

DECLARATION OF INTEREST - CHECKLIST FOR ASSISTANCE OF MEMBERS – 2007 OVERVIEW AND SCRUTINY

Name: Councillor

Overview and Scrutiny Committee: Executive Overview & Scrutiny Committee

Date: 4 February 2010

Item No:                      Item Title:

Nature of Interest:

**A Member with a personal interest in any business of the Council must disclose the existence and nature of that interest at commencement or when interest apparent except:**

- Where it relates to or is likely to affect a person described in 8(1)(a)(i) or 8(1)(a)(ii)(aa), you need only disclose the existence and nature when you address the meeting on that business.
- Where it is a personal interest of the type mentioned in 8(1)(a)(viii), you need not disclose the nature or existence of that interest to the meeting if the interest was registered more than three years before the date of the meeting.
- Where sensitive information relating to it is not registered in the register, you must indicate that you have a personal interest, but need not disclose the sensitive information.

A Member with a prejudicial interest must withdraw, **either** immediately after making representations, answering questions or giving evidence where 4 or 6 below applies **or** when business is considered and must not exercise executive functions in relation to that business and must not seek to improperly influence a decision.

Please tick relevant boxes

Notes

	<b>Overview and Scrutiny only</b>		Notes
1.	I have a personal interest* but it is not prejudicial.	<input type="checkbox"/>	<i>You may speak and vote</i>
2.	I have a personal interest* but do <u>not</u> have a prejudicial interest in the business as it relates to the functions of my Council in respect of:		
(i)	Housing where I am a tenant of the Council, and those functions do not relate particularly to my tenancy or lease.	<input type="checkbox"/>	<i>You may speak and vote</i>
(ii)	school meals, or school transport and travelling expenses where I am a parent or guardian of a child in full time education, or are a parent governor of a school, and it does not relate particularly to the school which the child attends.	<input type="checkbox"/>	<i>You may speak and vote</i>
(iii)	Statutory sick pay where I am in receipt or entitled to receipt of such pay.	<input type="checkbox"/>	<i>You may speak and vote</i>
(iv)	An allowance, payment or indemnity given to Members	<input type="checkbox"/>	<i>You may speak and vote</i>
(v)	Any ceremonial honour given to Members	<input type="checkbox"/>	<i>You may speak and vote</i>
(vi)	Setting Council tax or a precept under the LGFA 1992	<input type="checkbox"/>	<i>You may speak and vote</i>
3.	I have a personal interest* and it is prejudicial <b>because</b> it affects my financial position or the financial position of a person or body described in 8 overleaf <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest  <b>or</b> it relates to the determining of any approval consent, licence, permission or registration in relation to me or any person or body described in 8 overleaf <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest	<input type="checkbox"/>  <input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 4 or 7 below</i>  <i>You cannot speak or vote and must withdraw unless you have also ticked 4 or 7 below</i>
4.	I have a personal and prejudicial interest in the business but I can attend to make representations, answer questions or give evidence as the public are also allowed to attend the meeting for the same purpose	<input type="checkbox"/>	<i>You may speak but must leave the room once you have finished and cannot vote</i>
5.	I must regard myself as having a personal and prejudicial interest in the business because it relates to a decision made (whether implemented or not) or action taken by the Cabinet or another of the Council's committees or sub-committees and, at the time the decision was made or action was taken, I was a member of the Cabinet, committee or sub-committee and I was present when that decision was made or action was taken	<input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you are a Cabinet member attending under section 21(13) of the LGA 2000 when you may speak to answer questions</i>

6.	I must regard myself as having a personal and prejudicial interest in the business because it relates to a decision made (whether implemented or not) or action taken by the Cabinet or another of the Council's committees or sub-committees and, at the time the decision was made or action was taken, I was a member of the Cabinet, committee or sub-committee and I was present when that decision was made or action was taken, <b>however</b> I am attending the meeting for the purpose of making representations, answering questions or giving evidence relating to the business as the public are also allowed to attend the meeting for this purpose, whether under a statutory right or otherwise	<input type="checkbox"/>	<i>You may make representations, answer questions or give evidence but must leave the room once you have finished and cannot vote</i>
7.	A Standards Committee dispensation applies.	<input type="checkbox"/>	<i>See the terms of the dispensation</i>

\* **“Personal Interest”** in the business of the Council means either it relates to or is likely to affect:

- 8(1)(a)(i) any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) any body -
- (aa) exercising functions of a public nature;
  - (bb) directed to charitable purposes; or
  - (cc) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union),
- of which you are a member or in a position of general control or management;
- (iii) any employment or business carried on by you;
- (iv) any person or body who employs or has appointed you;
- (v) any person or body, other than a relevant authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties;
- (vi) any person or body who has a place of business or land in your authority's area, and in whom you have a beneficial interest in a class of securities of that person or body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital (whichever is the lower);
- (vii) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi);
- (viii) the interests of any person from whom you have received a gift or hospitality with an estimated value of at least £25;
- (ix) any land in your authority's area in which you have a beneficial interest;
- (x) any land where the landlord is your authority and you are, or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi) is, the tenant;
- (xi) any land in the authority's area for which you have a licence (alone or jointly with others) to occupy for 28 days or longer.

**or**

A decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision.

**“a relevant person”** means

- (a) a member of your family or any person with whom you have a close association, or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph 8(1)(a)(i) or (ii).

**“body exercising functions of a public nature”** means

Regional and local development agencies, other government agencies, other Councils, public health bodies, council-owned companies exercising public functions, arms length management organisations carrying out housing functions on behalf of your authority, school governing bodies.

A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.

NB Section 21(13)(b) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

**EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

**AGENDA ITEM: 6  
HELD: 3 DECEMBER 2009**

Start: 7.30pm  
Finish:8.45pm

**PRESENT:**

Councillor Hammond (Vice Chairman in the Chair)

Councillors	Mrs. Atherley	Grice
	Baldock	Griffiths
	Mrs. Blake	McKay
	Carson	R.A. Pendleton
	Cotterill	Pope
	Mrs. Evans	Rice
	Gartside	

Officers Executive Manager Housing and Property Maintenance Services (Mr B Livermore)  
Executive Manager Community Services (Mr D Tilleray)  
Group Accountant (Mr M Kostrzewski)  
Principal Solicitor (Mr L Gardner)  
Principal Member Services Officer (Mrs S Griffiths)

**36. APOLOGIES**

Apologies for absence were submitted on behalf of Councillors Bailey, O'Toole and Vickers.

**37. MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, Members noted the termination of membership of Councillors Cropper, J. Roberts and W.G. Roberts and the appointment of Councillors Mr. Atherley, Rice and Cotterill for this meeting only, thereby giving effect to the wishes of the Political Groups.

**38. URGENT ITEMS**

There were no items of urgent business.

**39. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**40. DECLARATIONS OF PARTY WHIP**

There were no declarations of a party whip.

**41. MINUTES**

RESOLVED: That the minutes of the last meeting of the Committee held on 1 October 2009 be approved as a correct record and signed by the Chairman.

**42. CALLED IN ITEMS**

There were no called in items.

**43. RELEVANT MINUTES OF CABINET**

Consideration was given to the minutes of the meeting of Cabinet held on 17 November 2009.

Min. 70 Review of Revenue Grants to Voluntary Organisations

In relation to the above minute a Member sought further information on the applications for revenue funding that had been received from the voluntary organisations and suggested that the Membership of the Working Group that had considered these applications be reviewed.

RESOLVED: That the minutes of the meeting of the Cabinet held on 17 November 2009 be noted.

**44. KEY DECISION FORWARD PLANS 1 NOVEMBER 2009 - 28 FEBRUARY 2020 & 1 DECEMBER 2009 - 31 MARCH 2010**

There were no items under this heading.

**45. NOISE MANAGEMENT POLICY**

Further to minute no. 26(B) of the last meeting of the Committee held on 1 October 2009 consideration was given to the report of the Executive Manager Community Services as circulated and contained on pages 445 – 447 of the Book of Reports on the status of the Council's Noise Management Policy.

In relation to noise pollution Members raised questions/commented upon:-

- Number of cases achieving resolution or otherwise
- Seasonal noise pollution (pubs/clubs etc.)
- Prosecutions/types of evidence
- Powers of Police and Local Authority (noise conditions)
- Use of technology
- Business/industry noise pollution

The Executive Manager Community Services responded to Members questions.

RESOLVED: That the report be noted.

**46. REPORTS OF THE COUNCIL SECRETARY AND SOLICITOR**

Consideration was given to the reports of the Council Secretary and Solicitor as circulated and contained on pages 449 –481 of the Book of Reports.

**47. REVENUE BUDGET MID YEAR REVIEW**

The Committee considered the report on the projection on the financial position on the General and Housing Revenue Accounts to the end of the financial year.

During the ensuing discussion Members raised questions/commented upon the following issues:-

- Community Services favourable variation – suggest introduction of free under 16 swimming
- Budget realignments/virements – Repairs and Programme Maintenance Budgets
- Planning Regeneration and Estates – concern regarding non filling of posts
- Street Scene – lack of street cleansing in Tanhouse
- Downsizing - impact on service delivery (particularly in relation to Planning/Regeneration)/exit costs

The Group Accountant responded to questions from the Committee and the Chairman concluded that the report was an indication of the financial position at the end of the financial year.

RESOLVED: That the report be noted.

**48. BUDGET PROSPECTS**

The Committee considered a report providing an initial assessment of the budget prospects for future years. The Group Accountant confirmed that the increase in Government grant for 2010-2011 would be 0.6%.

RESOLVED: That the report be noted.

**49. REVISED CAPITAL PROGRAMME AND MID YEAR REVIEW 2009/2010**

The Committee considered a report outlining progress against the Revised Capital Programme at the mid-year point.

During the ensuing discussion Members raised questions/commented upon the following issues:-

- VAT windfall schemes
- Funding of re-roofing Nye Bevan Pool
- Staff re-location costs
- 19% capital expenditure low for time of year

**EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE HELD: 3 DECEMBER 2009**

The Group Accountant answered questions and indicated that factors such as partnership arrangements/tendering process/contracts etc. affect low spending in the early part of the financial year and that through good management expenditure is kept within budgets.

RESOLVED: That the report be noted.

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CHAIRMAN



**AGENDA ITEM: 7 (b)**

**EXECUTIVE OVERVIEW &  
SCRUTINY COMMITTEE:  
4 February 2010**

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**Report of: Council Secretary and Solicitor**

**Relevant Portfolio Holder: Councillor M Forshaw**

**Contact for further information: Mrs J Denning (Extn. 5384)  
(E-mail: [jacky.denning@westlancs.gov.uk](mailto:jacky.denning@westlancs.gov.uk))**

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**SUBJECT: CALL IN ITEM – JOINT LANCASHIRE MINERALS AND WASTE  
DEVELOPMENT FRAMEWORK SITE ALLOCATIONS AND DEVELOPMENT  
MANAGEMENT, DEVELOPMENT PLANS DOCUMENT (DPD) CONSULTATION**

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Wards affected: Borough wide

### **1.0 PURPOSE OF THE REPORT**

1.1 To advise the Executive Overview & Scrutiny Committee of the reason for the call in of the decision on the above item, as set out in Minute No. 97 of the meeting of Cabinet held on 19 January 2010.

### **2.0 RECOMMENDATIONS**

2.1 That the Committee determines whether it wishes to ask for a different decision.

2.2 That if the Committee does wish to ask for a different decision, the Committee indicates which of the options set out at paragraph 4.1 below, it wishes to pursue.

### **3.0 DETAILS RELATING TO THE CALL IN**

3.1 The report attached as an Appendix to this report was considered at Cabinet held on 19 January 2010.

3.2 The following decision of Cabinet is contained at Minute No. 97:

**“97. JOINT LANCASHIRE MINERALS AND WASTE DEVELOPMENT FRAMEWORK SITE ALLOCATIONS AND DEVELOPMENT MANAGEMENT, DEVELOPMENT PLANS DOCUMENT (DPD) CONSULTATION**

Councillor Forshaw introduced the report of the Executive Manager Planning, Regeneration and Estates (Interim) to agree a response to the second stage of the Joint Lancashire Minerals and Waste Development Framework Site Allocations and Development Management, DPD Consultation.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: That the Executive Manager Planning, Regeneration and Estates (Interim) in consultation with the Portfolio Holder for Planning and Transportation, formulate and submit a response based on the observations set out in paragraph 6 of the report, prior to the consultation deadline.”

3.3 The following reason for call was given in the requisition:

*“Insufficient coverage in the report at Section 6 of wider issues covering waste management, including sites other than White Moss and the emerging Local Plan for West Lancashire.”*

3.4 The requisition also provided an alternative decision which was:

*“That comments in relation to those reflecting initial views at Paragraph 6 of the report be expanded, specifically in relation to the wider waste management issues, including sites other than White Moss, and the relationship to the emerging Local Plan for West Lancashire.*

3.5 The following Members of the Executive Overview & Scrutiny Committee signed the requisition for call-in in accordance with the provisions of Overview & Scrutiny Committee Procedure Rule 15:

Councillor R A Pendleton  
Councillor McKay  
Councillor Carson  
Councillor J A Roberts  
Councillor W G Roberts

**4.0 CONCLUSION**

4.1 Following consideration of the decision of Cabinet and the requisition for call in, the Executive Overview & Scrutiny Committee can decide if it wishes to ask for a different decision. If the Committee does not wish to ask for a different decision then the decision of Cabinet takes immediate effect. If the Committee does wish to ask for a different decision, it may:



- a. refer the decision back to Cabinet (as the decision making body) for reconsideration, setting out the different decision; or
- b. refer the matter to Council. If the matter is referred to Council and Council does not object then the decision of Cabinet will take effect immediately from that Council meeting date. If the Council does object, then the decision and the objection will be referred back to Cabinet (as the decision making body) for reconsideration.

4.2 The Secretary of State in his Guidance recommends that Overview & Scrutiny Committees should only use the power to refer matters to the full Council if they consider that the decision is contrary to the policy framework or contrary to or not wholly in accordance with the budget.

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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

Report of the Executive Manager Planning, Regeneration and Estates (Interim)





**AGENDA ITEM: 5(h)**

**CABINET: 19<sup>th</sup> January 2010**

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**Report of: Executive Manager Planning, Regeneration and Estates (Interim)**

**Relevant Portfolio Holder: Councillor M Forshaw**

**Contact for further information: Gillian Whitfield (Extn. 5393)  
(E-mail: [gillian.whitfield@westlancs.gov.uk](mailto:gillian.whitfield@westlancs.gov.uk))**

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**SUBJECT: JOINT LANCASHIRE MINERALS AND WASTE DEVELOPMENT  
FRAMEWORK SITE ALLOCATIONS AND DEVELOPMENT  
MANAGEMENT DEVELOPMENT PLANS DOCUMENT CONSULTATION**

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**istrict Wide Interest**

**1.0 PURPOSE OF THE REPORT**

- 1.1 To agree a response to the second stage of the Joint Lancashire Minerals and Waste Development Framework Site Allocations and Development Management DPD Consultation

**2.0 RECOMMENDATIONS**

- 2.1 That the Executive Manager Planning, Regeneration and Estates (Interim) in consultation with the Portfolio Holder for Planning and Transportation to formulate and submit a response based on the observations set out in this report prior to the consultation deadline.

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**3.0 BACKGROUND**

- 3.1 In Lancashire, minerals and waste planning is the responsibility of the joint authorities of Lancashire County Council, Blackburn with Darwen Borough Council and Blackpool Borough Council. The joint authorities are currently preparing the Lancashire Minerals and Waste Development Framework (MWDF), which will replace the existing Minerals and Waste Local Plan 2006. The MWDF is the minerals and waste equivalent of the Local Development Framework (LDF), which the Council is preparing and can be found on the County Councils [website](#).

- 3.2 The Core Strategy was the first and most important document to be prepared for the Joint Lancashire MWDF. It sets out the broad direction for minerals and waste planning in Lancashire to 2021 and can also be found on the County Council [website](#). The responsibility for allocating specific minerals and waste sites has been devolved to the Site Allocations DPD, which is a separate document. In January 2008, the Council made no objections to the Core Strategy document and was generally satisfied that it would assist in reducing the amount of mineral extraction and waste disposal by landfill in the Borough. On 26<sup>th</sup> February 2009, the Joint Lancashire MWDF Core Strategy DPD was adopted by the joint authorities of Lancashire.
- 3.3 The Joint Lancashire MWDF Site Allocations and Development Management DPD sets out specific sites for: safeguarding and extracting minerals, landfill sites, transport terminals, restoration of former sites, and built facilities for the recycling and processing of minerals and waste. With respect to Development Management the DPD also sets out the approach to policies which will help to judge the suitability of minerals and waste applications.
- 3.4 To assist with preparing the Site Allocations DPD, Lancashire County Council conducted a “Call for Sites” process. A total of 8 sites were put forward for consideration in West Lancashire, and whilst most of these are minor alterations to existing facilities, two contentious sites were submitted which have a clear link to both the Lancashire and Greater Manchester Minerals and Waste agendas.
- 3.5 Both sites were located at White Moss Landfill and amounted to a significant 41-hectare extension (over two sites) to the existing landfill facility. The proposal would involve the extraction of peat/ clay from the site first, followed by landfilling with hazardous waste. In April 2009 as part of the formal consultation exercise the Council objected to the allocation of this site on the grounds that it could impact upon the delivery of the West Lancashire Core Strategy. Furthermore, it was considered that such operations would have major implications for any future growth and expansion of Skelmersdale, particularly any extension to White Moss Business Park. The proposal could also have possible ecological implications, including an effect upon climate change through the loss of peat as a “carbon sink”. In addition, an increase in activity and HGV movements, due to an extension to the existing site, could have an adverse effect upon the amenity of neighbouring residents.

#### **4.0 CURRENT POSITION**

- 4.1 The Joint Lancashire Authorities have published an early draft version of the Site Allocations and Development Management DPD in preparation for the forthcoming consultation in January 2010. The consultation period runs from the 7<sup>th</sup> January, 2010 to the 19<sup>th</sup> February, 2010. Although the document has been published changes are expected to take place prior to the start of the consultation. Officers propose to liaise with the County Council, attend consultation events and consider views which evolve during the consultation process itself in order to gain greater understanding of the implications for the Borough. However, the issues raised in section six of this report are likely to remain the most relevant.

4.2 In addition The Greater Manchester Joint Waste Development Plan Document (DPD) Preferred Options Report has recently been published and is available for comment until the 8<sup>th</sup> January 2010. As Greater Manchester currently exports much of its waste to neighbouring authorities, there are potential cross boundary issues with West Lancashire. Given the timescales I have used delegated powers to produce a response to the consultation and will report the details to Members in an update. The Greater Manchester Joint Waste DPD: Preferred Option Report may be viewed on the Association of Greater Manchester Authorities [website](#).

## 5.0 KEY ISSUES

5.1 The Joint Lancashire MWDF Site Allocations and Development Management DPD identifies a number of key issues. Each issue relates to the Core Strategy aims and objectives and is discussed in full using feedback from the previous consultation stages. Several options are then offered as a solution and a Sustainability Appraisal is carried out. The “favoured option” is then set out which is either one of the suggested options or a hybrid of two or more. The most relevant of the issues includes;

5.2 **Options for safeguarding Lancashire’s mineral resources** – In order to ensure the future of the important mineral supplies, mineral safeguarding defines areas where there will be a presumption against development that could prejudice the future working of those minerals. The DPD identifies six options to consider both the extent of mineral safeguarding and peat safeguarding. These are;

1. Safeguarding areas defined around mineral deposits identified on the British Geological Survey Mineral Resource Map.
2. As with option 1 but excluding certain environmental designations and urban areas.
3. Safeguarding areas defined around existing and historic consented quarries.
4. Safeguarding areas defined around mineral deposits within 3 miles of a strategic road network.
5. Safeguarding areas defined around peat deposits to protect it as a mineral resource.
6. Safeguarding areas defined around peat deposits to protect it as a carbon reserve.

The favoured option being a combination of option 1 and option 6 to safeguard areas defined around mineral deposits identified on the British Geological Survey Mineral Resource Map and safeguarding peat deposits to protect them as a carbon reserve.

5.3 **Options for allocating mineral sites** - Although there is currently no shortfall of “permitted reserves” (workable mineral resources with planning permission) over the plan period to 2021, the County Council have identified a need for contingency sites if the current pattern of production changes and in particular in relation to the continued supply of limestone. The DPD identifies three options;

1. Rely on minerals safeguarding to protect workable reserves and do not allocate further sites.
2. Allow extensions to existing sites where any adequately demonstrated shortfall in supply could be accommodated, provided no additional impacts arise.
3. Identify reserve sites and prioritise these for accommodating any adequately demonstrated shortfall in supply, provided no additional impacts arise.

The favoured option is number 3. For all other minerals the document proposes to rely on the safeguarding policy, as requirements within the Core Strategy have already been provided for adequately. However, given the potential issues around supply of limestone later in the plan period this option allows the County to prioritise the Dunald Mill site as a reserve site. This is the only site to be identified and no sites have been allocated within the West Lancashire Borough.

