



Overview and Scrutiny Committee Agenda

Wyre Borough Council
Date of Publication: 13 November 2023
Please ask for : Daphne Courtenage
Democratic Services Officer
Tel: 01253 887476

Overview and Scrutiny Committee meeting on Monday, 20 November 2023 at 6.00 pm in Committee Room 2 - Civic Centre

1. Apologies for absence

2. Declarations of interest

To receive any declarations of interest from any councillor on any item on this agenda.

3. Confirmation of minutes

(Pages 3 - 6)

To approve as a correct record the Minutes of the meeting of the Overview and Scrutiny Committee held on 16 October 2023.

4. Fees and Charges - draft

(Pages 7 - 32)

The Resources Portfolio Holder, Councillor Lesley McKay, and the Corporate Director Resources (S151 Officer), Clare James, have submitted a report for the proposed fee and charges (draft) for the 2023/24 financial year.

Committee members will have the opportunity to comment and ask questions of the Portfolio Holder and Corporate Director.

5. NWE Strategic Scrutiny Network Financial Scrutiny session - review

(Pages 33 - 38)

Members were invited, and subsequently supplied with the minutes of, the North West Employers Strategic Scrutiny Network meeting held on 17 October 2023. Wyre Council's Corporate Director Resources, Clare James, gave a presentation at this meeting on Financial Scrutiny.

Members can review the recorded meeting [here](#).

6. Business Plan 2023/24, Quarterly Performance Statement (Quarter

(Pages 39 - 52)

2: July - September)

The Corporate Director Communities, Marianne Hesketh, has submitted a report, the Council Business Plan 2nd Quarter Performance Statement 2023/24, July – September 2023.

7. Overview and Scrutiny Work Programme 2023/24 – update report (Pages 53 - 58)

The Corporate Director Resources, Clare James, has submitted a report updating the committee about the delivery of the Overview and Scrutiny Work Programme 2023/24. Daphne Courtenage, Democratic Services Officer, will introduce the report and respond to questions and comments from councillors.



Overview and Scrutiny Committee Minutes

The minutes of the Overview and Scrutiny Committee meeting of Wyre Borough Council held on Monday, 16 October 2023 at the Committee Room 2 - Civic Centre.

Overview and Scrutiny Committee members present:

Councillors Cartridge, Baxter, Amos, Beavers, Blair, Bolton, Collinson, Fail, Higgs and Martin

Absent- apologies received:

Councillors Sir R Atkins and A Walker

Absent- apologies not received

None.

Other councillors present:

Councillor Vincent

Officers present:

Daphne Courtenage, Democratic Services Officer
Rebecca Huddleston, Chief Executive

Officers absent- apologies received:

None.

No members of the public or press attended the meeting.

22 Declarations of interest

None.

23 Confirmation of minutes

The minutes of the meeting of the Overview and Scrutiny Committee held on 4 September 2023 were **confirmed** as a correct record by those who were in attendance.

24 Draft Council Plan Priorities

The Chief Executive, Rebecca Huddleston, had submitted a report to provide the committee with an overview of the development of the Council Plan and

sought feedback on the proposed changes to the Council's priorities and commitments.

The Chief Executive and the Leader of the Council, Councillor Michael Vincent, were both in attendance at this meeting to respond to comments and questions from members.

The Chief Executive introduced the item. She explained to members that the Business Plan had last been refreshed in March 2023; however, with all-out elections in May 2023, a more significant refresh was required following the elections. She said that members of the committee were being involved in an earlier stage of the refresh, and that members of staff were still working through the process as set out in the report. She expected the refresh of the plan to be complete, and for it to be submitted to council, in November 2023.

She explained to members the process of the refresh up until that point. She highlighted to members that the plan would now be referred to as the Council Plan. She also mentioned the new proposal of developing measures to track progress against medium term priorities and commitments.

Members agreed with the proposed changes to the name of the Council Plan as well as tracking measures against commitments and not just projects. They were pleased that they would still receive quarterly updates on this.

Members raised the following additional comments/queries:

- Increasing level of economic deprivation in the borough and what potential measures could be taken to address this
- The need for a Tourism Strategy to improve town centres
- Members praised the work of Mark Billington and Mark Broadhurst in the local communities
- A separate council plan with more long-term goals, such as a ten year plan
- A focus on big infrastructure issues
- The reasoning behind the new fourth council priority of "dynamic and customer focussed"
- Wording of point five of "Growth and Prosperity"
- Questions were raised over the projects being removed from the plan

The Leader of the Council responded to comments and questions raised by members. He explained that many of the points they raised related to issues outside of the control of the council. He would take back comments raised by members but that there was only so much as a district council that Wyre could promise to do.

He emphasised that many of the issues experienced in the borough were outside of the council's control, such as the failed bid for the Strategic Town Centre Regeneration Framework. Big infrastructure projects, such as the railway line from Poulton to Fleetwood, was not in their decision to make and would also require external funding. He stressed the need for an achievable plan, and as discussions on a County Deal were ongoing, strengthened relationships with neighbouring authorities.

He agreed that a statement setting out the long term aspirations for the borough needed a place, but did not believe the Council Plan was the appropriate place for this.

In regards to the additional council priority, he explained that this placed a focus on technology and efficiency, an in particular a council website that worked for residents.

In response to questions raised over the projects to be removed from the plan, members requested information on the ongoing work on the Hillhouse Technology Enterprise Zone and the Cosy Homes in Lancashire (CHiL) initiative. It was agreed that quarterly updates on CHiL would be requested from Mark Broadhurst to monitor the eligibility requirements of the scheme.

Following discussion, members noted the overview of the Council Plan development process. The Chair thanked the Chief Executive and the Leader for their work and their attendance at the meeting.

25 Overview and Scrutiny Work Programme 2023/24 – update report

The Corporate Director Resources (S151 Officer), Clare James, submitted a report updating members on the progress of the Overview and Scrutiny Work Programme 2023/24.

Daphne Courtenage, Democratic Services Officer (DSO) introduced the report.

She drew members' attention to recommendations 2.2 and 2.3 of the report. She explained to members that the contract between the council and Citizens Advice Lancashire West (CALW) was up for renewal before May 2024; historically, a task group had been used to review the service level agreement and because of the timescale, this review would have to happen at some point soon. A draft scoping document for the task group had been attached at Appendix 2 of the report within the agenda pack.

She recommended that as the review topic was more simple than past topics, it would be a good opportunity for new councillors to get an understanding of how task groups worked. Additionally, as other potential review topics were still in progress, it would be an opportune time to commission this task group and get the process started while they were waiting for more information on other topics.

Members approved the recommendation at 2.2 of the report and agreed to commission the Citizens Advice Lancashire West task group.

The DSO also drew members' attention to recommendation 2.3, which asked the committee to consider their training needs. She informed members that an external review undertaken by the Centre for Governance and Scrutiny in early 2021, and following workshops with officers and the previous scrutiny committee, an action plan of points detailing areas of improvement had been created. The action plan had been attached at Appendix 3 of the report.

She told members that many of the points raised in the action plan had been raised since 2021 and that they had improved on many of the points. In general terms, the committee were asked to consider their own training needs as both scrutiny members as well as ambassadors of good governance across the council.

Members raised questions over capacity for additional task groups.

Councillor Beavers raised the suggestion of a review topic on Fleetwood Market. She explained that stallholders were experiencing increased VAT rates, business rates and had been impacted by the market improvement works, and stallholders were having to leave the market. Councillor Collinson agreed that similar problems were experienced in Garstang.

Councillors agreed that more information was needed on the business plan for the market and to monitor the number of stallholders and the impact recent development have had on these numbers.

Members also discussed potentially having pre-meetings before big issue meetings, and agreed to trial this going forward. They also asked the DSO to continue to look for relevant training opportunities for scrutiny members.

The meeting started at 6.00 pm and finished at 6.58 pm.

Date of Publication: 26 October 2023



Portfolio Holder Report

The portfolio holder will make a decision on this item after seven days have elapsed (including the date of publication).

Report of:	Portfolio Holder	Date of publication
<p>Marianne Hesketh, Corporate Director Communities, Mark Billington, Corporate Director Environment, Clare James, Corporate Director Resources</p>	<p>Cllr Lynne Bowen, Leisure, Health and Community Engagement Portfolio Holder, Cllr Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder, Cllr Peter Le Marinel, Planning Policy and Economic Development Portfolio Holder, Cllr Lesley McKay, Resources Portfolio Holder, Cllr Simon Bridge, Street Scene, Parks and Open Spaces Portfolio Holder</p>	

<h3>Review of Fees and Charges 2024/25</h3>

Key decision: Yes

1. Purpose of report

1.1 To confirm proposed fees and charges for the 2024/25 financial year.

2. Corporate priorities

2.1 Increase income generation to support the Council’s budget.

2.2 Maximise commercial opportunities and improve the return from council assets, whether that be buildings or land, and deliver efficiencies.

3. Recommendation

3.1 That the proposed fees and charges, as set out in Appendix 1, for the 2024/25 financial year be approved and implemented from 1 April 2024.

4. Background

- 4.1** The Cabinet considers its charging policy as part of the Medium Term Financial Plan (MTFP). This was last considered by Cabinet at its meeting on 18 October 2023.
- 4.2** Charging for local services makes a significant contribution to council finances and can be used to influence individuals' choices and to bring benefits to local communities. Charges can be set to encourage or discourage people to use services and through concessions to pursue local objectives. Fees and charges require varying treatment for Value Added Tax (VAT) purposes, dependent upon the goods/services being provided; please consult the VAT code key when referring to the charges in Appendix 2.
- 4.3** The level of income generated by fees and charges, and in particular projected increases which the council can influence, form a key part of the council's financial planning and is therefore reflected in the MTFP.
- 4.4** As a result of the long period of austerity and reduced levels of central government funding there is an increased emphasis on income generation and working towards sustainable services.
- 4.5** Some fees and charges are set on a cost recovery basis; owing to recent high levels of inflation, the council is experiencing increased contractual and service costs. Where fees are due to be uplifted by inflation, the consumer price inflation (CPI) is used; in September 2023 this was 6.7%. In the main, the normal process for approving changes to fees and charges happens once a year, with changes being applied from 1 April.
- 4.6** A consolidated listing of existing individual policies for charging and concessions has been produced and is detailed as Appendix 1 to this report.

5. Key issues and proposals

5.1 Leisure, Health and Community Engagement Portfolio

Fees and charges within the responsibility of the Leisure, Health and Community Engagement Portfolio include pest control, environmental permitting, food safety, fishery hygiene, private water supplies, contaminated land, Thornton Little Theatre, Marine Hall, Mount Pavilion, cemeteries, Marsh Mill, countryside, Wyre Estuary Country Park, Rossall Point, outdoor amenity sites and health and wellbeing. Amendments to fees and charges for licensing are the responsibility of the Licensing Committee and will be considered in a separate report.

5.1.1 Pest Control

To ensure that the council does not price itself out of the market and to remain competitive with other suppliers, it is proposed not to increase the fees from 1 April 2024, with one exception. The fee for delivery charges is to be removed as the council no longer delivers products to resident's houses. The current forecast to

subsidise this service in 2023/24 is £46,590 (£57,503 at outturn in 2022/23).

5.1.2 Environmental Permitting

Environmental permitting charges are set by the Department for Environmental, Food and Rural Affairs (DEFRA) and are statutory; the fees for 2024/25 will be in line with those set by DEFRA, however they have yet to be disclosed.

5.1.3 Food Safety

The charges for issuing a Ship Sanitation Certificate are set by the Association of Port Health Authorities (APHA); the fees for 2024/25 have yet to be disclosed. Other food safety charges are proposed to be increased by September's CPI from 1 April 2024 with the exception of the Food Premises Hygiene Re-rating Application which is to remain at the 2023/24 fee level. The Food Export Certificate and Water Sampling fees have been restructured to be more reflective of staff time and other associated costs involved in providing these services.

5.1.4 Fishery Hygiene

These charges are fixed at 1 and 0.5 Euros and to be converted to Sterling using the European Union Central Bank exchange rates.

5.1.5 Private Water Supplies

It is proposed to increase private water charges by September's CPI from 1 April 2024. The fees have also been restructured to ensure clarity that the existing fees are per hours and any travel expenses and laboratory fees will be charged at cost.

5.1.6 Contaminated Land

It is proposed to increase contaminated land charges by September's CPI from 1 April 2024. Please note, the council is not permitted to charge for allowing access to information in situ. However 'reasonable' charges can be made to recover the costs of location information and collating it in order to make it available for inspection.

5.1.7 Thornton Little Theatre and Marine Hall

There is an ongoing consultation exercise to evaluate operations at the theatres and as such, no changes are proposed at this point in time to the 2024/25 fees and charges structure. Following the report evaluation, the fees and charges will be considered with a Portfolio Holder report being submitted as appropriate. The miscellaneous charges for Marine Hall are to be regrouped as "Equipment, Stage Equipment and associated Electricity Charges and Sundries" with prices upon application/enquiry.

5.1.8 Mount Pavilion

No changes are proposed for the pavilion as these are to be reviewed following the theatres consultation exercise.

5.1.9 Cemeteries

Owing to increased costs to the council acquiring memorial granite products, as well as inscription costs, it is proposed to increase these charges by 9%. To reflect increasing staff and other indirect costs, it is proposed to increase all other cemetery related fees by 3% (no uplifts were applied in 2023/24). A new £100 fee is to be charged from 1 April 2024 for the 15 year lease renewal for memorial plaques. Cemeteries were subsidised £105,137 in 2022/23 (although this will have included cyclical one-off costs where income is recovered in future years) and the current forecast for 2023/24 is £30,500. The subsidy costs in any year will also include routine grounds maintenance (non-grave digging) which would be incurred anyway.

5.1.10 Countryside

It is proposed to withdraw the Slide Talks fee owing to lack of capacity and the low level of income it generates. The ranger led group charges are to be in line with those charged at Wyre Estuary Country Park and Rossall Point. The £1 concession for walking events is to be removed as the current fees are set to be all inclusive for all ages and all abilities.

5.1.11 Wyre Estuary Country Park

It is proposed to increase the full day charge from £60 to £65 from 1 April 2024 and the half day charge to remain the same at £40 for the Group Visits at Wyre Estuary Country Park.

5.1.12 Rossall Point

It is proposed to increase the full day charge from £60 to £65 from 1 April 2024 and the half day charge to remain the same at £40 for the Group Visits at Rossall Point.

5.1.13 Outdoor Amenity Sites

There are no changes proposed to charges relating to Outdoor Amenity Sites.

5.1.14 Health and Wellbeing

There are no proposed changes to the charges relating to the health and wellbeing classes.

5.2 Neighbourhood Services and Community Safety Portfolio

Fees and charges within the responsibility of the Neighbourhood Services and Community Safety Portfolio include car parking and housing.

5.2.1 Car Parking

There are no changes proposed to charges relating to car parking with the exception of the fee for the Motorhome parking increasing from £5 to £7.50 from 1 April 2024. This is to help offset the costs in providing additional facilities. The main pay and display fees

earned the council £428,585 in 2022/23 and are currently forecast to generate £485,000 in 2023/24.

5.2.2 Housing

It is proposed to apply inflationary uplifts across housing service fees from 1 April 2024, rounding to the nearest 50p where appropriate, with the exception of the Disabled Facility Grant admin rate, which remains at 15% of the grant approved, and reverting to £10/job for the Care and Repair Handyman scheme, as the previous increase has seen a reduction in work undertaken.

5.3 Planning Policy and Economic Development Portfolio

Fees and charges within the responsibility of the Planning Policy and Economic Development Portfolio include development control, building control, markets, estates and economic development.

The majority of the Building Control fees are set in accordance with the Building Regulations Act 2010, allowing authorities to fix their own charges based on full cost recovery. The relevant Head of Service has the delegated authority to amend these fees as necessary. Similarly, all tenancy matters up to an annual sum of £25,000, including market rents are delegated to the relevant Head of Service. The fees for submitting planning applications required by legislation are set nationally and the current statutory fees came into force from 17 January 2018.

5.3.1 Development Control

The majority of discretionary income relates to pre-application discussion fees, which need to be high enough to maintain a reasonable level of income and low enough to encourage applicants to come forward and seek pre-application meetings. The majority of fees have been increased to reflect staff time involved in these areas, plus a new charge has been included for the agreement of condition confirmation for major applications being £50 from 1 April 2024 onwards.

5.3.2 Building Control

It is not proposed to increase the Building Control fees, effective from 1 April 2024 owing to the current levels within the building control reserve.

5.3.3 Markets

For Fleetwood Market, it is not proposed to increase any charges with the exception of bringing the winter outside market rentals to 50% in line with the summer charges. The charges are to be removed for the outdoor fresh produce kiosks as these are now under lease agreement. The fee for the gazebo hire is also to be removed as these are now included as part of the fee. There is to be a review of the structure of the market charges and any further changes will be approved as part of the review process.

No changes are proposed at Poulton Market.

No changes are proposed for Cleveleys Market charges, apart from the removal of the introductory Food Offer. Whilst not yet formally agreed, if the market moves to an on street location, the fees will be aligned to those at Poulton Market.

The charges at Market House Studio are to remain the same with the following exceptions: Membership Fees are to be removed. The monthly fees for Studio 3 are to increase by 10% from £126 to £138 and Studio 8 is to increase by 20% from £150 to £180 to reflect the space and demand for the facilities available. The structure for the short term bookings at Studio 4 are to include an hourly rate of £18 and for a lunchtime session that spans morning and afternoon periods a fee of £48 will apply, with a reduction of 17% for the morning/afternoon/evening sessions from £30 to £25 and the per day charge will decrease from £60 to £50. (All rates inclusive of VAT at 20%.)

5.3.4 Estates

It is proposed to increase estates charges by September's CPI from 1 April 2024.

5.3.5 Economic Development

As the charges for the Wyre Business Award tickets (for setting up and hosting the awards) are on a cost recovery basis, the proposed 2024/25 charges are yet to be finalised.

5.4 Resources Portfolio

Fees and charges within the responsibility of the Resources Portfolio include legal fees, local land charges, room hire (Civic Centre), street naming and numbering and some miscellaneous areas.

5.4.1 Legal Fees

The authority to determine charges for the recovery of legal costs is delegated to the Corporate Director Resources.

5.4.2 Local Land Charges

The determination of fees and charges for local land charges is delegated to the Corporate Director Resources. The council is required to ensure that, over a three year period, the total income from charges does not exceed the total costs of granting access to property records. There are no proposed changes to the current fees.

5.4.3 Room Hire (Civic Centre)

There are no changes planned for the room hire charges at the Civic Centre apart from weddings which will increase to match those charged at the Mount Pavilion. This is pending a review of

room booking charges following the completion of refurbishment works (nearly finished).

