



# Agenda

## Environment, Health and Housing Committee

Date:	Thursday, 2 September 2021 at 6:30 pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Tommy Threlfall (Chairman) Councillor Jayne Nixon (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](#).

	PROCEDURAL ITEMS:	PAGE
1	<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.	1
2	<b>Confirmation of Minutes:</b> To confirm the minutes, as previously circulated, of the meeting held on <a href="#">15 June 2021</a> as a correct record.	1
3	<b>Substitute Members:</b> Details of any substitute members notified in accordance with council procedure rule 23(c).	1
	<b>INFORMATION ITEMS:</b>	
4	<b>Presentation on Ribble Valley Health</b> Mr. Jack Spees and Mr. Harvey Hamilton-Thorpe from Ribble Rivers Trust will be in attendance at the meeting to present this item.	1
	<b>DECISION ITEMS:</b>	
5	<b>Surveillance Cameras</b>	3 - 6
6	<b>Private Sector HMO Inspection Programme</b>	7 - 17
7	<b>Domestic Abuse Act 2021</b>	18 - 26

	<b>INFORMATION ITEMS:</b>	
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<b>9</b>	<b>Street Begging Update</b>	<b>28 - 29</b>
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<b>12</b>	<b>Carbon Neutral Update</b>	<b>51 - 56</b>
<b>13</b>	<b>Capital Programme Monitoring Report 2021/22 – Position as at 31<sup>st</sup> July 2021</b>	<b>57 - 66</b>
<b>14</b>	<b>Reports of the Various Outside Bodies</b>	<b>67 - 71</b>

Contact: Hannah Kirk - Telephone: (01253) 658491 – Email: [democracy@fylde.gov.uk](mailto:democracy@fylde.gov.uk)

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## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	2 SEPTEMBER 2021	5
<b>SURVEILLANCE CAMERAS</b>			

### PUBLIC ITEM

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

### SUMMARY

This report updates and builds on the three limbs of the report that the committee considered in January this year. It asks the committee to approve the replacement of the existing town centre CCTV provision in St Annes, Lytham and Kirkham, subject to funding being made available. It reports on the acquisition of four rapid redeployable CCTV cameras to replace the previous mobile vans. Finally, it discusses how CCTV can be facilitated by town and parish councils and what support might be available from the borough council.

### RECOMMENDATIONS

1. Approve the replacement of the strategic town centre cameras in St Annes, Lytham and Kirkham in principle, subject to Capital budgetary provision being confirmed through the 2022/23 budget process.
2. Note the replacement of the two mobile CCTV vans by four rapid redeployable cameras; and
3. Note the ability of town and parish councils to fund their own supplementary CCTV systems.

### SUMMARY OF PREVIOUS DECISIONS

5 November 2019: (1) That the Committee considers the report and supports the rationalisation of the 2 CCTV vehicles to one in order to provide a viable service in 2020/21; and (2) That Officers are requested to investigate the costs of replacement CCTV vehicles with a view to submitting a future capital bid in 2021/22 and exploring other funding opportunities in the meantime.

5 January 2021: (1) To note the position with respect to the town centre CCTV and mobile vehicle replacement initiative; (2) To offer the support of the Committee to the Budget Working Group for the funding sought by both Kirkham Town Council and Newton-with-Clifton Parish Council for CCTV within their respective localities subject to both councils being able to demonstrate a pressing need for each camera and providing a copy of an associated data impact assessment; and (3) That a further report be brought back to the committee on guidance to be proffered to the Budget Working Group against which to consider future bids for funding for CCTV from other Town and Parish Councils.

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	✓

## REPORT

### INTRODUCTION

1. This report updates and builds on the three limbs of the report that the committee considered in January this year, which are: CCTV provision in the town centres of St Annes, Lytham and Kirkham, assistance to parish councils to provide CCTV, and rapid redeployable cameras. CCTV is of interest to the committee because of its remit for community safety and its status as the statutory crime and disorder committee for the purposes of the Police and Justice Act 2006.

### TOWN CENTRE CCTV

2. CCTV is a valuable tool to assist the police and other agencies in tackling crime and anti-social behaviour in the three town centre areas. Although impossible to quantify, the presence of a CCTV installation in town centre area also provides visible reassurance to the community and visitors, and has a significant deterrent effect in deterring much problem behaviour.
3. The council presently controls fifteen static CCTV cameras in town centre locations. The cameras are in St Annes (8 cameras), Lytham (4) and Kirkham (3). The cameras are maintained under an agreement with Blackpool Council and operated and monitored through an arrangement with Wyre Council.
4. Cameras are generally regarded as having an optimum working life of five years, before becoming obsolete through a combination of service interruptions, increasing maintenance costs and technological advancement. Like an older car, a camera can be maintained in working order considerably beyond that expectation, but that may not be economically or operationally sensible.
5. The cameras in **St Annes** and **Kirkham** are analogue cameras which were installed in about 2008. They are operational, but outdated. The four cameras in **Lytham** are IP units installed in 2015, but are still past the end of their optimum useful life.
6. Any replacement cameras would be digital internet protocol ('IP') units. They would have the capability of capturing significantly higher definition images (including colour images during the hours of darkness), as well as receiving control data and sending images through an IP network.
7. Information supplied by Lancashire Constabulary and by the Partnerships Officer at Wyre Council, who oversees the Fylde CCTV operations, underlines the usefulness of the town centre cameras. The data below from Lancashire Constabulary covers the period 31 October 2019 to 1 November 2020. The data from Wyre Council covers the twelve months to October 2020.
8. In **St Annes**, Lancashire Constabulary recorded 2133 incidents in St Anne's town centre. These were classified by the police as including 198 nuisance incidents, 47 suspicious circumstances, 177 concern for safety incidents and 143 incidents of theft. 509 incidents were monitored by CCTV and there were 829<sup>1</sup> viewings of footage by the police (plus ten by other agencies). The most prolific camera in terms of incidents recorded covered 226 incidents, and the least busy covered 45.
9. In **Lytham**, Lancashire Constabulary recorded 547 incidents in Lytham town centre. These were classified by the police as including 86 nuisance incidents, 47 suspicious circumstances, 27 concern for safety incidents and 30 incidents of theft. 181 incidents were monitored by CCTV and there were 218<sup>2</sup> viewings of footage by the police. The most prolific camera in terms of incidents recorded covered 134 incidents, and the least busy covered 22.
10. In **Kirkham**, Lancashire Constabulary recorded 677 incidents in Kirkham town centre. These were classified by the police as including 98 nuisance incidents, 50 suspicious circumstances, 31 concern for safety incidents and

<sup>1</sup> The disparity between the number of incidents recorded and the number of viewings is because a single incident may have been recorded by more than one camera.

<sup>2</sup> The disparity between the number of incidents recorded and the number of viewings is because a single incident may have been recorded by more than one camera.

45 incidents of theft. 46 incidents were monitored by CCTV and there was 52<sup>3</sup> viewings of footage by the police. The most prolific camera in terms of incidents recorded covered 21 incidents, and the least busy covered 13.

11. Budget Working Group has recommended that funding for replacing the present town centre cameras be included in the budget for 2022-3. The present estimate for the cost of their replacement, as prepared by Blackpool Council, is set out below:

St Annes: £25,695

Lytham: £12,069

Kirkham: £8,824

Control/monitoring equipment: £17,772

Network costs - £7,500

Contingency 6% - £4,312

**Total - £76,172**

12. The committee is asked, subject to funding being confirmed through the budgetary process, to approve in principle the replacement of the town centre cameras in St Annes, Lytham and Kirkham. The exact location of for each replacement camera would be decided following detailed discussions with police representatives. When locations have been settled, a further report will be brought to committee so that members can be satisfied as to regulatory compliance with the Surveillance Camera Code of Practice and data protection legislation.

#### RAPID REDEPLOYABLE CAMERAS

13. As well as the town centre cameras, the council has historically also been able to deploy two mobile CCTV vehicles, which were capable of being moved quickly to address particular problem areas on a temporary basis. Those two units are no longer in working order and are not capable of being economically repaired. Like the the town centre cameras, the age of the mobile CCTV units meant that they no longer met present day expectations even when working.
14. To replace the mobile CCTV vehicles, the council now has four rapid redeployable CCTV cameras (RRCs). RRCs can be deployed at short notice in response to particular problems. They are fully integrated with the remainder of the council's CCTV provision, as referred to above, and the council is responsible for their use and regulatory compliance. RRCs are specifically designed to deliver live and recorded high-definition images via 4G mobile transmission. As an all-in-one surveillance system, it combines an infrared PTZ camera, local recording capacity (up to 4TB) and integrated 4G transmission technology into a single, lightweight unit. Live and recorded footage from the cameras can be accessed via 4G, 3G and Wi-Fi connectivity, allowing users to remotely view and download the video via CCTV control room. They are fixed to, and draw their electricity supply from, infrastructure such as lamp posts and CCTV columns. One of the first uses of the rapid redeployable cameras was at Lytham Windmill, in response to anti-social behaviour in the early summer.
15. RRCs will be deployed to council-owned parks and open spaces and other facilities in response to requests from council services or ward councillors, to address local incidents of crime or anti-social behaviour. Deployments will normally for a limited time, in order to deal with a specific problem. If there are at any time more requests than available RRCs, the Director of Resources, in consultation with the Chairman of the Environment, Health and Housing Committee, will determine the priority of deployment using the following criteria:
- Technical and regulatory requirements being met;
  - The effect on the community of the behaviour that the deployment is intended to address;
  - The likely effectiveness of the deployment in addressing the behaviour;
  - The proportionality of the deployment as a means to address the behaviour;

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<sup>3</sup> The disparity between the number of incidents recorded and the number of viewings is because a single incident may have been recorded by more than one camera.

- The relative benefits of all other outstanding requests for deployment

#### TOWN AND PARISH COUNCILS

16. The town centre CCTV cameras and the RRCs are a strategic, borough-wide resource. The borough council is responsible for ensuring that they comply with regulatory requirements, including the Surveillance Camera Code of Practice and data protection legislation. Town and parish councils may also want to have CCTV capability (or additional CCTV capability) of their own, informed by their local priorities. A town or parish council can fund and operate its own CCTV cameras through its parish precept, without the consent or involvement of the borough council. If they do, the town or parish council is responsible for regulatory compliance.
17. Exceptionally, town or parish councils may seek capital contributions from the borough council towards CCTV systems. This would only be expected where funding for necessary local provision could not be met by the town or parish council through its own resources. Where this is the case, the borough council would require a business case to be made out for funding, detailing the need for the cameras, and why they cannot be funded by the town or parish council.
18. The borough council will also need to be satisfied that any CCTV that it funds will operate in a way that complies with regulatory requirements. The business case will therefore also need to include information about the proposed operation of the cameras that satisfies the borough council that the requirements of data protection legislation and the Code for Surveillance Cameras will be met.

IMPLICATIONS	
Finance	Subject to agreement in principle from the committee a Capital Bid will be proposed through the 2022/23 Budget Process at a current estimated cost of £76,172 as detailed within the body of the report.
Legal	CCTV is highly regulated. Since 2013, any CCTV installation operated by a public authority has had to comply with the Surveillance Camera Code of Practice, issued by the Surveillance Camera Commissioner. Images collected by surveillance cameras are personal data and must be processed as required by the Data Protection Act 2018
Community Safety	Surveillance cameras can provide valued community reassurance and are an invaluable tool in combatting anti-social behaviour and crime.
Human Rights and Equalities	In general, any increase in the capability of surveillance camera system technology also has the potential to increase the likelihood of intrusion into an individual's privacy and infringe their rights under the European Convention on Human Rights (ECHR).
Sustainability and Environmental Impact	No implications.
Health & Safety and Risk Management	No implications.

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	<a href="mailto:ian.curtis@fylde.gov.uk">ian.curtis@fylde.gov.uk</a> & Tel 01253 658506	18 August 2021

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
N/A		

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	2 SEPTEMBER 2021	6
<b>PRIVATE SECTOR HMO INSPECTION PROGRAMME</b>			

### PUBLIC ITEM

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

### SUMMARY

A property is a house in multiple occupation (HMO) if it consists of living accommodation that is occupied by persons who do not form a single household and meets certain other statutory tests. Under the Housing Act 2004, HMOs with shared facilities and occupied by 5 or more people is required to be licenced by Fylde Council as the local housing authority. There are 530 HMOs within Fylde, currently only 9 HMOs fall within these criteria.

Local housing Authorities have a statutory duty to maintain housing standards within their district. The private sector within Fylde has an essential role in meeting the high demand for permanent accommodation for residents who are unable to access home ownership, social rented accommodation, face hardship or homelessness within Fylde. It is essential that Fylde Council work with private landlords and their tenants to ensure private sector properties meet the standards expected under the Housing Acts.

This report provides an insight of the current condition of HMOs in Fylde and introduces a project using funds from the Homelessness Prevention Grant for 2021-22 to undertake a proactive inspection programme of HMOs.

The Homelessness Prevention Grant (HPG) has replaced the Flexible Homelessness Support Grant and Homelessness Reduction Act Grant paid direct to local authorities annually. In 2021/22 Fylde Council have been awarded £107,457. The grant is designed to transform the way councils fund homelessness services to give them greater flexibility to prioritise the prevention of homelessness. Pro-actively inspecting properties within the private rental sector (PRS) maintains standards and overall property condition which will assist in reducing transiency and homelessness.

### RECOMMENDATIONS

#### Committee are requested to:

1. Note the contents of the report and the proposed HMO inspection programme, in accordance with Part 1, Chapter 3 of Housing Act 2004, in which local authorities have a statutory duty to maintain housing standards within their district.
2. Recommend to Finance and Democracy Committee to approve fully funded revenue budget increase to undertake the proactive inspection programme of HMOs in Fylde for the total of £97,403 to be met by the HPG (£26,022 21/22 and £71,381 22/23) and £10,054 (£2,000 21/22 and £8,054 22/23) to be used to support the work of the housing service to provide continued support for clients facing homelessness in 2021/22 under the Housing Act 1996 totalling £107,457.

## SUMMARY OF PREVIOUS DECISIONS

Update Fylde Council Homelessness and Rough Sleeping Strategy 2020-2025 – Environment Health and Housing Committee 5<sup>th</sup> January 2021 and Finance and Democracy Committee 25<sup>th</sup> January 2021

1. Approved fully funded revenue budget increases in the sums of £26,274 in 2022/23, £27,524 in 2023/24, £28,058 in 2024/25 and £28,604 in 2025/26 to continue the Rapid Rehousing Officer project to be met from a revision to the FHSG and HRA funding received in 2019/20, (approved by this Committee in February 2020 totalling £70,921) and in addition to this, funding received for 2020/21 of £69,421 under the FHSG and HRA. Totalling £140,343;
2. Approved a fully funded revenue budget increase in the sum of £13,201 in 2021/22 to continue the Customer Services Housing Specialist role within Customer Services for a further 12 months from 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022 to be met from the remaining FHSG and HRA funding for 2020/21; and
3. Approve a fully funded budget increase for 2021/22 for the housing services team such that the remainder of the funding in the sum of £16,682 from the FHSG and HRA funding may be used to support the work of the housing service to provide continued support for clients facing homelessness in 2021/22.

[Enforcement-Policy-April-2020](#)

## 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	√

## Fylde Council Housing Services Private Rental Sector

### Background

1. Within Fylde there is a growing number of HMOs. The main area for HMOs is the centre of St Annes where there is a higher concentration here than anywhere else within the Fylde Borough (Appendix 1).
2. According to council tax records there are 530 HMOs within the Fylde borough. However, this information is not always reliable as many HMOs evade the council tax system. Many HMOs were once single dwellings which have been converted, they were not built for multiple occupation, therefore the risk of overcrowding and fire can be greater than with other types of accommodation.
3. A Licensed HMO falls under Part 2 of the Housing Act 2004 and is a property for which there has to be in place a mandatory license, renewed every 5 years, it is rented to 5 or more people who form more than 1 household with shared facilities. It is estimated that the majority of HMOs within Fylde do not currently require a license, this is due to HMOs having less than five people living within the property. Also, a programme run by Fylde some thirty years ago encouraged HMOs with shared facilities to be converted into self-contained flats.
4. Local Authorities have a statutory duty to maintain housing standards within their district. The private sector within Fylde has an essential role in meeting the high demand for permanent accommodation for residents who are unable to access home ownership, social rented accommodation, face hardship or homelessness within Fylde. It is essential that Fylde Council work with private landlords and their tenants to ensure private sector properties are of a high standard to meet the statutory duties of both the Housing Act 2004, and the Homelessness Reduction Act 2017.
5. Since June 2021 five complaints and referrals relating to HMOs have led to five reactive inspections. As a result, all five properties had Emergency prohibition orders (EPO) served. This has highlighted the need for a proactive inspection programme.
6. The timing of the inspection programme is vital, tenants are already living in deprivation and universal credit is to be reduced and furlough is being phased out. In addition, energy companies have reported there will be an increase in tariffs this winter and the cost of food is on the increase, all this comes as autumn and winter



approaches. According to, Annual Fuel Poverty Statistics in England, 2021 (2019 data), households living in converted flats had the highest likelihood of fuel poverty. Often tenants cannot afford to heat their homes, this can increase the likelihood of damp and mould exacerbating respiratory conditions and leading to depression and anxiety.