**5.4 Options for managing road transport in relation to minerals and waste** - The document raises potential concerns regarding the large amount of minerals and waste transported by road leading to pressure on transport infrastructure and concerns regarding climate change. As a result, the County Council identified a number of locations in Lancashire that offer potential as a transport terminal to transfer minerals and waste by either rail or water. The DPD identifies two options and a number of associated sites;

1. Encourage alternative methods of transport by safeguarding sites that could be suitable as minerals or waste rail depot/ wharf facilities.
2. Identify improvements to local road networks to manage the impacts of minerals and waste developments.

The favoured option is a combination of 1 and 2 and allocates a variety of sites with potential. No sites have been allocated for potential within the Borough.

**5.5 Options for allocating landfill capacity** – The permitted capacity of the current planned landfill sites would satisfy the requirement to dispose of our residual municipal and industrial and commercial waste streams over the plan period, providing the total volumes consented at planning come forward. With regard to hazardous waste, Lancashire has facilities to treat and incinerate such waste including White Moss landfill site in Skelmersdale. The DPD proposes one option only in relation to hazardous waste;

1. Allow extensions to the existing hazardous waste landfill only if there is a demonstrated regional or national need for the capacity.

The favoured option, as suggested above, seeks to allocate a westward extension to the White Moss landfill. This is to ensure that the land here will be safeguarded in the event a regional or national need for additional capacity arises and is demonstrated.

## **6.0 OBSERVATIONS**

### **Safeguarding mineral resources**

- 6.1 Whilst I understand the reasoning for the proposed designation of “Mineral Safeguarding Areas” defined around identified mineral deposits it would be preferential to only safeguard areas of minerals within 3 miles of the strategic road network, as set out in option 4, to avoid safeguarding areas where proposals are not likely to come forward.
- 6.2 This would ensure that mass safeguarding of such large areas of land does not impact on the allocation of sites within the Borough for housing and employment areas to the detriment of the delivery of the Core Strategy. The Council does, however, support the specific protection of peat resources to ensure carbon is not unnecessarily released and the identification of clear exclusions from Mineral Consultation Areas in order to ensure the consultation process is manageable.

### **Allocating mineral sites**

- 6.3 The favoured option for allocating minerals sites by identifying reserves in order to afford certainty to business and communities is welcomed. This option removes the need to rely on extensions to existing sites in the event of a shortfall and should prevent unsustainable extensions such as current peat/clay extraction at White Moss.

### **Managing road transport in relation to minerals and waste**

- 6.4 The Council recognises the need to reduce the amount of minerals and waste that is transported by road. At the last stage of consultation the Council expressed concern about the identification of West Quarry/Rail Pad in Appley Bridge as a potential site for a strategic rail facility. The Preferred Option no longer identifies Appley Bridge for any such use and seeks to manage this issue through allocation of other sites outside of the Borough and through improvements to local road networks. This is to be welcomed and the Council would support this decision.

### **Allocating landfill capacity**

- 6.5 The Joint Lancashire Authorities have now ruled out the allocation of the larger site to the south of White Moss landfill but continue to support the allocation of land to the west of the existing landfill to accommodate a future extension in order to meet Lancashire's hazardous waste needs in the Site Allocations DPD.
- 6.6 The deletion of the large area of land at White Moss is to be welcomed as that would have had a major impact upon the delivery of the West Lancashire Core Strategy and would have had major implications for any future growth and expansion of Skelmersdale, particularly with respect to the growth of White Moss Business Park. However, the allocation of the smaller parcel of land west of White Moss could still have negative ecological implications, an impact upon climate change through the loss of peat as a “carbon sink” and an impact upon the

highway network and neighbouring residential amenity as a result of increased activity and HGV movements.

- 6.7 It should also be noted that the “Preferred Option” approach as laid out in the Greater Manchester Waste Plan, which is currently out to consultation, appears to reject the option to continue to rely on sites outside of Greater Manchester in favour of reliance on those inside Greater Manchester. However, the document also identifies the need to review this capacity by 2013 and points out that the Regional Spatial Strategy recognises that hazardous waste disposal facilities are regionally important. Therefore, the conclusion is drawn that it may be possible to export hazardous waste beyond the sub region into specialised sites and White Moss landfill is identified as being such a site. Clearly there is a risk that Greater Manchester will continue to rely upon this site and thus require its further expansion.

## **7.0 PROPOSALS**

- 7.1 The consultation period for the Joint Lancashire MWDF Site Allocations and Development Management DPD does not begin until the 7<sup>th</sup> January 2010 and the finalised document will not be available until this time. Therefore, I am seeking a delegation to finalise and submit comments prior to the consultation deadline of the 18<sup>th</sup> February 2010, in consultation with the Portfolio Holder for Planning and Transportation. The comments will be based on the above observations but will be subject to change in the event any additional issues arise during the formal consultation period.

## **8.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

- 8.1 Reducing the amount of mineral extraction and waste disposal by landfill and safeguarding existing mineral and peat resources will help to improve the District’s sustainability, along with achieving the “sustainable development” and “better environment” objectives of the Sustainability Community Strategy.

## **9.0 FINANCIAL AND RESOURCE IMPLICATIONS**

- 9.1 There are no financial or resource implications aside from the allocation of officer’s time spent liaising with Lancashire County Council in relation to minerals and waste issues.

## **10.0 RISK ASSESSMENT**

- 10.1 There is a risk that an extension to the White Moss landfill site in Skelmersdale will be allocated to accommodate either Lancashire or Greater Manchester’s hazardous waste needs, and that this could affect future strategy in terms of any expansion of the White Moss Business Park.

## **11.0 CONCLUSIONS**

- 11.1 The Joint Lancashire MWDF Site Allocations and Development Management DPD raises several important matters which could impact upon the Borough in



particular the proposed extension to the hazardous waste landfill site at White Moss, Skelmersdale.

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### **Background Documents**

The following background documents (as defined in Section 100D (5) of the Local Government Act 1972) have been relied on to a material extent in preparing this Report.

<u>Date</u>	<u>Document</u>
February 2009	Joint Lancashire MWDF Core Strategy DPD
March 2009	Greater Manchester Joint Waste DPD
November 2009	Minerals and Waste Site Allocations and Development Management DPD
November 2009	Greater Manchester Joint Waste DPD: Preferred Option Report

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

None





## **AGENDA ITEM: 7(b)**

**Executive Overview and Scrutiny  
Committee: 4<sup>th</sup> February 2010**

### **Supplementary Report**

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#### **1.0 BACKGROUND**

- 1.1 As a result of further examination of the material released as part of the formal consultation process which began on the 7<sup>th</sup> January 2010, and the Council's attendance of an exhibition event held on the 28<sup>th</sup> January 2010, an additional concern has been raised which is not currently identified as a key issue in the main report of Agenda item 7(b). This relates to built waste facilities and is detailed below.

#### **2.0 OPTIONS FOR ALLOCATING BUILT WASTE FACILITIES**

- 2.1 The MWDF Core Strategy identifies additional ways to meet waste management needs and divert waste away from landfill. The document proposes allocating built waste facilities in locations close to the waste source such as existing or planned industrial estates. The facilities will vary in size from small scale rural to larger urban facilities.
- 2.2 The DPD identifies 3 options for allocating sites. These are;
1. Prioritise all existing or planned industrial locations for new built waste management facilities.
  2. Identify specific existing or planned industrial locations to accommodate new built waste management facilities.
  3. Promote new large scale built waste management development at other locations, including greenfield locations, where it can be demonstrated that it is not possible to locate them at sites identified in Option 2 (above) or other previously developed sites.
- 2.3 The DPD proposes 3 options for determining the type of facility and technology to be used at the sites. These are;
4. Identify sites suitable for specific waste uses only.
  5. Identify a range of facilities to specific sites i.e. enclosed facilities, open facilities and thermal treatment.
  6. Do not allocate any specific technology or type of facility to a site.
- 2.4 The favoured option is a combination of 2, 3 and 6. New built waste facilities will generally be of a nature and scale similar to general industry, attracting similar traffic flows and creating similar noise, dust and smells. Furthermore, these sites are generally close to the source of much of the waste so therefore offer the most

advantageous location. It is not proposed to limit each site to a particular type of technology so as not to stifle emerging technologies.

### Sites Identified for Built Waste Facilities in West Lancashire

- 2.5 The DPD identifies 3 types of locations for built waste facilities. Strategic locations are the largest sites capable of accommodating the majority of the waste facility requirements for a given area. For West Lancashire, a total requirement of 3.5ha is indicated in Table 11 of Chapter 9 of the document and land at Simonswood is identified as the strategic location to meet this requirement (appendix 1). However, no specific site has been allocated at this stage, rather the entire Industrial Estate has been outlined as suitable with a smaller portion of the site cross hatched as being currently available.
- 2.6 Other preferred locations are those which will provide for a more modest facility due to site limitations such as land availability. These are likely to cater for more localised waste needs such as material recycling and compositing plants. In West Lancashire 3 sites have been identified to meet this purpose, land at Pimbo Industrial Estate (appendix 2), land at Great Altcar known as Hillhouse Waste Water Treatment Works, Wood Lane ( appendix 3) and land at Burscough Industrial Estate (appendix 4). Again, the entire industrial site deemed suitable for location of such facilities has been identified rather than specific site locations within the operational area.
- 2.7 The third type of location is for smaller scale or local facilities, of which none have been identified within the West Lancashire Borough.

### **3.0 ADDITIONAL OBSERVATIONS**

- 3.1 I agree that the favoured option for allocating sites for built waste facilities is logical and makes use of existing industrial sites. This is likely to reduce the potential for conflict with other land uses resulting in negative impacts to residential amenity.
- 3.2 However, I am concerned that the identification of land at Simonswood as a “strategic location” may have implications for the highway network serving the site. The existing access (Stopgate Lane) is limited in terms of capacity and the surface condition and although the site is identified as having the potential for rail connections, no evidence base or further analysis of this capability has been explored at this stage. Therefore, I would strongly recommend that the rail connection potential of the site is explored and further investigated before it is allocated as a “strategic location” for built waste facilities, in order to protect the rural road network.

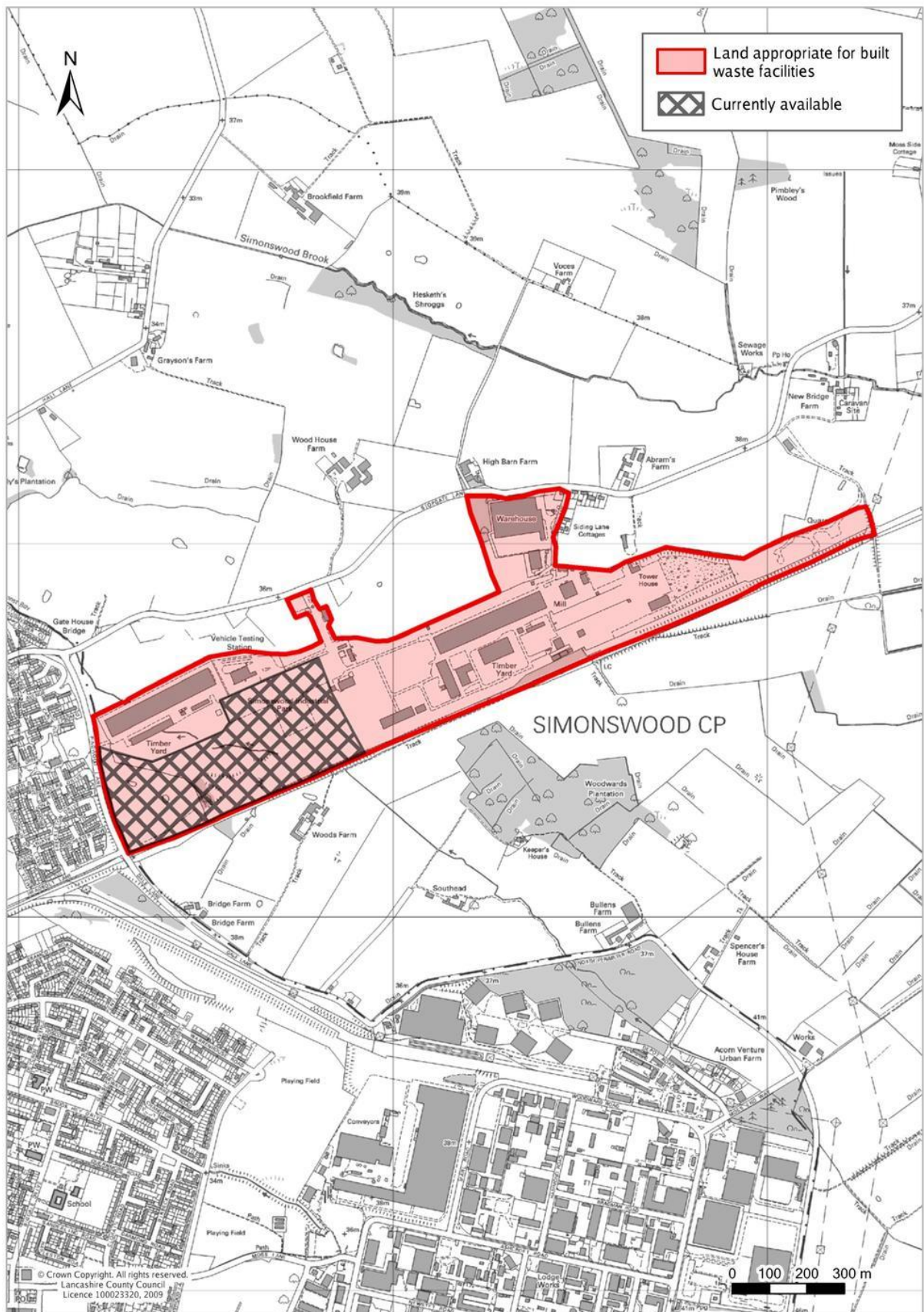
### **4.0 CONCLUSION**

- 4.1 That the above points in addition to the observations in the main report form the basis of the Council’s formal response to the Lancashire Minerals and Waste Development Framework Site Allocations and Development Management Document consultation.

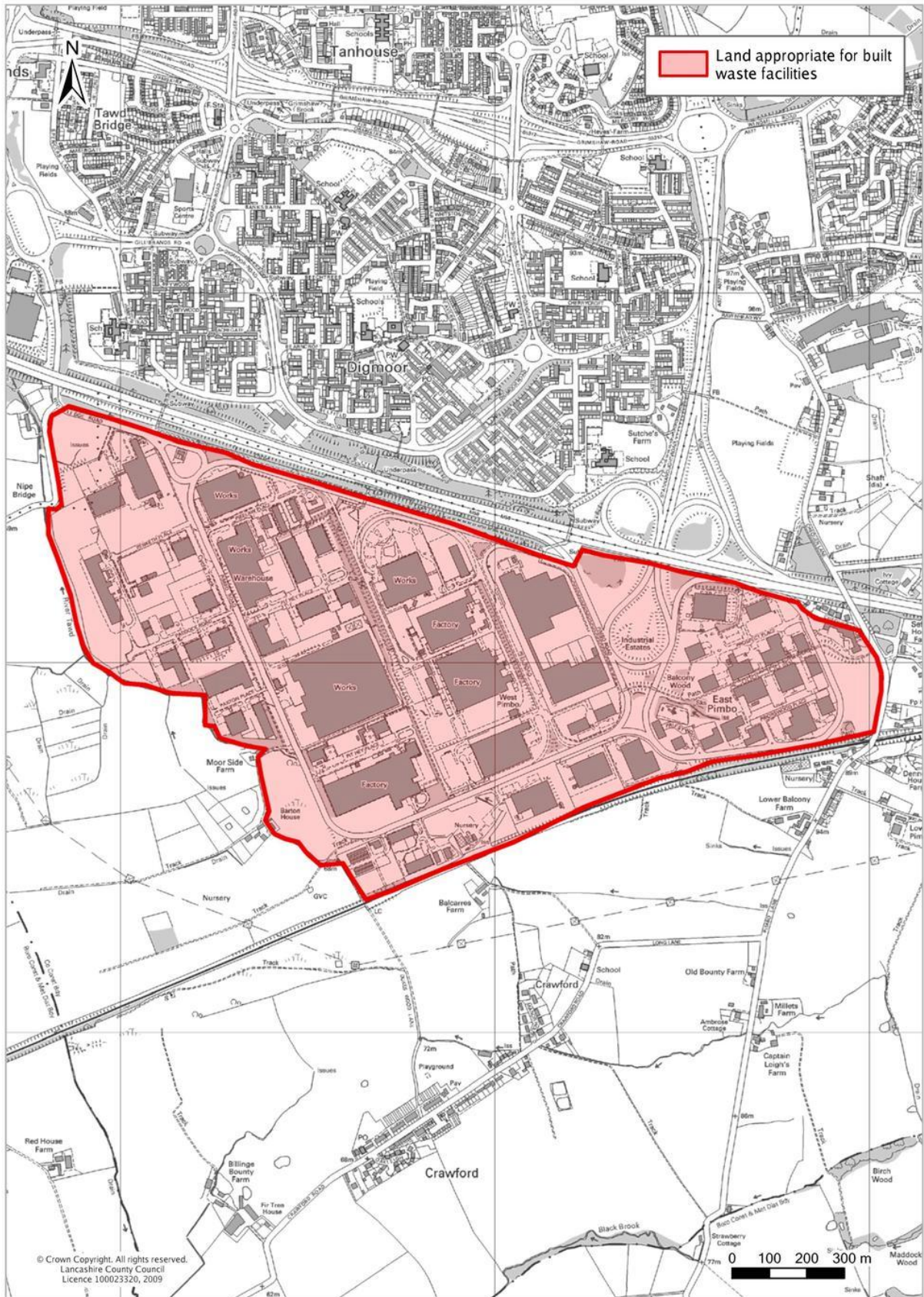
### **Appendices**

- Appendix 1 Land at Simonswood
- Appendix 2 Land at Pimbo Industrial Estate
- Appendix 3 Land at Great Altcar
- Appendix 4 Land at Burscough Industrial Estate

# APPENDIX 1



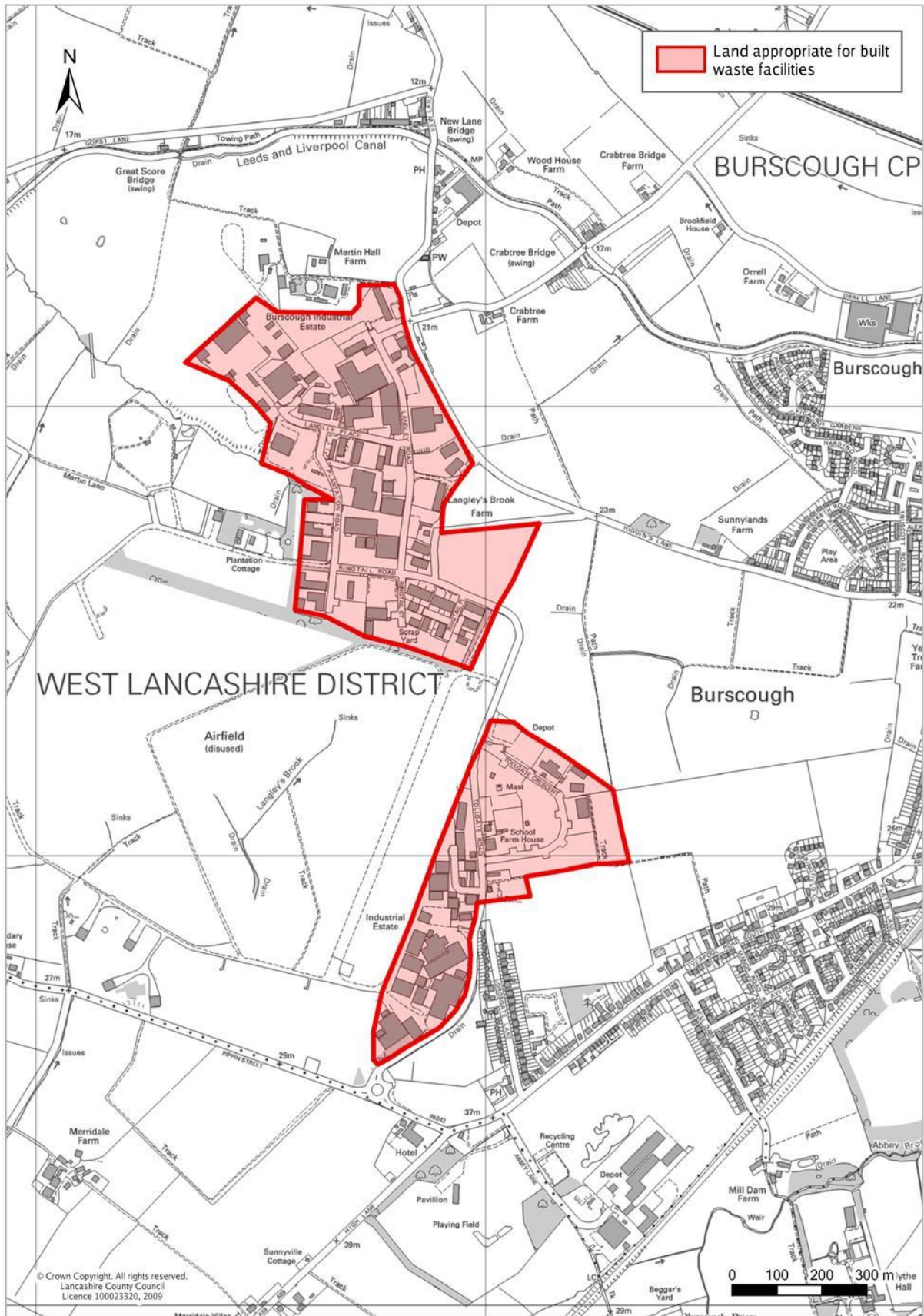
# APPENDIX 2







APPENDIX 4





**CABINET  
(SPECIAL MEETING)**

**AGENDA ITEM: 8A**  
**HELD: 16 DECEMBER 2009**  
Start: 7.00pm  
Finish: 7.10pm

**PRESENT:** Councillor Grant (Leader of the Council, in the Chair)

Councillors	I Ashcroft M Forshaw A Fowler P Greenall Mrs V Hopley A Owens D Westley	Human Resources Planning and Transportation Community Services and Health Street Scene Management Housing Deputy Leader & Regeneration and Planning Finance and Performance Management
In attendance Councillors:	C Ainscough J Baldock Mrs M Blake P Cotterill Mrs R Evans N Furey P Gartside J Kay	I D McKay J Mee Ms M Melling R A Pendleton D Phythian E Pope T Rice
Officers	Chief Executive (Mr W Taylor) Council Secretary and Solicitor (Mrs G Rowe) Assistant Chief Executive (Ms K Webber) Executive Manager Housing & Property Maintenance Services (Mr R Livermore) Executive Manager Community Services (Mr D Tilleray) Treasurer (Mr M Taylor) Member Services Manager (Mr G Martin)	

**79. APOLOGIES**

There were no apologies for absence.

