	Where the number of dwellinghouses to be created by the development is 50 or fewer, £265 for each dwellinghouse
		(iv)	Where the number of dwellinghouses to be created by the development exceeds 50, £13,250 and an additional £80 for each dwellinghouse in excess of 50 dwellinghouses, subject to a max in total of £50,000.
GENERAL BUILDINGS			
6.	The enlargement, improvement or other alteration of existing dwellinghouses.	One dwellinghouse, £135; Two or more dwellinghouses, £265.	
2.	Outline Planning Permission	(i)	the site area does not exceed 2.5 hectares, £265 for each 0.1 hectare of the site area;
		(ii)	the site area exceeds 2.5 hectares, £6,625 and an additional £80 for each 0.1 hectare in excess of 2.5 hectares, subject to a max total of £25,000.
	Full Planning Permission	(iii)	Where no floor space is to be created by the development, £135
		(iv)	Where the area of gross floor space to be created does not exceed 40 sqm £135
		(v)	Where the area created exceeds 40 sqm but does not exceed 75 sqm £265
		(vi)	Where the area of the gross floor space to be created exceeds 75 sqm but does not exceed 3,750 sqm, £265 for each 75 sqm of that area.
		(vii)	Where the area of gross floor space to be created exceeds 3,750 sqm £13,250 and an additional £80 for each 75 sqm in excess of 3,750 sqm subject to a max total of £50,000
3b.	Agricultural Buildings (other than buildings coming within category 4).	Where the gross floor space to be created does not exceed 465 sq.m., £50;	
		Where the gross floor space to be created exceeds 465 sq.m but no 540 sq.m, £265;	
		Where the gross floor space to be created exceeds 540 sq.m., but does not exceed 4,215 sqm, £265 for the first 540 sqm and additional £265 for each 75 sqm in excess of 540 sqms	
		Where the area of gross floor space to be created exceeds 4,215 sqm £13,250 and an additional £80 for each 75 sqm in excess of 4,215 sqm, subject to a max total of £50,000	
4.	Glasshouses and Polytunnels	Where the gross floor space to be created does not exceed 465 sq.m., £50.  Where the gross floor space to be created exceeds 465 sq.m £1,495.	
5.	Erection, alteration or replacement of plant or machinery	(i)	where the site area does not exceed 5 hectares, £265 for each 0.1 hectare of the site area
		(ii)	where the site area exceeds 5 hectares, £13,250 and an additional £80 for each 0.1 hectare in excess of 5 hectares, subject to a maximum total of £50,000.
7a.	The carrying out of operations within the curtilage of an existing dwellinghouse, for the purpose ancillary to the enjoyment of the dwellinghouse as such, or the erection or construction of gates, fences, walls or other means of enclosure along a boundary of the curtilage of an existing dwellinghouse.		£135
7b.	The construction of car parks, service roads and other means of access on land used for the purposes of a single undertaking, where the development is required for a purpose incidental to the existing use of land.		£135

## APPENDIX 2

8.	The carrying out of any operations connected with exploratory drilling for oil or natural gas.	Where the site area does not exceed 7.5 hectares, £265 for each 0.1 hectares of the site area Where the site exceeds 7.5 hectares £19,875 and an additional £80 for each 0.1 hectare in excess of 7.5 hectares subject to a max total of £50,000
9a.	<b>The carrying out of any operation not coming within any of the above categories.</b>	
9b.	<b>The winning and working of minerals</b>	Where the site area does not exceed 15 hectares, £135 for each 0.1 hectare of the site area.  Where the site area exceeds 15 hectares, £20,250 and an additional £80 for each 0.1 hectare in excess of 15 hectares subject to max total of £50,000
	In any other case -	£135 for each 0.1 hectare of the site area, subject to a maximum of £1,350.
<b>II. Uses of Land</b>		<b>OTHER APPLICATIONS</b>
10	The change of use of a building to use as one or more separate dwellinghouses.	
10a	Where the change of use is from a previous use as a single dwellinghouse to use as two or more single dwellinghouses	(i) Where the change of use is to use as 50 or fewer dwellinghouses, £265 for each additional dwellinghouse  (ii) Where the change of use is to use as more than 50 dwellinghouses £13,250 an additional £80 for each dwellinghouse in excess of 50 dwellinghouses subject to max in total of £50,000.
10b	<b>In all other cases -</b>	(iii) <b>Where the change of use is to use as 50 or fewer dwellinghouses, £265 for each dwellinghouse</b>  (iv) <b>Where the change of use is to use as more than 50 dwellinghouses £13,250 and an additional £80 for each dwellinghouse in excess of 50 dwellinghouses, subject to max total of £50,000</b>
11a. &	The use of land for the disposal of refuse or waste materials or for the deposit of material remaining after minerals have been extracted from land; or the use of land for the storage of minerals in the open.	(i) where the site area does not exceed 15 hectares £135 for each 0.1 hectare of the site area  (ii) where the site area exceeds 15 hectares £20,250 and an additional £80 for each 0.1 hectare in excess of 15 hectares subject to max total of £50,000
12.	<b>The making of a material change in the use of a building or land, other than coming within any of the above categories.</b>	<b>£265</b>
<b>RESERVED MATTERS APPLICATIONS</b>		
Each reserved matters application will incur a fee at the full rate, until the Total amount paid equals the fee for one application for approval of all the reserved matters. When that point is reached any further applications will attract a flat-rate fee of £265.		
<b>Where a reserved matters application relates to only one part or phase of the development covered by the outline permission, fees are paid only on the part or phase, However, subsequent applications will attract full fees.</b>		
A major revision to an approved reserved matter application will attract full fees.		
<b>RENEWALS</b>		
<b>A planning permission where the development has not begun and any time limit has not expired</b>		<b>£135.</b>
<b>CONDITIONS</b>		
To carry out developments without complying with conditions imposed upon a previous planning application or to have a single condition modified or removed		£135
<b>APPLICATIONS FOR PRIOR DETERMINATION</b>		
<b>Agricultural and Forestry development, application for a determination of whether the approval of the local authority will be required</b>		<b>£50.</b>

