



Agenda

Tourism and Leisure Committee

| | |
|--------------------|--|
| Date: | Thursday, 7 January 2021 at 6:30 pm |
| Venue: | Remote Meeting via Zoom |
| Committee members: | <p>Councillor Cheryl Little (Chairman) Councillor Michael Sayward (Vice-Chairman)</p> <p>Councillors Peter Anthony, Tim Armit, Brenda Blackshaw, Sue Fazackerley MBE, Shirley Green, Gavin Harrison, Matthew Lee, Kiran Mulholland, Vince Settle, Elaine Silverwood.</p> |

Please Note: This meeting is being held remotely via Zoom. To access the meeting please click on the link below.
Join Zoom Meeting <https://us02web.zoom.us/j/82197995426?pwd=dm96VzdyQm9ZS3Y2L2JtVGRrczc2dz09>

Meeting ID: 821 9799 5426

Passcode: 639923

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](#).

| | PROCEDURAL ITEMS: | PAGE |
|---|---|-------|
| 1 | Declarations of Interest: 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. | 1 |
| 2 | Confirmation of Minutes: To confirm the minutes, as previously circulated, of the meeting held on 5 November 2020 as a correct record. | 1 |
| 3 | Substitute Members: Details of any substitute members notified in accordance with council procedure rule 23(c). | 1 |
| | DECISION ITEMS: | |
| 4 | Bobby Ball Statue | 3-5 |
| 5 | Blackpool Road North Playing Fields Drainage | 6-11 |
| 6 | Budget Setting – Prioritisation of Capital Bids 2021/22 | 12-29 |

| | | |
|----------|--|--------------|
| 7 | Budget Setting – Fees and Charges 2021/22 | 30-38 |
| | INFORMATION ITEMS: | |
| 8 | Budget Setting – Revenue Budget 2021/22 – First Draft | 39 |
| 9 | Floral Bedding Procurement 2020-2021 | 40-41 |

Contact: Lyndsey Lacey-Simone - Telephone: (01253) 658504 – Email: democracy@fylde.gov.uk

The code of conduct for members can be found in the council's constitution at
<http://fylde.cmis.uk.com/fylde/DocumentsandInformation/PublicDocumentsandInformation.aspx>

© Fylde Council copyright 2021

You may re-use this document/publication (not including logos) free of charge in any format or medium. You must re-use it accurately and not in a misleading context.

The material must be acknowledged as Fylde Council copyright and you must give the title of the source document/publication.

Where we have identified any third party copyright material you will need to obtain permission from the copyright holders concerned.

This document/publication is also available on our website at www.fylde.gov.uk

Any enquiries regarding this document/publication should be sent to us at the Town Hall, St Annes Road West, St Annes FY8 1LW, or to listening@fylde.gov.uk.

DECISION ITEM

| REPORT OF | MEETING | DATE | ITEM NO |
|-------------------------------------|-------------------------------|----------------|---------|
| DEVELOPMENT SERVICES DIRECTORATE | TOURISM AND LEISURE COMMITTEE | 7 JANUARY 2021 | 4 |
| BOBBY BALL MEMORIAL STATUE | | | |

PUBLIC ITEM

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

SUMMARY

The report presents the outcome of and next steps following a notice of motion which was supported by Council on 7 December 2020 to erect a statue of Bobby Ball in Lowther Gardens, supported by public donations and with the backing of the council.

RECOMMENDATIONS

The Committee are requested to:

1. Agree that Fylde Council would provide Lowther Trust with support in delivering the Bobby Ball Memorial Statue project in the form of communications, publicity, procurement advice/support, and technical advice/support.
2. Note that periodic reports will be brought to the committee to inform members of progress being made towards delivery of the project.

SUMMARY OF PREVIOUS DECISIONS

Council 7 December 2020

Following notice given under rule 11 of the Council Procedure Rules, the following Motion was proposed by Councillor Karen Buckley; "The council notes with sadness the recent passing of Bobby Ball, who brought laughter to millions over many years, and was well-known and well-loved in and about Lytham, where he chose to make his home. To mark and celebrate his life, it would be fitting for a statue of Bobby to be erected in Lowther Gardens, supported by public donations and with the backing of the council. The council delegates responsibility to the Head of Governance, in consultation with the Leader and Chairman of the Tourism & Leisure Committee, to liaise with the family and Lowther Trust to set up an appropriate vehicle for this purpose and with a view to a report being brought to the next Tourism and Leisure Committee."

A vote was taken and it was AGREED unanimously to support the motion.

| 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. Bobby Ball, comic, actor, singer and Lytham resident died on 28 October 2020. Bobby Ball, born Robert Harper on 28 January 1944, was best known as a member of the comic double act Cannon and Ball and went on to star in various sitcoms and dramas. Bobby and his wife Yvonne lived in the Fylde for over 25 years.
2. Bobby was very much part of the local community and was a great supporter of Lowther Pavilion and had latterly become a patron of the Lowther Trust and had performed at the venue many times, including the staging of the first play he wrote, 'Rock Off Tommy'. He and his wife Yvonne were also Patrons of the Blue Skies Charity which supported the work of Blackpool Victoria and Clifton Hospitals.
3. Following his sad passing, the following notice of motion was submitted by Councillor Karen Buckley which was debated by Council on 7 December 2020 and unanimously agreed.
"The council notes with sadness the recent passing of Bobby Ball, who brought laughter to millions over many years, and was well-known and well-loved in and about Lytham, where he chose to make his home. To mark and celebrate his life, it would be fitting for a statue of Bobby to be erected in Lowther Gardens, supported by public donations and with the backing of the council. The council delegates responsibility to the Head of Governance, in consultation with the Leader and Chairman of the Tourism & Leisure Committee, to liaise with the family and Lowther Trust to set up an appropriate vehicle for this purpose and with a view to a report being brought to the next Tourism and Leisure Committee."
4. Lowther Trust has agreed to raise funds for a special memorial statue of Bobby Ball that will be situated in Lowther Gardens. The proposed statue would be a one and a half times life size bronze statue of Bobby. A [JustGiving page](#) has been set up by Lowther Trust to help raise the funds required which are estimated to be in the region of £100,000 which would include the cost of the statue, plinth, installation, landscaping and lighting.
5. Since the notice of motion was agreed there has been close liaison with the Bobby's family. There has also been a site visit to discuss a position for the statue which has been agreed by Lowther Trust, subject to planning permission.
6. The process to take this project forward includes the drafting of a brief for the design, construction/landscape details, consultation, procurement of a sculptor, seeking planning permission and commissioning and installation of the statue. This process is estimated to take a minimum of 12 months subject to sufficient funds being collected.
7. It is proposed that Fylde Council would provide Lowther Trust with support in delivering this project which would be in the form of communications, publicity, procurement advice/support, and technical advice/support. Members are asked to agree to this support being provided to Lowther Trust to help achieve this project.
8. It is proposed that periodic reports will be brought to the committee to inform members of progress being made towards delivery of the project.

| IMPLICATIONS | |
|---|--|
| Finance | There are no financial implications identified at this stage |
| Legal | There are no legal implications for the council at this stage. Lowther Trust is the accountable body using the charitable funds of the trust. Any money donated through the Just Giving page will become part of the Trust's charitable funds. Procurement of the statue will need to go through the Trust's procedures. |
| Community Safety | There are no implications |
| Human Rights and Equalities | There are no implications |
| Sustainability and Environmental Impact | There are no implications |
| Health & Safety and Risk Management | There are no implications |

| LEAD AUTHOR | CONTACT DETAILS | DATE |
|-------------|---|------------------|
| Paul Walker | Paul.walker@fylde.gov.uk Tel 01253 658431 | 15 December 2020 |

| BACKGROUND PAPERS | | |
|-------------------|------|--------------------------------|
| Name of document | Date | Where available for inspection |
| Document name | | Council office or web address |

DECISION ITEM

| REPORT OF | MEETING | DATE | ITEM NO |
|---|-------------------------------|----------------|---------|
| DEVELOPMENT SERVICES DIRECTORATE | TOURISM AND LEISURE COMMITTEE | 7 JANUARY 2021 | 5 |
| BLACKPOOL ROAD NORTH PLAYING FIELDS DRAINAGE | | | |

PUBLIC ITEM

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

SUMMARY

This report details the approved plan to replace the culverted drain at Blackpool Road North Playing Fields, St Anne's. The works will replace the existing culvert along the full length of the sports field which has partially collapsed in areas. These works are a requirement under riparian ownership responsibilities as set out by the Environment Agency (EA).