**80. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**81. SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION PROCEDURE RULES)/URGENT BUSINESS**

There were no items of urgent business.

**82. PROTOCOL FOR PROVISION OF MUTUAL AID**

Councillor Fowler introduced the report of the Executive Manager Community Services, as contained on pages 919 to 927 of the Book of Reports, seeking approval to sign a countywide protocol for the provision of mutual aid between local authorities during a major emergency. The report explained that this would give the Chief Executive authority to seek and/or provide personnel and equipment to or from local authorities in Lancashire.

In reaching the decision set out below, the Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the Chief Executive be authorised to sign the Protocol for the Provision of Mutual Aid, on behalf of the Council.
- B. That the Chief Executive be authorised to provide and receive mutual aid to/from Lancashire local authorities during an emergency, in accordance with the Protocol.

**83. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 4 of Part 1 of Schedule 12A of that Act and as, in all the circumstances of the case, the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

**84. HOME CARE LINK: INVESTMENT OPTIONS FOR THE CONTROL CENTRE**

Councillor Mrs Hopley introduced the report of the Executive Manager Housing and Property Maintenance Services, as contained on pages 929 to 974 of the Book of Reports seeking direction from the Cabinet on the future of the Council's Home Care Link Control Centre.

The report outlined a number of factors that had led the Executive Manager to undertake a fundamental review of the service, including:

- The relocation of the Control Room from Westec House, arising from the ongoing project to build new Council office accommodation on land at Wigan Road, Ormskirk;
- The expiry of the agreement for the maintenance of the Control Room software system in April 2010; and
- The ongoing Organisational Downsizing exercise.

The Executive Manager went on to report that he had appointed Tribal Consulting to conduct an independent review of the service and to produce costed alternatives for the future provision of the service. A copy of the report produced by Tribal Consulting was appended to the report, in which Tribal identified the options available to the Council

together with estimated costings (which had been based on a number of assumptions to provide a "stand alone" financial basis for the service).

The Executive Manager, in his report, concluded that he was in agreement with Tribal's view that disposal of the service was the most appropriate way forward, after taking into account the risks associated with the alternatives suggested.

At the meeting, the Portfolio Holder, Councillor Mrs Hopley, circulated a motion which sought further information in relation to a possible Partnership/Shared Service arrangement and revised these so as to identify the source of funding for the continuation of the existing software system beyond 1 April 2010.

In reaching the decision set out below, the Cabinet considered the details set out in the report before it and the motion from Councillor Mrs Hopley and accepted the reasons contained therein.

- RESOLVED:
- A. That the Executive Manager Housing and Property Maintenance Services present a further report to Cabinet (and Council, if appropriate) on the advantages and disadvantages of a Partnership/Shared Service arrangement option for the Home Care Link service.
  - B. That the Executive Manager Housing and Property Maintenance Services be authorised to seek tenders for a Partnership/Shared Service arrangements,
  - C. That the Executive Manager Human Resources, in consultation with the Executive Manager Housing and Property Maintenance Services, be given authority to commence discussions/consultation with Unions and relevant staff about voluntary transfer to other jobs in the Housing and Property Services Division.
  - D. That the Executive Manager Housing and Property Maintenance Services be authorised to extend the contract with our existing specialist computer provider to allow the service to continue beyond 1 April 2010, at a cost not to exceed £20,000, to be funded from savings in the current financial year.

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THE LEADER



**AGENDA ITEM: 8(b)**

**CABINET**

**HELD: 19 JANUARY 2010**  
Start: 7.30pm  
Finish: 8.50pm

**PRESENT:**

Councillor Grant (Leader of the Council, in the Chair)

Councillors		<u>Portfolio</u>
Ashcroft		Human Resources
Forshaw		Planning and Transportation
Fowler		Community Services and Health
Greenall		Street Scene Management
Mrs Hopley		Housing
Owens		Deputy Leader & Regeneration and Planning
Westley		Finance and Performance Management

In attendance Councillors: Cotterill  
McKay  
R A Pendleton

Officers Chief Executive (Mr W Taylor)  
Council Secretary and Solicitor (Mrs G Rowe)  
Assistant Chief Executive (Ms K Webber)  
Executive Manager Housing and Property Maintenance Services  
(Mr R Livermore)  
Executive Manager Community Services (Mr D Tilleray)  
Executive Manager Planning, Regeneration and Estates (Interim)  
(Mrs J Traverse)  
Treasurer (Mr M Taylor)  
Property Services Manager (Mr P Holland)  
LDF Strategy and Environmental Manager (Mr I Gill)  
Assistant Member Services Manager (Mrs J Denning)

**85. APOLOGIES**

There were no apologies for absence.

**86. SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION PROCEDURE RULES)/URGENT BUSINESS**

There were no items of urgent business.

**87. DECLARATIONS OF INTEREST**

The following declarations of interest were received:

1. Councillors Ashcroft, Fowler, Grant and Westley declared personal interests in Agenda Item 5(g) 'Medium Term Capital Programme', as Members of Hesketh with Becconsall, Scarisbrick, Aughton and Halsall Parish Councils respectively.

2. Councillor Westley declared a personal interest in Agenda Items 5(g) 'Medium Term Capital Programme', 5(h) 'Joint Lancashire Minerals and Waste Development Framework Site Allocations and Development Management Development Plans Document Consultation' and 5(n) 'Diversion and/or Extinguishment of the Highways Rights on Land at Elmstead', as a Member of Lancashire County Council.
3. Councillor Westley declared a personal and prejudicial interest in Agenda Item 5(e) 'Model Boating Lake' as a Trustee of the Comrades Club, which is a neighbouring property to the site.

**88. MINUTES**

RESOLVED: That the minutes of the meeting of Cabinet held on 17 November 2009 and the Special meeting of Cabinet held on 16 December 2009 were received as a correct record and signed by the Leader.

**89. MATTERS REQUIRING DECISIONS**

Consideration was given to reports relating to the following matters requiring decisions, as contained on pages 989 to 1206 of the Book of Reports.

**90. DRAFT HOUSING REVENUE ACCOUNT ESTIMATES 2010-11**

Councillor Mrs Hopley introduced the report of the Executive Manager Housing and Property Maintenance Services which advised of the Rent Increase for 2010-2011 as provided under the Government's Rent Reform formulae and the Service charges to be applied in respect of Sheltered Accommodation as allowed under the Government's Rent and Service charge formulae and presented the Draft Housing Revenue Account Estimates for 2010-2011 for consideration.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the Rent and Service Charge increases, set within delegated authority, be noted and endorsed.
  - B. That the Executive Manager Housing and Property Maintenance Services present this Report to Executive Overview and Scrutiny Committee, and the Tenants and Residents Forum and that any comments be incorporated in the report for consideration by Council on 24 February 2010.
  - C. That the Portfolio Holder for Housing be authorised to advise Council of the preferred options to balance the Housing Revenue Account, including the priority of investment for the Major Repair Allowance (MRA).



- D. That the Draft Housing Revenue Account Estimates for 2010-2011, as set out in Appendix B to the report, be referred to Council for consideration, subject to resolution A, B, and C above and that in this respect the Portfolio Holder for Housing be authorised to submit proposals to the Council on 24 February 2010 to enable the budget to be set.
- E. That call in is not appropriate for this item as the report is to be submitted to the Executive Overview and Scrutiny Committee on 4 February 2010.

**91. A NEW REGULATORY FRAMEWORK FOR SOCIAL HOUSING IN ENGLAND - A STATUTORY CONSULTATION**

Councillor Mrs Hopley introduced the report of the Executive Manager Housing and Property Maintenance Services which advised on a Consultation Paper issued by the Tenant Services Authority (TSA) on a new regulatory framework for Social Housing in England and sought guidance on how best to respond.

Comments were raised in respect of the following:

- Concern that fees to be levied were not included in the consultation.
- That 'choosing' contractors should be done via a formal tendering process.
- That consultation should involve all tenants, including the formal tenant and resident groups.
- Concern of the increased bureaucracy of establishing another Quango.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the report be noted and the Executive Manager Housing and Property Maintenance Services, in consultation with the Housing Portfolio Holder, be given delegated authority to prepare a draft response to the consultation on behalf of Cabinet and submit it to the Executive Overview and Scrutiny Committee and the Tenants and Residents Forum for comments.
- B. That taking into account the comments of the Executive Overview and Scrutiny Committee and the Tenants and Residents Forum, the Executive Manager Housing and Property Maintenance Services, in consultation with the Housing Portfolio Holder, be given delegated authority to send the final response to the TSA before the deadline of 5 February 2010.
- C. That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 4 February 2010.

**92. PUBLIC SECTOR HOUSING CAPITAL INVESTMENT SCHEMES AND PROGRAMMED WORKS PROJECTS - 2010/11 - INCORPORATING THE DECENT HOMES UPDATE**

Councillor Mrs Hopley introduced the report of the Executive Manager Housing and Property Maintenance Services which presented the proposed Public Sector Housing Capital Investment and Programmed Works Projects for 2010-11. The report sought approval to award work to the contractors, within the Council's framework to deliver elements of the 2010/2011 programme, and to invite tenders/quotations for the 2010/2011 contracts outside the framework. The report also detailed progress officers have made on implementing the Decent Home Standard within the public housing stock and sought approval for a change of focus for the 2010/2011 capital investment plans to prioritise health and safety and energy efficiency measures whilst still achieving the required "decency" standards, and for borough wide consultation to be carried with tenants regarding tenants' improvement priorities.

A revised Appendix A was circulated at the meeting, together with a draft resolution from Councillor Mrs Hopley.

In reaching the decision below, Cabinet considered the details set out in the report before it together with the draft resolution proposed by Councillor Hopley and accepted the reasons contained there in.

- RESOLVED: A. That the progress made to date on implementing the Decent Home Standard at paragraph 5 of the report be noted.
- B. That the Housing Portfolio Holder be given delegated authority to submit firm proposals to Council on 25 February 2010 to enable the Public Sector Housing Capital Investment and Programmed Works Projects for 2010-11, as detailed in paragraph 7 of the report, along with the 2011/12 and 2012/2013 programmes, included in Appendix A to the report, to be approved, subject to any amendments which are necessary as a result of agreeing the Housing Revenue Account (HRA) Estimates 2010/11 and the Medium Term Capital Programme.
- C. That the Executive Manager Housing and Property Maintenance Services investigate the feasibility of releasing the money allocated for Kitchens and Roofing for energy efficiency measures, such as replacing single glazed windows and doors with double glazing and upgrading storage heaters, whilst still meeting the Decent Homes Standards by December 2010.
- D. That it be noted, in light of the Kirkby Regeneration announcement, that Capital Investment in the Findon and Firbeck Area has not been included in the programme and views on this are specifically sought for Council's consideration.
- E. That a borough wide consultation be carried out during the 2010/2011 financial year, to ascertain tenants' investment priorities, to inform the Capital Investment Programme for future years.

- F. That the Executive Manager Housing and Property Maintenance Services present the report and views of Cabinet to Executive Overview and Scrutiny Committee and the Tenants and Residents Forum.
- G. That call in is not appropriate for this item as the report is to be submitted to Executive Overview and Scrutiny Committee on 4 February 2010.

**93. APPROVAL OF STATEMENT OF LICENSING POLICY REQUIRED BY THE GAMBLING ACT 2005**

Councillor Fowler introduced the report of the Executive Manager Community Services which sought approval for a revised Statement of Licensing Policy, as required by the Gambling Act 2005.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the revised Statement of Licensing Policy be approved.
  - B. That the Executive Manager Community Services be given delegated authority to publish and administer the revised Statement of Licensing Policy before the 31 January 2010.
  - C. That call in is not appropriate for this item, as urgent action is required to meet the deadline of 31 January 2010.

**94. ORMSKIRK MODEL BOATING LAKE**

Councillor Fowler introduced the report of the Executive Manager Community Services which sought authority to enter into an Agreement for Lease, negotiate and enter into a Lease and a Management Agreement and any other associated agreement with the Owls Community Association Limited (OWLS) for the construction and management of a new model boating lake in Coronation Park, Ormskirk and detailed progress made towards securing the necessary funding to construct the lake.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the Executive Manager Community Services in consultation with the Executive Manager Planning, Regeneration and Estates and the Council Secretary and Solicitor together with the relevant portfolio holders be authorised to enter into an Agreement for Lease and to negotiate and enter into a Lease and a Management Agreement and any other associated agreements with OWLS to operate a new model boating lake at Coronation Park, Ormskirk, subject to the necessary external funding being secured and

obtaining all appropriate consents, and to take all other necessary steps.

**CABINET**

**HELD: 19 JANUARY 2010**

- B. That if it is determined that Section 123 of the Local Government Act 1972 regarding disposal of public open space land applies, that the Executive Manager Community Services, in consultation with the Leader and relevant Portfolio Holder, be given delegated authority to consider any objections received.

**95. REVENUE ESTIMATES 2010 - 2011**

Councillor Westley introduced the report of the Council Secretary and Solicitor which provided a summary on the current 2010-11 budget position.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the financial position for 2010-11 be noted.
  - B. That the Portfolio Holder for Finance be given delegated authority to submit firm proposals to Council on 24 February 2010 to enable the budget to be set.
  - C. That call in is not appropriate for this item as the report is to be submitted to the Executive Overview and Scrutiny Committee on 4 February 2010.

**96. MEDIUM TERM CAPITAL PROGRAMME**

Councillor Westley introduced the report of the Council Secretary and Solicitor which detailed a number of options for determining the medium term capital programme in the light of a significant reduction in capital receipt funding.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the on-going reduction in capital receipt funding from Right to Buy Council House sales be noted.
  - B. That the options set out in paragraph 8 of the report on producing a balanced capital programme over the medium term be noted.
  - C. That the Portfolio Holder for Finance be given delegated authority to submit firm proposals to Council on 24 February 2010 to enable the capital programme to be set.
  - D. That call in is not appropriate for this item as the report is to be submitted to the Executive Overview and Scrutiny Committee on 4 February 2010.

**97. JOINT LANCASHIRE MINERALS AND WASTE DEVELOPMENT FRAMEWORK SITE ALLOCATIONS AND DEVELOPMENT MANAGEMENT, DEVELOPMENT PLANS DOCUMENT (DPD) CONSULTATION**

Councillor Forshaw introduced the report of the Executive Manager Planning, Regeneration and Estates (Interim) to agree a response to the second stage of the Joint Lancashire Minerals and Waste Development Framework Site Allocations and Development Management, DPD Consultation.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: That the Executive Manager Planning, Regeneration and Estates (Interim) in consultation with the Portfolio Holder for Planning and Transportation, formulate and submit a response based on the observations set out in paragraph 6 of the report, prior to the consultation deadline.

**98. INTERIM HOUSING POLICY FOR WEST LANCASHIRE**

Councillor Forshaw introduced the report of the Executive Manager Planning, Regeneration and Estates (Interim) which detailed the preparation of an Interim Housing Policy for West Lancashire, and sought approval to publish the interim policy for public consultation.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: A. That the Executive Manager Planning Regeneration and Estates be given delegated authority, in consultation with the Planning and Transportation Portfolio Holder, to publish the Interim Policy for publication after taking into consideration any views expressed by the Executive Overview and Scrutiny and Planning Committees.

B. That call in is not appropriate for this item as the report is to be submitted to the Executive Overview and Scrutiny Committee on 4 February and the Planning Committee on 11 February 2010.

**99. STATEMENT OF CORPORATE PRIORITIES 2010/11**

Councillor Grant introduced the report of the Assistant Chief Executive which sought approval of the Council's Corporate Priorities Statement for 2010/11.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: A. That the draft Corporate Priorities Statement 2010/11, attached at Appendix A, which has been informed by a wealth of evidence and analysis of local needs, be endorsed and recommended for adoption.

- B. That the Corporate Priorities Statement 2010/11, to be approved at Council on 24 February 2010 should inform the budget setting process and the corporate and service planning processes for April 2010 to March 2011.
- C. That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 4 February 2010.

**100. QUARTERLY PERFORMANCE INDICATORS**

Councillor Westley introduced the report of the Assistant Chief Executive which advised of the quarterly performance monitoring data for the quarter ending 30 September 2009.

A copy of Minute 40. of the Corporate Overview and Scrutiny Committee was circulated for information together with a revised Appendix B2, Performance Improvement Plan BV212. 'Average time taken to re-let local authority housing'.

- RESOLVED:
- A. That the overall trend of improvement shown by the performance indicator data for the quarter ended 30 September 2009 be noted.
  - B. That call-in is not appropriate as this report as it has previously been considered by the Corporate Overview & Scrutiny Committee.

**101. CORPORATE SUITE OF PERFORMANCE INDICATORS 2010/11**

Councillor Westley introduced the report of the Assistant Chief Executive which sought approval for a draft Suite of Performance Indicators for reporting and publication for 2010/11.

The view was expressed that those Performance Indicators listed in the 'Comments' column as 'Was quarterly now recommended for annual reporting' should remain as Quarterly.

In reaching the decision below, Cabinet considered the details set out in the report before it and the comments above and accepted the reasons contained there in.

- RESOLVED:
- A. That the draft Suite of Performance Indicators 2010/1, listed in columns 1 and 2 of Appendix A of the report, be approved as being most important in terms of achieving the Council's Vision and Priorities, subject to B below.
  - B. That the indicators specified in the final column should make up the suite of "Key PI's" reported to Members each quarter, together with those Performance Indicators specified in the 'Comments' column as 'Was quarterly now recommended for annual reporting' and a revised Appendix A be submitted to Executive Overview and Scrutiny Committee and Council in February 2010.

- C. That call-in is not appropriate for this item as the report is being considered at the next meeting of Executive Overview & Scrutiny Committee on 4 February and Council on 24 February 2010.

**102. PROPOSED COLLECTION CHANGES RESULTING FROM THE ALTERNATE WEEKLY COLLECTION PILOT SCHEME ON WINDROWS AND WILLOW HEY, SKELMERSDALE**

Councillor Greenall introduced the report of the Executive Manager Street Scene which detailed the results of the Alternate Weekly Collection (AWC) Wheeled Bin Pilot Scheme operated across Windrows and Willow Hey, New Church Farm, Skelmersdale and proposed refuse and recycling improvements to bring Skelmersdale collection services in line with the majority of the Borough.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the results of the Pilot Scheme be noted and that, subject to approval by Council, AWC be introduced across the remaining Skelmersdale Wards with effect from April 2010.
  - B. That the Executive Manager Street Scene be given delegated authority, in consultation with the relevant Portfolio Holder, to take all appropriate action to facilitate the necessary service changes arising from A above.
  - C. That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 4 February 2010.

**94. DIVERSION AND/OR EXTINGUISHMENT OF THE HIGHWAYS RIGHTS ON LAND AT ELMSTEAD**

Councillor Forshaw referred to a Briefing Note circulated on behalf of the Executive Manager Housing and Property Maintenance Services which detailed progress in respect of the urgent decision taken to extinguish/divert highways on land at Elmstead, Skelmersdale, subject to the consent of, on an agency basis, Lancashire County Council as Highways Authority.