## APPENDIX 2

Telecommunication Code System Operators.	£265
<b>Demolition, application for a determination by the local authority on the method of the proposed demolition and the proposed restoration of the site.</b>	<b>£50</b>
<b>CERTIFICATE OF LAWFULNESS</b>	
Application under section 191(1)(a) and/or (b).	Fee as for an application for that development
<b>Application under section 191(1)(c).</b>	<b>£135.</b>
Application under section 192(1)	Half the fee as for an application for that development
<b>CONCESSIONS</b>	
<b>Applications made by or on behalf of Parish and Community Councils</b>	<b>Half Normal Fee.</b>
Applications by non-profit making clubs or organisations relating to playing fields, for their own use.	£265.
<b>EXEMPTIONS</b>	
<b>Works to provide means of access to or within a dwellinghouse for a disabled person who is resident in that dwellinghouse, or providing facilities designed to secure for their greater safety, health or comfort.</b>	
Applications for listed building consent or conservation area consent.	
<b>Application for certificates of appropriate alternative development.</b>	
Application for consents required by any condition attached to an outline permission other than “reserved matters”.	
<b>Application is required because the permitted development and use classes rights have been either conditioned by a previous permission or restricted by an Article 4 direction.</b>	
Revised applications made within 12 months of a refusal, but this only applies once for any given site or development.	
<b>ADVERTISEMENT</b>	
<b>1 Advertisements displayed on business premises</b>	<b>£75</b>
<b>2</b> Advance signs (i.e.) Advertisements not on the site to which they relate but located in a more prominent position to identify the existence of a property or business premises in the locality, which cannot be seen from the site of the sign.	<b>£75</b>
<b>3. All other advertisements.</b>	<b>£265</b>
Advertisement application by a Parish or Community Council.	Half the normal fee



<b>St. Annes Swimming Pool</b>	<b>Charge from 1 April 2006 (including V.A.T.)</b>
	<b>£</b>
Adult Swim	2.70
Junior Swim	1.40
Senior Citizen Swim	1.45
Adult/Senior Citizen Spectator	0.65
Junior Spectator	0.65
Infant (Under 3 Years)	Free
Responsible adult spectator accompanying under 8 for swimming lessons	Free
Admission Scholars 18 years and under in supervised classes	0.80
Admission Scholars 19 years and over in supervised classes	1.10
Family Ticket (2 Adults 2 Children)	6.80
Upto 2 additional children accompanying a family (Each)	0.20
Family Contract (2 Adults 2 Children)	245.00 *
Annual Contract Adult	129.60 *
Annual Contract Junior	40.00 *
Annual Contract Senior Citizen	69.60 *
Annual Contract Joint Admission Agreement Adult	69.00 *
Annual Contract Joint Admission Agreement Junior	34.50 *
Annual Contract Joint Admission Agreement Senior Citizen	34.50 *
Hire of Costume	1.00
Hire of Towel	1.00
Hire of Armbands	0.50
Deposit on Cap, Costume, Towel (Returnable)	5.00
Deposit of Valuables	0.50
Swimming Instruction Classes per 30 minute lesson (including admission for swimmer)	
Adults	4.10 +
Junior	3.40 +
Junior including one spectator	3.60 +
5 lessons given in the pool not open to the public, classes may be up to 12	
Adults	20.50 +
Junior	17.00 +
Junior including one spectator	18.00 +
One responsible adult in charge of a child under 8 years of age during a child's swimming lesson where the pool is open to the public	Free
Hire of pool per hour	57.00
Hire of pool per hour by local clubs	28.50
Concession Admission	
Adult	2.20
Junior	1.20
Senior Citizen	1.25
Hire of FBC lifeguards per hour per lifeguard	10.00