5.4.4 Street Naming and Numbering

It is proposed to increase street naming and numbering charges by an inflationary increase from 1 April 2024.

5.4.5 Communications and Visitor Economy

There are no changes proposed for external graphic design charges.

5.4.6 Private Photocopying

It is proposed to increase photocopying prices by CPI to the nearest 10p from 1 April 2024. This is reflective of increased contract and paper costs incurred by the council.

5.5 Street Scene, Parks and Open Spaces Portfolio

Fees and charges within the responsibility of the Street Scene, Parks and Open Spaces Portfolio include public conveniences, dog welfare, waste management, parks and open spaces and leisure services – playing fields.

5.5.1 Public Conveniences

There are no changes proposed to fees for the use of toilets or radar keys.

5.5.2 Dog Welfare

It is proposed to increase the stray dog fees and charges by 10% to reflect increased kennelling costs and demands on the service. The current subsidy forecast, excluding client side costs, is £16,300 in 2023/24 (£16,559 in 2022/23).

5.5.3 Waste Management

It is proposed to increase the bulky items fees by 10% (£2 on the fee for up to three items) to cover increased contract extension costs and uplifts. The service typically covers its costs (£818 surplus in 2022/23). There are no changes proposed to charges for green waste, administration of waste/recycling containers and street cleansing.

5.5.4 Parks and Open Spaces

It is proposed to increase the charge for Memorial Park to bring the hire of the pavilion in-line with those charged at Wyre Estuary Country Park and Rossall Point. The hourly rate for the Parks Development Officer Activities are to increase to be more reflective of staff costs.

5.5.5 Leisure Development – Playing Fields

Services are provided by Fylde Coast YMCA on behalf of the council and an increase in 2024/25 of around 5% has been

applied to the 2023/24 fees. This is below current inflation but reflects the current state of the pitches.

5.6 Fees and Charges – VAT Review

The council's VAT consultants, PSTax, are in the process of reviewing the VAT liability on the fees and charges and their report is expected by the end of October, with queries to be followed up on as appropriate. Any instances where we are not currently charging VAT but we should be, VAT will be added to the fee at the 20% standard rate. If it is found that we have included VAT in error, the overall fee will remain the same and will be an income benefit to the council.

5.7 Overview and Scrutiny Committee

Initial proposals for amendments or increases to fees and charges have been reviewed and discussed by the Overview and Scrutiny Committee at their meeting on 20 November 2023, with their recommendations being reported to Portfolio Holders and any amendments agreed included within this report.

6. Alternative options considered and rejected

6.1 Alternative options have been considered throughout the fees and charges review process. However, those presented are felt to represent the best options to contribute towards the costs of providing services and to safeguard the finances of the council.

7. Delegated functions

7.1 The matters referred to in this report are considered under the following executive function delegated to each Portfolio Holder (as set out in Part 3 of the council's constitution): "To determine charges or fees for any relevant service operated within the Portfolio".

Financial, Legal and Climate Change implications	
Finance	The financial implications of the fees and charges will be reflected in the 2024/25 Revenue Estimates which will be considered by Cabinet at their meeting on 14 February 2024. Those charges detailed in Appendix 2 will be implemented from 1 April 2024.
Legal	Some services the council provides are mandatory and governed by specific legislation, whilst other services provided are discretionary. Discretionary services are those which the council is permitted to provide but not required to provide. The council has a general power to charge a person for discretionary services under Section 93 of the Local

	<p>Government Act 2003 (“LGA 2003”) and under the power of general competence found in Section 1 of the Localism Act 2011 (“LA 2011”).</p> <p>The overall position on charging is that the council must not charge for a service if legislation prohibits it from doing so. If legislation requires the council to provide a service and to charge for it then we are required to do so. In the absence of specific powers or prohibition on charging services the council may use the powers in either s93 of the LGA 2003 or s1 of LA 2011 to make charges for discretionary services. The council cannot use these powers to make a profit, however, the council can include the full cost of all aspects of the service provision when calculating the fee.</p>
Climate Change	None arising directly from the report.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	✓
health and safety	x

risks/implications	✓ / x
asset management	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a ‘privacy impact assessment (PIA)’ is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Penny Jones, Corporate Accountant	01253 887298	Penny.jones@wyre.gov.uk	03/11/2023

List of background papers:		
name of document	date	where available for inspection

None		
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List of appendices

Appendix 1 – 2024/25 Fees and Charges Schedule, applicable from 1 April 2024

FEES AND CHARGES 2023/24 AND 2024/25

Key to VAT Codings:	
VAT to be added at Standard Rate	+
Y Includes VAT	Y
E Exempt from VAT	E
O Outside Scope	O
Z Zero Rated	Z

Key to NC/I/D/W/N	
No change	NC
Increase	I
Decrease	D
Withdrawn	W
New charge	N

FEES AND CHARGES 2024/25

KEY - NC/W/N = No change, Increased, Withdrawn, New

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	VAT	NCI/W/N/R
	£	£		
LEISURE, HEALTH AND COMMUNITY ENGAGEMENT PORTFOLIO				
PEST CONTROL				
Rodent Control (Not Weekend Service)				
Includes 3 revisits (further visits over and above charged at standard rate)				
All Callouts will be charged for and no refunds given				
Domestic Premises	48.00	48.00	Y	NC
<i>(10% discount to households in receipt of Local Council Tax Support or Housing Benefit)</i>				
Near Neighbour Discount will be offered in line with Wyre Councils Block Treatment Procedures.				
Treatment must be prepaid and undertaken on same day no refunds for failure to provide access on agreed days.				
10% discount to households in receipt of Local Council Tax Support or Housing Benefit (not applicable to Block Treatment)				
Business Premises				
- including materials up to one hour	124.00	124.00	Y	NC
- for every additional half hour or part thereof	61.50	61.50	Y	NC
Pest/Insect Control (Not Weekend Service)				
All Callouts will be charged for and no refunds given for all insects except where bees are mistaken for wasps when a 50% refund will be issued				
Domestic Premises - per call out and treatment as required (including materials)				
Fleas, Cockroaches	71.50	71.50	Y	NC
Wasps, Ants, Beetles – pre-payment	71.50	71.50	Y	NC
Wasps, Ants, Beetles – no pre-payment	82.00	82.00	Y	NC
Business Premises				
- per call-out up to one hour (incl. materials)	124.00	124.00	Y	NC
- for every additional half hour or part thereof	61.50	61.50	Y	NC
- minimum charge for call-out (including materials)	124.00	124.00	Y	NC
Disinfection after Infectious Disease – per treatment	124.00	124.00	Y	NC
Commercial Contract Charges				
Small Businesses - Contract 1	413.00	413.00	Y	NC
Medium Businesses - Contract 2	556.00	556.00	Y	NC
Large Businesses - Contract 3	701.50	701.50	Y	NC
All contracts based on 6 visits per annum				
Include the treatment of rodents and insects (wasps, ants, bees, fleas and cockroaches)				
Exclude the treatment of Pharaohs Ants				
Include a free advice service				
Any additional insect/rodent callouts charges on a time accumulated basis. Treatments included within the annual contract charge apply to normal working hours only. Additional charges apply to requests for treatment outside 09:00-17:00hrs Mon-Fri				
All out of hours work includes travel time from and return to the Council Depot. All prices include materials				
Charges for additional contract callouts / out of hours treatments:				
Mon-Fri 09:00-17:00hrs per man hour on time accumulated basis	124.00	124.00	Y	NC
Mon-Fri 17:00-22:00hrs per man hour on time accumulated basis	186.00	186.00	Y	NC
Saturday 09:00-17:00hrs per man hour on time accumulated basis	186.00	186.00	Y	NC
Sundays and Public Holidays 09:00-17:00hrs per man hour on time accumulated basis	267.00	267.00	Y	NC
Pest Control Products*				
Insect Powder	4.50	4.50	Y	NC
Fly spray	7.75	7.75	Y	NC
Dethlac	5.50	Withdrawn	Y	W
Pigeon/Seagull spikes	3.50	3.50	Y	NC
Gutter clips (2)	1.50	1.50	Y	NC
Adhesive	8.25	8.25	Y	NC
Chimney spikes	31.50	31.50	Y	NC
Delivery	1.50	Withdrawn	Y	W
* These prices are subject to supplier's fluctuation which officers will apply as appropriate.				
Commercial Fly Catching equipment (available on order)*				
Test to check your current UV Fly Killer	12.00	Withdrawn	Y	W
Chameleon 1*2 (Sticky Board) Free standing bracket Available - White or Stainless steel Fly Catcher	197.00	Withdrawn	Y	W
Titan Alpha - Electronic Fly Killer (white)	126.50	Withdrawn	Y	W
Sunburst (Decorative Sticky Traps)	83.00	Withdrawn	Y	W
Titan 300 - Electronic Fly killer (available in Stainless steel or white)	244.50	Withdrawn	Y	W
* These prices are subject to supplier's fluctuation which officers will apply as appropriate.				
Delivery	1.50	Withdrawn	Y	W
Upon Request and at to be recharged at cost recovery	N/A	POA	Y	N
ENVIRONMENTAL PERMITTING CHARGES				
Application fee				
Standard Process (includes solvent emission activities) *	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Additional fee for operating without a permit	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Service Station PVR I / Dry Cleaner	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Service Station PVR I & II combined	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Vehicle refinishers & other reduced fee activities *	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Reduced fee activities: additional fee for operating without a permit	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Standard Mobile Crushing & Screening Plant (not using a simplified permits): For first and second applications	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
For the third to seventh applications	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
For the eighth and subsequent applications	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
* Where the above is for a combined Part B and waste site, combined solvent and waste site or combined Part B, solvent and waste site (under Regulation 33 Direction), add £279				
Annual Subsistence fee				
Standard Process Low	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Standard Process Medium	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Standard Process High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Service Station PVR I/Dry Cleaner - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Service Station PVR I & II Combined Low/Med/High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Vehicle refinishers & other reduced fee activities - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Standard Mobile Crushing and Screening Plant (not using simplified permits) : For the first and second permit - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
For the third to seventh permits - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
For the eighth and subsequent permits - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Late payment fee	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
*To be added where the above is for a combined Part B and waste site, combined solvent and waste site or combined Part B, solvent and waste site (under Regulation 33 Direction). Where a Part B site is subject to E-PRTR Regulations reporting, add £104/£156/£207 to above.				
Transfer and Surrender fee				
Standard Process Transfer	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Standard Process Partial Transfer	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
New operator at low risk reduced fee activity (extra one-off subsistence charge to cover additional risk assessment)	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Surrender	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Reduced Fee Process Transfer	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Reduced Fee Process Partial Transfer	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Temporary transfer of mobile plant permit: For the first transfer / For repeat transfers following enforcement or warning	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Substantial Change				
Standard Process	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Standard Process where substantial change results in a new PPC activity	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
Reduced fee activity	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	O	NC
FOOD SAFETY				

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	VAT	NCI/W/N/R
	£	£		
Food Premises Hygiene re-rating inspection within 1-3 months of application (No guarantee of increased rating) Online Application	203.00	203.00	O	I
Certificates and Booklets				
Food Hygiene Books			Z	I
Food Hygiene Handbook	at costs	at costs	O	I
Safer Food Better Business Pack (food safety management system ring bound & in colour)	13.75	14.75	O	I
Safer Food Better Business Diary Pack.	3.25	3.50	O	I
Food Export Certificate	64.00	0.00	O	W
Attestation (plus travel expenses at cost)	-	115.00	O	N
Export Health Certificate - via APHA (plus travel expenses at cost)	-	130.00	O	N
Export Health Certificate	-	64.00	O	N
Additional copy of Food Export Certificate	5.75	5.75	O	W
Ship Sanitation Certificate				
Gross Tonnage:				
Up to 1,000	£125 (set by APHA)	TBC (set by APHA)	O	NC
1,001 - 3,000	£170 (set by APHA)	TBC (set by APHA)	O	NC
3,001 - 10,000	£250 (set by APHA)	TBC (set by APHA)	O	NC
10,001 - 20,000	£325 (set by APHA)	TBC (set by APHA)	O	NC
20,001 - 30,000	£415 (set by APHA)	TBC (set by APHA)	O	NC
Over 30,000	£480 (set by APHA)	TBC (set by APHA)	O	NC
Vessels with the capacity to carry between 50 and 1,000 persons	£480 (set by APHA)	TBC (set by APHA)	O	NC
Vessels with the capacity to carry more than 1,000 persons	£820 (set by APHA)	TBC (set by APHA)	O	NC
Water Sample Cost as part of Ship Sanitation certificate process / Follow up sample costs	38.50	41.00	O	W
Ship water Sample Cost, undertaken at any other time.	82.50	88.00	O	W
Legionella sample costs as part Ship Sanitation Certificate process / Follow up sample costs	79.50	85.00	O	W
Ship Legionella sample cost undertaken at any other time	110.00	117.50	O	W
Ship Water Sample Cost, including lab costs and officer time	N/A	100.00	O	N
Ship Legionella Sample Cost - including lab costs and officer time	N/A	130.00	O	N
Full copy of Public Food Register (commercially valuable information)	1,450.00	1,547.00	O	I
Health and Safety Statement of Fact (for Civil Cases)				
Charge for the first hour	111.00	118.50	O	I
Additional hourly rate	42.00	45.00	O	I
Travel expenses	at cost	at cost	O	I
FISHERY HYGIENE				
Fishery Landings				
Gross charge for each whole tonne of fish landed	1 Euro per tonne	1 Euro per tonne	O	NC
Fishery Preparation/Processing Establishments				
Gross charge for each whole tonne of fish processed in the establishment	0.5 Euro per tonne	0.5 Euro per tonne	O	NC
<i>*to use latest exchange rate as per European Union Central Bank website Euro foreign exchange reference rates (europa.eu)</i>				
PRIVATE WATER SUPPLIES				
Private Water Supplies regulations 2008				
Private water supply risk assessments and monitoring in accordance with the above Regulations (per hour)	35.00	37.50	O	I
Private water supply sampling (per hour)	35.00	37.50	O	I
Investigation costs (per hour)	35.00	37.50	O	I
Travel expenses	at cost	at cost	Y	N
Laboratory Expenses		at cost		N
CONTAMINATED LAND ENQUIRIES				
Per first hour	55.00	58.50	Y	I
Per hour thereafter	110.00	117.50	Y	I
Travel expenses	at cost	at cost	Y	NC
THORNTON LITTLE THEATRE				
Advertising Banners				
Banner space on Thornton Little Theatre building (2 weeks)	60.00	60.00	Y	NC
Promotion - Banner Boards at Thornton Little Theatre (twice per 2 weeks)	60.00	60.00	Y	NC
Online Media Package for events at Thornton Little Theatre	180.00	180.00	Y	NC
Press Package for events at Thornton Little Theatre	150.00	150.00	Y	NC
Print Package for events at Thornton Little Theatre	250.00	250.00	Y	NC
Non Commercial Charges/ Community Rates (Stage Shows, Concerts etc.)				
Monday to Sunday				
Full Day and Evening (09:00 to 22:00)	500.00	500.00	Y	NC
Mornings (09:00 to 13:00)	200.00	200.00	Y	NC
Afternoons (13:00 to 17:00)	200.00	200.00	Y	NC
All Day (09:00 to 17:00)	300.00	300.00	Y	NC
Evening (17:00 to 22:00)	350.00	350.00	Y	NC
Additional Hourly Rate (per hour)	50.00	50.00	Y	NC
Additional Performance/Matinee Charge				
Monday to Saturday	250.00	250.00	Y	NC
Sundays/Bank Holidays	500.00	500.00	Y	NC
Additional Staff (per person per hour)	30.00	30.00	Y	NC
Additional Hourly Charge (between 23:00 and 08:00) (from 1 April (22:00 and 09:00))	50.00	50.00	Y	NC
Commercial Charges (Stage Shows, Concerts etc.)				
Monday to Sunday				
Full Day and Evening (08:00 to 23:00) (from 1 April (09:00 to 23:00))	1,300.00	1,300.00	Y	NC
Mornings (08:00 to 13:00) (from 1 April (09:00 to 13:00))	400.00	400.00	Y	NC
Afternoons (13:00 to 17:00)	400.00	400.00	Y	NC
All Day (08:00 to 17:00) (from 1 April (09:00 to 17:00))	650.00	650.00	Y	NC
Evening (17:00 to 23:00)	900.00	900.00	Y	NC
Additional Hourly Rate (per hour)	100.00	100.00	Y	NC
Additional Staff (per person per hour)	50.00	50.00	Y	NC
Additional Hourly Charge (between 23:00 and 08:00) (from 1 April (23:00 and 09:00))	100.00	100.00	Y	NC
Studio Room				
Session rates am/pm/evening (per session) Non Commercial/ Community Rate				
Half studio room for uses as dressing room (per hour -min 2hrs)	100.00	100.00	Y	NC
	12.50	12.50	Y	NC
Commercial Charges (Other than Stage Shows)				
Session rates am/pm (per session)	120.00	120.00	Y	NC
Session rates evening (per session)	200.00	200.00	Y	NC
Miscellaneous (per hour unless otherwise stated)				
Sales of Show Tickets for Private Hire (commission)	10%of gross plus vat	10%of gross plus vat	+	NC
* The hirer must use the technical staff provided by the theatre and in such numbers as required by the Council for stage performances				
Wedding Prices				
Ceremony Monday to Friday	-	-	Y	W
Saturday Ceremony	-	-	Y	W
Afternoon Ceremony and Reception up to 7pm Monday to Friday	-	-	Y	W
Afternoon Ceremony and Reception up to 7pm on Saturday	-	-	Y	W
Afternoon and Evening Receptions Mon-Sat	1,140.00	1,140.00	Y	NC
Afternoon Ceremony followed by Afternoon and Evening Receptions (Mon-Fri)	-	-	Y	W
Afternoon Ceremony followed by Afternoon and Evening Receptions (Sat)	-	-	Y	W
Evening Reception Only	960.00	960.00	Y	NC
Late Ceremony (after 4pm) followed by Evening Reception (Mon to Sat)	-	-	Y	W
Parties/ Dinners and Other Social Celebrations 7-11pm	from 500.00 POA	from 500.00 POA	+	NC
Funeral Gatherings, 2 hours typical hire.	from 200.00 POA	from 200.00 POA	+	NC
Children's Birthday Parties	from 200.00 POA	from 200.00 POA	+	NC