In reaching the decision below, Cabinet considered the details set out in the Briefing Note before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the position with regard to the highways extinguishment/diversion be noted.
  - B. That the Executive Manager Housing & Property Maintenance Services be requested to write to Lancashire County Council asking for early determination of the request for the extinguishment/diversion of relevant highways to enable the development to proceed.

- C. That call in is not appropriate in view of the urgency of the need to progress the highways processes.

**95. KEY DECISION FORWARD PLAN - QUARTERLY REPORT ON SPECIAL URGENCY DECISIONS - 1 OCTOBER TO 31 DECEMBER 2009**

The Leader introduced the report of the Council Secretary and Solicitor which advised that no decisions had been made during the last quarter in respect of Access to Information Procedure Rule 16 (Special Urgency).

RESOLVED: That it be noted that Access to Information Procedure Rule 16 (Special Urgency) was not exercised once during the quarter ending 31 December 2009.

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THE LEADER





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**Report of: Executive Manager Community Services**

**Relevant Portfolio Holder: Councillor A Fowler**

**Contact for further information: John Nelson (Extn 5157).  
(E-mail: john.nelson@westlancs.gov.uk)**

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**SUBJECT: WEST LANCASHIRE COMMUNITY LEISURE TRUST, CHARITABLE STATUS.**

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The following wards are affected: Borough wide interest

## **1.0 PURPOSE OF THE REPORT**

1.1 Following a presentation at the October Executive O&S committee from West Lancashire Community Leisure Trust, Executive Overview and Scrutiny requested an update regarding progress towards the trust being registered with the charities commission.

## **2.0 RECOMMENDATIONS**

2.1 That members support the decision of the trustees of West Lancashire Community Leisure limited to submit an application to the Charities Commission for charitable registration.

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## **3.0 BACKGROUND**

3.1 West Lancashire Community Leisure Trust is a partnership arrangement between the Council, the Trust Board and Serco Leisure Limited. The trust commenced operation of five of the Council's sports facilities, two swimming pools and three dry sports centres, on the 1st January 2005.

- 3.2 The trust operates under a Memorandum and Articles of Association and is registered as a company with Companies House. The trust operates as a non-profit distributing organisation (NPDO) with charitable objectives.
- 3.3 The trust operates with a board of nine trustees, one of whom is nominated by the Borough Council.
- 3.4 The trust partnership agreement does not place a requirement on West Lancashire Community Leisure to seek Charitable registration. The decision to seek charitable registration is for the trustees.

#### **4.0 CURRENT POSITION**

- 4.1 West Lancashire Community Leisure operates in a company framework as a non-profit distributing organisation, NPDO. The memorandum and articles of association have been compiled and mirror the requirements of a registered charity with the companies not for profit distributing status being suitable for registration.
- 4.2 It was not possible to pre register the leisure trust as a charity prior to its first year of operation due to its partnership approach with an external operations provider, together with concerns from the charities commission regarding ongoing links and grant support from the Council, advice from the charities commission indicated that the trust should operate for a period of at least twelve months and could apply after the first year of operation and when first year audited accounts were available.
- 4.3 The trustee's initial aims were to apply for charitable registration after the first year's accounts and annual report were available.
- 4.4 The application had to be made by the trust and not the Council; Council officers were available to assist the trust in the application process.
- 4.5 Complications arose in relation to the anticipated timescale for the application to proceed, the lease agreements for the leisure trust sites were not completed in the time frame anticipated. While the trust operated facilities under a licence to occupy, the completed lease agreements were required in order to show independence from the Council otherwise the application for charitable registration would have been rejected.
- 4.6 In addition to the delay in the completion of the lease documents, additional concerns were being expressed both to and by the charities commission regarding the proliferation of leisure trusts around the country.
- 4.7 The charities commission received representation from the Sports and Recreation Trusts Association SPORTA, which was critical of the third party arrangements, similar to the West Lancashire partnership, and the new type of trust models which involved private leisure operators, they branded this type of trust a SHAM trust in their literature and representation.

- 4.8 The charities commission strengthen their assessment of leisure trust applications as a result of representation from within the industry, which was in addition to their own concerns and perceptions regarding local authorities creating trusts as a tax avoidance measure whilst retaining day-to-day control.

## **5.0 ISSUES**

- 5.1 A number of trusts around the country have had their applications for charities commission registration rejected.
- 5.2 While some applications were rejected due to the structure and governance arrangements of the organisation the principal reason for rejection for applications from previously local authority operated facilities, was the ongoing influence of the local authority over the day-to-day operation and restrictions for development.
- 5.3 The charities commission are examining applications in detail, particularly the relationships and influence provided by the local authority and representation on the trust board, West Lancashire leisure trust operators with one Council representative which is less than the 20% restriction which is required by the charities commission registration.
- 5.4 The influence for the private partner is also subject to assessment for undue influence, the issues regarding the identity, direction and decision making for the trust is examined along with the employment status of staff employed in the organisation.
- 5.5 The staff employed by West Lancashire Community Leisure Trust have joint employer contacts, West Lancashire Community Leisure limited and Serco Leisure limited.

## **6.0 PROGRESS TOWARDS CHARITABLE REGISTRATION**

- 6.1 The trust partners Serco Leisure have presented information to the chairs of trusts at an annual trust chairman's meeting. The topic of charitable registration and options has been discussed at the last two meetings, with presentations from specialist advisors and Solicitors.
- 6.2 One option, which was presented to the Chairs group, was to consider registering the company as an Industrial and Provident Society (IPS). This option was presented to the West Lancashire Trustees board with an outline of the advantages provided by transferring to an IPS.
- 6.3 West Lancashire Leisure Trustees considered the information and requested further details regarding this option, which appeared to provide some advantages for leisure trusts. Approximately 30% of leisure trusts have taken the IPS option, which allows both for charitable and non-charitable registration.
- 6.4 The Leisure trustees have rejected the IPS option in favour of remaining as an NPDO and commit towards seeking charitable registration.

- 6.5 The leisure trust in the neighbouring local authority of South Ribble, which also commenced operation as an NPDO in 2005 and has Serco leisure as the trust partner are also considering the charitable registration option.
- 6.6 The chairman of West Lancashire Leisure trust has agreed to a joint meeting with the chair of South Ribble leisure trust to share experience and discuss the process of pursuing charitable registration, with a desire for West Lancashire leisure to seek registration within the next twelve months.
- 6.7 The issue of joint employment contracts for staff is not seen as a obstacle for registration, however this is being considered and if required then the trustees and Serco Leisure have agreed that employment contracts could be altered to a single employer, West Lancashire Community Leisure Limited, with guarantees and security provided from Serco Leisure.

## **7.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

- 7.1 The trust has an agreement, from the 1<sup>st</sup> January 2005, for the operation of the service for 15 years and three months. The aims of the trust are to provide recreational facilities for the residents of West Lancashire, which are encompassed within the aims, and aspirations of the Council's Community Strategy.

## **8.0 FINANCIAL AND RESOURCE IMPLICATIONS**

- 8.1 There are no financial implications for the Council as a result of this report.

## **9.0 RISK ASSESSMENT**

- 9.1 The principal risk associated with the trust partnership is if one or other of the partners cannot sustain their contractual relationship and pull out of the contract or go into receivership/liquidation, the option to pursue charitable registration status does not alter or change this level of risk.

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### **Background Documents**

None

### **Equality Impact Assessment**

\*There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

none



**AGENDA ITEM: 11**

**CABINET  
19 JANUARY 2010**

**EXECUTIVE OVERVIEW AND  
SCRUTINY COMMITTEE  
4 FEBRUARY 2010**

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**Report of: Executive Manager Housing & Property Maintenance Services**

**Relevant Portfolio Holder: Councillor Mrs V Hopley**

**Contact for further information: Darroll D McCulloch (Extn. 5203)  
(e-mail: darroll.mcculloch@westlancs.gov.uk)**

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**SUBJECT: DRAFT HOUSING REVENUE ACCOUNT (HRA) ESTIMATES  
FOR 2010-2011**

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DMcC/ BC/EH2911cabeosc  
8 January 2010

Borough wide interest

**1.0 PURPOSE OF THE REPORT**

1.1 This Report is intended to:

- Advise Members of the Rent Increase for 2010-2011 as provided under the Government's Rent Reform formulae
- Advise Members of the Service charges to be applied in respect of Sheltered Accommodation as allowed under the Government's Rent and Service charge formulae; and
- Present the Draft Housing Revenue Account Estimates for 2010-2011 for consideration and approval by Members

**2.0 RECOMMENDATIONS**

**2.1 RECOMMENDATIONS TO CABINET**

2.1.1 That the Rent and Service Charge increases, set within delegated authority, be noted and endorsed.

2.1.2 That the Executive Manager Housing and Property Maintenance Services present this Report to Executive Overview and Scrutiny Committee, and the

Tenants and Residents Forum and that any comments be incorporated in the report for consideration by Council on 24 February 2010.

- 2.1.3 That the Portfolio Holder for Housing be authorised to advise Council of the preferred options to balance the Housing Revenue Account, including the priority of investment for the Major Repair Allowance (MRA).
- 2.1.4 That the Draft Housing Revenue Account Estimates for 2010-2011, as set in Appendix B to the report, be referred to Council for consideration, subject to resolution 2.1.1 2.1.2 and 2.1.3 above and that in this respect the Portfolio Holder for Housing be authorised to submit proposals to the Council on 24 February 2010 to enable the budget to be set.
- 2.1.5 That call in is not appropriate for this item as the report is to be submitted to Executive Overview and Scrutiny committee on 4 February 2010

## **2.2 RECOMMENDATION TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

- 2.2.1 That Executive Overview and Scrutiny Committee consider on the Draft HRA Estimates 2010-2011 and any agreed comments be incorporated in the report for consideration by Council on 24 February 2010.
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## **3.0 BACKGROUND**

- 3.1 Section 76(2) of the Local Government and Housing Act 1989, sets out the main duty placed on the Council in relation to the keeping of the HRA and provides that the Council must, each January or February, formulate proposals in respect of the HRA income and expenditure for the forthcoming financial year, to satisfy the requirements of Section 76(3). Namely, that on the best assumptions and estimates that the Council is able to make at the time, the implementation of proposals will secure the HRA for that year does not show a debit balance.
- 3.2 Under S74 of the Local Government and Housing Act 1989, the Council, as a Local Housing Authority, is required to keep a Housing Revenue Account (HRA) in accordance with proper practices. The Council has the responsibility to determine a strategy, which is designed to ensure that the HRA is in balance by the end of 2010-2011. In doing so, Council should take into account the following issues:
  - Government policies and initiatives;
  - The Draft Housing Revenue Account Subsidy Determination 2010-2011;
  - The need to determine rent levels for 2010-2011 having regard to the Government's policy regarding Rent Reform (Rent Restructuring);
  - The need to adhere to sound accounting practices.
- 3.3 Since 1<sup>st</sup> April 1990, under the provisions of the Local Government and Housing Act 1989, the Housing Revenue Account has been ring fenced. This means that it must, in general, now balance on a year-by-year basis, so that the costs of

running the Housing Service, in terms of debt charges and management and maintenance expenditure, must be met from income for the account in any given year. The main sources of income are rents and Service Charges less Government subsidy withdrawal. The latter is computed from the notional HRA, comprising the Government's view of expenditure that the Authority should incur, and the level of rents that should be set. The HRA is therefore reliant on the Government's subsidy rules. These rules require authorities to achieve target rents as determined by the Government's policy on social rent reform over the next six years.

- 3.4 The Executive Manager Housing and Property Maintenance Services is therefore bringing to Members, an estimate of the HRA income and expenditure for 2010-2011. In parallel with this a consultation exercise will be carried out with Tenants Representative Groups to seek any comments in relation to this process. Due to the lateness of the Government's announcement regarding rent restructuring for 2010-2011 in December 2009 and the delay in consulting on the Housing Revenue Account Subsidy any comments will be reported to the Portfolio and Shadow Portfolio Holder for Housing.
- 3.5 Members may wish to consider and debate the proposed budget at the Executive Overview and Scrutiny Committee.
- 3.6 Following consideration of the estimates by Executive Overview and Scrutiny Committee, their agreed comments will be considered by a meeting of Council on the 24 February 2010. These meetings will also have any details of any latest financial information available.
- 3.7 The Council meeting will provide an opportunity for each Political Group to put forward proposals that combine both expenditure and the means of funding it.
- 3.8 The Tenants & Residents Forum have been invited to make recommendations on additional programmes of work to which HRA resources could be made available

#### **4.0 GENERAL BUDGET PRINCIPLES**

- 4.1 The estimates have been presented within the main headings adopted by local authorities in accordance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice and conform to Section 25 of the Local Government Act 2003.
- 4.2 The draft estimates for 2010-2011 at Appendix B – include the recently agreed Job Evaluation and Harmonisation proposals, likely pay awards and incremental payroll growth, and implementation of the approved downsizing proposals. It should however, be noted that figures are based on currently available information and will be subject to change as those figures are firmed up over the coming weeks.

## **5.0 KEY DETERMINANTS FOR THE BUDGET**

### **5.1 SOCIAL RENT REFORM**

- 5.1.1 The aim of the Government's social rent reform (rent restructuring) is to have all local authorities and registered social landlords (RSL's) charging rents on the same basis to provide transparency for tenants in the social rented sector. Until 2008-09 this was required to be achieved over a ten-year period commencing on 1<sup>st</sup> April 2002. In 2008-09 the period over which convergence would take place was extended to April 2017.
- 5.1.2 In 2009-10 the Government decided that the period over which rent restructuring would take would be extended by seven years to April 2024. Accordingly, individual property "target rents" for 2009-10 were rebased on achieving actual and target rent convergence by April 2024.
- 5.1.3 Members will recall that in 2009-10 the Government issued an initial guideline rent increase of 6.2% based on a RPI of 5% in September 2008 which was approved by Council in February 2009.
- 5.1.4 However, due to an unprecedented reduction in RPI the Government issued a scheme to reduce the guideline rent to 3.1% in return for a reduction in HRA subsidy payment. Following the receipt of assurances from Department of Communities and Local Government regarding the Scheme the reduction was implemented in October 2009 and effective from April 2009.
- 5.1.5 The Government announced at the time of the 2009-10 subsidy Determination that they wanted to keep rent increases down to 6.1% in 2010-11. However, given the events in 5.1.4 above Government indicated they would be reviewing the level of increase for 2010-11, the key components of which are RPI and the period over which rents will converge with the government's formula rent.
- 5.1.6 On 10 December, the Council received notification that the Government were recommending a guideline rent increase for 2010/11 of 3.1%, the same percentage increase applied in 2009/10 under the Government's HRA Subsidy Amending Determination.
- 5.1.7 The Government's calculations have been based on an RPI of -1.4% plus real growth of 0.5% and rent convergence being brought forward to April 2014. By Government calculations this will result in an overall rent increase in 2010/11 of 3.1%. At the same time that local authority rents are increasing by a minimum of 3.1%, Housing Association rents are estimated to decrease by 2%.
- 5.1.8 Based on the information supplied by the Department of Communities and Local Government (DCLG) the overall average rent per dwelling has been calculated in accordance with the Government's Rent Reform Guidance to be £63.04 on the basis of 48 chargeable weeks. This represents an overall average increase of



£1.89 per week on 2009/10 comparative overall average rent levels. The overall average rent level for 2009/10 is estimated to be £61.04 based on 48 chargeable weeks. Individual property rents may be higher or lower than the average.

5.1.9 However, unlike previous years there are no Ministerial limits being placed on rent levels it is for Local authorities to determine what rent level they may wish to set. Members may wish to take advantage of this and set a higher rent but it is not the Recommendation of the Executive Manager Housing Property Maintenance Services that we do so.

5.1.10 The Executive Manager Housing and Property Maintenance Services will exercise his delegated authority and advise tenants of the rent increase based on the guidance issued with the final Housing subsidy Determination unless Members pass a resolution to increase the rents higher than this.

## 5.2 HOUSING SUBSIDY

5.2.1 The Draft Housing Subsidy Determination for 2010-11 was received on 10 December 2009

5.2.2 The consultation is not due to close until 25 January 2010.

5.2.3 Not surprisingly the increase in Management and Maintenance and Major Repairs Allowances being proposed as part of the proposed HRA Finance Reforms are not reflected in the 2010-2011 HRA Draft subsidy settlement.

5.2.4 A comparison of the outputs from the 2010/11 Draft HRA subsidy determination with the 2009/10 HRA Subsidy amending determination are attached at appendix A.

5.2.5 Based on the Draft HRA subsidy Determination, the estimated gross additional cost to the HRA Revenue Account is likely to be around £451,906 in 2010/11. The amount payable to the DCLG has been estimated at around £5.276m in 2010/11

5.2.6 However, Members will recall that the Government introduced a Scheme to bring forward Major Repairs Allowance from 2010-2011 and that we successfully bid for £1.007m under this Scheme. Members will be pleased to learn that our tenants are now receiving the benefits of accelerating the Capital works programme from 2010-2011.

5.2.7 Our enquiries with DCLG suggest that there is no proposal for a further Scheme of rolling forward future MRA funding.

5.2.8 This will have the impact of increasing the subsidy payment to DCLG and it is estimated that the total amount payable to DCLG in 2010/11 will be around £6.283m.

- 5.2.9 These figures may be subject to change following the publication of the final HRA subsidy Determination in 2010 and any changes will be brought to the attention of the relevant Portfolio Holders prior to submission of the final report to Council..

### **5.3 SERVICE CHARGES**

- 5.3.1 The consultation papers issued on the subject of Social Rent Reform and subsequent guidance confirmed that local authorities could generate additional income via the use of service charges, in line with existing practices adopted by Registered Social Landlords.
- 5.3.2 Members will recall that Council delegated authority to the Executive Manager Housing and Property Maintenance Services to determine Service charges in accordance with the Government's Rent and Service charge Reforms for as long as those conditions existed and to advise Members of those charges as part of the budgetary process.
- 5.3.3 Under the Government's rent and Service charge reforms the assumed inflation rate for 2010/11 is -0.9% (RPI of -1.4% plus real growth 0.5%).
- 5.3.4 In exercise of his delegated authority, the Executive Manager Housing and Property Maintenance Services proposes to freeze the service charges at the same level as 2009/10 and therefore no increase will apply in 2010/11.
- 5.3.5 Members will recall that the renewal of gas supply contracts enabled the District Heating charges to be reduced to tenants on the District Heating Service to be reduced by 16%. This contract runs for a period of one year and it is understood that the supplier has decided to exit the market. Members will recall that authority was delegated to the Executive Manager Housing and Property Maintenance Services, in consultation with the Portfolio Holder to determine future District Heating charges. However, due to the fact that the Council's fuel supply contracts are to be delivered by a new gas supplier it is intended to delay the setting of the District Heating charges until the fuel supply contract prices are known later next year.
- 5.3.6 In respect of other service charges and Garage Rents, it is proposed that no increase be applied at this time as this may adversely affect our compliance with the Government's limits on rent and service charge increases contained in the Subsidy Determination or will result in lower take up and lower income generation.

### **5.4 RIGHT TO BUY**

- 5.4.1 Levels of Council House Right to Buy sales greatly influence the amount of income the Authority might expect to receive from its residents in the form of rent and the amount of Housing Subsidy it pays to CLG.

5.4.2 The actual number of Right to Buy (RTB) sales per year are detailed in the table 1 below:

Table 1: RTB's

Year	No. RTB's
2004-05	321
2005-06	232
2006-07	130
2007-08	91
2008-09	27

5.4.3 At the time of writing this report the number of completed RTB sales in 2009-10 is 6.

5.4.4 It is estimated that RTB sales will be around 10 per year beyond 2009-10 and this level of RTB has been taken into account in determining the Draft Estimates.

5.4.5 The reduction in RTB sales has the impact of maintaining rental income to the HRA but reduces available receipts for capital investment.

## **5.5 PROPERTIES AVAILABLE FOR GENERAL NEEDS LETS**

5.5.1 At the time of writing the Council has 49 properties on short term lease to organisations at reduced levels of rent so that they may provide supported accommodation to vulnerable groups within the Borough.

5.5.2 Due to economic pressures 15 properties are shortly due to be returned to the Council

5.5.3 In addition two additional properties to provide Homeless accommodation have been made available

5.5.4 The additional revenue this will provide has been included within the Draft HRA Estimates

## **5.6 USE OF WORKING BALANCES AND RESERVES**

5.6.1 The Working Balance is a prudent reserve to meet temporary budgetary shortfalls and Reserves are normally designated to meet specific financial needs which arise but are not budgeted for.