\* Denotes Sliding Monthly Scale

+ VAT not applicable

<b>Kirkham Baths</b>	<b>Charge from 1 April 2006 (including V.A.T.)</b>
	<b>£</b>
Adult Swim	2.30
Junior Swim	1.15
Senior Citizen Swim	1.20
Adult/Senior Citizen Spectator	0.65
Junior Spectator	0.20
Infant (Under 3 Years)	Free
Responsible adult spectator accompanying under 8 for swimming lessons	Free
Admission Scholars 18 years and under in supervised classes	0.80
Admission Scholars 19 years and over in supervised classes	1.10
Family Ticket (2 Adults 2 Children)	5.90
Upto 2 additional children accompanying a family (Each)	0.20
Family Contract (2 Adults 2 Children)	245.00 *
Annual Contract Adult	129.60 *
Annual Contract Junior	40.00 *
Annual Contract Senior Citizen	69.60 *
Annual Contract Adult - Kirkham Baths only	110.40 *
Annual Contract Junior - Kirkham Baths only	40.00 *
Annual Contract Senior Citizen - Kirkham Baths only	57.60 *
Hire of Costume	1.00
Hire of Towel	1.00
Hire of Armbands	0.50
Deposit on Cap, Costume, Towel (Returnable)	5.00
Deposit of Valuables	0.50
Swimming Instruction Classes per 30 minute lesson (including admission for swimmer)	
Adults	4.10 +
Junior	3.40 +
Junior including one spectator	3.60 +
5 lessons given in the pool not open to the public, classes may be up to 12	
Adults	20.50 +
Junior	17.00 +
Junior including one spectator	18.00 +
One responsible adult in charge of a child under 8 years of age during a child's swimming lesson where the pool is open to the public	Free
Hire of pool per hour	57.00
Hire of pool per hour by local clubs	28.50
Hire of FBC lifeguards per hour per lifeguard	10.00
Hire of inflatable:	
- Less than 20 people	70.00
- More than 20 people	85.00

\* Denotes Sliding Monthly Scale

+ VAT not applicable

Fairhaven Lake	Charge from 1 April 2006 (including V.A.T.)
	£
<b>Motor Boat Hire</b>	
Passengers 1 / 2	4.00
Passengers 3 / 4	5.00
<b>Rowing Boat Hire</b>	
Passengers 1 / 2	2.60
Passengers 3 / 4	3.60
<b>Pedalo Hire</b>	
Passengers 1 / 2	2.60
Passengers 3 / 4	3.60
<b>Canoe Hire</b>	
Passengers 1 / 2	2.60
Passengers 3 / 4	3.60
<b>Motor Launch</b>	
- Adult 16+	2.00
- Senior Citizen/Junior	1.00
- Child 5 - 15	1.00
- Under 5 years	Free
<b>Private Use:</b>	
Windsurfing/Dinghy/Canoe	
- 2hr period	5.00
- Day	10.00
- season	50.00

<b>Games Sites</b>	<b>Charge from 1 April 2006 (including V.A.T.)</b>
	<b>£</b>
<b>Bowling (Crown &amp; Flat)</b>	
Adult Bowls	2.50
Senior Citizen/Junior Bowls	2.00
Hire of Bowls	1.50
Adult Contract	75.00
Senior Citizen/Junior Contract	60.00
Green Reservation per hour	15.00
<b>Tennis</b>	
Adult per hour	2.50
Junior per hour	1.50
Hire of Rackets	1.50
Club Reservation April - September ( 1 Court for one 3hr session per week)	
- Adult	90.00 *
- Junior	50.00 *
Club Reservation October - March ( 1 Court for one 3hr session both Sat. & Sun.)	55.00 *
<b>Golf</b>	
Adult Mini Golf	3.50
Junior Mini Golf	2.50
Adult 9 Hole	2.00
Junior 9 hole	1.00
Lost Ball	1.00
Adult Putting	3.00
Junior Putting	1.50
Adult Crazy Golf	3.00
Junior Crazy Golf	1.50

