

# Agenda

## Environment, Health and Housing Committee

Date:	Tuesday, 15 November 2022 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Tommy Threlfall (Chairman)          Councillor Chris Dixon (Vice-Chairman)</p> <p>Councillors Ben Aitken, Frank Andrews, Paula Brearley, Noreen Griffiths, Peter Hardy, Will Harris, Karen Henshaw JP, Roger Lloyd, Sally Nash-Walker, Bobby Rigby.</p>

### Public Platform

To hear representations from members of the public in accordance with Article 15 of the Constitution.

To register to speak under Public Platform: see [Public Speaking at Council Meetings](#).

	<b>PROCEDURAL ITEMS:</b>	<b>PAGE</b>
<b>1</b>	<b>Declarations of Interest:</b> Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	<b>1</b>
<b>2</b>	<b>Confirmation of Minutes:</b> To confirm the minutes, as previously circulated, of the meeting held <a href="#">14 June 2022</a> as a correct record.	<b>1</b>
<b>3</b>	<b>Substitute Members:</b> Details of any substitute members notified in accordance with council procedure rule 23(c).	<b>1</b>
	<b>PRESENTATION:</b>	
<b>4</b>	<b>Presentation from Dr Sakthi Karunanithi</b> The Director of Public Health at Lancashire County Council, Dr Sakthi Karunanithi has been invited to update the Committee on public health matters in Fylde.	<b>1</b>
	<b>DECISION ITEMS:</b>	
<b>5</b>	<b>Fully Funded Revenue Budget Increase - Homes for Ukraine Scheme</b>	<b>3-5</b>
<b>6</b>	<b>Affordable Warmth Grant</b>	<b>6-12</b>

<b>7</b>	<b>Empty Homes Position Statement and Fylde Empty Homes Strategy</b>	<b>13-28</b>
	<b>INFORMATION ITEMS:</b>	
<b>8</b>	<b>Age UK Lancashire - Mid-Year Report</b>	<b>29-37</b>
<b>9</b>	<b>Carbon Neutral Working Group Update</b>	<b>38-41</b>
<b>10</b>	<b>General Fund Revenue Budget Monitoring Report 2022/23 - Position as at 30<sup>th</sup> September 2022</b>	<b>42-50</b>
<b>11</b>	<b>Capital Programme Monitoring Report 2022/23 - Position as at 30<sup>th</sup> September 2022</b>	<b>51-61</b>
<b>12</b>	<b>Reports of the Various Outside Bodies</b>	<b>62-71</b>

Contact: Democratic Services Department - Email: [democracy@fylde.gov.uk](mailto:democracy@fylde.gov.uk)

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<http://fylde.cmis.uk.com/fylde/DocumentsandInformation/PublicDocumentsandInformation.aspx>

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## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF CORPORATE SERVICES	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	15 NOVEMBER 2022	5
<b>FULLY FUNDED REVENUE BUDGET INCREASE – HOMES FOR UKRAINE SCHEME</b>			

### PUBLIC ITEM

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

### SUMMARY

The Homes for Ukraine Scheme was launched by the government on 14 March 2022. This scheme allows people living in the UK to sponsor a named Ukrainian national or family to come to live in the UK with them, providing they have suitable accommodation to offer.

As part of the government’s commitment to helping people flee the conflict in Ukraine, district councils have been asked to help to support Ukrainian families via integration events in the community and support them if they become homeless.

Funding has been made available to deliver community integration events and financial provisions in the incident that Ukrainian guests become homeless. The funding is per Ukrainian guest and is broken down to £1,000 per guest to support the integration of the Ukrainians into the community and a further £2,500 per guest to support the Ukrainians in the event of homelessness.

Under the scheme, each host family was asked to provide accommodation to Ukrainian guests for six months. This has recently been extended by a further six months, but many families are struggling to offer this over the Christmas period. Due to the national housing shortage, the Ukrainian guests are finding it hard to secure housing and are likely to present themselves homeless at the end of their period with the sponsors.

### RECOMMENDATION

#### Committees are requested to:

1. Recommend to Council approval of a fully funded revenue budget increase of £320,000 over the three financial years 2022/23 to 2024/25, delivering the Homes for Ukraine Scheme as detailed within the report, with the funding provided via Lancashire County Council for this purpose.
2. The committee is invited to approve the appointment of a housing officer and administrative staff to help administer the Homes for Ukraine scheme on a temporary basis fully funded from the grant as set out in the report.

### SUMMARY OF PREVIOUS DECISIONS

#### [Finance & Democracy Committee – 28 September 2022](#)

Following consideration of this matter, it was RESOLVED:

1. To approve a fully funded revenue budget increase of £155,000 in 2022/23 to deliver the Homes for Ukraine Scheme as detailed within the report.
2. That further updates on expenditure to date be reported to the Environment, Health and Housing Committee.

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

## REPORT

### Background

1. The Homes for Ukraine scheme was launched on 14 March 2022 by the Secretary of State for Levelling Up, Housing and Communities (DLUHC)
2. This scheme is open to Ukrainian nationals who were residents in Ukraine prior to 1 January 2022 and to their immediate family members (for example spouse/partner and children under 18) who may be of other nationalities, to be sponsored to come to the UK. Applicants can apply from Ukraine or any other third country. The scheme allows individual members of the public (sponsors) to sponsor named people from Ukraine (guests) who meet the eligibility criteria of this scheme. The number of people who can access this scheme is uncapped and is dependent on the capacity of the sponsors who come forward.
3. Guests will be able to live and work in the UK for up to 3 years and access benefits, healthcare, employment, and other support. Those arriving need to meet standard security checks prior to being issued a visa. Sponsors and all adults in sponsors' households will also be subject to initial Police National Computer (PNC), criminal records and Warnings Index checks by the Home Office.
4. In two-tier areas, both districts and counties have access to funds for their relevant duties under the scheme, and Lancashire County Council has granted £155,000 to Fylde Council for support to Ukrainian guests who have arrived in the Borough during the period March to July 2022 with and are passporting a further £320,000 for the continued delivery support of the scheme in the next round of funding for additional the further guests who have arrived in Fylde.
5. The funding is based on a per Ukrainian guest and is broken down to £1000 per guest to support the integration of the Ukrainians into the community and £2500 per guest to support the Ukrainians in the event of homelessness and is discretionary. The priority is to ensure as many relationships as possible are sustainable supporting guests for six months or longer, however, in a number of cases, this will not be possible.
6. Councils will be able to rematch Ukraine guests with new sponsors applicable during the initial 6-month stay or at the end of an initial sponsorship. Finding another host is an option for those who are not ready to leave sponsorship and move into their alternative accommodation, but can't stay with their current host, following the end of their initial stay. If the rematch process fails and the guest has not found alternative accommodation it is the responsibility of the lower tier authority (district) to provide homelessness assistance. The grant funding includes the provision of this service.
7. The scheme has increased due to the growing demand for officer resources to rematch guests and sponsors, provide advice on housing options within the Fylde area and administer and monitor the current guest and sponsor payments in compliance with the guidelines set by Lancashire County Council. To deliver the scheme there is an additional resource is required need for a temporary full-time Housing service refugee support officer and a temporary part-time administrative support officer. It is anticipated that these roles posts would be appointed for a period of 12 months only and reviewed if the scheme is required to continue and in the event, there is further funding to extend the employment period with the possibility of a 12-month extension depending on funding.
8. The two temporary posts for 12 months with the possibility of extending for a further 12 months will be fully funded by the Home for Ukraine Scheme. The first post Housing Services Officer scale 6 will be responsible for providing comprehensive housing advice and homeless services. The second post, a part time admin support officer scale 5 will provide advice and support to the Ukrainian refugees and the host families. The budget

requirement including on-costs for 2022/23 is £13,472 and 2023/24 £45,400 with a further £1,500 for consumables in 2022/23. The remainder of funding £259,628 will be utilised to deliver the requirements of the scheme over the next two years, including potentially extending the two posts if required. Additionally, it will be used to facilitate community integration, identified assistance with the deposit required for housing and to facilitate other homelessness administration costs. The estimated spending profile for the delivery of the scheme is therefore summarised in the table below:

**Table 1: Estimated spending profile for the delivery of the scheme**

	2022/23 Estimated budget requirement £	2023/24 Estimated budget requirement £	Total Estimated budget requirement £
Staffing costs, including oncosts – 12 month	13,472	45,400	58,872
Consumables	1,500	0	1,500
Other scheme deliver costs, as set out in the report	60,000	199,628	259,628
<b>Total</b>	<b>74,972</b>	<b>245,028</b>	<b>320,000</b>

Phasing between years will be adjusted to reflect actual scheme expenditure as the scheme develops.

IMPLICATIONS	
Finance	The report recommends to the Finance and Democracy Committee approval of a fully funded revenue budgeted increase of £320,000 to be met in full from Homes for Ukraine funding as detailed in the body of the report.
Legal	No legal implications arising because of this report
Community Safety	No Community Safety implications arising because of this report
Human Rights and Equalities	We are working closely with partners to ensure that there are no exploitation and other issues with respect to our guests.
Sustainability and Environmental Impact	No Sustainability and Environmental impact implications arising because of this report
Health & Safety and Risk Management	No Health & Safety and Risk Management implications arising because of this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Edyta Paxton	edyta.paxton@fylde.gov.uk	28 October 2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Finance & Democracy Committee	28/9/22	<a href="#">Committee papers</a>

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF ENVIRONMENTAL HEALTH AND HOUSING	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	15 <sup>TH</sup> NOVEMBER 2022	6
<b>AFFORDABLE WARMTH GRANT</b>			

### PUBLIC ITEM

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

### SUMMARY

This report provides details of an allocation of £59,856 by Lancashire County Council to Fylde Borough Council for the delivery of an Affordable Warmth Scheme during 2022/23. The scheme is to provide capital measures for home energy improvements to vulnerable residents where an affordability issue has also been identified.

### RECOMMENDATION

1. To consider the proposal and approve the affordable warmth scheme described in this report.
2. Recommend to Finance and Democracy Committee approval of a fully funded addition to the Capital Programme, 'Affordable Warmth Grant 22/23' for £59,856 to be spent in 2022/23 to be met from grant funding received from Lancashire County Council for Affordable Warmth Initiatives.

### SUMMARY OF PREVIOUS DECISIONS

1. Report provided to Environment, Health and Housing committee on the 10/1/2017

[CMIS > Meetings Calendar](#)

### CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	

## BACKGROUND

1. On the 14th of July 2022 Lancashire County Council (LCC) gave approval for the allocation of £1,000,000 to local authorities over 2022/23 to help residents across Lancashire to live in warmer homes, as part of its efforts to support residents impacted by the cost of living crisis. The funding is to assist residents on low incomes and those who are vulnerable to the effects of living in a cold home.
2. LCC have split this funding between the district authorities based on the development of eligibility criteria, together with the current guidance from the department of Business, Energy, and Industrial Strategy BEIS on identifying fuel poor households and those on a low income and vulnerable to the effects of living in a cold home for the Energy Company Obligation (ECO) Flexible Eligibility. Appendix 1 contains the funding application that was submitted.
3. Table 1 contains the percentage of fuel poor households for 2022 within each authority. Fylde Councils allocation for 2022/23 is £59,856 and the funding must be allocated to capital projects within residential dwellings only.

**Table 1**

<b>Fuel Poor Households by Administrative Area 2020</b>				
Area	Number of households	Number of households in fuel poverty	% of Lancashire's Fuel Poor Households	Allocations £
<b>Lancashire</b>	<b>532,268</b>	<b>72,491</b>		
Burnley	40,274	6,396	8.82	88,232
Chorley	48,185	5,567	7.68	76,796
<b>Fylde</b>	<b>37,327</b>	<b>4,339</b>	<b>5.99</b>	<b>59,856</b>
Hyndburn	36,824	5,539	7.64	76,409
Lancaster	62,096	9,382	12.94	129,423
Pendle	40,046	6,614	9.12	91,239
Preston	61,662	9,182	12.67	126,664
Ribble Valley	25,879	2,995	4.13	41,315
Rossendale	31,103	4,537	6.26	62,587
South Ribble	49,477	5,211	7.19	71,885
West Lancashire	48,662	6,357	8.77	87,694
Wyre	50,733	6,372	8.80	87,901
				1,000,000

Source: <https://www.gov.uk/government/statistics/sub-regional-fuel-poverty-data-2022>

4. Affordable Warmth Grant Funding was last received in 2017. Between March 2015 to March 2017, and the Home Heating Cost Reduction Obligation (HHCRO) was extended until December 2018. Energy Company Obligations (ECO2) scheme provided funding for such measures direct from Energy Companies via CHiL – Cosy Homes in Lancashire. Affordable Warmth Grant is paid based on fuel poverty tables at the end of this report.

5. Since this period ECO3 funding has funded similar interventions through CHiL.

## **INTERVENTIONS**

6. The funding aims to reduce levels of death and illness over the winter months and to improve people's wellbeing; as a consequence, we also hope to see a reduction in hospital admissions and in demand for health and social care services.
7. Fylde sent a proposal to Lancashire County Council for approval of the AFW Grant on the 7th October 2022 outlining our intended usage of the funding (attached document 2) this was approved with all the interventions fitting the grant and likely to be effective.
  - Servicing and repairs, replacement boilers and heating systems and associated works, including controls and unsafe heating systems
  - Repairs to new radiators and radiator reflectors
  - Removal of failed cavity wall insulation and ventilation measures
  - Loft insulation
  - Failed Glazing improvements
  - Emergency heating and dehumidifier measures
  - Portable heaters for use whilst heating systems are repaired
  - Advice on fuel poverty, how to reduce costs through fuel switching, income maximisation, managing fuel bills & debts, warm home checks
  - Additional and targeted work with landlords to improve properties
  - Energy top-up vouchers/fuel cards
  - Carbon Monoxide Monitors

## **ELIGIBILITY**

8. Lancashire County Council have set the eligibility criteria for access to the grant scheme. Being on a low income, living in thermal inefficient home, having higher heating needs, and high fuel costs can all increase the risks of living in a cold home. The funding is aimed at the most vulnerable to harm from cold or damp homes. This could include a wide range of individuals at serious risk of experiencing poor health and wellbeing due to a cold home.
9. The funding is aimed at the most vulnerable to harm from cold or damp homes. This could include a wide range of individuals who either are, or are at serious risk of, experiencing poor health and wellbeing due to a cold home. The National Institute for Health and Care Excellence (NICE) guidance on ['Excess winter deaths and morbidity and the health risks associated with cold homes'](#), it identifies a number of groups to be particularly vulnerable to the effects of living in a cold home.

### Vulnerabilities:

- people with a diagnosed cardiovascular condition
- people with a diagnosed respiratory condition (in particular, chronic obstructive pulmonary disease and childhood asthma)
- people with diagnosed mental health conditions
- people with diagnosed disabilities
- older people (65 and older)
- households with young children (up to the age of 5)
- pregnant women
- people who are terminally ill
- people with suppressed immune systems (e.g. from cancer treatment or HIV)
- people who have attended hospital due to a fall

The following vulnerable groups will be considered on referral from a professional organisation

- people who move in and out of homelessness
- people with addictions
- Recent immigrants and refugees.

Households will be eligible for funding if they meet at least one of the following vulnerabilities and have a low income.

#### Low income

- Someone being in receipt of means tested benefits
- Have a total household income not in excess of £31,000<sup>1</sup>
- A 'declaration' by the Local Authority or health / social care professional that affordability issues are present.

#### **DELIVERY AND COST OF FINANCING THE SCHEME**

10. The scheme is fully funded by Lancashire County Council without the need of Fylde Council to provide any match funding or financial contributions.
11. Fylde Council will be required to administer the scheme, this will be undertaken within the existing resources of the Housing Services section.
12. Means testing will be carried out by Fylde Council before referrals are made in, accordance with BEIS to this will ensure that vulnerable groups, those on low incomes and properties with an EPC rating of D or below receives the funding.
13. Fylde council will be required to report monthly on the costs and types of measures which have been installed to Lancashire County Council.
14. The scheme is not tenure specific however private rented properties would be expected to firstly meet their obligations under the Housing Act 2004 in relation to heating and insulation without grant assistance.
15. Social housing would also be expected to meet this obligation, interventions/contributions from housing associations/other partners should be sought in the first instance. In addition, contributions will be asked for from the housing provider prior to the approval of any affordable warmth funding. Therefore, it is expected that the majority of funding will be directed towards owner occupied properties.
16. Funding will be paid to Fylde Council in advance. This process is already underway, the aim of this is for Fylde to be offering funding as soon as it becomes available and upon committee approval.
17. The grant allocated for 2022/23 is expected that the majority of the funding will be spent this winter and before the end of March 2022. It may be necessary to reconcile spend / committed at the end of March. There is the possibility of claw back of unspent and uncommitted funding at the end of March.