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	VAT	NCI/W/N/R
	£	£		
MARINE HALL				
Advertising Banners				
Banner space on Thornton Little Theatre building (2 weeks)	60.00	60.00	Y	NC
Promotion - Banner Boards at Thornton Little Theatre and Marine Hall (price per 2 weeks)	60.00	60.00	Y	NC
Larger Banner Sites subject to availability				
Online Media Package for events at Marine Hall and Thornton Little Theatre	180.00	180.00	Y	NC
Press Package for events at Marine Hall and Thornton Little Theatre	150.00	150.00	Y	NC
Print Package for events at Marine Hall and Thornton Little Theatre	250.00	250.00	Y	NC
Non Commercial Charges / Community Rates (Stage Shows, Concerts etc.)				
Monday to Sunday				
Full Day and Evening (08:00 to 23:00) (from 1 April (09:00 to 23:00))	1,300.00	1,300.00	Y	NC
Mornings (08:00 to 13:00) (from 1 April (09:00 to 13:00))	400.00	400.00	Y	NC
Afternoons (13:00 to 17:00)	400.00	400.00	Y	NC
All Day (08:00 to 17:00) (from 1 April (09:00 to 17:00))	700.00	700.00	Y	NC
Evening (17:00 to 23:00)	800.00	800.00	Y	NC
Additional Hourly Rate (per hour)	100.00	100.00	Y	NC
Additional Staff (per person per hour)	30.00	30.00	Y	NC
Commercial Charges (Stage Shows, Concerts etc.)				
Monday to Sunday				
Full Day and Evening (08:00 to 23:00) (from 1 April (09:00 to 23:00))	2,000.00	2,000.00	Y	NC
Mornings (08:00 to 13:00) (from 1 April (09:00 to 13:00))	600.00	600.00	Y	NC
Afternoons (13:00 to 17:00)	600.00	600.00	Y	NC
All Day (08:00 to 17:00) (from 1 April (09:00 to 17:00))	1,000.00	1,000.00	Y	NC
Evening (17:00 to 23:00)	1,200.00	1,200.00	Y	NC
Additional Hourly Rate (per hour)	100.00	100.00	Y	NC
Additional Staff (per person per hour)	50.00	50.00	Y	NC
Security Staff Additional. Quotes available				
Marine café/The Waterfront Room/Wyre Bar				
Non Commercial Charges / Community Rates				
Monday to Sunday				
08:00 to 23:00	50.00	50.00	Y	NC
(per hour, minimum 2 hrs)				
Waterfront & Wyre Bar for use as dressing rooms (per hour - minimum 2hrs)	25.00	25.00	Y	NC
Waterfront or Wyre Bar Funeral (2 hours minimum hire)	from 200.00 POA	from 200.00 POA	Y	I
Commercial Charges				
Monday to Sunday				
08:00 to 23:00	60.00	60.00	Y	NC
(per hour, minimum 2 hour use)				
Outdoor Performance Area				
Monday to Sunday				
Non Commercial Charges/Community Rates				
08:00 to 23:00	POA	POA	Y	NC
Commercial Charges				
08:00 to 23:00	POA	POA	Y	NC
Miscellaneous				
Hire of Radio Microphones (per day per microphone)	POA		+	NC
Extra Whiteboard (per event)	POA		+	NC
Flip Chart (per event)	POA		+	NC
Screen Only (per event)	POA		+	NC
PA Set Up (internal)	POA		+	NC
PA Set Up (external)	POA		+	NC
XGA Data Projector with Screen (per event)	POA		+	NC
Stage extension	POA		+	NC
Catwalk	POA		+	NC
Batteries	POA		+	NC
Gaffer tape	10.00		+	NC
Electricity up to 1Kw	20.00		+	I
Electricity above 1Kw	20.00		+	NC
Haze machine (incl liquid)	POA		+	I
Table slip/overlay	2.00		Y	NC
Equipment, Stage Equipment and associated Electricity Charges and Sundries		POA	+	N
Additional equipment may be hired in and charged for as requested/required. Please ask if you require any specialist or additional equipment.		POA		
Sale of Show Tickets for Private Hire	10% of gross plus vat	10% of gross plus vat	+	NC
Postage Fee for Credit Cards/Handling Charge	n/a	n/a	Y	NC
Postage for tickets posted out to customer	1.00	1.00	Y	NC
Booking Fee (Website and Phone bookings)	1.50	1.50	Y	NC
*The hirer must use the technical staff provided by the theatre and in such numbers as required by the Council for stage performances (minimum crew hire 2)				
Trade Exhibitions, Period Lettings, Promotional packages etc.				
Monday to Sunday				
Subject to negotiations with Commercial Manager				
Performing Rights Tariffs will be applied to those events that attract this charge.				
Note: A charge for the provision of Café facilities may be applicable for events (subject to negotiations).				
Festivals & Christmas Market Festival Stalls				
5ft stall	45.00	45.00	Y	I
10ft stall	85.00	85.00	Y	I
3x3m stall	110.00	110.00	Y	I
4.5x3m stall	POA	POA	Y	I
Car boot				
5ft	25.00	25.00	Y	I
10ft	30.00	30.00	Y	I
Clothes Rail				
5ft	20.00	20.00	Y	I
10ft	20.00	20.00	Y	I
Wedding Prices				
New packages are also being developed for Parties & other Social Events				
Please contact the venue for further information and charges.				
Main Hall				
Ceremony Only (Mon -Fri)	500.00	500.00	Y	NC
Ceremony Only Saturday	700.00	700.00	Y	NC
Afternoon Ceremony and Reception up to 7pm Mon-Friday	1,200.00	1,200.00	Y	NC
Afternoon Ceremony and Reception up to 7pm Saturday	1,200.00	1,200.00	Y	NC
Afternoon and Evening Receptions Mon-Sat	1,900.00	1,900.00	Y	NC
Afternoon Ceremony followed by Afternoon and Evening Receptions (Mon-Fri)	2,000.00	2,000.00	Y	NC
Afternoon Ceremony followed by Afternoon and Evening Receptions (Saturday)	2,400.00	2,400.00	Y	NC
Evening Reception Only Mon-Sat	1,400.00	1,400.00	Y	NC
Late Ceremony (4pm onwards) followed by evening reception (Mon -Fri)	1,700.00	1,700.00	Y	NC
Late Ceremony (4pm onwards) followed by evening reception (Saturday)	1,900.00	1,900.00	Y	NC
Assistance with Dressing the room per person per hour	40.00	40.00	Y	NC
MOUNT PAVILION				
Wedding Ceremony (Mon to Fri)	500.00	500.00	Y	NC
Wedding Ceremony (Saturday)	700.00	700.00	Y	NC
Community Hire am/pm/eve session (up to 4 hours) or Minimum of 2 hours hire at hourly rate.	120.00 or 30.00 per hour	120.00 or 30.00 per hour	Y	NC
Commercial Hire am/pm/eve session (up to 4 hours) or Minimum of 2 hours hire at hourly rate	200.00 or 50.00 per hour	200.00 or 50.00 per hour	Y	NC
Funeral gathering / Anniversary Celebration or Children's Party (2 hours typical hire)	from 200.00 POA	from 200.00 POA	Y	NC
Lodge Meeting Rooms	POA	POA	Y	NC
CEMETERIES				
Interment Fees				
Burial in a grave in respect of which an exclusive right of burial has been granted				
Child stillborn (post 24 weeks pregnant) or not exceeding three years or not taking an adult space (inclusive of grant and registration fee)	No charge to family that meet criteria of CFF	No charge to family that meet criteria of CFF	O	NC
Person whose age at death exceeds three years for interments new and reopen fees. 76" 6'0" 4'6"	770.00	793.00	O	I
Reopen graves, move and reinstall headstone fee	150.00	154.00	O	I
Interment of cremated remains	208.00	214.00	O	I
Scattering of cremated remains	128.00	132.00	O	I
Public Burial				
Person whose age at death exceeds three years	783.00	806.00	O	I

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	VAT	NCI/W/N/R
	£	£		
Saturday Interments (between 9.00am to 12.30pm)				
Minimum Charge for Burial interment includes standard interment fee	1,658.00	1,708.00	O	I
Minimum Charge for Cremated Remains interment includes standard interment fee	416.00	428.00	O	I
Grave Spaces				
All cemeteries.				
New grave space for one or two – subject to ground conditions				
Purchase of exclusive right of burial for 50 years -earthen grave (Includes Grant)*	892.00	919.00	O/E	I
Interment Fee (see above dependant on depth)				
<u>New Baby Garden of Remembrance at Fleetwood and Poulton New Cemetery</u>				
Purchase of exclusive right of burial for 50 years* (available for under three years of age)				
Interment fee (see above)				
Woodland Burials (POULTON NEW CEMETERY)				
Purchase of exclusive right of burial for 50 years (Including tree and planting and Grant)*	1,143.00	1,177.00	O/E	I
Interment Fees see above				
*VAT exempt if bought in advance				
Reservation of Cremated Remains Section				
<u>Fleetwood Cemetery</u>				
Purchase of exclusive right for 50 years (Incl Grant Reg) (for the right to inter up to 6 caskets)*	433.00	446.00	O/E	I
Fleetwood Cemetery - Cremated Remains Section				
Purchase of exclusive rights of burial for 50 years (for the right to inter up to 6 caskets)*	405.00	417.00	O/E	I
Interment Fee (see above)				
Fleetwood Cemetery - Garden of Remembrance Section				
Exclusive rights for scattering for 50 years	283.00	291.00	O	I
Scattering fee (see above)				
Preesall and Poulton New Cemetery - Cremated Remains Section				
Purchase of exclusive right for burial for 50 years (for the right to inter up to 4 caskets)*	309.00	318.00	O/E	I
Interment fee (see above)				
Reservation of Cremated Remains Section				
Preesall and Poulton New Cemeteries				
Purchase of exclusive right of burial for 50 years (for the right to inter up to 4 caskets Incl Grant Reg)	337.00	347.00	O/E	I
Fleetwood Cemetery Columbarium				
For the right to deposit the cremated remains in a niche for a period of 50 years (up to four caskets)	625.00	644.00	O/E	I
Exempt for VAT if supplied with Memorial Plaque and inscription.				
First inscription charge, removing and refixing tablet 80 letters. Exempt for VAT if supplied with above otherwise Standard Rated.	173.00	189.00	E/+	I
Columbarium, Moorland Road Cemetery, Poulton-le-Fyvie				
For the right to deposit the cremated remains in a niche for a period of 50 years (up to one casket)	515.00	530.00	O	I
Second and Subsequent interments				
Vaults or walled Graves	206.00	214.00	O	I
For the additional right to construct a vault or walled grave to include exclusive Right of Burial	as per contractor cost	as per contractor cost	O	I
Use of Cemetery Chapel				
Only available at Poulton New Cemetery	210.00	216.00	O	I
Public Burial				
Person whose age at death exceeds seven years (Include Certificate of Burial)	783.00	806.00	O	I
All the above fees are subject to double fees (100%) for non-residents applicable to all persons who reside outside the Borough of Wyre with the exception of Staining Parish Council				
Miscellaneous Charges				
Saturday Interment within 9.30-12.30 only (Incl standard Interment fee)	1,658.00	1,708.00	O	I
Saturday Interment Ashes within 9.30-12.30 only (Incl standard Interment fee)	416.00	428.00	O	I
Notice of Interment / Registration	28.00	29.00	O	I
Transfer/Grant Form	28.00	29.00	O	I
Late Funerals beyond 20 minutes of booked time	203.00	209.00	O	I
Change of Coffin size after first notification	203.00	209.00	O	I
Single Grave Search	23.00	24.00	O	I
Exhumation of Body (Administrative Fees)	957.00	986.00	O	I
Exhumation of Body Fees – as Grounds Maintenance				
Memorial Benches/Plaques - Cemetery and Non-Cemetery				
Memorial Bench Scheme (see note)				
Purchase of memorial name plaque for bench (see note)	Ad hoc	Ad hoc	Y	I
Note: New benches will be charged on a cost recovery basis and be subject to an admin fee.	Ad hoc	Ad hoc	Y	I
Memorial plaques added to existing benches will be charged on a cost recovery basis plus a charge linked to the remaining life of the bench and may also attract an admin fee.				
Granite Bench Plaques 7"x5"	314.50	343.00	Y	I
Memorial Mushroom Plaques	228.00	248.00	E	I
Sundial and Baby Garden Plaques 10" x 4"	231.00	252.00	Y	I
8" x 4"	200.50	219.00	Y	I
7" x 4"	181.50	198.00	Y	I
Pictures or designs may be added at an additional cost, currently at cost				
Renewal Fee 15yr lease plaques		100.00	O	N
CEMETERIES - MEMORIAL				
Miscellaneous Charges				
Day permit for monumental masons from outside the district to operate in Cemeteries managed by the Council and agreed by the supervisor officer per day	128.00	132.00	O	I
Erection of monument or memorial works without the submission of an application and fee to the Registrar and approval received	489.00	504.00	O	I
Headstone and Inscription - all lawned sections				
For the right to erect and place a new headstone memorial including inscription (no ornamentation) not exceeding 3'6" in height by 3'0" wide and 4" in thickness.	190.00	196.00	O	I
Additional charges to be added to the above fee:				
Recumbent headstones - all cemeteries, cremated remains section and Baby Garden of Remembrance (Dimension - 18" by 12")	140.00	144.00	O	I
Deposit of stone flower vase	105.00	108.00	O	I
Gardens of Remembrance Tablet Fee	70.00	72.00	O	I
Permission for additional inscriptions on existing memorials (all sections)	130.00	134.00	O	I
Columbarium - Moorland Road Cemetery				
First Inscription charge and removing and refixing tablet *inc. VAT	154.00	159.00	O	I
For the right to remove the tablet, cut additional inscription and re-fixing tablet *inc. VAT	104.00	107.00	O	I
Columbarium - Fleetwood Cemetery				
Standard Casket/Urn including nameplate - minimum price	72.00	74.00	Y	I
Bronze Vase and Holder *inc VAT	46.00	50.00	Y	I
First inscription up to 80 letters £2 per additional letters	173.00	189.00	Y	I
Additional inscription	186.00	203.00	Y	I
Photo Plaques		at cost plus admin		N
MARSH MILL				
Entry/Tour				
Adult	-	-	Y	W
Concessionary (age 5 to 16 years (no under 5's able to do a tour))/Senior Citizen	-	-	Y	W
Family (Any party of 3 visitors that includes at least 1 adult & 1 concessionary)	-	-	Y	W
Group Booking/Tour – 15 or more	-	-	Y	W
School Groups – 15 or more (inc. other children groups e.g. Scouts)	-	-	Y	W
Evening and Weekday Group Bookings	-	-	Y	W
*If the visit includes imparting educational instruction the fee will be exempt for VAT				
Hire Charges				
First Floor/Side Room/Ground Floor (1/2 day)	-	-	E	W
First Floor/Side Room/Ground Floor (full day)	-	-	E	W
Kiln House Hire (week)	-	-	E	W
Kiln House Hire (month)	-	-	E	W
Talks, demonstration and workshops entrance to first floor.				
COUNTRYSIDE				
Slide Talks				
Per Group	40.00	0.00	Y	W

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	VAT	NCI/W/N/R
	£	£		
Walks				
Full day (over 4 hours)	5.00	5.00	Y	NC
Half day (2 - 4 hours)	4.00	4.00	Y	NC
Conecessions £1-off				W
Special events or activities charged as advertised				
Group Visits - Ranger led activities with Environmental Educational Theme at Wyre Sites				
Groups Charge Fixed price - Full day	0.00	65.00	E	NC
Groups Charge Fixed price - Half day	0.00	40.00	E	NC
WYRE ESTUARY COUNTRY PARK				
Group Visits - Ranger led activities with Environmental Educational Theme				
Groups Charge Fixed price include the outdoor classroom if needed - Full day	60.00	65.00	E	I
Groups Charge Fixed price include the outdoor classroom if needed - Half day	40.00	40.00	E	NC
Education woodlands charged at discretion as per activity requested			Y	NC
Special events are charged in accordance with Countryside Activities Programme				NC
ROSSALL POINT				
Hire of Rossall Point - Ranger led activities with Environmental Educational Theme				
(only available when not open to the public)				
Groups Charge Fixed price include use of the Tower - Full day	60.00	65.00	E	I
Groups Charge Fixed price include use of the Tower - Half day	40.00	40.00	E	NC
OUTDOOR AMENITY SITES				
Bowls - per hour				
Ordinary	3.80	3.80	Y	NC
Junior (up to 16years)/Senior Citizen/ Over 60	2.80	2.80	Y	NC
Annual Contract (VAT exempt only if block booking criteria met)	37.00	37.00	E	NC
Winter Contract (VAT exempt only if block booking criteria met)	23.00	23.00	E	NC
Summer Contract (VAT exempt only if block booking criteria met)	23.00	23.00	E	NC
Seven Day Contract	13.50	13.50	Y	NC
Hire of Green (minimum 2 hours)				
Matches per hour (League Fixtures)	12.50	12.50	Y	NC
Group Hire per hour	12.50	12.50	Y	NC
<i>NB. Fees for hire of bowling Green are only exempt for VAT if they are to a Bona Fide* club if the following criteria is not met VAT will be charged.</i>				
<i>* All the following criteria must be met</i>				
<i>1. Facilities are let exclusively to a school, constituted club or association or an organisation representing an affiliated club</i>				
<i>2. Bookings are for 10 or more sessions</i>				
<i>3. Each session is for the same sport/activity at the same location</i>				
<i>4. The interval between each session is at least 1 day but no more than 14 days</i>				
Crazy Golf				
Adult	3.00	3.00	Y	NC
Junior (up to 16 years)/Senior Citizen/Over 60	2.00	2.00	Y	NC
Lost Golf Balls	1.00	1.00	Y	NC
Pitch and Putt				
Fleetwood - 9 hole Adult	4.00	4.00	Y	NC
Junior (up to 16 years)/Senior Citizen/Over 60	3.00	3.00	Y	NC
Lost Golf Balls	1.00	1.00	Y	NC
HEALTH AND WELLBEING				
Wyre Wheels disability cycling				
Per session	4.00	4.00	E	NC
Community exercise classes				
Per session	2.00	2.00	E	NC
NEIGHBOURHOOD SERVICES AND COMMUNITY SAFETY PORTFOLIO				
CAR PARKING - OFF STREET				
Rough Lea Road, Cleveleys -				
Daily 08:00 – 18:00 (Motor car)				
Up to 1 hour	1.00	1.00	Y	NC
Up to 2hrs (Max stay 2hrs)	2.00	2.00	Y	NC
Wyre Residents Disabled Permit Scheme Up to 3hrs	FREE	FREE		NC
Promenade North, Cleveleys -				
Daily 08:00 – 18:00 (Motor car)				
Up to 1 hour	1.00	1.00	Y	NC
Up to 2hrs	2.00	2.00	Y	NC
Wyre Residents Disabled Permit Scheme Up to 3hrs	FREE	FREE		NC
Derby Road West, Cleveleys -				
Daily 08:00 – 18:00 (Motor car)				
Up to 1 hour	1.00	1.00	Y	NC
Up to 2hrs	n/a	n/a		NC
Up to 3hrs	2.00	2.00	Y	NC
2hrs-4hrs	n/a	n/a		NC
Over 4hrs	n/a	n/a		NC
All Day (Transferable between Long stay car parks)	3.50	3.50	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE		NC
Monthly Season Ticket	See below	See below		NC
Derby Road East/Slinger Road, Cleveleys -				
Daily 08:00 – 18:00 (Motor car)				
Up to 1 hour	1.00	1.00	Y	NC
Up to 2hrs	n/a	n/a		NC
Up to 3hrs	2.00	2.00	Y	NC
Over 2hrs-4hrs	n/a	n/a		NC
Over 4hrs – 6hrs	n/a	n/a		NC
Over 6hrs	n/a	n/a		NC
All Day (Transferable between Long stay car parks)	3.50	3.50	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE		NC
Monthly Season Ticket	See below	See below		NC
Jubilee Gardens, Cleveleys -				
Daily 08:00 – 18:00 (Motor car)				
Up to 1 hour	1.00	1.00	Y	NC
Up to 2hrs	n/a	n/a		NC
Up to 3hrs	2.00	2.00	Y	NC
Over 2hrs-4hrs	n/a	n/a		NC
Over 4hrs – 6hrs	n/a	n/a		NC
Over 6hrs	n/a	n/a		NC
All Day	3.50	3.50	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE		NC
Monthly Season Ticket	See below	See below		NC
Custom House Lane, Fleetwood -				
Daily 08:00 – 18:00 (Motor car)				
Up to 1 hour	1.00	1.00	Y	NC
Up to 2hrs	n/a	n/a		NC
Up to 3hrs	2.00	2.00	Y	NC
Over 2hrs-4hrs	n/a	n/a		NC
Over 4hrs	n/a	n/a		NC
All Day	3.50	3.50	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE		NC
Monthly Season Ticket	See below	See below		NC
Albert Street/Church Street, Fleetwood -				
Daily 08:00 – 18:00 (Motor car)				
Up to 1 hour	1.00	1.00	Y	NC
Up to 2hrs	n/a	n/a		NC
Up to 3hrs	2.00	2.00	Y	NC
Over 2hrs-4hrs	n/a	n/a		NC
Over 4hrs-6hrs	n/a	n/a		NC