\* VAT not applicable

<b>Sports Facilities</b>	<b>Charge from 1 April 2006 (including V.A.T.)</b>	<b>Charge from 1 April 2006 (V.A.T. Not Applicable)</b>
	£	£
<b>Park View Rd, Blackpool Rd, Segar Hodgson Playing Field</b>		
<b>Football</b>		
Occasional Match (approx. 2 hours)	28.00	
Additional pitch maintenance schedule (annual single payment)	1300.00	
<b>Season Booking</b>		
One match each week of the season		
- Adult		250.00
- Junior		125.00
One match every other week		
- Adult	125.00	
- Junior	75.00	
<b>Use of changing facilities &amp; showers when hired separately from pitch use</b>		
- weekly per season		
Adult		160.00
Junior		80.00
- fortnightly per season		
Adult		80.00
Junior		40.00
Casual		
Adult	10.00	
Junior	5.00	
<b>Barnfield - All Weather Sports Area</b>		
<b>Reservation of pitch for one hour</b>		
- adult	12.00	
- junior	6.00	

<b>William Segar Hodgson Pavilion</b>	<b>Charge from 1 April 2005 (V.A.T. not Applicable)</b>
	£
<b>Non-Commercial Charges</b>	
Hire of main hall per hour	6.50
Hire of complete building per hour	13.00
<b>Commercial Hire</b>	
Hire of main hall per hour	13.00

	Charge from 1 April 2006 (VAT not Applicable)					
Lowther Pavilion	Monday to Friday inclusive		Saturdays & Sundays		Bank Holidays	
	£				£	
<b>Commercial Charges</b>						
First day - per hour	109.00	*	109.00	*	109.00	*
Second day per hour	94.50	*	94.50	*	94.50	*
Third & subsequent days per hour	83.00	*	83.00	*	83.00	*
<b>Commercial Theatre per Hour</b>	62.00	*	62.00	*	72.00	*
<b>Non - Commercial Charges</b>						
<i>Concerts/Stage Shows per hour (½ hr periods)</i>						
09:00 to 23:00	31.50	*	38.00	*	49.50	*
23:00 to 02:00 - (24:00 Sundays)	43.50	*	63.00	*	72.00	*
<i>Other than Concerts/Stage Shows per hour (½ hour periods)</i>						
09:00 to 23:00	22.00	*	26.00	*	49.50	*
23:00 to 02:00 - (24:00 Sundays)	43.50	*	63.00	*	72.00	*
Green Room 9.00 a.m. - 11.00 p.m.	18.00		24.00		N/A	
Studio only per hour or part thereof 9.00 a.m. - 11.00 p.m.	18.00		24.00		N/A	
<b>Furniture Hire</b>						
Tables			1.75 each day			
Chairs			50p each day			

The above charges include electricity, gas and the use of the piano.

## APPENDIX 2

<b>Billpostings</b>	<b>Charge from 1 April 2005 (including V.A.T.)</b>
	£
Double Crown per board	4.00
Streamers	6.00
Corner Boards	6.00

<b>Allotments</b>	<b>Charge from 1 Feb 2005 (no V.A.T.)</b>
	£
Allotment Rent Per 0.025 Hectares	35.00
Water Charges	3.00
Returnable indemnity due from all ingoing tenants	

<b>Lecture Rooms</b>	<b>Charge from 1 April 2006 (V.A.T. not Applicable)</b>
	£
<b>Hewitt Lecture Room</b>	
Per hour or part thereof	
Monday to Friday	11.50
Saturday & Bank Holidays	15.50
Commerical Hire	32.00

\* A 50% discount on room hire will be given to organised Youth Groups based in Fylde Borough during existing opening hours.

<b>Car Parks</b>	<b>Charge from 1 April 2006 (including V.A.T.)</b>
	<b>£</b>
<b>St. Annes</b>	
<b>St. Annes Square</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Cars etc - up to 1 hour	1.00
Cars etc - 1 to 2 hours	1.70
Car etc - 2 to 3 hours	3.00
At other times	Free
<b>St. Annes Swimming Pool</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Cars etc - up to 2 hours	1.20
Cars etc - 2 to 3 hours	1.80
Car etc - 3 to 4 hours	2.40
Cars etc - over 4 hours	3.00
At other times	Free
<b>Wood Street</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Cars etc - Upto 1 hour	1.00
Cars etc - 1 to 2 hours	1.70
Cars etc - 2 to 3 hours	3.00
At other times	Free
<b>North Promenade</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Cars etc - up to 2 hours	1.20
Cars etc - 2 to 3 hours	1.80
Cars etc - 3 to 4 hours	2.40
Cars etc - over 4 hours	3.00
At other times	Free
<b>North Beach</b>	Free at present
<b>Fairhaven Road</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Up to 2 hours	1.20
2 - 3 Hours	1.80
3 - 4 Hours	2.40
Over 4 hours	3.00
At other times	Free
<b>St. Albans Road</b>	Free at present
<b>Fairhaven</b>	
<b>St. Pauls Avenue</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	