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<sup>1</sup> This is inline with the income criteria set for ECO4 Flexible Eligibility in the Statement of Intent template:  
<https://www.ofgem.gov.uk/publications/eco4-guidance-local-authority-administration>

IMPLICATIONS	
Finance	<p>This report summarises the Lancashire County Council Affordable warmth scheme and requests that, following consideration of the initiative, the Finance and Democracy committee approve a new fully funded capital scheme in the sum of £59,856 in 2022/23 fully funded by a grant from Lancashire County Council in the same sum and to authorise the scheme expenditure as detailed in the report.</p> <p>Fylde Council would be required to administer the scheme from existing resources within the housing services section.</p>
Legal	Enabling and facilitating the improvement of the energy efficiency of dwellings in the council area is a requirement of The Home Energy Conservation Act 1995
Community Safety	None arising directly from this report
Human Rights and Equalities	None arising directly from this report
Sustainability and Environmental Impact	Improving the energy efficiency of dwellings will contribute to sustainable communities and improve the environment
Health & Safety and Risk Management	None arising directly from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Cheryl Bennett	Email <a href="mailto:Cheryl.bennett@fylde.gov.uk">Cheryl.bennett@fylde.gov.uk</a> & Tel 01253 658591	31/10/2022

BACKGROUND PAPERS		
ECO4 Guidance: Local Authority Administration	June 2022	: <a href="https://www.ofgem.gov.uk/publications/eco4-guidance-local-authority-administration">https://www.ofgem.gov.uk/publications/eco4-guidance-local-authority-administration</a>
Energy Company Obligation (ECO4) Guidance: Delivery	October 2022	<a href="#">Energy Company Obligation (ECO4) Guidance: Delivery   Ofgem</a>

## Appendices

Appendix 1 - Interventions submitted to LCC for Approval

<b>Name of Local Authority</b>	<b>Fylde Council</b>
<b>Contact Name</b>	<b>Cheryl Bennett</b> <b>Principal Housing Services Officer</b>
<b>Address</b>	<b>The Town hall, St Annes Road West, St Annes, FY8 1LW</b>
<b>Telephone Number of contact</b>	
<b>Email address of contact</b>	<b>Cheryl.bennett@fylde.gov.uk</b>
<b>Tel and Email contact for public enquires / professional referral if different to above</b>	<b>housinggrants@fylde.gov.uk</b>

<b>Detail of the activity / intervention to be provided</b>	<b>Estimate of Proportion of budget (£)</b>	<b>Why is this needed?</b>	<b>Who will deliver it? (identify partners)</b>	<b>Please outline <u>how</u> you will target the groups listed in the guidance</b>
Servicing, repairs and replacement boilers and heating systems and associated works, including controls and replacement of unsafe heating appliances	£10,000	Ageing population and concerns regarding winter deaths. Families and current heating costs poverty.	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	Homelessness and Housing Advice Service CAB HMO programme Handypersons and Sanctuary Scheme Advice line with appointed Home Energy Improvement Supplier Wesleys café Community Information event
Repairs to and new radiators and radiator reflectors	£5000	Ageing population and concerns regarding winter deaths. Families and current heating costs poverty.	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	As above
Removal of failed cavity wall installation and ventilation measures	£15,000	Understand in Fylde issues with failed cavity wall insulation which is now causing internal damp	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	As above

Loft insulation	£11,000	As above to make homes more energy efficient in current fuel cost rises	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	As above
Failed glazing improvements	£5,000	As above and to improve thermal efficiency	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	As above
Emergency heating and dehumidifiers measures e.g. portable heaters for use whilst heating systems are repaired	£1000	Provision of emergency electric heaters while waiting for repairs to central heating systems	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	As above
Advice on fuel poverty - advice to reduce costs through fuel switching, income maximisation, managing fuel bills & debts, warm home checks	£5000	Home Energy Improvement supplier would be asked to provide advice via an advice line	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	As above
Additional and targeted work with landlords to improve properties	£5000	Undertaking HMO inspection programme and advising on repairs required would be advantageous to be able to offer funding where vulnerable tenants are in residence	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	As above
Emergency Top up fuel cards / vouchers	£2000	As enter into Winter 22/23 ability to provide vouchers for vulnerable households	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	As above
Carbon monoxide monitors	£856	Regulations required monitors to be installed	Undertaking procurement to appoint a Home Energy Improvement Supplier outside of CHiL and Rhea	As above

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF ENVIRONMENTAL SERVICES AND HOUSING	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	15 <sup>th</sup> NOVEMBER 2022	7
<b>EMPTY HOMES POSITION STATEMENT AND FYLDE EMPTY HOMES STRATEGY</b>			

### PUBLIC ITEM

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

### SUMMARY

The purpose of this report is to provide Members with an update on the numbers of long-term empty properties in the Borough and to introduce Fylde Council Empty Homes Strategy.

The most recent report on long term empty properties was on the 4<sup>th</sup> January 2022 to this Committee. In recent years, a number of changes have been made to the council tax scheme in relation to empty residential property and members have asked for regular updates to monitor the effect of those changes.

The Empty Homes Strategy proposes an approach to targeting empty units that have been empty for two years or more and working with Registered Providers to bring the units into the affordable housing stock within the borough.

### RECOMMENDATION

Committee are requested to:

1. Note the contents of the report
2. Approve the formal adoption of Fylde Council Empty Homes Strategy, with regular updates included with the annual Empty Homes Position Statement.

### SUMMARY OF PREVIOUS DECISIONS

[Empty Homes Position Statement January 2022](#)

[Empty Homes Position Statement November 2020](#)

[Empty Homes Position Statement November 2019](#)

### CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	√
Environment – To deliver services customers expect	

Efficiency – By spending money in the most efficient way	√
Tourism – To create a great place to live and visit	

## 2022 Empty Homes Position Statement

- In 2013 the Government introduced legislation allowing local authorities the discretion to charge an additional 50% premium to the owners of properties left empty for over two years. The Council introduced this additional charge with effect from 1<sup>st</sup> April 2014. The premium is an additional 50% of the council tax charge such that 150% of the council tax for the property becomes payable. The additional premium complements other council tax measures that require 100% of the council tax to be paid for months 6-24 of being empty.
- In November 2018, Government introduced further legislation allowing local authorities the discretion to increase the premium to 100% for properties left empty for over two years with effect from 1<sup>st</sup> April 2019. At the Environment Health and Housing on the 11<sup>th</sup> February 2019 the Council approved the introduction of a new Council Tax Premium level of 100% payable in respect of properties left empty for over two years, to be effective from 1st April 2019. On the 7<sup>th</sup> January 2020 the premium was increased by the Committee to 200% and then 300% for properties left empty for over 10 years.
- In summary:
  - 100% in respect of properties left empty for 6-24 months, effective from 1<sup>st</sup> April 2014;
  - 150% in respect of properties left empty for over two years, effective from 1<sup>st</sup> April 2014;
  - 200% in respect of properties left empty for over five years, effective from April 2020; and
  - 300% in respect of properties left empty for over ten years, effective from April 2021.
- Table 1 details the numbers of both long-term empty properties and properties which have been empty for over 2+, 5+ and 10+ years. Between October 2021 and October 2022 there has been no change in the numbers of properties that are over 5 years being empty. There has been a drop of 10 for the units empty over 2 years.

Table 1 – Long Term Empty Properties in Fylde

Date	Long term empty	2 years+ empty	5 years+ empty	10 years+ empty
Oct 13	688	N/A		
Oct 14	611	126		
Oct 15	612	122		
Oct 16	604	93		
Oct 17	584	125		
Oct 18	634	123		
Oct 19	650	110		
Oct 20	808	97	37	
Oct 21	626	114	15	11
Oct 22	616	104	15	11

- At the meeting of the former policy development scrutiny committee of November 2013 members resolved that, additional actions to deal with empty properties could only be taken within existing resources and actions the housing service and environment protection can take are limited to complaints received from members of the public.
- Within the Council complaints about empty homes can come from a number of sources:
  - Council Tax can be notified by the former occupant moving, or a landlord advising that a tenant has left a property and by a property inspection following returned mail. They welcome information received from any source and this can be emailed direct to [fylderevenues@blackpool.gov.uk](mailto:fylderevenues@blackpool.gov.uk).

- The Housing Service occasionally receive complaints from neighbours to empty homes. Between October 2021 to October 2022 the Housing Services have received no such complaints from neighbouring residents in relation to empty properties.
- The Private Sector Team are undertaking an inspection programme from January 2022 of all Houses of Multiple Occupancy within the Borough. This programme is identifying empty properties that appear to be in disrepair, but these tend not to be longer term empty units.
- Environmental Protection continue to see an increase in complaints, mainly in relation to overgrown land, filthy and verminous properties that do appear to be empty. If the occupier is resident and requires support as they are no longer keep up with the upkeep of their home a Welfare Check can be made by Environment Protection or Housing Services and if required a referral will be made to Adult Social Care for support.

### **Fylde Council Draft Empty Homes Strategy**

7. The Adopted Local Plan for Fylde to 2032 note in paragraph 9.59:

***“the Council will identify and bring back into use empty housing and buildings in line with local housing and empty homes strategies and, where appropriate, acquire properties under compulsory purchase powers”***

8. The Private Sector enforcement policy makes a commitment, subject to available resources, to work with owners of empty homes to bring them back into use.
9. The Housing Service are proposing an Empty Homes Strategy to bring empty homes back into use as affordable housing by means of a partnership with Registered Providers of Social Housing.
10. Fylde Council defines a long-term empty home as “A residential property that has been unoccupied for 6 months or more and does not have a reasonable prospect of being brought back into use by the owner without local authority intervention”.
11. The key aim of the Empty Homes Strategy is to maximise the number of empty homes that can be returned into use as affordable housing.
12. ‘Houses to Homes’ is the Preston City Council Empty Homes project which works closely with the RP ‘Community Gateway’ to bring empty homes back in to use. The Houses to Homes project helps to identify empty properties and locate the owner or next of kin. Fylde Council have been working closely with Preston City Council to develop the Empty Homes Strategy, along similar lines.
13. Preston City Council offer guidance and work with the owners to bring the property back is to use. Preston City Council are aware that all situations are different and that not everyone may wish to sell so they additionally offer advice and support to those owners who do not wish to sell but would like to renovate the property.
14. Fylde Council’s Empty Homes Strategy has four priorities:
  - Priority 1: Improve the recording and identification of properties and recording and monitoring information on progress with bringing properties back into use.
  - Priority 2: The Empty Homes Service will provide encouragement and detailed information to empty property owners.
  - Priority 3: Create a user-friendly web-based approach to identifying empty homes which can be accessed by members of the public and internal departments within the Council.
  - Priority 4: Working with Registered Providers (RPs) to reduce the number of empty homes. All RPs All registered Providers will be invited to submit a bid to become the dedicated RP for Fylde Empty Homes.

15. The draft Empty Homes Strategy, flow chart detailing the process and assessment and scoring sheet to be completed for every empty home (where there is a possibility of it being brought back into use) can be found in Appendices 1, 2 and 3 respectively.
16. A formal procurement exercise will be undertaken to identify one or several Registered Providers who wish to work with the local authority to take the Empty Homes Strategy forward.
17. The strategy will target units that have been empty for in excess of two years. When a unit has been identified the assessment and scoring sheet will be completed and liaison with the Registered Provider(s) will commence with the interested Registered Provider taking forward negotiations and purchase arrangements with the owner.
18. Internal departments within the local authority that will form part of the consultation on the suitability of a unit include: Council Tax, Legal Services, Finance, Environmental Protection and Private Sector Housing Enforcement.
19. Potential funding available will come from three sources and Committee approval will be sought in relation to Options b. and c for each individual unit. The Registered Provider will be responsible for drawing down funding from Homes England in relation to the sale and agreed purchase price.
  - a. The Registered Provider will draw down on funding from Homes England to purchase the property.
  - b. Fylde Council will use S106 funding to contribute towards the renovation costs of the property. We will propose an amount of approx. £20,000 per property.
  - c. If there is an element of community enhancement an option could be to draw down funding from the Community Housing Fund Grant held by Fylde Council.
20. An update on the number of units the Empty Homes Strategy is working towards bringing back into use will be presented to this Committee annually with an update on the Empty Homes Position Statement.

Ends

IMPLICATIONS	
Finance	The proposals in this report will be met from existing budget provision. Fylde Borough Council has a dedicated Affordable Housing Officer who will manage the Empty Homes project and deliver the Empty Homes Strategy. Initially it is anticipated that The Affordable Housing Officer will be working alongside other departments within the council in order to set the scheme up. There is the potential for future use of S106 capital funding held by the council to help fund improvements to properties identified as part of the strategy.
Legal	Consultation on suitability of units
Community Safety	Improving safety of areas where empty homes are a target for ASB
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Kirstine Riding	Kirstine.riding@fylde.gov.uk & Tel 01253 658569	01/11/2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection

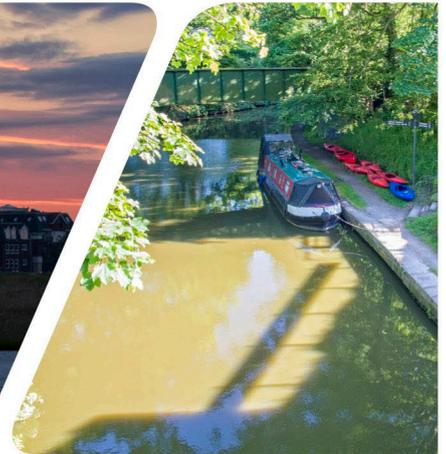
Various sources of advice on empty homes	01/11/2022	<a href="http://ehnetwork.org.uk">Empty Homes Network (ehnetwork.org.uk)</a>
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Attached documents

Appendix 1 – Draft Fylde Empty Homes Strategy

Appendix 2 – Process flowchart

Appendix 3 – Assessment and scoring sheet



# Draft Empty Homes Strategy

October 2022

## **Introduction**

Every empty home across the borough is a wasted resource particularly when there is a significant need and a lack of supply of affordable housing.

Returning empty homes back into use makes good economic sense as it is both cheaper and faster than building new homes.

Fylde Council defines a long-term empty home as “A residential property that has been unoccupied for 6 months or more and does not have a reasonable prospect of being brought back into use by the owner without local authority intervention”

This definition does not include second homes, student accommodation, properties already identified for demolition as part of the Councils Clearance Programme, houses for sale or houses awaiting planning permission for renovations or refurbishment.

The definition allows a sufficient length of time for market forces to act to return an empty home into use without any intervention. While the focus of the strategy is on private sector housing, the Council also recognise the need to work in partnership with Registered Social Landlords to tackle long term vacant properties within the affordable housing sector.

The scope of this strategy is those properties that have been empty for a period of 6 months or more and that are not actively being brought back into use.

## **PROBLEMS**

Empty properties have a negative impact on communities. By bringing empty homes back into use, we can greatly improve an area's appearance and boosts people's confidence in their neighbourhood. They can also be a magnet for crime and anti-social behaviour.

There is currently a shortage of satisfactory affordable housing across the country. An empty property could be a new home for a person in housing need, a young family looking for their first home or an older person looking to downsize

## **BENEFITS**

### **Benefits of returning empty properties into use; A profile of Fylde's empty homes problem.**

There are significant advantages for everyone in the area by returning empty homes back into use.

For the owners it unlocks potential capital if the property is sold.

Leaving a property empty increases the risk of vandalism and crime, making the property more costly to insure empty, if it can be insured at all. This leaves the owner vulnerable to losing their asset completely if it were destroyed by fire.

For local residents it reduces the opportunities for vandalism, fly tipping and antisocial behaviour in all its forms. Unsightly properties can have a negative effect on a neighbourhood; reduce house prices and lower people's

pride in the area. The properties would be redeveloped and managed through a Registered Provider which offers affordable housing to residents with a local connection to the parish.

For the local economy bringing an empty home back into use contributes to the regeneration of an area, increasing spending in the local economy and helping to protect the value of surrounding properties. Unsightly properties can often deter investment in an area, which can lead to decline.

For the wider community returning properties back into use reduces demands on services such as the Police, Fire and the Council to deal with the associated problems. As a result, resources can be used more effectively elsewhere, and those once empty homes provide additional affordable housing for the local community.

The Local Advised figures have not changed between 21 and 22.

### The Local perspective: Fylde

Date	Long term empty	2 years+ empty	5 years+ empty	10 years+ empty
Oct 13	688	N/A		
Oct 14	611	126		
Oct 15	612	122		
Oct 16	604	93		
Oct 17	584	125		
Oct 18	634	123		
Oct 19	650	110		
Oct 20	808	97	37	
Oct 21	626	114	15	11
Oct 22	616	104	10	10

There has been a slight decrease in the number of empty homes within Fylde since 2021.

Long term empty more than two year's 100%

Long term empty more than five year's 200%

Long term empty more than ten year's 300%

### The national perspective. Wyre, Blackpool, and Preston

Region	Local Authority	LTEH	LTEH Change	LTEH % change	2nd homes 2020	2nd homes % change	2nd homes 2021	2nd homes change	2nd homes % change	2021 Data total Home	LTEH Occurrence %	2nd Homes % occurrence	Total number not in use	Total % in primary residential use	1 in every x homes out of use
NW	Fylde	714	525	-189	-26	591	550	-41	-7	40,277	1.30	1.37	1075	2.67	37
NW	Wyre	93	82	-11	-12	155	137	-18	-12	53,807	0.15	0.25	219	0.41	246
NW	Blackpool UA	1,769	1,422	-347	-20	649	648	-1	0	72,019	1.97	0.90	2,070	2.87	35
NW	Preston	1,304	1,072	-232	-18	715	610	-105	-15	65,482	1.64	0.93	1,682	2.57	39
UK	National	268,385	237,340	-31,045	-12	262,953	253,357	9,596	-4	24,987,468	0.95	1.01	490,697	1.96	51

### THE PURPOSE

The key aim of the Empty Homes Strategy is to set out the detail of this policy and maximise the number of empty homes that are returned into use. To achieve this the objectives and actions within this empty homes strategy will be delivered under four key priorities. It will then go on to look at what we intend to do in the future, what tools we will employ and what actions we will take to improve our performance on returning empty homes back in to use.