#### **Statutory Duties under the Housing Act 2004 and Homelessness Reduction Act 2017**

7. Under **Part 1 of the Housing Act 2004**, Local housing authorities have a statutory duty to review housing conditions within their districts. Due to resources and the recent pandemic, HMOs in Fylde have not been subject to any proactive inspections.
8. HMOs house some of society's most vulnerable people. This has been evidenced within St Annes with the recent service of EPOs, all properties housed tenants living in deprivation and were suffering from poor health. Properties have been found to be suffering from severe damp and mould, a lack of heating, electrical and fire safety concerns, and serious structural defects.
9. Housing worries or anxiety about them, poor housing condition, and poor landlord behaviour has a strongly debilitating impact on wellbeing. Everyone has the right to a decent home where they can have security, stability, longevity, and a feeling of belonging. Ensuring housing conditions are maintained reduces anti-social behaviour, encourages a sense of pride, and brings communities together. Being part of a community increases support networks within neighbourhoods. There has never been a more important time to help others struggling with their mental and physical wellbeing.
10. Each time a Prohibition Order (PO) or EPO is served the PRS team are deeming the property as, "uninhabitable" in most instances this leaves the tenant homeless. This encourages transience and causes communities to become unstable and fragmented. Prohibition Orders leave properties unoccupied, often for long periods of time. Empty properties encourage anti-social behavior and leave areas looking undesirable.
11. Once a property has received an EPO, it is no longer reasonable for the occupant to continue to occupy the property. The Local Authority would then have either a prevention or relief duty under the **Homeless Reduction Act 2017**. An applicant must be treated as homeless, regardless of availability and legal rights to occupy accommodation, if it is not reasonable for them to continue to occupy the accommodation.

#### **Proactive programme of HMO inspections**

12. The Housing Service are proposing to embark on a project to proactively inspect HMO's. The proposal is for a separate project to run alongside existing reactive work. The project will last for a period of 2.5 years and will be reviewed at the end of two years in March 2024. Appendix 2 provides a flowchart detailing the inspection programme.
  - Week 1 Decide on the area for door to door and send letters / emails to LL, agents, and attending agencies (Appendix 3)
  - Week 2 Door to door, establish their residential status and need for HHSRS survey and fire safety interventions
  - Week 3 Send section 239s to properties that were highlighted as needing further intervention for week 4 inspections
  - Week 4 Conduct HHSRS inspections
  - Week 5 All notices must be finalised and served, Multi-agency meeting
13. To run the programme and achieve maximum productivity the introduction of a new computer data base will be required. This database will allow officers to log all HMOs visited and enable housing services to track any actions relating to each property. By the end of the programme housing services will hold a comprehensive database of all HMOs within Fylde. The computer system will also provide a more efficient process of serving notices as all scoring, letters, and notices will be in one place.
14. When carrying out an HHSRS inspection officers are looking for total of 29 hazards. These hazards are not always visible, damp is not always obvious, therefore equipment is required to enable officers to carry out their inspections in full. Damp meters, socket testers and volt readers, is an example of how equipment allows officers to make confident decisions when scoring the health and safety of tenants and properties during the HHSRS report.

## **Staffing resources**

15. The programme will inevitably increase the workload of officers, including the need to re-house tenants where properties are deemed, “uninhabitable”, putting added pressure to an already demanding service. It is proposed two temporary posts are created within the Team.
16. The Homelessness Prevention Grant (HPG) has replaced the Flexible Homelessness Support Grant and Homelessness Reduction Act Grant paid direct to local authorities annually. In 2021/22 Fylde Council have been awarded £107,457. The grant is designed to transform the way councils fund homelessness services to give them greater flexibility to prioritise the prevention of homelessness. Pro-actively inspecting properties within the private rental sector (PRS) maintains standards and overall property condition which will assist in reducing transiency and homelessness.
17. The HPG funding will enable housing services to create two posts which will provide essential services to the inspection programme. The first post, a Housing Services Technical Assistant, will provide relief to technical officers, undertaking admin, control of specialist equipment, and to respond to the expected increase in landlord, agent, and tenant queries as a result of the programme.
18. The second post will be a Housing Services Officer who will attend inspections to provide advice and support to vulnerable tenants who face homelessness, need tenancy support, advice on how to improve their health and well-being, to ensure their home is affordable, settled, and if they are facing difficulties know who to approach for help.
19. The Project Team will consist of:
  - a. Principal Housing Services Officer (Existing staff)
  - b. Senior Technical Services Officer (Existing staff)
  - c. Housing Services Officer (New staff)
  - d. Technical Housing Services Officers x 2 (Existing staff)
  - e. Technical Housing Services Assistant (New staff)

**Table 1: Calculation of officers**

Confirmed HMO Properties	530
Period of inspection programme	30 months
Confirmed HMOs to be inspected Per Month	$530/30 = 16$
Number of Housing officers	3 (plus the Principal Officer as reserve)
HMOs per officer per month	$16/3 = 5$

## **Financial resources**

20. This project will be prioritised for future allocations of the HPG.

**Table2: Project costings**

Equipment	Cost	21/22	22/23	Total
Technical Officer		15,190	31,251	£46,441
Housing Services Officer		0.00	34,630	£34,630
Computer system		£10,000	£5,000	£15,000
PPE equipment		£280	£500	£780
Training	£280 per person x 5	£1,400		
Volt reader	£7.50x4	£30		£30
Socket Tester	£7.50x4	£30		£30
CO Reader	£23.00x4	£92		£92
Damp Meter	£50.00x4	£200		£200
Laser measurer	£50.00x4	£200		£200
Homeless Reduction Act Initiatives	Ledger 5270/46712	£600	£8,074	£10,054
<b>TOTAL FUNDING REQUIRMENT</b>		<b>£28,002</b>	<b>£79,455</b>	<b>£107,457</b>

## Conclusion

21. Note the contents of the report provides details on the proposed houses of multiple occupation (HMO) inspection programme operated by the housing services private rental sector (PRS) team which is in accordance with the Part 1 chapter 3 of housing act 2004 in which local authorities have a statutory duty to maintain housing standards within their district.
22. An HMO inspection programme is required to ensure properties within the PRS meet current standards in accordance with the Housing Act and reduce transiency, support tenancies, and provide sustainable and quality housing in accordance with the Homelessness Reduction Act 2017.

IMPLICATIONS	
Finance	This report requests a funding to the total sum of £107,457as detailed within the report, to support the work of the PRS HMO inspection programme 2021-2023, all funding is to be met from the HPG funding allocation for 2021/22.
Legal	None
Community Safety	The programme is community based and is customer facing. Officers will be approaching customers of Fylde at their homes and entering properties. No homes will be entered without prior notice by letter at least 48 hours before the inspection date. The inspection programme will tackle anti-social behaviour and as a result making communities safer.
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	Entering people's homes. Officers will be in groups of two, no officer is to be left alone in a property. Covid-19 – All those going to properties will have been offered the vaccine, masks and gloves will be provided and residents will be asked to confirm if they have been in contact with anyone with Covid-19 or displaying symptoms within the last 5 days

LEAD AUTHOR	CONTACT DETAILS	DATE
Cheryl Bennett	<a href="mailto:cheryl.bennett@fylde.go.uk">cheryl.bennett@fylde.go.uk</a> 658691	12/08/21

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Housing Act 2004		<a href="#">Housing Act 2004</a>
Homelessness Reduction Act 2017		<a href="#">Homelessness Reduction Act 2017</a>

- Appendix 1 - PRS HMO PROPERTY ADDRESS
- Appendix 2 - PRS HMO Inspection Flow chart
- Appendix 3 - PRS HMO Inspection Letter LL Agents

<b>Streets to be Inspected</b>
ALEXANDRIA DRIVE
ALL SAINTS
AGNEW STREET
ANSDELL ROAD NORTH
ANSDELL ROAD SOUTH
BEACH ROAD
BLACKPOOL ROAD
CARLTON ROAD
CAVENDISH ROAD
CECIL STREET Lytham
CHATSWORTH ROAD
CHURCH ROAD
CLARENDON ROAD
CLIFTON DRIVE
CLIFTON DRIVE NORTH
CLIFTON DRIVE SOUTH
CLIFTON STREET
CLIFTON SQUARE
CRESCENT
CYPRUS AVENUE
DERBE ROAD
DURHAM AVENUE
EASTBANK ROAD
EASTBEACH
EDEN AVENUE
ELMS AVENUE
FRECKLETON STREET
GARSTANG ROAD NORTH
GLEN ELDON ROAD
GRANGE ROAD
HALL PARK DRIVE
HASTINGS PLACE
HEADROOMGATE ROAD
HENRY STREET
HIGHBURY ROAD WEST
HOLMFIELD ROAD
HORNBY ROAD
LAKE ROAD
LIGHTBURNE AVE
LINKS GATE
MARSDEN STREET
MOORLAND ROAD
NORTH PROMENADE

ORCHARD ROAD

ORDERS LANE

PARK ROAD

PARK VIEW ROAD

PLEASCENT STREET

POULTON

PRESTON STREET

RICHMOND ROAD

RILEY AVENUE

ROSEACRE DRIVE

SALTCOATES PLACE

SHAFTSBURY CLOSE

SOUTH PROMENADE

STATION ROAD

STATION SQUARE

ST ALBANS ROAD

ST ANDREWS ROAD NORTH

ST ANDREWS SOUTH

ST ANNES ROAD EAST

ST ANNES ROAD WEST

ST DAVIDS NORTH

ST DAVIDS SOUTH

ST GEORGES ROAD

ST GEORGES SQUARE

ST LEONARDS ROAD WEST

ST PATRICKS ROAD NORTH

ST PATRICKS ROAD

ST THOMAS ROAD

TRAFALGAR STREET

UPPER WESTBY STREET

VICTORIA ROAD

WEST BANK AVENUE

WOOD STREET

WOODLANDS

YORK ROAD

# PROACTIVE HMO INSPECTION PROGRAM 2021

## WEEK 1

Letters to landlord and agents explaining Fylde's duty to conduct an inspection program and the areas to be inspected. A Section 239 notice/letter will be sent to landlords and agents explaining the need for the program and the date and times officers will attend. Fire Officer TBC

Selection of area to be inspected to be decided on by PHSO and SO

Area list for week 2 to be created —TO

Admin and mail shot to be completed by TA

## WEEK 2

Stage 1 of Pro-active inspection Door knock exercise will include; Evidence gathering to confirm HMO residency (every house on street)  
Access the need for an HHSRS survey. Fire TBC  
Emergencies are to dealt with immediately.

Officers —SO TOs + EP Officer

PHSO—will be back up to cover absences and emergencies

End of stage 1 briefing in the Bernard Room 3pm for all staff involved, including HS Officer for any expected notices or problematic properties that may result in referrals , Decide on S239s

## WEEK 3

Complete and Send out Section 239s to all properties to be HHSRS inspected.

Admin and mail shot to be completed by TO

## WEEK 4

Stage 2 of Pro-active Inspection Carry out HHSRS survey with S239 Notices 10.00am—12pm and 13.00pm—15.00pm Fire TBC

Officers —SO and TO

Demand dependant TO and PHSO

End of stage 2 briefing in the Bernard Room Thursday Morning 10am.

## WEEK 5

All notices to have been finalised and sent.  
Multi-agency meeting to be held on Tuesday morning.

Meeting—Housing Services Team, EP Officer, Fire TBC, and Planning  
TA to help with any admin requirements

### Key

Principal Housing Services Officer-PHSO, Senior Officer-SO  
Technical Officer-TO, Technical Assistant-TA, Housing Services Officer (HSO)



The Agent  
The Landlord(s)

Telephone Extension: (01253) 65  
Email: [housing@fylde.gov.uk](mailto:housing@fylde.gov.uk)  
Date: 15th July 2015

## ***Housing Act 2004 Section 239***

Dear Sir/Madame

RE: Proactive Inspection Program.

According to our records the above property is a House of Multiple Occupancy (HMO) and you are the responsible person for this property.

Fylde Borough Council is keen to maintain standards in such properties and have, therefore, a policy of routine inspection of all rented accommodation in the borough. In accordance with the housing act 2004 section 239 (7)) a proactive inspection program is being implemented and is due to take place in St Annes from September 2021. Housing services officers will be accompanied by an officer from Lancashire fire and rescue service and will require access to all parts of the property, including external areas and outbuildings.

***NOTE:*** *It is your responsibility to inform the occupants that access into their flats will be necessary.*

There is a list of frequently asked questions on the reverse of this letter. A timescale of inspections and areas to be inspected has been enclosed for your convenience.

If you require any further information please, do contact anyone in the housing services team.

Yours faithfully

Housing services team.





## **FREQUENTLY ASKED QUESTIONS.**

### **Why am I receiving this letter?**

*Landlords and agents have been identified using council tax and benefits records. You have been identified as the responsible person for an HMO in the Fylde area.*

### **I am no longer or have never been the landlord.**

*Please inform us by email and we will amend our records. There is no need to do anything else. EMAIL ADDRESS*

### **I own my home it is not an HMO**

*Please inform us by email and we will amend our records. There is no need to do anything else. EMAIL ADDRESS*

### **I will not be available to attend the inspection**

*You do not need to attend the property. We will communicate with you further should we need to. However, if you would like to be in attendance, we can arrange a date and time that is mutually agreeable.*

### **Will the tenants receive a letter from the council regarding the inspection?**

*It is your responsibility to inform the occupants that access into their flats will be necessary. This visit will also be conducted by Lancashire Fire and Rescue Service who jointly inspect properties for fire safety.*

### **Why is an inspection necessary?**

*Recent complaints made to housing services regarding disrepair in HMOs have highlighted a need for an inspection program.*

### **I do not want the council to carry out an inspection on my property**

Power of entry. Housing Act 2004 Section 239

The requirement of Section 239 (5) Housing Act 2004, to give 24 hours notification of intended entry, does not apply for the purposes of ascertaining whether the management regulations have been breached. Therefore, an officer may enter a relevant HMO at any reasonable time without having to give prior notice (Section 239 (7)).

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	2 SEPTEMBER 2021	7
<b>DOMESTIC ABUSE ACT 2021</b>			

### PUBLIC ITEM

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

### SUMMARY

This report provides an update on the Domestic Abuse Act 2021 and new statutory duties placed on Local Authorities. The Act creates a cross-government statutory definition of domestic abuse, to ensure that domestic abuse is properly understood, considered unacceptable and actively challenged across statutory agencies and in public attitudes. The four main objectives of the act are to promote awareness of domestic abuse, protect and support victims, transform the justice process and improve performance from agencies in the response to domestic abuse.

New duties have been placed on Tier 1 and Tier 2 Local Authorities. Tier 1 Authorities are to appoint multi-agency Domestic Abuse Local Partnership Board which assess the need for accommodation-based domestic abuse support in their area for all victims or children, including those who come from outside the area. The partnership is also responsible for developing a Domestic Abuse Strategy that details support available within a locality and monitors and evaluates the effectiveness of the support as part of that Strategy. Tier 2 Authorities are to co-operate with the lead Tier 1 local authority to deliver this support within their areas, under Part 4 duties of the Act, namely, to provide safe accommodation.

Fylde Council have been awarded funding for 2021/2022 totalling £33,196, to undertake new Part 4 duties and provide support within their local authority area. Funding will be paid on an annual basis in the form of unringfenced grants under Section 31 of the Local Government Act 2003 by MHCLG for a period of three years. Fylde Council intend to work in partnership with Wyre Council and Fylde Coast Women's Aid (FCWA) to support victims and their children and commission a Housing Outreach Worker to engage and support female and male victims and their children, employed by FCWA.

The role will provide advocacy services for victims with agencies who can help to address the support needs of victims of domestic abuse and initiate measures to support clients in their existing and new homes. The cost of the Housing Outreach Worker is £18,500 for 12 months leaving £14,696 available to enhance other support services in place, for example assistance with legal costs above that budgeted in the project and financial support for victims to move into new accommodation.

### RECOMMENDATIONS

- Note the contents of the report and the proposed project to work in partnership with Wyre Council and Fylde Coast Women's Aid to commission a Housing Outreach Worker to engage and support female and male victims and their children under the Domestic Abuse Act 2021.
- Recommend to Finance and Democracy Committee approval of a fully funded revenue budget increase for the total of £33,196 to be met by MHCLG New Duties funding (£16,500 21/22 and £16,696 22/23) to undertake new Part IV duties under the Domestic Abuse Act 2021.

## SUMMARY OF PREVIOUS DECISIONS

[Environment, Health and Housing 15<sup>th</sup> June 2021 – Fylde Council handyperson and sanctuary pilot scheme](#)

It was RESOLVED to;

1. Note the contents of the report and approve the Handy Person and Sanctuary Scheme pilot scheme proposed, in partnership with Preston Care and Repair, using existing revenue resources;
2. Committee are requested to disapply the rules to comply with the contract procedure on the basis that:
  - a. The pilot is required to gauge demand for both the Handyperson and Sanctuary service;
  - b. Preston Care and Repair are already running the minor aids and adaptations programme in Fylde;
  - c. The purpose of the pilot is to inform a competitive procurement of the Handyperson and Sanctuary Scheme in 2022 on completion of the 12 month pilot; and
3. Note that an evaluation of the Pilot will be presented to this Committee after 12 months.