<b>Car Parks</b>	<b>Charge from 1 April 2006 (including V.A.T.)</b>
	<b>£</b>
Up to 2 hours	1.20
2 - 3 Hours	1.80
3 - 4 Hours	2.40
Over 4 hours	3.00
At other times	Free
<b>Fairhaven Lake</b>	Free at present
<b>Stanner Bank</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Up to 2 hours	1.20
2 - 3 Hours	1.80
3 - 4 Hours	2.40
Over 4 hours	3.00
At other times	Free
<b>Lytham</b>	
<b>Pleasant Street</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Up to 1 hour	1.00
1 - 2 Hours	1.70
2 - 3 Hours	3.00
At other times	Free
Annual Permits (ALL)	260.00
<b>Station</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Cars etc - up to 2 hours	1.20
Cars etc - 2 to 4 hours	1.80
Cars etc - Over 4 hours	2.40
At other times	Free
Annual Permits (ALL)	150.00
<b>Lowther Gardens</b>	Free at present
<b>Lytham Green (Bath Street &amp; Dicconson Terrace)</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Cars etc - up to 2 hours	1.20
Cars etc - 2 to 3 hours	1.80
Cars etc - 3 to 4 hours	2.40
Over 4 hours	3.00
At other times	Free
<b>Kirkham</b>	
Mill Street	Free at present
Eagles Court	Free at present
Orders Lane	Free at present

Car Parks	Charge from 1 April 2006 (including V.A.T.)
Kirkham Baths	£ Free at present
Segar Hodgson Playing Fields	Free at present
<b>Freckleton</b>	
Toms Croft	Free at present
<b>Administrative Buildings</b>	
<b>Town Hall</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Cars etc - up to 2 hours	1.20
Cars etc - 2 to 3 hours	1.80
Cars etc - 3 to 4 hours	2.40
Cars etc - Over 4 hours	3.00
<b>Public Offices</b>	
8.00 a.m. to 8.00 p.m. (ALL DAYS)	
Cars etc - up to 2 hours	1.20
Cars etc - 2 to 3 hours	1.80
Cars etc - 3 to 4 hours	2.40
Cars etc - Over 4 hours	3.00

Environmental Health Department charges	Charges from 1 April 2006
	(VAT Included unless otherwise stated)
	£
<b>Rodent &amp; Pest Control Charges</b>	
<b>Domestic Premises</b>	
Rodents and insects which present a risk to public health: (mice, rats, cockroaches and bed-bugs). (The fee includes upto 2 revisits if needed)	25.00
Pests which do not present a risk to public health: (The fee is per treatment although includes revisit within 1 month of this if needed)	45.00
<b>Non-Domestic Premises</b>	
All pests:	
Call out and treatment minimum charge	55.00
Subsequent visits	28.00
Contract Work:	Price individually to account for time and materials etc.
Removal of unfit / surrendered food - first hour	50.00
- each subsequent hour thereafter	25.00
Disposal Charge (to be charged in-addition to the above costs)	Variable
<b>Dog Control Charges</b>	
Fine for permitting dog to stray	40.00
Cost of collection and kennelling - per day	13.00
Fine for permitting dog to foul (Statutory Fee)	50.00
<b>Removal of Illegal Traveller Encampments</b>	
Work associated with illegal encampments up to removal order stage	248.00
Should the encampment remain, then work associated with execution of removal order - per hour	82.50
Legal Costs and removal costs to be charged in addition to the above	Variable..
<b>Air pollution Control (Environment Protection Act 1990)</b>	
<b>Fees are set by Statute, 2006/07 fees yet to be confirmed. The proposed fees reflect the introduction of a "risk-based" subsistence charging scheme and are given as a guide.</b>	
<b>Application Fees:</b>	
Standard Process	1444.00
Service Station	135.00
Waste Oil Burners under 0.4MW	135.00
Mobile Screening & Crushing Plants	1444.00
for 3rd to 7th applications	864.00
for 8th and subsequent applications	437.00
<b>Annual Subsistence Charge:</b>	
Standard Process LOW risk	675.00
Standard Process LOW risk (including fee for payment by installments)	705.00