RECOMMENDATIONS

The committee is recommended:

1. To recommend to the Finance and Democracy Committee approval of a fully funded increase in the sum of £20,000 to the Blackpool Road North Playing Fields Drainage scheme within the approved Capital Programme for 2020/21, to be met in full from the Capital Investment Reserve;
2. To approve the draw-down of £20,000, in addition to the £105,000 already approved in the Council's 2020/21 capital programme, subject to the approval of the increase to the Blackpool Road North Playing Fields Drainage scheme by the Finance and Democracy Committee; and
3. To note the procurement route as detailed in the procurement section of this report and award the tender to Cleveland Land Services.

SUMMARY OF PREVIOUS DECISIONS

[Tourism and Leisure Committee, 9th January 2020](#)

Resolved: To support the capital bid of £105,000 for Blackpool Road North Playing Fields drainage

| 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. Blackpool Road North Playing Fields (BRNPF) has a culverted drain that runs the full length of the field along the southern boundary, originating at Blackpool Road North, heading towards the Hawthorns estate. Fylde Council are the riparian owners of this culverted (enclosed underground) watercourse and as such have the responsibility to “let water flow naturally” through the site. This drain at BRNPF is not part of a comprehensive field drainage system.
2. The current culverted drain, which is of a porous concrete construction, has degraded as a result of sulphate attack (where the naturally occurring sulphates in the ground water corrode the concrete pipe) and has collapsed in sections along the field. There is no simple solution for this, and the drain must be replaced at an approximate length of 380m.
3. There are numerous concerns with the continuation of this culverted drain downstream, which passes through the lands of 3 riparian owners before outfall. However, the Technical Services team have worked with these riparian owners since the capital bid in January and established a way forward to remediate these issues. The outfall and subsequent watercourse have been de-silted by Blackpool Airport and the vegetation has been cut back. A partial collapse of the culvert and heavy silting has been identified on a private riparian owner’s land. The Technical services division have worked collaboratively with this riparian owner to rectify these issues without a lengthy enforcement procedure, which has not required the assistance of the Lead Local Flood Authority.
4. The remediation works carried out thus far have eased the restriction on the flow of water throughout the culvert.
5. There will be a requirement for all riparian owners of this watercourse to work collaboratively again to desilt the culvert after the works have been completed. However, due to the design of the replacement culvert, it is expected that silt will be captured at Blackpool Road in the future, where previously it passed downstream, silting the culvert and increasing the levels at the outfall.

SCHEME DETAIL

6. The existing culvert at Blackpool Road North Playing Fields will be replaced with a 450mm plastic twin wall pipe with perforations surrounded by stone (a ‘French drain’) and replaces the existing culvert’s construction of porous concrete. Two catch pit manholes will be installed to assist with future maintenance, and a 150mm lateral drain of ‘French drain’ construction will intersect the pitches.

Table 1 cost plan

| Summary of cost | £ |
|---|----------------|
| Construction contract | 102,000 |
| Ancillary and enabling works | 2,000 |
| Contingencies @ 20% | 20,800 |
| Overall total for revised budget | 125,000 |

PROCUREMENT

7. Through a previous procurement exercise for this project it was determined that the required works far exceeded the original budget. Using [The Council’s Contracts Procedure Rules](#) as the basis for procurement compliance the Technical Services team in consultation with the Procurement Officer, chose to use the ‘request for quotation’ procedure, which is compliant for mid-range contracts up to the value of £100,000. Unfortunately, as the tender prices came in much higher, than the pre-tender estimate, this placed the contract into the category of a large contract. As a result, the tenders were pulled, the specification was re-evaluated, and the works were re-tendered using the large contracts tender procedure as detailed below in paragraph 9.

8. This increase in cost, through consultation with the original tendering contractors has been attributed to several reasons. Material shortages due to the pandemic, and risk. The risk arising in part from the pandemic, placing uncertainty on labour and contract programme. However, the risk presented from difficult ground conditions, a high-water table, the scale of the required trench, and the potential need for extensive reinstatement works attributed high on the rationale for increased costs. Once this became apparent the original tender was withdrawn and the works re-evaluated before retendering.
9. Officers from the Technical Services division along with the Council's Procurement Officer have led the second procurement process. The tender has followed a traditional procurement route, using a 2-stage restricted tender procedure using the CHEST procurement portal. Stage 1 requested expressions of interest and the completion of a selection questionnaire. This detailed the Council's mandatory requirements for a contract, Health and Safety requirements and requested 3 contract examples of similar works, which were to be evaluated in order to select preferred contractors for stage 2. There was much interest in the works, and this resulted in 15 compliant expressions of interest. From the 15 expressions of interest, 5 contractors were identified as suitable and were then invited to tender for the works. Following a robust stage 2 evaluation, Cleveland Land Services were selected as the preferred contractor, providing the most economically advantageous tender.

PROGRAMME

10. The works will be managed under an NEC 4 Engineering and Construction Short Contract.
 - Award of Contract From 1st February 2021 following F&D approval.
 - Commence on Site From 1st April 2021 (Pending Contractor Availability)
 - Completion June 2021

FINANCIAL IMPLICATIONS

11. The original budget for Blackpool Road Playing Fields Drainage in the approved capital programme for 2020/21 is £105,000. This was based on an estimate using known rates for similar works. Following the procurement exercise, the requirement to undertake some enabling works and an assessment of the likely risks the total project cost is estimated at £125,000 as detailed above in Table 1. As such a budget increase of £20,000 is requested to complete this project.

CONCLUSION

12. The report proposes a recommendation to the Finance and Democracy Committee for approval of an increase in the cost of the scheme in the sum of £20,000 to enable the culvert replacement at Blackpool Road North Playing Fields.

| IMPLICATIONS | |
|---|--|
| Finance | The report requests that the Tourism and Leisure Committee recommend to the Finance and Democracy Committee approval of a fully funded increase in the sum of £20,000 in respect of the Blackpool Road North Playing Fields Drainage scheme within the Council's approved Capital Programme for 2020/21, to be met in full from the Capital Investment Reserve; approval to the drawdown of the additional funding, subject to approval to the increase to the scheme by the Finance and Democracy Committee; and approval to the award of the contract totalling £125,000, which includes contingency and enabling works. |
| Legal | None |
| Community Safety | Removes collapsed sections of public use land and removes trip hazards. |
| Human Rights and Equalities | None |
| Sustainability and Environmental Impact | Reduces surface water flooding to the playing fields. |
| Health & Safety and Risk Management | None |

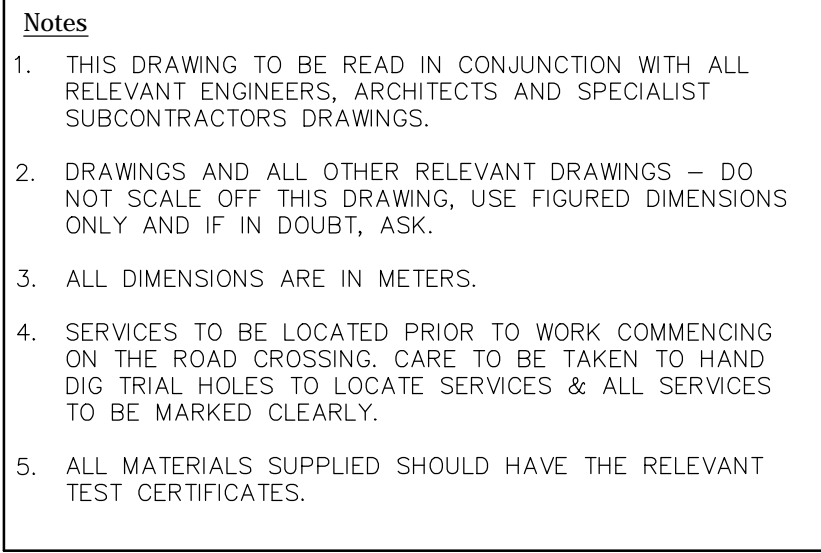
| LEAD AUTHOR | CONTACT DETAILS | DATE |
|-------------|---|-------------------------------|
| Jon Rutter | Jon.rutter@fylde.gov.uk 01253 658492 | 7 th December 2020 |