## • Priority One – Improve the recording and identification of empty homes

Priority One is concerned with the identification of properties and the recording and monitoring of that information. This stage allows us to identify where the empty properties are located and details about the which enables us to begin our Empty Homes process.

At present, Fylde Borough Council identify a majority of empty homes from the Council Tax register. Whilst the Council Tax Register is a good starting point for identifying empty homes and obtaining and verifying information on the owners of these properties, it is not fully reliable as not all empty homes are reported. Fylde Borough Council does not currently have any other means for reporting or recording empty homes.

We will use a scoring and rating system for each referral to help us categorise and prioritise each property. See *appendix 3*.

### Aim

**Ensure all empty homes are identified and monitored by targeting the following types of empty homes:**

- Homes which have been empty for more than 6 months
- Empty homes that are a nuisance or the cause of complaints from residents.
- Empty homes that appear in priority action areas.
- Empty homes that are in a poor state of disrepair

### Objective

We intend to use various methods to help identify and record including:

- An Empty Homes webpage which allows members of the public to report Empty Homes in the area
- Develop a database which records information about properties and owners details. The database will be updated and monitored by the Empty Homes Officer
- An Empty Homes email address will be set up to monitor any reports or updates
- Intention to use Local Government Act 2003, Section 85 which permits the use of Council Tax data to identify empty homes. See *appendix. 1*

## Priority Two - Working with owners to bring empty homes back into use

### Aim – Develop an empty homes service

Our Empty Homes service will provide encouragement and detailed information to empty property owners. In order for the process to work, it is important that we offer good quality advice and support regarding all aspects of bringing their empty home back into use.

### Objective

- Offer support through our legal team to clearly explain the process
- Create an information hub on our website with helpful links
- Properties that come forward are scored against a scoring and rating system – see appendix 3

• **Priority Three** Develop a web page for the reporting to improve action on empty homes

**Aim**

Create a user-friendly web-based approach to identifying empty homes

**Objective**

Fylde council intend to have a dedicated empty homes web page only Fylde Council website which can be accessed by members of the public and internal departments within the council. This webpage will provide information on empty homes within Fylde and detailed information but hard to report empty homes and Fyldes plan for empty homes moving forward.

We also intend to work closely with internal services including housing enforcement, Environmental Protection on other services working with service users. We will create a separate form for internal services to report empty homes to affordable housing

**Priority Four** Working with Registered Provider (RP) to reduce the number of empty homes

**Aim**

Bring empty homes back into use as Affordable Housing

**Objectives**

Fylde council intends to work closely registered providers to deliver the empty homes strategy. All registered Providers will be invited to submit a bid to become the dedicated RP for Fylde Empty Homes. Whilst we understand that opening up the bids to contractors etc would gather more interest in the scheme, we feel it would be beneficial to work with providers who are better positioned to offer tenant support and property management once the property renovations have been completed.

**Funding available**

Funding sources identified will come from 2 sources.

1 – The Registered Provider with draw down on funding from Homes England to purchase the property.

2- Fylde council have available two sources of funding.

Primarily we will use S106 funding to contribute towards the renovation costs of the property. We will propose an amount of approx. £20,000 per property.

If there is an element of community enhancement an option could be to draw down funding from the Community Housing Fund Grant if S106 funding is not deemed appropriate for whatever reason.

[CMIS > Meetings Calendar](#)

## **Staffing Resources available**

Fylde Borough Council has a dedicated Affordable Housing Officer who will manage the Empty Homes project. Initially it is anticipated that The Affordable Housing Officer will be working alongside other departments within the council in order to set the scheme up.

### **Internal departments will include**

- Council Tax
- Legal Services
- Finance
- Environmental Protection
- Private Sector Housing Enforcement
- Planning Policy

### **External**

- Genealogy Service. Genealogy services are used to track down the next of kin of homeowners who may be deceased. We can contact the Next of Kin to discuss the property and offer advice on the options available to them.

Once the scheme is live, the Empty Homes project will be managed and monitored by the Affordable Housing Officer and the involvement of other departments will be drastically reduced.

## **Preston City Council approach**

Preston City Council have adopted a scheme where they work with registered providers to bring empty homes back into use. They have recently won 3 awards for the work they are doing regards Empty Homes in Preston and they have been kind enough to share their process with us.

The Preston Model fits with the Fylde Affordable SPD and would not only provide much needed affordable housing across the Fylde Coast, it will also reduce the demand for services such as Housing Enforcement and Environmental Protection who may be dealing with recurring ASB or Disrepair.

Fylde is fortunate to have a good working relationship with our Registered Providers and we can be assured that they will provide continued tenancy support and property management once the property has been completed. Fylde Council and the Affordable Housing Team are required at the start of the process to determine if a property is empty and to locate the owner or NOK. Once this information has been established, the Registered Provider takes ownership.

Appendix 1:

. 18A(1)A billing authority may use information it has obtained for the purpose of carrying out its functions under Part 1 of this Act for the purpose of—

(a)identifying vacant dwellings, or

(b)taking steps to bring vacant dwellings back into use.

The information would be restricted to the owners name, address or telephone number.

(2)The power under sub-paragraph (1) above, so far as relating to personal information, extends only to information which consists of an individual’s name or an address or number for communicating with him.

(3)In this paragraph—

- “personal information” means information which relates to an individual (living or dead) who can be identified—

(a) from that information, or

(b) from that information and other information of the authority,

and includes any expression of opinion about the individual and any indication of the intentions of any person in respect of the individual;

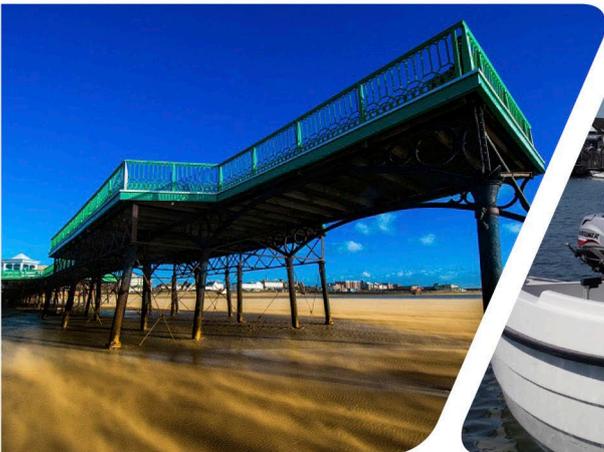
- “vacant dwelling” means a dwelling in which no one lives and which is substantially unfurnished.”

Appendix 2.

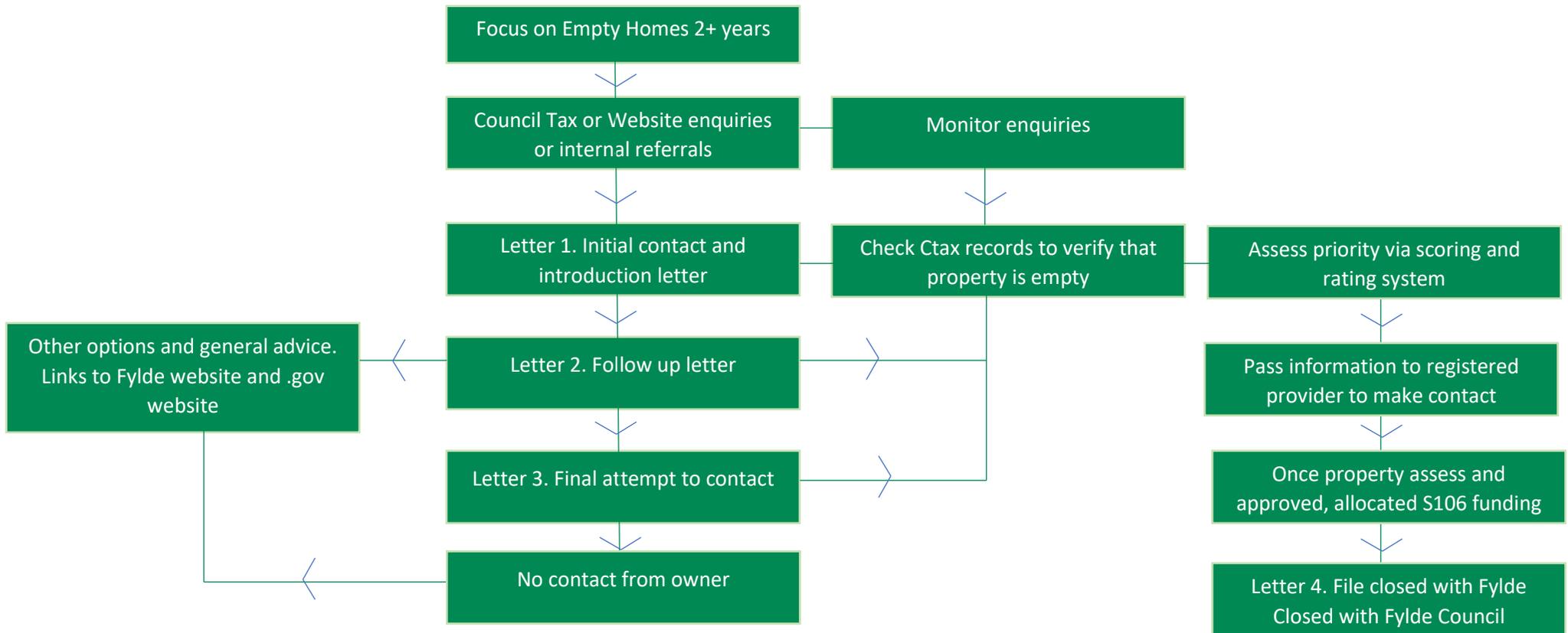
<\\fyfs1\Housing\Empty Homes\Take to committee\Empty Home Flowchart.pdf>

Appendix 3.

<\\fyfs1\Housing\Empty Homes\Take to committee\Empty Homes Scoring and Rating System.docx>



# Empty homes process flowchart



## Empty Homes Scoring and Rating System

Empty Homes Scoring and Rating System Each empty home identified will be assessed using a scoring sheet which considers various criteria. The result of this assessment is that the property will be placed in a category which determines the priority level it is given and the subsequent course of action taken. Properties will be reassessed when necessary / new information is obtained to ensure they remain situated in the correct categories and the correct level of priority is given. The categories will be classified as follows:

### RED – (scores 50 or over)

Cases which fall into this category will be prioritised. All avenues will be explored with the owner to return their property to use in a way that suits their own needs, the needs of the community and the Council. Where assistance is refused and the owner is unwilling to cooperate, all enforcement options will be considered to establish the most appropriate course of action.

### AMBER - (scores 25 - 49)

Cases which fall into this category will be considered a lower priority than those in the Red category. Resources will still be invested in these cases and officers will work with owners in an attempt to prevent empty homes from deteriorating and being reassessed to a higher category. Where necessary, enforcement options will be employed if considered the most appropriate course of action. Cases in this category will be monitored on a more frequent basis than those properties which fall within the Green category and will be reassessed where necessary.

### GREEN - (scores less than 25)

Cases which fall into this category will be given a lower priority for action, but owners will be contacted and offered any assistance they may need to return their property back into use. These properties will be monitored for any change and reassessed where necessary.

### Empty Homes Assessment Scoring Sheet

<b>Criteria</b>	<b>Classification</b>	<b>Score</b>
Time Empty	< 1 year	0
	1-2 years	5
	2-5 years	10
	5-10 years	15
	> 10 years	20
Location	Extremely isolated with no access	0
	Isolated property with access	5
	Rural residential area	10
	Urban residential neighbourhood	15
	Prominent position	20
Special Interest	N/A	0
	Listed Building	10
	Listed Building Located in a Conservation Area	5
General Condition	Well maintained	0
	Acceptable for surrounding area	5
	Noticeably empty/unattractive	10
	Extremely unsightly/detrimental to the area	20
Unwanted attention	Attracting criminal activity such as graffiti, fly tipping, vandalism, anti-social behaviour	20
Debts Owed to Fylde Borough Council	No outstanding monies owed	0
	< £500	5
	£500 - £2000	10
	£2000 - £5000	15
	>£5000	20
Owner Interaction	High level of cooperation	0
	Average level of contact & efforts made	5
	Minimal contact & little efforts made	10
	No contact/untraceable/no efforts made	20
<b>Total Score</b>	<b>Red/Amber/Green</b>	

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	15 NOVEMBER 2022	8

### AGE UK LANCASHIRE – MID-YEAR REPORT

#### PUBLIC ITEM

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

#### SUMMARY OF INFORMATION

The Council has a Service Level Agreement in place with Age UK Lancashire to provide an information and advice service in Fylde. As part of this agreement, Age UK provides a report to committee each year, summarising its performance over the previous year. Following the annual report, that was present to committee on 14 June 2022, a Mid-Year report for the period from 1<sup>st</sup> April to 30<sup>th</sup> September 2022 has been received.

#### SOURCE OF INFORMATION

<http://www.ageuk.org.uk/lancashire>

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

Age UK Lancashire is identified as one of the Council's key formal partnerships. There is a service level agreement in place where the Council pays a grant of £12,000 per annum for the information and advice service. The annual report produced by Age UK Lancashire provides an opportunity for councillors to ensure that the council is receiving value for money.

#### FURTHER INFORMATION

Contact Edyta Paxton (01253 658447) or Claire Yates, Age UK Lancashire (0300 303 1234)

## Fylde Borough Council Mid-Year Report

Period covered: 1st April 2022 – 30<sup>th</sup> September 2022

Compiled by: Zoe Johnston, Information & Advice Service Manager

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## General Update

Age UK Lancashire continues to deliver a high quality, confidential Information & Advice service across Lancashire for people aged 65+ and their carers. The support from Fylde Borough Council contributes towards our Information and Advice team via our St Annes office, and face-to-face community delivery in the area.

Two teams contribute towards the Information and Advice (I&A) delivery; our 0300 Call Handling Team and our community focussed I&A Team. The I&A Team offer home visits, surgery appointments and telephone support, depending on the needs of the client.

The first point of contact into the service is usually our 0300 number where our call handlers can help immediately with a simple enquiry or triage clients appropriately. In this reporting period, 445 people from Fylde contacted us this way. This route, alongside our internal services acting as referral agents, enabled 72 people to be referred for more detailed advice support.

Since April 2022, 36 Fylde residents received full welfare benefit checks, and we supported 49 clients with completing claim forms. We see an average of 8 clients per week at drop in sessions – these may be given information or signposted to other services, or may result in an appointment being arranged with one of our advisers.

Our Information and Advice service moved to telephone appointments only during the pandemic. Although we have fully opened up other methods of delivery, telephone appointments – rarely used prior to lockdown – proved to be an efficient use of time, and for many clients, a much easier way of receiving help. Because of this, we are continuing to use telephone appointments wherever we can. The method used to deliver our service is agreed with our clients taking their needs into account.

Regardless of the method of service delivery, all clients can expect that their enquiry is fully explored, and they will receive comprehensive advice followed up with a confirmation of advice letter with details of the information and advice we have given and any steps they should take to achieve the desired outcome.

Since April in Fylde Borough we delivered the following services:

- Information & Advice including case work
- Hospital Aftercare – practical support for people discharged from hospital
- Home Help service – providing cleaning, shopping and other errands
- Removing Barriers – supporting veterans

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- Good Day Calls – regular chats and ‘check-ins’ for clients who are lonely and/or isolated (set up in response to Covid-19)
- Art of Isolation and Veterans Art of Isolation projects – encouraging individuals to submit examples of creativity during the pandemic
- Scams Awareness – one-to-one advice sessions to enable client to be able to spot potential scams, deal with scammers, and take action in the event of being scammed.

### **Information & Advice**

Age UK Lancashire provides a comprehensive Information & Advice service to clients of pension age and their carers throughout the Fylde area. This is a free, one-to-one service supporting, informing and advising older people and their carers, often at the most vulnerable times in their life. Our services include: signposting and referral to other agencies, providing information and advice, form filling and casework.

During appointments we explore topic areas such as welfare benefit entitlements and income maximisation, access to social care and the assessment process, housing options for older people. This year we have expanded our service offer to include information on local and government support schemes relating to the cost of living crisis, in particular any help which may be available for soaring energy costs. We have also taken on a 2 years Scams Prevention and Awareness project. We consider the client’s circumstances on an individual basis and can then tailor our service as needed.

As part of our holistic service we extend our service to the immediate family and carers of our clients where appropriate.

We support all enquiries that are within our area of expertise and will actively refer to other specialist advice services where appropriate such as Citizen’s Advice for debt advice and Welfare Rights for benefit appeals.

Our Customer Services service is well established, offering older people and their carers a contact point for information or signposting. The team can also refer into our services as required.

Our most common enquiries usually include:

- Welfare Benefits
- Travel and leisure (including Blue Badge applications)
- Local services and activities

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- Community and social care
- Housing options

The service can usually be accessed by calling in to the Age UK Lancashire office in St George's Rd, St Anne's, by telephone, email, letter, referral from other community services or via one of Age UK Lancashire's other services. Home visits are occasionally provided for people unable to access the office, complex cases and lengthy form-filling. Our telephone and email service operates Monday to Friday 9am – 5pm (via our 0300 303 1234 number) with an out of hours answerphone facility which gives the customer the option of ringing the Age UK National Advice Line for support out of hours (open 8am-7pm, 365 days per year).