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	VAT	NCI/W/N/R
	£	£		
Over 6hrs	n/a	n/a		NC
All Day	3.50	3.50	Y	NC
Wyre Residents Permit Scheme	FREE	FREE		NC
Monthly Season Ticket	See below	See below		NC
Hardhorn Road (Wheatsheaf Way), Poulton-le-Fylde -				
Daily 08:00 – 18:00 (Motor car)				
Up to 1 hour	1.00	1.00	Y	NC
Up to 2hrs	n/a	n/a		NC
Up to 3hrs	2.00	2.00	Y	NC
Over 2hrs-4hrs	n/a	n/a		NC
Over 4hrs-6hrs	n/a	n/a		NC
Over 6hrs	n/a	n/a		NC
All Day	3.50	3.50	Y	NC
Wyre Residents Permit Scheme	FREE	FREE		NC
Monthly Season Ticket	See below	See below		NC
High Street, Garstang -				
Daily 08:00 – 18:00 (Motor car)				
Up to 1 hour	1.00	1.00	Y	NC
Up to 2hrs	n/a	n/a		NC
Up to 3hrs	2.00	2.00	Y	NC
Over 2hrs-4hrs	n/a	n/a		NC
Over 4hrs-6hrs	n/a	n/a		NC
Over 6hrs	n/a	n/a		NC
All Day	3.50	3.50	Y	NC
Wyre Residents Permit Scheme	FREE	FREE		NC
Monthly Season Ticket	See below	See below		NC
Overnight Parking				
All car parks Daily 6pm -8am (18.00- 08.00) Motor Car	2.00	2.00	Y	NC
Season tickets (Long Stay Car Parks):				
Albert Street, Derby Road East, Derby Road West, Hardhorn Road, High Street, Jubilee Gardens				
1 month	45.00	45.00	Y	NC
3 months	120.00	120.00	Y	NC
6 months	200.00	200.00	Y	NC
12 months	300.00	300.00	Y	NC
Administration fee for change of vehicle				
Refund due to change in personal circumstances pro rata based on full months not used.				
Residents Parking Permits				
Biennial Application Fee	30.00	30.00	Y	NC
Replacement Permit	12.00	12.00	Y	NC
Penalty Charge Notice				
The higher level penalty charge contravention is £70, with a 50% discount if payment is made within 14 days, the lower level contravention is £50, with a 50% discount if payment is made within 14 days.				
Parking Dispensations				
Per vehicle per period of up to 7 whole days	25.00	25.00	Y	NC
if off street				
Motorhome Overnight Parking at Fleetwood Central Car Park				
Charge per night (maximum of 3 nights)	5.00	7.50	Y	I
HOUSING				
Private Sector Housing Grant Assistance - Charging for professional and technical services				
Applications for :				
Disabled Facilities Grants	A charge of 15% per approval (based on the amount of grant approved).	A charge of 15% per approval (based on the amount of grant approved).	+	NC
*Charge rate applicable as per date of grant approval				
Housing Act 2004				
Charges for Enforcement Notices - per notice	508.50	542.50	O	I
Licensing Of Houses In Multiple Occupation				
Initial Licence determination	1,125.00	1,200.50	O	I
(NB. Discounts may be awarded in recognition of specified conditions)				
Renewal Fee (Every 5 years)	300.00	320.00	O	I
Additional Service Charges: (charged on a specific case basis)				
All fees subject to an Administration charge				
Administration Charge				
Return incomplete/defective application to applicant with letter	25.00	26.50	O	I
(additional admin charges will only be applied where the application is returned incomplete a second or further time).	25.00	26.50	O	I
	(+admin charge)	(+admin charge)	O	I
Reprocessing form after amendments received.	25.00	26.50	O	I
	(+admin charge)	(+admin charge)	O	I
Additional cost where landlords fail to respond within 28 days to justified requests for an application, renewal OR information required in respect of incomplete applications.	25.00	26.50	O	I
	(+admin charge)	(+admin charge)	O	I
Revisit where no access gained previously.	39.50	42.00	O	I
	(+admin charge)	(+admin charge)	O	I
Assisted application – Full assistance provided in making the application, measuring rooms, drawing sketch plans, etc.	281.00	300.00	O	I
	(+admin charge)	(+admin charge)	O	I
Variation of licence.	281.00	300.00	O	I
	(+admin charge)	(+admin charge)	O	I
Such sums as may be necessary to fund the identification, confirmation, inspection and enforcement of licensing requirements. These are to be assessed on a case by case basis, using the hourly rates for the officers appropriate for the tasks undertaken				
Cost of raising an invoice			O	
UK Entry Visa Housing Inspections				
Charge for inspection and production of report	107.50	114.50	+	I
Care and Repair Handyperson Service Charge				
Charge per job	34.00	10.00	Y	D
PLANNING POLICY AND ECONOMIC DEVELOPMENT PORTFOLIO				
DEVELOPMENT MANAGEMENT				
Location Plans				
Ordnance Survey fee - initial charge	See appendix	See appendix	Y	I
Pre Application Discussions				
Major applications				
-initial meeting	Refer to Pre-App Schedule of Fees	Refer to Pre-App Schedule of Fees	Y	I
-follow up meeting	Refer to Pre-App Schedule of Fees	Refer to Pre-App Schedule of Fees	Y	I
Significant Major applications				
-initial meeting	Refer to Pre-App Schedule of Fees	Refer to Pre-App Schedule of Fees	Y	I
-follow up meeting	Refer to Pre-App Schedule of Fees	Refer to Pre-App Schedule of Fees	Y	I
BUILDING CONTROL				
Administration				
Supply of non-standard data and information (including responding to Solicitor's enquiries)	75.00	75.00	Y	NC
Building Regulations Confirmation Letter	75.00	75.00	Y	NC
Administration fee for withdrawing an application and charges	Refer to Building Control Schedule of Fees	Refer to Building Control Schedule of Fees	Y	NC
Reopen Archived Applications	Refer to Building Control Schedule of Fees	Refer to Building Control Schedule of Fees	Y	NC
Copy of Completion Certificates	30.00	30.00	Y	NC
Copy of Decision Notice	30.00	30.00	Y	NC
High Hedge Applications				
	497.00	500.00	E	I
Tree Preservation Order				
	At cost	At cost	Y	NC

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	VAT	NCI/W/N/R
	£	£		
MARKETS				
Fleetwood Market				
<i>Administration</i>				
Administration fee re new lease for indoor stall	72.00	72.00	Y	NC
Change of Use Fee	36.00	36.00	Y	NC
Assignment Fee	120.00	120.00	Y	NC
<i>Outside market rentals</i>				
Summer - June to October (per day)				
Tuesday	30.00	30.00	Y	NC
Thursday	30.00	30.00	Y	NC
Friday	30.00	30.00	Y	NC
Saturday	30.00	30.00	Y	NC
Any trader opening a FOOD stall all 4 days June to Oct will be charged	72.00	72.00	Y	NC
Any trader opening any other non food stall all 4 days June to Oct will be charged	90.00	90.00	Y	NC
<i>Winter - November to May (per day)</i>				
Tuesday	12.00	15.00	Y	I
Thursday	12.00	15.00	Y	I
Friday	12.00	15.00	Y	I
Saturday	12.00	15.00	Y	I
Reduction's negotiable to local producer groups in first year.				
<i>Outdoor Fresh Produce Kiosks</i>				
Single Units	£84 per week intro offer	N/A	Y	W
Double Unit	£120 per week intro offer	N/A	Y	W
If none food £80 per week	96.00	96.00	Y	NC
Hire of gazebo per day - remove	6.25	N/A	+	W
Poulton Market				
Summer - April to September (for 3 meters linear frontage)	26.00	26.00	O	NC
Winter - October to March (for 3 meters linear frontage)	16.00	16.00	O	NC
Additional frontage charged per metre	6.00	6.00	O	NC
Cleveleys Market				
Summer - April to September (for 3 meters linear frontage)	15.00	15.00	O	NC
Introductory Food Offer - remove	10.00	N/A	O	W
Additional frontage charged per metre	5.00	5.00	O	NC
Market House Studios				
Members fees (per month) <i>Non-Commercial Rates</i>	5.00	0.00	+	W
Monthly bookings by community artist (operated under licence)*:				
Studio 1	268.00	268.00	Y	NC
Studio 2a	96.00	96.00	Y	NC
Studio 2b	96.00	96.00	Y	NC
Studio 3	126.00	138.00	Y	I
Studio 5	186.00	186.00	Y	NC
Studio 6	126.00	126.00	Y	NC
Studio 7	192.00	192.00	Y	NC
Studio 8 (long term lease available for accessible reasons only)	150.00	180.00	Y	I
* higher prices are chargeable for commercial use of the studios				
<i>Short term bookings:</i>				
Studio 4 - Hourly Rate		18.00	Y	N
Studio 4 - 4 hour session (morning/afternoon/evening)	30.00	25.00	Y	R
Studio 4 - 4 hour session (morning/ afternoon split including lunch time)		48.00	Y	N
Studio 4 - per day	60.00	50.00	Y	R
Studio 4 - per week	150.00	150.00	Y	NC
Gallery and Studio 8 - per day	25.00	25.00	Y	NC
Gallery and Studio 8 - per week	50.00	50.00	Y	NC
Gallery and Studio 8 - per month	150.00	150.00	Y	NC
ESTATES				
<i>Administration</i>				
Use of land for funfair - per operational day up to 14 rides/stalls	350.00	350.00	E	NC
Additional ride/stall per day	50.00	50.00	E	NC
Use of land for funfair to support galas	250.00	250.00	E	NC
Use of land for circus - per operational day	400.00	400.00	E	NC
Use of land licence agreement	60.00	60.00	E	I
Call out fee	60.00	60.00	Y	I
Other commercial events to be charged as appropriate with an event minimum of £50 per day	to be reviewed upon request	to be reviewed upon request	E	NC
Use of land for funfair - non operations per day	75.00	75.00	E	NC
extra cleaning/damage to property/land	Subject to quotation	Subject to quotation	O	NC
Cancellation within 7 working days before the event	30% of the total fee of the event	30% of the total fee of the event	O	NC
Cancellations made within 3 working days before the event	100% of the total fee for the event	100% of the total fee for the event	O	NC
<i>Filming</i>				
Permit to film - Students/Registered Charities	Free	Free	-	NC
Permit to film - Commercial/film companies	102.00	102.00	Y	NC
Licence to film - Students/Registered Charities	51.00	51.00	Y	NC
Licence to film - Commercial/film companies	POA	POA	Y	NC
Late notice fee (less than 48 hours)	153.00	153.00	Y	NC
Licence to film using a drone	100.00	100.00	Y	NC
Use of council land/buildings to be charged as appropriate with a minimum of £100 per day	to be reviewed upon request	to be reviewed upon request	Y	NC
<i>Butts Close</i>				
Administration fee for new Lease	153.00	153.00	E	NC
Administration fee for early termination of the Lease	204.00	204.00	E	NC
<i>Skippool Creek</i>				
Administration fee for new Licence	60.00	60.00	E	D
Administration fee for assignment of Licence	60.00	60.00	E	D
MOT Test Centre				
Standard vehicle compliance test (includes MOT)	40.00	45.00	O	I
First re-test after failure of above	Free	Free	O	NC
Further re-tests following failure of free re-test	40.00	45.00	O	I
Inspection and testing of horse drawn carriage	40.00	45.00	O	I
Standalone testing of taxi meters	5.00	5.00	O	NC
Release following a Council or Police issued stop notice (during standard operating hours)	5.00	5.00	O	NC
Release following a Council or Police issued stop notice (at weekends or over bank holidays)	45.00	50.00	O	I
Vehicle compliance test carried out on a Saturday morning	80.00	85.00	O	I
Local taxi licensing checks for temporary replacement vehicles	25.00	30.00	O	I
<i>Allotments</i>				
Administration fee for drawing up agreement	60.00	60.00	E	I
ECONOMIC DEVELOPMENT				
<i>Wyre Business Awards</i>				
Tickets	75.00	At Cost	Y	I
RESOURCES PORTFOLIO				
N.B. Building Control/Estates/Filming/Butts Close/Skippool Creek/MOT Test Centre and Allotments fees have been included within the above Planning Policy and Economic Portfolio to avoid splitting between that and Resources Portfolio.				
LEGAL FEES				
<i>Land and Property</i>				
<i>Sales</i>				
Sale of Land (minimum charge or 1% - 3% of sale price, depending on complexity)	1,000.00	1,067.00	E	I
Sale of Land with Overage (minimum charge or 1% - 3% of sale price, depending on complexity)	1,800.00	1,920.50	E	I
Sale of POS Land (minimum charge or 1% - 3% of sale price, depending on complexity)	1,000.00	1,067.00	E	I
Sale of land/property at auction (minimum charge or 1% - 3% of sale price plus advertisements and disburse)	1,500.00	1,600.50	E	I
Transfer of POS to the Council (minimum charge rising on complexity)	745.00	795.00	E	I
Sale of a Garden Plot (minimum charge rising on complexity)	292.00	311.50	E	I
Sale of a Garden Plot with Overage (minimum charge rising on complexity)	745.00	795.00	E	I
<i>Leases</i>				
<i>Unless otherwise stated all minimum charges and will rise on complexity</i>				
Short Lease of Whole	664.00	708.50	E	I
Short Lease of Part	795.00	848.50	E	I