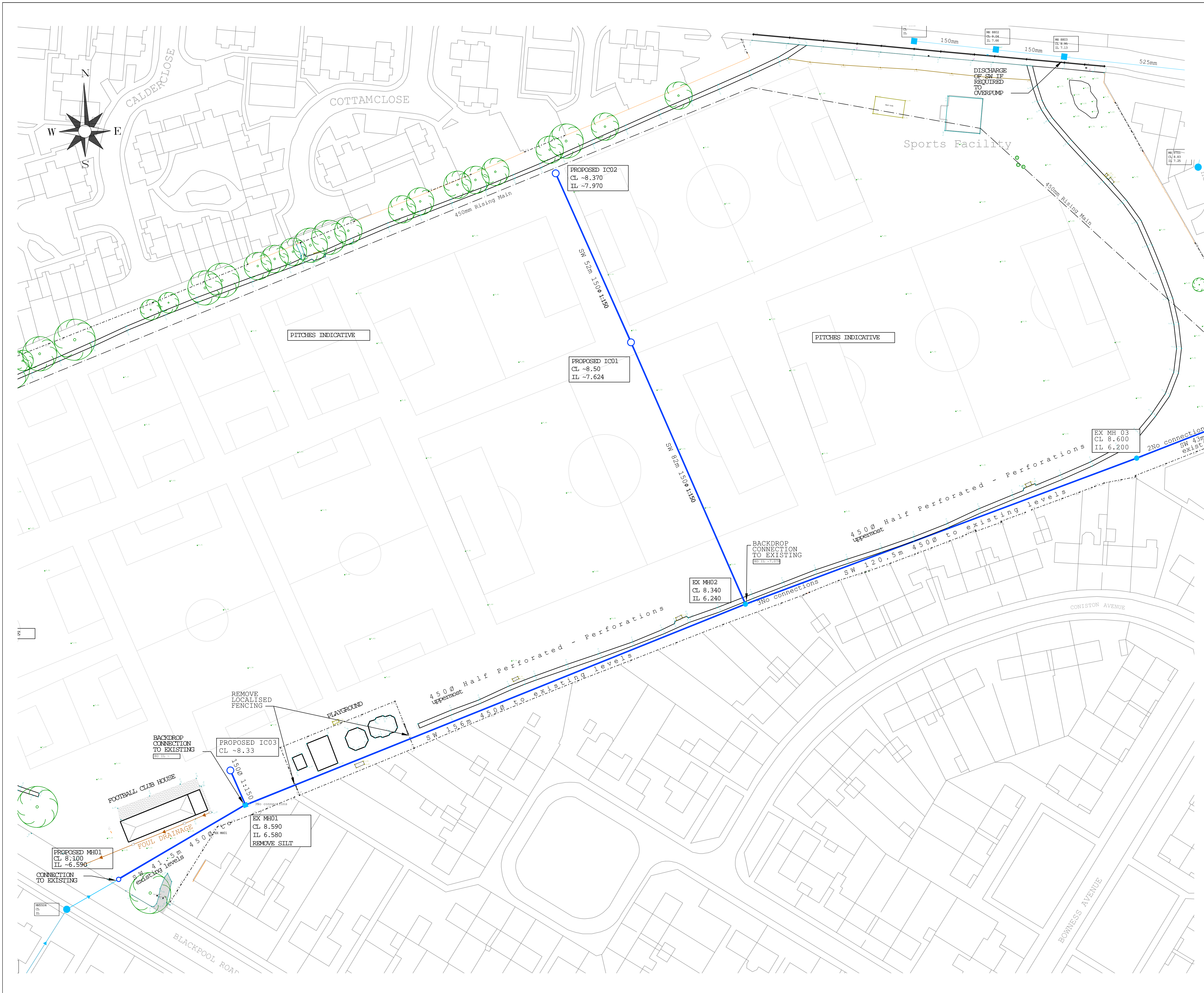
| BACKGROUND PAPERS | | |
|--|------------------------------|--------------------------------|
| Name of document | Date | Where available for inspection |
| Blackpool Road North Playing Fields drainage capital bid | 9 th January 2020 | Reports archive. |

Attached documents:

Appendix 1 - Drawing TS 13025_03 Existing site plan.

Appendix 2 - Drawing TS 13025_04 Proposed site plan.

10 of 41



- Notes**
1. THIS DRAWING TO BE READ IN CONJUNCTION WITH ALL RELEVANT ENGINEERS, ARCHITECTS AND SPECIALIST SUBCONTRACTORS DRAWINGS.
 2. DRAWINGS AND ALL OTHER RELEVANT DRAWINGS – DO NOT SCALE OFF THIS DRAWING, USE FIGURED DIMENSIONS ONLY AND IF IN DOUBT, ASK.
 3. ALL DIMENSIONS ARE IN METERS
 4. SERVICES TO BE LOCATED PRIOR TO WORK COMMENCING ON THE ROAD CROSSING. CARE TO BE TAKEN TO HAND DIG TRIAL HOLES TO LOCATE SERVICES & ALL SERVICES TO BE MARKED CLEARLY.
 5. ALL MATERIALS SUPPLIED SHOULD HAVE THE RELEVANT TEST CERTIFICATES.
 6. ALL WORKS AND MATERIALS ETC. IN ACCORDANCE WITH CG 501 DESIGN OF HIGHWAY DRAINAGE SYSTEMS



Technical Services
Development Services
The Town Hall
Lytham St Annes
Lancashire
FY8 1LW
Tel: 01253 658658 E-mail: webmaster@fylde.gov.uk

| | |
|-------------|-----------|
| Drawn By: | Date: |
| JR | JUNE 2020 |
| Checked By: | Scale: |
| AS | 1:500 |

Project:
**BLACKPOOL ROAD PLAYING FIELDS
REPLACEMENT OF SW CULVERT**

Title:
PROPOSED LAYOUT

Drawing Number:
TS 13025/04

DECISION ITEM

| REPORT OF | MEETING | DATE | ITEM NO |
|--|-------------------------------|----------------|---------|
| MANAGEMENT TEAM | TOURISM AND LEISURE COMMITTEE | 7 JANUARY 2021 | 6 |
| BUDGET SETTING – PRIORITISATION OF CAPITAL BIDS 2021/22 | | | |

PUBLIC ITEM

SUMMARY

The Council has a duty to manage its assets and capital resources in order to best deliver its objectives as set out in the Corporate Plan.

The consideration of capital bids for inclusion or otherwise within the Council's approved Capital Programme is a key component of the budget-setting process and contributes to the longer-term management of the Council's resources in an efficient and effective manner. This report requests that Members provide that consideration and prioritisation process in respect of the capitals bids for 2021/22 which fall within the terms of reference of this Committee.

RECOMMENDATIONS

The Committee is requested:

1. To consider and provide any feedback or comments on each of the capital bids relevant to this Committee's terms of reference as shown at Appendix A to this report; and
2. To provide a prioritised list of bids supported by the Committee for further consideration by the Budget Working Group.

SUMMARY OF PREVIOUS DECISIONS

The capital bids that are relevant to the terms of reference of this Committee are considered and prioritised each year as part of the annual budget-setting process. There have been no previous decisions in respect of these capital bids.

| 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

1. The Council has a duty to manage its assets and capital resources in order to best deliver its objectives as set out in the Corporate Plan.

2. The prioritisation of capital investment according to a well-defined and rational approach is especially important in helping to prioritise resources when the demand for such resources exceeds the total of the resources available. This process is defined within the Council's Capital Strategy, the latest revision of which was approved by Council on 11th April 2016.
3. A key element of the prioritisation process, as described within the Capital Strategy, is the consideration of capital bids by the Council's Programme Committees. The capital bids for 2021/22 which fall within the terms of reference of this committee are shown at Appendix A to this report. The Committee is requested to consider and prioritise the capital bids relevant to this Committee's terms of reference.
4. Once capital bids have been prioritised by each programme committees, the Budget Working Group will review the outcome of the deliberations of programme committees and will make recommendations to the Finance and Democracy Committee via an updated Medium Term Financial Strategy (MTFS) report on a proposed budget package which will include capital budget proposals.

| IMPLICATIONS | |
|---|---|
| Finance | The consideration of capital bids for inclusion or otherwise within the Council's approved Capital Programme is a key component of the proper financial management of the Council's resources. This report requests that Members provide that consideration and prioritisation process in respect of the capitals bids for 2021/22 which fall within the remit of this Committee. |
| Legal | No implications arising from this report. |
| Community Safety | No implications arising from this report. |
| Human Rights and Equalities | No implications arising from this report. |
| Sustainability and Environmental Impact | No implications arising from this report. |
| Health & Safety and Risk Management | No implications arising from this report. |

| LEAD AUTHOR | CONTACT DETAILS | DATE |
|-----------------|-----------------|--------------|
| Management Team | | January 2021 |
| | | |

| BACKGROUND PAPERS | | |
|--|-----------------|--|
| Name of document | Date | Where available for inspection |
| Council Report - Approved Capital Strategy | 11th April 2016 | www.Fylde.gov.uk |

Attached documents

Appendix A – Capital Bids for Consideration and Prioritisation:

1. Access control measures
2. Ashton Gardens lighting improvements
3. Improvements to Children's play areas
4. Fairhaven operational boathouse refurbishment
5. Open space improvements at School Lane, Newton
6. Park View drainage improvements

Scheme Title: 1. Access Control Measures

Description of Scheme: In 2020, installation of bollards to provide measures against unauthorised access on two parks was undertaken – Ramsgate Road and Blackpool Rd North Playing Fields in St Annes. This took place after Travellers had stayed on these two parks for a number of days during summer 2020. The design and installation were modelled on a previous scheme on the installation of bollards on the nearby park at Frobisher Drive, St Annes.