The service works in partnership with a number of local key partners, including the Department for Work and Pensions, Welfare Rights, Pension Wise, Disability Information, Community Mental Health Team, Extensive Care Team, New Fylde Housing, Fylde CA, Care & Repair, Lancashire Fire and Rescue Service, Hospital Discharge Team, Trinity Hospice, Social Services, Stroke Association, Alzheimer's Association, Parkinson's Society, Alzheimer's Society and Lytham Hospital Dementia services.

The service provided by Age UK Lancashire during this 6-month period has identified £1,175,486.09 per annum in unclaimed benefits across the county, with £237,032.22 of that figure being for Fylde residents of State Pension age. This money is most often spent in the local economy.

### **Further Background**

Our countywide I&A team currently consists of 2 full time advisers, 1 part time adviser, 1 scams awareness officer, 1 part time volunteer, and we have successfully recruited an administration officer (joining us in November 2022) to support the team.

Age UK Lancashire has a comprehensive mandatory training plan for both staff and volunteers. We have invested in a high quality online training resource via ME Learning which enables many more staff and volunteers to access up-to-date training and undertake courses at their convenience. Regular meetings are usually held with all the volunteers to update them and provide general support. We make sure they are familiar with the standards, policies and procedures set by the Information and Advice Quality Standard. Training includes Basic Life Support, Safeguarding Adults level one, Safeguarding Children level one, Dementia Awareness, Information Governance, Mental Capacity Act, and Fire Safety Awareness. We have recently updated our mandatory training to include LGBTQ Awareness, PREVENT, and Infection Control, as well as further training on safeguarding adults who may be at risk of self-harm.

The Information and Advice staff also undertake training on Pension Age Welfare benefits, Social/Community Care, Housing, Charity Log (in house Database), Information & Advice Quality Program training meetings, The Care Act, and General Data Protection Regulation.

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### Quality

We continue to hold the nationally recognized Age UK Information and Advice Quality Programme (IAQP) which was successfully renewed in April 2021, and the Advice Quality Standard which are rigorous and robust processes to ensure we are delivering a service that meets all their requirements. We are in the process of renewing this accreditation. We also hold the ISO 9001 and the Age UK organisational standard.

### Promotion and Engagement

We continue to support the Older People's Forum and the FAB group and we keep in contact with the social groups in the area. We participate in fortnightly Dementia Hub zoom meetings, and are hopeful that face to face meetings can resume in August. We continue to refer people to Just Good Friends in St Annes, Lancashire Carers, Carers Count and Alzheimer's Singing For The Brain.

The team have delivered group awareness talks at Freckleton Library, various sheltered accommodations, and other locations as required. Our Scams Awareness project, in particular, is seeing much demand for group awareness sessions.

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**Appendices**

Appendix A – Case Study – to follow when signed consent received

Appendix B - Profile Data for Fylde 2022 April to September

TOPIC OF ENQUIRY	NUMBER OF ENQUIRIES
Age UK Services	1
Benefits	199
Community Care	20
Consumer	71
Health Conditions	0
Health Services	0
Housing	0
Legal	0
Leisure and Social Activities	1
Residential Care	12
Other money	24
Nationality and Immigration	0
Grand Total	328

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**Client feedback**

Our clients are issued with a feedback form at the end of their service. The results of these during this reporting period are that:

Your benefit claim was successful – 100 % agreed

Your general wellbeing has improved – 100 % agreed

You feel more independent or less isolated – 100 % agreed

Your knowledge of where to go for advice has increased - 100 % agreed

You were satisfied with the service and would recommend it to others - 100 % agreed

Average score 1-5

Staff were friendly and knowledgeable – 4.9/5

I was treated with respect – 4.8/5

My privacy and confidentiality were ensured - 5/5

The service met my expectations – 4.8/5

I received the service at the right time for me – 4.8/5

How likely are you to recommend our service? – 4.9/5

**Age UK Lancashire**  
Wellbeing Centre, Moorgate,  
Ormskirk, L39 4RY

**t** 0300 303 1234  
**e** [admin@ageuklancs.org.uk](mailto:admin@ageuklancs.org.uk)  
**www** [www.ageuklancs.org.uk](http://www.ageuklancs.org.uk)



**Client comments**

“Your staff have been great. I could not have managed without this help, First class service, cannot be bettered. Donation to follow”

“Age UK are just an excellent service with plenty of help”

“Everything flowed very well and in a pleasant friendly atmosphere with a lot of willingness and interest in helping me. I feel very happy and pleased with the staff that helped me. God bless them! of course your help has made a big difference. I didn't know anything about Age UK and its functions and I am pleased and happy for all the help, support and guidance that I have been given. Paula's support was great and very helpful in achieving what I wanted. My suggestion is to continue with this beautiful work of helping people who need it”

“The help and advice has gone beyond our expectations, we can only say thank you to all concerned”

“I am now able to manage my life better with the benefits you have helped me gain from DWP and Fylde Borough Council and after my recent bad fall at midnight I have panic buttons and a key safe as the police had to help me get up off the floor.”

“Paula was lovely and made me feel completely at ease whilst discussing sensitive subjects. Paula was very knowledgeable and really helped me to answer questions in a more productive way, I couldn't have managed without her. An extremely professional and efficient service.”

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## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	15 NOVEMBER 2022	9
<b>CARBON NEUTRAL WORKING GROUP UPDATE</b>			

### PUBLIC ITEM

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

#### SUMMARY OF INFORMATION

The report presents the Committee with an update on the work of the Carbon Neutral Working Group. The notes of the last meeting of the Group held on 13 July 2022 are attached for this purpose.

Members will be aware that there are several actions listed for delivery by 2023/24 within the Corporate Plan on the carbon neutral agenda. This report gives an update on work in this area. The actions as articulated within the Corporate Plan are set out below:

- Implement carbon reduction policies including plastics reduction, tree planting, energy efficient and recycling.
- Design education and awareness programmes to support carbon reduction policies and actions; and
- Work with partners to deliver carbon reduction.

#### SOURCE OF INFORMATION

The Corporate Plan and previous notes of the Carbon Neutral Working Group.

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

This Committee has been designated the lead Committee on coordinating work on carbon reduction. This report aims to keep all members updated on work of the appointed Carbon Neutral Working Group

#### FURTHER INFORMATION

Contact - Tracy Manning tel: 01253 658521 or email: [tracy.manning@fylde.gov.uk](mailto:tracy.manning@fylde.gov.uk)

# Notes

## Carbon Neutral Working Group

<b>Date:</b>	Wednesday, 13 July 2022
<b>Venue:</b>	Town Hall, St Annes
<b>Present:</b>	<u>Councillors</u> Tommy Threlfall (Chairman), Noreen Griffiths, Karen Henshaw and Viv Willder. <u>Officers</u> Tracy Manning (Deputy Chief Executive) Mark Evans (Head of Planning) Lisa Foden (Parks & Costal Services Manager) Andrew Rayner (Tree & Arboriculture Officer)
<b>Note Taker:</b>	Lyndsey Lacey-Simone

### 1. Introductions and apologies

The Chairman, Councillor Tommy Threlfall welcomed all those in attendance to the meeting.

Apologies were received from Councillor Stan Trudgill.

### 2. Update on the Capital Tree Planting Programme and Budgetary Position/ Planting Activity

Mark Evans (Head of Planning) was invited by the Chairman to introduce an update on the capital tree planting programme and budgetary position. In doing so, he stated that a slippage of £19,000 from the original ad-hoc budget of £25, 000 had been agreed at Budget Council in March 2022. This was to allow further tree planting to be carried out during the 2022/23 planting season.

Mr Evans went on to say that at the previous meeting of the Working Group, a discussion took place about utilising some of the budget to undertake a tree survey as a base line study for future planting which would also tie in with other carbon neutral baseline assessments.

Andrew Raynor (Tree & Arboriculture Officer) was then invited to expand on the details of the proposed tree survey. He explained that there were various types of surveys that could be undertaken ranging from high level to basic surveys and the costs/ square metres involved were reflective of this.

He went on to say that as an alternative, the Council could consider using a company called 'National Tree Mapping Data' which use 'Blue Sky'. He explained that the company apply a broad-brush approach to tree cover and of relevance, the Forestry Commission also use 'Map Data' to get their country wide tree information. Members were advised that to undertake a survey for the whole of Fylde on a ward-by-ward basis would cost in the region of

Notes – Carbon Neutral Working Group – 13 July 2022

£1,775. Mr Raynor stated that the intention would be to utilise the remaining funding for other tree projects and if there was a desire to identify areas for tree planting locations, such work could be undertaken by the Parks Team.

Clarification was sought at the meeting about links to the survey work carried out by Forestry Commission and the proposed survey. Mr Raynor addressed this point.

Members also commented on the following areas: the ability to put trees in the ground at the earliest opportunity; Tree Planting week and the associated publicity; issues with trees being planted incorrectly; the importance of LCC input to the planting programme; community events/Lytham Hall project; Welcome Back Fund; stakeholder projects and planting trees in schools/colleges and getting children/scouts involved in the planting project. In addition, matters associated with planting in the town & parish areas and the need to have a strategic approach to planting that works in tangent with identifying green spaces in the borough was raised. Each point was addressed by the relevant officer.

It was suggested that whilst the Council was waiting for the tree survey work to be undertaken, the Parks Team could look at what could be reasonably be achieved in terms of tree planting in its green spaces assets over what is currently being delivered (including requests for further partnership tree planting activity from St Annes Town Council, Elswick Parish Council, and the Fairhaven Team) In consideration of this point, it was acknowledged that tree planting season was the period from November to the end of February.

Lisa Foden stated that the proposed survey work would be fundamental to tree planning in both the medium and long-term. She also stressed the importance attached to planting the right tree in the right place with the involvement of the Ranger Service.

Further to above, Lisa Foden highlighted that tree planting was already occurring across the green spaces with the Ranger Service but not with the specific budget. She added that the suggested proposal in identifying additional sites could be looked out in tangent with both Teams and that any work undertaken with this funding would complement the current works programme.

Mark Evans referred to the regional and national initiatives aimed at increasing tree cover throughout the country and the community planting schemes allowing 15 trees to be planted in each of 15 parishes.

Following a full discussion, it was AGREED:

1. To commit £1,775 of the £19,000 budget to fund the tree planting survey work as outlined at the meeting.
2. To request Lisa Foden in partnership with Andrew Raynor to identify/cost up a list of tree planting sites (divided between the Council's own green spaces assets & other assets) with a view to consulting with the Chairman and Vice- Chairman of Environment, Health & Housing Committee and reporting back on the outcome to the next meeting of the Working Group.
3. To review the balance of the budget at the next appropriate meeting of the Working Group.
4. To instigate comms around planned tree planting activity to coincide with Tree Planting week.
5. To present the updated Tree & Landscape Strategy to the next meeting of the Working Group.

### 3. SWOT Analysis - Climate Change

Tracy Manning (Deputy Chief Executive) introduced this information item for discussion and comment. A copy of the SWOT (strengths, weaknesses, opportunities, and threats) analysis for climate change (completed by the Senior Management Team and the Leadership Board) was circulated with the agenda.

Tracy Manning stated that the analysis is linked to the carbon neutral work and whilst it is a useful piece of work, suggested it would be helpful to take a step back to consider the overall direction of travel corporately with respect

Notes – Carbon Neutral Working Group – 13 July 2022

to the carbon neutral/climate change agenda. Mrs Manning went on to say that this is something that the newly appointed Head of Environmental Health & Housing was giving some consideration to in the first instance.

Clarification was sought on use of pesticides, resources for the Climate Change agenda and the status of the Climate Emergency Declaration. Lisa Foden and Tracy Manning addressed these points as appropriate.

4. Any Other Business

The Chairman, Councillor Threlfall referred to a recent visit that he had undertaken to BAE Systems. He explained that an offer had been made by Paul Earnshaw for representatives of BAE Systems to attend a future meeting of the Working Group to discuss best practice /share ideas on the Carbon Neutral agenda.

It was AGREED - That this be progressed with a view to representatives of BAE Systems attending the next meeting of the Working Group.

5. Date and Time of Next Meeting

That the next meeting of the group be held in September. Date to be agreed.

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## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	15th NOVEMBER 2022	10
<b>GENERAL FUND REVENUE BUDGET MONITORING REPORT 2022/23 - POSITION AS AT 30<sup>th</sup> SEPTEMBER 2022</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

The purpose of this report is to provide an update on the General Fund Revenue Budget of the Council as at 30<sup>th</sup> September 2022 and specifically for those areas under the remit of the Committee.

### SOURCE OF INFORMATION

The report is based upon information extracted from the financial ledger system of the Council for the period to 30<sup>th</sup> September 2022 and feedback and commentary received from budget holders.

### LINK TO INFORMATION

General Fund Revenue Budget monitoring Report to 30<sup>th</sup> September 2022:

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

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

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

### FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel 01253 658566

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# GENERAL FUND REVENUE BUDGET MONITORING REPORT 2022/23

## POSITION AS AT 30<sup>TH</sup> SEPTEMBER 2022

### Summary

The purpose of this report is to provide an update on the General Fund Revenue Budget of the Council as at 30<sup>th</sup> September 2022. The report includes a narrative description of the most significant variances from the profiled latest budget and details any actions required to address these. Appendix A to this report shows the value of the most significant variances for all of the Council services by Committee and provides a brief explanation for each variance.

### 1. Background

- 1.1 The Council operates a system of Revenue Budget Monitoring which revolves around the production of detailed monthly monitoring reports for budget holders. Significant variances from the expected budget position at the point of monitoring, both for expenditure and income, are summarised in monitoring reports which are periodically reported to each Programme Committee for information purposes. This report therefore details the findings and issues emerging from budget monitoring carried out to 30<sup>th</sup> September 2022.
- 1.2 It should be noted that work continues on improving budget profiling across the Council in order that budget profiles more accurately reflect the spending pattern of individual budgets across the financial year. This serves to enhance budget monitoring and focus attention on true variances rather than budget profiling issues. This is a continuous process with budget holders so that the improved profiling continues to refine the budget monitoring system.
- 1.3 Council approved the 2022/23 budget at its meeting on 3<sup>rd</sup> March 2022. Subsequently on 23<sup>rd</sup> June 2022 the Finance and Democracy Committee approved the financial outturn position for 2021/22. The impact of those approvals, including savings and growth items approved at the Council budget meeting, along with slippage from 2021/22 as approved by the Finance and Democracy Committee, are now reflected in the financial ledger. Therefore, this report monitors expenditure and income against the updated approved budgets for 2022/23.

### 2. Budget Rightsizing Exercise

For a number of years the Council has carried out an annual budget rightsizing exercise to analyse underspends which have occurred over the last 3 financial years and to adjust current and future year budgets to better reflect the level of resource requirement in the context of current financial constraints. This process is currently being repeated during 2022/23 and the resulting changes will be reflected in the latest budgets and updates to the Councils Financial Forecast.

### 3. Conclusions

The Council has seen particular volatility in expenditure and income levels since the commencement of the pandemic which has required that the Council continues the approach to continually seek opportunities to achieve savings and efficiencies to enable a balanced budget position and financial stability to be maintained.

As a consequence of the uncertainty about the impact of the pandemic on national public finances, the Government implemented a one-year Spending Review for 2022/23 and the Council, as with all Local Authorities, received a one-year funding settlement for the year. This was the second year running that the funding settlement was for one-year only. The MTFs report presented to Council in March 2022 sets out the full context of the financial landscape of the council, including an assessment of the key financial risks which primarily relate

to uncertainties around reviews of the future funding regime for local government. The report can be found at this link: [MTFS Report March 2022](#).

UK CPI was 0.7% in March 2021 but thereafter began to steadily increase. Initially driven by energy price effects and by inflation in sectors such as retail and hospitality which were re-opening after the pandemic lockdowns, inflation then was believed to be temporary. Thereafter price rises slowly became more widespread, as a combination of rising global costs and strong demand was exacerbated by supply shortages and transport dislocations. The surge in wholesale gas and electricity prices led to elevated inflation expectations. CPI for September 2022 registered 10.1% year on year, up from 9.9% in August 2022. Increasing inflation is exerting significant upward pressure on prices for utilities and on supplies and services across all sectors of the economy, which in turn increases the base costs for both revenue and capital budget items. The situation is particularly acute in the construction sector where supply chain issues and price increases are combining to put increased risks on the delivery of capital programme schemes. This is likely to be a continuing issue for the council during 2022/23 and this has resulted in current scheme delays and reviews on scheme costings.

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

External pressures outside the Council's control are impacting on all local authorities. Instructions remain in place that officers should not commit to any unnecessary expenditure and should seek to maximise efficiencies wherever possible.

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

In light of the potential for future general reductions in central government funding from 2023/24 onwards, the Council needs to continue with the approach to delivering savings and efficiencies which have helped deliver balanced budgets and provided contributions to reserves over recent years.

Through continued focus on the importance of financial stability the Council has delivered a significant savings programme in recent years and has continued to reduce overheads wherever possible. Ongoing modernisation work and business improvement will continue to make Council services more efficient, save money and maintain high quality frontline services to customers. For Fylde Council to continue to successfully meet the new challenges that it faces it is vital that this approach continues and that all reasonable opportunities for further cost-reduction measures and for the generation of additional income are seriously considered. Prudent financial management in previous years has provided a level of reserves which allows the necessary time to determine how this council can best respond to the challenges ahead.