- 5.6.2 The District Auditor has complimented the Council on the current level of its working balances and reserves. Previously it has been considered appropriate to maintain a minimum working balance in line with £100 per property but this is currently being reviewed as part of this budget process.
- 5.6.3 The estimated Working Balance at 31<sup>st</sup> March 2010 is £921,308. With an average stock of 6327 in 2010-11 a prudent Working Balance of £632,700 will ideally need to be maintained. This means that £288,608 could be used to fund additional programmes in 2010-2011.
- 5.6.4 Rent Rebate expenditure is no longer accounted for within the HRA. However, should we exceed the Government's rent and service charge guidelines the DWP may claim the excess over guideline from the HRA. As we are fully complying with the Government's Rent and Service charge formula and there has been no claim from DWP it is unlikely that the HRA will be exposed to such risk.
- 5.6.5 Members will be mindful that the use of the Council's Working Balances and Reserves can only be used as "one off" emergency arrangements.

## **5.7 INTEREST RATES**

- 5.7.1 During the course of 2009-2010 interest rates have continued to remain at a very low level. This has the impact to reduce the amount of interest credited to the HRA from working balances and Item 8 Regulations regarding investment income.
- 5.7.2 In 2010-2011 the amount of interest attributable to working balances and the Item 8 Regulations has been budgeted at £128,100.
- 5.7.3 The latest estimates will be made available to Members at the earliest opportunity.

## **6.0 GOVERNMENT HRA REFORM**

- 6.1. Members will recall that the Government has recently completed a consultation exercise in respect of reforming the HRA finance system.
- 6.2 Whilst this will not affect the 2010/11 budget, Members should be aware that the Government's planned announcement in February 2010 may have very significant implications for the Council in future years, particularly if we accept a voluntary settlement to exit the current HRA subsidy system.
- 6.3 The Government's proposals will be separately reported to Members when the details of the Government's proposals have been fully considered.

## **7.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

- 7.1 Setting a balanced budget is a fundamental requirement to achieve sustainability and delivery of the Community Strategy.

7.2 The steps taken now will have to be continued beyond the forthcoming financial year to ensure the Council satisfies its fiduciary and legal requirement to deliver a balanced budget.

## 8.0 FINANCIAL AND RESOURCE IMPLICATIONS

8.1 Subject to any further identified costs or savings that may be proposed and allowing for the realignment of budgets to expected levels of expenditure the HRA is expected to generate a surplus of around £174,842 in 2010-2011 , before any of the budgetary issues under paragraph 9.4 below are considered.

## 9.0 BUDGETARY ISSUES 2010-2011

9.1 The constant demand to improve services and to achieve efficiency savings continues to place increasing demands on the HRA, 2010-2011 will be no exception to this.

9.2 Members will also note that the available resources to the Public Sector Capital Investment and Programme Maintenance Programmes reported elsewhere on tonight's Agenda are fully committed to deliver a range of essential works in 2010-2011.

9.3 The Table below identifies the principal issues for the HRA in 2010-2011. that can not otherwise be delivered from the existing resources currently made available to the Capital Investment programme mentioned in paragraph 9.2 above

Table 2 Budgetary Issues for 2010-2011

Item	Description	Amount £'000
	<b>BUDGETARY ISSUES</b>	
9.3.1	Pre-painting Work	141.0
9.3.2	Central Heating Servicing	223.0
9.3.3	Disabled Adaptations	419.0
9.3.4	Communal Areas	275.0
9.3.5	Elderly & Disabled Services	25.0
9.3.6	Furnished Accommodation	20.0
9.3.7	Day-to-Day Response Repairs	177.0
9.3.8	Strengthening of Tenant Participation Activity	40.0
9.3.9	Review staffing Levels	35.0
	<b>Total Budgetary Requirement</b>	<b>1,355.0</b>

## 10.0 ESTIMATED RESOURCES AVAILABLE TO THE HRA IN 2010-11

10.1 Based on the currently available information, the available resources to the HRA are:

Table 3 Estimated Resources available to the HRA in 2010-11

Item	Description	Amount
		£'000
	<b>OUTLINE HRA RESOURCE AVAILABILITY</b>	
10.1.1	Estimated HRA surplus 2010-2011	174.8
10.1.2	Potential Available working Balance (see note 5.6)	288.6
	<b>Total Available Resources</b>	<b>463.4</b>

10.2 The above figures are subject to change. The latest information available will be brought to Members attention when new information such as the rent and Subsidy settlement become known.

## **11.0 BUDGETARY GAP**

11.1 If Members approve the allocation of available resources identified in paragraph 10.0 above to the budgetary Issues listed in paragraph 9.0 above, there is a Budgetary Gap of £891,600 to be addressed.

## **12.0 OPTIONS PROPOSED TO BRIDGE THE BUDGETARY GAP**

12.1 Members will need to determine their preference for balancing the Housing Revenue Account.

12.2 This report should be read in conjunction with the Public Sector Housing Capital Investment Schemes and Programmed Works Projects 2010-11.

12.3 I will be working with both Political Groups to look at the options for delivering a balanced Housing Revenue Account. However, to accommodate the budgetary issues highlighted in 9.3 Members will need to explore making efficiency savings and/or realigning the Capital Programme to tackle the budgetary issues.

12.4 Additionally, there may be Political priorities that Members would wish to see addressed which will add to the difficulties in determining a balanced Housing Revenue Account.

## **13.0 RISK ASSESSMENT**

13.1 Statutorily the Council is obliged to set a balanced budget based on the best estimates available at the time in January or February each year.

13.2 Members may determine to increase the level of expenditure. However, if this can only be funded from a reduced working balance or decreases in specific reserves then this may not be looked upon favourably by the District Auditor, Government Office for the Regions or DCLG if it is unsuitable.

13.3 The continuing pressures being faced by the HRA due to increased demand for services, very low interest rates, and increased Subsidy withdrawal means that steps will continue to have to be made now and in the future to ensure our

ability to meet the fiduciary and legal responsibility of the council to set a balanced budget.

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### **Background Documents**

The following background documents (as defined in Section 100D (5) of the Local Government Act 1972) have been relied on to a material extent in preparing this Report.

<u>Date</u>	<u>Document</u>
December 2009	Draft HRA Subsidy Determination 2010/11

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

Appendix A	HRA Subsidy Determination – 2010-11 Draft Determination compared with 2009-10 HRA Subsidy Amending Détermination
Appendix B	Revenue Estimates 2010-11 Housing Revenue Account





APPENDIX A - HRA SUBSIDY DETERMINATION - 2010/11 COMPARED WITH 2009/10 AMENDING DETERMINATION

2009/10		Detail	2010/11	Change between 2010-11 and 2009/10 Amending Determination	
Final	Amending determination		Draft		
6350	6350	No Dwellings	6323	-	27.00 -0.4%
£	£			£	%
496.10	496.10	Management Allowance	509.73	13.63	2.7%
1,025.96	1,025.96	Mte Allowance	1,026.18	0.22	0.0%
640.28	640.28	MRA	641.36	1.08	0.2%
- 3,088.49	- 2,998.14	Guideline Rent	- 3,090.53	- 92.39	3.1%
<u>- 926.15</u>	<u>- 835.80</u>	<b>Net</b>	<u>- 913.26</u>	<u>- 77.46</u>	<u>9.27%</u>
3,150,235.00	3,150,235.00	Management allowance	3,223,022.79	72,787.79	2.3%
6,514,846.00	6,514,846.00	Maintenance Allowance	6,488,536.14	- 26,309.86	-0.4%
4,065,778.00	4,065,778.00	MRA	4,055,319.28	- 10,458.72	-0.3%
- 19,219,673.27	- 18,657,425.22	Guideline rent after 2% Voids Allowance	- 19,150,592.77	- 493,167.55	2.6%
<u>- 5,488,814.27</u>	<u>- 4,926,566.22</u>	<b>Net subtotal</b>	<u>- 5,383,714.56</u>	<u>- 457,148.34</u>	<u>9.3%</u>
3,432,621.00	3,432,621.00	Add: Notional Debt Management Expenditure:			
		HRA SCFR	3,432,621.00	-	0.0%
3.00%	2.00%	Assumed interest rate	2.00%	-	0.0%
102,978.63	68,652.42	Assumed interest payable	68,652.42	-	0.0%
39,207.00	39,207.00	Debt Management Expenditure	40,089.00	882.00	2.2%
<u>142,185.63</u>	<u>107,859.42</u>	<b>Total Notional Debt Management Expenditure</b>	<u>108,741.42</u>	<u>882.00</u>	<u>0.8%</u>
- 5,712.00	- 5,712.00	Mortgage interest receivable on RTB's	- 1,352.00	4,360.00	-76.3%
<u>- 5,352,340.64</u>	<u>- 4,824,418.80</u>	<b>Net Amount due / - payable</b>	<u>- 5,276,325.14</u>	<u>- 451,906.34</u>	<u>9.4%</u>
		Estimated Rent constraint Allowance (subject to audit)		-	-
<u>- 5,352,340.64</u>	<u>- 4,824,418.80</u>		<u>- 5,276,325.14</u>	<u>- 451,906.34</u>	<u>9.4%</u>

NB: The above figures compare the outputs from the respective HRA Subsidy Determination for two years. Under a Scheme introduced by the DCLG in 2009/10, the Council successfully bid for £1.007m of MRA to be rolled forward from 2010/11. The figures above have not been adjusted to reflect this approved movement in MRA between years under that scheme.



**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>SUMMARY</b>		
	EXPENDITURE	£	£
1	General Expenses HRA 3.7	9,385,866	9,299,391
2	Supervision, Management & Housing Repairs & Maintenance HRA 4.8	10,346,380	10,097,063
3	<b>Total HRA Expenditure</b>	<b>19,732,246</b>	<b>19,396,454</b>
	INCOME		
4	General Income HRA 3.10	19,569,410	19,571,296
5	<u>Total Income</u>	<u>19,569,410</u>	<u>19,571,296</u>
6	Transfer (from) / to WORKING BALANCE	(162,836)	174,842
7	Transfer from (to) OTHER BALANCE	-	-
8	<b>Total HRA Income</b>	<b>19,406,574</b>	<b>19,746,138</b>
	<b>WORKING BALANCE</b>		
9	1st April	781,672	921,308
10	Net Change During Year	(162,836)	174,842
11	31st March	618,836	1,096,150



**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>STATISTICS</b>		
	Estimated Number of Properties		
1	At 1st April	6,350	6,332
2	LESS Sales and Demolitions	30	10
3	At 31st March	6,320	6,322
4	Average Number for the Year	6,335	6,327
	EXPENDITURE	£ p	£ p
5	HRA Subsidy - Housing Element	844.88	993.10
6	Management & Repairs	1,459.90	1,422.34
7	Cyclical & Programmed Repairs	173.31	173.53
8	Other Expenses	636.70	476.70
9	<u>Total Expenditure</u>	3,114.80	3,065.66
	INCOME		
10	Rent Income	3,056.75	3,073.05
11	Other Income	32.34	20.25
12	<u>Total Income</u>	3,089.09	3,093.30
13	TRANSFER FROM / (TO) WORKING BALANCE	25.70	(27.63)
		3,114.80	3,065.66
	<b>WORKING BALANCE</b>		
14	At 1st April	123.39	145.62
15	Net Change during Year	(25.70)	27.63
16	At 31st March	97.69	173.25

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>GENERAL EXPENSES</b>	£	£
1	Housing Revenue Account Subsidy Housing Element	5,352,341	6,283,325
2	Premises Related Expenses	17,747	17,747
3	Contributions to Provisions for Bad Debts	150,000	100,000
4	Contingency Sum - Unavoidable Employee Related expenditure	-	50,000
5	Contribution to Capital Programme / depreciation	4,065,778	3,048,319
6	Office Efficiencies to be allocated	(200,000)	(200,000)
7	<b>Total Expenditure to Summary</b> To HRA 1.1	<b>9,385,866</b>	<b>9,299,391</b>
	<b>GENERAL INCOME</b>		
8	Customer & Client Receipts	19,364,518	19,443,196
9	Interest	204,892	128,100
10	<b>Total Income to Summary</b> To HRA 1.4	<b>19,569,410</b>	<b>19,571,296</b>

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM			2009/10	2010/11
			BUDGET	BUDGET
			1	2
	<b><i>SUPERVISION, MANAGEMENT &amp; HOUSING REPAIRS &amp; MAINTENANCE</i></b>		£	£
	<b>SUMMARY</b>			
1	Central Administration	HRA 5.8	2,177,297	2,043,015
2	Performance Improvement Team	HRA 5.13	333,371	302,866
3	Rent & Money Advice	HRA 5.18	642,885	625,075
4	Voids & Allocations	HRA 7.7	1,752,265	1,792,616
5	Estate Management & Tenant Participation	HRA 9.7	858,579	644,664
6	Property Services	HRA 11.21	4,080,197	4,023,333
7	Elderly & Disabled Support	HRA 12.9	501,786	665,494
8	<b>Total Expenditure to summary</b>	<b>To HRA 1.2</b>	<b>10,346,380</b>	<b>10,097,063</b>

**Note:** In the analysis that follows, it should be noted that in 2008-08 the expenditure each individual team reflects the realignment of work and staff across the housing division and does not include any new or proposed appointment of staff.

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b><i>SUPERVISION, MANAGEMENT &amp; HOUSING REPAIRS &amp; MAINTENANCE</i></b>	£	£
	<b><i>- CENTRAL ADMINISTRATION</i></b>		
	EXPENDITURE		
1	Employee Expenses	481,106	440,318
2	Premises Related Expenses	-	-
3	Transport Related Expenses	9,498	10,098
4	Supplies and Services	135,677	123,150
5	Support Services	1,796,965	1,676,509
6	<u>Total Expenditure</u>	2,423,246	2,250,075
7	INCOME	245,949	207,060
8	Net Expenditure to Summary to HRA 4.1	2,177,297	2,043,015
	<b><i>- PERFORMANCE IMPROVEMENT</i></b>		
	EXPENDITURE		
9	Employee Expenses	169,872	165,027
10	Transport Related Expenses	6,418	5,918
11	Supplies and Services	144,281	92,431
12	Support Services	12,800	39,490
13	Net Expenditure to Summary to HRA 4.2	333,371	302,866
	<b><i>- RENT &amp; MONEY ADVICE</i></b>		
	EXPENDITURE		
14	Employee Expenses	383,619	395,637
15	Transport Related Expenses	15,220	15,380
16	Supplies and Services	41,737	38,980
17	Support Services	202,309	175,078
18	Net Expenditure to Summary to HRA 4.3	642,885	625,075



**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

-

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>- VOIDS &amp; ALLOCATIONS</b>		
	<b>ADMINISTRATION</b>		
	EXPENDITURE		
1	Employee Expenses	381,889	427,973
2	Premises Related Expenses	14,000	14,000
3	Transport Related Expenses	19,700	17,326
4	Supplies and Services	42,216	44,816
5	Support Services	33,610	26,611
6	<u>Total Expenditure</u>	491,415	530,726
7	INCOME	54,700	54,700
8	Net Expenditure - Voids & Allocations Admin to HRA 7.3	436,715	476,026
	<b>FURNISHED HOMES SCHEME</b>		
	EXPENDITURE		
9	Premises Related Expenses	95,150	98,600
10	Supplies and Services	20,900	18,210
11	<u>Total Expenditure</u>	116,050	116,810
12	INCOME	260,150	259,600
13	Net Income - Furnished Homes Scheme to HRA 7.4	(144,100)	(142,790)
	<b>TENANTS EXPENSES</b>		
	EXPENDITURE		
14	All Estate Areas	70,730	70,460
15	Net Expenditure - Tenants Expenses to HRA 7.5	70,730	70,460

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>- VOIDS &amp; ALLOCATIONS ... continued</b>	£	£
	<b>HOUSING REPAIRS: VOIDS</b>		
	EXPENDITURE		
1	All Estates	1,388,920	1,388,920
2	Net Expenditure - Housing Repairs: Voids to HRA 7.6	1,388,920	1,388,920
	<b>VOIDS &amp; ALLOCATIONS - SUMMARY</b>		
3	ADMINISTRATION HRA 6.8	436,715	476,026
4	FURNISHED HOMES SCHEME HRA 6.13	(144,100)	(142,790)
5	TENANTS EXPENSES HRA 6.15	70,730	70,460
6	HOUSING REPAIRS - VOIDS HRA 7.2	1,388,920	1,388,920
7	Expenditure to Summary to HRA 4.4	1,752,265	1,792,616

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>ESTATE MANAGEMENT &amp; TENANT PARTICIPATION</b>		
	<b>ADMINISTRATION</b>		
	EXPENDITURE		
1	Employee Expenses	269,141	269,151
2	Premises Related Expenses	132,120	133,070
3	Transport Related Expenses	23,727	23,727
4	Supplies & Services	307,905	104,135
5	Support Services	35,360	27,573
6	<u>Total Expenditure</u>	768,253	557,656
7	INCOME	5,750	5,750
8	Net Expenditure - Administration to HRA 9.3	762,503	551,906
	<b>GENERAL COMMUNITY FACILITIES</b>		
	EXPENDITURE		
9	Supplies & Services	6,105	3,905
10	Support Services	583	583
11	<u>Total Expenditure</u>	6,688	4,488
12	INCOME	6,600	6,600
13	Net Expenditure - General Community Facilities to HRA 9.4	88	2,112
	<b>ESTATE MAINTENANCE SERVICES</b>		
	EXPENDITURE		
14	Estate Maintenance Services (All Estates)	50,220	50,220
15	Net Expenditure - Estate Maintenance Services to HRA 9.5	50,220	50,220

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>ESTATE MANAGEMENT &amp; TENANT PARTICIPATION ... continued</b>		
	<b>E M B EXPENSES</b>		
	EXPENDITURE		
1	All EMBs	45,768	44,650
2	Net Expenditure - E.M.B.Expenses to HRA 9.6	45,768	44,650
	<b>ESTATE MANAGEMENT &amp; TENANT PARTICIPATION SUMMARY</b>		
	EXPENDITURE		
3	ADMINISTRATION HRA 8.8	762,503	551,906
4	GENERAL COMMUNITY FACILITIES HRA 8.13	88	2,112
5	ESTATE MAINTENANCE SERVICES HRA 8.15	50,220	50,220
6	E M B EXPENSES HRA 9.2	45,768	44,650
7	Net Expenditure to Summary to HRA 4.5	858,579	644,664

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>PROPERTY SERVICES</b>		
	<b>ADMINISTRATION</b>		
		£	£
1	Employee Expenses	897,062	737,329
2	Premises Related Expenses	5,000	5,000
3	Transport Related Expenses	52,288	52,288
4	Supplies & Services	85,517	86,117
5	Support Services	74,680	95,510
6	<u>Total Expenditure</u>	1,114,547	976,244
7	INCOME	364,256	274,664
8	Net Expenditure - Administration to HRA 11.14	750,291	701,580
	<b>CARETAKERS &amp; GARDENERS</b>		
9	Employee Expenses	200,921	180,229
10	Premises Related Expenses	70,587	151,479
11	Transport Related Expenses	34,022	34,572
12	Supplies & Services	8,974	8,974
13	<u>Total Expenditure</u>	314,504	375,254
14	INCOME	10,960	12,960
15	Net Expenditure - Caretakers & Gardeners to HRA 11.15	303,544	362,294
	<b>COMMUNAL AREAS</b>		
16	Premises Related Expenses	13,000	13,000
17	Expenditure - Communal Areas to HRA 11.16	13,000	13,000
	<b>MAINTENANCE OF GRASSED AREAS</b>		
18	Employee Related Expenses	8,139	8,139
19	Premises Related Expenses	651,935	656,197
20	Third Party Payments	825	825
21	<u>Total Expenditure</u>	660,899	665,161
22	INCOME	5,896	5,896
23	Net Expenditure - Maintenance of Grassed Areas to HRA 11.17	655,003	659,265
	<b>TV AERIAL MAINTENANCE</b>		
24	Premises Related Expenses	119,175	41,050
25	Supplies & Services	3,000	-
26	Support Services	40	-
27	<u>Total Expenditure</u>	122,215	41,050
28	INCOME	1,180	1,180
29	Net Expenditure - TV Aerial Maintenance to HRA 11.18	121,035	39,870

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>PROPERTY SERVICES ... continued</b>		
	<b>DISTRICT HEATING SERVICE</b>		
		£	£
1	Premises Related Expenses	349,308	294,000
2	Supplies and Services	36,000	10,000
3	<u>Total Expenditure</u>	385,308	304,000
4	INCOME	385,308	294,000
5	Net Expenditure - District Heating Service to HRA 11.19	-	10,000
	<b>HOUSING REPAIRS &amp; MAINTENANCE</b>		
6	Day-to Day Response Repairs	927,024	927,024
7	Programmed Maintenance	520,000	520,000
8	Central Heating Maintenance	527,000	527,000
9	Survey Work	20,000	20,000
10	Asbestos Management & Water Sampling	50,900	50,900
11	Disabled Adaptations	157,400	157,400
12	General Repairs Contingency	35,000	35,000
13	Net Expenditure - Housing Repairs & Mtce to HRA 11.20	2,237,324	2,237,324
	<b>PROPERTY SERVICES - SUMMARY</b>		
14	ADMINISTRATION HRA 10.8	750,291	701,580
15	CARETAKERS & GARDENERS HRA 10.15	303,544	362,294
16	COMMUNAL AREAS HRA 10.17	13,000	13,000
17	MAINTENANCE OF GRASSED AREAS HRA 10.23	655,003	659,265
18	TV AERIAL MAINTENANCE HRA 10.29	121,035	39,870
19	DISTRICT HEATING SERVICE HRA 11.5	0	10,000
20	HOUSING REPAIRS & MAINTENANCE HRA 11.13	2,237,324	2,237,324
21	Total Expenditure to Summary to HRA 4.6	4,080,197	4,023,333