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	VAT	NCI/W/N/R
	£	£		
Long Lease of Whole	926.00	988.00	E	I
Long Lease of Part	1,057.00	1,128.00	E	I
Underlease of Whole	926.00	988.00	E	I
Underlease of Part	1,057.00	1,128.00	E	I
Surrender of Lease	798.00	851.50	E	I
Renewal of Lease	798.00	851.50	E	I
Croft Court Lease (set fee)	282.00	301.00	E	I
Croft Court Lease - Renewal (set fee)	215.00	229.50	E	I
Assignment of Lease	500.00	533.50	E	I
Assignment of Beach Bungalow Lease	270.00	288.00	E	I
Assignment of Beach Bungalow Lease - Notice of Assignment Fee	27.00	29.00	E	I
Deed of Variation to Lease	402.00	429.00	E	I
Deed of Covenant release	530.00	565.50	E	I
Bowling Green Management Agreements	135.00	144.00	E	I
Licences				
<i>Unless otherwise stated all minimum charges and will rise on complexity</i>				
Licence to Assign	500.00	533.50	E	I
Licence to Assign with AGA	700.00	747.00	E	I
Licence to carry out alterations (Residential) (set fee)	187.00	199.50	E	I
Licence to carry out works	744.00	794.00	E	I
Licence to assign combined with alterations/change of use	826.00	881.50	E	I
Licence to assign combined with alterations/change of use plus AGA	916.00	977.50	E	I
Licence to underlet	744.00	794.00	E	I
Licence to underlet with alterations/change of use	860.00	917.50	E	I
Grazing Licences (set fee)	161.50	172.50	Z	I
Building Licence		0.00		
Miscellaneous				
Deed of easement/ rights (minimum charge rising on complexity)	500.00	533.50	E	I
Change of User	187.00	199.50	E	I
Letter of consent to assign	77.00	82.00	E	I
Covenant consents (Residential)	270.00	288.00	E	I
Copying documents (per sheet)	0.40	0.50	Y	I
Footpaths				
Diversion (plus hourly rate (see court fees) if protracted), plus advertisement costs and costs of inquiry (if applicable)	1,500.00	1,600.50	O	I
Planning				
S106 Agreements	1,500.00	1,600.50	O	I
Variation of Section 106 Agreement (minimum charge, rising upon complexity)	1,000.00	1,067.00	O	I
Unilateral Undertaking (minimum charge, rising upon complexity)	1,400.00	1,494.00	O	I
Court				
Attending Court (per hour)	68.50	73.00	O	I
LOCAL LAND CHARGES				
Local land charge searches (LLC1)	20.00	20.00	O	NC
Local land charge searches (Con 29R)	77.00	77.00	+	NC
* Full charge dependent on whether LLC1 or Con 29				
N.B. For further breakdown of the fees for individual questions within CON29 refer to our website www.wyre.gov.uk under the heading Land Charges.				
ROOM HIRE CIVIC CENTRE				
Notes:				
1. Rates can vary dependant on use and block bookings, please enquire.				
2. Commercial use is defined as being "in pursuance of a commercial, profit making venture"				
3. Refreshments are not included in the below prices				
4. Food and drink is not permitted in the Council Chamber				
Council Chamber				
Monday to Friday				
Morning/Afternoon Session (up to 4 hrs)	115.00	115.00	E	NC
All day	231.00	231.00	E	NC
Evening (to 10pm)	173.00	173.00	E	NC
Evening (to 11.30pm)	231.00	231.00	E	NC
Commercial Rate	441.00	441.00	E	NC
Members' Lounge				
Monday to Friday				
Morning/Afternoon Session (up to 4 hrs)	105.00	105.00	E	NC
All day	205.00	205.00	E	NC
Evening (to 10pm)	147.00	147.00	E	NC
Evening (to 11.30pm)	205.00	205.00	E	NC
Commercial Rate	441.00	441.00	E	NC
<u>Supplement for use with another room</u>				
Monday - Friday	68.00	68.00	E	NC
Committee Rooms / Training Room / Meeting Room				
Monday to Friday				
Morning/Afternoon Session (up to 4 hrs)	53.00	53.00	E	NC
All day	105.00	105.00	E	NC
Evening (to 10pm)	79.00	79.00	E	NC
Evening (to 11.30pm)	105.00	105.00	E	NC
Commercial Rate	441.00	441.00	E	NC
Premium Rate for Weekends (Anv Rooms except for Civil Ceremonies)				
Saturday	767.00	767.00	E	NC
Sunday/Bank Holiday	997.00	997.00	E	NC
<u>Members Lounge Supplement for use with another room</u>				
Saturday	89.00	89.00	E	NC
Sunday/Bank Holiday	126.00	126.00	E	NC
Civil Ceremonies				
Monday to Friday	350.00	500.00	Y	I
Saturday	650.00	700.00	Y	I
STREET NAMING AND NUMBERING				
Application Type				
House name added/renamed	29.00	31.00	O	I
House renumbered	29.00	31.00	O	I
Naming of New Street	116.00	124.00	O	I
Development of 1-5 plots (charge per plot)	29.00	31.00	O	I
Development of 6-10 plots (charge per plot)	23.00	25.00	O	I
Development of 11-50 plots (charge per plot)	18.00	19.00	O	I
Development of 50+ plots (charge per plot)	12.00	13.00	O	I
Changes in development after initial notification				
	Charges individually assessed but minimum charge of £143 plus signage costs	Charges individually assessed but minimum charge of £153 plus signage costs	O	I
Renaming of Street at resident's request	567.00	605.00	O	I
<i>Signage costs are in addition to the fees quoted above and will be assessed on an individual basis depending on the requirements. All fees and charges are generally Outside Scope for VAT purposes with the exception of name plate installation costs on new developments and on any number/name plates supplied to individual properties which would be subject to VAT.</i>				
COMMUNICATIONS AND VISITOR ECONOMY				
Graphic design work to external organisations				
Full day (8hrs)	400.00	400.00	Y	NC
Half day (4hrs)	200.00	200.00	Y	NC
MISCELLANEOUS				
By-laws (non-discretionary)				
Purchase of the document (fee as per Act)	as per Act	as per Act	O	NC
Statement of Accounts				
Purchase of the document:				
- individuals and charities	10.00	10.00	O	NC
- commercial organisations	20.00	20.00	O	NC
Photocopy per side of any document that can be inspected				
Black & white - A4	0.30	0.30	Y	NC

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	VAT	NCI/W/N/R
Black & white - A3	£ 0.70	£ 0.70	Y	I
Black & white - A2	1.30	1.40	Y	I
Black & white - A1	2.60	2.80	Y	I
Black & white - A0	5.30	5.70	Y	I
Colour - A4	0.40	0.40	Y	NC
Colour - A3	0.90	1.00	Y	I
Colour - A2	2.00	2.10	Y	I
Colour - A1	4.00	4.30	Y	I
Colour - A0	7.90	8.40	Y	I
Data Protection				
Charging for Subject Access Requests are not permitted in most cases under the newly introduced General Data Protection Regulations. However, where the request is manifestly unfounded or excessive a "reasonable fee" for the administrative costs of complying with the request may be levied.				
Further copies of data following a request will be charged for to cover administrative costs.				
STREET SCENE AND PARKS AND OPEN SPACES PORTFOLIO				
PUBLIC CONVENIENCES				
Use of new & refurbished toilets (excludes urinals/disabled toilets with radar access)	0.40	0.40	O	NC
Radar Key (Open cubicle access for non profit community event - free of charge, but case by case approval)	6.00	6.00	Y	NC
DOG WELFARE				
Stray Dogs				
Stray dog handling fee incl statutory government levy	90.00	99.00	O	I
Kennel fee additional charge per day	8.50	9.35	O	I
WASTE MANAGEMENT				
Bulky Items				
Up to 3 items*	20.00	22.00	O	I
Additional items – per item*	7.00	7.70	O	I
* A 10% discount applies dependant on eligibility to customers in receipt of Local Council Tax Support.				
Green Waste				
Single year subscription - 1 x wheeled green domestic size waste bin collection	35.00	35.00	O	NC
Additional wheeled green waste bin collection - per annum	30.00	30.00	O	NC
Administration fee for production and delivery of replacement sticker	6.00	6.00	O	NC
Delivery/Admin Fee for provision of standard suite of waste and recycling containers per new property.				
Fee to developer per property inclusive of green bin when subscribe to green waste collection	95.00	95.00	+	NC
Fee to new home inclusive of green bin when subscribe to green waste collection	95.00	95.00	O	NC
Fee for standard suite excluding green bin for new homeowner	71.00	71.00	O	NC
Fee for standard suite excluding green bin for property developer	71.00	71.00	+	NC
Fee to replace stolen/missing/damaged bin (where applicable)	24.00	24.00	O	NC
(Council reserves the right to charge if damaged owing to misuse or if replacements requested more frequently than every 7 years as per September 2020 Portfolio Holder Report)				
Non standard container new and replacement (stolen/missing/damaged bin inc. Fair wear and tear)	At cost plus 20% administration	At cost plus 20% administration	+	NC
Street Cleansing				
Recovery of collection and disposal costs from fly tipping incidents	At cost plus 20% administration	At cost plus 20% administration	O	NC
Small Fly Tipping Offences(See Fixed Penalty section)				
Ad Hoc Private Work	quote basis	quote basis	+	NC
PARKS AND OPEN SPACES				
Grounds Maintenance				
Ad Hoc Private Work	quote basis	quote basis	+	NC
Fleetwood Memorial Park				
Hire of Pavilion				
-Half Day	30.00	40.00	E	NC
-Full Day	50.00	65.00	E	NC
After 5pm evening	40.00	0.00	E	NC
-Commercial Hire - by negotiation				NC
Parks Development Officer Activities	17.00 per hour	24.00 per hour	Y	I
LEISURE DEVELOPMENT				
Services provided by Fylde Coast YMCA on behalf of Wyre Borough Council				
VAT, if appropriate is included in the charges, but will not be charged if all the following conditions apply-				
1.Facilities are let exclusively to a school, constituted club or association or an organisation representing an affiliated club				
2.Bookings are for 10 or more sessions				
3.Each session is for the same sport/activity at the same location				
4.The interval between each session is at least 1 day but no more than 14 days				
Playing Fields				
Sport e.g. Football, Rugby etc. – per pitch including changing rooms where available, King George V Fleetwood, King George's Fields Thornton, Cottam Hall Poulton, Civic Centre				
Senior				
- Casual	37.00	39.00	Y	38.85
- Season (per Team)	374.00	392.00	E**	I
Junior				
- Casual	17.50	18.00	Y	I
- Season (per Team)	188.00	197.00	E**	I
Hire of Fields, per day - other use including galas, tournaments, etc. (excluding funfair/circus, listed separately)				
King George V, Fleetwood	157.00	165.00	Y*	I
King George's, Thornton	157.00	165.00	Y*	I
Cottam Hall, Poulton	157.00	165.00	Y*	I
Memorial Park Fleetwood	157.00	165.00	Y*	I
Preesall Playing Field, Preesall	157.00	165.00	Y*	I
Jubilee Gardens, Cleveleys	157.00	165.00	Y*	I
Bourne Way, Thornton	157.00	165.00	Y*	I
Changing Rooms- Training only - King George V Fleetwood, King George's Fields Thornton, Cottam Hall, Poulton	17.50	18.00	Y	I
Cricket - Cottam Hall, Poulton				
Day	37.50	39.00	Y	I
Evening	30.00	32.00	Y	I
Season (alternate Saturday)	345.00	362.00	E**	I
All charges for football and cricket are double for non-residents				
* VAT exempt if hired for non-sports use. ** VAT exempt if block booking criteria met				

Development Management - Pre-Application Fees and Charges 2023/24

Development Management - Pre-Application Fees and Charges 2024/25

Percentage Change

Development Type		Category	Fee (including VAT)		
			Written advice only	Meeting (initial)	Meeting (follow up)
Request for confirmation regarding removal of Permitted Development rights			£25.00		
Householder (alterations or extensions to existing dwellings or development within the curtilage of a dwelling)			£55.00	£100.00	50% of initial meeting fee
New dwellings	Outline	Site area less than 0.5 Ha	£100.00 per 0.1 Ha or part thereof	£160.00 per 0.1 Ha or part thereof	50% of initial meeting fee
		Site area between 0.5 Ha and 2.499 Ha	£450.00	£720.00	
		Site area 2.5 Ha or more		£1,400.00	
	Full	Less than 10 dwellings	£80.00 for first dwelling + £45.00 for each additional dwelling	£120.00 for first dwelling + £75.00 for each additional dwelling	
		10 - 49 dwellings	£525.00	£825.00	
		50 or more dwellings		£1,540.00	
	Reserved Matters	Less than 10 dwellings	£60.00 for first dwelling + £30.00 for each additional dwelling	£100.00 for first dwelling + £60.00 for each additional dwelling	
		10 - 49 dwellings	£450.00	£720.00	
		50 or more dwellings		£1,400.00	
	New buildings (and other structures) other than dwellings	Outline	Site area less than 1.0 Ha	£50.00 per 0.2 Ha or part thereof	
Site area between 1.0 Ha and 1.999 Ha			£300.00	£480.00	
Site area 2.0 Ha or more			£450.00	£700.00	
Full		Floor area less than 1000m ²	£60.00 per 200m ² or part thereof	£90.00 per 200m ² or part thereof	
		Floor area between 1000m ² and 1999m ²	£350.00	£550.00	
		Floor area 2000m ² or more	£525.00	£770.00	
Reserved Matters		Floor area less than 1000m ²	£50.00 per 200m ² or part thereof	£80.00 per 200m ² or part thereof	
		Floor area between 1000m ² and 1999m ²	£300.00	£480.00	
		Floor area 2000m ² or more	£450.00	£700.00	
Change of use (other than to dwellings)		Floor area less than 1000m ²	£60.00 per 200m ² or part thereof	£90.00 per 200m ² or part thereof	50% of initial meeting fee
	Floor area between 1000m ² and 1499m ²	£350.00	£550.00		
	Floor area 1500m ² or more	£525.00	£770.00		
Agricultural buildings			£70.00	£120.00	50% of initial meeting fee
Advertisements			£55.00	£90.00	50% of initial meeting fee
Other applications	Site area less than 1.0 Ha	£60.00 per 0.2 Ha or part thereof	£100.00 per 0.2 Ha or part thereof	50% of initial meeting fee	
	Site area between 1.0 Ha and 1.999 Ha	£350.00	£510.00		
	Site area 2.0 Ha or more		£770.00		
Schedule 1 or Schedule 2 EIA development				£770.00	50% of initial meeting fee
Agreement of condition confirmation (New Charge)		Major Applications	£0.00		

Fee (including VAT)		
Written advice only	Meeting (initial)	Meeting (follow up)
£25.00		
£70.00	£120.00	50% of initial meeting fee
£100.00 per 0.1 Ha or part thereof	£160.00 per 0.1 Ha or part thereof	50% of initial meeting fee
£700.00	£900.00	
	£1,400.00	
£80.00 for first dwelling + £45.00 for each additional dwelling	£120.00 for first dwelling + £75.00 for each additional dwelling	
£600.00	£900.00	
	£1,540.00	
£70.00 for first dwelling + £40.00 for each additional dwelling	£110.00 for first dwelling + £70.00 for each additional dwelling	
£500.00	£780.00	
	£1,500.00	
£70.00 per 0.2 Ha or part thereof	£90.00 per 0.2 Ha or part thereof	
£350.00	£500.00	
£500.00	£750.00	
£70.00 per 200m ² or part thereof	£100.00 per 200m ² or part thereof	
£400.00	£600.00	
£600.00	£880.00	
£60.00 per 200m ² or part thereof	£90.00 per 200m ² or part thereof	
£350.00	£500.00	
£500.00	£750.00	
£80.00 per 200m ² or part thereof	£100.00 per 200m ² or part thereof	50% of initial meeting fee
£400.00	£550.00	
£570.00	£800.00	
£80.00	£120.00	50% of initial meeting fee
£55.00	£90.00	50% of initial meeting fee
£60.00 per 0.2 Ha or part thereof	£100.00 per 0.2 Ha or part thereof	50% of initial meeting fee
£400.00	£560.00	
	£800.00	
	£770.00	50% of initial meeting fee
£50.00		

Percentage Change		Written advice only	Meeting (initial)	Written advice only	Meeting (initial)
		0.00%			
		27.27%	20.00%		
		0.00%	0.00%		
		55.56%	25.00%		
			0.00%		
		0.00%	0.00%	0.00%	0.00%
		14.29%	9.09%		
			0.00%		
		16.67%	10.00%	33.33%	16.67%
		11.11%	8.33%		
			7.14%		
		40.00%	12.50%		
		16.67%	4.17%		
		11.11%	7.14%		
		16.67%	11.11%		
		14.29%	9.09%		
		14.29%	14.29%		
		20.00%	12.50%		
		16.67%	4.17%		
		11.11%	7.14%		
		33.33%	11.11%		
		14.29%	0.00%		
		8.57%	3.90%		
		14.29%	0.00%		
		0.00%	0.00%		
		0.00%	0.00%		
		14.29%	9.80%		
			3.90%		
			0.00%		
			New Charge		

Building Regulation Charges with effect from 1 April 2024

TABLE A - Standard charges for the creation or conversion to new dwellings

Number of dwellings	Charge	Building Regulation Full Plans Application Charge	Building Notice Charge	Regularisation Charge	Part P* Additional Charge
		£	£	£	£
1	Net	650.00	650.00	825.00	175.00
	VAT	130.00	130.00		35.00
	Total	780.00	780.00	825.00	210.00
2	Net	850.00	850.00	1,100.00	200.00
	VAT	170.00	170.00		40.00
	Total	1,020.00	1,020.00	1,100.00	240.00
3	Net	1,050.00	1,050.00	1,400.00	275.00
	VAT	210.00	210.00		55.00
	Total	1,260.00	1,260.00	1,400.00	330.00
4	Net	1,250.00	1,250.00	1,625.00	300.00
	VAT	250.00	250.00		60.00
	Total	1,500.00	1,500.00	1,625.00	360.00
5	Net	1,500.00	1,500.00	1,900.00	400.00
	VAT	300.00	300.00		80.00
	Total	1,800.00	1,800.00	1,900.00	480.00

Note: For 6 or more dwellings or if the floor area of a dwelling exceeds 300m² the charge is individually assessed

* The Part P additional charge should be added when a person who **is not** a Part P registered electrician carries out notifiable electrical work. A Part P registered electrician is a qualified electrician who is registered under an **Approved Competent Persons Scheme**. In order to recover the Local Authority costs if anyone other than a part P registered electrician undertakes the electrical work the additional charge is payable.

TABLE B - Standard charges for domestic extensions to a single building

Category	Description	Charge	Building Regulation Full Plans Application Charge	Building Notice Charge	Regularisation Charge	Part P* Additional Charge
			£	£	£	£
1	Extension with floor area not exceeding 10m ²	Net	330.00	330.00	425.00	175.00
		VAT	66.00	66.00		35.00
		Total	396.00	396.00	425.00	210.00
2	Extension with floor area exceeding 10m ² but not exceeding 40m ²	Net	450.00	450.00	575.00	175.00
		VAT	90.00	90.00		35.00
		Total	540.00	540.00	575.00	210.00
3	Extension with floor area exceeding 40m ² but not exceeding 60m ²	Net	575.00	575.00	735.00	175.00
		VAT	115.00	115.00		35.00
		Total	690.00	690.00	735.00	210.00
4	Loft conversion that does not include the construction of a dormer with floor area not exceeding 40m ²	Net	375.00	375.00	475.00	175.00
		VAT	75.00	75.00		35.00
		Total	450.00	450.00	475.00	210.00
5	Loft conversion that does include the construction of a dormer with floor area not exceeding 40m ²	Net	450.00	450.00	575.00	175.00
		VAT	90.00	90.00		35.00
		Total	540.00	540.00	575.00	210.00
6	Erection or extension of a garage or carport with floor area not exceeding 40m ²	Net	275.00	275.00	350.00	175.00
		VAT	55.00	55.00		35.00

Building Regulation Charges with effect from 1 April 2024

	with floor area not exceeding 40m ²	Total	330.00	330.00	350.00	210.00
7	Erection or extension of a garage or carport with floor area exceeding 40m ² but not exceeding 80m ²	Net	375.00	375.00	475.00	175.00
		VAT	75.00	75.00		35.00
		Total	450.00	450.00	475.00	210.00
8	Conversion of a domestic garage to a habitable room(s)	Net	300.00	300.00	375.00	175.00
		VAT	60.00	60.00		35.00
		Total	360.00	360.00	375.00	210.00

* The Part P additional charge should be added when a person who **is not** a Part P registered electrician carries out notifiable electrical work. A Part P registered electrician is a qualified electrician who is registered under an **Approved Competent Persons Scheme**. In order to recover the Local Authority costs if anyone other than a part P registered electrician undertakes the electrical work the additional charge is payable.