## 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	

## DOMESTIC ABUSE ACT 2021

1. Domestic abuse is an abhorrent crime perpetrated on victims and their families by those who should love and care for them. This landmark Act will help transform the response to domestic abuse, helping to prevent offending, protect victims and ensure they have the support they need.
2. In December 2019 the Government was elected with a manifesto commitment to “support all victims of domestic abuse and pass the Domestic Abuse Bill” originally introduced in the last Parliament. The Bill aims to ensure that victims have the confidence to come forward and report their experiences, safe in the knowledge that the state will do everything it can, both to support them and their children and pursue the abuser.
3. The draft Bill underwent pre-legislative scrutiny by a Joint Committee of both Houses of Parliament and published its report on the draft Bill on 14 June 2019. The Domestic Abuse Bill was then introduced in July 2019, was given a Second Reading in October 2019, but then fell with the dissolution of Parliament. In 2021 the Domestic Abuse Bill was reintroduced and received Royal Assent on the 29<sup>th</sup> April 2021.
4. **Four main objectives of the Domestic Abuse Act 2021:**
  - 1) **Promote awareness** – to put domestic abuse at the top of everyone’s agenda, and raise public and professional awareness
  - 2) **Protect and support** – to enhance the safety of victims and the support that they receive
  - 3) **Transform the justice process** – to prioritise victim safety in the criminal and family courts, and review the perpetrator journey from identification to rehabilitation
  - 4) **Improve performance** – to drive consistency and better performance in the response to domestic abuse across all local areas, agencies and sectors
5. The Domestic Abuse Act is split into seven parts:
  - 1) Definition of “domestic abuse”
  - 2) The Domestic Abuse Commissioner
  - 3) Powers for dealing with domestic abuse
  - 4) Local Authority Support - Safe Accommodation and Local Domestic Abuse Partnership Boards (Part 4 Duties)
  - 5) Protection for victims and witnesses in court
  - 6) Offences involving violent or abusive behaviour
  - 7) Miscellaneous & General

*The Act creates, for the first time, a cross-government statutory definition of domestic abuse, to ensure that domestic abuse is properly understood, considered unacceptable and actively challenged across statutory agencies and in public attitudes.*

*It is vital that in tackling domestic abuse, everyone, from statutory bodies to members of the public, has a proper understanding of it and how to support and protect victims.*

*A statutory definition of domestic abuse will help to do this, emphasising that domestic abuse is not just physical or sexual violence, but can also be emotional, coercive or controlling, and economic abuse.*

*Victoria Atkins MP, Minister for Safeguarding*

6. The Statutory Definition of 'Domestic Abuse' is defined as, 'behaviour which is abusive by one person towards another person'. The persons have to be personally connected. Behaviour is to be regarded as 'abusive' if it consists of any of the following:
  - a. Physical or sexual abuse
  - b. Violent or threatening behaviour
  - c. Controlling or coercive behaviour
  - d. Economic abuse
  - e. Psychological, emotional or other abuse.
7. To be 'personally connected' means individuals who are either married, civil partners, couples engaged to be married or have agreed to enter into a civil partnership, this who have been in an intimate personal relationship with one another or those who have a child or children to whom they each have parental responsibility or they are relatives.
8. The act places a statutory framework for the delivery of support to victims of domestic abuse and their children in safe accommodation and provides clarity over governance and accountability.
  - Places a duty on each Tier 1 local authority in England to appoint a multi-agency Domestic Abuse Local Partnership Board which will consult as it performs certain functions.
  - Assesses the need for accommodation-based domestic abuse support in their area for all victims or children, including those who come from outside the area.
  - Develop a Domestic Abuse Strategy that details such support to cover the locality and monitor and evaluate the effectiveness of the strategy

#### **Funding linked to Part IV Duties – Tier 1 and Tier 2 local authorities**

9. Local Government in England operates under either a one tier system (unitary authority), or a two tier system (county and district councils). There are five types of local authority in England; county councils, district councils, unitary authorities, metropolitan districts and London boroughs.
10. Tier 2 councils are to co-operate with the lead Tier 1 local authority to deliver this support under the Part 4 duties (see paragraph 5). Funding has been received direct from central government to tackle identified needs with support and accommodation-based services, in each local authority area in 2021/22.
11. Funding is split into two parts:
  1. Support in safe accommodation: cost of the commissioned services, based on an estimate of support unit costs and the level of unmet need for safe accommodation.
  2. Administrative new burdens: cost of delivering the new functions under the duty.
12. Fylde Council have been awarded funding for 21/22 totalling £33,196, linked to the New Duties under Part 4. Funding will be paid on an annual basis in the form of un-ringfenced grants under Section 31 of the Local Government Act 2003 by MHCLG for a period of three years. The new Duty Fund value is now confirmed by MHCLG for one year only. The funding will be available for 3 years, but the amount in years 2 & 3 depends on the spending review. After 3 years funding will be rolled in with the Local Government allocation.
13. Tier 1 and Tier 2 Local Authorities will need to develop a Domestic Violence Strategy that identifies their needs and how they will address those needs. LCC are the lead authority reporting to a wider Lancashire Domestic Abuse Partnership Board.

## **Fylde Council, Wyre Council and Fylde Coast Women's Aid**

14. Fylde Council, in order to take forward the new Part 4 duties placed on Tier 2 local authorities under the Domestic Abuse Act, are proposing to work across Wyre and Fylde local authorities in partnership with Fylde Coast Women's Aid to support victims and their children.
15. Fylde Coast Women's Aid (FCWA) offers free advice and support to individuals living in Blackpool, Fylde and Wyre who are experiencing or have experienced domestic abuse, stalking and child sexual exploitation.
16. The project will commission a Housing Outreach Worker to engage and support female and male victims and their children, employed by FCWA. This will enable smooth signposting to support services and work jointly with each local authority housing service for re-housing options. The post will be initially for 12 months, with possible extension for a further 2 year's once the value of New Duty Fund, for years 2 and 3 has been confirmed (paragraph 11).
17. The project will provide training for housing staff and other teams within the local authority who may come across domestic abuse situations and require an insight into the warning signs, support required and actions to take.
18. Each local authority will commission Sanctuary Schemes separately to support households experiencing domestic violence. Fylde Council currently have a pilot in operation with Preston Care and Repair to operate a Handyperson and Sanctuary Scheme.
19. The Sanctuary Scheme is designed to enable victims of domestic abuse to remain in their own homes, where it is safe for them to do so and where it is their choice. The service also ensures that when clients move into their new home security measures can be installed. The service is designed to offer another option for those who would otherwise have to move home and leave everything and everyone behind at a time when they need the support networks the most.
20. A legal expenses budget will be held by FCWA to assist clients where applicable with non-molestation orders, occupation orders and prohibitive steps. The £4000 for legal fees is a figure suggested by FCWA, however this can be increased based on demand as the project moves forward.
21. Table 1 below details the project costings. Funding required for the Housing Outreach Worker £18,500 leaving £14,696 funding available for additional monies required under the sanctuary scheme, additional legal costs to the project if required, rent bond and rent in advance and financial support with essential items.
22. Project monitoring meetings will be held bi-monthly to discuss the project, workload and emerging barriers and lessons learnt, in order to inform the project in future years and assist in developing a DV Strategy for Fylde and Wyre Authorities.

<b>HOUSING OUTREACH WORKER FYLDE AND WYRE</b>	
<b>Salary</b>	<b>£23,500.00</b>
<b>NI</b>	<b>£1,890.00</b>
<b>Pension</b>	<b>£1,175.00</b>
<b>Mobile Phone</b>	<b>£360.00</b>
<b>Travel</b>	<b>£600.00</b>
<b>Training</b>	<b>£500.00</b>
<b>IT System/HR/Insurance costs</b>	<b>£600.00</b>
<b>Management Uplift/ Overhead costs</b>	<b>£4,294.00</b>
<b>Legal cost support administered by FCWA – non molestation orders, occupation orders and prohibitive steps</b>	<b>£4,000</b>
<b>Total costs for 12 month post</b>	<b>£36,919</b>
<b>Contribution Fylde and Wyre</b>	<b>£18,500</b>

23. Appendix 1 contains the job description and advert for the Housing Outreach Support Worker. The role of the worker is essential to act as the first point of contact for all referrals into the Housing Outreach Service. The worker will identify and assess the risks and needs of domestic abuse victims using an evidence-based risk identification checklist and any cases deemed as high-risk cases to Lancashire Victim

Support (LVS) as the commissioned service and work with victims to help them access other relevant services within and external to FCWA.

24. It is anticipated, based on current presentations to FCWA that the worker will support approximately 60-80 numbers families over a 12 month period and liaise with both Wyre Housing and Fylde Housing Teams in regard to housing options. The worker will also hold weekly open sessions at each district, as a Domestic Abuse drop in session.
25. The worker will support the empowerment of the client and assist them in recognising the features and dynamics of domestic abuse present in their situation and help them regain control of their lives. The role will provide advocacy services for victims with agencies who can help to address the domestic abuse by:
  - I. Understanding the role of all relevant statutory and non-statutory services available to domestic abuse victims and how your role fits into them.
  - II. Providing advocacy, emotional and practical support and information to victims including in relation to legal options, housing, health and finance.
  - III. Working directly with all key agency partners to address the safety of victims
  - IV. Provide up to 8 weeks tenancy support when clients are moving into independent tenancies.

IMPLICATIONS	
Finance	Fully funded revenue budget increase for the total of £33,196 to met by MHCLG New Duties funding (£16,500 21/22 and £16,696 22/23) to undertake new Part IV duties under the Domestic Abuse Act 2021.
Legal	Part IV duties under the Domestic Abuse Act 2021 to secure safe accommodation.
Community Safety	Part IV duties under the Domestic Abuse Act 2021 to secure safe accommodation.
Human Rights and Equalities	Part IV duties under the Domestic Abuse Act 2021 to secure safe accommodation.
Sustainability and Environmental Impact	None arising from this report.
Health & Safety and Risk Management	None arising from this report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Kirstine Riding	Kirstine.riding@fylde.gov.uk & Tel 01253 658569	17/08/2021

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Domestic Abuse Act	2021	<a href="#">Domestic Abuse Act statutory guidance - GOV.UK</a>
Fylde Coast Womens Aid		<a href="#">Fylde Coast Women's Aid - Fylde Coast Women's Aid - FCWA</a>
Fylde Council Handyperson and Sanctuary Scheme	2021	<a href="#">Fylde Council handy person and sanctuary scheme</a>
Funding allocations new domestic abuse duty	2021	<a href="#">Funding allocation methods: new domestic abuse duty - GOV.UK</a>

Attached documents

Appendix 1a – Housing Outreach Worker FCWA job description

Appendix 1b – Advert for the Housing Outreach Worker



<b>Job Title:</b>	Housing Domestic Abuse Outreach Worker
<b>Reports to:</b>	FCWA Service Manager
<b>Contract:</b>	1 year (+ 2 years subject to funding)
<b>Salary:</b>	£23,500pa
<b>Working Hours:</b>	37.5 hours per week Mon-Fri
<b>Work Location:</b>	Between FCWA Offices- Former Police Station, Montague Street, Blackpool FY4 1AT, Fylde Council Housing Office, Town Hall, St Annes and Wyre Council Civic Centre Poulton Le Fylde.

### Duties & Key Responsibilities

- Act as the first point of contact for all referrals into the Housing Outreach Service and complete a thorough referral.
- To signpost any cases deemed as high-risk cases to LVS as the commissioned service.
- To work with approximately 60-80 numbers families over the 12 months.
- Liaise with both Wyre Housing [options](#) and Fylde Housing daily to ascertain clients suffering from domestic abuse that need intense support.
- To hold a weekly open session at each district as a DA drop in session.
- Identify and assess the risks and needs of domestic abuse victims using an evidence-based risk identification checklist.
- The worker will provide short term support for households when they are in temporary accommodation or moving into independent tenancies; support length depending on need, maximum 8 weeks.
- Focus on the prevention of future homelessness where applicable
- Assist clients in accessing services and benefits, and to accompany them to appointments and advocate on their behalf as required
- Manage a case load ensuring each client receives the appropriate service by determining the appropriate support for their needs.
- Support the empowerment of the client and assist them in recognising the features and dynamics of domestic abuse present in their situation and help them regain control of their lives.
- Work with victims to help them access other relevant services within and external to FCWA.



- Advocate for victims with agencies who can help to address the domestic abuse by:
  - I. Understanding the role of all relevant statutory and non-statutory services available to domestic abuse victims and how your role fits into them.
  - II. Providing advocacy, emotional and practical support and information to victims including in relation to legal options, housing, health and finance.
  - III. Working directly with all key agency partners to address the safety of victims
- Ensure all referrals are processed efficiently with effective administrative skills
- Input all referrals onto FCWA's online database and maintain each record
- Record all outcomes electronically, ensuring the right information is collated in an accurate and confidential manner
- Provide information and statistics for monitoring purposes on a bi-monthly basis.
- Implement policies and procedures of Fylde Coast Women's Aid including child protection, health and safety, diversity issues, equal opportunities, and confidentiality.
- Where appropriate attend, participate and contribute to planning meetings, reviews and case conference by way of verbal contribution and/or presentation of reports.
- Deliver services consistently in time with work plans, monitor and evaluate performance of work including personal performances making modifications and improvements appropriately.
- Undertake training as and when required with Housing Teams within each local authority.
- Attend Homeless Forums within each Authority.

#### **KNOWLEDGE AND QUALIFICATIONS:**

**A=Application**

**I= Interview**

1.	Have at least 2 years case management experience, for example in housing, criminal justice work, health, health and social care or other relevant area	A
2.	Knowledge of domestic violence its impact on victims and their children (physical, emotional, financial and sexual, with knowledge of 'honour- based violence' , forced marriage and Female Genital Mutilation)	A/I





3.	Knowledge of perpetrators abusive behaviours within relationships, including family relationships, male victims and same sex relationships.	A/I
4.	Knowledge and understanding of safeguarding issues and ability to address them appropriately	A/I
5.	Good understanding of the criminal justice system and civil options available to domestic violence and abuse victims.	A/I
6.	Working knowledge of the relevant housing law and welfare benefits that apply to survivors using the service	A/I

**EXPERIENCE:**

6.	At least two years' experience of managing a caseload and of supporting service users	A
7.	Experience of advocacy work to include undertaking risk and needs assessment, safety and support planning, particularly with clients with complex/multiple needs and/or housing issues	A/I
8.	Experience of partnership working and of maintaining excellent working relationships with a range of stakeholders.	A/I
9.	Previous experience of using computer-based systems to accurately record work and client details	A/I

**SKILLS:**

9.	Excellent listening and communication skills with a wide range of people of all ages and background	A/I
10.	Ability to work in partnership, network, influence, problem solve, overcome barriers and apply solution focused approaches	A/I
11.	The ability to work well within a team and under own initiative and of maintaining professional boundaries with clients.	A/I
12.	A flexible, proactive approach and a good ability to prioritise work	A/I
13.	Highly developed interpersonal, written and oral communication skills and ability to manage complex tasks in clearly defined time frames (including accurate records, reports, case notes and interpersonal communication)	A/I

**GENERAL:**

15.	A good understanding of the importance of confidentiality and safeguarding	A/I
16.	Willingness to carry out the policies and procedures of FCWA, and to work to agreed guidelines and codes of conduct	A/I
17.	Ability to use Microsoft Word, Excel and Outlook software	A/I
18.	Ability to work from both FCXWA main office, Fylde Council Housing Office and Wyre Council Housing Offices and hold a clean driving license in order to travel if necessary.	A/I



**Title:** Domestic Abuse Housing Outreach Worker

**Salary:** £23,500

**Annual Leave:** 22 days + bank holidays

**Duration:** 1 year (+2 years subject to funding)

**Location:** Blackpool, Fylde & Wyre

**Closing date:** \*\*\*\*\* 2021

Fylde Coast Women's Aid is looking to recruit a new member to join their team.

The main purpose of the job is to provide a high-quality frontline service to victims of domestic violence/abuse who also have a housing concern, with a view to support the empowerment of the client and assist them in recognising the features and dynamics of domestic abuse present in their situation and help them regain control of their lives and to maintain their tenancy. The worker will provide short term support for households when they are in temporary accommodation or moving into independent tenancies; support length depending on need, maximum 8 weeks.

The successful candidate will have a thorough understanding of domestic abuse and its impact on victim/survivors and their children, an understanding of related housing issues, as well as experience of providing emotional and practical support and strong casework management skills.

An ability to work independently and prioritise a busy workload is essential.

This post will be subject to an enhanced DBS disclosure and clearance  
For informal discussion contact Glenda Smith, Service Manager, FCWA 01253 752014

Job applications are available directly from [Work with FCWA - Fylde Coast Women's Aid - FCWA](#)

Either complete on line or return completed application forms to  
[service.manager@fcwa.co.uk](mailto:service.manager@fcwa.co.uk)

or by post to: Glenda Smith, FCWA, Old Police Station, 77 Montague St., Blackpool FY4 1AT

Interviews: TBA

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	2 SEPTEMBER 2021	8
<b>AFGHANISTAN CRISIS</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

Members will be brought up to date with any information with respect to the Afghanistan crisis in terms of resettlement and general support issues.

### SOURCE OF INFORMATION

Resources Directorate.

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

The information falls within the remit of the Environment, Health and Housing Committee and is of high public interest.

### FURTHER INFORMATION

Contact – Tracy Manning tel: 01235 658521 email: [tracy.manning@fylde.gov.uk](mailto:tracy.manning@fylde.gov.uk)

# INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	2 SEPTEMBER 2021	9
<b>STREET BEGGING UPDATE</b>			

## PUBLIC ITEM

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

## SUMMARY OF INFORMATION

At the March EHH Committee, a discussion paper was introduced regarding the issue of street begging in the town centres. It presented options available to deal with street begging and laid out the evidential thresholds required for each option. This information note provides an update on the latest situation as requested by Members.

## SOURCE OF INFORMATION

Environmental Health Team

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

At the March 2021 meeting, it was RESOLVED:

1. To continue with the approach of responding to street begging through Community Protection Notices (CPN's) and to collate any evidence, including reviewing other local authorities approaches, to demonstrate that street begging is having a detrimental effect on quality of life; is both continuing in nature and unreasonable, to justify restrictions being considered through a Public Spaces Protection Order; and
2. That a further report be brought back on this matter in six months to update on the position, as per the information note.

## FURTHER INFORMATION

Chris Hambly, Environmental Health Manager, [Chris.hambly@fylde.gov.uk](mailto:Chris.hambly@fylde.gov.uk)

## INFORMATION NOTE

### Street Begging - Update

At the March EHH Committee, a discussion paper was introduced regarding the issue of street begging in the town centres. It presented options available to deal with street begging and laid out the evidential thresholds required for each option.

The report confirmed that over the last ten years or so, there has been a noticeable increase in the numbers of people begging in streets and public places in the Fylde area. Though the numbers overall are small, the individuals concerned often beg from prominent locations in town centres. Whilst officers do receive anecdotal reports relating to street begging, the level of official complaints and supporting evidence is quite low.