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM	<b><i>ELDERLY &amp; DISABLED SUPPORT</i></b>	2009/10	2010/11
		BUDGET	BUDGET
		2	3
		£	£
	EXPENDITURE		
1	Employee Expenses	884,554	1,041,667
2	Premises Related Expenses	477,927	506,957
3	Transport Related expenses	56,084	55,814
4	Supplies and Services	110,020	94,050
5	Transfer Payments	5,000	5,000
6	Support Services	199,162	196,377
7	<u>Total Expenditure</u>	1,732,747	1,899,865
8	INCOME	1,230,961	1,234,371
9	Net Expenditure to summary to HRA 4.7	501,786	665,494

**WEST LANCASHIRE DISTRICT COUNCIL**  
**REVENUE ESTIMATES 2010/2011**  
**HOUSING REVENUE ACCOUNT**

ITEM		2009/10	2010/11
		BUDGET	BUDGET
		1	2
	<b>HOUSING REPAIRS &amp; MAINTENANCE SUMMARY - MEMORANDUM ACCOUNT</b>	£	£
	<b>CYCLICAL &amp; PROGRAMMED REPAIRS</b>		
1	Programmed Maintenance HRA 11.7	520,000	520,000
2	Central Heating Maintenance HRA 11.8	527,000	527,000
3	Asbestos Management & Water Sampling HRA 11.10	50,900	50,900
4	<b>Net Expenditure - Cyclical &amp; Programmed Repairs</b>	<b>1,097,900</b>	<b>1,097,900</b>
5	<b>DAY TO DAY RESPONSE REPAIRS</b> HRA 11.6	927,024	927,024
6	<b>VOIDS REPAIRS</b> HRA 7.2	1,388,920	1,388,920
7	<b>DISABLED ADAPTATIONS</b> HRA 11.11	157,400	157,400
8	<b>STOCK CONDITION SURVEYS</b> HRA 11.9	20,000	20,000
9	<b>GENERAL REPAIRS CONTINGENCY</b> HRA 11.12	35,000	35,000
10	<i>Net Expenditure - Housing Repairs &amp; Maintenance</i>	<b>3,626,244</b>	<b>3,626,244</b>

NB This sheet is for information only and brings together all estimates as they relate to Housing Repairs & Maintenance carried out by the Housing Division





**AGENDA ITEM: 12**

**EXECUTIVE OVERVIEW &  
SCRUTINY COMMITTEE:  
4 February 2010**

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**Report of: Council Secretary and Solicitor**

**Contact for further information: Mrs J Denning (Extn. 5384)  
(E-mail: [jacky.denning@westlancs.gov.uk](mailto:jacky.denning@westlancs.gov.uk))**

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**SUBJECT: A NEW REGULATORY FRAMEWORK FOR SOCIAL HOUSING IN  
ENGLAND – A STATUTORY CONSULTATION**

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Wards affected: Borough wide

### **1.0 PURPOSE OF THE REPORT**

1.1 To consider the draft response to the Consultation Paper issued by the Tenant Services Authority (TSA) on a new regulatory framework for Social Housing in England.

### **2.0 RECOMMENDATIONS**

2.1 That the comments on the draft response, attached at Appendix B to this report, be agreed.

2.2 That it be noted that the Executive Manager Housing and Property Maintenance Services will take these comments into account, in consultation with the Housing Portfolio Holder, when responding to the Consultation Paper issued by the TSA.

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### **3.0 BACKGROUND**

3.1 The report of the Executive Manager Housing and Property Maintenance Services, which was considered at Cabinet on 19 January 2010, is attached at Appendix A to this report.

3.2 The minute of Cabinet reads as follows:-

#### **“91. A NEW REGULATORY FRAMEWORK FOR SOCIAL HOUSING IN ENGLAND - A STATUTORY CONSULTATION**

Councillor Mrs Hopley introduced the report of the Executive Manager Housing and Property Maintenance Services which advised on a Consultation Paper issued by the

Tenant Services Authority (TSA) on a new regulatory framework for Social Housing in England and sought guidance on how best to respond.

Comments were raised in respect of the following:

- Concern that fees to be levied were not included in the consultation.
- That 'choosing' contractors should be done via a formal tendering process.
- That consultation should involve all tenants, including the formal tenant and resident groups.
- Concern of the increased bureaucracy of establishing another Quango.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the report be noted and the Executive Manager Housing and Property Maintenance Services, in consultation with the Housing Portfolio Holder, be given delegated authority to prepare a draft response to the consultation on behalf of Cabinet and submit it to the Executive Overview and Scrutiny Committee and the Tenants and Residents Forum for comments.
- B. That taking into account the comments of the Executive Overview and Scrutiny Committee and the Tenants and Residents Forum, the Executive Manager Housing and Property Maintenance Services, in consultation with the Housing Portfolio Holder, be given delegated authority to send the final response to the TSA before the deadline of 5 February 2010.
- C. That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 4 February 2010."

3.3 The Executive Manager Housing and Property Maintenance Services, in consultation with the Housing Portfolio Holder has prepared a draft response for consideration which is attached at Appendix B to this report.

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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

- A. Report of the Executive Manager Housing and Property Maintenance Services - A NEW REGULATORY FRAMEWORK FOR SOCIAL HOUSING IN ENGLAND – A STATUTORY CONSULTATION – Cabinet 19 January 2010.
- B. Draft response to the consultation paper.





**AGENDA ITEM: 12**

**CABINET:  
19<sup>th</sup> January 2010**

**EXECUTIVE OVERVIEW &  
SCRUTINY COMMITTEE:  
4<sup>th</sup> February 2010**

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**Report of: Executive Manager Housing and Property Maintenance Services**

**Relevant Portfolio Holder: Councillor Mrs.V. Hopley**

**Contact for further information: Mr Bob Livermore (Extn. 5200 )  
(E-mail: bob.livermore@westlancs.gov.uk)**

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**SUBJECT: A NEW REGULATORY FRAMEWORK FOR SOCIAL HOUSING  
IN ENGLAND – A STATUTORY CONSULTATION**

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RVL/EH2909cabeo&s  
8<sup>th</sup> January 2010  
Borough-wide interest

## **1.0 INTRODUCTION**

1.1 This report is to consider the Consultation Paper issued by the Tenant Services Authority (TSA) on a new regulatory framework for Social Housing in England and to decide how best to respond to this.

## **2.0 RECOMMENDATIONS TO CABINET**

2.1 That the Executive Manager Housing and Property Maintenance Services, in consultation with the Portfolio Holder for Housing, respond to TSA after hearing the views and comments of Cabinet, Executive Overview and Scrutiny Committee, and the Tenant and Resident Forum.

2.2 That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 4<sup>th</sup> February 2010.

## **3.0 RECOMMENDATION TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

3.1 That the Committee consider the report and agree comments to be taken into account by the Executive Manager Housing and Property Maintenance Services, when responding to the Consultation Paper issued by the TSA.

## **4.0 BACKGROUND AND PRINCIPLES TO SHAPE REGULATION**

- 4.1 The Government has established the TSA to be the domain regulator for social housing under the Housing and Regeneration Act 2008.
- 4.2 The TSA will commence its regulation for Local Authorities and Arms Length Management Organisations (ALMOs) from 1 April 2010.
- 4.3 The TSA have already carried out consultation in a discussion document. This formed the basis of a workshop for Members, Tenants and Officers.
- 4.4 Following the workshop the Council's comments were sent to the TSA (Appendix 1)
- 4.5 The TSA propose to use 10 principles to shape regulation, these are:
  - 4.5.1 National Standards will be established based on clear criteria.
  - 4.5.2 National Standard will be clear, succinct, based on outcome and avoid prescribed detailed processes.
  - 4.5.3 The National Standard Framework will require providers to agree local standards with their tenants for the areas of service that are relevant to them locally.
  - 4.5.4 Every tenant matters. We expect providers to understand and respond to the particular needs of their tenants and to demonstrate how they have taken into account the needs of tenants across the six diversity groups. The diversity groups consist of the following:
    - (a) ethnicity
    - (b) disability
    - (c) sexuality
    - (d) age
    - (e) gender
    - (f) religion/belief
  - 4.5.5 Promote transparency in reporting of performance by providers for tenants and Local Authorities (in their strategic role) in areas they operate.
  - 4.5.6 Good governance is a universal principle and is essential to the quality of service delivery, financial robustness and value for money.
  - 4.5.7 TSA wants to promote effective forms of independent validation, audit and benchmarking of performance to encourage providers to continually improve and free the best from unnecessary red tape.
  - 4.5.8 For the national service delivery standards, the TSA will focus their resources in 2010/11 on identifying and addressing the worse performing providers, where tenants are being let down by their providers performance.

- 4.5.9 The standards framework must support the principle of sector-led improvement. Where problems are identified the provider will usually be offered an opportunity for speedy self-improvement.
- 4.5.10 Registration criteria should encourage new entry into the social housing sector consistent with TSA objectives in the Housing and Regeneration Act 2008.

## **5.0 CURRENT POSITION ON NATIONAL AND LOCAL STANDARDS**

5.1 Following the discussion document the TSA advise that there was broad reaffirmation by stakeholders of the proposed National Standards. The National Standards have been rationalised and are set out below:

### 5.1.1 Figure 1 – Proposals for national standards

- A. Tenant Involvement and Empowerment
  - Involvement and empowerment
  - Customer service and choice
  - Equalities and diversity
  - Tenants with additional support needs
  - Complaints
  
- B. Home
  - Repairs and maintenance
  - Quality of accommodation
  
- C. Tenancy
  - Allocations
  - Rent
  - Tenure
  
- D. Neighbourhood and Community
  - Neighbourhood management
  - Local area co-operation
  - Anti-social behaviour
  
- E. Value for Money
  - Value for money
  
- F. Governance and Financial Viability\*
  - Governance
  - Financial viability

\* This standard does not apply to Local Authorities.

5.1.2 Landlords will be required to publish their plans for how they will develop local standards as soon as possible after 1/4/10 and by no later than 1/10/10. Local Standards will need to be in place 1/4/11.

5.1.3 The definition of “local” could mean a whole Local Authority area or it could be drilled down to neighbourhoods with different priorities and needs.

5.2 The TSA can issue Codes of Practice but they do not propose do so at the moment.

## **6.0 REGULATION OF LOCAL AUTHORITY PROVIDERS**

6.1 There are some differences in the sector between Registered Social Landlords (RSLs) and Local Authority providers. Whilst the TSA will regulate the financial affairs and governance arrangements of RSLs, the current arrangements of the Audit Commission overseeing the financial and governance issues of Local Authorities will continue.

6.2 The TSA are in discussions with the Local Government Association (LGA) to establish a Local Performance Framework. This is expected to include:

- (a) An annual report for tenants which will contain a self assessment against national and local standards.
- (b) Accreditation Schemes and external validation where appropriate.
- (c) National Indicator Set Data.
- (d) Tenant feedback and resident petitions
- (e) Cases reported to the Local Government Ombudsman where a determination is made.
- (f) Outcomes reported by the Audit Commission's CAA process.

6.3 The TSA will require information but have agreed with Government that this will be information already provided by Local Authorities for public reporting and internal management purposes.

## **7.0 PROPOSED TENANT INVOLVEMENT AND EMPOWERMENT STANDARD**

7.1 This Standard covers customer services and choice, tenant involvement and empowerment and complaints. This is complemented by cross cutting themes of equality and diversity and tenants with additional support needs.

7.2 The required outcomes are:

### **7.2.1 Customer service and choice**

Registered providers must design and deliver housing services that tenants can access easily. Tenants must be offered choices over the services they receive, and be treated with fairness and respect. In relation to all the standards, registered providers must consider equality issues and the diversity of their tenants, including tenants with additional support needs.

Registered providers must understand their tenants' needs and use this information to:

- design and deliver housing services
- communicate with tenants



## **7.2.2 Involvement and empowerment**

Registered providers will offer all tenants opportunities to be involved in the management of their housing. This must include opportunities to:

- influence housing related policies and how housing related services are delivered
- be involved in scrutinising performance in delivering housing-related services registered providers must offer tenants support so they are more able to be effectively engaged, involved and empowered.

## **7.2.3 Responding to complaints**

Registered providers must have a clear and accessible policy. They must deal with tenants' complaints and any other feedback promptly, politely and fairly. The policy must include how they use complaints and other feedback to:

- change how they do things
- improve services

## **7.3 Specific requirements**

### **7.3.1 Customer service and choice**

7.3.1.1 Registered providers will be able to show they have arrangements for understanding their tenants, their views and needs so that in all the standards, they can use this information to:

- improve services
- offer choices in the services provided

7.3.1.2 For all the standards, registered providers must consider equality issues and the diversity of their tenants, including tenants with additional support needs and incorporate choices that are designed to meet the diverse needs of their tenants.

7.3.1.3 Registered providers will provide tenants with accessible, comprehensive and timely information about:

- how tenants can access services
- the standards of housing services their tenants can expect
- how they are performing against those standards
- the service choices available to tenants
- any additional costs that are relevant to specific choices
- how tenants can communicate with them

### **7.3.2 Involvement and empowerment**

7.3.2.1 Registered providers, having consulted their tenants, must have arrangements in place that support and enable tenants to be involved and empowered. Tenants must have the opportunity to:

- be involved in the management of their homes (including, for example, in relation to the repairs programme and choice of main contractors)
- influence their registered provider's strategic priorities
- measure and scrutinise how effective their registered provider's involvement and empowerment policy is

7.3.2.2 Registered providers must say how they will provide support to build tenants' capacity to be effectively engaged, involved and empowered.

7.3.2.3 Arrangements for involvement and empowerment must be clearly published and accessible for tenants.

7.3.2.4 Following consultation with their tenants, registered providers will establish by no later than 1 April 2011 local standards in those service areas where the TSA has indicated that its national standards should be tailored with local standards where tenants want them. Local standards should include commitments on:

- local standards for performance
- how performance will be monitored and reported to tenants
- how tenants can be involved in scrutinising performance
- what happens if local standards are not met
- arrangements for reviewing the local standards on an annual basis

7.3.2.5 Registered providers will consult their tenants about how many tenant members there should be on their governing bodies or service delivery committees. Registered providers will do this at least once every three years.

7.3.2.6 Registered providers will offer tenants a range of opportunities to scrutinise their performance. This applies to all standards.

7.3.2.7 When registered providers are required by law to consult tenants about changes to their constitution (for example, where there will be a change of registered provider), they should clearly and objectively set out the options, and the costs and benefits of the options.

7.3.2.8 Where registered providers intend to make a significant change in the arrangements for the management of their stock, they must consult their tenants.

7.3.2.9 Where registered providers have consulted tenants about the standards, they should feed back to tenants about how they have taken their views into account.

### 7.3.3 Responding to complaints

7.3.3.1 Registered providers will have an approach to complaints that is clear, simple and accessible to tenants and potential tenants. The approach should include:

- a range of ways for tenants to express a complaint
- details of what to do if they are unhappy with the outcome of a complaint

7.3.3.2 Registered providers will develop, agree and monitor service standards for complaints with tenants. Registered providers will make sure that complaints and any other feedback are managed and resolved promptly, politely and fairly.

7.3.3.3 Each year registered providers will publish information about:

- the number of complaints received
- the nature of the complaints
- the business area the complaints relate to
- the outcome of the complaints
- how they have changed the way they do things to improve services as a result of feedback

## **8.0 PROPOSALS FOR THE HOME STANDARD**

8.1 The required outcomes are:

### **8.1.1 Quality of accommodation**

Registered providers must ensure that all homes are warm, weatherproof and have modern facilities.

### **8.1.2 Repairs and maintenance**

Registered providers must provide a cost-effective repairs and maintenance service that responds to the needs of, and offers choices to, tenants. They must meet all applicable statutory requirements that provide for the health and safety of tenants in their homes.

## **8.2 Specific requirements**

### **8.2.1 Quality of accommodation**

8.2.1.1 Registered providers must ensure tenants' homes either:

- meet the Decent Homes Standard set out in Section 5 of the Government's Decent Homes guidance\*,

or

- meet the standards of design and quality that applied when the home was first built, and were required as a condition of publicly funded financial assistance\*\*, if these standards are higher than the Decent Homes Standard

8.2.1.2 Registered providers must meet the standard in 8.2.1.1 by 31 December 2010. They must continue to maintain their homes to this standard. The TSA may agree an extension to this date with the registered provider where it is reasonable.

8.2.1.3 Registered providers must ensure their tenants have the opportunity to agree a

local standard, as set out in 7.3.2.4 of the Tenant Involvement and Empowerment standard. The local standard should be higher than the standard set out in 8.2.1.1. In developing local standards, registered providers must:

- have regard to Section 6 of the Government's Decent Homes guidance
- demonstrate how they have ensured that tenants' views have been taken into account

\* 'Decent Homes guidance' means A Decent Home: Definition and Guidance for Implementation, published by the Department for Communities and Local Government in June 2006, and any guidance issued by the Department or its successors, in relation to that document<sup>14</sup>.

\*\* 'Financial assistance' is defined in Section 19 (3) of the Housing and Regeneration Act, 2008. For the purpose of this standard it includes financial assistance provided by the Homes and Communities Agency's predecessor bodies.

## 8.2.2 Repairs and maintenance

8.2.2.1 Registered providers must have a repairs and maintenance service that:

- is cost effective
- has the objective of completing repairs and improvements 'right first time'
- has published standards that have been agreed with tenants for completing repairs and improvements
- offers tenants choice (for example about appointment times for carrying out repairs)

8.2.2.2 Registered providers must ensure a prudent, planned approach to repairs and maintenance. It should demonstrate an appropriate balance of planned and responsive repairs, and value for money. The approach should include:

- responsive repairs
- planned and capital work
- work to empty properties
- adaptations
- cyclical works
- communal areas as well as individual homes

8.2.2.3 Registered providers must comply with all applicable legislation and regulation that provide for the health and safety of the occupants of their homes.

8.2.2.4 Registered providers must ensure their tenants have the opportunity to agree a local standard, as set out in 7.3.2.4 of the Tenant Involvement and Empowerment standard.

8.2.2.5 Registered providers must provide tenants with clear information about:

- each other's responsibilities
- the progress of works

8.2.2.6 Registered providers must co-operate with relevant organisations to provide an adaptations service that meets tenants' needs.

## **9.0 PROPOSALS FOR A TENANCY STANDARD**

9.1 The required outcomes are:

### **9.1.1 Allocations**

Registered providers must let their homes in a fair, transparent and efficient way. They must take into account the housing needs and aspirations of tenants and potential tenants. They should demonstrate how their allocations processes:

- make the best use of available housing
- contribute to local authorities' strategic housing function and sustainable communities

There should be clear decision making and appeals processes.

### **9.1.2 Rents**

Registered providers will charge rents in accordance with the objectives and framework set out in the Government's direction to the TSA of November 2009.

### **9.1.3 Tenure**

Registered providers must offer and issue the most secure form of tenure compatible with:

- the purpose of the housing
- the sustainability of the community

They must meet all applicable statutory and legal requirements in relation to the form and use of tenancy agreements.

## **9.2 Specific requirements**

### **9.2.1 Allocations**

9.2.1.1 Registered providers will co-operate with local authorities' strategic housing function, and their duties to meet identified local housing needs. This includes assistance with local authorities' homelessness duties, and through meeting obligations in nominations agreements. Where in exceptional circumstances registered providers choose not to participate in choice-based lettings schemes in areas where they own homes, they justify their reasons for doing so publicly.

9.2.1.2 Registered providers will develop and deliver services to address under

occupation and overcrowding in their homes, within the resources available to them. These services will meet the needs of their tenants, and will offer choices to them.

9.2.1.3 Registered providers will provide tenants wishing to move with access to clear and relevant advice about their housing options. They will participate in mobility schemes and mutual exchange schemes where these are available.

9.2.1.4 Registered providers will publish their allocations policies and outcomes, how this has made best use of available housing and contributed to sustainable communities. The published policies should include (where it applies) their participation in:

- common housing registers
- common allocations policies
- local lettings policies

Registered providers will clearly set out, and be able to give reasons for, the criteria they use for excluding actual and potential tenants from consideration for allocations, mobility or mutual exchange schemes.

9.2.1.5 Registered providers will develop and deliver allocations processes in a way which supports their effective use by the full range of actual and potential tenants, including those with support needs, those who do not speak English as a first language and others who have difficulties with written English.