TABLE C - Standard charges for domestic alterations to a single building

Category	Description	Charge	Building Regulation Full Plans Application Charge	Building Notice Charge	Regularisation Charge	Reduction **
			£	£	£	£
1	Internal alterations, installation of fittings (not electrical) and/or structural:					
	Estimated value up to £5,000	Net	200.00	200.00	250.00	50%
		VAT	40.00	40.00		
		Total	240.00	240.00	250.00	
	Estimated value exceeding £5,001, up to £10,000	Net	325.00	325.00	425.00	50%
		VAT	65.00	65.00		
		Total	390.00	390.00	425.00	
	Estimated value exceeding £10,001, up to £20,000	Net	375.00	375.00	475.00	50%
		VAT	75.00	75.00		
		Total	450.00	450.00	475.00	
	Estimated value exceeding £20,001, up to £30,000	Net	475.00	475.00	625.00	50%
		VAT	95.00	95.00		
Total		570.00	570.00	625.00		
Estimated value exceeding £30,001, up to £40,000	Net	575.00	575.00	750.00	50%	
	VAT	115.00	115.00			
	Total	690.00	690.00	750.00		
2	Underpinning	Net	325.00	325.00	425.00	50%
		VAT	65.00	65.00		
		Total	390.00	390.00	425.00	
3	Renovation of a thermal element to a single dwelling	Net	175.00	175.00	225.00	50%
		VAT	35.00	35.00		
		Total	210.00	210.00	225.00	
4	Window replacement (non-competent persons scheme) - per installation of up to 20 windows	Net	125.00	125.00	150.00	50%
		VAT	25.00	25.00		
		Total	150.00	150.00	150.00	
5	Electrical work (non-competent persons scheme):					
	Any electrical work, other than the rewire of a dwelling	Net	175.00	175.00	225.00	
		VAT	35.00	35.00		
		Total	210.00	210.00	225.00	
	The re-wiring of, or new installation in, a dwelling	Net	300.00	300.00	375.00	
		VAT	60.00	60.00		

Building Regulation Charges with effect from 1 April 2024

dwelling	Total	360.00	360.00	375.00
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** When it is intended to carry out additional building work on a dwelling at the same time that any of the work to which Table B relates then the charge for this additional work shall be reduced by the amount shown in the table.

Other Charges (Non-VATABLE)	
Description	£
To resolve case and issue a Completion Certificate where work has been completed or occupied for 6-12 months and request for a Certificate is made by the applicant	100.00
To resolve case and issue a Completion Certificate where work has been completed or occupied for more than 12 months and request for a Certificate is made by the applicant	200.00
Application withdrawn - any type	Individually determined

TABLE D - Standard charges for non-domestic work - extensions & new build

Category	Description	Charge	BUILDING USAGE			
			Industrial and Storage Use		All Other Use Classes	
			Building Regulation Full Plans Application Charge	Regularisation Charge	Building Regulation Full Plans Application Charge	Regularisation Charge
			£	£	£	£
1	Floor area not exceeding 10m ²	Net	325.00	450.00	325.00	425.00
		VAT	65.00		65.00	
		Total	390.00	450.00	390.00	425.00
2	Floor area exceeding 10m ² but not exceeding 40m ²	Net	450.00	575.00	650.00	850.00
		VAT	90.00		130.00	
		Total	540.00	575.00	780.00	850.00
3	Floor area exceeding 40m ² but not exceeding 80m ²	Net	650.00	825.00		
		VAT	130.00			
		Total	780.00	825.00		

TABLE E - Standard charges for non-domestic alterations

Category	Description	Charge	Building Regulation Full Plans Application Charge	Regularisation Charge
			£	£
1	Alterations not described elsewhere, including structural alterations and installation of controlled fittings			
	Estimated value up to £5,000	Net	200.00	275.00
		VAT	40.00	
		Total	240.00	275.00
	Estimated value exceeding £5,001, up to £10,000	Net	325.00	450.00
		VAT	65.00	
		Total	390.00	450.00
	Estimated value exceeding £10,001, up to £20,000	Net	375.00	500.00
		VAT	75.00	
		Total	450.00	500.00

Building Regulation Charges with effect from 1 April 2024

	Estimated value exceeding £20,001, up to £30,000	Net	475.00	650.00
		VAT	95.00	
		Total	570.00	650.00
	Estimated value exceeding £30,001, up to £40,000	Net	575.00	800.00
		VAT	115.00	
		Total	690.00	800.00
2	Electrical work (non-competent persons scheme):			
	Any electrical work, other than the rewire of a dwelling	Net	175.00	225.00
		VAT	35.00	
		Total	210.00	225.00
	The re-wiring of, or new installation in, a dwelling	Net	300.00	375.00
		VAT	60.00	
		Total	360.00	375.00
3	Window replacement (non-competent persons scheme) - per installation of up to 20 windows	Net	175.00	225.00
		VAT	35.00	
		Total	210.00	225.00

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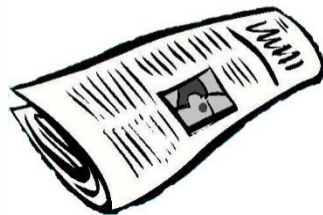
North West Employers Scrutiny Network

17 October 2023 – Finance

Clare James, Corporate Director
Resources (and S.151 Officer)

Stop Press!... Read All About it!

- “Birmingham declares itself bankrupt after equal pay deals drain resources”
- “Bankrupt Croydon council wants £500 million government bailout”
- Thurrock – “Council of secrecy and contempt”
- “Northamptonshire’s cash crisis is a taste of things to come”
- “Woking BC declares effective bankruptcy over £1.2 billion hole in budget”
- “At least 26 English councils ‘at risk of bankruptcy in next two years’”



How did we get here?

- 2010 – The decade of austerity...
- Commercialism
- The abolition of the Audit Commission in 2015
- A succession of one year settlements
- The pandemic and cost of living crisis
- Watering down of the 'Protected Officer' status

Your council needs you!



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£

wyre
council

Together we make a difference....

Getting to know your council...

- What are the council's key achievements over the last 12 months?
- What are the main areas of concern over the next 12+ months – horizon scanning?
- Key documents – Corporate Plan, Statement of Accounts, Value for Money Commentary, Budget setting - Medium Term Financial Plan, Efficiency Plan

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The screenshot shows the 'Business Plan 2019-2023' for Wyre Council. The vision is 'Wyre - proud, ambitious and thriving... Together we make a difference'. The plan is organized into three main sections: People and Communities, Growth and Prosperity, and Environment and Climate. Each section includes a 'WE WILL' list of objectives, an 'OUR AMBITION' statement, and 'OUR SUCCESS MEASURES'.

- People and Communities:** Focuses on improving health and wellbeing, supporting vulnerable residents, and reducing violence and anti-social behaviour. Success measures include 10,000 annual visits to leisure centres, 20,000 volunteer hours, and 500 citizens engaged with healthy activities.
- Growth and Prosperity:** Aims to support economic growth, create jobs, and improve business opportunities. Success measures include 100 new jobs created, 10% reduction in town centre vacancy rates, and 10% increase in business rates collected.
- Environment and Climate:** Targets a 30% reduction in council carbon emissions by 2020 and a 70% reduction in council energy consumption by 2025. Success measures include 10,000 homes protected from flooding and 1,000 homes protected from coastal change.



Together we make a difference...

How does scrutiny work...

- Leave politics at the door...
- The role of the Chair and support
- Pre-meetings
- Prominence of the Work Programme
- Is it strategic? Does it add value?
- Themed meetings
- Invite the Executive... not just officers



Report of:	Meeting	Date
Marianne Hesketh, Corporate Director Communities	Overview & Scrutiny	20/11/23

**Council Business Plan – 2nd Quarter Performance Statement 2023/24
July – September 2023**

1. Purpose of report

- 1.1 The dashboard style report (attached) gives a quick reference to quarterly progress against the council’s business plan projects and measures, along with commentary where issues have been identified.

2. Project Updates

- 2.1 There are 15 Business Plan projects split between the three ambitions within the Business Plan – Economy, People and Place.

- 2.2 Whilst the majority of projects are on track, there are 3 showing Amber with minor issues.

- 2.2.1 A summary of those with minor issues (Amber) are shown below:

- **Explore external funding and investment opportunities for our key council assets including theatres, markets and leisure facilities** - Following cabinet approval in September a review of Marine Hall operations and to explore alternative providers is underway. GJG Consultancy have been appointed to progress the review. A soft market testing exercise is underway for Thornton Little Theatre. Deadline is end of October 2023.

In the main hall of Fleetwood Market, the decoration to the inside roof space is complete. The slate roof replacement works with Penrhyn Heather Blue Welsh slate and new insulation has been delayed due to nesting gulls, the gull chicks have fledged, and the roof works recommenced on 7 August. The legal protection of the nests and gulls on the roof for six weeks clearly hampered the roof works. Temporary sheeting had been utilised to protect the roof and the new coverings can only be installed in-between the heavy rain showers and we have had heavy intense rain and high winds causing additional problems. The replacement doors, shutters and steelwork

are underway for the Main Hall and concrete ground beams are being installed for the new doors and glazing to the Birdcage. In the Birdcage the temporary internal scaffolding deck was removed on Sun 10 September, two weeks ahead of time. The stonework repairs in Adelaide Street are complete and the scaffolding is due to come down. The total re-painting of the roof trusses in the Annex Hall is on-going. The project is due to complete end November 2023.

- **Complete a full review of the Wyre Local Plan by 2024 -**
Discussions continue with neighbouring local authorities regarding the potential to commission joint evidence to support their respective local plans. A joint Strategic Flood Risk Assessment has been recently commissioned and discussions are underway regarding retail evidence. Regular meetings of the Planning Policy Working Group continue to consider emerging evidence, including considering a revised Local Development Scheme to provide a new timetable for preparing the local plan. This anticipates a two year delay with adoption now proposed for late Summer 2026. Discussions continue with neighbouring local authorities regarding the potential to commission joint evidence to support their respective local plans.
- **Lead on Our Future Coast (OFC) project and support the Wyre Natural Flood Management (NFM) project to help prepare communities for coastal change resulting from climate change –**
OFC are seeking a new project manager for the scheme - advert currently out. The spend profile for the scheme is behind planned / reported due to increased time required to prepare and sign legal agreements and changes in landowner which has resulted in a refocusing of one of the schemes. Excellent progress being made with community engagement through Non-Governmental Organisation led community officers.

Site visit to Wyre NFM scheme at Abbeystead undertaken by CE Rebecca Huddleston, Cllr Roger Berry and Carl Green to see the progress made on the scheme. Particularly pleasing was the recognition of the Council's investment in the scheme and the forward thinking of the landowners and farmers who are managing the land for nature and for future generations but still provide a sustainable farm income.

3. Performance Updates

3.1 In total there are 20 measures to be reported on however some of these (3) do not have data available as they are either annual or bi-annual collection so have not been included.

3.2 Of the 17 Measures included on the report, 9 have a Green status, 5 Amber and 3 Red.

3.2.1 Further information regarding those showing as Amber are set out below.

- **Number of jobs created within the Enterprise Zone** – No concerns, very close to target.
- **Business Rate Collection Target** – No concerns, very close to target.
- **Council Tax Collection Target** - No concerns, very close to target.
- **Number of annual visits to our leisure centres** – The number of visits to the leisure centres is down a little in the last quarter. This seems unusual so we have asked the YMCA to double check the figures. The figures may be reflective of a small reduction in memberships and the cost of living crisis reducing pay and play visits (pay and play is the income from activities such as 5 a side football which are activities that aren't covered by memberships and are paid per booking. It can also include one off use of the gym facilities or attendance at a class by non-members). Some members may also not have been swiping in as they should at reception and so YMCA staff have been reminded to be vigilant to this. If numbers need to be corrected this will be reported next quarter.
- **Reduction in council carbon emissions** – Data is collected and reported annually in Q2. To meet the council's target of a 78% reduction in our baseline 2018/19 emissions by 2035, we need to reduce our emissions by approximately 4.6% on a cumulative basis. Four years on from this baseline, the target reduction for 2022/23 is 18.4% (4 x 4.6%). The like-for-like carbon footprint was just 1% away from this target, showing the council is primarily on track to meet the overall target.

3.2.2 Further information regarding those showing as Red are set out below.

- **Successful delivery of our UKSPF projects** - Measures relate to spend. The programme has had to deliver two years of the programme in nine months, i.e. from Government sign off. The programme has made great strides to catch up, however it has been reliant on third parties clarifying and signing off grant agreements to commence. Payment plans for each project have been carefully designed to enable efficient delivery and reduce associated risks to the council. As this measure is regarding the amount of funds spent for year one and two of the programme, it is expected that spending will increase in Q3 but will mostly be realised in Q4.

- 80% of fledgling businesses surviving 18 months** - Data source - BankSearch Consultancy Ltd (data correct as at August 2023). Forecasts are based on the annualised level of failure so far this year. As we progress through the year, and the actual level of failure becomes known, the updated projections will become closer to the actual 2023 survival level. The current projection of companies incorporated during 2022 is that 87% will survive to the end of 2023. This is better than the 77% one-year survival achieved by 2021 companies and is better than the 73% one-year survival achieved by 2020 companies. 2021 Wyre companies' two-year survival forecast is 49%, this compares with 51% for businesses set up in 2020 and 61% for 2019 incorporations. We hope to be better able to support businesses in the borough navigate their start-up and growth phases by allocating £200k of UKSPF monies to Boost Lancashire who will deliver business support programmes over the next two years. It should be noted that the data we receive from Companies House is approximately 12-18 months old, so subsequently when we're looking at companies who've survived (or haven't survived) 18 months in business, we're seeing the businesses that were launched up to three years ago (i.e. at the height of the pandemic), so this could go some way in explaining the relatively low survival rate.
- Outcomes from delivering the Household Support Fund** - We are expecting low volumes of applications during the summer months, but a substantial increase during the third and fourth quarters. We also have payments to make to foodbanks and other agencies during November and February, and will be making automatic awards to LCTS claimants/the disabled in February as the remaining balance of the fund allow. (Slow uptake to the application process for Q2.)

Financial and legal implications	
Finance	<i>There are no financial implications.</i>
Legal	<i>There are no legal implications.</i>

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Dawn Allen	01253 887341	dawn.allen@wyre.gov.uk	09/11/23

List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

N/A

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Key Projects	
G	On schedule/target
A	Minor issues
R	Major issues/Not Started

Key Measures	
G	Improving or in line with expectations
A	No significant change or comparable data unavailable
R	Worsening

Growth and Prosperity

People and Communities

Environment and Climate

Comments and issues regarding measures with a RED status

Projects	
Continue to support business growth and job creation as accountable body for the Hillhouse Technology Enterprise Zone	G
Continue to support town centre recovery and explore investment and sustainable development opportunities for our key town centres and the visitor economy	G
Support our business community to establish new start-ups, grow and create jobs through our Wyred Up business support programme	G
Explore external funding and investment opportunities for our key council assets including theatres, markets and leisure facilities	A
Deliver the UK Shared Prosperity Fund and Rural England Prosperity Fund 2023-2025	G
Measures	
Number of jobs created within the Enterprise Zone	A
Total visits to town centres	G
Town centre vacancy rates	G
Increase number of businesses supported in Wyre	G
80% of fledgling businesses surviving - 18 months	R
Business rate collection target	A
Council tax collection target	A
Successful delivery of our UKSPF projects	R

Projects	
Work with partners to deliver Wyre's Moving More Strategy to increase rates of physical activity across Wyre	G
Complete a review of our indoor leisure provision by Summer 2023	G
Deliver effective support to our most vulnerable residents including the Household Support fund	G
Continue to take a proactive role in delivering the Community Safety Partnership, co-ordinating an action plan for Violence Reduction	G
Measures	
Increased number of people engaged with our health programmes	G
Reduced percentage of adults in Wyre that are physically inactive	G
Number of volunteer hours (target of 20,000 hours)	G
Number of children engaged with holiday activities (target 900)	G
Number of annual visits to our leisure centres (target 600,000)	A
Outcomes from delivering the Household Support Fund	R
Proactive actions to reduce violence against the person and Anti-Social Behaviour (target 5% reduction each quarter)	G

Projects	
Deliver our Climate Change Strategy including carbon budget	G
Deliver our action plan to reduce the effect of climate change on our borough including the carbon footprint of all council activities and assets	G
Collaborate with partners to reduce community energy consumption through retrofitting houses and the delivery of Cosy Homes in Lancashire (CHIL)	G
Deliver the Wyre Beach Management Scheme to protect 11,000 homes from coastal flooding by October 2023	G
Lead on Our Future Coast project and support the Wyre Natural Flood Management project to help prepare communities for coastal change resulting from climate change	A
Complete a full review of the Wyre Local Plan by 2024	A
Measures	
Reduction in council carbon emissions	A
Number of domestic energy measures installed under the Cosy Homes in Lancashire, via Government grant schemes	G
11,000 more homes protected from coastal flooding by October 2026	G

Successful delivery of our UKSPF projects – Measures relate to spend. The programme has had to deliver 2 years of the programme in 9 months, i.e. from Government sign off. The programme has made great strides to catch up, however it has been reliant on third parties clarifying and signing off grant agreements to commence. Payment plans for each project have been carefully designed to enable efficient delivery and reduce associated risks to the council. As this measure is regarding the amount of funds spent for year one and two of the programme, it is expected that spending will increase in Q3 but will mostly be realised in Q4.

80% of fledgling business surviving 18 months - Forecasts are based on the annualised level of failure so far this year. As we progress through the year & the actual level of failure becomes known, the updated projections will become closer to the actual 2023 survival level. This target is being re-visited as it is above both England and Lancashire targets.

Outcomes from delivering the Household Support Fund - We are expecting low volumes of applications during the summer months, but a substantial increase during the third and fourth quarters. We also have payments to make to foodbanks and other agencies during November and February, and will be making automatic awards to LCTS claimants/the disabled in February as the remaining balance of the fund allow. (Slow uptake to the application process for Q2.)

Please note there are a number of projects for which data is collated annually / bi-annually and have therefore not been included within this report but which should be available to report in quarter four.