A request from Elected Members has been made for similar measures for further Fylde Council managed parks – these parks are those on Lima Rd, Beauclerk Rd and Waddington Rd, which are felt to be somewhat vulnerable from unauthorised access; now that some parks have measures in place.

The wooden bollards proposed to be installed are shown below and robust. Additional lockable drop-down metal bollards would be installed to provide appropriate access at specific points for maintenance vehicles.



A detailed breakdown of the funding strategy is detailed below –

Capital cost plan:

| Cost Heading | Description | Total £ |
|----------------|-----------------------|----------------|
| Lima Rd | Bollards installation | 4,900 |
| Waddington Rd | Bollards installation | 10,700 |
| Beauclerk Road | Bollards installation | 800 |
| | | |
| Total | | £16,400 |

Outputs (i.e. details of what the investment will specifically deliver):

To provide preventative measures to stop unauthorised access onto three additional parks in Fylde

Contribution to corporate objectives (how does the proposal achieve or help deliver priorities within the Corporate Plan and other key corporate strategies?)

- Environment - Provide safe, clean and accessible coast and countryside facilities.
- Environment - Proactively enforce against illegal encampments
- Environment – Address anti-social behaviour

Budget Resource Requirements - Breakdown of initial capital costs and future revenue implications

Estimated **Total Capital costs** of bid: **£16,400**

Annual future **additional Revenue costs** arising from the bid as applicable:

None

Value and phasing of bid (amend dates as necessary):

| 2021/22 £16,400 | 2022/23 £000 | 2023/24 £000 | 2024/25 £000 | Total £000 |
|--------------------|-----------------|-----------------|-----------------|---------------|
| | | | | |

Existing resources in the Capital Programme relating to this scheme (as applicable):

| 2021/22 £000 | 2022/23 £000 | 2023/24 £000 | 2024/25 £000 | Total £000 |
|-----------------|-----------------|-----------------|-----------------|---------------|
| | | | | |

Estimated timescales for the bid:

Project Start Date : April 2021

Project Completion Date: May 2021

Project Risks (outline any risks to delivery of the project and how these will be mitigated)

| Risk | Impact | Mitigating Action |
|------|--------|-------------------|
| None | | |

Endorsement of bid by Director

Signature



Position: Director of Development Services ...

Date 15 December 2020

FBC – Capital Bid 2021/22

Prepared by/Bid Originator – **Peter Downs**



Scheme Title: 2. Ashton gardens lighting Improvements and additions

Description of Scheme:

Ashton Gardens is lit by a range of lighting units located throughout the Gardens. The majority of the lighting units are columns with the main drive, war memorial and St George's Road Lodge House illuminated by underground uplighters. Bollard lighting was originally installed as part of the Restoration of Ashton Gardens in 2011 and these have been subsequently vandalised on numerous occasions.

A detailed survey of the park lighting was undertaken and as a result the following work is proposed -

Capital cost plan:

| Location/Description | | Total £ |
|----------------------|--|-----------------------|
| 21 Lighting Columns | Installation of new internal wiring and cut-outs to the lighting columns | 6,000 |
| 17 Uplighters | Excavation of the in-ground up lights, isolation, IR testing and renewal if faulty | 8,000 |
| 10 Bollard Lights | Renewal of vandalised bollards with a more robust vandal resistant bollard | 3,000 |
| Rose Garden | Introduction of new lighting to rose garden | 4,500 |
| St Georges Sq. side | Install new lighting to the footpath | 3,000 |
| | Contingencies | 500 |
| | | |
| | Total Scheme Cost: | <u>£25,000</u> |

Outputs (i.e. details of what the investment will specifically deliver):

- To improve the lighting to Ashton gardens
- To meet statutory electrical health and safety and safeguarding requirements

Contribution to corporate objectives (i.e. how does the project achieve or help deliver priorities within the corporate plan):

- Environment - Create clean, safe and healthy communities
- Environment - Reduce anti-social behaviour, disorder and crime
- Environment - Implement energy efficient initiatives

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid: £ 25,000

Annual additional Revenue costs arising from the bid: £ NIL

OR

Future Annual Revenue Savings achievable as a result of the bid: £

Please provide any further details of revenue savings below:**Value and phasing of bid:**

| 2021/22 | 2022/23 | 2023/24 | 2024/25 | Additional capital investment required (i.e. the value of the bid) |
|---------|---------|---------|---------|--|
| £25,000 | £000 | £000 | £000 | |

Existing resources in the Capital Programme relating to this scheme:

| 2021/22 | 2022/23 | 2023/24 | 2024/25 | Existing capital resources in the approved Capital Programme |
|---------|---------|---------|---------|--|
| £000 | £000 | £000 | £000 | |

Estimated timescales for the bid:

Start Date April 2021

Completion Date October 2021

Project Risks (outline any risks to delivery of the project and how these will be mitigated)

| Risk | Impact | Mitigating Action |
|--|-------------------------------|--|
| Inclement weather and heavy ground frustrates contract | Increase cost and disturbance | Excavation work planned for spring months |
| Foot falls affect and subsequent claims | Increased costs | Initial relamping / rewiring works to be planned first, to light up existing dark areas. |

Endorsement of bid by Director

Signature



Position: Director of Development Services ...

Date 15 December 2020

Scheme Title: 3. Improvements to Children's Play Areas

Fylde council own 17 formal children's play areas throughout St, Anne's, Ansdell and Lytham, with supplementary responsibility for 2 further play areas managed by charitable Trusts at Lowther Gardens and Park View Playing Fields.

The parks service is responsible for the formal inspection, repair and record keeping of these play areas. This service is also provided to the town and parish councils under an annual service level agreement.

All items of play equipment and surfacing are inspected weekly in line with RoSPA guidance, by qualified Fylde Council play inspectors, with an independent inspection being undertaken by Fylde Council's insurance company, Zurich, once per year.

All faults and findings are classified as high, medium or low risk and rectified in priority order based on the level of risk. Relevant repairs are then carried out or the item is permanently or temporarily decommissioned.

All weekly and annual inspection results and remedial works are formally recorded and retained on a web-based inspection system to mitigate against any potential insurance claims.

In addition to the 'play and projects' team resource, Fylde Council holds an operating budget to carry out repairs to the play equipment and surfacing. This budget is used for the replacement of 'worn' parts such as nuts, bolts, shackles, seats, panels, chains in addition to small repairs to rubber safety surfacing, fencing and furniture.

However, the Council does not hold a budget for the replacement of failing or decommissioned play equipment or safety surfacing. Play equipment, surfacing and associated items on the play areas are in various condition from excellent to poor. As a rough guide, the lifespan of rubber safety surface is around 10 – 15 years, with play equipment around 10-30 years dependant on type, location, material and public use.

Fylde Council has been successful in recent years working with community groups in attracting external funding, diverting S106 funding into play improvements and replacement, but a longer term, sustainable approach is now required to address the gradual deterioration of the play facilities. Some remedial/replacement works are now required based on the formal inspection information. The priority works and estimated costs are listed in the table below.

| Site | Items | Costings |
|------------------------------|---|-----------------|
| Waddington Road Park | Play safety surfacing | £10,890 |
| Promenade Gardens | Play safety surfacing | £26,764 |
| Mornington Park | Play equipment and play safety surfacing | £26,136 |
| South Park | Play equipment | £8,179 |
| Lansdowne Road Open space | Play equipment, play safety surfacing, safety fencing | £17,775 |
| King George V Playing Fields | Play equipment, play safety surfacing, seating | £10,256 |
| | Total | £100,000 |

The above works are required as a priority and the proposal is to request a capital budget of £100,000 for 2021/22. Work will continue with community groups to gain external grant funding and the allocation of further S106 monies to maximise the impact of this play replacement budget and to ensure long term sustainability of the borough's formal children's play areas.