9.2.1.6 Registered providers will work to make sure that the specific needs and aspirations of tenants and potential tenants with diverse needs are reflected in the choices available to them. This applies particularly to the development of local lettings policies.

9.2.1.7 Registered providers must minimise the time that properties are empty between each letting. When doing this, they must take into account the circumstances of the tenants who have been offered the properties.

9.2.1.8 Registered providers must record all lettings and sales in the Continuous Recording of Lettings system.

## 9.2.2 Rents

9.2.2.1 Registered providers will ensure they meet the following requirements which derive from the Government's direction to the TSA of November 2009 and published within Directions to the Tenant Services Authority – summary of responses and Government response, November 2009, CLG.

9.2.2.2 Subject to paragraph 2.3, registered providers will set rents with a view to achieving the following as far as possible:

9.2.2.2.1 Rents conform with the pattern produced by the rent formula set out in Rent Influencing Regime guidance\* ('target rents') with a five per cent tolerance in individual rents (ten per cent for supported and sheltered housing) ('rent flexibility

level') but subject to the maximum rent levels specified in that guidance ('rent caps').

9.2.2.2.2 Weekly rent for accommodation increases each year by an amount which is no more than RPI\*\* + 0.5% + £2 until it reaches the upper limit of the rent flexibility level or the rent cap, whichever is lower.

9.2.2.2.3 Weekly rent for accommodation which has reached or is above the upper limit of the rent flexibility increases each year by an amount which is no more than the increase to the target rents.

9.2.2.2.4 Rent caps increase annually by RPI + one per cent.

9.2.2.2.5 Target rents increase annually by RPI + 0.5%.

9.2.2.3 Where the application of the rents standard would cause registered providers to be unable to meet other standards, particularly in respect of financial viability including the risk that a reduction in overall rental income causes them to risk failing to meet existing commitments such as banking or other lending covenants, then the TSA may allow extensions to the period over which the requirements of the rent standard are met.

9.2.2.4 Registered providers must provide clear information to tenants that explains how their rent and any service charge is set, and how it is changed, including reference to the RPI benchmark to which annual changes to rents should be linked (except where rents are controlled under different legislation).

\* 'Rent Influencing Regime guidance' means the Rent Influencing Regime Guidance published by the Housing Corporation<sup>15</sup> in October 2001, and any guidance issued by the Housing Corporation or TSA, or its successors, in relation to that document.

\*\* 'RPI' means the general index of retail prices (for all items) published by the Office of National Statistics or, if that index is not published for any month, any substituted index or index figures published by that Office.

### 9.2.3 Tenure

9.2.3.1 Registered providers must publish clear and accessible policies which outline their approach to tenancy management. They must develop and provide services that will support tenants to maintain their tenancy and prevent unnecessary evictions. The approach must set out how registered providers will make sure that the home continues to be occupied by the tenant they let the home to.

9.2.3.2 Registered providers must provide tenants with accessible, comprehensive and timely information about their responsibilities and tenants' responsibilities.

## 10.0 PROPOSALS FOR NEIGHBOURHOOD AND COMMUNITY STANDARDS

10.1 The required outcomes are:

### 10.1.1 Neighbourhood management

Registered providers will keep the common areas associated with the homes that they own clean and safe. To achieve this, they will work in partnership with:

- their tenants
- other providers and public bodies, where this is the most effective way of achieving this standard

#### **10.1.2 Local area co-operation**

Registered providers will co-operate with relevant partners to help promote social, environmental and economic well being in the areas where their properties are.

#### **10.1.3 Anti-social behaviour**

Registered providers must work in partnership with other public agencies to prevent and tackle anti-social behaviour in the neighbourhoods where they own homes.

### **10.2 Specific requirements**

#### **10.2.1 Neighbourhood management**

10.2.1.1 Registered providers will consult with tenants in developing their policy for maintaining and improving the neighbourhoods associated with their homes. This applies where the registered provider has a responsibility for the condition of that neighbourhood. The policy must include any communal areas associated with the registered provider's homes. The registered provider must publish this policy.

10.2.1.2 Registered providers must ensure their tenants have the opportunity to agree a local standard, as set out in 7.3.2.4 of the Tenant Involvement and Empowerment standard.

#### **10.2.2 Local area co-operation**

10.2.2.1 Registered providers, having taken account of their presence and impact within the areas where they have properties, will:

- identify and publish the roles they are able to play within the areas where they have properties
- co-operate with local strategic partnerships and local strategic housing authorities where they are able to assist them in achieving their objectives

#### **10.2.3 Anti-social behaviour**

10.2.3.1 Registered providers will develop and deliver services which are effective in achieving the core commitments of the Respect Standard for Housing Management 17.



10.2.3.2 Registered providers will publish a policy on how they work with relevant partners to tackle anti-social behaviour in areas where they own properties.

10.2.3.3 Registered providers must ensure their tenants have the opportunity to agree a local standard, as set out in 7.3.2.4 of the Tenant Involvement and Empowerment standard.

## **11.0 PROPOSALS FOR A VALUE FOR MONEY STANDARD**

11.1 The required outcomes are:

### **11.1.1 Value for money**

In meeting all national standards and their local standards, registered providers have a comprehensive approach to managing their resources to provide cost-effective, efficient, quality services and homes to meet tenants' and potential tenants' needs.

### **11.2 Specific requirements**

#### **11.2.1 Value for money**

11.2.1.1 Registered providers, publish as part of their communications with their tenants, information on at least an annual basis that demonstrates:

- how they have allocated and prioritised expenditure on different areas of housing services covered by the national standards and their local standards and other priorities such as investment in the supply of new social housing
- how they have ensured that it has secured value for money in that expenditure, how they have tested this, and the benefits that tenants can expect their expectations for future value for money improvements and how they have taken into account in these expectations improvements arising from asset management, income management, and procurement policies.

11.2.1.2 Registered providers have arrangements for tenants to influence the services delivered and the cost of those services that result in service charges to tenants. Registered providers must ensure their tenants have the opportunity to agree a local standard (in line with the requirements of 7.3.2.4 of the Tenant Involvement and Empowerment standard).

11.2.1.3 Registered providers' governing bodies scrutinise the performance of the registered provider at least annually against this standard.

## **12.0 PROPOSALS FOR A GOVERNANCE AND FINANCIAL VIABILITY STANDARD**

12.1 The required outcomes are:

### 12.1.1 **Governance**

Registered providers have effective governance arrangements that ensure that they have structures, systems and processes to deliver their aims, objectives and intended outcomes for tenants and potential tenants in an effective, transparent and accountable manner. Governance arrangements ensure they:

- adhere to all relevant legislation
- comply with their governing documents and all regulatory requirements
- are accountable to tenants, the TSA and relevant stakeholders
- safeguard tax payers' interests and the reputation of the sector

### 12.1.2 **Financial viability**

Registered providers must manage their resources effectively to ensure their viability is maintained.

## 12.2 **Specific requirements**

### 12.2.1 **Governance**

12.2.1.1 Registered providers adopt and comply with an appropriate code of governance. They will give the reasons for their choice and explain areas of non-compliance with their chosen code.

12.2.1.2 Registered providers must establish and maintain clear roles, responsibilities and accountabilities for their board, chair and chief executive. At least once a year, they must assess how effective these arrangements are in meeting the required outcomes above.

12.2.1.3 Registered providers submit an annual return, on an accurate and timely basis in a form determined by the TSA. This is currently the Regulatory and Statistical Return (and its successor the National Register of Social Housing).

12.2.1.4 Where a registered provider is within a wider group structure that is not regulated by the TSA, it will ensure with its parent that nothing in their relationship shall hinder the subsidiary's ability to meet all the national standards, and the TSA's effective regulation of performance against these standards.

### 12.2.2 **Financial viability**

12.2.2.1 Registered providers ensure that:

- effective controls and procedures are in place to ensure security of assets and the proper use of public funds

- effective systems are in place to monitor and accurately report delivery of their plans
- the risks to delivery of financial plans are identified and effectively managed

12.2.2.2 Registered providers will ensure that they have a robust and prudent business planning and control framework. Through this framework they will ensure:

- there is access to sufficient liquidity at all times
- financial forecasts are based on appropriate and reasonable assumptions
- planning sufficiently considers the financial implications of risks to the delivery of plans
- they monitor, report on and comply with their funders' financial covenants

12.2.2.3 Registered providers will provide to the TSA:

- accurate and timely statutory and regulatory financial returns
- an annual report on any losses from fraudulent activity

### **13.0 EXPECTED OUTCOMES**

13.1 The TSA wish to improve service delivery to tenants and have a “tool kit” to achieve this which includes:

- Promoting sector-led improvement and best practice
- Monitoring performance
- Co-regulation
- Assessing compliance
- Issuing of Annual Report – effective 1/7/11
- Wider information requirements and submissions
- Inspections
- Complaints
- Risk-based approach and regulatory activity
- Publishing regulatory assessments
- Use of formal regulatory enforcement powers

### **14.0 MISCELLANEOUS**

14.1 The Consultation Paper which runs to 140 pages also seeks views on the registration and deregistration criteria.

14.2 There is no discussion about fees other than to say that there will be no charges until April 2011.

### **15.0 PRINCIPLES FOR PROPOSED RESPONSE**

15.1 The TSA are clearly in a difficult position because of the different funding regimes for RSLs, ALMOs and Local Authorities.

- 15.2 This being the case there is little alternative but to specify the areas that should be covered e.g. the National Standards and to require providers to prioritise and shape services to meet local needs within the funding available.
- 15.3 Whilst I have some concerns that this could become a bureaucratic process overall I feel that under the circumstances this will create a dialogue on service delivery which will improve services and or give better value for money.
- 15.4 Dependent on the HRA settlement for 2010/11 it may be prudent to allow resources to support the work that will be necessary to ensure all local standards are in place by 1/4/11.
- 15.5 Fortunately, the work necessary to successfully install the replacement Housing Management Information Computer System will be of assistance and we have already engaged with Tenants on ways to improve outcomes for our customers.

## **16.0 PROPOSALS**

- 16.1 Generally, the approach taken by the TSA is appropriate and should be supported, subject to views of Tenants and Members, which will be canvassed as part of this report.
- 16.2 I have some reservations about the costs that could be levied by the TSA and am disappointed that these do not form part of this Consultation. I propose to ask that fees be consulted upon at the appropriate time.

## **17.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

- 17.1 There are no sustainability implications arising from this Consultation Paper.
- 17.2 The aims of the TSA in trying to improve services for Tenants is in accordance with the Community Strategy.

## **18.0 FINANCIAL AND RESOURCE IMPLICATIONS**

- 18.1 There are no direct financial issues arising from the Consultation for 2010/11 but please note the comments in 16.2 above because there will be changes for this service from 2011/12 onwards which , at this stage, are not specified.
- 18.2 Either new or refocused resources will need to be used to ensure we are compliant with agreeing local standards by 1/4/11.
- 18.3 I will allocate a small budget next year to help support the work that is necessary within the timescale specified.

## **19.0 RISK ASSESSMENT**

- 19.1 The biggest risk of delivering the requirements of the TSA will be the time demands and capability of tenants to participate.

19.2 This is an area that needs to be discussed with Tenants to see how we can encourage more Tenants to share the burden of this activity.

## **20.0 CONCLUSIONS**

20.1 Overall the TSA Consultation Paper should be supported and we should use this as a vehicle to have a dialogue with customers and to find ways to improve involvement and service delivery.

### **Background Documents**

A new regulatory framework for social housing in England – a statutory consultation issued by TSA.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

Appendix 1 – Letter dated 4<sup>th</sup> September to TSA





**Bob Livermore FCIH**  
**Executive Manager Housing and**  
**Property Maintenance Services Division**

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*Date:* 4th September 2009

*Your ref:*

*Our ref:* RVL/EH

*Please ask for:* R V Livermore

*Direct dial no:* 01695 585200

*Extension:* 5200

Amanda Newton  
National Conversation Project Manager  
Tenant Services Authority  
4th Floor  
One Piccadilly Gardens  
Manchester  
M1 1RG

Dear Amanda

I am responding to the TSA Discussion Paper on Building a new Regulatory Framework.

The Council have held a Workshop, as recommended by the TSA, and I attach a copy of this and the covering letter sent in support of this.

The National Conversation findings accord with the Council's experience of working with Tenants over a number of years.

Your approach to regulation is probably the only sensible way that this matter can move forward within the current paradigm. However, the Council believes fundamentally that this will allow a two tier approach whereby service enhancements will be restricted and Tenants will not be able to aspire to the same level of services dependent on their landlord.

The National Standards are of some concern as, from a Local Authority view point, resources have been agreed with Government on the level of performance monitoring and we would not wish to see these become more burdensome.

In regard to the issue of tenants with care and support needs, we do need to ensure that there is not duplication with the regulatory framework governing Social Services.

.....continued.....

With regard to the two tier arrangements you propose, under the current system we see no alternative but would prefer that there be a level financial base for all social landlords.

The intervention and enforcement powers will, in our opinion, lead to landlords being cautious about setting aspirational standards.

In shaping the standards the TSA need to avoid on size fitting all and allow tenants to decide between a range of options what is their priority.

In terms of tenant empowerment and involvement, we feel that the Tenant Compacts need to be further developed to encourage involvement but to ensure that all tenants are able to influence service delivery aspects without the need for active participation.

Tenancy Agreements can be decided between landlords and tenants and the TSA's role should be to have examples of good practice and a framework of essential and desirable areas that the Agreement would cover.

The Governance issues for a Local Authority are challenging. We feel that Tenants should be able to influence decisions and be consulted before decisions are made, however service delivery for a Local Authority is such that it is not always sensible to have a two tier system – one for Tenants and one for Citizens.

The Local Authority sector works closely with the Audit Commission and further regulation in this field would not be welcomed.

This Council is keen to encourage value for money and believes the Government's principles of Best Value should be used to inform the National Framework.

The Council would be concerned to see additional burden introduced by the TSA in terms of monitoring requirements.

The Council is concerned that any grading system should be fair and equitable. Unless the financial circumstances of each landlord is similar we do not see how this could be achieved without creating a system which potentially is partial.

The best way to incentivise great performance and best practice is to reduce fees for your service.

The approach to ensure standards are met seems to be wide and provided these are used proportionately, the Council is content with these powers.

The registration process seems to be overly burdensome and should be streamlined.

.....continued.....



Finally, there should be a stronger link between the level of fee paid and the consultation which is currently being carried out. The Council is concerned that aspirational consultation without knowing the costs involved is not helpful and could be resented in the longer term.

Yours sincerely



**R V LIVERMORE**  
**EXECUTIVE MANAGER**  
**HOUSING AND PROPERTY MAINTENANCE SERVICES**

***UK Council of  
the Year 2009/10***  
*(LGC Highly Commended)*

Chief Executive: William J. Taylor BA (Hons) M.Soc.Sc.F.C.I.P.D.  
Deputy Chief Executive: Les Abernethy BSc MCD MRTPI

***“Excellent”***  
*As rated by the  
Audit Commission*

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4.9.2009

RVL/EH  
R.V. Livermore  
01695 585200  
5200

Dear Sir/Madam

I attach a copy of the feedback form completed following a Workshop attended by Councillors, Tenants and Staff.

Generally there was concern by all who attended that the resources available to Local Authorities would not see any marked improvement in the physical condition of properties or estates. There was concern that there would not be the same level of service offered despite a similar level of rent being paid. In short, Council Tenants were being treated as second class citizens.

The Council and its Tenants want to see a "level playing field" financially so that Social Tenants, whether they be RSL, Council or ALMO, can develop service delivery mechanisms that meet local needs and aspirations. The Council is committed to improving services for its Tenants and hope that the TSA can find a way to influence this important aspect.

Yours sincerely

R.V. LIVERMORE  
**EXECUTIVE MANAGER**  
**HOUSING AND PROPERTY MAINTENANCE SERVICES**

# HAVE YOUR SAY ABOUT STANDARDS IN SOCIAL HOUSING

## TENANT AND MEMBER WORKSHOP

TUESDAY, 1ST SEPTEMBER 2009

### SUMMARY OF TENANT AND MEMBER FEEDBACK

#### THEME ONE

##### 1. THE SERVICE OFFERED TO TENANTS:

###### DECENT HOMES STANDARD

- Do not feel the standard is high enough but financial constraints prevent an improved standard
- Should have to meet more than 3 out of 5 standards
- Green audit should be included

##### TENANT CHOICE & CUSTOMER SERVICES

- Feel choice and service should be in all aspects of service delivery
- Want to involve tenants in choices but cannot always due to finance constraints
- Do not want to raise expectations that cannot be delivered

##### REPAIRS & MAINTENANCE

- Difficult to compare RSLs/ALMOs to Councils due to different funding regimes and different standards of accommodation
- Feel should be set locally but could be based on national KPIs as a framework

##### NEIGHBOURHOOD & ESTATE MANAGEMENT AND ANTI-SOCIAL BEHAVIOUR

- Design of New Town Estates – Radburn make comparisons difficult if not impossible
- Difficult as standards not only set by Housing but other stakeholders
- Should it be set by tenants or residents or both
- Standards are very open

#### THEME TWO

##### 2. TENANT EMPOWERMENT AND INVOLVEMENT

###### **Empowerment**

- Engaging tenants can be very difficult
- Working towards the standards but have some way to go – need to improve communication across the whole district.

NB – Time did not allow debate on the other service standard or themes.

TB/EH  
4.9.09



## **APPENDIX B D R A F T**

**1. Does our approach to co-regulation as expressed through our ten principles seem a reasonable basis on which to develop the new framework from 1 April 2010?**

In the broadest terms West Lancashire Borough Council accepts that the criteria laid out in the consultation are a reasonable basis to develop the new framework. It must also be clearly stated, that the Council support the Local Government Association (LGA) request, that any regulatory framework will be in “total consistency” with the Local Performance Framework (LPF). We would also want to see a principle established which commits the TSA to ensuring that regulation, and the cost of that regulation, is kept to a minimum and that there is a demonstration of the cost benefits, to all stakeholders, of the regulatory framework in place. We would make the following observations:

- We agree that the methodology for developing National Standards should be based on clear criteria. Common expectations, as expressed through the National Conversation, are not necessarily a good or appropriate means of establishing national priorities. We are concerned that the National Conversation itself was limited, with timescales inappropriate to this level of consultation, and results from this should be treated with a degree of caution.
- Whilst we accept that the TSA is obliged to comply with government directions, such directions may be perceived as being politically motivated towards achieving government objectives and may not accord with local requirements and local circumstances.
- To add to this the setting of criteria to enable the TSA to meet its objectives will, in effect, enable the TSA to set standards across the full range of landlord services. In doing so we have concerns, as outlined in the introduction to this letter that the role of the TSA may grow exponentially and have the effect of increasing the regulatory burden on local authorities.

There is a potential conflict between the setting of national standards and the agreement of local standards if residents do not wish to see a national standard applied locally. It would be helpful if the TSA could set out its view should such a situation arise.

Additionally, any standards must have regard to them being too aspirational and effectively undeliverable either in terms of cost or in terms of what is being required (for example if tenants do not want to be empowered but do want the landlord to concentrate efforts and available funds on delivering better services).

The requirement to publish an annual report on achievement against national and local standards within two months of the close of the financial year is extremely tight if you wish this to be produced and delivered within this timeframe and we would expect to publish any performance information in line with the corporate approach of the Council.

Principle VIII also needs to be expanded to identify the incremental nature of the development of the TSA regulatory role. The TSA will not be fully formed as a regulator at the 1<sup>st</sup> April and this needs to be acknowledged as does the consequences of this.

The use of external validation, whilst a useful tool, should not be mandatory and our view is that, given the likelihood of disparate local standards, this will be difficult to achieve in practice.

With regard to the intention to concentrate on poor performing providers we would query why this is a stated target for 2010-11 only? It would seem appropriate for the majority of the regulators resources to be concentrated on this area for a period of some years in line with the stated aim of intervention on a 'by exception' basis.<sup>1</sup> We would also expect any fee structure to be proportionate to the level of intervention.

**2. Does our approach to setting national and local standards appear reasonable for the requirements that will apply from 1 April 2010?**

We welcome the decision to reduce the number of proposed national standards from 14 to six and for the focus on local standards. We also welcome the decision not to issue any Codes of Practice and the assumption that circulars issued by the predecessor organisation, the Housing Corporation, will not be incorporated in the standards framework as such items work against the presumption of delivering a service to meet local needs and expectations.

We note that you are not proposing to prescribe the definition of the term local. Whilst we appreciate that such terms cannot be prescriptive there is a concern that too open ended or indeed a non definition could lead to demands for local standards where in effect it is not practical or in any way cost effective to set them (e.g. for a particular block or small estate). We would expect the TSA to take a common sense approach to such issues.