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Growth and Prosperity Projects			
Ref and Title	Project Manager	Q1, April - June 2023	Q2, July - September 2023
PGR1 - Status Continue to support business growth and job creation as accountable body for the Hillhouse Technology Enterprise Zone	Mark Fenton	<p>Green</p> <p>The Council continues to support the work of the EZ Board, providing a strategic direction for the EZ through regular meetings with key stakeholders. In addition the Council supports the work of NPL Ltd in facilitating a Hydrogen Steering Group for the EZ.</p> <p>Consultants WSP have produced an initial concept design for the Northern access route – incorporating the worse case cost option of a rail overbridge, and thereafter will likely be commissioned to undertake a full refresh of the masterplan.</p> <p>Hillhouse EZ was represented at the UK Real Estate and Inward Investment Forum (REiif) from 16-18 May 2023. The event welcomed around 8,500 delegates, specifically focused at developers and inward investment. Hillhouse was represented through the EZ delivery team, with its current masterplan and prospectus exhibited at the conference, along with a video shown at the stand throughout the conference explaining the details and opportunities at Hillhouse.</p> <p>In addition to Blackpool's presence at UK REiif, a consortium of Lancashire's Economic Development Directors exhibited a stand at the conference, and held one speaking panel, involving representatives from Lancashire County Council, Lancaster Council, Preston Council, Blackburn with Darwen Council, Burnley Council and UCLan. Hillhouse was also represented within the Lancashire 2050 Investment Prospectus.</p> <p>NPL and Additions, supported by Wyre Council, continue to develop proposals to establish an on-site training centre/centre of excellence for workplace development. The plan is to improve the availability of suitable candidates for job vacancies for all businesses in the area and the Hillhouse site. Initial meetings took place with the Lancashire Local Skills improvement and Lancashire Skills Hub in June and a potential property for the facility identified.</p>	<p>Green</p> <p>NPL are currently assessing the concept design produced by consultant WSP for the Northern access route.</p> <p>The brief for the refresh of the masterplan is being finalised with consultants WSP and will reflect the loss of Vinnolit and assumption that a rail bridge will be required as part of the Northern access route.</p> <p>NPL have reported that the new security gatehouse, funded by Getting Building Funding, Wyre Council and NPL is now complete.</p>
PGR2 - Status Continue to support town centre recovery and explore investment and sustainable development opportunities for our key town centres and the visitor economy	Mark Fenton	<p>Green</p> <p>Cleleys: Transport Study nearing completion with concepts for high street improvements reviewed and costed by Lancashire County Council Highways. Public consultation on the proposals is to be undertaken this summer.</p> <p>Garstang: Town Centre Study is in progress. The parking assessment was undertaken in May and the analysis report due to be returned in July. The public realm designers are due to start early July on proposals for specific areas along the high street, weinds and Cherestanc Square.</p> <p>Poulton: initial consultation work on the Town Centre Regeneration Framework was undertaken in June. Approximately 230 attended the drop in events, 90 questionnaires were returned plus comments and emails to the Economic Development Team and feedback from a workshop with the Poulton Partnership.</p>	<p>Green</p> <p>Cleleys: Transport Study proposals presented for public comment and feedback in September. The projects recommended for implementation using UKSPF monies will be the subject of a Portfolio Holder report due to be published in Q3.</p> <p>Garstang: Public realm proposals were received late September and due to be reviewed by the working group before public consultation is undertaken this autumn.</p> <p>Poulton: development of the Poulton Town Centre Regeneration Framework (PTCRF) is progressing well. Pursuit of public and stakeholder responses to the draft report and the projects contained within will be undertaken this autumn before adoption of the PTCRF is sought from Cabinet.</p> <p>Fleetwood: work on regeneration proposals for Fleetwood seafront is progressing well and consultation with the public and stakeholders commenced in September about potential improvements to the Leisure Centre and neighbouring outdoor space, as well as options for changing the offer and operating model at Marine Hall.</p>
PGR3 - Status Support our business community to establish new start-ups, grow and create jobs through our Wyred Up business support programme.	Colm Healy	<p>Green</p> <p>Latest event focussing on Visitor Economy held on 27th April at the Flower Bowl Entertainment Centre was well attended and received. New branded promotional material purchased using UKSPF monies. Membership continuing to steadily increase (newsletter now reaches approx. 730 local businesses). Economic Development Team continuing to send out regular newsletters highlighting support services, news etc., including promotion of the recently launched Business Grants scheme as part of Rural England Prosperity Fund. The current campaign theme is Apprenticeships.</p>	<p>Green</p> <p>Latest event focussing on Business Growth and featuring the new Boost Lancashire programme of offerings held on 27 September at the Civic Centre was well attended and received. Membership continuing to steadily increase (newsletter now reaches over 780 local businesses). Economic Development Team continuing to send out monthly newsletters highlighting support, events, news etc., including promotion of the recently launched Chamber Low Carbon Programme as part of UK Shared Prosperity Fund. Next event is yet to be announced, but is scheduled to be held in January 2024.</p>
PGR4 - Status Explore external funding and investment opportunities for our key council assets including theatres, markets and leisure facilities.	Marianne Hesketh / CMT / Neil Turvey	<p>Amber</p> <p>The improvement works at Fleetwood Market are progressing well with the patent glazing in the main hall now complete and decoration work continuing. The existing slate roof is being removed and replaced. Stonework repairs and cleaning is being carried out to the North and South elevations. Nesting seagulls have hampered some of the roof work and as a result there is an overall slight delay to the programme. The project is now due to complete mid November 2023.</p>	<p>Amber</p> <p>Following cabinet approval in September a review of Marine Hall operations and to explore alternative providers is underway. GJG Consultancy have been appointed to progress the review. A soft market testing exercise is underway for Thornton Little Theatre. Deadline is end of October 2023.</p> <p>In the main hall of Fleetwood Market, the decoration to the inside roof space is complete. The slate roof replacement works with Penrhyn Heather Blue Welsh slate and new insulation has been delayed due to nesting gulls, the gull chicks have fledged, and the roof works recommenced on 7 August. The legal protection of the nests and gulls on the roof for six weeks clearly hampered the roof works. Temporary sheeting had been utilised to protect the roof and the new coverings can only be installed in-between the heavy rain showers and we have had heavy intense rain and high winds causing additional problems. The replacement doors, shutters and steelwork are underway for the Main Hall and concrete ground beams are being installed for the new doors and glazing to the Birdcage. In the Birdcage the temporary internal scaffolding deck was removed on Sun 10 September, two weeks ahead of time. The stonework repairs in Adelaide Street are complete and the scaffolding is due to come down. The total re-painting of the roof trusses in the Annex Hall is on-going. The project is now due to complete end November 2023.</p>
PGR5 - Status Deliver the UK Shared Prosperity Fund and Rural England Prosperity Fund 2023-2025.	Sara Ordonez	<p>Green</p> <p>The late start of the UKSPF nationally has impacted on the progress of the year one and two programme, and we are currently awaiting the 2023/24 payment from Government. The projects are however progressing well with fifteen of the thirty year one and two projects started. Nine of these are council officer led. One heritage project has successfully completed in early May, Fleetwood Celebration Day. Ten projects are delivering to schedule with no outstanding issues. Five are progressing but require some attention to ensure that risks do not threaten delivery. Of the projects that haven't started, eight are in the process of finalising grant agreements and they are expected to commence from quarter 3. Remaining projects are in the pipeline but at various stages from scoping to procurement.</p>	<p>Green</p> <p>Government confirmed Wyre's 2023/24 allocation on 11 July 2023, which enabled year two projects to move forward. Payment of £1,053,673 was received on 2 October.</p> <p>Nineteen of the thirty year one and two programme starts have commenced, two of which are complete. Eleven projects are currently delivering to schedule, with no outstanding issues. Six projects are progressing, but require attention/active management to ensure that risks do not materialise into major issues. We are pursuing the return of three grant agreement, along with progressing the plans for the remaining year 2 projects. A combination of delayed: a) works to Fleetwood market due to gulls nesting, followed by intense rainfall, b) return of grant agreements for projects starts and c) consultations, have all had a knock on effect on spend at end of Q2. However projects are being actively project managed and there is confidence in the project delivery currently taking place.</p>

Growth and Prosperity Measures		Reportee	Q1, April - June 2023			Q2, July - September 2023			Commentary
			Target	Actual	Cumulative	Target	Actual	Cumulative	
MGR1	Number of jobs created within the Enterprise Zone	Colm Healy	6			6	5	5	(Data source: NPL Estates/Thornton Facilities Management) Target of 137 jobs to be created Aug 2020 - Apr 2026 (137 jobs /67 months in the period = 2 x 3 months per quarter = 6 jobs per quarter)
MGR2.1	Increase footfall to town centres	Colm Healy	991k	939,857	939,857	940k	1,271,899	2,211,756	Target set as footfall from previous quarter (Data source - Huq Industries Ltd)
	Total visits to town centres		203k	250,274	250,274	250k	372,185	622,459	Target set as footfall from previous quarter (Data source - Huq Industries Ltd)
	* Fleetwood		363k	252,113	252,113	252k	412,208	664,321	Target set as footfall from previous quarter (Data source - Huq Industries Ltd)
	* Cleveleys		193k	214,834	214,834	215k	238,263	453,097	Target set as footfall from previous quarter (Data source - Huq Industries Ltd)
	* Poulton		233k	222,636	222,636	223k	249,243	471,879	Target set as footfall from previous quarter (Data source - Huq Industries Ltd)
MGR2.2	Reduce town centre vacancy rates to below 11%	Colm Healy	11.00%	8.92%	8.92%	11.00%	9.01%	9.01%	Total vacancy rate for 7 town centres monitored (Fleetwood, Cleveleys, Poulton, Garstang, Thornton, Knott-End, Great Eccleston)
	Town centre vacancy rates		11.00%	12.99%	12.99%	11.00%	14.57%	14.57%	Most recent monitoring took place July 2023 (due to resourcing this monitoring only takes place twice yearly). Ambitious target set and although reporting behind target, a significant amount of work is being undertaken to reduce vacancy rates e.g. HAZ improvements to shop fronts, provision of business support etc.)
	* Fleetwood		11.00%	8.06%	8.06%	11.00%	8.61%	8.61%	Most recent monitoring took place July 2023
	* Cleveleys		11.00%	2.83%	2.83%	11.00%	1.89%	1.89%	Most recent monitoring took place July 2023
	* Thornton		11.00%	9.14%	9.14%	11.00%	9.14%	9.14%	Most recent monitoring took place July 2023
	* Poulton		11.00%	10.06%	10.06%	11.00%	8.18%	8.18%	Most recent monitoring took place July 2023
MGR2.3	Increase number of visitors to the borough each year	Emma Lyons							The model used is STEAM (Volume and Value of Tourism) these figures are provided from Marketing Lancashire and this data is only received annually at the end of the year. This data will therefore be reported in Q4.
MGR3.1	Increase number of businesses supported in Wyre.	Colm Healy	688	732	732	705	782	782	Target set as 738 by end of 2023-24, as this represents a 10% increase on the 671 as at April 2023, hence target increase set as approx. 17 additional businesses each quarter.
MGR3.2	80% of fledgling businesses surviving - 18 months	Colm Healy	80%	69%	69%	80%	68%	68%	Data source - BankSearch Consultancy Ltd (data correct as at August 2023). Forecasts are based on the annualised level of failure so far this year. As we progress through the year, and the actual level of failure becomes known, the updated projections will become closer to the actual 2023 survival level. The current projection of companies incorporated during 2022 is that 87% will survive to the end of 2023. This is better than the 77% one-year survival achieved by 2021 companies and is better than the 73% one-year survival achieved by 2020 companies. 2021 Wyre companies two-year survival forecast is 49%, this compares with 51% for businesses set up in 2020 and 61% for 2019 incorporations. We hope to be better able to support businesses in the borough navigate their start-up and growth phases by allocating £200k of UKSPF monies to Boost Lancashire who will deliver business support programmes over the next two years. It should be noted that the data we receive from Companies House is approximately 12-18 months old, so subsequently when we're looking at companies who've survived (or haven't survived) 18 months in business, we're seeing the businesses that were launched up to three years ago (i.e. at the height of the pandemic), so this could go some way in explaining the relatively low survival rate.
MGR4.1	Business rate collection target 97%	Andrew Robinson	32.96%	34.22%	34.22%	61.46%	60.68%	60.68%	Not a concern as only marginally down on target, will keep an eye on it going forward.
MGR4.2	Council tax collection target 97%	Andrew Robinson	28.07%	28.13%	28.13%	54.82%	54.41%	54.41%	Not a concern as only marginally down on target, will keep an eye on it going forward.
MGR5	Successful delivery of our UKSPF projects (% spent of available spending to date)	Sara Ordonez	20%	20%	20%	40%	10%	30%	Measures relate to spend. The programme has had to deliver 2 years of the programme in 9 months, i.e. from Government sign off. The programme has made great strides to catch up, however it has been reliant on third parties clarifying and signing off grant agreements to commence. Payment plans for each project have been carefully designed to enable efficient delivery and reduce associated risks to the council. As this measure is regarding the amount of funds spent for year one and two of the programme, it is expected that spending will increase in Q3 but will mostly be realised in Q4.

Environment and Climate Projects			
Ref and Title	Project Manager	Q1, April - June 2023	Q2, July - September 2023
PENV1 - Status Deliver our Climate Change Strategy including carbon budget	Sammy Gray	Green Development of the Climate Change Strategy is in progress and on target for completion by the end of Q2. Consultants have been contacted to provide a costed action plan.	Green The first draft of the Climate Change Strategy was completed and presented to members of the Overview and Scrutiny Climate Change Sub-Committee. Comments are being collected from councillors and key officers for consideration. Changes will be incorporated into the final draft during Q3, prior to public consultation on the document in Q4. It is anticipated that the final strategy will be presented to Full Council in April 2024.
PENV2 - Status Deliver our action plan to reduce the effect of climate change on our borough including the carbon footprint of all council activities and assets	Sammy Gray	Green We have been awarded £177,728 grant funding from the Low Carbon Skills Fund, for specialist consultants to survey and produce Heat Decarbonisation Plans and detailed designs for 8 sites heated by gas, including the leisure centres. This will determine what measures can be put in place to improve energy efficiency and switch to sustainable heating systems. We are the only council in Lancashire to receive this funding. The East Lancashire Chamber of Commerce was appointed as part of the UKSPF project to offer free energy advice and decarbonisation plans for Wyre businesses. As part of the Great Big Green Week in July, the Big Green Get Together was held at Wyre Estuary Country Park. This successfully attracted many families, who engaged in many environmental activities and had important climate conversations. The team also attended a community event at Calder Vale, to answer questions and determine levels of interest as part of our ongoing support for the pilot project looking into community energy opportunities within the village. Our school work continued with the Young Wyre in Bloom competition taking place at the end of June, showcasing the environmental and sustainable activities pupils have been involved in across Wyre. Our countryside team and Wyre Rivers Trust have been working on site at the Wyre Estuary Country Park with school groups to educate them on the importance of the estuary for the climate and our biodiversity. Alongside the Wyre Rivers Trust, we have been working with volunteers to install leaky dams in our upland catchment to reduce flooding risk, using the arising's from ongoing woodland management work. The countryside and parks team have also been working together to managing our grasslands to create areas of meadow to improve sites by both drawing down carbon and enhancing biodiversity.	Green Calculation of our carbon footprint for 2022/23 was completed during this quarter, which showed a 17% drop in like-for-like emissions since the 2018/19 baseline. This figure is just 1% below the target reduction for this year, which shows the council is primarily on track for achieving its net zero targets. Other measures such as waste, material use and staff commuting have also been calculated this year, however these are not included in the final carbon footprint measurement as it was not possible to measure these during the baseline year in 2018/19 and the figures would no longer be comparable. However, as tools continue to improve and more data becomes available, any additional emissions sources will continue to be measured and addressed to bring down total emissions alongside our targets. The Salix LCSF grant work has progressed well, with specialists consultants appointed and most surveys undertaken on the buildings included in the project. It is anticipated that Heat Decarbonisation Plan reports detailing current building fabric, mechanical and electrical systems, and recommended improvements will be completed w/c 9th October. These will be reviewed internally before commissioning detailed designs for these suggested improvements, in preparation for future funding rounds. Progress on the decarbonisation of Fleetwood Market, using Salix PSDS funding has also continued. The air source heat pumps used to replace the gas boilers are on site, although slight delays from nesting birds mean these will be installed in Q3. Three more Carbon Literacy training sessions were completed during August and September for a total of 35 staff. Once these staff are certified, and Carbon Literacy is integrated into performance management objectives for the council, we will be able to apply for the level of Silver Carbon Literate Organisation. Engagement activities have included a green event at The Mount, as well as staff initiatives in-person and on the hub during Net Zero Week. Key staff members were also invited to participate in the Fylde Coast Net Zero Workshop, to explore potential carbon saving initiatives that can be implemented across the three councils. From this, the partnership are exploring the possibility to provide dedicated energy efficiency advice, the feasibility of council-owned solar power car ports and the conversion of council fleets to HVO. This follows Wyre's agreement to proceed with this transition to HVO, which is anticipated to save approximately 32% of the council's carbon footprint. Staff have also continued to use the internal Climate Change Decision Wheel to support climate-friendly decision making. The recently updated report format ensures all reports now include a comment on the impact of the decision on climate change.
PENV3 - Status Collaborate with partners to reduce community energy consumption through retrofitting houses and the delivery of Cosy Homes in Lancashire (CHIL)	Mark Broadhurst	Green HUG2 is getting underway. In Q1 Lancashire was the only Authority nationally to submit a batch of grant applications for the new HUG2 grants. These applications will hopefully start feeding through as installations in subsequent quarters. Q1 saw the installation of 7 energy efficient boilers, 1 full house central heating system and 2 loft insulation measures. New marketing and PR initiatives are underway and park home sites in Wyre have been targeted with mail drops for HUG2 in Q1. Initial feedback from CHIL is that leads are starting to come through from this work.	Green HUG2 jobs are now starting to feed through with 7 measures completed and a further 42 jobs being recorded on the system. Publicity of the scheme continues at events, with radio advertising and mail drops across targeted areas.
PENV4 - Status Page 49 Deliver the Wyre Beach Management Scheme to protect 11,000 homes from coastal flooding by October 2023	Carl Green	Green Phase 1 enabling works are complete with permanent electric supply to the site offices. The site compound turning circle loop surfacing repairs and replacement completed. Phase 1 rock revetment works completed by end June, 4 weeks ahead of programme. The crest wall element of the Phase 1 works has been awarded to Amco, a visit to the precast works is being arranged for late July/early August. Moulds are currently being prepared for casting the wall and delivery to site 18th September 23. Public liaison and engagement continues with regular updates. There have been very few complaints and all dealt with promptly by the contractor. A change of working practice was required following voids being found on sand covering revetment rocks. The Social Value Action Plan is being utilised to target employment and skills, education, environment and sustainability, community engagement and supply chain engagement. Phase 2. Target cost approved by Board and contract signed on 16 June 23. The FCERM4 application for additional funding due to inflationary increases was approved by the Environment Agency on 13 June 23. Planning approval was granted 5th April. Discharge of conditions require submission to consultees. The relevant documents have been submitted with consultee returns due 16 July 23. The MMO Marine licence was granted on 13 June 23. A number of conditions require to be discharged and have subsequently been submitted to the MMO portal. Early supply of rock for Phase 2 has been instructed with supplies to commence early July. This will allow an early start to Phase 2 once planning consultation and discharge of conditions has been completed.	Green Phase 1 rock revetment works completed. The crest wall element of the Phase 1 works awarded to Amco, with delivery to site 18th September 23. Public liaison and engagement continues with very few complaints. Following the change of working practice no new voids have been found in the sand covering revetment rocks. High tides in late Sep early Oct will consolidate the sand fully. The Social Value Action Plan is being utilised to target employment and skills, education, environment and sustainability, community engagement and supply chain engagement. BBCEL have agreed to sponsor the Wyre business awards. Phase 2. Planning approval conditions have been discharged allowing commencement of the works. Consultee returns complete 16 July 23. The MMO Marine licence was granted on 13 June 23. The conditions have now been discharged. Early supply of rock for Phase 2 commence 7 July, with the main scheme rock order mobilisation order commencing 4 Aug. The concrete sub contractor mobilised on 8 Aug – for construction of the cross over ramps. The navigation marker sub contract has now been awarded with mobilisation late Oct. Design work to tie into proposed Anchorsholme remedial works has commenced.
PENV5 - Status Lead on Our Future Coast project and support the Wyre Natural Flood Management project to help prepare communities for coastal change resulting from climate change	Carl Green	Green The project board for the Our Future Coast has now been established with representatives from partner agencies such as Lancashire Wildlife Trust, Natural England, Environment Agency, Lancaster University and Marine Management Organisation as well as Wyre Council. The project together with the Wyre Natural Flood Management project being led by Wyre Rivers Trust are receiving national coverage including representation at the National Flood and Coast Conference which identified the projects as the way forward for building community resilience through innovation in working methods and financing. Site visits to look at the delivery of projects are planned for August 2023.	Amber Our Future Coast are seeking a new project manager for the scheme - advert currently out. The spend profile for the scheme is behind planned / reported due to increased time required to prepare and sign legal agreements and changes in landowner which has resulted in a refocusing of one of the schemes. Excellent progress being made with community engagement through NGO led community officers. Partner Meetings: 27 partner site visits undertaken including 4 community events where co scoping of the issues and project objectives were shaped. Meetings undertaken with Liverpool & Lancaster University – research links established between EA R&D lead. Marian radar employed at 6 sites – key data captured on currents – sediment movement. Agreements signed by four partner organisations and with legal department in remaining 8. Engagement Officers in place hosted by Lancashire Wildlife Trust and Morecambe Bay Partnership. West Shore, Fleetwood, Humphrey Head, Lytham, Fluke Hall, Stannah plans in place. Development of sediment modelling study. Links established with Nature North - Jacobs Strategic Support Framework – Shoreline Management Plan Refresh - CoOpt to link objectives of OFC. Site visit to Wyre NFM scheme at Abbeystead undertaken by CEx Rebecca Huddleston, Cllr Roger Berry and Carl Green to see the progress made on the scheme. Particularly pleasing was the recognition of the Council's investment in the scheme and the forward thinking of the landowners and farmers who are managing the land for nature and for future generations but still provide a sustainable farm income.
PENV6 - Status Complete a full review of the Wyre Local Plan by 2024	Fiona Riley	Amber Discussions continue with neighbouring local authorities regarding the potential to commission joint evidence to support their respective local plans. A Joint Economic and Employment Study has been commissioned and a joint Strategic Flood Risk Assessment is currently being procured. Regular meetings of the Planning Policy Working Group continue to consider emerging evidence. Work is underway on preparing a revised local plan timetable which will also consider implications from the government's emerging planning reform, that we still await further clarification on.	Amber Discussions continue with neighbouring local authorities regarding the potential to commission joint evidence to support their respective local plans. A joint Strategic Flood Risk Assessment has been recently commissioned and discussions are underway regarding retail evidence. Regular meetings of the Planning Policy Working Group continue to consider emerging evidence, including considering a revised Local Development Scheme to provide a new timetable for preparing the local plan. This anticipates a two year delay with adoption now proposed for late Summer 2026.