The current approach followed by officers is to utilise a Community Protection Notice (CPN), which target a persistent individual. An alternate option would be to utilise a Public Space Protection Order (PSPO) which is a blanket approach addressing specific behaviours rather than individuals, requiring an evidential approach to support a public consultation. The evidence base in support of a PSPO is not presently available as the required evidence must demonstrate that the behaviour is having, or likely to have, a detrimental (harmful) effect on the quality of life of those in the locality and be persistent or continuing in nature to justify the restrictions imposed i.e., the restrictions must be proportionate as required under the legislation (Anti-Social Behaviour, Crime and Policing Act 2014).

At the meeting, it was RESOLVED:

1. To continue with the approach of responding to street begging through Community Protection Notices (CPN's) and to collate any evidence, including reviewing other local authorities approaches, to demonstrate that street begging is having a detrimental effect on quality of life; is both continuing in nature and unreasonable, to justify restrictions being considered through a Public Spaces Protection Order; and
2. That a further report be brought back on this matter in six months to update on the position, as detailed below.

*At present (August 2021), we have Community Protection Warnings prepared for 2 individuals. Both have accommodation and are in receipt of benefits coming in and not homeless. However, they are known to beg on occasion but there have been no recent complaints about either individual and their behaviour does seem to have improved in recent times.*

*Greater challenges are being presented by a couple who have left their accommodation in Blackpool in favour of sleeping rough in St Annes whilst an alternative property is identified. The couple are known to services and officers are pushing for support, but again, very few official complaints have been received to date. The new Enforcement Team have been tasked with keeping a close eye on them, documenting any anti-social behaviour they witness and noting any comments made by passing members of the public to build up the evidence base in support of moving on to the next stage. Blackpool Council are also being consulted on this process. Community Protection Warnings have been issued to both individuals*

*Whilst the report relates to street begging, officers have also been engaging with a couple living in a tent near to Squires Gate Train Station, on the boundary of the borough. There has some anti-social behaviour, but they have not been observed begging and the police have been informed regarding their actions.*

#### **FURTHER INFORMATION AVAILABLE FROM**

Chris Hambly, Environmental Health Manager, [Chris.hambly@fylde.gov.uk](mailto:Chris.hambly@fylde.gov.uk)

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECORATE	ENVIRONMENT, HEALTH & HOUSING COMMITTEE	2 SEPTEMBER 2021	10
<b>PRIVATE SECTOR ENFORCEMENT POLICY</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

To remove and revise the amendments made to the Private Sector Housing Enforcement Policy in response to the Covid-19 restrictions in April 2020.

To revert to the original policy approved by the Environment, Health and Housing Committee on 11 June 2019.

Amendments are to take into consideration that although the Covid-19 restrictions have been eased the pandemic still persists and officer and public safety is still of utmost importance.

### SOURCE OF INFORMATION

<https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>

<https://www.gov.uk/government/publications/covid-19-and-renting-guidance-for-landlords-tenants-and-local-authorities/coronavirus-covid-19-guidance-for-landlords-and-tenants>

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

This is a policy change and is in the public interest

### FURTHER INFORMATION

Contact Cheryl Bennett, [Cheryl.bennett@fylde.gov.uk](mailto:Cheryl.bennett@fylde.gov.uk) 01253 658691

<b>Title:</b>	<b>Private Sector Housing Enforcement Policy (easing of Covid-19 restrictions)</b> <b>September 2021</b>
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## Introduction

The purposes of this policy are:

- to provide a framework for private sector housing enforcement activity by the Council during the easing of Covid-19 restrictions.
- to guide investigating officers and decision makers in carrying out their work; and
- to help residents and property owners understand the powers and duties of the Council in relation to private sector housing and how they will be implemented at the current time.

The Policy cannot be prescriptive because the circumstances of individual cases and the available evidence must be taken into account. In all situations, however, we will consider the principles of this policy and the Regulators Code.

## Policy principles

These are:

**Proportionality:** We will aim to take action which is proportional to the risk identified. This means protecting the health and safety of tenants and their visitors without placing an unreasonable burden on the landlord.

**Transparency:** We will be transparent about how we make decisions. We will provide clear information on how formal enforcement can be avoided or complied with. We will give information in writing wherever we can.

**Accountability:** We will provide information on how to make a complaint or appeal against any enforcement action we take.

**Consistency:** We will aim to ensure that our actions are as consistent as possible by applying legislation in line with the Council's policy and any relevant formal guidance.

**Openness:** We will provide clear information in plain English about the rules and regulations we enforce. We will aim to explain how the legislation can be complied with.

**Fairness:** We will aim to be fair to all parties, with no predisposition to favour either party in a dispute.

### **What to expect from the Council, and what the Council expect from you**

We want to work closely with landlords, letting agents and tenants to ensure that standards in rented properties are maintained at this difficult time.

We want to emphasise the importance of keeping properties free from hazardous conditions and to reassure all parties that a pragmatic, risk based and common sense approach will be used when enforcement decisions are taken.

#### **Landlords and Agents**

- We will advise you on the relevant housing legislation and help you understand how you can comply with it.
- We will expect you to be familiar with guidance for landlords and tenants such as "Guidance for landlords and tenants" Updated 20 July 2021. Visit, [Guidance for landlords and tenants - GOV.UK](https://www.gov.uk/guidance/guidance-for-landlords-and-tenants)
- We will expect you to take reasonable care to ensure you are familiar with your legal obligations and that you comply with them.
- If we identify a contravention of the legislation, we will advise you of the action you need to take. We will ask you to take it within a reasonable timescale.
- We will consider any reasonable proposals you put forward to comply.
- We will expect you to keep us informed of the action you have taken.
- If your proposals are not acceptable, or you do not carry out your stated proposals, we will normally begin formal action. However, if your reasons for not complying are due to Covid-19, we will take this into account in deciding if formal action is appropriate.
- We will charge you the reasonable costs of our formal enforcement action.

#### **Tenants**

- We will expect you to advise your landlord of the issues affecting the property before you make contact with the Council and to have given reasonable opportunity for the landlord to respond to your complaint.
- We will respond to complaints as quickly as possible and will make initial contact with you within two working days of receiving your complaint.
- We will collect as much information as possible by telephone and may ask you to send us photographs by phone or e-mail to help us evaluate your complaint, if you are able to do so.
- Although Covid-19 restrictions have been relaxed staff will not normally carry out inspections on properties where tenants are displaying symptoms of Covid-19 or have had a positive Covid test. This is to protect council staff from the risk of Covid-19 infection. visit <https://www.gov.uk/coronavirus>

however,

- in cases of very serious risk due significant hazard(s) at the property, an inspection may be carried out if this can be achieved within government guidelines and in accordance with the council's health and safety requirements.
- Emergency remedial action will not be undertaken.
- We will advise you of the possible course of action we may take and of the likely timescales involved in taking action.
- We will expect you to co-operate with your landlord to allow any emergency work to be done, Government guidance on Covid-19 best practice is available at <https://www.gov.uk/coronavirus>



- If we believe that you are preventing the landlord from carrying out works, we will suspend any enforcement action.
- You may be interested in the guidance for landlords and tenants such as “Guidance for landlords and tenants” Updated 20 July 2021. Visit, [Guidance for landlords and tenants - GOV.UK](#)

### **Owner Occupiers**

- We will expect owners to adequately maintain their homes.
- Enforcement action will only be considered if there is a serious and imminent risk to health and safety or if there is a serious imminent risk to neighbours.

### **Owners of Empty Homes**

- No action will be taken to assist empty home owners to bring them back into use.

### **Anonymous complaints**

- We will respond to anonymous complaints however; we may not respond with the outcome of any investigations due to the General Data Protection Regulation (UK GDPR) [Guide to the General Data Protection Regulation - GOV.UK](#)

### **Risk based inspections**

- Programmed or proactive inspections will be carried out in accordance with the part 1 of the Housing Act 2004.

### **Notification of an inspection**

- If an inspection is considered necessary, a minimum of 24 hours’ notice will be given as required by Section 239 of the Housing Act 2004. This notice may be in writing, sent by e-mail or text message or verbally by telephone.

### **Enforcement action**

#### **Housing Act 2004, Part 1**

When we inspect dwellings under Part 1 of the Housing Act 2004, we will apply the [housing health and safety rating system \(HHSRS\)](#) which is a risk-based evaluation tool. This will help us identify and protect against potential risks and hazards to health and safety from any deficiencies identified in dwellings.

The assessment method focuses on the hazards that are present in housing. HHSRS identifies 29 classes of hazard that can potentially affect the health of the occupiers. Defects in the property can contribute to one or more hazards. We will assess any hazards identified by an inspection which will be assessed according to their severity.

The assessment places the hazards in a hazard banding. Hazards in bands A to C are classed as Category 1 hazards and those in bands D to J as Category 2 hazards. Tackling these hazards will make housing healthier and safer to live in.

The Council must take one of a number of specified courses of action if it finds one or more Category 1 hazards. The Council may take action in relation to Category 2 hazards.

In deciding what action to take, we will take account of

- The HHSRS hazard rating

- Whether the Council has a duty (Category 1 hazards) or power (Category 2 hazards) under the Act to take action depending upon how serious the hazard risk is
- and
- The best way of dealing with the hazard having regard to the enforcement guidance and prioritise actions to ensure that imminent risks to health are targeted.

### **Action we can take following an HHSRS assessment**

#### **Hazard Awareness Notice**

- Hazard Awareness Notice – Category 1 hazards: Section 28
- Hazard Awareness Notice – Category 2 hazards: Section 29

A Hazard Awareness Notice is a formal way of drawing attention to the need for remedial action. Service of a notice is not enforcement action as such, it is advisory. The notice is not registered as a local land charge and there is no appeal process. No timescale is specified for the completion of the remedial work.

#### **Improvement Notice**

- Improvement Notice – Category 1 hazards: Section 11
- Improvement Notice – Category 2 hazards: Section 12

An Improvement Notice requires the specified remedial works to be carried out within the timescale set out in the notice. This must allow reasonable opportunity for the work to be completed. The notice cannot require the work to start earlier than 28 days after the notice is served and there is a 21 day appeal period.

#### **Prohibition Order**

- Prohibition Order – Category 1 hazards: Section 20
- Prohibition Order – Category 2 hazards: Section 21

A Prohibition Order may prohibit the occupation or use for a specified purpose of part or all of the premises. A Prohibition Order may be appropriate where serious hazards exist, but remedial action is not possible or practical. The use of part or all of the premises may be prohibited for specific groups or numbers of people. The notice must be served within 7 days of the order being made and appeals must be made within 28 days of the date of the Order.

#### **Suspended Improvement Notices and Prohibition Orders**

Improvement Notices and Prohibition Orders can be suspended enabling enforcement action to be postponed for a specific time period or until a specified event, such as a change in occupation of a property.

#### **Emergency Remedial Action: Section 40**

If a Category 1 hazard presents an imminent risk of serious harm to the health and safety of the occupiers, the Council may take emergency remedial action and will do so when:

- The Council considers immediate action is needed to remove or reduce the hazard to an acceptable level and
- The property owner cannot or will not take the necessary action

If the Council takes Emergency Remedial Action a notice must be served on the relevant person within 7 days. Appeals may be brought within 28 days of the date the action is taken.

## **Emergency Prohibition Order: Section 43**

Where a Category 1 hazard exists and it presents an imminent risk of serious harm to the health and safety of any occupiers, the Council may make an Emergency Prohibition Order. This action is likely where Emergency Remedial action is not considered appropriate. If this action is taken, a notice must be served within 7 days of the Order being made. Appeals may be brought within 28 days of the date of the Order.

### **Enforcement action by the Council – tenanted properties**

#### **Category 1 hazards**

If an inspection shows a Category 1 hazard or hazards to be present, the Council will take one of the appropriate courses of action specified in Part 1 of the Housing Act 2004 as soon as possible. If the hazard or hazards do not present an imminent risk to health and safety, a Hazard Awareness Notice will normally be served with an agreed time period to rectify the defects and remove or reduce the hazard(s) to a reasonable level.

If the owner fails to take the necessary action, the Hazard Awareness Notice will be revoked and an Improvement Notice served. An Improvement Notice may also be served immediately if:

- the hazard is considered to be of a serious nature
- there are a number of Category 1 hazards
- the owner has failed to respond to informal action in the past

#### **Category 2 hazards - band D or E**

Where an inspection identifies a Category 2 hazard, band D, the same procedure will be followed as for Category 1 hazards. However, where the hazard falls into Category E or below, the Council will issue an informal, "Low risk" letter to the responsible person. The Council will not normally take any further action unless there are exceptional circumstances.

#### **Category 2 – Multiple Hazards**

Where a number of hazards at band D or below creates a more serious situation or where a property appears to be in a dilapidated condition the Council will consider following the procedure for Category 1 hazards.

#### **Enforcement action– owner occupied properties**

In accordance with HHSRS enforcement guidance, owner occupied properties are not exempt from enforcement action and instances where the Council may take enforcement action include:

- Cases of vulnerable elderly people who are judged not capable of making informed decisions about their own welfare
- Cases of vulnerable individuals who require the intervention of the Council to ensure their welfare is best protected.
- Instances where hazards might reasonably affect persons other than the occupants.
- Where there is a serious risk of life-threatening harm such as electrocution or fire.
- Any other exceptional case determined by the Director of Development Services

#### **Enforcement action – vacated properties**

In cases where properties are subject to a statutory notice and the property is subsequently vacated, all notices or orders will be reviewed to consider whether variation, suspension or revocation of the notice is appropriate.

#### **Criminal Offences and Civil Penalties**

If we are satisfied that an offence has been committed we will consider criminal prosecution if this is considered to be in the public interest. However, for some offences, Section 126 of the Housing and Planning Act 2016 allows civil penalties to be imposed as an alternative to prosecution.

The same criminal standard of proof, beyond all reasonable doubt, is required for a civil penalty as it would be for a prosecution.

As an alternative to prosecution, the Housing and Planning Act 2016 amended the Housing Act 2004 to enable the Council to impose civil penalties for certain offences. These offences for which we may consider a civil penalty include:

- Section 30 – failure to comply with an Improvement Notice
- Section 72 – failure to licence an HMO
- Section 139(7) – failure to comply with an overcrowding notice
- Section 234 – failure to comply with HMO Management Regulations

The Council can impose a civil penalty of up to £30,000. The Council would expect any offence under the Housing Act 2004 to be dealt with by means of a financial penalty. The level of the penalty would be calculated by reference to the guidelines set out in Appendix 1.

Where the Council is minded to issue a civil penalty, it will first issue a notice of intent. The person on whom the notice was served then has 28 days to make representations. After the 28 day period the Council must decide whether to impose a penalty and if it still wishes to do so, a final notice will be issued.

The penalty is recoverable through the County Court as though it were an order of that court. There is a general right of appeal against the final notice to the First Tier Tribunal.

Only in the most serious cases would a prosecution be considered. For example:

- Extremely serious first offence
- Long history of non-compliance
- More than one civil penalty previously issued
- An offence which could be a Banning Order offence appears to have been committed

A breach of a Prohibition Order can only be sanctioned by criminal prosecution.

## **Banning Orders**

Where a landlord has been prosecuted and convicted of a banning order offence, the Council will consider applying to the First Tier Tribunal for a Banning Order. The decision to apply will be made on a case by case basis and will be pursued for the most serious offenders.

The term “landlords” also includes “property agents” (letting agents and property managers as defined under Chapter 6 of Part 2 of the Housing and Planning Act 2016) unless otherwise specified.

In deciding whether to apply for a Banning Order the Council will consider:

- The severity of the sentence imposed by the Court. A minimum sentence or conditional discharge would not be regarded as sufficiently serious for a Banning Order
- Any relevant information on the rogue landlord database to establish whether a landlord has committed other banning order offences or has received any civil penalties in relation to banning order offences
- In respect of property agents who are required to be a member of a redress scheme, evidence of non-compliance with that requirement will also be taken into account
- The harm caused to the tenant (or perceived by the tenant) especially those offences that directly impact on the health and safety of the tenant.

- Whether there is potential for repeat offending.
- Whether a Banning Order is likely to deter others from committing similar offences.

If a decision is made to apply for a Banning Order, the Council will follow the process set out in Section 15 of the Housing and Planning Act 2016. A notice of intent will be served on the landlord within 6 months of the landlord being convicted of the offence. Landlords will be given 28 days to make representations and any representations submitted will be taken into account when deciding if to proceed with the application for a Banning Order.

Further information may be sought from the landlord if this will assist in reaching a decision. This may include requesting details of other properties owned by the landlord.

If the decision is made to pursue a banning order an application will be made to the First-tier Tribunal who have the power to make the banning order.

The Council will publicise successful banning orders, including the names and addresses of individual landlords at a local level through the local media (including social media).

Any business (managing or lettings agency) which has been subject to a banning order will be named publicly and will be named on the Council's website.

If a tenant requests information on banned landlords, we will make this information available.

### Rent Repayment Orders

A rent repayment order, made under the Housing and Planning Act 2016 or the Housing Act 2004 is an order made by the First-tier Tribunal requiring a landlord to repay a specified amount of rent where certain offences have been committed. These offences include:

- Failure to comply with an Improvement Notice – s. 30(1) Housing Act 2004
- Failure to comply with a Prohibition Order – s. 32(1) Housing Act 2004
- Offences in relation to licensing of HMOs – s. 72(1) Housing Act 2004
- Breach of a Banning Order – s. 21 Housing and Planning Act 2016
- Illegal eviction or harassment of the occupiers of a property - s. 1 Protection from Eviction Act 1977

If the rent was paid wholly or partly through Housing Benefit or Universal Credit, the council can apply for a rent repayment order when a landlord has committed one of the offences listed in paragraph above. An application for a rent repayment order will be made whether or not the landlord has not been convicted of the offence if there is sufficient evidence to indicate that it is likely that the First-tier Tribunal will be satisfied beyond reasonable doubt that the landlord has committed the offence. Where the First Tier Tribunal find in favour of the council the rent repayment order will require the landlord to repay the rent to the local Authority up to a maximum of 12 months. The payment of a rent repayment order may be enforced as a debt through the County or High Court.