Capital Cost Plan:

| Cost Heading | Description | Total £ |
|---------------------------------------|---|-----------------|
| Improvements to Children's Play Areas | To carry out play area improvement works as listed above. | £100,000 |
| Total Scheme Cost: | | £100,000 |

Outputs (i.e. details of what the investment will specifically deliver):

- Upgrade or replacement of missing play equipment
- Replacement of worn safety surfacing
- Safer play surfacing
- Improved access for all

Contribution to corporate objectives (i.e. how does the project achieve or help deliver priorities within the corporate plan):

- Environment - Create clean, safe and healthy communities
- Environment - Provide high quality parks and open spaces

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £100,000
Improvements to Children's Play Areas

Annual additional Revenue costs arising from the bid (£000's): £ nil
OR

Future Annual Revenue Savings achievable as a result of the bid: (£000's): £ nil

Please provide any further details of revenue savings below:**Value and phasing of bid:**

| 2021/22 | 2022/23 | 2023/24 | Additional capital investment required (i.e. the value of the bid) |
|----------|---------|---------|--|
| £100,000 | £000 | £000 | |

Existing resources in the Capital Programme relating to this scheme:

| 2021/22 | 2022/23 | 2023/24 | |
|---------|---------|---------|--|
| £000 | £000 | £000 | |

| Estimated timescales for the bid: | |
|-----------------------------------|-----------------------------|
| Start Date: April 2021 | Completion Date: March 2022 |

| Project Risks (outline any risks to delivery of the project and how these will be mitigated) | | |
|--|--|--|
| Risk | Impact | Mitigating Action |
| Budget not enough to keep up with failing equipment & surfacing | Some items of equipment decommissioned | The budget will be used on a priority basis based on risk and condition of equipment and surfacing |

| | | |
|---|--|-----------------------|
| Endorsement of bid by Director | | |
| Signature  | Position: Director of Development Services ... | Date 21 December 2020 |

Scheme Title: 4. Fairhaven Operational Boathouse Refurbishment Project

Description of Scheme:

The project involves improvements to the Operational Boathouse at Fairhaven Lake. Currently the Operational Boathouse services and houses the fleet of motorboats which are hired out between Easter and October every year and is home to all operational staff working at Fairhaven Lake. There are up to ten staff based here. It is a large building comprising a corrugated asbestos cement roof supported on steel angle trusses, on rendered masonry walls.

The existing asbestos cement roof is now time expired and is due for replacement. In addition, the surrounding buildings are currently being refurbished as part of the National Lottery Heritage Fund restoration project, and there is now the opportunity to improve the utilisation and appearance of the boathouse, to tie in with the cluster of buildings now being improved.

The current other issues with this building are a heating system which is costly to run and does not effectively heat the building, inadequate mechanical ventilation, a dated electrical system, deteriorating doors and windows which require enlarging for operational efficiency, and visual harmony.

The project comprises; removal and replacement of the existing asbestos sheet roof; external re-rendering; provision and modification of external door and window openings; provision of new internal partitions and ceilings, and internal re-decoration; electrical re-wiring; provision of new mechanical and heating system.

This capital bid is presented with construction information developed to RIBA Stage 3 (Developed Design).

Capital cost plan:

| Cost Heading | Description | Total £ |
|-------------------------------|---|------------------------|
| Alterations | Internal alterations & removal of asbestos | 25,588 |
| Steelwork | New purlins and cleats | 4,100 |
| Roof | Lightweight tile roof, insulation, lead flashing, rainwater goods | 26,050 |
| Windows & External Doors | Shutters, canopies, single doors and windows | 10,200 |
| Internal walls and partitions | Fair faced block walls | 10,500 |
| Internal doors | Paint grade internal door complete | 1,800 |
| Wall finishes | External re-render and making good brickwork | 26,715 |
| Ceiling finishes | New suspended ceiling in boat workshop | 5,200 |
| Decoration | Internal painting and decorating | 10,864 |
| Mechanical/Heating | New heating & Mechanical system | 17,448 |
| Electrical | New electrical installation | 24,441 |
| BWIC | Builders work in connection with services | 1,000 |
| External Works | Brick planters, make good tarmac, clearance of yard | 1,750 |
| Preliminaries | Site offices, welfare, fencing 15% | 24,848 |
| Contingencies | 10% | 19,050 |
| Fees | See list within cost plan | 14,430 |
| | | |
| Total Scheme Cost: | | <u>£223,984</u> |

Outputs (i.e. details of what the investment will specifically deliver):

- To provide fit for purpose workshop and facilities for the Fairhaven boat service
- To meet statutory health and safety requirements
- To improve and extend the life of the existing frame building
- Increase the efficiency of the useable space within the workshop building
- Improved appearance of the building

Contribution to corporate objectives (i.e. how does the project achieve or help deliver priorities within the corporate plan):

- **Economy - Maximise the use of all council owned assets** – the proposed refurbishment works will add an additional modest income stream for the building once a market exercise has been undertaken and the park development is complete and will also offer an improved customer experience.
- **Environment - Implement energy efficient initiatives** – the new improvements will significantly improve the energy efficiency of the building
- **Tourism - Develop and promote unique destination points across the coast and countryside** – the refurbishment works will add to the ongoing restoration project at Fairhaven with the ultimate ambition of providing an improved tourist and visitor experience.

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £ 224,000

Annual additional Revenue costs arising from the bid (£000's): £ NIL

OR

Future Annual Revenue Savings achievable as a result of the bid: (£000's): £ 5,800

Please provide any further details of revenue savings below:

The new heating system will save approximately £1,000 per annum

The front-of-house spaces could attract approximately £4,800 per annum once market exercise is undertaken and park development is complete.

Value and phasing of bid:

| 2020/21 | 2021/22 | 2021/22 | 2022/23 | Additional capital investment required (i.e. the value of the bid) |
|---------|----------|---------|---------|--|
| £000 | £224,000 | £000 | £000 | |

Existing resources in the Capital Programme relating to this scheme:

| 2020/21 | 2021/22 | 2022/23 | 2023/24 | Existing capital resources in the approved Capital Programme |
|---------|---------|---------|---------|--|
| £000 | £000 | £000 | £000 | |

| Estimated timescales for the bid: | |
|-----------------------------------|----------------------------|
| Start Date: January 2021 | Completion Date: June 2021 |

| Project Risks* (outline any risks to delivery of the project and how these will be mitigated) | | |
|---|----------------------------|--|
| Risk | Impact | Mitigating Action |
| Not securing planning permission and additional planning conditions are required | Project not deliverable | Pre application discussions with the Council's planning team |
| Delays in stage approvals | Increased costs | Agreed programme by all parties |
| Changes to agreed design | Increased costs | Include design development contingency into cost plan |
| Staff changes | Delays and additional cost | Project sponsors/executive to include project in any succession planning |

*Additional risks that are identified will be included within the Council's GRACE risk management system.

| Endorsement of bid by Director | | |
|---|--|-----------------------|
| Signature  | Position: Director of Development Services ... | Date 21 December 2020 |

FBC – Capital Bid 2021/22

Prepared by/Bid Originator – **Mark Wilde on behalf of Friends of Newton Community Park (FoNCP)**



Scheme Title: 5. Open Space Improvements at School Lane, Newton

Description of Scheme: Officers from the parks development and leisure teams have been working with Newton and Clifton Parish Council and the Friends of Newton Community Park on a parks improvement scheme at School Lane, Newton. The team have been working on the project for a couple of years and are taking the proposals through the 10 stage community parks development/improvement process (shown below).

The proposed scheme has been split into 3 phases, to be undertaken over several years. This capital bid relates to phase 1 which includes improvement to the children's play area, fenced sports area and sensory garden. Several public consultation exercises have been undertaken and a masterplan has been produced by the parks development team based on the consultation results. A detailed drainage survey has also been carried out.

The project is now at stage 7 of the 10-stage process for the community parks development/improvement. The team have estimated the cost of phase 1 to be around £100,000. The team have submitted a funding bid to the Lancashire Environmental Fund for a £30,000 grant. The Parish Council will contribute £15,000 in addition to another £5,000 to be raised from other small external grants and community fundraising.

Ten stage process for the development/improvement

1. Set up a supporters group (Friends group with a constitution)
2. Apply to Fylde Council for officer support to assist with the project
3. Initial consultation with the group, local residents and users to produce a design brief based on community need
4. Produce 3 concept drawings based on the design brief
5. Consult / agree / produce a final Masterplan for the scheme
6. Cost the project up in sections (Bill of Quantities and specifications)
7. Prepare a funding strategy
8. Tender and evaluation (with community)
9. Project Management
10. Open Event / Future use /Maintenance

Officers have been asked by the Parish Council and Friends of Newton Community Park, if they could make an application to Fylde Council for a £50,000 capital contribution towards the project in 2021/22. This application is made on the condition that the community group raise £50,000 in match funding as described above. The result of the funding application to the Lancashire Environmental Fund will be known in April 2021. The Parish council and Friends of Newton Community Park understand and accept that the capital contribution of £50,000 from Fylde council will only be made available for this project if the match funding of £50,000 is secure by the Friends.