Environment and Climate Measures		Reportee	Q1, April - June 2023			Q2, July - September 2023			Commentary
			Target	Actual	Cumulative	Target	Actual	Cumulative	
MENV1	Delivery of our Climate Change Strategy and Action Plan	Mark Billington, Sammy Gray							Targets not applicable at this stage until the strategy and updated action plan is complete. Good progress has been made on the draft document and feedback is currently being reviewed.
MENV2	Reduction in council carbon emissions	Mark Billington, Sammy Gray				-18.4%	-17.3%	-17.3%	Data is collected and reported in Q2 annually. To meet the council's target of a 78% reduction in our baseline 2018/19 emissions by 2035, we need to reduce our emissions by approximately 4.6% on a cumulative basis. Four years on from this baseline, the target reduction for 2022/23 is 18.4% (4 x 4.6%). The like-for-like carbon footprint was just 1% away from this target, showing the council is primarily on track to meet the overall target.
MENV3	Number of domestic energy measures installed under the Cosy Homes in Lancashire, via Government grant schemes	Mark Broadhurst	5	10	10	10	13	23	HUG2 is getting underway. In Q1 Lancashire was the only Authority nationally to submit a batch of grant applications for the new HUG2 grants. These applications will start feeding through as installations in subsequent quarters. Q2 update:- HUG2 cases are now feeding through with 7 HUG2 completions (of 48 Lancashire completions) and 42 other Wyre jobs in the system.
MENV4	11,000 more homes protected from coastal flooding by October 2026	Carl Green	0	1,193	1,193	0	0	1,193	Completion of Phase 1 better protecting 1193 properties completed early in June. No proposed sectional completion of phase 2 until July 2024.

People and Communities Projects			
Ref and Title	Project Manager	Q1, April - June 2023	Q2, July - September 2023
PPE1 - Status Work with partners to deliver Wyre's Moving More Strategy to increase rates of physical activity across Wyre.	Carol Southern	Green We now have a near final draft of the Wyre Moving More Strategy which is going to O&S on 17th July. We met as a Wyre Moving More Board in June to start to explore the implementation of the priorities and action plans associated with the strategy. We have planned a WMM sub group meeting in July to progress the Children and Young People's theme before the schools break up. We plan to meet with the other two main priority theme leads in the Autumn as well as officially launching the strategy, following Cabinet approval.	Green We have been planning our Wyre Moving More work with key partners and have another board meeting in October. We are developing our priority projects for each of the work streams and compiling a communications plan to launch and update on the implementation of the strategy.
PPE2 - Status Complete a review of our indoor leisure provision by Summer 2023.	Mark Broadhurst / Carol Southern	Green We have a near final draft of the leisure review and strategy, as well as draft architects plans and business cases for our facilities in the future. We are just awaiting the management options appraisal, which will be with us early in the next quarter.	Green The review of our Wyre Leisure indoor centres is now almost complete and we have received all of the final draft documents.
PPE3 - Status Deliver effective support to our most vulnerable residents including the Household Support Fund.	Pete Mason / Mark Broadhurst	Green The Energy Bills Support Scheme and Alternative Energy Alternative Fuel scheme originally closed on 31 May 23. It has since been re-opened to allow LA's with outstanding applications time to process them, however those from Wyre residents have all been settled. Payments totalling £377,800 were made to 1,133 applicants. With effect from 1 July applications via an online application form, will be accepted for payments from the fourth tranche of Household Support funding. In total the council have been awarded £860k to distribute over the remainder of the current financial year. Initially, we are looking to make payments to families (single adults and couples with dependent children) whose gross household income is less than £52k, but too high to receive any social benefits other than child benefit.	Green The 4th tranche of the Household Support Fund (HSFA) has been opened up to council tax payers (single persons or adults) without children who are on low incomes that are slightly above the thresholds to make them eligible to claim Local Council Tax Support and other social benefits. Single adults and couples with gross annual income's under £25,000 and £30,000 respectively can apply for a £150 payment, which will be made in the form of a supermarket voucher. In July 23 payments of £150 per child were made from HSF4 to households claiming LCTS who had children moving up to senior school in August 23. The payments were made to help the families pay for the cost of the school uniforms. In total 250 payments were made with a value of £37,500.
PPE4 - Status Continue to take a proactive role in delivering the Community Safety Partnership, co-ordinating an action plan for Violence Reduction.	Neil Greenwood	Green In December 2022 a new statutory duty for Community Safety Partnerships was introduced to work collaboratively with partners to reduce violence. Lancashire is in a very good position in that a Pan Lancashire Violence Reduction Network funded by the home office has been operating prior to the requirement and they have already produced both a Strategic Action Plan and a Needs Assessment for Lancashire, which Wyre Community Safety Partnership has adopted. This means that our key partners are already working towards the aim of reducing violence. Wyre Community Safety Partnership will capture all the good work that is being undertaken in Wyre and report on progress annually. At the same time we will monitor violence against the person data, on a quarterly basis using January - March as a baseline figure.	Green During the 2nd Quarter, the neighbourhood police launched a key project, Clear, Hold, Build which has been branded Prosper in the Fleetwood area, which is aimed at tackling organised crime which is a significant contributor to violence within the Borough. In addition there has been Pan Lancashire wide discussions on how Community safety partnerships will be held accountable by the police and crime commissioner department for their violence reduction work. A template is to be circulated during the next quarter for Wyre Community Safety Partnership (CSP) to adapt there existing plan. Unfortunately there has been a change in the analyst service and CSPs don't have access to a single analyst. This has meant there is some disruption to the statistics which are hoped to be resolved by the next quarter.

People and Communities Measures		Reportee	Q1, April - June 2023			Q2, July - September 2023			Commentary
			Target	Actual	Cumulative	Target	Actual	Cumulative	
MPE1.1	Number of people engaged with our health programmes	Carol Southern	1000	1246	1246	1000	1171	2171	Really pleased with the numbers of people that we and are contracted partners - Slimming World, Fleetwood Town Community Trust - TRY Sport and YMCA Fylde Coast are achieving - Your Move low impact programme.
MPE1.2	Reduced percentage of adults in Wyre that are physically inactive	Carol Southern	<25%	25%	25%				Annual target - figures are released in June every year only, the figures for Wyre on inactivity are fairly static currently.
MPE1.3	Number of volunteer hours (target of 20,000 hours)	Simon Swindells	5,000	8,166	8,166	5,000	6,851	15,017	
MPE1.4	Number of children engaged with holiday activities (target 900)	Carol Southern	300	435	435	600	1168	1603	
MPE2	Number of annual visits to our leisure centres (target of 600,000)	Carol Southern	150,000	154,100	154,100	150,000	138,304	292,404	The number of visits to the leisure centres is down a little in the last quarter. This seems unusual so we have asked the YMCA to double check the figures. The figures may be reflective of a small reduction in memberships and the cost of living crisis reducing pay and play visits (pay and play is the income from activities such as 5 a side football which are activities that aren't covered by memberships and are paid per booking. It can also include one off use of the gym facilities or attendance at a class by non-members). Some members may also not have been swiping in as they should at reception and so YMCA staff have been reminded to be vigilant to this. If numbers need to be corrected this will be reported next quarter.
MPE3	Outcomes from delivering the Household Support Fund (spend £)	Pete Mason	0	0	0	£50,000	£42,500	£42,500	We are expecting low volumes of applications during the summer months, but a substantial increase during the third and fourth quarters. We also have payments to make to foodbanks and other agencies during November and February, and will be making automatic awards to LCTS claimants/the disabled in February as the remaining balance of the fund allow. Slow uptake to the application process for q2.
MPE4	Proactive actions to reduce violence against the person and Anti-Social Behaviour	Neil Greenwood	-5%	-3%	-3%	-5%	-5%	-5%	The target is a 5% reduction on the number of violence against the person offences recorded for the same period in 2022/23. Further analysis of the data in quarter 1 shows that there was a reduction in the number of violent crimes from the same period last year, but not as much as we would have liked. The data for quarter 2 indicates that there has been a reduction in line with our target for the same period last year.

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Report of:	Meeting	Date
Clare James, Corporate Director Resources (S151 Officer)	Overview and Scrutiny Committee	20 November 2023

Overview and Scrutiny Work Programme 2023/24 – update report

1. Purpose of report

1.1 To update the Overview and Scrutiny Committee about the Overview and Scrutiny Work Programme 2023/24.

2. Recommendations

2.1 That the report be noted.

2.2 That the committee considers their desired areas of work for the remainder of the 2023/24 period.

3. Current and completed work

3.1 The Promotion of Self-Care and Social Prescribing Task Group

The final report of the task group was submitted to Cabinet on the 18 October 2023 for their consideration. At that meeting, Cabinet agreed:

- That the council continues to promote its ongoing work with its primary care networks, local GP practices and other link/community organisations; that the council supports these groups by continuing to advertise its services via different methods.
- That the council should ensure that its health and wellbeing services and offers are well promoted on its website and social media. The council’s services and offers should also be specifically promoted to local NHS social prescribing teams. If and when an opportunity to refresh a local directory of services presents itself, it is recommended that the council supports this work.
- That the work of the council in relation to social prescribing be monitored by the Overview and Scrutiny Committee and be made a strategic priority.

The full report of this task group and the minutes for the Cabinet meeting can be found on the Wyre Council website here:

<https://wyre.moderngov.co.uk/ieListDocuments.aspx?CId=136&MId=1841&Ver=4>

3.2 Citizens Advice Lancashire West Contract review

Members commissioned the task group at their last committee meeting. An email was sent out to all councillors asking for expressions of interest to be submitted by the 30 October. Eleven councillors put their name forwards and they were confirmed as members. The first meeting has been agreed for Wednesday 15 November at 6pm.

3.3 YMCA Contract Review

Following further requests for updates to the Leisure Provision task group proposal, officers have explained that they require more time to review the draft documents. However, they have suggested that the committee use the time to review the current service agreement with the YMCA leisure centres prior to its review in 2024.

3.4 Annual Update from the NHS Lancashire and South Cumbria Integrated Care Board (ICB)

At the meeting of the O&S Committee on 17 October 2022, members were given an update regarding Clinical Commissioning Groups, which have now been replaced by Integrated Care Boards as well as the statutory Integrated Care Partnership. The minutes of this meeting can be found here: <https://wyre.moderngov.co.uk/mgAi.aspx?ID=11054>
Members are asked to consider areas of focus/questions to the Lancashire and South Cumbria representative prior to the meeting on 15 January 2024.

4. Work Programme

4.1 The Overview and Scrutiny Committee Work Programme for 2023/24 is attached at Appendix 1.

report author	telephone no.	email	date
Daphne Courtenage	01253 887476	Daphne.courtenage@wyre.gov.uk	06/11/2023

List of appendices

Appendix 1 – Overview and Scrutiny Work Programme 2023/24

Overview and Scrutiny Committee Work Programme 2023/24:

Committee Meetings		
2023		
Date	Theme	Agenda items
Monday 12 June at 6pm	Update and review	<ul style="list-style-type: none"> Election of Chair for the municipal year 2023/24 Election of Vice Chair for the municipal year 2023/24 Business Plan 2022/23, Quarterly Performance Statement (Quarter 4: January – March) Climate Change Sub-Committee report O&S Work Programme 2023/24 – update and planning <p>Invited attendees: Marianne Hesketh (Corporate Director Communities)</p>
Monday 17 July at 6pm	Corporate theme	<ul style="list-style-type: none"> Wyre Moving More Strategy Terms of reference and membership of Climate Change Sub-Committee O&S Work Programme 2023/24 – update <p>Invited attendees: Mark Broadhurst (Head of Housing and Community Services), Cllr Lynne Bowen (Leisure, Health and Community Engagement Portfolio Holder)</p>
Monday 4 September at 6pm	Update and review	<ul style="list-style-type: none"> The Promotion of Self Care and Social Prescribing in Wyre Task Group – final report Review of the implementations of the District Enforcement Pilot Task Group Housing briefing note from Mark Broadhurst Business Plan 2023/24, Quarterly Performance Statement (Quarter 1: April – June) O&S Work Programme 2023/24 – update <p>Invited attendees: Marianne Hesketh (Corporate Director Communities), Mark Broadhurst (Head of Housing and Community Services), Cllr Simon Bridge (Street Scene, Parks and Open Spaces Portfolio Holder)</p>
Monday 16 October at 6pm	Business Plan single-item meeting	<ul style="list-style-type: none"> Business Plan review O&S Work Programme 2023/24 – update <p>Invited attendees: Rebecca Huddleston (Chief Executive), Cllr Michael Vincent (Leader)</p>
Monday 20 November at 6pm	Resources and Finance theme	<ul style="list-style-type: none"> Fees and Charges – draft NWE Finance Scrutiny Session – include link Business Plan 2023/24, Quarterly Performance Statement (Quarter 2: July – September) O&S Work Programme 2023/24 – update

Committee Meetings		
		<p>Invited attendees: Cllr Lesley McKay (Resources Portfolio Holder), Clare James (Corporate Director Resources, Section 151 Officer), Marianne Hesketh (Corporate Director Communities)</p>
2024		
Monday 15 January at 6pm	Integrated Health and Care System theme	<ul style="list-style-type: none"> • Annual update regarding the work of the Lancashire County Council Health and Adult Services Scrutiny Committee • Annual update from the Lancashire and South Cumbria Integrated Health and Care Board • O&S Work Programme 2023/24 – update <p>Invited attendees: Councillor Julie Robinson (Co-Opted Member), Heather Crozier (Integration Place Leader – Lancashire North)</p>
February TBC	Work Programme Workshop 2024/25	<ul style="list-style-type: none"> • Workshop to agree topics for review for the 2024/25 Municipal Year <p>Invited attendees: The Corporate Management Team (CMT) and the members of the Overview and Scrutiny Committee.</p>
Monday 26 February at 6pm	Police and Community Safety theme	<ul style="list-style-type: none"> • Wyre Community Safety Partnership – annual scrutiny review • Business Plan 2023/24, Quarterly Performance Statement (Quarter 3: October – December) • Review of the Tackling Youth Anti-Social Behaviour in Wyre Task Group – one year on • O&S Work Programme 2023/24 – update <p>Invited attendees: Martin Wyatt (Wyre Neighbourhood Inspector), Neil Greenwood (Head of Environmental Health & Community Safety), and Councillor Roger Berry (Neighbourhood Services and Community Safety Portfolio Holder).</p>
Monday 22 April at 6pm	Work Programme planning and review	<ul style="list-style-type: none"> • O&S Work Programme 2023/24 – update • O&S Work Programme 2024/25 – planning <p>Invited attendees: TBC</p>

Task Group Reviews		
Current reviews:		
Date	Topic	Status
2023	Citizens Advice Lancashire West contract	First meeting in progress.
Paused work:		
Date	Topic	Status

Task Group Reviews		
Future review focuses for 2023/24:		
Proposed start date	Topic	Status
2023	Leisure Activity Provision	Agreed at the Work Programme Workshop (7.02.2023) – awaiting updates from officers, discussions ongoing regarding YMCA contract reviews
2023/24	Housing Options	Awaiting further information from officers.
Looking further ahead:		
Date	Topic	Status
2024/25	Poulton to Fleetwood railway line	Waiting on the outcomes of the Government funded business case and feasibility study
2024/25	Tourism Strategy – review of the tourism corporate strategy	Waiting on additional information from Marketing Lancashire

Updated November 2023

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