In determining the amount the council seek to recover, consideration will be given to the following factors:

**Punishment of the offender.** Rent repayment orders should have a real economic impact on the offender and demonstrate the consequences of not complying with their responsibilities. Factors that a local housing authority may wish to consider include the conduct of the landlord and tenant, the financial circumstances of the landlord and whether the landlord has previously been convicted of similar offences;

**Deter the offender from repeating the offence.** The level of the penalty should be set at a high enough level such that it is likely to deter the offender from repeating the offence;

**Dissuade others from committing similar offences.** Rent repayment orders are imposed by the First-tier Tribunal and so the fact someone has received a rent repayment order will be in the public domain. Robust and proportionate use of rent repayment orders is likely to help ensure others comply with their responsibilities.

**Remove any financial benefit the offender may have obtained as a result of committing the offence.** This is an important element of rent repayment orders: the landlord is forced to repay rent, and thereby loses much, if not all, of the benefit that accrued to them by not complying with their responsibilities.

### **Charges for enforcement action**

The Council will normally make a charge for its enforcement costs when taking the following action:

- Serving Improvement Notices
- Serving Prohibition Orders
- Serving Emergency Prohibition Orders
- Carrying out Emergency Remedial Action

The Council will not charge for Hazard Awareness Notices.

Charges for enforcement action will be published annually in the Fees and Charges Report published by the Council. Additional charges will be levied where work in default is carried out.

There is a right of appeal to the First Tier Tribunal (Property Chamber) in respect of statutory notices served under the Housing Act 2004 and complaints that are within the FTT jurisdiction should be dealt with through that mechanism.

If the complaint falls outside the remit of the FTT the Council's Complaints Policy will apply.

### **Works in Default**

The Council may carry out the works required by a statutory notice if the Landlord does not carry them out. The cost of the works, plus the Council's administration charges will be recovered through the civil court. Where there is no prospect of the money being recovered, the debt may be placed on the property as a land charge.

### **Houses in Multiple Occupation**

Houses in multiple occupation (HMOs) are defined in Section 254 of the Housing Act 2004. HMOs are accommodation which is occupied by persons who do not form a single household and where 2 or more households share one or more basic amenity such as a kitchen, toilet and/or bathroom.

All HMOs must comply with the Management Regulations made under section 234 of the Housing Act 2004. A contravention of the Management Regulations is not something that can be addressed by the service of a notice and enforcement of the regulations is by way of prosecution.

There is no provision for the service of a notice or for work to be carried out in default under the management regulations, and prosecution or civil penalty is the method of enforcement.

If the council find evidence of a breach of the regulations a formal letter will be sent to the HMO manager detailing the regulations that have been breached as well as the works required to remedy the breach. The timescale given to carry out the works will be limited in duration with a reminder to the manager that an offence has already been committed. Once the timescale has expired a re-visit will be carried out to assess if the breach

has been remedied. If the breach has not been remedied, we will decide whether to prosecute or impose a civil penalty. The decision will take account of the available evidence and the enforcement principles set out in this policy. We will normally impose a financial penalty in these circumstances unless the breach is extremely serious.

## HMO licensing

### Easing of Covid-19 restrictions Landlords should:

- **Contact Housing Services to apply for an HMO licence for the first time, or renew an existing one which is due to expire.**

### Should restrictions be re-introduced:

- **Housing Services will contact landlords who are due to renew their HMO licence applications and explain that renewal will be carried out as an administrative process by e-mail and an inspection of the property will be undertaken when restrictions ease, there may be a delay in this process.**

HMOs occupied by 5 or more people in 2 or more households are licensable under Part 2 of the Housing Act 2004.

Failure to obtain a licence for a licensable HMO is an offence. Enforcement action will normally be the application of a Civil Penalty. However, prosecution will be considered if the breach is considered to be sufficiently serious.

HMO licenses will be granted for a period of up to 5 years and will specify the maximum number of persons permitted to occupy the property. In cases where it is appropriate to do so a licence may be granted for a period of less than 5 years. Such circumstances could include where there may be deficiencies in the condition of the property or inadequacies in the management. In such cases clear reasons for the issue of a shorter term licence will be given.

The following mandatory conditions apply to all HMO licences:

### Mandatory conditions:

- Produce gas safety certificates annually for the Councils inspection
- Keep electrical appliances provided by the landlord safe and produce on demand a declaration to that effect.
- Keep furniture provided by the landlord safe and produce on demand a declaration to that effect
- Ensure that smoke alarms are installed on each storey of the house on which there is a room used wholly or partly as living accommodation are keep them in proper working order. Produce on demand a declaration as to the condition and positioning of these alarms. 'Room' includes a hall or landing.
- Ensure that a carbon monoxide alarm is installed in any room in the house which is used wholly or partly as living accommodation and contains a solid fuel burning combustion appliance, to keep any such alarm in proper working order and to supply the authority, on demand, with a declaration by him as to the condition and positioning of any such alarm.
- Supply to the occupiers of the house a written statement of the terms on which they occupy it.
- Ensure that rooms used as sleeping accommodation comply with the minimum room sizes specified in Schedule 4 of the Housing Act 2004, as amended by the Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018. For example, sleeping room for 1 person (over 10 years) is 6.51m<sup>2</sup> (minimum). For 2 persons, 10.22m<sup>2</sup> (minimum).
- Comply with any scheme which is provided by the local housing authority which relates to the storage and disposal of household waste at the HMO pending collection.

Where the condition regarding minimum sleeping room sizes is not met at the time the licence is granted, a period of 18 months will be permitted for compliance to be achieved.

In addition to the mandatory licence conditions, discretionary conditions may be applied, as appropriate.

Discretionary conditions:

- Conditions imposing restrictions on the use or occupation of particular parts of the house by persons occupying it.
- Conditions requiring the taking of reasonable and practical steps to prevent or reduce anti-social behaviour by persons occupying or visiting the house
- Conditions requiring facilities or equipment to be made available in the house for the purpose of meeting standards prescribed under section 55 of the Housing Act 2004 (generally kitchen and bathroom facilities).
- Conditions requiring such facilities and equipment to be kept in repair and proper working order.
- Conditions for works needed for such facilities to be provided or maintained to be carried out within a specified time period.

### **Timescale for processing HMO licence applications**

We are committed to processing applications in a timely manner. We will process all applications that are complete, contain all the required information and are accompanied by the relevant fee, within 56 days. The fee will be banked promptly and the 56 day period will not commence, assuming all other information has been provided, until the funds have cleared into the council's bank account. The 56 day time period does not include the statutory consultation period that is required between the issue of the proposed licence to the applicant and the agreement on the content of the full licence.

### **Charging for HMO licences**

Charges for HMO licences and HMO licence renewals will be published annually in the Fees and Charges Report published by the Council.

### **Non-statutory inspections**

On request, inspections will be carried out in support of applications made to British embassies or high commissions for Entry Clearance into the United Kingdom to confirm the whether the dwelling is free from Category 1 hazards and will not be overcrowded.

Charges for these inspections will be published annually in the Fees and Charges Report published by the Council.

### **Letting Agents – Requirement to belong to a redress scheme**

The Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to belong to a Scheme etc.) (England) Order 2014 requires all letting agents and property managers to join an approved redress scheme.

If the Council becomes aware that a letting agent or property manager has not done so, a notice of intent to impose a penalty will be issued. The notice will give details of the Council's reasons for taking this action. The recipient of the notice has 28 days to make a representation to the Council. If a representation is made, this will be considered by the Director of Development Services who will decide whether to confirm, modify or withdraw the penalty. This is without prejudice to the right of appeal to the First Tier Tribunal.



The maximum penalty for non-compliance will be applied unless extenuating circumstances exist to justify a lower amount. Extenuating circumstances may include:

- Whether a £5,000 would be disproportionate to the turnover or scale of the business
- The timeliness of corrective action by offender
- The level of co-operation of the offender with the Council during the investigation of the alleged breach

If the person on who the fine is levied does not pay within the period specified, the council will recover the fine with the permission of the court as if payable under a court order. Where proceedings are necessary for the recovery of the fine, a certificate signed by the chief financial officer stating that the amount due has not been received by a date specified on the certificate will be taken as conclusive evidence that the fine has not been paid.

### **Smoke and Carbon Monoxide Alarm (England) Regulations 2015**

These regulations require a landlord of a residential property to install smoke alarms on each floor of a property that contains living accommodation, and carbon monoxide alarms in each room that is used as living accommodation and contains a solid fuel combustion appliance. These alarms must be checked by the landlord to ensure they are in working order at the start of any new tenancy.

In circumstances where the Council reasonably believes that a landlord is in breach of the duties set out above, a remedial notice will be served on the landlord within 21 days. The notice will require the landlord to take appropriate remedial action within 28 days. The Council will receive any representations made by the landlord during the 28 day period.

If the landlord fails to carry out the remedial action, the Council will arrange the remedial action within a further 28 days. The action must be taken by a person authorised in writing by the Director of Development Services for the purpose of taking remedial action.

A landlord who has breached the regulations will be issued with a penalty charge notice. Within 28 days of receipt of the penalty charge notice the landlord can request a review of the charge. If not satisfied with the review decision, an appeal to the First Tier Tribunal can be made.

The Council will recover the penalty charge through a court order once the charge is payable and no longer subject to review or appeal.

The statement of principles which will be considered in determining the level of the penalty charge is shown in Appendix 2.

### **The Energy Efficiency (Private Rented Property)(England and Wales) Regulations 2015 (as amended)**

The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 (as amended) ("the Regulations") set out the minimum level of energy efficiency for homes in the domestic private rented sector for new tenancies from 1 April 2018 and for all tenancies from 1 April 2020. The minimum level is an Energy Performance Certificate (EPC) rating of Band E.

From 1 April 2018 landlords of domestic private rented properties which are rented out through an assured, regulated or agricultural tenancy may not grant a new tenancy to a new or existing tenant if their property has an EPC rating of F or G as shown on the EPC certificate unless an exemption has been registered. A property falling within these categories is referred to in the Regulations as a 'sub-standard property'. To continue letting out the property, the landlord will be required to carry out energy efficiency improvements to raise the EPC rating to a minimum of E. The requirement to meet the minimum level of energy efficiency is triggered when a new tenancy is created or when an existing tenancy with an existing tenant is extended. This includes situations where a fixed term tenancy such as a six month assured shorthold tenancy expires and becomes a periodic tenancy.

From 1 April 2020 landlords must not continue to let sub-standard domestic property, being those with an EPC rating of F or G, even to existing tenants.

If the council receives a complaint alleging that a landlord is in breach of the prohibition on letting a substandard property, or believes a landlord may have been in breach of the regulations at any time within the past 12 months, a compliance notice requesting information from the landlord as this will help in deciding whether the landlord has breached the prohibition. If the landlord fails to provide the information required by the compliance notice or fails to register an exemption on the PRS Exemption Register, a penalty notice may be served.

The level of the penalty charges are set out below:

- Renting out a non-compliant property (less than 3 months breach) £1000 plus publication penalty.
- Renting out a non-complaint property (three months or more in breach) £2000 plus publication penalty.
- Providing false or misleading information on the PRS (Private Rented Sector) Exemptions Register £1000 plus publication penalty.
- Failing to comply with a compliance notice £2000 plus publication penalty.
- For second or subsequent offences for the same property the “renting out” penalties are doubled.
- Maximum financial penalty £5000 per property and per breach of the regulations.
- A publication penalty means that the Council will publish some details of the landlords breach on a publically accessible part of the PRS Exemptions Register for a period of 12 months.

## **Appendix 1**

### **Application of Civil Penalties under section 126 Housing and Planning Act 2016**

#### **Statement of Principles**

The level of civil penalty to be applied will be determined with reference to the culpability of the offender and the harm, or potential harm, caused to occupiers as a result of the breach. The principles that the Council will take into account when applying a civil penalty are:

1. The more serious the offence, the higher the penalty should be.
2. A higher penalty will be appropriate where the offender has a history of failing to comply with their obligations and/or their actions were deliberate and/or they knew, or ought to have known, that they were in breach of their legal responsibilities. Landlords are running a business and should be expected to be aware of their legal obligations.
3. The harm caused to the tenant. This is a very important factor when determining the level of penalty. The greater the harm or the potential for harm (this may be as perceived by the tenant), the higher the amount should be when imposing a civil penalty.
4. Punishment of the offender. A civil penalty should not be regarded as an easy or lesser option compared to prosecution. The penalty should be proportionate and reflect both the severity of the offence and whether there is a pattern of previous offending. However, it is important that this is set at a high enough level to help ensure that it has a real economic impact on the offender and demonstrates the consequences of not complying with their responsibilities.
5. To reduce the likelihood of any further offending and help ensure that the landlord fully complies with all legal responsibilities in future. The level of penalty should therefore be set at a high enough level such that it is likely to deter the offender from repeating the offence.
6. To deter others from committing similar offences. While the fact that someone has received a civil penalty will not be in the public domain, it is possible that other landlords in the local area will become aware through informal channels. An important part of deterrence is the realisation that the Council are proactive in levying civil penalties where needed and that the level of civil penalty is high enough to both punish the offender and deter repeat offending. Where a landlord or property agent receives two civil penalties over a 12-month period, we will include that persons details in the central government database of rogue landlords and property agents in order to help ensure that other local authorities are made aware that formal action has been taken against that person.
7. To remove any financial benefit the offender may have obtained as a result of committing the offence. It should not be cheaper to offend than to ensure that a property is well maintained and properly managed.

These principles will be applied using the Culpability/Harm matrix set out below to arrive at an appropriate penalty.

#### **Culpability**

**Very High:** The offender intentionally breached or flagrantly disregarded the law. This may be evidenced by numerous previous failures to comply with enforcement action.

**High:** Actual foresight of, or wilful blindness to risk of offending, but risk nevertheless taken. This may be evidenced by some previous enforcement activity.

**Medium:** Offence committed through act or omission which a person exercising reasonable care would not commit.

**Low:** Little fault, because, for example, efforts were made to address the risk, albeit they were inadequate on this occasion, or failings were minor and occurred as an isolated incident.

## Harm:

**Level 1:** Multiple serious failings giving rise, for example to a number of Category 1 Hazards that posed a substantial risk to occupiers, or very serious breach of HMO management regulations.

**Level 2:** Significant risk arising from, for example, a single Category 1 Hazard, a number of Category 2 Hazards, or significant breach of HMO management regulations.

**Level 3:** Lower risk arising, for example, from one or two Category 2 Hazards only, or from a minor breach of the HMO management Regulations.

## Calculating the Civil Penalty Level

The level of civil penalty will be calculated with reference to the table on the following page. A history of previous non-compliance and/or evidence of financial gain from the failure to comply will result in a higher penalty being imposed within the range shown. Previous good character, less financial gain and evidence of efforts to remedy the situation will result in a lower penalty within the range.

	Starting Point	Range
<b>Very High Culpability</b>		
Harm Level 1	£20,000	£10,000 - £30,000
Harm Level 2	£10,000	£5,000 - £15,000
Harm Level 3	£5,000	£2,500 - £7,500
<b>High Culpability</b>		
Harm Level 1	£10,000	£5,000 - £15,000
Harm Level 2	£7,500	£3,750 - £11,250
Harm Level 3	£3,000	£1,500 – £4,500
<b>Medium Culpability</b>		
Harm Level 1	£5,000	£2,500 - £7,500
Harm Level 2	£3,500	£1,750 - £5,250
Harm Level 3	£2,000	£1,000 - £3,000
<b>Low Culpability</b>		
Harm Level 1	£3000	£1,500 - £4,500
Harm Level 2	£2,000	£1,000 - £3,000
Harm Level 3	£1,000	£500 - £1,500

## Appendix 2

### Smoke and Carbon Monoxide Alarm (England) Regulations 2015

#### Statement of Principles

The Regulations require a statement of principles to be followed in order to determine the amount of a penalty charge. This statement is published as required by the Regulations and will be used by the Council to determine the amount of any penalty charge it makes under regulation 8:

1. Regulation 8 specifies that the amount of the penalty charge will not exceed £5,000.
2. Regulation 9 allows for the penalty charge to be reduced if it is paid within 14 days of the date the penalty charge notice is served.
3. The requirement on residential landlords to install smoke alarms and (where relevant) carbon monoxide alarms can be done at relatively low cost by the landlord and are designed to protect the safety of tenants.
4. Only when a landlord fails to comply with a remedial notice can a penalty charge notice be served. A landlord cannot be regarded as being in breach of a remedial notice if he/she has taken all reasonable steps to comply.
5. If the landlord fails to comply with the remedial notice, the Council will directly incur costs because regulation 7 requires the Council to carry out the remedial work itself.
6. As well as allowing for the recovery of the Council's costs for work carried out in default, the penalty charge will be a deterrent if set at a high level.
7. The Regulations would not have allowed a maximum fine of £5000 had it not been envisaged that this is the amount considered fair for Councils to levy.
8. The number of alarms the landlord is expected to install is unlikely to vary significantly from property to property, so the expectations on most landlords are similar. On this basis, it is considered reasonable to set most penalty notices at the same level.
9. The starting point for the fixed penalty notice will be £5,000, with a 50% reduction for a first offence. For second and subsequent offences the maximum charge will be imposed. The charge will be reduced where payment is made within 14 days of the penalty charge being levied.