We are now at the mid-point of the 2022/23 financial year and much uncertainty exists with respect to the remainder of the year. Therefore, it is not possible to draw any firm conclusions on the in-year financial position. The financial risks facing the Council, as set out to Council in March 2022 and updated to Finance & Democracy Committee in June 2022 remain alongside the significant additional risks presented by the pandemic. Instructions issued by Management Team that budget holders remain prudent are still in place, and the overall financial position of the council will be captured in the next update of the financial forecast in the Medium Term Financial Strategy which will be presented to members in the forthcoming committee cycle.

**REVENUE MONITORING 2022/23 - Period 6 to 30th September 2022 (Variances in excess of £5K)**

Appendix A

NB: Some budget variances occurring as a result of budget profiling issues where no variance is expected to remain by year-end, or variances to be resolved by virements, are excluded from the list below.

Key

BLUE
GREEN
AMBER
RED

Variance currently showing but expected to be on target at year end
Favourable variance against latest budget
Adverse variance against latest budget
Projected adverse outturn variance

**FINANCE & DEMOCRACY COMMITTEE / CORPORATE CROSS CUTTING BUDGETS**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
All Council services	Employee costs including basic pay, pension, NI, and overtime, plus agency costs	10,412,612	5,389,764	5,486,404	96,640	ADVERSE	RED	All Budget Holders	The budget forecast which was approved by Council in March 2022 assumed employee cost savings (including vacancy savings arising from delays in the recruitment to vacant posts) of £300,000 per annum from 2022/23 onwards. The actual spend to date includes an estimated pay award of £1,925 per pay point (pro-rata'd for the year to date) based on the latest offer, which is yet to be formally agreed and equates to c6.75% on the pay-bill, whilst the budget for pay award assumed a 2.75% increase. Together these changes equate to the adverse variance shown. This budget will be kept under review during the remainder of the financial year and will be adjusted as part of future budget right-sizing exercises and confirmation of the agreed pay award.
Utilities	Electricity	92,878	46,461	25,709	-20,752	FAVOURABLE	RED	Andrew Loynd	Underspend as a result of some credits plus August and September bills not yet being processed. Overall it is expected that, with the increase in electricity costs, across the year the budget will be significantly overspent. The budgets will be kept under review and adjusted as necessary as part of the budget right-sizing exercise to reflect this.
	Gas	44,800	22,410	29,364	6,954	ADVERSE	RED	Andrew Loynd	Costs have significantly increased. Although expenditure should decrease over summer months this will rise over winter. The budgets will be kept under review and adjusted as necessary as part of the budget right-sizing exercise to reflect this.
	Sewerage & Environmental Services	11,611	5,826	-4,998	-10,824	FAVOURABLE	RED	Andrew Loynd	With change in provider, credits received for previous financial year. Expect this to be claimed by new provider and this years budget to be invoiced in full. The budgets will be kept under review and adjusted as necessary as part of the budget right-sizing exercise to reflect this.
Human Resources	Training Exps - qualifications	25,000	12,502	553	-11,949	FAVOURABLE	BLUE	Alex Scrivens	The deadline for Personal Development Appraisals has just passed 30/09/22, therefore the plan is to utilise the budget in Q3/Q4.
Computer services	Purchase of Computer Equipment	186,975	93,522	122,840	29,318	ADVERSE	BLUE	Ross McKelvie	The budgets shown include a healthy slippage which will be used to develop the device, virtual infrastructure and enhancement of cyber going forward, with an exploration of solutions currently underway which should see normalisation through both budgets shown after implementation.
	Computer - Development Costs	275,427	137,768	48,865	-88,903	FAVOURABLE	BLUE	Ross McKelvie	
St Annes Public Offices	Consultants Fees	0	0	6,000	6,000	ADVERSE	RED	Phil Howarth	Agents fees incurred regarding the disposal and re-development of the site.
	Legal Fees and Court Costs	0	0	6,000	6,000	ADVERSE	RED	Phil Howarth	Additional funding agreed to cover costs associated with sale/lease of site.

**TOURISM AND LEISURE COMMITTEE**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Sports Development	Weight Management Activities	41,863	20,938	3,574	-17,364	FAVOURABLE	BLUE	Ian Brookes	Phasing of expenditure - anticipated to be spent to budget at year end.
	Business Health Matters Initiatives	17,400	8,700	0	-8,700	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end. There are more engagement days planned for the remainder of the year
	PCC - Safe Communities Project	26,750	13,378	720	-12,658	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end. Delivery of the project has been moved to after the summer holiday period
St. Annes-Leisure (Strategic)	Crown Green Bowling	0	0	-5,200	-5,200	FAVOURABLE	GREEN		Additional unbudgeted income. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Lytham-Parks (Non-Strategic)	General Maintenance of Grounds	4,106	2,054	7,715	5,661	ADVERSE	RED	Lisa Foden	Essential maintenance costs incurred during 2022/23. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Fairhaven Lake and Gardens	Boats Maintenance Etc	10,000	5,004	13,498	8,494	ADVERSE	RED	Nick Skiba	Fuel charges for boats increased, plus purchase of treatments to keep the Lake weed free to allow for continuation of the boat service through the season. Will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Crown Green Bowling	0	0	-6,314	-6,314	FAVOURABLE	GREEN		The income target within a wider games Site Income code (including other sites). This will be re profiled as part of Budget Right Sizing
	Adventure Golf	-165,000	-82,530	-113,858	-31,328	FAVOURABLE	BLUE		Extra visitors due to promotional activities and boat / golf combi ticket
	Watersport Activities	-45,000	-22,506	-12,392	10,115	ADVERSE	RED		New offer at Fairhaven and marketing campaigns have taken place. Will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Boat Service	-72,500	-36,264	-80,184	-43,920	FAVOURABLE	GREEN		Higher than expected revenue due to warm weather during the summer
	Combined Tickets/Other Fees	-7,500	-3,750	-10,920	-7,170	FAVOURABLE	GREEN		Higher than expected revenue due to warm weather during the summer and marketing campaigns
Fylde Tourism	Income - Kite Festival	-20,000	-20,000	-8,121	11,879	ADVERSE	RED	Tim Dixon	Reduced income from expected revenues from event car park and trade stalls. Budget will be reviewed and opportunities to look for a sponsor from 2023 event onwards
Coast and Countryside	Consultants Fees	45,716	22,866	46,017	23,151	ADVERSE	BLUE	Phil Howarth	Profiling of the Sand winning Environmental studies - anticipated to be spent to budget at year end.

**OPERATIONAL MANAGEMENT COMMITTEE**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Fylde Waste Schemes	Other Sales	-50,000	-25,010	-37,100	-12,090	FAVOURABLE	GREEN	Clare Blyth / Mark Wilde	Additional income due to customer demand and an increase in service provision from 3 to 4 days per week
	Green Waste Subscription Charge	-693,800	-693,800	-672,280	21,520	ADVERSE	RED		Subscriptions to the scheme are less than budgeted for - the scheme is still open until end of November and is being actively promoted.
Trade Waste Service	Bulk Bin Collection Charges	-160,000	-160,000	-166,687	-6,687	FAVOURABLE	GREEN	Clare Blyth / Mark Wilde	Increase in number of customers for trade waste services.
	Bulk Bin Disposal Charges	-160,000	-160,000	-168,275	-8,275	FAVOURABLE	GREEN		Increase in number of customers for trade waste services.
Highways Cleansing	Parish Council Amenity Cleansing Grant	32,656	32,656	24,198	-8,458	FAVOURABLE	GREEN	Clare Blyth / Mark Wilde	Reduction in grant payable to town and parish councils - Newton and Clifton Parish Council no longer receiving the grant and cleansing responsibility back under FBC remit. Budget to be updated as part of the budget rightsizing exercise.
Fleet & Plant	FMS Materials Cost	140,670	70,439	84,888	14,449	ADVERSE	RED		There are a number of adverse and favourable variances in respect of vehicle costs. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Fuel Costs	280,595	140,393	184,058	43,665	ADVERSE	RED		
	Tyres - Renewal	34,636	17,430	11,982	-5,448	FAVOURABLE	BLUE		
	Bartec-In Cab Technology	19,970	10,062	17,381	7,319	ADVERSE	RED		
Agrippa Signage	11,005	5,545	0	-5,545	FAVOURABLE	GREEN			
St Annes Square (Maintenance)	Reps & Mtce of Capital Schemes	45,000	22,506	212	-22,294	FAVOURABLE	BLUE	Phil Howarth	This was for a rolling programme of maintenance to be managed by the Town Centre Manager. A programme of works is currently being developed.
Property Management Team	Surveys / Valuation Fees	15,000	7,500	-40	-7,540	FAVOURABLE	BLUE	Phil Howarth	The valuations for the current year are in progress and this budget will be fully spent by year end.
	Miscellaneous Income	0	0	-5,525	-5,525	FAVOURABLE	GREEN	Phil Howarth	Additional unbudgeted income - Estates legal fees contribution. This will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Car Parking Fees	Car Parking Fees	-685,000	-342,639	-466,384	-123,745	FAVOURABLE	GREEN	Andrew Loynd	Due to the good weather and increased visitors it is anticipated that the annual income will be greater than expected. The budgets will be kept under review and adjusted as necessary as part of the budget right-sizing exercise to reflect this.
Car Parks General	Other General Repairs and Mtce	20,600	10,304	555	-9,749	FAVOURABLE	GREEN		Profiling. Budget held back due to expected significant costs of updating all p&d machine modems to 4g due to 2/3g turn off during 2023. Further costs anticipated to be incurred.
Stanner Bank Car Park	Ticket Issuing Machines	0	0	9,495	9,495	ADVERSE	RED		These are costs associated with operating and maintaining the barrier system out of hours. The budget will be kept under review during the remainder of the financial year.
Off-Street Parking Enforcement	Decrim - Off-Street Pkng Fees	-40,000	-20,008	-33,867	-13,859	FAVOURABLE	GREEN		With an increase in visitors as per above the increase in parking contraventions has occurred resulting in a higher number of Penalty Charge Notices being issued. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Cemetery and Crematorium	Crematorium Furnace Repairs	2,500	1,252	37,205	35,953	ADVERSE	RED	Rebecca Riley	Essential replacement of major cremator components scheduled for November 2022 in order to keep the facilities operational. Virements are being explored to fund these works.
	Interments	-200,000	-100,040	-133,945	-33,905	FAVOURABLE	BLUE		There is increased demand for plots post pandemic. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.

**OPERATIONAL MANAGEMENT COMMITTEE**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Cemetery and Crematorium	Cremations	-1,070,000	-535,214	-491,785	43,429	ADVERSE	RED	Rebecca Riley	There has been a reduced demand for services from residents outside of the borough. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Memorial Income	-40,000	-20,008	-13,542	6,466	ADVERSE	BLUE		There has been a reduced demand for services from residents outside of the borough. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.

**ENVIRONMENT HEALTH & HOUSING COMMITTEE**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Homelessness	Storage and Removal Costs	5,000	2,504	9,878	7,374	ADVERSE	BLUE	Kirstine Riding	The homeless service continues to see high demand for temporary accommodation with limited move on opportunities. This has a direct impact on storage costs as there is a legal requirement to store clients belongings to whom we have a statutory housing duty.
	Computer - Program Licence Chgs	0	0	10,495	10,495	ADVERSE	BLUE		Jigsaw license for homelessness and housing advice service 22/23 is awaiting a decision on the Homeless Prevention Grant 22/23 being placed in housing team based budget on the 12th Oct 2022.
	CAB - Debt Advice Service	18,772	9,388	575	-8,813	FAVOURABLE	BLUE		Service is operated by Blackpool Debt Advice Service and costs are per client referred in from 21/22. Originally service was set up with CAB and included staffing costs which is no longer the case. There is an expected under spend at the end of every financial year.
	Ex-Offender Initiatives	34,172	17,090	6,000	-11,090	FAVOURABLE	BLUE		Project is progressing as expected. Funding merged with Rapid Rehousing programme and taken out for procurement as Ex offenders and Rough Sleeping Programme.
	B&B	71,750	35,888	88,070	52,182	ADVERSE	AMBER		The homeless service continues to see unprecedented levels of demand for temporary accommodation coupled with limited move on opportunities. The budget is partially offset by Housing benefit income which stands at £31k. The expected outturn position will be above the full year budget of £71k.
	Rapid Re-housing Programme	29,000	14,506	6,089	-8,417	FAVOURABLE	BLUE		Project is progressing as expected. Funding merged with Ex-offenders programme and taken out for procurement as Ex offenders and Rough Sleeping Programme.
	Housing Benefit/Universal Credit Repayment	-45,000	-22,506	-31,632	-9,126	FAVOURABLE	BLUE		The homelessness and housing advice service is seeing unprecedented demand for temporary accommodation coupled with lack of move on options. Increase in HB claims towards the housing costs for B&B placements.
	CLG Homelessness Grant	-146,630	-73,343	-354,487	-281,144	FAVOURABLE	BLUE		Full Council decision on use of uncommitted Homeless Prevention grant spend for 22/23 approved on 12th October 2022 to commit this funding into the Housing base budget to cover costs of delivering the homeless service. As such this favourable variance will offset some of the adverse variance currently showing against homelessness budgets.
Housing Standards	Contribution to Wyre - Care & Repair	30,000	15,006	0	-15,006	FAVOURABLE	GREEN	Kirstine Riding	Handyperson and Sanctuary Service now delivered by Preston Care and Repair. Outturn position expected to be below budget as demand for service is still being gauged.
	Disabled Facilities Grant Fees	-160,000	-80,032	-61,017	19,015	ADVERSE	AMBER		Delivery of grant is being delivered as expected with the full budget expected to be committed by the end of the financial year.

**ENVIRONMENT HEALTH & HOUSING COMMITTEE**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Housing Standards	Enforcement Notices	0	0	-6,737	-6,737	FAVOURABLE	GREEN	Kirstine Riding	HMO inspection programme actively underway. Number of enforcement notices served as part of the programme. Currently no budget set for this income. Outturn position expected to be £10k. This will be reflected as part of the budget rightsizing exercise.
Community Safety Initiatives	Community Safety Initiatives	25,041	12,525	431	-12,094	FAVOURABLE	GREEN	Ian Williamson	The delivery of Community Safety Initiatives is currently under review and there may be some slippage of this budget at outturn.
Pollution Control	Works Completed in Default of Notice	0	0	5,326	5,326	ADVERSE	AMBER		An increase in statutory enforcement notices served and residents not complying meaning the LA has to undertake work in default. We send invoices (plus officer time etc) but these often don't get paid. A charge gets placed on the property after a length of time.
Covid-19 Support	Unringfenced Covid Grant Support	178,320	89,198	0	-89,198	FAVOURABLE	GREEN	Tracy Manning	The Government provided un-ringfenced Covid support grant to all local authorities in 2021/22, with Fylde receiving £392k for the year and this is the remaining balance. This budget will be kept under review as part of the ongoing response to the Covid pandemic throughout the remainder of the current financial year.
	LCC - Practical Support for Self-Isolation	0	0	-137,155	-137,155	FAVOURABLE	BLUE		It is anticipating that LCC will seek a return of this funding which has not been spent.
Covid-19 Contain Management Outbreak (COMF)	COMF Expenditure	188,516	94,258	61,699	-32,559	FAVOURABLE	BLUE		This budget will be kept under review as part of the ongoing response to the Covid pandemic throughout the remainder of the current financial year.

**PLANNING COMMITTEE**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Development Management	Consultants Fees	50,047	25,027	11,339	-13,689	FAVOURABLE	GREEN	Mark Evans	The requirement to engage external consultants is dependant on the nature of the planning applications submitted. The nature of applications received to date has only required a limited element of specialist input.
	Planning Application Fees	-675,000	-337,632	-311,645	25,987	ADVERSE	RED		Income from application fees is dependant upon the number and nature of planning applications submitted by third parties and so is outside the direct control of the council. The situation will continue to be monitored through the MTFS.
Planning Appeals	Planning Appeal Hearing Costs	50,000	25,010	0	-25,010	FAVOURABLE	GREEN		There have been no major planning appeals submitted during the year to date and so there has been no call on this budget at the time of reporting.
Planning Enforcement	Enforcement Costs	40,000	20,006	0	-20,006	FAVOURABLE	GREEN		Court action regarding the case this funding was set aside for was suspended due to the Coronavirus pandemic in line with Government guidance. Processing of the enforcement case has recommenced, although expenditure may be delayed as the courts recover from their backlog of cases.
Development Management Team	Consultants Fees	30,000	15,006	0	-15,006	FAVOURABLE	GREEN		This funding is ring fenced following the increased income from planning application fees in 2018. It is proposed to utilise this budget to address current capacity issues within the planning team and to help implement any recommendations emerging from the Planning Peer Challenge.
Planning Policy	Local Development Framework Costs	15,000	7,500	0	-7,500	FAVOURABLE	BLUE		The council is in the process of preparing two Supplementary Planning Documents which will require funding from this budget later in the financial year.