Environmental Health Department charges	Charges from 1 April 2006	
	(VAT Included unless otherwise stated)	
Standard Process MEDIUM risk	1012.00	
Standard Process MEDIUM risk (including fee for payment by installments)	1042.00	
Standard Process HIGH risk	1498.00	
Standard Process HIGH risk (including fee for payment by installments)	1528.00	
Service Stations / Dry Cleaners	137.00	
Waste Oil Burners under 0.4MW	137.00	
Odourising of Natural Gas	332.00	
Mobile Screening & Crushing Plants	901.00	
for 3rd to 7th authorisations	537.00	
for 8th and subsequent authorisations	272.00	
<b>Transfer &amp; Surrender</b>		
Transfer	148.00	
Partial Transfer	436.00	
Surrender	0.00	
Transfer: Service Station, Dry Cleaners & Waste Oil Burners < 0.4MW	14.00	
Partial Transfer: Service Station & Waste Oil Burners < 0.4MW	41.00	
<b>Annual Subsistence Charge (Transfer to LA-IPPC)</b>		
Standard Process	Not yet advised	
Standard Process (Including £30 fee for payment by installments)	Not yet advised	
<b>Substantial Changes (s10 &amp; s11)</b>		
Standard Process	921.00	
Service Station	90.00	
Waste oil burner under 0.4MW	90.00	
Change due to implement an upgrading plan	135.00	
<b>LA-IPPC Charges:</b>	<b>Environment Agency</b>	<b>Local Authority Element</b>
<b>Environment Agency = fee for discharge to controlled waters (where relevant)</b>		
Application	TBC	2653.00
Annual Subsistence	TBC	1170.00
Substantion Variation	TBC	1197.00
Transfer	TBC	207.00
Partial Transfer	TBC	612.00
Surrender	TBC	612.00
Additional Charge for payment by Quarterly Installments	TBC	30.00
<b>List of Authorised Processes</b>		
Commercial Interest	45.00	
Fylde Residents / Students (Academic Research)	0.00	
<b>Public Register Entries</b>		
Commercial Interest - per hour	82.50	
Fylde Residents / Students (Academic Research)	0.00	
Contaminated Land Enquiries: Desk top study - records / search and basic written response where no more than one site identified - per hour.	82.50	

Environmental Health Department charges	Charges from 1 April 2006
	(VAT Included unless otherwise stated)
Contaminated Land Enquiries: Where, in addition to the above, basic written response detailed landfill gas or chemical data is requested or the enquiry covers more than one site	Costs to be negotiated with potential clients (usually private consultants acting for developers)
<b>Other Environmental Information</b>	
Commercial Interest - per hour	82.50
Fylde Residents / Students (Academic Research)	0.00
<b>Street Trading Consents</b>	
Class 1: Commercial. Annual	406.00
Class 1: Commercial. Quarterly	143.00
Class 2: Charitable Organisations (no more than one day duration)	0.00
Class 3: Commercial: (Per Day)	50.00
<b>Food Hygiene Training</b>	
Foundation Certificate in Food Hygiene (Exam Fee is Extra)	35.00
<b>Voluntary Surrender of Food</b>	
Documentation / Certification (per hour - minimum 1 hour)	82.50
<b>Export Certificates</b>	
Export Certificates	45.00
<b>Food Premises Register</b>	
Full Register (Initial Fee - plus per sheet as below)	170.00
Per classification (Initial Fee - plus per sheet as below)	35.00
Single entry / page (Initial Fee - plus per sheet as below)	5.50
Charge per Sheet	0.22
<b>Water Sampling</b>	
Swimming baths etc. per hour	65.00
Analysis Costs	To be Billed Separately
<b>General Fees &amp; Charges</b>	
Professional Fee - per hour	82.50
Work carried out in default of a notice (Initial Costs)	82.50
Plus cost per premises / site visit	35.00