#### Summary of charges

	Penalty Charge	Reduced penalty charge (payment within 14 days)
First offence	£2,500	£1,250
Second and subsequent offences	£5,000	£3,500

Directorate	Development Services	Section	Housing Services	Ref. Number	
Authorised By	Paul Walker	Job title	Director of Development Services	Issue Date	
Author	Cheryl Bennett	Job title	Principal Housing Services Officer	Revision No	
Page 1 of 1					

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	2 SEPTEMBER 2021	11
<b>SAFE COMMUNITIES AND CONFIDENT YOUNG CITIZENS PROJECT UPDATE</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

The Fylde Community Safety Partnership supported a bid from Fylde Council being put forward for the 2020/21 allocation of Police and Crime Commissioner (PCC) funding. The Partnership is awarded £10k each year and invited to put forward a bid/bids for projects which support community safety across the Partnership. A larger amount of funding was offered in 2020/21 and a bid was successfully made in the sum of £15,300 for a 'Safe Communities and Confident Young Citizens Programme'. Because delivery was not possible in 2020/21 due the pandemic the funding was carried forward to 2021/22. This report provides members with an overview of the project and its delivery to date.

### SOURCE OF INFORMATION

Successful application for funding to the PCC.

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

The Committee is the designated crime and disorder committee under the Police and Justice Act 2006. This report gives an update on a key project being delivered in the name of the Fylde Community Safety Partnership.

### FURTHER INFORMATION

Contact – Tracy Manning tel: 01235 658521 email: [tracy.manning@fylde.gov.uk](mailto:tracy.manning@fylde.gov.uk)

The Borough of Fylde is currently experiencing anti-social behaviour at locations across the Borough. These are predominantly in the areas of St. Anne's, Lytham, Kirkham, and Warton.

Concerns had been raised within various locality meetings relating to the increasing anti-social behaviour, particularly amongst young people between the ages of 14 – 24. The local Geographic Police Inspector had also raised concerns both with the Community Safety Partnership and to the council. Councillors also share the same concerns. As a result of this funding was successfully sought from the Police and Crime Commissioner to run a programme of support and activities for young citizens who are in hard to reach target groups. The aim of this was to engage the young people concerned in more positive pathways.

Some of the recent examples of anti-social behaviour include criminal damage through graffiti, evidence of NOX canisters and large groups of youths loitering causing intimidation to the local community.

Alongside our partners, Fylde Council is committed to engaging with the young people to create activities that will be both enjoyable and stimulating for the young people.

The impact of the young people taking part in this risk-taking behaviour not only affects the individuals taking part in them but also the wider community who are negatively affected by this behaviour, and therefore the behaviour affects the cohesion of the communities in which the ASB is taking place.

Experience has been drawn from previous projects and a programme of support activity has been developed to try to counter this behaviour through the strong working partnerships that have been built over years of delivery. Examples of projects that partners have been involved in include Writing Wrongs, Positive Pathways, Holiday Hunger, Positive Personal Energy and Active Futures.

**Below is a list of key areas which are being addressed by the project:**

- 1. Improve engagement with children and young people using sport and physical activity to promote positive values.*
- 2. To provide young people with access to informal learning, opportunities, information, and resources on their own turf.*
- 3. To stimulate, challenge & empower young people.*
- 4. To inform young people about existing or proposed services and to encourage them to access these.*
- 5. Improve community cohesion.*
- 6. Reduce anti-social behaviour.*

### **The Project:**

This project is addressing loitering and anti-social behaviour within problem locations across the Borough by putting in positive pathways for young people to follow to give them more meaningful life experience opportunities. Tackling crime and reoffending through a collaborative partnership approach helps to develop safe and confident communities.

In terms of the engagement aspect of the project, Fylde Council and its partners, which includes AFC Fylde Community Foundation, Progress Housing, YMCA, Streetwise, Local PCSO's and LCC Children and Family Well Being Service recognise the positive impact that youth engagement can have on disengaged young people.

Engaging with the young people in the key target areas across the Borough has been a key aspect of the project which has sought to create positive avenues for young people to express themselves. Joint working between statutory agencies, voluntary and community groups has extended from collecting data, to sharing and making use of it, to identify and support at-risk young people at the earliest opportunity.

Due to the wide age range of young people within the areas the project has focused on two distinct age groups/themes.

### **Theme One:**

These sessions have focused on young people aged between 13 – 17 and multi-sports activities have been delivered in a friendly, enjoyable, and safe environment. Participants have been offered a wide range of young volunteer opportunities with our partners with the aim of helping the young people gain experience in a variety of subject areas.

Rewards are another important part of consistent engagement and each young person supported has had the opportunity to access local youth clubs, exercise programmes and music projects.

### **Theme Two**

These sessions have focused on working with 18 – 24-year olds and with a focus on employability skills and work experience. This age group tends to be the hardest to reach within the communities and includes ex-offenders, those at risk of addiction, or taking part in risk taking behaviours and NEET.

This part of the project has used the power of sport to improve the confidence of participants to lead more active lifestyles. The sessions have had both physical and social mechanisms for engagement within them which will

help develop trust between the service providers and the young people. Giving them positive outlets, together with regular contact with qualified youth workers, has allowed the youth workers to build relationships and offer further opportunities which include coaching courses, further education and leading healthier lifestyles will help reduce the crime rates within the target areas.

#### **Detached Youth Work:**

Both the above themes have had an element of detached youth work within them. Detached youth work has targeted the most vulnerable young people in the borough and sessions have taken place on the young people's own territory such as, parks and open spaces.

The detached youth workers have been looking at understanding the behaviour of the young people and what are the issues within the target areas that are being faced. A programme of intervention has been developed which will include events or visits, offering education, or creating opportunities for learning skills such as music, arts, or sports. Local community venues have been utilised that are familiar to the local young people and working with the behaviour management teams within schools and the LCC youth offending teams, more cohesive work has been delivered alongside families of targeted young people.

Intelligence gathered through the first part of the project identified potential hotspots where anti-social behaviour is most prevalent and provided appropriate out-reach support to develop positive relationships with young people. Discussions with the young people helped gauge outlook/aspirations of young people following a 14 month long period with its corresponding restrictions and discern any health wellbeing, cultural shifts that may impact 'take up' of proposed activities

#### **Local Partners:**

- Fylde Council Sports Development
- AFC Fylde Community Foundation
- Streetwise
- YMCA
- Progress Housing
- Local Town and Parish Councils
- LCC Youth Service
- Local PCSO's
- Local school's

#### **Target Areas of concern:**

- Fairhaven/Ansdell
- Windmill Promenade
- Lytham Sainsburys
- Park View

#### **Delivery update:**

Intelligence gathered through the first part of the project identified potential hotspots where anti-social behaviour is most prevalent and provided appropriate out-reach support to develop positive relationships with young children and youths.

Sessions have seen all partners work pro-actively with the young people with a low-key start in order to gain the participants trust and respect. The team also aimed at signposting participants to other activities delivered by local service providers across the Borough to keep youths engaged and aware of local provision.

Below is baseline data on UK crime statistics indicating that reported incidents are falling in areas where the project has focused since the targeted work commenced in May. The number of young people engaged in the project is also shown across the May-July period.



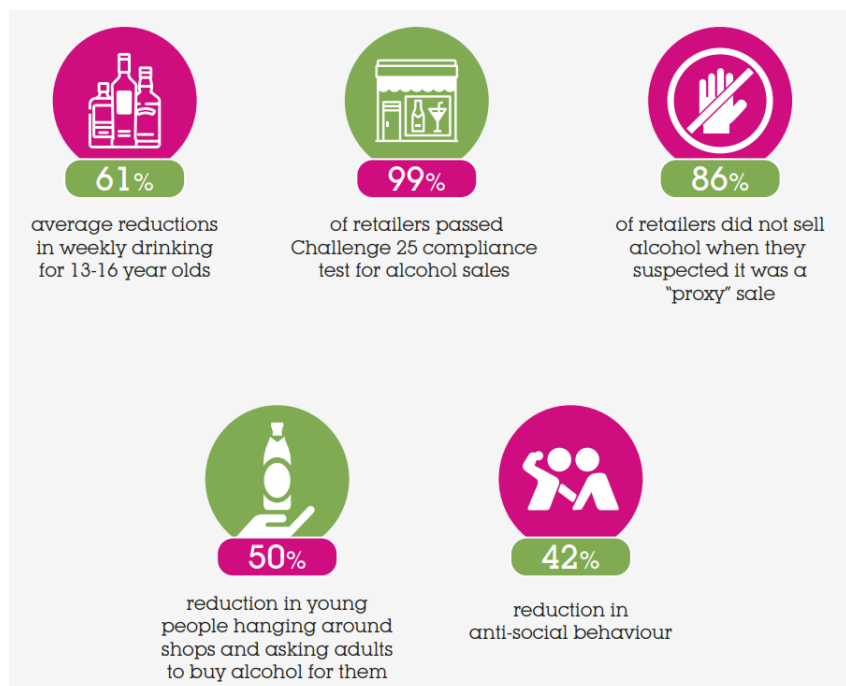
Postcode *(ASB within 1 Mile)	Location	ASB JAN 21	ASB FEB 21	ASB May 21	ASB June 21	ASB July 21
FY8 1YD	Ansdehl/ fairhaven	111	29	13	18	20
FY8 5LD	Windmill	42	29	13	20	22
FY8 5EN	Outside Sainsburys	42	29	13	20	22
FY8 4JE	Park view	42	29	13	20	22
Engaged Youth				100	150	170

Source UK Crime stats

With the deployment of local service providers including Fylde Rugby Foundation, AFC Fylde Community Foundation, and Streetwise the project has engaged with 420 young people thus far who have participated in a variety of positive activities.

Information gathered shows we are in the midst of unprecedented times relating to post lockdown stabilisation. Young people require intensive youth provision to curtail an increasing 'detachment' from previous social interaction and cultural norms. Cause for concern remains a drink culture being exhibited by 11-19 cohorts, moreover on the notion of this misdemeanour being 'normalised' may have a profound impact for the younger/vulnerable individuals both now and in the future. As a result of these concerns, the project has also looked to progress a partnership with a national organisation which could support local partners to reduce alcohol harm among young people, improve their health and wellbeing and enhance their communities.

Community Alcohol Partnerships (CAP) supports the creation and success of local partnerships in communities where underage alcohol consumption and alcohol harm is most serious. The figures below show the impact that CAPs have had in other areas and what we in Fylde are looking to achieve.



All statistics calculated from evaluation returns covering the period 2016-2020

The project's action plan is based around three key themes:

- Alcohol education in schools and for parents
- Provision of activities for young people that promote their health and wellbeing
- Retail signage and training to prevent underage purchase



Our Local CAP will be established and run by people from a variety of organisations within their communities, including retailers, to identify and tackle the problems associated with alcohol consumption by young people. We have a proposed launch date in September as a part of the PCC funded project.

The national CAP organisation identifies local needs, facilitates the assembly of the local team, offers start-up funding and expert advice, provides a toolkit of interventions, shares best practice gathered across the national CAP network and supplies a rigorous evaluation system. The Fylde local partnership has identified its own priorities which include reducing alcohol related anti-social behaviour, enhance / raise awareness of positive activities for young people in the area, proxy purchase, sales to under 18s, and enhance alcohol education and awareness with young people, their parents and the community. Work has already commenced in partnership with the local police teams who are undertaking a licensee survey and raising awareness of under-age drinking.

A directory of youth provision within the Borough is also being established to direct youths to engagement opportunities

Targeted events will continue to take place throughout the project period and beyond. Thanks, should be expressed to Ian Brookes who is leading on this initiative and putting much energy into the project on behalf of the Fylde Community Safety Partnership and Fylde Council.

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	2 SEPTEMBER 2021	12
<b>CARBON NEUTRAL UPDATE</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

There are a number of actions 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

Corporate Plan and the first meeting of the Carbon Reduction Working Group.

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

This Committee has been designed the lead committee on coordinating work on the carbon reduction. This report aims to keep all members updated on work in this regard.

### FURTHER INFORMATION

Contact – Tracy Manning tel: 01235 658521 email: [tracy.manning@fylde.gov.uk](mailto:tracy.manning@fylde.gov.uk)

Members are reminded that there are a number of actions for delivery by 2023/24 within the Corporate Plan on the carbon neutral agenda. These 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*
- *Work with partners to deliver carbon reduction*

A Carbon Reduction Working Group has been established to fulfil these actions.

This report provides an update on this area of work.

The first meeting of the Working Group took place on Tuesday, 3 August 2021. The Working Group comprises membership from the Environment, Health and Housing, Operational Management and Planning Committees,

with this Committee being the lead committee for the work. The Working Group is Chaired by Councillor Threlfall with membership as follows:

Councillors Brickles, Dixon, Griffiths, Henshaw, Nixon, Rigby, Trudgill and Willder

A lead officer/officers has been identified for each area of work as follows:

- Tree planting (Mark Evans)
- Electric charging points (Andrew Loynd)
- Plastics reduction (Kathy Winstanley)
- Energy efficiency (building assets: gas, water, electric and energy efficiency) Andrew Loynd
- Fleet (Steve Fulton)
- Recycling (Kathy Winstanley/Gareth Matthews)

The first meeting provided the opportunity for members to receive an overview from each of the lead officers on the respective subject areas. It was agreed that the first phase of the work of the Working Group would focus on how policy can be shaped to support carbon reduction for council led activities and initiatives.

Existing policies will be reviewed by the Working Group as the next phase of work - where they exist - starting with recycling. For other areas, policies will need to be developed in such areas as electric charging points and plastics reduction – although some work has been undertaken in these latter areas there is nothing established in writing which sets out the council's policy ambitions in this regard at this point.

The Chief Executive of the Environment Agency has also offered to give his perspective on the carbon neutral agenda to share his insight into how the council might respond further to this agenda. A meeting has been arranged between the Chairman of the Working Group, Councillor Threlfall and the Environment Agency Chief Executive, the outcome of which will be shared with the Working Group when it next meets.

The notes of the first meeting of the Working Group are attached.



# Notes

## Carbon Neutral Working Group

<b>Date:</b>	Tuesday, 3 August 2021
<b>Venue:</b>	Remote meeting via Zoom
<b>Present:</b>	<u>Councillors</u> Tommy Threlfall (Chairman), Noreen Griffiths, Jayne Nixon, Bobby Rigby, Stan Trudgill and Viv Willder. <u>Officers</u> Tracy Manning, Kathy Winstanley, Mark Evans, Steve Fulton, Andrew Loynd and Gareth Matthews.
<b>Note Taker:</b>	Hannah Kirk

### 1. Introductions and apologies

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

Apologies were received from Councillor Karen Henshaw and Councillor Chris Dixon.

### 2. Working Group Terms of Reference

Tracy Manning, Director of Resources, introduced a draft Terms of Reference for the Working Group. In doing this, she highlighted the role and function of the Working Group would be to provide recommendations to fulfil the actions within the Fylde Corporate Plan 2020/24 with respect to the following:

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

The first meeting of the Carbon Neutral Working Group would be to provide the opportunity for members to receive an overview from each of the lead officers on the respective areas. It was agreed that the first phase of the work of the Working Group would focus on how policy can be shaped to support carbon reduction for council led activities and initiatives.

At this juncture, the Chairman reiterated that he wanted continuity within the group and requested that members refrained from sending substitutes where possible, to ensure that expertise could be developed.

### 3. Subject Area Overviews

#### a. Tree planting situation report

Mark Evans, Head of Planning and Housing, gave a brief overview of the tree planting situation within Fylde. He advised that work had previously been done on increasing the number of trees planted within the borough through the Arboriculture and Landscape Strategy Working Group, which would

be continued under the remit of the Carbon Neutral Working Group. It was confirmed that a document which would include emphasis on new developments having trees within them had been near to completion for some time. However, updates to the National Planning Policy Framework had led to amendments being needed. It was planned that this would go as a report to the Planning Committee for approval soon.

Mr. Evans also highlighted a new concept that was being worked up as part of the Council's capital programme which involves giving 15 trees to the 15 parish councils of Fylde to plant within their boundaries. It was planned that this would coincide with National Tree Week, which was due to take place from 27 November - 5 December 2021, as it was thought that this would have the greatest impact. It was reported that there was £25,000 budget to increase tree cover and that various bodies were being liaised with, such as The Woodland Trust, to maximise the budget.

Action: To consider the draft Arboriculture and Landscape Strategy at a future meeting prior to the Planning Committee be invited to adopt the same.

b. Electric charging points

Andrew Loynd, Technical Support Manager, gave a summary of electric charging points. He explained that there were 3 aspects to this: the Council's own fleet, provisions for the public on Council-owned land and provisions for the public on the highway. It was reported that the provisions for taxis on car parks was expected to be delivered over the coming months and would be open to public usage at first at there would be initial surplus capacity before the taxi trade geared up for full capacity use of the points.

Mr. Loynd advised the Working Group that there were 2 types of electric vehicle chargers to consider - fast chargers, which take up to 4 hours to reach a full charge and rapid chargers, which take between 30 minutes and an hour to do the same. Consideration had to be given on where the chargers could be placed due to the demand on electricity, in particular the rapid chargers. Mr Loynd further advised that while some proposals to location had been suggested, further investigation would be required as to the suitability due to the utility infrastructure.

When responding to questions, Mr. Loynd confirmed that following on from a recent report published by the government, it was said that of the 5,700 on-street chargers in the country, only 1,000 of them could be found outside of London.

Action: To consider policy principles with respect to Electric Charging Points at a future meeting of the Working Group.

c. Plastics reduction

Kathy Winstanley, Head of Health and Environment outlined the work being done on plastics reduction. She reported that work on the reduction of single use plastics had commenced some years ago. It was advised that the best strategy was to look at Fylde Council's policies on single use plastics, to then lead by example with local businesses and residents.

Mrs. Winstanley further advised that an audit of the Council's current single use plastic usage would help to inform an action plan that could be discussed with the Working Group, with the ultimate aim to work towards being zero single use plastic and to establish some targets to achieve as close to this as is feasible.