**PLANNING COMMITTEE**

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 6 £	Actual & Commitments as at Period 6 £	Variance as at Period 6 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Regeneration Team	UKSPF Investment Plan Support Fees	0	0	9,000	9,000	ADVERSE	AMBER	Charlie Richards	The government have committed an allowance of £20,000 to each local authority to support the preparation and submission of their UKSPF investment plan. The Council appointed Reay Associates to support the preparation of the UKSPF investment plan, of which the final commission totalled £9,000. The allowance will be made available for each local authority to make a claim against once the funding allocations are confirmed, which is expected in Autumn 2022.
Pleasure Island/Salters Wharf	Consultants Fees	120,000	60,024	75,242	15,218	ADVERSE	BLUE		This spend is directly associated with the St Annes Masterplan commission. The commission is now complete and the budget is expected to be fully spent by year end.
	LCC - Lancashire Economic Recovery Grant	-108,000	-54,022	0	54,022	ADVERSE	BLUE		The grant claim process with LCC to fund the expenditure above is currently being finalised and payment is expected before the end of 2022.

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	ENVIRONMENT, HEALTH & HOUSING COMMITTEE	15 <sup>th</sup> NOVEMBER 2022	11
<b>CAPITAL PROGRAMME MONITORING REPORT 2022/23 – POSITION AS AT 30<sup>th</sup> SEPTEMBER 2022</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

The purpose of this report is to provide an update on the approved Capital Programme of the Council as at 30<sup>th</sup> September 2022 and specifically for those schemes under the remit of the Committee.

### SOURCE OF INFORMATION

The report is based upon information extracted from the financial ledger system of the Council for the period to 30<sup>th</sup> September 2022 and updates provided by budget holders.

### LINK TO INFORMATION

Capital Programme Monitoring Report to 30<sup>th</sup> September 2022:

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

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

This information is provided to enable the committee to consider and scrutinise the Capital Programme monitoring reports for those schemes under the remit of the Committee.

### FURTHER INFORMATION

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## **Summary**

The purpose of this report is to provide an in-year progress update in respect of those schemes within the Capital Programme that have been approved for delivery in 2022/23, together with an update on the overall Five-Year Capital Programme of the Council. This report includes a narrative description of some of the more significant schemes within the Capital Programme and details any risks and the actions required to address these. Appendix A to this report provides an update by Committee on schemes scheduled for commencement or delivery in 2022/23. Appendix B provides a summary of the latest position for the 5 year Capital Programme and Appendix C provides details of the financing of the programme.

### **1. Background**

The Council approved the Capital Programme on 3<sup>rd</sup> March 2022. That update showed a balanced capital programme position from 2021/22 onwards. This report includes year to date expenditure and sets out the latest phasing of the programme and any additions or changes since the capital programme was presented to Council in March 2022. The Programme has also been rolled forward to include the year 2026/27.

### **2. Notes on Specific Schemes**

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

#### **(i) Town Centre Regeneration Kirkham**

Following the Government's Future High Street funding initiative (FHSF), the Planning Committee resolved, in the autumn of 2019, to choose Kirkham Town Centre as its choice to pursue any bids for funding under the scheme. The first opportunity, being part of the broader FHSF, named the High Street Heritage Action Zone initiative (HS HAZ) was launched. This was a competitive process and seeks to enhance the historic environment of high streets that have conservation area status. Following the expansion of the funding for the scheme, due to unprecedented bids from a national perspective, the Kirkham bid proved to be successful, following a recommendation to Government from Historic England (HE). HE is the body responsible for administering the scheme. The grant award is £1.8m and will be match funded from a number of sources including Fylde Council, Kirkham Town Council and Section 106 payments for public realm improvements attributed to residential planning permissions. The scheme will run over 4 years, commencing in April 2020, and includes a wide range of projects.

In line with many other authorities, due to COVID 19, the implementation of the scheme has been delayed and a revised project plan, which sets out the projects to be delivered and the associated funding, has been agreed with Historic England.

A further bid for £9.1m was also submitted under the main body of the Future High Street Fund during 2020 and proposed to deliver a number of schemes across the whole of the town centre including the re-purposing of buildings, traffic management measures, building reuse and enhancement and public realm projects. This was once again a competitive process. The bid was well founded, and the economic case was very strong. In April 2021 an award of £6.29m for the Kirkham scheme was announced from the Ministry of Housing, Communities and Local Government (MHCLG) which was approved at Council on the 5<sup>th</sup> July 2021. A report was approved by Planning Committee and Council in December 2021 to authorise various property acquisitions as part of the project.

The Kirkham Futures Regeneration Programme, which encompasses the funding streams identified above is a complex multi-stranded programme with strict delivery timeframes. As such the Programme has been added to the Council's Strategic Risk Register in order that the identified risks can be managed.

#### **(ii) St Annes Sea Wall**

St Annes Seawall is 660m long and was constructed in 1935. It reduces the risk of coastal erosion and flooding to over 400 properties. The seawall surrounds The Island, which is one of three strategic headlands which are critical to maintaining healthy beaches, dunes and reducing the risk of coastal erosion along Fylde Council's frontage. St Annes Seawall is at the end of its design life and is in poor condition; it is cracking and crumbling and is subject to

ongoing repairs and maintenance. Voids have previously been identified resulting in settlement of the promenade. The crest level is low and overtopping during storms results in damage to the promenade and flooding of the car park, swimming pool and fitness centre plant room, and flooding up to the thresholds of the cinema, casino, amusement, and restaurant complex.

In 2020 the council were awarded £300k Pipeline acceleration funding to develop the St Annes Seawall Outline Business Case. Following this a bid has now been submitted to the Environment Agency formally for their appraisal and consideration and if EA funding is approved the planning phase will commence consisting of technical surveys including topographical, geotechnical, detailed design, ecological and bird surveys and an environmental impact assessment. It will include securing all the necessary licenses, consents and approvals including: Marine License, Planning Permission and Environment Agency Flood Risk Activity Permit (FRAP) licence. The scheme will be in the sum of £11.8m funded by Environment Agency grant of £9.5m and the council's contribution of £2.3m towards the total project cost which was approved at Council on the 5<sup>th</sup> July 2021. EA have now approved the scheme and the final award is a total scheme cost of £12.1m funded by EA Grant of £9.7m and the council's contribution of £2.4m. This has now been reflected within the capital programme. Following the planning phase it is proposed to start the construction in 2 phases. Phase 1 is anticipated to commence in Autumn 2023 and complete in late Spring 2024. Phase 2 will commence in Autumn 2024 and complete late Spring 2025 to minimise business disruption.

### **(iii) Fairhaven Lake and Gardens Heritage Lottery Scheme**

In December 2018, the council was notified that it had been successful in securing the second round capital grant from the Heritage Lottery Fund in the sum of £1.4m for the restoration of Fairhaven Lake & Gardens, with further match funding provided by Fylde Council and other external financial contributions. Works have progressed albeit at a reduced pace as a result of the pandemic and the Adventure Golf is now complete and open to the public and the remaining works are due to be completed during 2022.

Until the scheme is fully delivered there remains the possibility of additional contract costs beyond those in the approved budget.

### **(iv) St Annes Regeneration Schemes**

The next section of works has been agreed along St. Annes Road West between The Pier and The Square (known as the Square-Pier Link). A scheme designed to the available budget was presented and approved by Planning Committee, but the Regeneration Manager was asked to look at extending the scheme, potentially widening pavements to provide an enhanced pedestrian ambience and increased paving space capacity to absorb high levels of footfall that is encountered at peak times. As matters stand, the potential for achieving these enhancements to the scheme is being discussed with Lancashire County Council as any further amendments would have to be agreed, since there would be changes to the highway configuration. It is now proposed to pursue the scheme as part of a wider programme of works in the town centre following the preparation of a masterplan which has been commissioned.

### **(v) Lytham Regeneration Schemes**

Work has commenced on the redesign and re-planning of the public realm of Lytham Centre. The Corporate Plan currently programmes the commencement of the Clifton Street Works (£750k) during 2022/23. Additional funding has been applied for as part of the UK Shared Prosperity Fund (UKSPF) submission, the outcome of which is expected in October/November. The UK SPF funding award will be phased and so delivery of the project will need to be reviewed accordingly. The Lytham Beach Lighting Scheme (£50k) is programmed for delivery during the current financial year.

### **(vi) Better Care Fund (Formerly Disabled Facilities Grants)**

As the local housing authority, the Council has a statutory duty to provide disabled adaptations within the Borough. In order to fund these works the Council receives grant support which previously was provided by the Department for Communities and Local Government (DCLG). From 2015/16 the Government established the 'Better Care Fund', and under these new arrangements the funding for Disabled Facilities Grants transferred to

the Department of Health, with funding being distributed to all Councils via the upper-tier authority for that area. As such, in Lancashire the fund is administered by Lancashire County Council. Each upper-tier authority then allocates the funding to their respective housing authorities (i.e. district councils within their area) to enable them to continue to meet this statutory responsibility.

The level of government funding has increased significantly under the 'Better Care Fund' arrangements and the budget for 2022/23 (including slippage) totals £1.503m which provides for the delivery of disabled adaptations. It is anticipated that for 2022/23 all identified need for disabled adaptations can be met from the existing resource.

**(vii) M55 Link Road (Inc. S106 monies for design work)**

The accelerated delivery of the £27m M55 Heyhouses Link Road is subject to a funding package made up from a number of sources. This funding is now in place and work has started on site with the earthworks being the first phase. The road will then be constructed by Lancashire County Council's in-house team and is due for completion in early 2024. It is expected that LCC will require the funding to be transferred to them during the latter stages of the project and so is likely to be spent during 2022/23.

**(viii) St Annes Masterplan – Levelling Up Fund Capital Bid Submission Round 2 - £14.6m**

A Levelling Up Fund capital bid was submitted on the 27<sup>th</sup> July 2022 for £14.6m and the outcome is expected in Autumn 2022. Consultants were appointed to prepare a comprehensive masterplan to shape the future development of St Annes Town centre and the Island site on the Promenade and to help the council to access external funding. The views of the public and key stakeholders have been sought during a consultation exercise and these views had helped to shape the development of the masterplan. A bid was prepared and submitted to the second round of the governments Levelling Up fund. The round had three investment themes being transport; regeneration and town centre investment, and cultural investment. There was an opportunity to secure funding to help deliver different phases of the masterplan, in particular the public realm improvement to the area around the train station, dedicated pedestrian and cycle links, an events space in the Square and improving the connection to the town centre and the sea front. If successful it is expected that the bid will deliver a transformation of the town centre with 4 hectares of new public realm and 460 metres of active travel links, encouraging increased walking and cycling and an enhanced events programme to increase both day and overnight visitors to Fylde.

### **3 Conclusions**

- 3.1 Actual expenditure to 30<sup>th</sup> September 2022 is £1.786m against a full year budget of £18.470m. This equates to 9.7% of the latest budget. Progress on the delivery of a number of schemes has been delayed due to the continuing economic recovery from the coronavirus pandemic, together with supply chain challenges and higher inflation leading to a review on the original costings of capital schemes. This is noted as appropriate in the analysis at Appendix A. Consequently, the phasing of some schemes may have to be adjusted or re-phased into 2023/24 as part of the information that is provided from budget holders on a scheme by scheme basis and this will be reflected in future Financial Forecast updates during the year.
- 3.2 UK CPI was 0.7% in March 2021 but thereafter began to steadily increase. Initially driven by energy price effects and by inflation in sectors such as retail and hospitality which were re-opening after the pandemic lockdowns, inflation then was believed to be temporary. Thereafter price rises slowly became more widespread, as a combination of rising global costs and strong demand was exacerbated by supply shortages and transport dislocations. The surge in wholesale gas and electricity prices led to elevated inflation expectations. CPI for September 2022 registered 10.1% year on year, up from 9.9% in August 2022.

Increasing inflation is exerting significant upward pressure on prices for utilities and on supplies and services across all sectors of the economy, which in turn increases the base costs for both revenue and capital budget items. The situation is particularly acute in the construction sector where supply chain issues and price increases are combining to put increased risks on the delivery of capital programme schemes. This is likely to

be a continuing issue for the council during 2022/23 and this has resulted in current scheme delays and reviews on scheme costings.

- 3.3 Capital Receipts to date total £99,321 against a total in year budgeted figure of £100,000 made up of Right to Buy Receipts and General Asset Sales. Any changes to this will be reflected in future Financial Forecast updates during the year.
- 3.4 The current Capital Programme as updated is showing a balanced position for 2022/23 onwards. The Capital Programme and the associated financing will be subject to discussion with members during the months in the lead up to the annual budget setting process for 2023/24.
- 3.5 Any additional expenditure which is not fully funded by external finance would normally require the generation of capital receipts or further borrowing (the latter placing further pressure on the Revenue Budget from the consequent repayment costs). However, Budget Council on 4<sup>th</sup> March 2013 approved the creation of a Capital Investment Reserve to finance future capital expenditure. The balance of this reserve at 31<sup>st</sup> March 2022 was £6.094m. Of this £2.765m is already committed to deliver existing approved capital schemes leaving an uncommitted balance of £3.329m. A further budgeted contribution into the reserve of £0.428m in 2022/23 was reported in the latest Medium Term Financial Strategy (MTFS) forecast presented to full Council in March 2022, which would result in an unallocated balance on the reserve at 31<sup>st</sup> March 2024 of £3.757m. The estimated transfer in are subject to change as costs and income will undoubtedly fluctuate over the next 2 financial years.

To Note: Council in July 2022 approved the underwriting to the sum of £942,589 for 2022/2023 financial year from the Capital Investment Reserve in the event that approval is not ultimately confirmed from the Future High Street Fund team at DLUHC for the Kirkham Futures programme for Public Realm phase 1 works (this underwriting being required in order for the contract to be awarded for delivery of the public realm works) so the potential Capital Investment Reserve balance would be £2.814m if approval from DLUHC was not ultimately received.

An updated position in respect of the Capital Investment Reserve will be included within future updates of the Financial Forecast presented to the Finance and Democracy Committee and to Council. Additional future projects will be subject to further consideration as part of the budget setting process for 2023/24. Whilst it remains the case that this reserve is the preferred source of finance for any further additions to the Capital Programme, continuing contributions to the reserve are required in order to maintain a sustainable funding source for future years.

**CAPITAL PROGRAMME - 2022/23 IN-YEAR SCHEME MONITORING REPORT - AS AT 30/09/22**

**Appendix A**

CODE	APPROVED SCHEMES	Head of Service / Budget Holder	Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/09/22 £000	Variance £000	Budget Holder Comments
	<b>FINANCE &amp; DEMOCRACY COMMITTEE</b>									
Z188	Purchase of Land Adjacent to Squires Gate Station	Darren Bell	Capital Investment Reserve	0	6		6		6	This project is ongoing. As agreed at Full Council, the compulsory purchase of the land was initiated. It is expected that the process will be completed by the end of 2022/23.
Z232	Public Offices Capital Works	Darren Bell	Capital Investment Reserve	0	0	65	65		65	Contractors currently being engaged and programme of works being developed. Works to be complete by March 2023.
	<b>Sub total</b>			<b>0</b>	<b>6</b>	<b>65</b>	<b>71</b>	<b>0</b>	<b>71</b>	
	<b>TOURISM &amp; LEISURE COMMITTEE</b>									
Z112	Fairhaven Lake & Promenade Gardens Restoration	Mark Wilde	Capital Investment Reserve	0	250		250	30	220	Building and landscape capital works are complete. Defect period is the end of September 2022. Final condition surveys will be completed detailing any outstanding works. Lake package to be completed during this financial year. Engagement with consultants regarding further designs has commenced with the lake dredge removal from the original schedule of programmed capital works and subsequently re-scoped within the 5 year management and maintenance plan due to time constraints with obtaining licenses from the marine authority. This will all be contained within existing approved budgets.
Z097	Promenade Footways	Darren Bell	No external finance - funded by borrowing / general asset disposal receipts	155	0		155		155	This funding has been identified to improve the footway surface around St Annes Promenade bandstand and boating pool. The scheme is linked with the Square to Pier Link and Gateway scheme to be delivered through the Planning Committee with the intention that works will run concurrently by the same contractor. These works are currently delayed with an unknown start date. When the Pier scheme is progressed this scheme will be finalised and a draw-down report for funding presented to the committee.
Z176	Staining Playing Fields Development Scheme	Mark Wilde	S106 Developer Contributions / Capital Investment Reserve	0	43		43	30	13	Plans for landscaping works are currently being developed with project completion anticipated to be during 2022/23.
Z179	Coastal Signage Improvements	Darren Bell	Capital Investment Reserve	0	61		61	1	60	Phases 1, 2 and 3 (Consolidation / Rationalisation, Digital Beach Signs and Beach Safety Signs) have been completed. Phases 3 and 5 (Waymarking & Directional and Heritage & Interpretation) are currently being modelled. Remaining scheme delivery completion is anticipated to be during 2022/23.
Z192	Fylde Sand Dunes Improvement Scheme	Mark Wilde	S106 Developer Contributions / Specific Grants	0	11		11		11	All works successfully completed. Awaiting final invoices.
Z197	Blackpool Road North Playing Fields Drainage	Darren Bell	Capital Investment Reserve	0	26		26		26	Works are substantially complete. Remaining funding for additional works on the maintenance of football pitches is to be utilised as match-funding for an external funding bid to further improve the football pitches.
Z212	Park View Drainage Improvement Scheme	Darren Bell	Capital Investment Reserve	39	0	25	64	40	24	Works are substantially complete. Remaining funding for additional works on the maintenance of football pitches is to be utilised as match-funding for an external funding bid to further improve the football pitches.
Z213	Fairhaven Boathouse - Remodelling and Refurbishment Scheme	Darren Bell	Capital Investment Reserve	217	0		217		217	This scheme is currently scheduled for delivery later in 2022/23.
Z214	Play Area Improvements	Mark Wilde	Capital Investment Reserve	0	43		43	43	0	All works successfully completed to budget.
Z219	Fairhaven Kiosk / Ice Cream Bar Project	Darren Bell	Funding Volatility Reserve	340	5		345		345	Scheme approved at Council 5th July 2021. Project currently under review.
Z220	Boating Pool Safety Improvements	Mark Wilde	Capital Investment Reserve	0	51		51	26	25	All major works successfully completed. Sign/safety fencing is outstanding and due to be completed November 2022.
Z221	North Beach Windsports Centre	Darren Bell	Capital Investment Reserve	0	200	50	250	243	7	Project substantially complete. Awaiting final invoices.
Z223	Petanque Court	Mark Wilde	Capital Investment Reserve	13	0		13		13	Design and construction is scheduled for winter 2022/23.
Z224	Play Area - Blackpool Road North Playing Field	Mark Wilde	Capital Investment Reserve	125	0		125		125	Opportunity for the design and build of a new play area was advertised on the 16th March 2022 via the CHEST procurement portal which attracted six submissions. The contract has now been awarded.
Z225	Improvements to Children's Play Areas	Mark Wilde	Capital Investment Reserve	100	0		100		100	Due for design and construction winter 2022/23. Tender now closed. Tender evaluation and contract award is currently being reviewed.
Z231	Lytham St Annes Art Collection Display Options	Mark Wilde	Capital Investment Reserve	0	0	65	65		65	Finance & Democracy Committee (June 22) approved a new scheme of £65k fully funded from the Capital Investment Reserve.
	<b>Sub total</b>			<b>989</b>	<b>690</b>	<b>140</b>	<b>1,819</b>	<b>413</b>	<b>1,406</b>	