Licences	Charge from 1 April 2006
	£
<b>Public Entertainment Licences</b>	
Grant for PEL (up to 2 inspections)	N/A
Renewal for PEL (up to 2 inspections)	N/A
Further inspections (per inspection)	N/A
Transfer / Variation of Licence	N/A
Occasional Licence (up to & inc 7 days)	N/A
<i>Note: Charges are based on asliding scale based on occupancy. In certain situations such as church and community halls etc, a fee cannot be levied.</i>	
<b>Theatres Act Licences</b>	
Grant for Theatres Act Licence	N/A
Renewal	N/A
Transfer / Variation	N/A
Occasional Licence (up to & inc 7 days)	N/A
<b>Late Night Refreshment</b>	
Grant	N/A
<b>Street Café</b>	
Grant	231.00
Renewal	116.00
<b>Sex Shop Licence</b>	
Grant / Renewal	3168.00
<b>Public / Private Hire</b>	
Vehicle	137.50
Plate Charges	
Full Set	21.00
Rear Plate & Mount	12.00
Rear Plate Only	6.70
Rear Mount Only	5.45
Front Plate & Mount	7.85
Front Plate Only	5.45
Front Mount Only	2.40
Pouch	1.20
Drivers	
- New	61.50
Private Hire Operators	135.00
Replacement Driver Badges	10.80
	Proportion of year remianing plus any adjustment for pre-booked tests + admin charge of £30
(Transfer) or Refund of vehicle licences	

<b>Licences</b>	<b>Charge from 1 April 2006</b>
Fare Cards	0.85
<b>Cinemas (Set by Statute)</b> Grant / Renewal	N/A
<b>Gaming Permits (Section 34 - Set by Statute)</b> Grant / Renewal	32.00
<b>Lotteries (Set by Statute)</b> Statutory fee for application	35.00
Renewal	17.50
<b>Licensing and Registrations</b> Animal Boarding Establishment Licence	81.00
Dog Breeding Establishment Licence	72.00
Dangerous Wild Animal Licence	163.00
Pet Shop Licence	72.00
Riding Establishment Licence	83.00
Motor Salvage Operators Registration	70.00
Second Hand Goods Dealer Registration	66.00
Skin Piercing Registration - Premises	66.00
Skin Piercing Registration - Persons	49.00
<i>Note: Skin piercers include acupuncturists, tattoists, ear piercers and electolysists. Both skin Piercers and their premises have to be registered with the Authority. Normally there is one registered proprietor for each premise, although there may be a number of practitioners. Each and every additional practitioner will be required to be registered.</i>	
<b>Butchers Shop Licence</b> Butchers Shop Licence (Set by Statute)	N/A
<b>General</b>	
Alterations or additions to the above licences, registrations and consents, which result in the need visit premises and issue documentation will be charged at half the standard fee.	
Many of the licences are issued from the 1st January of each year. Where application is made part way through a year, 1/12 of the standard fee will be charged for each full calendar month remaining, plus an administration fee of £30.00	
Where a licence is surrendered part way through a year a 1/12 refund of the standard fee will be charged for each full calendar month remainng, less an administration fee of £30.00	
<b>General Fees and Charges</b> Professional fee - per hour	82.50

<b>Licensing Act 2003 - New Charges</b>	<b>Application / Initial Fee</b>	<b>Annual / Renewal Charge</b>
	<b>£</b>	<b>£</b>
<b>Licensed Premises Fees</b>		
Non-Domestic Rateable Value		
Band A: 0-4300	100.00	70.00
Band B: 4301 - 33000	190.00	180.00
Band C: 33001 - 87000	315.00	295.00
Band D: 87001 - 125000	450.00	320.00
Band E: 125001 and over	635.00	350.00
<b>Where the premises are in Band D or Band E, and where the primary or exclusive function is to supply alcohol for consumption on the premises, the fees will be as follows.</b>		
Band D: 87001 - 125000	900.00	640.00
Band E: 125001 and over	1905.00	1050.00
<b>During Transition period: Additional variation fee.</b>		
Band A: 0-4300	20.00	N/A
Band B: 4301 - 33000	60.00	N/A
Band C: 33001 - 87000	80.00	N/A
Band D: 87001 - 125000	100.00	N/A
Band E: 125001 and over	120.00	N/A
<b>Personal License: Renewable after 10 years</b>	37.00	N/A
<b>Other Fees and Charges:</b>		
Supply of copies of information contained within the registered	165.00	N/A
Plus charge per sheet	0.20	
Application for copy of license or summary on theft, loss etc. of premises licence or summary	10.50	N/A
Notification of Change of name or address (holder of premises licence)	10.50	N/A
Application to vary to specify individual as premises supervisor	23.00	N/A
Application to transfer premises licence	23.00	N/A
Interim authority notice	23.00	N/A
Application for making a provisional statement	315.00	N/A
Application for a copy certificate or summary on theft, loss or certificate or summary	10.50	N/A