The Chairman informed those in attendance that Keith Ashcroft, the Area Director for Cumbria and Lancashire at the Environment Agency, had offered to provide some insight into the Environment Agency's approach to plastics reduction and he felt that it might be helpful, prior to embarking the audit process, to invite Kathy to attend the forthcoming meeting. An update on this area of work would be given to members of the Working Group at its next meeting.

Action: To pause work on reviewing the internal use of plastics within the council until the forthcoming meeting with the Environment Agency to gain insight into how the agency has promoted this work.

d. Energy efficiency (buildings assets: gas, water, electric and energy efficiency)

Mr. Loynd offered a further report on energy efficiency across the Council's building assets. He offered various figures on the electric, gas and water supplies and advised that as the costs for utilities had increased over the past years, the amount spend across the Council's assets had stayed the same which reinforced the positive steps that had been taken to reduce the environmental impact. Work had been done to change street lighting across the Borough to LEDs and all refurbishments of Council-owned buildings and assets had taken into consideration improvements that could be done regarding energy efficiency.

When responding to questions, it was confirmed that solar panel systems had been explored but many of the buildings, such as the Town Hall, would not be suitable for this technology. However, the two main buildings at the depot could host such systems.

Action: To develop policy principles with respect to energy efficiency within building assets at a future meeting of the Working Group.

e. Fleet

Steve Fulton, Fleet and Depot Manager, gave an overview on the current fleet. He confirmed that there were currently no electric vehicles in the fleet but that it was an area being explored and vans had been trialled in the past. However, despite the advancing technology, it was difficult to find a vehicle that would not need regular charging due to the long distances into rural areas and the high-powered usage.

Mr. Fulton advised that within the capital replacement programme, vehicles were replaced every 4-7 years and that there was a small van and the mayoral car up for replacement in 2022 and that subject to funding, electric replacements could be sourced. Further to this, the current fleet was due to be replaced in 3 to 4 years' time and the cost of electric replacements would need to be discussed within the Working Group, as they could cost up to £400,000 each for a refuse vehicle, in comparison to the last vehicles purchased which were circa £150,000. Substantive use of electric vehicles going forward would also require an electricity sub-station to be installed at the depot so clearly this area required careful consideration. Combined with the potential costs, there was also the issue that this market was still maturing and shifting all the time with limited players (just one) in the market for larger vehicles like the refuse vehicles. For this reason, members agreed that this might be more of an area to keep a watching brief on whilst testing the market with respect some smaller vehicle purchases in the short-term.

It was reported that the Fleet Management Strategic contained commentary on vehicle replacements and the content of this could be reviewed by the Working Group. Mrs. Winstanley followed this by confirming that every possible option would be explored within the tender and procurement procedure when looking at replacements with a view to considering the cost-benefit analysis of some of the smaller replacements to be electric replacements namely a small van and the mayoral car which were both due to be replaced in 2022/23.

Action: To review the vehicle replacement commentary within the Fleet Management Strategic at a future meeting of the Working Group.

f. Recycling

A summary was offered regarding household recycling. It was explained that Fylde Council was part of a two-tier authority, with Lancashire County Council in control of the recycling and waste management aspect. Mrs Winstanley advised that the government were looking to enforce a form of

curb side food waste collection by 2024 across every local authority, which could see a reduction in the amount of grey bin collections needed.

It was further advised that public recycling containers were being explored again. However, when these had been used in the past, it was seen that only a small percentage of people were separating their rubbish to be recycled, therefore leaving the bins to be deemed as general rubbish. This led to an increase in general bins across public spaces.

Gareth Matthews, Senior Waste Prevention and Enforcement Officer, explained further that a trial for public recycling bins would be taking place in Lytham, with signage and colourings to replicate the bins that residents had at their homes. It was confirmed that the results of this trial would be reported back to the Working Group for feedback due to the amount of contributing factors that would need to be considered, such as further locations and a potential increase in resources.

Action: To review the Recycling Policy and consider the outcome of the trial use of the recycling bin at Lytham at the next meeting of the Working Group.

At the conclusion of the subject area overviews, it was agreed that existing policies would be reviewed by the Working Group as the next phase of work - where they exist - starting with recycling. For other areas, policies would need to be developed in such areas as electric charging points and plastics reduction – although some work has been undertaken in these latter areas there is nothing established in writing which sets out the council's policy ambitions in this regard at this point.

#### 4. Climate Change Outcome Survey

Mrs. Manning gave an overview of the Climate Change Outcome Survey that had been reported to the last meeting of the Environment, Health and Housing Committee. She advised that of the 126 respondents, there were concerns about the impact of climate change and that it was beginning to negatively impact several areas.

Further to this, Mr. Loynd highlighted that there were details within the report on what residents thought the Council could work to achieve, which could advise the actions of the Working Group. It was identified that there was synergy between what had been discussed and what residents had reported in the survey

#### 5. Any Other Business

There was no other business on this occasion.

#### 6. Date of Next Meeting

To be confirmed.

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## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
MANAGEMENT TEAM	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	2 SEPTEMBER 2021	13
<b>CAPITAL PROGRAMME MONITORING REPORT 2021/22 – POSITION AS AT 31<sup>st</sup> JULY 2021</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 31<sup>st</sup> July 2021 and specifically for those schemes under the remit of the Committee.

### SOURCE OF INFORMATION

Chief Financial Officer – the report is based upon information extracted from the financial ledger system of the Council for the period to 31<sup>st</sup> July 2021.

### LINK TO INFORMATION

Capital Programme Monitoring Report to 31<sup>st</sup> July 2021:

<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

Contact: Paul O'Donoghue, Chief Financial Officer.

Tel: 01253 658566

Email: [paul.o'donoghue@fylde.gov.uk](mailto:paul.o'donoghue@fylde.gov.uk)

### 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 2021/22, 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 2021/22. 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 4<sup>th</sup> March 2021. That update showed a balanced capital programme position from 2020/21 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 2021. The Programme has also been rolled forward to include the year 2025/26.

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

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

### **(i) 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.

### **(ii) 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 throughout 2020/21 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 restoration works are due to be completed during the summer of 2021.

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

### **(iii) 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. The appointment of consultants to complete this work is currently in the tender process.

### **(iv) Lytham Regeneration Schemes**

In respect of the large capital scheme for Lytham town centre, a number of suggestions have been made by the Lytham Business Group and other parties, some of which require careful consideration along with agencies such as Lancashire County Council. Options are being considered involving local members and a draft plan is being drawn together. This will have a phased programme of works to be considered in due course by the Planning

Committee. It is envisaged that the first phase of work, the improvements to lighting on East, Central and West Beaches will be completed during the current financial year in line with the scheme agreed by Planning Committee in March 2021. The proposed improvements to Clifton Street are now timetabled for Q2 2022/23 in line with the Corporate Plan. Plans have been prepared and will be presented to the Town Centre Working Group at the earliest opportunity. This will enable detailed schemes to be prepared and consulted upon.

#### **(v) 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 2021/22 of £1.236m provides for the delivery of disabled adaptations to similar levels as 2020/21. It is anticipated that for 2021/22 all identified need for disabled adaptations can be met from the existing resource.

#### **(vi) 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.

#### **(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.

### **3 Conclusions**

3.1 Actual expenditure to 31<sup>st</sup> July 2021 is £1.190m against a full year budget of £14.620m. This equates to 8% of the latest budget. Progress on the delivery of a number of schemes has been delayed due to covid

restrictions. This is noted as appropriate in the analysis at Appendix A. Consequently, the phasing of some schemes may require to be adjusted or re-phased into 2022/23 as part of future Financial Forecast updates during the year.

- 3.2 Capital Receipts total £161,575 against a total in year budgeted figure of £185,000 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.
- 3.3 The current Capital Programme as updated is showing a balanced position for 2021/22 onward. 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 2022/23.
- 3.4 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 2021 was £5.223m including the budgeted transfer into the reserve of £1.813m in respect of 2020/21. Of this £2.461m is already committed to deliver existing approved capital schemes in the year 2021/22 and a further budgeted transfer of £1.706m is estimated, leaving a forecast unallocated balance on the reserve at 31<sup>st</sup> March 2022 of £4.468m. The estimated transfers in are of course subject to change as costs and income undoubtedly fluctuate over the next 2 financial years.

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 2022/23. 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 - 2021/22 IN-YEAR SCHEME MONITORING REPORT - AS AT 31/07/21**

**Appendix A**

CODE	APPROVED SCHEMES	Head of Service / Budget Holder	Financing Source	Approved Budget 2021/22 £000	Slippage B/F from 2020/21 £000	Adjustments from 04/03/21 £000	Updated Budget 2021/22 £000	Expenditure to 31/07/21 £000	Variance £000	Budget Holder Comments
	<b>FINANCE &amp; DEMOCRACY COMMITTEE</b>									
<b>Z188</b>	Purchase of Land Adjacent to Squires Gate Station	Darren Bell	Capital Investment Reserve	0	5	1	6		6	This project is ongoing. Originally the Council tried to work with the person who claimed ownership to register the land and then we would buy it. Communication ceased with the Council so, as agreed at Full Council, the compulsory purchase of the land will now be initiated which could take 12 months to complete.
	<b>Sub total</b>			<b>0</b>	<b>5</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>6</b>	
	<b>TOURISM &amp; LEISURE COMMITTEE</b>									
<b>Z112</b>	Fairhaven Lake & Promenade Gardens Restoration	Mark Wilde	Capital Investment Reserve	1,025	408		1,433	434	999	Building and Landscaping works are scheduled to be completed during 2021. The lake works project will be undertaken during 2021/22.
<b>Z097</b>	Promenade Footways	Darren Bell	No external finance - funded by borrowing / general asset disposal receipts	115			115		115	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 a likely start date during 2021/22. When the Pier scheme is progressed this scheme will be finalised and a draw-down report for funding presented to the committee.
<b>Z176</b>	Staining Playing Fields Development Scheme	Mark Wilde	S106 Developer Contributions / Capital Investment Reserve	0	43		43		43	Plans for landscaping works are currently being developed with project completion anticipated during 2021.
<b>Z179</b>	Coastal Signage Improvements	Darren Bell	Capital Investment Reserve	0	68		68	2	66	Phases 1 and 2 (Consolidation / Rationalisation and Digital Beach Signs) are currently in progress. Phases 3-5 (Beach Safety, Waymarking & Directional and Heritage and Interpretation) are currently being modelled.
<b>Z181</b>	Coastal Explorers	Mark Wilde	Capital Investment Reserve	20			20		20	The scheme is currently being reviewed following the unsuccessful bid with the Big Lottery. Options are currently being explored with the Arts Council for additional funding.
<b>Z192</b>	Fylde Sand Dunes Improvement Scheme	Mark Wilde	S106 Developer Contributions / Specific Grants	0	46		46		46	The first phase of the scheme to regrade the dunes opposite the Persimmon Homes development has now been successfully completed. A tendering exercise has been completed for the second and third phases of the scheme - which include new dune entrance ways and signage.
<b>Z197</b>	Blackpool Road North Playing Fields Drainage	Darren Bell	Capital Investment Reserve	50	55	40	145	111	34	A report to Finance & Democracy was approved in June 21 requesting additional funding of £40k. Works have commenced and expected to take 6 to 8 weeks.
<b>Z210</b>	Additional Parks Access Control Measures	Mark Wilde	Capital Investment Reserve	16			16	14	2	Following a tender exercise, a contractor was commissioned to deliver the access control scheme, which is now nearing completion. Waddington, Lima and Beauclerk Gardens Open Spaces are now complete.
<b>Z211</b>	Ashton Gardens Lighting Improvement Scheme	Darren Bell	Capital Investment Reserve	25			25		25	This scheme has been delivered and completed to budget.
<b>Z212</b>	Park View Drainage Improvement Scheme	Darren Bell	Capital Investment Reserve	40			40	1	39	Anticipated scheme completion to budget during 2021/22.
<b>Z213</b>	Fairhaven Boathouse - Remodelling and Refurbishment Scheme	Mark Wilde	Capital Investment Reserve	224			224	2	222	Anticipated to be completed during the winter period of 2021/2022.
<b>Z214</b>	Play Area Improvements	Mark Wilde	Capital Investment Reserve	100			100		100	The scheme is currently at consultation and design stage. The following step is to prepare the tender documentation including contract and specification, by September 2021. Ground works are expected to commence from October 2021.
<b>Z215</b>	Friends of Newton Community Park Improvement Scheme - Fylde Council Contribution	Mark Wilde	Capital Investment Reserve	50		50	100		100	Scheme approved at Finance & Democracy Committee 29th March 2021. Anticipated scheme completion to budget during 2021/22.
<b>Z219</b>	Fairhaven Kiosk / Ice Cream Bar Project	Darren Bell	Capital Investment Reserve	0		180	180		180	Scheme approved at Council 5th July 2021. Scheme details currently being developed to go to tender and then a draw-down report will be submitted to committee.
	<b>Sub total</b>			<b>1,665</b>	<b>620</b>	<b>270</b>	<b>2,555</b>	<b>564</b>	<b>1,991</b>	

## Appendix A (Cont'd)

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2021/22 £000	Slippage B/F from 2020/21 £000	Adjustments from 04/03/21 £000	Updated Budget 2021/22 £000	Expenditure to 31/07/21 £000	Variance £000	Budget Holder Comments
	<b>OPERATIONAL MANAGEMENT COMMITTEE</b>									
<b>Z038</b>	Replacement Vehicles	Kathy Winstanley	Borrowing	447	39		486		486	The replacement vehicle purchases are anticipated to be completed to budget this financial year.
<b>Z049</b>	Car Park Improvements	Darren Bell	No external finance - funded by borrowing / general asset disposal receipts	70			70		70	The improvement of the interface between Stanner Bank car park and Inner Promenade is due to be carried out over 8 weeks from early September costing up to £40k. The remaining budget will be rephased to future years within a future forecast update of the medium term financial strategy to contribute to the resurfacing of Fairhaven Rd and/or Swimming Pool Car Parks.
<b>Z165</b>	Public Transport Improvements	Darren Bell	S106 Developer Contributions	48	90		138		138	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.
<b>Z130</b>	Fairhaven and Church Scar Coast Protection Scheme	Darren Bell	Specific Government Grant (Environment Agency) / Capital Investment Reserve		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.
<b>Z207</b>	St Anne's Sea Wall	Darren Bell	Specific Government Grant (Environment Agency)			600	600		600	In 2020 the council were awarded £300k Pipeline acceleration funding to develop the St Anne's 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 5th July 2021.
<b>Z182</b>	Accommodation/ facilities at Snowdon Road Depot - Welfare Improvements	Darren Bell	Capital Investment Reserve	350	-144		206	84	122	Works commenced in March 21 and anticipated completion is during 2021.
<b>Z190</b>	Charging Infrastructure for Electric Taxis	Darren Bell	Specific Government Grant		150		150		150	Contracts and leases are being finalised. Work has already started in other districts with contractors expected to start install by September 2021.
<b>Z195</b>	Cemetery and Crematorium - Infrastructure Phase 3b	Darren Bell	Capital Investment Reserve		35		35		35	Further infrastructure works are anticipated to be completed during 2021/2022.
<b>Z199</b>	Outdoor Digital Signage	Mark Evans	Capital Investment Reserve		30		30		30	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 within this financial year.
<b>Z216</b>	Staining Drainage Improvement Scheme	Darren Bell	Capital Investment Reserve	65			65		65	Scheme to be completed during 2021/22.
<b>Z217</b>	South Fylde Line Study	Darren Bell	Specific Grant / Capital Investment Reserve	0		70	70		70	The capacity study by Network Rail started June 2021, due for completion by October 2021. Stantec were appointed as contractors to carry out the study and prepare SOBC documents at end June 2021, scheme to be completed by end November 2021.
	<b>Sub total</b>			<b>980</b>	<b>210</b>	<b>670</b>	<b>1,860</b>	<b>84</b>	<b>1,776</b>	

Appendix A (Cont'd)

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2021/22 £000	Slippage B/F from 2020/21 £000	Adjustments from 04/03/21 £000	Updated Budget 2021/22 £000	Expenditure to 31/07/21 £000	Variance £000	Budget Holder Comments
	<b>ENVIRONMENT, HEALTH &amp; HOUSING COMMITTEE</b>									
<b>Z010</b>	Disabled Facilities Grants (DFG) Programme	Mark Evans	Specific Grant (Better Care Fund) / External Contributions / Grant repayments	1,130	106		1,236	376	860	The grant programme is now progressing as normal and all of the original funding is expected to be fully committed by the end of the financial year.
<b>Z161</b>	Housing Needs Grant	Mark Evans	DFG Grant Repayments		27		27		27	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 2021/22. Funding used in previous years for community information events such as 'heat and eat', however due to current covid restrictions unlikely such events can be arranged at present.
<b>Z209</b>	Progress Housing Buy Backs	Mark Evans	S106 Developer Contributions		58		58		58	Finance & Democracy Committee in November 2020 approved a fully funded addition to the Capital Programme – 'Progress Housing Buy Backs' in 2020/21 for £57,500. Progress Housing have confirmed they expect completion of the properties in the Summer of 2021 and will be invoicing for the full amount.
<b>Z107</b>	CCTV Replacement Schemes	Ian Curtis	Specific Grant (LSP Performance Reward Grant)	27			27		27	Expenditure of £27k on rapid redeployable cameras has been authorised. Four WCCTV speed dome cameras have been ordered and will be delivered at the end of July. A report will be taken to committee in September on the replacement of the town centre CCTV systems from analogue to IP cameras.
<b>Z201</b>	Hydration Points	Darren Bell	Capital Investment Reserve	60			60		60	The project was delayed due to Covid restrictions which would have stopped the points being used. Now restrictions are easing a drawdown report will be submitted in November with units installed in February/March 2022.
<b>Z205</b>	Fylde Affordable Housing Delivery Programme	Mark Evans	S106 Developer Contributions	60			60		60	This funding had been allocated to deliver an affordable housing survey which requires community engagement that could not be carried out within the previous social distancing restrictions that had to be observed. As a result the project has been delayed. The contract is currently out to tender and expected to be awarded in October 2021. It is anticipated that the survey will be completed during the current financial year 2021/22.
<b>Z208</b>	Affordable Housing Scheme, Lytham Road, Warton	Mark Evans	S106 Developer Contributions	130	130		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.
	<b>Sub total</b>			<b>1,407</b>	<b>321</b>	<b>0</b>	<b>1,728</b>	<b>376</b>	<b>1,352</b>	