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/09/22 £000	Variance £000	Budget Holder Comments
<b>OPERATIONAL MANAGEMENT COMMITTEE</b>										
Z038	Replacement Vehicles	Mark Wilde	Borrowing	306	322		628	97	531	It is anticipated that part of the replacement vehicle purchases for this financial year will be required to be re-phased in future updates of the financial forecast due to expected longer lead times from the tenders. This will be reviewed later in the year and the forecast will be updated if required.
Z049	Car Park Improvements	Darren Bell	No external finance - funded by borrowing / general asset disposal receipts	30	30		60		60	Capital funding is being built up to enable the resurfacing of Fairhaven Rd and/or Swimming Pool Car Parks once the St Annes hard sea defences have been completed. The forecast will be updated to reflect the latest position.
Z165	Public Transport Improvements	Darren Bell	S106 Developer Contributions	30	120		150		150	This scheme relates to developer contributions (s106) funding that is paid to Lancashire County Council (LCC). The funding will contribute to the delivery of improved public transport services where an enhanced public transport requirement is identified as a result of increased housing development. These payments may be made over a period of several years and in this instance the s106 agreement allows for payments to be made up until 2028.
Z130	Fairhaven and Church Scar Coast Protection Scheme	Darren Bell	Specific Government Grant (Environment Agency) / Capital Investment Reserve	0	10		10		10	This is the residual Sand Dune improvement works on the Dunes North of Fairhaven Lake. This was an outstanding condition of the Fairhaven Coastal Defence scheme which Environment Agency Grant in Aid can be claimed. Dunes project team currently reviewing with the aim to deliver by March 2023.
Z207	St Annes Sea Wall	Charlie Richards	Specific Government Grant (Environment Agency)	2,571	29		2,600	304	2,296	Funding was secured in 2021/22 to initiate the development and delivery phase of this project. The planning phase has now commenced consisting of technical surveys including topographical, geotechnical, detailed design, ecological and bird surveys and an environmental impact assessment. It will include securing all the necessary licenses, consents and approvals including: Marine License, Planning Permission and Environment Agency Flood Risk Activity Permit (FRAP) licence. The EA have now approved the scheme and the final award is a total cost of £12.1m funded by EA Grant of £9.7m and the council's contribution of £2.4m. Following the planning phase it is proposed to start the construction phase Autumn 2023.
Z190	Charging Infrastructure for Electric Taxis	Darren Bell	Specific Government Grant	0	27		27	19	8	Project completed within budget. Awaiting final invoices.
Z195	Cemetery and Crematorium - Infrastructure Phase 3b	Darren Bell	Capital Investment Reserve	0	35		35		35	The main project is now complete. Additional landscaping, surfacing and drainage works will be completed during 2022/23.
Z199	Outdoor Digital Signage	Mark Evans	Capital Investment Reserve	0	20		20		20	The outdoor digital signage proposal has been referred to the Town Centres Working Group in order to consider alternative siting proposals that will be more suitable in the conservation area location in which they are proposed. Various options are currently being examined and it is expected that the projects will be delivered during 2022/23.
Z216	Staining Drainage Improvement Scheme	Darren Bell	Capital Investment Reserve / Staining Parish Council	65	0		65		65	Plans for landscaping works are currently being developed with project completion anticipated to be during 2022/23.
Z226	North Beach Car Park Public Conveniences	Darren Bell	Capital Investment Reserve	150	0		150	1	149	Purchase order for the unit has been issued. Site surveys for construction of concrete base have been completed. Expected completion Autumn 22.
Z227	Stanner Bank Public Conveniences Refurbishment	Darren Bell	Capital Investment Reserve	58	0	20	78	4	74	F&D (June 22) approved an additional £20k fully funded from the Capital Investment Reserve. Works out for tender. Expected delivery within 2022/23.
Z228	Carbon Neutral Vehicles	Mark Wilde	Capital Investment Reserve	34	0		34		34	Budget Council approved a new scheme for Carbon Neutral vehicles and it's recommended that two operational vehicles are replaced with electric vehicles during 2022/23 followed by the replacement of the mayoral car in 2023/24.
Z229	Cleaning Mechanical Sweeper Vehicle	Mark Wilde	Capital Investment Reserve	60	0		60		60	Machine has been ordered following a tendering process and delivery is expected shortly.
Z222	Changing Places	Darren Bell	Capital Investment Reserve / Specific Grant	0	0	40	40	29	11	External funding awarded March 22. Full Council agreed 10% match funding and draw down for Phase 1 (April 2022). Total funding to deliver 3 changing places facilities by March 2024 is £120,000. The first facility at North Beach Windsports Centre is complete. Initial £45k external funding received. Negotiations for Lowther and Kirkham sites have been initiated with potential options being explored.
<b>Sub total</b>				<b>3,304</b>	<b>593</b>	<b>60</b>	<b>3,957</b>	<b>454</b>	<b>3,503</b>	

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/09/22 £000	Variance £000	Budget Holder Comments
<b>ENVIRONMENT, HEALTH &amp; HOUSING COMMITTEE</b>										
Z010	Disabled Facilities Grants (DFG) Programme	Ian Williamson	Specific Grant (Better Care Fund) / External Contributions / Grant repayments	1,130	186	187	1,503	566	937	The grant programme is now progressing as normal and all of the funding is expected to be fully committed by the end of the financial year.
Z161	Housing Needs Grant	Ian Williamson	DFG Grant Repayments	0	55		55		55	Housing Needs grant awards are dependent on the repayments received by the sale of properties where DFG grant has previously been provided. The funding to be used where professional services have been provided, such as architectural fees, but the DFG grant has not gone ahead in 2022/23.
Z107	CCTV Replacement Schemes	Ian Curtis	Specific Grant (LSP Performance Reward Grant)	0	1		1		1	Four WCCTV rapid deployable cameras with accessories have been purchased and two have been deployed at Lytham Windmill and Park View. The other two are available for deployment on submission of an application. This is the residual funding.
Z201	Hydration Points	Darren Bell	Capital Investment Reserve	0	60		60	6	54	A drawdown request for a small number of hydration points was approved in March 2022. Four wall mounted units have been installed with signage being designed. Two free-standing units are on order, to be installed late summer/early Autumn 22.
Z205	Fylde Affordable Housing Delivery Programme	Ian Williamson	S106 Developer Contributions	0	41		41		41	Housing Survey now completed. Awaiting final invoice.
Z208	Affordable Housing Scheme, Lytham Road, Warton	Mark Evans	S106 Developer Contributions	0	260		260		260	Council (19/10/20) approved a scheme for affordable housing on Lytham Road Warton, utilising S106 funding, phased equally over two financial years (2020/21 and 2021/22), the sum of £260,000 to be fully funded from a portion of the balance of S106 developer contributions for affordable housing currently held by the Council for this purpose (from Agreement ref: 12/0717 - Moss Farm, Cropper Road, Westby). Negotiations are still underway to approve the Affordable Housing Statement for the site, in line with the conditions for the grant.
Z230	Replacement of Town Centre CCTV Systems	Ian Curtis	Capital Investment Reserve	79	0		79		79	The Council have jointly with Wyre Council appointed a consultant to review the current system, provide a specification for the new system and assist with the procurement process and project management of the contractor. Following the consultant's assessment, we are looking to go out to tender for the supply, installation and maintenance of the new system before Christmas. Currently there is uncertainty about if the project can be delivered by the end of March 2023 but we will have a clearer understanding of timescales once we receive the consultants's report.
Z186	Tree Planting Scheme	Mark Evans	Capital Investment Reserve	0	19		19		19	Take up of trees for the "15 Trees for 15 Parishes" scheme was not as high as envisaged. The Carbon Neutral Working Group asked that the funds be slipped to allow planting during the 2022/23 planting season.
<b>Sub total</b>				<b>1,209</b>	<b>622</b>	<b>187</b>	<b>2,018</b>	<b>572</b>	<b>1,446</b>	

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2022/23 £000	Slippage B/F from 2021/22 £000	Adjustments from 04/03/22 £000	Updated Budget 2022/23 £000	Expenditure to 30/09/22 £000	Variance £000	Budget Holder Comments
<b>PLANNING COMMITTEE</b>										
Z138	St Annes Regeneration Schemes	Charlie Richards	S106 Developer Contributions / Capital Investment Reserve	0	123		123		123	The funding was specifically aimed at delivering the Wood Street (Phase 3) Scheme. Works commenced but, despite being suspended due to the covid situation, have now been completed on phase 3a (north side). There are some works that have not yet been invoiced, which are currently undergoing a snagging process prior to final sign off. Any residual amounts unspent will be directed towards the implementation of an enhanced Pier Link project in accordance with the decision made by Planning Committee on 22 June 2020. The Pier Link project now forms part of a wider suite of works proposed as part of the St Annes Town Centre Masterplan, which are in turn subject to a bid to the Levelling Up Fund. The scope of the project will be reviewed once the outcome of the bid is known.
Z185	St Annes Road West – Square to Pier link and Gateway	Charlie Richards	Capital Investment Reserve	110	0		110		110	This project was referred back to the Planning Committee by the Finance and Democracy Committee. It has subsequently been resolved to pursue the delivery of the Pier Link as part of a wider programme of investment in St Annes Town Centre that will be guided by a Town Centre Masterplan, which in turn is subject to a bid to the Levelling Up Fund. The scope of the project will be reviewed once the outcome of the bid is known.
Z139	Lytham Regeneration Schemes	Charlie Richards	S106 Developer Contributions / Capital Investment Reserve	800	0		800	55	745	Work has commenced on the redesign and re-planning of the public realm of Lytham Centre. The Corporate Plan currently programmes the commencement of the Clifton Street Works (£750k) during Q2 of 2022/23. Additional funding has been applied for as part of the UK Shared Prosperity Fund (UKSPF) submission, the outcome of which is expected in October/November. The UK SPF funding award will be phased and so delivery of the project will need to be reviewed accordingly. The Lytham Beach Lighting Scheme (£50k) is programmed for delivery during the current financial year.
Z136	Kirkham Public Realm Improvements	Charlie Richards	S106 Developer Contributions / Capital Investment Reserve	0	2		2		2	This is a residual amount from the last phase of regeneration works allocated for signage which will now be delivered as part of the Kirkham Future High Street Fund / Heritage Action Zone programme.
Z158	M55 Link Road (Inc. S106 monies for design work)	Mark Evans	S106 Developer Contributions / M55 Link Road Reserve	2,000	121		2,121		2,121	The accelerated delivery of the £27m M55 Heyhouses Link Road is subject to a funding package made up from a number of sources. This funding is now in place and work has started on site with the earthworks being the first phase. The road will then be constructed by Lancashire County Council's in-house team and is due for completion in early 2024. It is expected that LCC will require the funding to be transferred to them during the latter stages of the project and so is likely to be spent during 2022/23.
Z172	St Annes Pier - Coastal Revival Fund	Mark Evans	Specific Grant	0	5		5		5	This scheme is funded by a specific grant from MHCLG for which Fylde Council is acting as the accountable body. The spend of the remaining funds rests with the owners of the Pier, but is anticipated to be completed during 2022/23.
Z193	Future High Street Fund: Kirkham	Charlie Richards	Specific Grant	4,417	551	520	5,488	8	5,480	In April 2021 an award of £6.29m for the Kirkham scheme was announced from the Ministry of Housing, Communities and Local Government (MHCLG) which was approved at Council on the 5th July 2021. During 2021/22 the Council purchased 2 properties within Kirkham Town Centre for restoration alongside the Kirkham Heritage Action Zone Scheme. Council approved a funded budget increase of £845k (£520k in 2022/23 and £325k in 2023/24) in July 2022 fully funded from Lancashire County Council grant.
Z203	Elswick Village Green	Mark Evans	Capital Investment Reserve / S106 Developer Contributions / Specific Grant	0	115	-55	60	60	0	Planning Committee in April 2022 approved that, subject to the Parish Council entering into a legally binding agreement to return the funding should it not be utilised in accordance with the agreed terms, Committee authorise transfer of £60,000 (£35,000 funded from Sn 106 monies held to improve the public realm in Elswick Village and £25,000 from the approved capital programme) to Elswick Parish Council for use in the formation of a new village green in Elswick village in line with the details approved under planning permission 20/0390. The project is now completed and the funds have been transferred to the Parish Council.
Z204	Kirkham Heritage Action Zone	Charlie Richards	Capital Investment Reserve / S106 Developer Contributions / Specific Grant	1,030	716		1,746	74	1,672	This is a 4 year programme (2020-2024) with spending being spread across the programme period. Delays have resulted from the Coronavirus pandemic and officers have been working with Historic England to agree a reprofiling of the spend to minimise the loss of grant. Historic England have confirmed that £224k has been removed from the scheme funding and the programme has been adjusted for this reduction in grant and the related expenditure.
Z218	25 Victoria Road St Annes Y-Pad Scheme	Ian Williamson	S106 Developer Contributions	150	0		150	150	0	Scheme approved at Finance & Democracy Committee 29th March 2021. It was phased over two financial years (2021/22 and 2022/23) for £200,000 with 25% being paid at the start of being on site and the remaining 75% on project completion upon the units being allocated to Fylde Coast YMCA, after regard and consideration of the compliance with the financial regulations. The project has now been completed and all payments transferred.
<b>Sub total</b>				<b>8,507</b>	<b>1,633</b>	<b>465</b>	<b>10,605</b>	<b>347</b>	<b>10,258</b>	
<b>Total Expenditure</b>				<b>14,009</b>	<b>3,544</b>	<b>917</b>	<b>18,470</b>	<b>1,786</b>	<b>16,684</b>	

## UPDATED 5 YEAR CAPITAL PROGRAMME 2022/23 TO 2026/27 - BY SCHEME

	Estimate 2022/23 £000	Estimate 2023/24 £000	Estimate 2024/25 £000	Estimate 2025/26 £000	Estimate 2026/27 £000
<b>FINANCE &amp; DEMOCRACY COMMITTEE</b>					
2188 Purchase of Land Adjacent to Squires Gate Station	6				
2232 Public Offices Capital Works	65				
<b>Sub total</b>	<b>71</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOURISM &amp; LEISURE COMMITTEE</b>					
2112 Fairhaven Lake & Promenade Gardens Restoration	250				
2097 Promenade Footways	155	40	40	40	40
2176 Staining Playing Fields Development Scheme	43				
2179 Coastal Signage Improvements	61				
2192 Fylde Sand Dunes Improvement Scheme	11				
2197 Blackpool Road North Playing Fields drainage	26				
2212 Park View Drainage Improvement Scheme	64				
2213 Fairhaven Boathouse - Remodelling and Refurbishment Scheme	217				
2214 Play Area Improvements	43				
2219 Fairhaven Kiosk / Ice Cream Bar Project	345				
2220 Boating Pool Safety Improvements	51				
2221 North Beach Windsports Centre	250				
2223 Petanque Court - Budget Council March 2022	13				
2224 Play Area - Blackpool Road North Playing Field - Budget Council March 2022	125				
2225 Improvements to Children's Play Areas - Budget Council March 2022	100				
2231 Lytham St Annes Art Collection Display Options	65				
<b>Sub total</b>	<b>1,819</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>
<b>OPERATIONAL MANAGEMENT COMMITTEE</b>					
2038 Replacement Vehicles	628	971	791	1,251	359
2049 Car Park Improvements	60	30	30	30	30
2165 Public Transport Improvements	150				
2130 Fairhaven and Church Scar Coast Protection Scheme	10				
2207 St Annes Sea Wall	2,600	7,480	1,870		
2190 Charging Infrastructure for Electric Taxis	27				
2195 Cemetery and Crematorium - Infrastructure Phase 3b	35				
2199 Outdoor Digital Signage	20				
2216 Staining Drainage Improvement Scheme	65				
2226 North Beach Car Park Public Conveniences	150				
2227 Stanner Bank Public Conveniences Refurbishment	78				
2228 Carbon Neutral Vehicles	34	27			
2229 Cleaning Mechanical Sweeper Vehicle	60				
2222 Changing Places	40	80			
<b>Sub total</b>	<b>3,957</b>	<b>8,588</b>	<b>2,691</b>	<b>1,281</b>	<b>389</b>
<b>ENVIRONMENT, HEALTH &amp; HOUSING COMMITTEE</b>					
2010 Disabled Facilities Programme	1,503	1,317	1,317	1,317	1,317
2161 Housing Needs Grant	55				
2107 Rapid Deployment CCTV Replacement Projects	1				
2201 Hydration points	60				
2205 Fylde Affordable Housing Delivery Programme	41				
2208 Affordable Housing Scheme, Lytham Road, Warton	260				
2230 Replacement of Town Centre CCTV Systems - Budget Council March 2022	79				
2186 Tree Planting Scheme	19				
<b>Sub total</b>	<b>2,018</b>	<b>1,317</b>	<b>1,317</b>	<b>1,317</b>	<b>1,317</b>
<b>PLANNING COMMITTEE</b>					
2138 St Annes Regeneration Schemes	123				
2185 St Annes Road West – Square to Pier link and Gateway	110				
2139 Lytham Regeneration Schemes	800				
2136 Kirkham Public Realm Improvements	2				
2158 M55 Link Road (Inc. S106 monies for design work)	2,121				
2172 St Annes Pier - Coastal Revival Fund	5				
2193 Future High Street Fund: Kirkham	5,488	1,008			
2203 Elswick Village Green	60				
2204 Kirkham Heritage Action Zone	1,746	622			
2218 25 Victoria Road St Annes Y-Pad Scheme	150				
<b>Sub total</b>	<b>10,605</b>	<b>1,630</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditure</b>	<b>18,470</b>	<b>11,575</b>	<b>4,048</b>	<b>2,638</b>	<b>1,746</b>