A detailed breakdown of the phase 1 funding strategy is detailed below –

Capital cost plan:

| Cost Heading | Description | Total £ |
|-------------------------------------|---|--------------------|
| Children's Play Area MUGA | Improvements to play area including new play equipment and safety surfacing. Fencing to existing kick-about area to create a MUGA | £70,000 £26,000 |
| Improvements to wider landscape | Development of a sensory garden | £4,000 |
| Phase 1 total | | £100,000 |
| | | |
| | | |
| Funding Strategy for Phase 1 | | |
| | | |
| | Newton and Clifton Parish Council | £5,000 |
| | Friends of Newton Community Parks (to be secured) | £15,000 |
| | Fylde Council capital programme | £50,000 |
| | Lancashire Environmental Fund (to be secured) | £30,000 |
| Phase 1 total | | £100,000 |

Outputs (i.e. details of what the investment will specifically deliver):

- Improved play facilities to encourage usage
- New outdoor community facilities
- Repairs to infrastructure
- Landscape improvements

Contribution to corporate objectives (i.e. how does the project achieve or help deliver priorities within the corporate plan):

- Environment - Provide high quality parks and open spaces
- Environment - Create clean, safe and healthy communities

Budget Resource Requirements

Breakdown of initial capital costs and future revenue implications

Estimated Total Capital costs of bid (£000's): £50,000

Annual **additional Revenue costs** arising from the bid (£000's): N/A

| | | | | |
|---|------------------------|------------------------|----------------------------------|--|
| Value and phasing of bid: | | | | |
| 2021/22 £50,000 | 2022/23 £000 | 2023/24 £000 | 2024/25 £000 | Additional capital investment required (i.e. the value of the bid) |
| Existing resources in the Capital Programme relating to this scheme: | | | | |
| 2021/22 £000 | 2022/23 £000 | 2023/24 £000 | 2024/25 £000 | Existing capital resources in the approved Capital Programme |
| Estimated timescales for the bid: | | | | |
| Start Date: To be confirmed | | | Completion Date: To be confirmed | |

| Project Risks (outline any risks to delivery of the project and how these will be mitigated) | | |
|--|---------------|---|
| Risk | Impact | Mitigating Action |
| ➤ Disturbance to the community whilst work is undertaken. | Low Impact | Contractor to work with Park staff to ensure customers and visitors are kept fully informed. |
| ➤ Project costs and delivery | Medium Impact | All works will be procured and delivered under Fylde Councils financial regulations and project managed by officers |

| | | |
|---|--|-----------------------|
| Endorsement of bid by Director | | |
| Signature  | Position: Director of Development Services ... | Date 15 December 2020 |

Scheme Title: 6. Park View Drainage Improvements

Description of Scheme:

The project involves improvements to the existing drainage system at Park View playing fields.

The football pitches are served by a series of land drains which drain into a submersible pumping station, which in turn, pumps the surface water into Liggard Brook.

This issues with the site are:-

- The football pitches nearest at the periphery site (north end nearest the school) frequently flood, with the remainder being frequently boggy, and unplayable
- The pumping station frequently cannot cope with the volume of surface water
- The outfall from the pumping station becomes frequently compromised or blocked by high water levels in Liggard Brook
- There is no facility in the valve chamber for an auxiliary suction

Some of the problems have been compounded by a backfilled ditch at the north end of the site boundary, and higher adjacent ground levels. It is proposed to construct a swale in this location and use the backfill as a bund, on the line of the old ditch, to provide additional storage capacity during periods of prolonged heavy rainfall. In addition, localised regrading and levelling will be undertaken to prevent standing water.

It is also proposed to re-construct the submersible pumping station, increasing the size of the wet well, providing pumps of greater capacity, providing a new valve chamber with an auxiliary suction, and providing a new raised outfall into Liggard Brook. The existing pumps are over 14 years old and approaching the end of their design life.

The proposed auxiliary suction in the valve chamber will permit a vactor to suck out the contents of the wet well. The current arrangement makes it very difficult to position a hose in the bottom of the wet well to perform this task and does not comply with industry guidelines.

Over recent years, the level of Liggard Brook has increased, meaning the outfall is frequently under water. Re-construction of the outfall will enable it to be raised and discharge more freely.

A detailed breakdown of the funding strategy is detailed below –

Capital cost plan:

| Cost Heading | Description | Total £ |
|---|--|----------------|
| Swale and bund | Creation of a natural looking seeded hollow and bank | 6,000 |
| Grading and Levelling | Localised regrading to the Northern Boundary | 8,000 |
| New wet well | Increase size of circular wet well | 8,000 |
| New pumps | Replace 2 no. pumps of greater output | 5,000 |
| New valve chamber & associated pipework | Demolish and rebuild a larger surface level chamber | 2,500 |
| New outfall & associated pipework | Demolish and build new higher level outfall headwall | 5,000 |
| Preliminaries | Site offices, welfare, fencing 15% | 4,000 |
| Contingencies | | 1,500 |
| | | |
| Total Scheme Cost: | | £40,000 |

Outputs (i.e. details of what the investment will specifically deliver):

- To improve the land drainage of the existing playing fields
- To meet statutory health and safety and industry requirements
- Safer working environment
- Reduce the risk of football fixtures and events being cancelled
- Wider enjoyment of playing fields from general users

Contribution to corporate objectives (how does the proposal achieve or help deliver priorities within the Corporate Plan and other key corporate strategies?)

- Environment - Provide coastal defences and drainage infrastructure to protect against flooding
- Environment - Provide high quality parks and open spaces
- Tourism - Provide high quality leisure, tourism, arts, sports and recreation facilities

Budget Resource Requirements - Breakdown of initial capital costs and future revenue implications

Estimated **Total Capital costs** of bid: **£40,000**

Annual future **additional Revenue costs** arising from the bid as applicable: Nil

Value and phasing of bid (amend dates as necessary):

| 2021/22 £40,000 | 2022/23 £000 | 2023/24 £000 | 2024/25 £000 | Total £000 |
|--------------------|-----------------|-----------------|-----------------|---------------|
| | | | | |

Existing resources in the Capital Programme relating to this scheme (as applicable):

| 2021/22 £000 | 2022/23 £000 | 2023/24 £000 | 2024/25 £000 | Total £000 |
|--|-----------------|-----------------|---|---------------|
| Estimated timescales for the bid: | | | | |
| Project Start Date : May 2021 | | | Project Completion Date: September 2021 | |

Project Risks (outline any risks to delivery of the project and how these will be mitigated)

| Risk | Impact | Mitigating Action |
|--|---------------------------------|---|
| Inclement weather and heavy ground frustrates contract | Increase cost and disturbance | Work planned for summer months |
| Football and sports fixtures affected and subsequent claims | Increased costs | Close liaison with Sports Development Officer and sports clubs and work programmed outside football/sports season |
| Pumps downtime during decommissioning coincides with adverse weather resulting in flooding | Increased costs and disturbance | Work planned for summer months and auxiliary pumps provided |

Endorsement of bid by Director

Signature



Position: Director of Development Services ...

Date 15 December 2020

DECISION ITEM

| REPORT OF | MEETING | DATE | ITEM NO |
|--|-----------------------------|----------------|---------|
| MANAGEMENT TEAM | TOURISM & LEISURE COMMITTEE | 7 JANUARY 2021 | 7 |
| BUDGET SETTING – FEES AND CHARGES 2021/22 | | | |

PUBLIC ITEM

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

SUMMARY

Each year, as part of the budget-setting process, the schedule of fees and charges for the coming year (for each of the services that the Council provides) is reviewed by budget-holders prior to that schedule being considered by the relevant Programme Committee and finally being approved at the March Budget Council meeting.

Each Programme Committee is required to recommend to the Council for approval a schedule of fees and charges for those activities within the remit of the Committee.

This report requests that Members consider the proposed schedule of fees and charges for those services within the remit of this committee as detailed at Appendix A to this report and provide a recommendation to Council in this regard.

Note: A full schedule of proposed fees and charges for all Council services for 2021/22 is accessible at the link:

<https://new.fylde.gov.uk/council/finance/draft-fees-and-charges-2021-22/>

RECOMMENDATIONS

The Committee is requested to consider the schedule of fees and charges for those activities within the remit of this committee as detailed in Appendix A to this report and:

1. To recommend to Council a proposed schedule of fees and charges applicable for 2021/22; and
2. To note that the final fees and charges for 2021/22 will be approved by the Budget Council in March 2021.