CODE	APPROVED SCHEMES		Financing Source	Approved Budget 2021/22 £000	Slippage B/F from 2020/21 £000	Adjustments from 04/03/21 £000	Updated Budget 2021/22 £000	Expenditure to 31/07/21 £000	Variance £000	Budget Holder Comments
	<u>PLANNING COMMITTEE</u>									
<b>Z138</b>	St Annes Regeneration Schemes	Mark Evans	S106 Developer Contributions / Capital Investment Reserve	100	24		124	1	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 the next phase of the regeneration scheme (phase 3a south side) and some reparation works on Orchard Road.
<b>Z185</b>	St Annes Road West – Square to Pier link and Gateway	Mark Evans	Capital Investment Reserve	110			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.
<b>Z139</b>	Lytham Regeneration Schemes	Mark Evans	S106 Developer Contributions / Capital Investment Reserve	800			800		800	Work has commenced on the redesign and re-planning of the public realm of Lytham Centre. The Corporate Plan now programmes the delivery of the Clifton Street Works (£750k) during Q2 of 2022/23. The Lytham Beach Lighting Scheme (£50k) is programmed and on track for delivery during the current financial year.
<b>Z136</b>	Kirkham Public Realm Improvements	Mark Evans	S106 Developer Contributions / Capital Investment Reserve		3		3	1	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.
<b>Z158</b>	M55 Link Road (Inc. S106 monies for design work)	Mark Evans	S106 Developer Contributions / M55 Link Road Reserve	2,000	122		2,122		2,122	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.
<b>Z172</b>	St Annes Pier - Coastal Revival Fund	Mark Evans	Specific Grant	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 the current financial year.
<b>Z187</b>	Kirkham and Wesham Station	Mark Evans	S106 Developer Contributions		15		15		15	This funding was identified to allow a feasibility study to be carried out which would examine the alternative proposals available to deliver off street parking at Kirkham and Wesham Station. Following an initial delay as a result of changes to the rail franchise operating on the Preston-Blackpool Line, the feasibility study has now been completed (considered by Planning Committee on 11/11/2020). Awaiting final invoice.
<b>Z193</b>	Future High Street Fund: Kirkham	Mark Evans	Specific Grant		17	3,489	3,506	3	3,503	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 5th July 2021. A report will be presented to Planning Committee shortly to seek approval of various property acquisitions.
<b>Z202</b>	Wesham Community Centre	Mark Evans	Capital Investment Reserve / S106 Developer Contributions / Specific Grant	60	32		92		92	This scheme was programmed to commence in early October 2020, Whilst preliminary ground works commenced, a national shortage of building materials delayed delivery. Work has continued on the project which is nearing completion and should be concluded during the current year.
<b>Z203</b>	Elswick Village Green	Mark Evans	Capital Investment Reserve / S106 Developer Contributions / Specific Grant	115			115		115	Elswick PC are leading this proposal and have faced a number of challenges in delivering the project in line with the originally agreed programme. Progress of the project continues to be monitored and the Parish Council have been offered support to deliver the project.
<b>Z204</b>	Kirkham Heritage Action Zone	Mark Evans	Capital Investment Reserve / S106 Developer Contributions / Specific Grant	1,327	177		1,504	161	1,343	This is a 4 year programme with spending being spread across the programme period. Delays of approx 6 months have resulted from the Coronavirus pandemic and officers have agreed a reprofiling of the spend with Historic England.
<b>Z186</b>	Tree Planting Scheme	Mark Evans	Capital Investment Reserve	25			25		25	Anticipated scheme completion to budget during 2021/22.
<b>Z218</b>	25 Victoria Road St Annes Y-Pad Scheme	Mark Evans	S106 Developer Contributions	0		50	50		50	Scheme approved at Finance & Democracy Committee 29th March 2021. It is phased over two financial years (2021/22 and 2022/23) for £200,000 with 25% being paid at start on site and the remainder 75% on project completion once the units are allocated to Fylde Coast YMCA, after regard and consideration of the compliance with the financial regulations.
	<b>Sub total</b>			<b>4,542</b>	<b>390</b>	<b>3,539</b>	<b>8,471</b>	<b>166</b>	<b>8,305</b>	
	<b>Total Expenditure</b>			<b>8,594</b>	<b>1,546</b>	<b>4,480</b>	<b>14,620</b>	<b>1,190</b>	<b>13,430</b>	



**UPDATED 5 YEAR CAPITAL PROGRAMME 2021/22 TO 2025/26 - BY SCHEME**

	Estimate 2021/22 £000	Estimate 2022/23 £000	Estimate 2023/24 £000	Estimate 2024/25 £000	Estimate 2025/26 £000
<b>FINANCE &amp; DEMOCRACY COMMITTEE</b>					
2188 Purchase of Land Adjacent to Squires Gate Station	6				
<b>Sub total</b>	<b>6</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	1,433				
2097 Promenade Footways	115	40	40	40	40
2176 Staining Playing Fields Development Scheme	43				
2179 Coastal Signage Improvements	68				
2181 Coastal Explorers	20				
2192 Fylde Sand Dunes Improvement Scheme	46				
2197 Blackpool Road North Playing Fields drainage	145				
2210 Additional Parks Access Control Measures	16				
2211 Ashton Gardens Lighting Improvement Scheme	25				
2212 Park View Drainage Improvement Scheme	40				
2213 Fairhaven Boathouse - Remodelling and Refurbishment Scheme	224				
2214 Play Area Improvements	100				
2215 Friends of Newton Community Park Improvement Scheme - Fylde Council Contribution	100				
2219 Fairhaven Kiosk / Ice Cream Bar Project	180	180			
<b>Sub total</b>	<b>2,555</b>	<b>220</b>	<b>40</b>	<b>40</b>	<b>40</b>
<b>OPERATIONAL MANAGEMENT COMMITTEE</b>					
2038 Replacement Vehicles	486	306	971	791	1,251
2049 Car Park Improvements	70	30	30	30	30
2165 Public Transport Improvements	138	30			
2130 Fairhaven and Church Scar Coast Protection Scheme	10				
2207 St Anne's Sea Wall	600	1,870	7,480	1,870	
2182 Accommodation/ facilities at Snowdon Rd Depot - Welfare Improvements	206				
2190 Charging Infrastructure for Electric Taxis	150				
2195 Cemetery and Crematorium - Infrastructure Phase 3b	35				
2199 Outdoor Digital Signage	30				
2216 Staining Drainage Improvement Scheme	65				
2217 South Fylde Line Study	70				
<b>Sub total</b>	<b>1,860</b>	<b>2,236</b>	<b>8,481</b>	<b>2,691</b>	<b>1,281</b>
<b>ENVIRONMENT, HEALTH &amp; HOUSING COMMITTEE</b>					
2010 Disabled Facilities Programme	1,236	1,130	1,130	1,130	1,130
2161 Housing Needs Grant	27				
2209 Progress Housing Buy Backs	58				
2107 Rapid Deployment CCTV Replacement Projects	27				
2201 Hydration points	60				
2205 Fylde Affordable Housing Delivery Programme	60				
2208 Affordable Housing Scheme, Lytham Road, Warton	260				
<b>Sub total</b>	<b>1,728</b>	<b>1,130</b>	<b>1,130</b>	<b>1,130</b>	<b>1,130</b>
<b>PLANNING COMMITTEE</b>					
2138 St Annes Regeneration Schemes	124				
2185 St Annes Road West – Square to Pier link and Gateway	110				
2139 Lytham Regeneration Schemes	800				
2136 Kirkham Public Realm Improvements	3				
2158 M55 Link Road (Inc. S106 monies for design work)	2,122				
2172 St Annes Pier - Coastal Revival Fund	5				
2187 Kirkham and Wesham Station	15				
2193 Future High Street Fund: Kirkham	3,506	2,118	683		
2202 Wesham Community Centre	92				
2203 Elswick Village Green	115				
2204 Kirkham Heritage Action Zone	1,504	1,032	612		
2186 Tree Planting Scheme	25				
2218 25 Victoria Road St Annes Y-Pad Scheme	50	150			
<b>Sub total</b>	<b>8,471</b>	<b>3,300</b>	<b>1,295</b>	<b>0</b>	<b>0</b>
<b>Total Expenditure</b>	<b>14,620</b>	<b>6,886</b>	<b>10,946</b>	<b>3,861</b>	<b>2,451</b>

**UPDATED 5 YEAR CAPITAL PROGRAMME 2021/22 TO 2025/26 - FINANCING**

	Estimate 2021/22 £000	Estimate 2022/23 £000	Estimate 2023/24 £000	Estimate 2024/25 £000	Estimate 2025/26 £000
<b>FINANCING:</b>					
Capital Receipts - General Asset Sales	160	45	45	45	45
Capital Receipts - Right to Buy Receipts	25	25	25	25	25
Better Care Fund / Disabled Facilities Grant	1,156	1,090	1,090	1,090	1,090
Disabled Facilities Grant Repayments - 'Housing Needs Grants'	27				
Section 106 Monies - St Annes	74				
Section 106 Monies - Lytham	130				
Section 106 Monies - M55 Link-Road	122				
Section 106 Monies - Public Transport Improvements	138	30			
Section 106 Monies - Kirkham and Wesham Station	15				
Section 106 Monies - Fylde Sand Dunes Improvement Scheme	19				
Section 106 Monies - Wesham Community Centre	18				
Section 106 Monies - Elswick Village Green	35				
Section 106 Monies - Kirkham Heritage Action Zone	69	223	168		
Section 106 Monies - Fylde Affordable Housing Delivery Programme	60				
Section 106 Monies - Affordable Housing Scheme, Lytham Road, Warton	260				
Section 106 Monies - Progress Housing Buy Backs	58				
Section 106 Monies - 25 Victoria Road St Annes Y-Pad Scheme	50	150			
Capital Investment Reserve	2,210				
Capital Investment Reserve - Underwriting max £343k - Fairhaven	251				
M55 Link-Road Reserve	1,308				
Funding Volatility Reserve - Additional Contribution to M55 Link Road	692				
Funding Volatility Reserve - Fairhaven Kiosk / Ice Cream Bar Project	180	180			
Funding Volatility Reserve - St Annes Sea Wall			2,300		
Other External Finance (see analysis below )	7,247	4,837	6,347	1,910	40
Direct Revenue Finance					
Prudential Borrowing	316	306	971	791	1,251
<b>Total Financing</b>	<b>14,620</b>	<b>6,886</b>	<b>10,946</b>	<b>3,861</b>	<b>2,451</b>

<b>Total surplus (-) / shortfall in year</b>	0	0	0	0	0
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<b>Cumulative surplus (-) / shortfall</b>	0	0	0	0	0
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See note below for external funding available to finance the above schemes:

<b>Other External Finance: Analysis</b>					
LSP Performance Reward Grant	27				
Environment Agency - Fairhaven and Church Scar	10				
Environment Agency - St Anne's Sea Wall	600	1,870	5,180	1,870	
Coastal Revival Fund - St Annes Pier	5				
Central Government Grant - Future High Street Fund: Kirkham	3,506	2,118	683		
Staining Parish Council	10				
New Fylde Housing - DFG Contribution	80	40	40	40	40
Lancashire Environmental Fund - Fylde Sand Dunes Imp't Scheme	27				
Heritage Lottery Fund - Fairhaven Restoration Project	1,169				
Sport England - Fairhaven Restoration Project - confirmed	100				
United Utilities - Fairhaven Restoration Project	60				
Lytham Schools Foundation - Fairhaven Restoration Project	5				
Café Tenant Contribution	15				
RSPB - Fairhaven Restoration Project	3				
Central Government - Charging Infrastructure for Electric Taxis	150				
Wesham Town Council	24				
Elswick Parish Council (Elswick Village Green)	10				
Kirkham Town Council (Kirkham Heritage Action Zone)	150				
External Grants - Lancs Env Fund (Elswick Village Green)	30				
External Grants - Pocket Parks (Elswick Village Green)	15				
External Grants - Historic England	778	618	272		
Private Sector / Other (Kirkham Heritage Action Zone)	357	191	172		
Department for Transport (South Fylde Line Study)	50				
Project Partners (South Fylde Line Study)	16				
Newton Community Park - Lancashire Environment Fund	30				
Newton Community Park - Newton & Clifton Parish Council	15				
Newton Community Park - Friends of Newton Community Park	5				
	7,247	4,837	6,347	1,910	40

## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	2 SEPTEMBER 2021	14
<b>REPORTS OF THE VARIOUS OUTSIDE BODIES</b>			

### PUBLIC ITEM

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

### SUMMARY OF INFORMATION

On 19 April 2021, Council made appointments to the various outside bodies. These appointments followed recommendations from the programme committees. This report deals with appointments within the remit of this committee.

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.

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.

Please note, the Outside Body that was known as Local Liaison Committee Springfield Works is now Springfields Site Stakeholder Group.

### 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 Tracy Manning, Director of Resources – [tracy.manning@fylde.gov.uk](mailto:tracy.manning@fylde.gov.uk)

Outside Body		Councillor	Report Status
Environment, Health & Housing Committee, 2/9/2021 meeting			
	Children's Partnership Board (formally the Children's Trust)	Will Harris	Nil returns, no meetings
	Citizens Advice Fylde	Noreen Griffiths	Report attached
	Citizens Advice Fylde	John Singleton	Nil return, unable to attend
	Citizens Advice Fylde	Linda Nulty	Nil return - away
	Community Safety Partnership	Tommy Threlfall	Nil return, no meetings
	Council for Voluntary Services, BWF	Michelle Morris	Nil return, no meetings
	East Lytham Working Group	Roger Lloyd	Nil return, no meetings
	Fylde & Wyre Health & Wellbeing Partnership	Jayne Nixon	Nil return, no meetings
	Fylde Coast LGBT Strategic Partnership	Shirley Green	Nil returns, no meetings
	Fylde Coast Women's Aid	Viv Willder	Nil return, no meetings
	Fylde Peninsular Water Management Group	Tommy Threlfall	Nil return, no meetings
	Just Good Friends	Karen Henshaw	Nil return, no meetings
	Lancashire Health & Wellbeing Board	Jayne Nixon	Nil return, no meetings
	LCC Health & Scrutiny Committee	Jayne Nixon	Report attached
	Springfields Site Stakeholder Group	Roger Lloyd	Nil return, no meetings
	Springfields Site Stakeholder Group	Tommy Threlfall	Nil return, no meetings
	MATAC	Roger Lloyd	Nil return
	OneFylde	Angela Jacques	Report attached
	Police and Crime Commissioners Panel	Tommy Threlfall	Nil return, no meetings
	Police and Crime Commissioners Panel	Frank Andrews	Nil return, no meetings
	Registered Providers Partnership(RSO) (formerly RSL)	Jayne Nixon	Nil return, no meetings
	YMCA Housing (Face to Face)	Viv Willder	Nil return, unable to attend

Noreen Griffiths Committee member

**Email**

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

**Period this report covers (date)**

March 2021 -July 2021

**Name of Outside Body**

**Fylde Citizens Advice**

**How often does the organisation meet?**

3 monthly

**How often have you attended?**

Once - Apology for April due to work committment

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

Financial support and structural issues, i.e. leaking roof

**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 have assessed the leaking roof. Financial position at the moment is positive.

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

Fylde Cab do this.

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

Yes. Fylde Cab play a vital role for Fylde residents with covering many issues, i.e. debt management, Help To Claim advice, Fylde energy, Rosemary project - domestic abuse. At Home service will be available as soon as face to face safe again.

**Any further comments?**

The foodbank is assisting 18 asylum seekers who will be asked to take part in No Recourse to Public Fund survey.

Cllr Angela Jacques. Trustee

**Email**

[Cllr.ajacques@fylde.gov.uk](mailto:Cllr.ajacques@fylde.gov.uk)

**Period this report covers (date)**

25 th February to August 12 th. 2021

**Name of Outside Body**

Onefylde

**How often does the organisation meet?**

Usually every 2 months for general board meetings plus sub groups and others as required

**How often have you attended?**

6 out of 6 all by zoom plus 1 strategy planning day in person

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

None for FBC but does relate to LCC as some service users are funded by them.

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

None

**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

Cllr Jayne Nixon

### Name of Outside Body:-

LCC Health and Wellbeing Partnership	Observer	<b>No meeting</b>
LCC Health and Wellbeing Board	Observer	<b>No meeting</b>
Registered Providers Partnership	Observer	<b>No Meeting</b>
LCC Health and Scrutiny Committee	Observer	Meetings, Sept 20, Dec 20, March 21 and June 21

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

**Period this report covers (date):-** 2020-2021

**How often does the organisation meet? And how often have you attended?:-** LCC Health and Scrutiny committee, every 3 months, attended all since September 2020, the last meeting for August has been cancelled.

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

Introduce new directives within the NHS, have experts talking on various upcoming events, Money to be introduced into the NHS. Areas in Lancashire that are having difficulties with NHS, especially Coronavirus and the effects of.

**Who did you inform of these issues within Fylde Borough Council?:-** Have reported to the EHH committee as necessary, no information yet available on the areas that new income is to be spent, although the Fylde coast has not been mentioned as a recipient where as other areas have been specifically mentioned. However this is not to say Fylde is not going to receive any new funding.

**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?:-** None to add