**UPDATED 5 YEAR CAPITAL PROGRAMME 2022/23 TO 2026/27 - FINANCING**

	Estimate 2022/23 £000	Estimate 2023/24 £000	Estimate 2024/25 £000	Estimate 2025/26 £000	Estimate 2026/27 £000
<b>FINANCING:</b>					
Capital Receipts - General Asset Sales	75	45	45	45	45
Capital Receipts - Right to Buy Receipts	25	25	25	25	25
Better Care Fund / Disabled Facilities Grant	1,260	1,237	1,237	1,237	1,237
Disabled Facilities Grant Repayments - 'Housing Needs Grants'	55				
Section 106 Monies - St Annes	73				
Section 106 Monies - Lytham	130				
Section 106 Monies - M55 Link-Road	121				
Section 106 Monies - Public Transport Improvements	150				
Section 106 Monies - Elswick Village Green	35				
Section 106 Monies - Kirkham Heritage Action Zone	263	168			
Section 106 Monies - Fylde Affordable Housing Delivery Programme	41				
Section 106 Monies - Affordable Housing Scheme, Lytham Road, Warton	260				
Section 106 Monies - Progress Housing Buy Backs	0				
Section 106 Monies - 25 Victoria Road St Annes Y-Pad Scheme	150				
Capital Investment Reserve	2,738	27			
M55 Link-Road Reserve	2,000				
Funding Volatility Reserve - Fairhaven Kiosk / Ice Cream Bar Project	345				
Funding Volatility Reserve - St Annes Sea Wall	0	2,300			
Other External Finance (see analysis below )	10,127	6,802	1,950	80	80
Direct Revenue Finance	0				
Prudential Borrowing	622	971	791	1,251	359
<b>Total Financing</b>	<b>18,470</b>	<b>11,575</b>	<b>4,048</b>	<b>2,638</b>	<b>1,746</b>

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

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

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

<b>Other External Finance: Analysis</b>					
LSP Performance Reward Grant Reserve	1				
Environment Agency - Fairhaven and Church Scar	10				
Environment Agency - St Anne's Sea Wall	2,600	5,180	1,870		
Coastal Revival Fund - St Annes Pier	5				
Central Government Grant - Future High Street Fund: Kirkham	4,968	683			
Staining Parish Council	10				
New Fylde Housing - DFG Contribution	243	80	80	80	80
Lancashire Environmental Fund - Fylde Sand Dunes Imp't Scheme	11				
Heritage Lottery Fund - Fairhaven Restoration Project (Remainder of £1.476m)	366				
Lytham Schools Foundation - Fairhaven Restoration Project	5				
Central Government - Charging Infrastructure for Electric Taxis	27				
Wesham Town Council	0				
Elswick Parish Council (Elswick Village Green)	0				
Kirkham Town Council (Kirkham Heritage Action Zone)	95				
External Grants - Lancs Env Fund (Elswick Village Green)	0				
External Grants - Pocket Parks (Elswick Village Green)	0				
External Grants - Historic England (Kirkham Heritage Action Zone)	661	272			
External Grants - Historic England - Additional Grant (Kirkham HAZ)	29	10			
Private Sector / Other (Kirkham Heritage Action Zone)	548	172			
Changing Places - Department for LevellingUp, Housing and Communities	28	80			
Lancashire County Council - Kirkham Futures	520	325			
	10,127	6,802	1,950	80	80

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEMOCRATIC SERVICES	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	15 NOVEMBER 2022	12

### REPORTS OF THE VARIOUS OUTSIDE BODIES

#### PUBLIC ITEM

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

#### SUMMARY OF INFORMATION

On 25<sup>th</sup> April 2022, Council made appointments to the various outside bodies. These appointments followed recommendations from the various programme committees.

In line with the Protocol for Members on Outside Bodies (Part 5f of the Council's Constitution), every member serving on an outside body is required to complete a reporting form every six months, which is submitted to the relevant programme committee to which the external partnership relates. This report deals with appointments within the remit of this committee. The last reports were submitted to the March 2022 cycle of meetings.

Included as an appendix to this report are the returned completed reporting forms and a list of outstanding reports/details of those bodies which have not met.

#### SOURCE OF INFORMATION

Elected member representatives to the Outside Bodies

#### INFORMATION ATTACHED

Outside Bodies Reports and Summary

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

The information is provided to maintain an understanding of the work of the outside bodies, and to remain abreast of any issues that may have an impact on the residents of the borough or the council.

#### FURTHER INFORMATION

Contact: [democracy@fylde.gov.uk](mailto:democracy@fylde.gov.uk)

Outside Body	Councillor	Info First Requested	First Reminder	Second Reminder	Date Returned	Notes	
<b>Environment, Health &amp; Housing Committee</b>							
<b>Meeting date 13<sup>th</sup> September 2022 – Final date for reports Wednesday 31<sup>st</sup> August 2022</b>							
BAE CoOrdination	Tommy Threlfall	03/08/2022	18/08/2022 2	30/08/2022 2	31/08/2022	Report in folder	
Children's Partnership Board (formally the Children's Trust)	Will Harris	03/08/22	18/08/2022 2	30/08/2022 2	01/09/2022	Nil return	
Community Safety Partnership	Tommy Threlfall (named substitute Jayne Dixon)	03/08/22	18/08/2022 2	30/08/2022 2	31/08/2022	Nil return	
Council for Voluntary Services, BWF	Michelle Morris	03/08/22	18/08/2022 2	30/08/2022 2	01/09/2022	Nil return	
East Lytham Working Group	Roger Lloyd (named substitute Tommy Threlfall)	03/08/22	18/08/2022 2	30/08/2022 2	01/09/2022	Nil return	
Fylde & Wyre Health & Wellbeing Partnership	Viv Willder	03/08/22	18/08/2022 2	30/08/2022 2	30/08/2022	Nil return	
Fylde Citizens Advice Bureau	Linda Nulty	03/08/22	-	-	04/08/2022	Nil return	
Fylde Citizens Advice Bureau	Noreen Griffiths	03/08/22	-	-	04/08/2022	Report in folder	
Fylde Citizens Advice Bureau	John Singleton	03/08/22	-	-	04/08/2022	Nil return	
Fylde Coast LGBT Strategic Partnership	Shirley Green	03/08/22	18/08/2022 2	30/08/2022 2	31/08/2022	Nil return	
Fylde Coast Women's Aid	Viv Willder	03/08/22	-	-	30/08/2022	Nil return	
Fylde Peninsular Water Management Group	Tommy Threlfall (named substitute Roger Lloyd)	03/08/22	18/08/2022 2	30/08/2022 2	31/08/2022	Nil return	
Just Good Friends	Karen Henshaw	03/08/22	-	-	24/08/2022	Nil return	
Lancashire Health & Wellbeing Board	Viv Willder	03/08/22	18/08/2022 2	30/08/2022 2	31/08/2022	Report in folder	
LCC Health & Scrutiny Committee	Viv Willder	03/08/22	18/08/2022 2	30/08/2022 2	31/08/2022	Report in folder	
Springfields Site Stakeholder Group	Roger Lloyd	03/08/22	18/08/2022 2	30/08/2022 2	31/08/2022	Report in folder	
Springfields Site Stakeholder Group	Tommy Threlfall	03/08/22	18/08/2022 2	30/08/2022 2	31/08/2022	Nil return	
MATAC	Roger Lloyd	03/08/22	18/08/2022 2	30/08/2022 2	01/09/2022	Nil return	
OneFylde	Angela Jacques	03/08/22	18/08/2022 2	30/08/2022 2	01/09/2022	Report in folder	
Police and Crime Commissioners Panel	Tommy Threlfall	03/08/22	18/08/2022 2	30/08/2022 2	31/08/2022	Report in folder	
Registered Providers Partnership (RSO) (formerly RSL)	Jayne Nixon	03/08/22	18/08/2022 2	30/08/2022 2	01/09/2022	Nil return	
YMCA Housing (Face to Face)	Viv Willder	03/08/22	18/08/2022 2	30/08/2022 2	31/08/2022	Nil return	

## **Outside Bodies - Member Reporting Form**

### **Details**

**Councillor Name and Role on Outside Body** (*for example, Observer, Trustee, Director*):-

Tommy Threlfall

**Email**:- clrrtthrelfall@fylde.gov.uk

**Period this report covers** (date):- March-September

**Name of Outside Body**:- BAE Systems Co-ordination

**How often does the organisation meet? And how often have you attended?**:-

**Key issues arising for Fylde Borough Council**:-

*Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc*

No real issues.

Discussions involved apprenticeships, the future and wellbeing of BAE Systems at Warton. Also, BAE would share their work on carbon neutral topic with FBC to help us at Fylde.

**Who did you inform of these issues within Fylde Borough Council?**:-

N/A

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**:-

No comment.

**Any further comments?**:-

No.

## **Outside Bodies - Member Reporting Form**

**Details**      Fylde Citizens Advice

**Councillor Name and Role on Outside Body** (for example, Observer, Trustee, Director):-

Cllr Noreen Griffiths - Committee Member

**Email:-**      [cllr.ngriffiths@fylde.gov.uk](mailto:cllr.ngriffiths@fylde.gov.uk)

**Period this report covers** (date):-      April - August

**Name of Outside Body:-**      Fylde CAB

**How often does the organisation meet? And how often have you attended?:-**

Every 3 months. Attended 1 meeting.

**Key issues arising for Fylde Borough Council:-**

*Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc*

Fylde Council household needs criteria setting  
Fylde money in full swing.  
Maintenance of building.

**Who did you inform of these issues within Fylde Borough Council?:-**

Fylde Cab will inform.

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?:-**

Being on this body keeps Councillors informed of issues effecting our electorate.

**Any further comments?:-**

At Home service now back in place.  
Rosemary Project ongoing.  
Outreach service now at Lytham, St. Annes and Freckleton.  
Future meetings will now be every 2 months.  
Adviceline ads will now be in local newspaper.  
Drop-In at Town Hall on a Wednesday.  
Fylde CAB seeking more volunteers.

## **Outside Bodies - Member Reporting Form**

**Details** Lancashire Health and Well-being Board

**Councillor Name and Role on Outside Body** *(for example, Observer, Trustee, Director):-*

Cllr. Viv Willder Trustee

**Email:-** Cllr.vwillder@fylde.gov.uk

**Period this report covers** (date):- May to present date

**Name of Outside Body:-** HWBB

**How often does the organisation meet? And how often have you attended?:-**

4 times a year...I've attended 3...The July one was cancelled

**Key issues arising for Fylde Borough Council:-**

*The Board in 2021 decided to have meetings in different parts of Lancashire for 2022.*

*Fortunately an officer from LCC takes me....Skelmersdale, Rufford and Morecambe*

*No issues but going to different places ...did show up the various problems in that particular area.*

*An insight into a well run after school club in Skelmersdale....children of junior school ages , with a parent, grandparent etc showed a very successful interaction with many of the children and adults alike.*

**Who did you inform of these issues within Fylde Borough Council?:-**

Sent the NHS information Newsletters out to all

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?:-**

Yes

## **Outside Bodies - Member Reporting Form**

### **Details**

Lancashire County Council Health Scrutiny Committee

**Councillor Name and Role on Outside Body** (for example, Observer, Trustee, Director):-

Co-Opted Member for FBC

**Email**:-Cllr.vwillder@fylde.gov.uk

**Period this report covers** (date):-November 2021- to 2022

**Name of Outside Body**:- LCC Health and Scrutiny Committee

**How often does the organisation meet? And how often have you attended?**:-

Usually 4 times a year...with occasionally a special....attended 3...November/February and March as I was asked to go on again after 2/half years absence.

**Key issues arising for Fylde Borough Council**:-

*New "Shaping Care Together" bringing in....Burscough and Rufford, Ormskirk, Skelmersdale Central, East and West, West Lancashire, East, West and South.*

Not issues but to make sure "we" are all on the same page.

**Who did you inform of these issues within Fylde Borough Council?**:-

Put details out to FBC Councillors on pertinent issues.....new cancer treatments etc

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**:-

Yes

**Any further comments?**:-

The next meeting is in September 2022

## **Outside Bodies - Member Reporting Form**

### **Details**

**Councillor Name and Role on Outside Body** (*for example, Observer, Trustee, Director*):-

Angela Jacques

**Email**:- [cllrajacques@fylde.gov.uk](mailto:cllrajacques@fylde.gov.uk)

**Period this report covers** (date):- March 2022 – September 2022

**Name of Outside Body**:- OneFylde

**How often does the organisation meet? And how often have you attended?**:-

3 board meetings which I have attended.

**Key issues arising for Fylde Borough Council**:-

*Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc*

Non for FBC.

Problems regarding funding are related to LCC.

**Who did you inform of these issues within Fylde Borough Council?**:-

N/A

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**:-

Yes

**Any further comments?**:-

No

## **Outside Bodies - Member Reporting Form**

### **Details**

**Councillor Name and Role on Outside Body** (*for example, Observer, Trustee, Director*):-

Tommy Threlfall

**Email**:- clrrtthrelfall@fylde.gov.uk

**Period this report covers** (date):- March - September

**Name of Outside Body**:- Police and Crime Commissioners Panel

**How often does the organisation meet? And how often have you attended?**:-

**Key issues arising for Fylde Borough Council**:-

*Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc*

No real issues.

In regular dialogue with the commissioner's office regarding policing in Fylde. The commissioner and his deputy, Mr Andy Pratt, have been visiting parish and town councils throughout the year. These visits have been appreciated by residents of Fylde and kept people up to date on the policing in Fylde.

**Who did you inform of these issues within Fylde Borough Council?**:-

N/A

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**:-

No comment.

**Any further comments?**:-

No.

## Outside Bodies - Member Reporting Form

### Details

Hello Fylde Borough Council,

A new service request has been submitted. Please review the below information.

Number 15348931

Type Outside Bodies - Member Reporting Form

### Customer Details

Name Anon Fylde

Mobile Phone -

Home Phone -

Email Address anonymous@fylde.gov.uk

AddressUnited Kingdom

### Information

Councillor Name and Role on Outside Body (for example, Observer, Trustee, Director):-

Cllr Roger Lloyd observer

Email

Cllr.rlloyd@fylde.gov.uk

Period this report covers (date)

6 months

Name of Outside Body

## **Outside Bodies - Member Reporting Form**

### **Details**

**Springfields site Stakeholders group**

**How often does the organisation meet?**

Every 6 months

**How often have you attended?**

90%

**What are the key issues arising for Fylde Borough Council**

There was a real air of optimism throughout this meeting, born by the escalating price of gas and the restrictions placed on the market by Russia's decision to restrict gas supplies.....there is a future need for electricity. The safety record on site remains good, and much of the site has changed in the last 2 years....the large Magnox facility has nearly been dismantled..The future of the site with more government intervention will be positive, even though staffing levels have continued to decline with last year just 800 full time staff... One small issue is with the disposal of low level waste, which at present is being kept on site in skips as Suez will no longer dispose of it as they have done in the past..other contractors have been approached. Springfields have recently undertaken a "habitat Survey" involving local residents and testing the local environment...results are not yet available

**Examples of issues could be those that may affect decisions regarding budget setting, challenges for residents, policy changes that affect partnership working etc**

Na

**Who did you inform of these issues within Fylde Borough Council?**

-

**In the light of these meetings, is it worthwhile for the Council to continue to have a representative/representatives on this body?**

Yes

**Any further comments?**

-