SUMMARY OF PREVIOUS DECISIONS

The proposed fees and charges for services that are within the terms of reference of each programme committee are recommended to Council for approval as part of the annual budget-setting process. There have been no previous decisions in respect of these fees and charges for 2021/22.

| 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

1. Each year, as part of the budget-setting process for the coming financial year, budget-holders are required to review the fees and charges that the Council applies to the range of services which it delivers.
2. There are different considerations for assessing changes to the level of fees and charges depending upon the nature of the service. This is explained below:
 - For certain activities, for example some environmental health-related activities, fee levels are set by statute at a prescribed level. In respect of these types of activity the review of fees and charges is restricted to ensuring that the correct amount is approved by Council and is correctly applied for the forthcoming year;
 - For other types of charges in respect of services for which the Council has statutory responsibilities (for example in relation to licensing matters) fee levels must be set at an appropriate level such that only eligible costs are recovered. In respect of these types of activity the review of fees and charges comprises a review of costs and the adjustment of fees where necessary to avoid the under or over-recovery of costs. Where only minor discrepancies are found between costs and fee levels the charges may be left unchanged until the next review to avoid the costs associated with more regular leaflet re-printing etc.; and
 - For other activities which are not set by statute and for which the Council is not acting under statutory powers (e.g. games site fees) fee levels may be set at levels that are determined by the Council itself. In respect of these types of activity the review of fees and charges comprises a review of costs, a review of the fee levels of competitor providers and after a consideration of the likely effect on demand for the services and the total income that would be received at different fee levels.
3. Fee levels for all services have been reviewed according to the differing criteria as described above and the Programme Committee is invited to consider and provide comments as appropriate.
4. The role of the Council's Programme Committees in providing a recommendation to Council of a schedule of fees and charges for services within the remit of that committee is a key part of the budget-setting process for the coming year. The final schedule of fees and charges for all Council services will be considered by the Budget Council in March 2021.

| IMPLICATIONS | |
|---|--|
| Finance | The recommendation to Council of a schedule of proposed fees and charges for services within the remit of each Programme Committee is a key part of the budget-setting process for the coming year. This report requests that Members consider the schedule of fees and charges as detailed at Appendix A and provide a recommendation to Council as appropriate. Any financial implications from proposed changes to fees and charges will be quantified and reflected in the financial forecast contained in the final Medium Term Financial Strategy report to be considered by Budget Council in March 2021. |
| Legal | None arising from this report |
| Community Safety | None arising from this report |
| Human Rights and Equalities | None arising from this report |
| Sustainability and Environmental Impact | None arising from this report |
| Health & Safety and Risk Management | None arising from this report |

| LEAD AUTHOR | CONTACT DETAILS | DATE |
|-----------------|-----------------|---------------|
| Management Team | | December 2020 |

| BACKGROUND PAPERS | | |
|-------------------|------|--------------------------------|
| Name of document | Date | Where available for inspection |
| n/a | n/a | n/a |

Fees and Charges 2021/22

Appendix A

| | VAT Code | Unit Of Charge | Variable Charge Discretionary (D) Prescribed (P) | Approved 2020/21 Fees & Charges £ | DRAFT 2021/22 Fees & Charges £ |
|--|-------------|----------------|--|---|--------------------------------------|
|--|-------------|----------------|--|---|--------------------------------------|

| <u>TOURISM AND LEISURE COMMITTEE</u> | | | | | |
|---|---|------------|---|-------|--------------|
| Fairhaven Lake | | | | | |
| Motor Boat Hire: | | | | | |
| - Per boat | c | Per 20 min | D | 8.00 | 8.00 |
| Rowing Boat Hire: | | | | | |
| - Per boat | c | Per 30 min | D | 6.00 | 6.00 |
| Canoe Hire: | | | | | |
| - Per boat | c | Per 30 min | D | 5.00 | 6.00 |
| Stand Up Paddleboard Hire: | | | | | |
| - Per board | c | Per 2 hr. | D | - | 10.00 |
| Zorb Balls: | | | | | |
| - Per session | c | Per 15 min | D | - | 5.00 |
| Motor Launch: | | | | | |
| - Adult 16+ | c | Per trip | D | 2.00 | 3.00 |
| - Senior Citizen / Junior | c | Per trip | D | 1.00 | 2.00 |
| - Child 5-15 | c | Per trip | D | 1.00 | 2.00 |
| - Under 5 years | c | Per trip | D | Free | Free |
| Private Use: | | | | | |
| Dinghy/Sail craft: | | | | | |
| - 2 hr. period | c | Per 2 hr. | D | 6.00 | 6.00 |
| - Day | c | Per day | D | 12.00 | 12.00 |
| - Season | c | Per season | D | 75.00 | 75.00 |
| Paddle Permit: | | | | | |
| Canoe/Stand Up Paddle Boarding/Kayak/Windsurfing | | | | | |
| - Annual Permit | c | Per annum | D | 60.00 | 60.00 |
| - 2 hr. period | c | Per 2 hr | D | - | 5.00 |
| - Day | c | Per day | D | - | 10.00 |

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

Fees and Charges 2021/22

Appendix A

| | VAT Code | Unit Of Charge | Variable Charge Discretionary (D) Prescribed (P) | Approved 2020/21 Fees & Charges £ | DRAFT 2021/22 Fees & Charges £ |
|---|----------|----------------|--|-----------------------------------|--------------------------------|
| Fairhaven Adventure Golf: | | | | | |
| - Adult | c | Per round | D | 7.00 | 7.00 |
| - Junior | c | Per round | D | 5.00 | 5.00 |
| - Family Ticket (2 adults, 2 children) | c | Per round | D | 20.00 | 20.00 |
| - Annual Adult | c | Annual | D | - | 65.00 |
| - Annual Child | c | Annual | D | - | 45.00 |
| - Annual Family | c | Annual | D | - | 180.00 |
| - Group private hire | c | Per hour | D | - | 70.00 |
| Fairhaven Water Sport Centre: | | | | | |
| - Open water swimming | c | Per 2 hr | D | - | 4.50 |
| - School water session incl. facilities and equipment | c | Half day | D | - | 50.00 |
| - School water session incl. facilities and equipment | c | Full day | D | - | 80.00 |
| - Room only hire | c | Per hour | D | - | 15.00 |
| - Room only hire (discounted/charitable rate) | c | Per hour | D | - | 10.00 |
| - Have a go paddle session | c | Per session | D | - | 20.00 |
| - Paddle award course, Start | c | Per course | D | - | 80.00 |
| - Paddle award course, Discover | c | Per course | D | - | 120.00 |
| - Paddle award course, Explore | c | Per course | D | - | 160.00 |
| - Canoe award course | c | Per course | D | - | 80.00 |
| - Canoe progressive award course | c | Per course | D | - | 120.00 |
| - Stand Up Paddle Boarding sheltered water course | c | Per course | D | - | 80.00 |

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

Fees and Charges 2021/22

Appendix A

| | VAT Code | Unit Of Charge | Variable Charge Discretionary (D) Prescribed (P) | Approved 2020/21 Fees & Charges £ | DRAFT 2021/22 Fees & Charges £ |
|--|-------------|----------------|--|---|--------------------------------------|
| Fairhaven Water Sport Centre Continued: | | | | | |
| - Windsurf course adult – Start windsurfing | c | Per course | D | - | 80.00 |
| - Windsurf course adult – Intermediate windsurfing | c | Per course | D | - | 120.00 |
| - Windsurf course junior – Stage 1 | c | Per course | D | - | 80.00 |
| - Windsurf course junior – Stage 2 | c | Per course | D | - | 120.00 |
| - One to One paddle lesson | c | Per 2 hr | D | - | 60.00 |
| - Corporate paddle session per person | c | Per session | D | - | 20.00 |
| - Mixed water sports private party per person | c | Per session | D | - | 15.00 |
| - Holiday camp | c | Per day | D | - | 25.00 |
| Fairhaven Park Activities: | | | D | | |
| - Triathlon adult | c | Per event | D | - | 30.00 |
| - Triathlon junior | c | Per event | D | - | 15.00 |
| - Orienteering hire box | c | Half day | D | - | 20.00 |
| - School Adventure Island Hire | c | Half day | D | - | 50.00 |
| - School Leisure and Sport Pass (min charge) | c | Full day | D | - | 150.00 |
| Fairhaven Combined Pass: | | | D | | |
| - Family leisure pass (4 people golf and motorboat | c | Per round/trip | D | - | 24.00 |
| - Holiday Camp (combined activities) | c | 5-day pass | D | - | 100.00 |