## APPENDIX 2

Notification of change of name or alteration of club rules	10.50	N/A
Change of relevant registered address of club	10.50	N/A
Temporary event notices	21.00	N/A
Application of copy of notice on theft, loss etc. of temporary event notice	10.50	N/A
Application for copy of license on theft, loss etc. of personal licence	10.50	N/A
Notification of change of name or address (Personal licence)	10.50	N/A
Notice of interest in any premises	21.00	N/A

<b>Planning</b>	<b>1 Copy</b>	<b>Additional Copy</b>
	<b>£</b>	<b>£</b>
<b>Charges for Photocopying and Decision Notices</b>		
A4 Document (May relate to various applications / matters purchased together)	1.00	0.30
A4 Plans (May relate to various applications / matters purchased together)	2.00	0.60
A3 Plans (May relate to various applications / matters purchased together)	3.00	1.50
A1 Plans (May relate to various applications / matters purchased together)	6.00	4.50
Planning and Building regulation decision notices and Building Regulation Completion Certificates (Inclusive of appeal decisions and legal agreements as applicable)	10.00	

## APPENDIX 2

<b>Land Charges</b>	<b>Charge from 1 April 2006</b>
<b>Land Charge Fees</b>	<b>£</b>
Full Search: (Comprised of CON29 and LLC1)	85.00
Extra Parcel: (Comprised of CON29 and LLC1)	12.70
CON29 part II	
optional enquiries	8.50
Solicitors' own enquiries	12.00

Park Cemetery Crematorium & Mortuary Charges	Charge from 1 April 2006
<p>Note:</p> <p>The fees and charges set out below apply where the person immediately before their death was an inhabitant of the Borough of Fylde or a parishioner of any Parish comprised therein, or in the case of a stillborn child, where the parents (or one of them) are, or at the time of the interment were, such inhabitants or parishioners.</p> <p>In all other cases the fees will be doubled</p>	£
<b>Cemetery</b>	
<b>Interments</b>	
For the interment of:-	
The body of a stillborn child, or of a child whose age at the time of death did not exceed 7 years.	83.50
The body of a person whose age exceeded 7 years at the time of death	300.00
For interment in a vault (exclusive of charges for brickwork)	300.00
Construction of a vault	Cost + 10%
For the interment of cremated remains in a grave.	64.00
<b>For the Purchase of Exclusive Right of Burial in:</b>	
An earth grave, for 100 years.	418.00
A vault space for 100 years	597.00
<b>Removal &amp; Refixing of Memorials</b>	
For removal & re-fixing of memorials	Cost + 10%
<b>Memorials</b>	
For the right to erect:-	
A headstone not exceeding 3ft.	59.00
A headstone on Foundation	92.00
Kerbings on permitted graves.	50.00
For each extra inscription (inc. VAT).	23.50
<b>Maintenance of Graves</b>	
1 year period of maintenance:-	
Planting and maintenance single grave space.	59.00
<b>Crematorium</b>	
<b>Cremations</b>	
For the Cremation:	
of the body of a stillborn child or of a child whose age at the time of death exceeded one month but did not exceed 10 years.	31.00
of the body of a person whose age at the time of death exceeded 10 years.	300.00
Saturday morning services	450.00
<b>Memorial Wall Plaques</b>	
Single Wall Plaque including inscription to 70 characters	170.00
Double Wall Plaque including 2 inscription to 140 characters	340.00
Double Wall Plaque including reserved section to 70 characters	255.00
Second inscription on existing plaque	85.00
<b>Memorial Niche</b>	
For a purchase of a new niche to include interment of first casket	280.00
For the interment of a second casket in an existing niche	35.00
Single inscription on niche cover	55.00
<b>Extra Letters on Existing Memorial Stones</b>	

## APPENDIX 2

Extra lettering on existing kerbstones	85.00
For cleaning and re-blackening original inscription (per section)	35.00
<b>Book of Remembrance</b>	
For a two line entry	33.00
For an entry up to five lines	66.00
For an entry up to eight lines	99.00
For an entry up to eight lines to include a floral emblem, badge, crest or other design	120.00
For an entry up to five lines to include a floral emblem, badge, crest or other design	153.00
<b>Copies of Book Entries on Folded Memorial Cards</b>	
For a two line entry	20.00
For an entry up to five lines	31.00
For an entry up to eight lines	50.00
For an entry up to eight lines to include a floral emblem, badge, crest or other design	85.00
For an entry up to five lines to include a floral emblem, badge, crest or other design	104.00

Note: Related Memorial fees will be increased by the same % rounded to nearest 50p

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
LEGAL & DEMOCRATIC SERVICES	COUNCIL	27 FEB 2006	14

## COUNCIL TAX - 2006 - 2007

REPORT TO FOLLOW

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