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

Fees and Charges 2021/22

Appendix A

| | VAT Code | Unit Of Charge | Variable Charge Discretionary (D) Prescribed (P) | Approved 2020/21 Fees & Charges £ | DRAFT 2021/22 Fees & Charges £ |
|--|-------------|----------------|--|---|--------------------------------------|
|--|-------------|----------------|--|---|--------------------------------------|

| | | | | | |
|---|---|-----------|---|-------|--------------|
| <u>Game Sites</u> | | | | | |
| Bowling (Crown & Flat): | | | | | |
| - Adult Bowls | c | Two Hours | D | 6.00 | 6.00 |
| - Senior Citizen | c | Two Hours | D | 5.00 | 5.00 |
| - Junior Bowls | c | Two Hours | D | 2.00 | 2.00 |
| - Hire of Bowls – deposit | c | Deposit | D | 5.00 | 5.00 |
| - Adult Contract | c | Annual | D | 85.00 | 85.00 |
| - Senior Citizen Contract | c | Annual | D | 65.00 | 65.00 |
| - Junior Contract | c | Annual | D | 30.00 | 30.00 |
| - Winter Contract only | c | Winter | D | 20.00 | 20.00 |
| - Green Reservation per hour | c | Per Hour | D | 35.00 | 35.00 |
| Tennis: | | | | | |
| - Adult / Family court hire per hour | c | Per Hour | D | 7.50 | 7.50 |
| - Junior / Senior Citizen court hire per hour | c | Per Hour | D | 4.50 | 4.50 |
| - Hire of Rackets – deposit | c | Deposit | D | 5.00 | 5.00 |
| Club Reservation April – September | | | | | |
| (1 Court for one 3 hr. session per week) | | | | | |

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

Fees and Charges 2021/22

Appendix A

| | VAT Code | Unit Of Charge | Variable Charge Discretionary (D) Prescribed (P) | Approved 2020/21 Fees & Charges £ | DRAFT 2021/22 Fees & Charges £ |
|---------------------------------------|----------|----------------|--|-----------------------------------|--------------------------------|
| <u>Sports Facilities</u> | | | | | |
| (Park View Rd, Blackpool Rd) | | | | | |
| Football: | | | | | |
| - Occasional Match (approx.. 2 hours) | c | Per 2 hours | D | 60.00 | 60.00 |
| Season Bookings: | | | | | |
| One match every other week per team: | | | | | |
| - Adult | c | Per Season | D | 230.00 | 230.00 |
| - Junior 11V11 | c | Per Season | D | 135.00 | 135.00 |
| - Junior 9V9 | c | Per Season | D | 110.00 | 110.00 |
| - Junior 7V7 | c | Per Season | D | 90.00 | 90.00 |
| - Junior 5V5 | c | Per Season | D | 60.00 | 60.00 |
| Tournaments | | | | | |
| - Adult | c | Per Pitch | D | 30.00 | 30.00 |
| - Junior | c | Per Pitch | D | 25.00 | 25.00 |
| <u>Hewitt Lecture Room:</u> | | | | | |
| Per hour or part there of: | | | | | |
| Monday to Friday | | | | | |
| - Saturdays & Bank Holidays | c | Per Hour* | D | 16.00 | 16.00 |
| - Commercial Hire | c | Per Hour* | D | 22.00 | 22.00 |
| - Share Room (Room 2) | c | Per Hour* | D | 45.00 | 45.00 |
| - Share Room (Room 2) | c | Per Hour* | D | 13.00 | 12.00 |
| *Rate per hour in half hour periods | | | | | |

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

Fees and Charges 2021/22

Appendix A

| | VAT Code | Unit Of Charge | Variable Charge Discretionary (D) Prescribed (P) | Approved 2020/21 Fees & Charges £ | DRAFT 2021/22 Fees & Charges £ |
|--------------------------------|-------------|----------------|--|---|---|
| <u>Allotment Plots:</u> | | | | | |
| - Full plot yearly rent | d | Per plot | D | 55.00 | 55.00 |
| - Half plot yearly rent | d | Per plot | D | 27.50 | 27.50 |

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

INFORMATION ITEM

| REPORT OF | MEETING | DATE | ITEM NO |
|--|-------------------------------|----------------|---------|
| MANAGEMENT TEAM | TOURISM AND LEISURE COMMITTEE | 7 JANUARY 2021 | 8 |
| BUDGET SETTING – REVENUE BUDGET 2021/22 - FIRST DRAFT | | | |

PUBLIC ITEM

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

SUMMARY OF INFORMATION

The first draft of the revenue budget for 2021/22 has been prepared and is available via the link below. As in previous years, the budget has been prepared on a continuation basis and has been updated to reflect all Committee and Council decisions made to date, the outcome of the budget-rightsizing exercise and all virements.

SOURCE OF INFORMATION

Revenue Budget Book 2021/22 – First Draft

LINK TO INFORMATION –

<https://new.fylde.gov.uk/council/finance/budget-book-2021-22-first-draft/>

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

The provision of a first draft of the 2021/22 Revenue Budget to the Council's Programme Committees allows members of each Programme Committee to review the draft revenue budget for the services within the Committee's terms of reference and to provide any comments or feedback as appropriate to the committee Lead Officer, Service Director or budget holders.

This first draft does not reflect any changes to fees and charges for 2021/22 as these will be considered by Programme Committees during the January cycle of meetings. Nor does it reflect any revenue growth items or the revenue implications of capital bids. At this stage the draft budget for 2021/22 does not include recharges in respect of support services and service management costs as these elements remain to be finalised. A further budget-rightsizing exercise will be carried out early in 2021 and this first draft will be updated to reflect any changes arising from that piece of work.

The final revenue budget for 2021/22 will include any subsequent decisions made and will be presented to Members for approval at the Council meeting on 4th March 2021.

FURTHER INFORMATION

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel 01253 658566 e-mail: paul.o'donoghue@fylde.gov.uk

INFORMATION ITEM

| REPORT OF | MEETING | DATE | ITEM NO |
|---|-----------------------------|----------------|---------|
| DEVELOPMENT SERVICES DIRECTORATE | TOURISM & LEISURE COMMITTEE | 7 JANUARY 2021 | 9 |
| FLORAL BEDDING PROCUREMENT 2020 - 2021 | | | |

PUBLIC ITEM

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

SUMMARY OF INFORMATION

Fylde Council would normally procure seasonal bedding plants and seasonal floral containers using the Quick Quote Procedure on 'The Chest' procurement system annually. Once tender submissions have been received and evaluated against the price and quality criteria, the contract is awarded to a supplier for a 12-month period. The 2019 - 2020 contract was awarded to Walkers Nurseries at a contract price of £38,158.82.

Seasonal bedding plants and seasonal floral containers are ordered in November for the following summer season. However, the Covid-19 pandemic has impacted on the available pool of suppliers able to provide the required number and species of bedding plants and floral containers for the 2020 – 2021 season. Officers have been unable to source three suppliers, and therefore proceed with the normal Quick Quote Tendering Procedure.

Therefore, on the advice and support of the Council's Procurement Officer, officers have used the Qualified Informal Procedure to enable the extension of the existing contract with Walkers Nurseries for a further 12-month period. The cost for the provision of seasonal bedding plants and floral containers for the 2020 – 2021 season is £36,633.70. This is a reduced cost from last year due to a decrease in required bedding plants as a result of an introduction of more sustainable, perennial plants. There is no budget implication, as the Parks and Coastal Services Team have an existing revenue budget to purchase plants and containers.

The benefits of this are:

- Efficient use of officer's time by not having to conduct an open tender, which requires extensive resource and is not proportionate to the value of goods.
- Walkers Nurseries provided the most competitive tender with their 2019 – 2020 quotation and have historically supplied quality seasonal bedding plants on time and in full.
- The Qualified Informal Procedure has allowed early supplier involvement and a more flexible approach that is required during these uncertain times and for which a competitive process would not allow.
- Walkers Nurseries have provided a competitive 2020 – 2021 quotation of, £36,633.70, and this has been accepted.

SOURCE OF INFORMATION

Amy Docherty, Parks Development Officer

Ben McCabe, Procurement & Surveillance Officer

WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

To inform the Tourism and Leisure Committee that an exception to the normal tendering process has been used by following a qualified informal procedure.

FURTHER INFORMATION

Contact: Lisa Foden, Parks & Coastal Services Manager E: lisa.foden@fylde.gov.uk /T: 01253 658658