**3. Does it seem reasonable to extend the same approach to those providers owning fewer than 1,000 properties, taking into account their size and risk profile in a proportionate approach to compliance?**

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<sup>1</sup> A new regulatory framework for social housing in England (Chapter 2, paragraph 2.3 p.17) – TSA Nov. 2009

We would support a proportionate response to providers owning fewer than 1,000 properties and would not expect the full breadth of standards to be applied.

**4. Do our proposals on how we will approach the regulation of local authorities appear reasonable?**

We welcome the TSA's statement that they wish to avoid unnecessary burdens. However, as stated above we are concerned that as drafted the regulatory framework proposed does not provide sufficient comfort that the TSA will support the LPF and be in conformity with the objectives of the LPF. The TSA has set out its intention to look at a range of performance data and require submission of annual reports. It is also noted that the Comprehensive Area Assessment (CAA) is the last in the listing of information that will be reviewed. It would be helpful if the TSA could explain the rationale for this.

We would wish to see the Memorandum of Understanding between the TSA and the LGA before commenting on the approach to the Local Performance Framework.

In responding to this point we must query some of the statements made in the consultation document. Paragraph 5.8 states that the TSA may refer issues to the Audit Commission 'Where we believe, on the basis of clear evidence, that financial management is not satisfactory...'. We would ask how the TSA expects to make such judgements, without the submission of any financial reporting data?

**5A Does the proposed text for the Tenant Involvement and Empowerment standard:**

- **address priorities for tenants whilst taking into account our duty to have regard to the desirability of registered providers being free to choose how to provide services and conduct their business?**
- **express requirements of providers in a way that is clear, succinct, and as outcome focused as possible?**

In regard to involvement and empowerment, West Lancashire Borough Council members have been undertaking this for many, many years and completely support the objective of involving and empowering residents **to the level of their choice**. It is important that this standard emphasises that, whilst it is important for the Council to ensure that the opportunities and support are available, involvement and empowerment in itself should not be a requirement in itself. Residents' should be clear that receiving a high level of service should not be dependent upon their involvement. A high level of service should be provided anyway. In this respect perhaps there should be further consideration as to the language used here in terms of the tenant (and leaseholder) being a consumer and customer?

We also have some concern over the use of the word 'choice' in this standard. Within the financial constraints imposed upon local authorities the concept of any choice is severely limited in its application. If this is an attempt to allow residents a greater freedom to choose, for instance, the time and date of appointments then we agree with a move from strict adherence to repair times that do not accord with residents' wishes. However, the definition needs to be more clearly stated for the previously mentioned reason.

With regard to the issue of complaints, we broadly agree with the standard set other than where it requires the landlord service to differ from the corporate standards set as a local authority. Issues such as complaints apply across the range of services provided by a local authority and are monitored by existing arrangements. Given the stated objective of the TSA not to impose additional burdens on local authority landlords we do not believe this is an area where a national standard should be set.

**5B Does the proposed text for the Home standard:**

- **address priorities for tenants whilst taking into account our duty to have regard to the desirability of registered providers being free to choose how to provide services and conduct their business?**
- **express requirements of providers in a way that is clear, succinct and as outcome focused as possible?**

Although we broadly agree with the standards as drafted we would welcome further clarification as to the use of the word 'choice' in terms of the provision of repairs and maintenance services (this is not we assume choice of contractor although tenants are involved in the selection of contractors through the tendering process). Also in respect of 1.3 setting a local standard that is higher than the standard set out in 1.1 is laudable but dependent on resources being available to set and deliver against such a standard.

Future funding of Local Authorities still remains unclear and to meet National Standards of meeting the Decent Homes Standard may be dependent on decisions outside of the control of tenants or Local Authorities. Consideration needs to be given to this.

**5C Does the proposed text for the Tenancy standard:**

- **address priorities for tenants whilst taking into account our duty to have regard to the desirability of registered providers being free to choose how to provide services and conduct their business?**
- **express requirements of providers in a way that is clear, succinct and as outcome focused as possible?**

The standards on rent and tenure are sufficient as drafted.



We broadly agree with the standard on Allocations but would have welcomed a drive towards a more consistent approach across registered providers, in their approach to working with local authorities as this produces the greatest difficulties in meeting identified housing need. The wording at 1.1 page 54 should also recognise (or it should be acknowledged in the preamble) that local authority landlords will already be co-operating with local authorities in meeting strategic housing objectives. As with 1.4 local authority landlords will also allocate as they are required to meet annual allocation plan requirements and in line with the Council's Allocation Scheme.

Additionally, greater emphasis on addressing the needs of vulnerable people would have been welcome.

**5D Does the proposed text for the Neighbourhood and Community standard:**

- **address priorities for tenants whilst taking into account our duty to have regard to the desirability of registered providers being free to choose how to provide services and conduct their business?**
- **express requirements of providers in a way that is clear, succinct and as outcome focused as possible?**

The standards on neighbourhood management and local area co-operation are reasonable. However, we would urge the TSA to acknowledge that local authority housing management services will already be co-operating with local strategic partnerships and if they are not this will be picked up in the LAA or CAA assessments. The TSA does not need to separately monitor this area for LA's outside these existing regulatory processes.

We agree with an approach which encourages plans for improving neighbourhoods as this is particularly important for Councils in their place making role. However, it must be recognised that such activities need to be proportionate to the resources available and the challenges identified and that there are different ways of achieving this, i.e. a one size fits all approach is not appropriate.

With regard to the standard on anti-social behaviour we would refer to our comments in the introduction to this response concerning potential for the exponential growth of regulation. With its reference to the Respect Standard for Housing Management (and implicit acceptance of this standard becoming mandatory) this concern is demonstrated by expecting adherence to a very prescriptive standard. We would expect that the standard should be at a level higher than that drafted. We also understand that the Respect Standard is in the process of being re-drafted which makes it difficult to comment fully until the revised draft is available.

Paragraph 3.2 seems to be focused on registered providers rather than local authorities and therefore not in keeping with the principle of co-regulation. The different challenges facing both sectors is therefore not reflected in this standard.

We believe that this standard requires re-drafting to make it far more succinct and outcome focused than is the case at present.

**5E Does the proposed text for the Value for Money standard:**

- **address priorities for tenants whilst taking into account our duty to have regard to the desirability of registered providers being free to choose how to provide services and conduct their business?**
- **express requirements of providers in a way that is clear, succinct and as outcome focused as possible?**

We are surprised that the TSA feels the need for such a standard when there is already sufficient requirement, related regulation and audit within the local authority sector to both achieve and demonstrate value for money.

This standard therefore should not apply to local authority landlords as it is duplication.

**5F. Does the proposed text for the Governance and Financial Viability standard:**

- **allow registered providers to choose how to conduct their business whilst ensuring the security of social housing assets for current and future tenants?**
- **express requirements of providers in a way that is clear, succinct and as outcome focused as possible?**

We do not propose to comment on this standard as it does not apply to local authorities. We do note that again the TSA states that it will work closely with the Audit Commission if “any issues” arise in your work on service delivery regulation. We would urge the TSA to be mindful to not over stepping its responsibilities and becoming involved in areas of regulation which are not its responsibility and may foster duplication.

**6 Does our approach to monitoring and compliance against the standards and regulatory requirements seem a reasonable basis for ‘how’ we regulate in 2010-11?**

The stated approach to monitoring and compliance is broadly acceptable. We would expect the approach to monitoring and compliance to be proportionate and as stated above to continue to focus on service delivery issues in the poorest performing providers rather than the generality of providers.

However, we would make the following comments.

One consequence of setting non-prescriptive targets as part of the standards is that it may be difficult to compare performances between landlords as methods of delivery may be too diverse to allow for direct comparison.

**7 Does our approach to dealing with complaints seem reasonable?**

We agree that the approach to complaints as drafted appears to be broadly reasonable. There is the question of costs to the TSA, and potentially tenants, of investigating some forms of complaints. There could be a position taken that complaints of any form (other than where there is an immediate threat to life and limb) will only be investigated where internal complaints processes have been exhausted.

Additionally, the TSA will need to demonstrate to providers that they have the ability and skills to investigate such complaints. In this respect we also note that TSA staff roles and directorates are only just being established and that they need to be operational by the 1<sup>st</sup> of April?

**8 Is our general approach to using our formal regulatory and enforcement powers reasonable?**

Whilst we agree that the general approach to using the formal regulatory and enforcement powers is reasonable, we would raise a query over the power to direct a tender of the management service.

**9. Do our proposals for establishing registration and deregistration criteria seem reasonable?**

This section appears to be largely irrelevant to local authorities addressing, as it does, requirements about governance and financial viability over which the TSA has no remit for the local authority sector.

Given the restrictions on the ability of local authorities to raise private finance, we would, again, strongly urge the TSA to rescind the levying of registration fees on the local authority sector.

**10. Does our approach to issuing directions on Accounts and the Disposal Proceeds Fund seem reasonable?**

We do not propose to comment on this question as it does not apply to local authorities.





**AGENDA ITEM: 13**

**EXECUTIVE OVERVIEW &  
SCRUTINY COMMITTEE:  
4 February 2010**

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**Report of: Council Secretary and Solicitor**

**Contact for further information: Mrs J Denning (Extn. 5384)  
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**SUBJECT: PUBLIC SECTOR HOUSING CAPITAL INVESTMENT SCHEMES AND  
PROGRAMMED WORKS PROJECTS – 2010/11 – INCORPORATING  
THE DECENT HOMES UPDATE**

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Wards affected: Borough wide

## **1.0 PURPOSE OF THE REPORT**

1.1 To consider the decision of Cabinet in respect of the Public Sector Housing Capital Investment and Programmed Works Projects for 2010-11 and progress on implementing the Decent Home Standard within the public housing stock.

## **2.0 RECOMMENDATIONS**

2.1 That the report attached at Appendix 1 and Minute 92 of Cabinet detailed at paragraph 3.2 below be considered and any agreed comments be submitted to the Housing Portfolio Holder in advance of the Council meeting to be held on 24 February 2010.

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## **3.0 BACKGROUND**

3.1 The report of the Executive Manager Housing and Property Maintenance Services, which was considered at Cabinet on 19 January 2010, is attached at Appendix A to this report.

3.2 The minute of Cabinet reads as follows:-

### **“92. PUBLIC SECTOR HOUSING CAPITAL INVESTMENT SCHEMES AND PROGRAMMED WORKS PROJECTS - 2010/11 - INCORPORATING THE DECENT HOMES UPDATE**

Councillor Mrs Hopley introduced the report of the Executive Manager Housing and Property Maintenance Services which presented the proposed Public Sector Housing Capital Investment and Programmed Works Projects for 2010-11. The report sought

approval to award work to the contractors, within the Council's framework to deliver elements of the 2010/2011 programme, and to invite tenders/quotations for the 2010/2011 contracts outside the framework. The report also detailed progress officers have made on implementing the Decent Home Standard within the public housing stock and sought approval for a change of focus for the 2010/2011 capital investment plans to prioritise health and safety and energy efficiency measures whilst still achieving the required "decency" standards, and for borough wide consultation to be carried with tenants regarding tenants' improvement priorities.

A revised Appendix A was circulated at the meeting, together with a draft resolution from Councillor Mrs Hopley.

In reaching the decision below, Cabinet considered the details set out in the report before it together with the draft resolution proposed by Councillor Hopley and accepted the reasons contained there in.

- RESOLVED:
- A. That the progress made to date on implementing the Decent Home Standard at paragraph 5 of the report be noted.
  - B. That the Housing Portfolio Holder be given delegated authority to submit firm proposals to Council on 25 February 2010 to enable the Public Sector Housing Capital Investment and Programmed Works Projects for 2010-11, as detailed in paragraph 7 of the report, along with the 2011/12 and 2012/2013 programmes, included in Appendix A to the report, to be approved, subject to any amendments which are necessary as a result of agreeing the Housing Revenue Account (HRA) Estimates 2010/11 and the Medium Term Capital Programme.
  - C. That the Executive Manager Housing and Property Maintenance Services investigate the feasibility of releasing the money allocated for Kitchens and Roofing for energy efficiency measures, such as replacing single glazed windows and doors with double glazing and upgrading storage heaters, whilst still meeting the Decent Homes Standards by December 2010.
  - D. That it be noted, in light of the Kirkby Regeneration announcement, that Capital Investment in the Findon and Firbeck Area has not been included in the programme and views on this are specifically sought for Council's consideration.
  - E. That a borough wide consultation be carried out during the 2010/2011 financial year, to ascertain tenants' investment priorities, to inform the Capital Investment Programme for future years.
  - F. That the Executive Manager Housing and Property Maintenance Services present the report and views of Cabinet to Executive Overview and Scrutiny Committee and the Tenants and Residents Forum.

- G. That call in is not appropriate for this item as the report is to be submitted to Executive Overview and Scrutiny Committee on 4 February 2010.”
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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

1. Report of the Executive Manager Housing and Property Maintenance Services - PUBLIC SECTOR HOUSING CAPITAL INVESTMENT SCHEMES AND PROGRAMMED WORKS PROJECTS - 2010/2011 - INCORPORATING DECENT HOMES UPDATE – Cabinet 19 January 2010.







**AGENDA ITEM: 13**

**CABINET:  
19 January 2010**

**EXECUTIVE OVERVIEW AND  
SCRUTINY COMMITTEE:  
4 February 2010**

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**Report of: Executive Manager Housing and Property Maintenance Services**

**Relevant Portfolio Holder: Councillor Mrs V Hopley**

**Contact for further information: P Holland (Extn 5226)  
(e-mail: Phil.Holland@westlancs.gov.uk)**

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**SUBJECT: PUBLIC SECTOR HOUSING CAPITAL INVESTMENT SCHEMES AND  
PROGRAMMED WORKS PROJECTS - 2010/2011 - INCORPORATING  
DECENT HOMES UPDATE**

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RVL/WB/DMcC/EH2912cabeo&s  
8 January 2010

Borough wide interest

#### **1.0 PURPOSE OF THE REPORT**

- 1.1 To present the proposed Public Sector Housing Capital Investment and Programmed Works Projects for 2010-11.
- 1.2 To seek approval to award work to the contractors within our framework to deliver elements of the 2010/2011 programme and invite tenders/quotations for the 2010/2011 contracts outside the framework.
- 1.3 To inform Council on the progress officers have made on implementing the Decent Home Standard within the public housing stock.
- 1.4 To seek approval for a change of focus for the 2010/2011 capital investment plans to prioritise health and safety and energy efficiency measures whilst still achieving the required "decency" standards.
- 1.5 To seek approval for borough wide consultation to be carried with tenants of West Lancashire regarding tenants improvement priorities.

## **2.0 RECOMMENDATIONS**

### **2.1 RECOMMENDATIONS TO CABINET**

- 2.1.1 That the proposed Public Sector Housing Capital Investment and Programmed Works Projects for 2010-11, incorporating the Decent Homes update be considered and comments be incorporated in the report to be considered by Council on 24 February 2010.
- 2.1.2 That the Executive Manager Housing and Property Maintenance Services present this report to Executive Overview and Scrutiny Committee and the Tenants and Residents Forum.
- 2.1.3 That call in is not appropriate for this item as the report is to be submitted to Executive Overview and Scrutiny Committee on 4 February 2010.

### **2.2 RECOMMENDATION TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

- 2.2.1 That the proposed Public Sector Housing Capital Investment and Programmed Works Projects for 2010-11, incorporating the Decent Homes update be considered and agreed comments be incorporated in the report to be considered by Council on 24 February 2010.
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## **3.0 BACKGROUND**

- 3.1 This is the Tenth year of the Major Repairs Allowance (MRA) for Public Sector Housing. For financial year 2010/11 the draft determination from the DCLG has been released but the final determination will not be released until early February due to the late consultation period. However, it is estimated to be in the region of £3,048,319 (This figures excludes monies carried forward to the 2009/10 financial year). This resource, together with contributions from the Housing Revenue Account (HRA) of £1,275,300, plus £205,000 from Transitional Housing Capital Receipts (THCR), will enable the Council to invest a total of £4,528,619 in Capital Investment Projects and Programmed Works in 2010/11.
- 3.2 An updated Capital Investment Plan incorporating the Decent Home Standard was approved by Council in February 2009. This covered the period 2009 through to 2018. Following representations from members the 2010/11 plans have been amended to prioritise energy efficiency measures whilst minimising 'decency' issues and completing existing projects while addressing health and safety issues in connection with older back boiler units.
- 3.3 The projected investment through to the end of 2010 will work towards meeting the Decent Homes Standard set by government. However this is considered by officers to be a minimum standard, and will not be able to meet all the aspirations of investment by tenants.

- 3.4 Members agreed the Investment Plan for THCR in October 2006. The updated investment of these Capital Receipts in the Council's Housing Stock has been incorporated into the Investment Plan presented to you for approval.
- 3.5 2010/11 will be the forth year of the framework agreement for the Public Sector Housing Capital Programme. The financial impact of the new procurement strategy with its increased emphasis on quality is currently being assessed. The findings will be reported to members in due course.

#### **4.0 CONSULTATION**

- 4.1 The 2010/11 outline programmes of work set out in this report are due to be considered on 2<sup>nd</sup> February 2010 by the Tenants and Residents Forum. Due to this date being after this report was drafted any substantial comments made by the T & R forum will be presented verbally to the meeting.
- 4.2 Due to increasing energy costs a number of Members have expressed their concern in connection the energy efficiency of council homes despite them meeting the decent homes standard, particularly in relation to homes occupied by elderly and vulnerable residents.
- 4.3 The last borough wide consultation on tenants' priorities was carried out in 2002. A borough wide consultation exercise will therefore be proposed for Council. This should address the concerns outlined in section 4.2 above, where officers feel energy efficiency will be a major issue for residents.

#### **5.0 PROGRESS**

- 5.1 On 1st April 2002 40% of our properties failed the DHS. This was reduced to 2.8% as at 1st April 2009.
- 5.2 Further targeted stock condition surveys have been carried out during the year to target HHSRS issues (Housing Health and Safety Rating System).

#### **6.0 CURRENT POSITION**

- 6.1 The 2009/10 investment along with the brought forward programmes from 2009/10 are progressing well and it is envisaged these will be completed within the 2009/10 financial year.
- 6.2 As the Government's deadline to achieve the decent homes approaches detailed monitoring is required. Regular annual updates of our stock condition data will need to be maintained to enable officers to monitor progress and adjust programmes of work as necessary to ensure we have a minimal number of properties failing the DHS by 31 December 2010 target.
- 6.3 An updated 30 year business plan for the housing division is currently being developed which will address the total housing stock investment needs and inform any potential bid to leave the HRA subsidy arrangement.

## 7.0 PROPOSALS FOR THE CAPITAL INVESTMENT PROGRAMME AND PROGRAMMED WORKS SCHEMES

7.1 The 2010/2011 Public Sector Housing Capital Investment Programme and Programmed Works have been drawn up taking account of:

- i) Decent Home Standard targets set by the Government.
- ii) Stock Condition Survey information
- iii) Health & Safety (and other) legislation
- iv) Response maintenance considerations
- vi) The views of the Tenants and Residents' Forum, and
- vii) The updated indicative Capital Investment Plan 2009-2018

7.2 The budget for the Capital Investment Programme in 2010/11 will be allocated into 12 main areas, as follows:

1	<b>CAPITAL PROGRAMME</b>		
2	Adaptations	£	255,541
3	Cat II Schemes & Sheltered Upgrades	£	360,433
4	Contingency	£	35,677
5	Environmental	£	51,886
6	Heating	£	723,404
7	Insulation	£	24,761
8	Kitchens	£	639,423
9	Roofing	£	498,574
10	Structural	£	137,303
11	Wiring	£	261,637
12	Fees	£	264,680
	<b>Total of Programme</b>	<b>£</b>	<b>3,253,319</b>

- *Funded by £3,048,319 of Major Repairs Allowance, £205,000 of Transitional Housing Capital Receipts.*

7.3 The budget for the Programmed Works Schemes will be allocated as follows:

1.	Pre-painting Repairs and Painting Programme	£	520,000.00
2.	Stock Condition Surveys	£	20,000.00
3.	Central Heating Maintenance	£	527,000.00
4.	Asbestos Management and Legionella (Water Testing)	£	50,900.00
5.	Adaptations Contribution	£	157,400.00
	<b>Total Financed from Housing Revenue Account (HRA)</b>	<b>£</b>	<b>1,275,300.00</b>
			<b>**</b>

- \*\* *Funded by Housing Revenue Account (please note that this funding is detailed in a separate report on tonight's agenda entitled "Draft Housing Revenue Account (HRA) Estimates for 2009-2010"*

- 7.4 *Members should note that the above figures are subject to change and that Members have been asked consider in the Report on the Draft HRA Estimates 2010/11 elsewhere on tonight's Agenda on how available HRA Resources are to be used.*

## **8.0 PROCUREMENT POLICY**

- 8.1 For work programmes that fall within our procurement framework I propose awarding contracts in February/March with a view of work proceeding early April utilising an open book approach. Where schemes are estimated to be over £50,000 in value outside of the framework, a full tendering exercise will be carried out in line with the Council's contract procurement rules as detailed in the Council's Constitution dated June 2009. I will invite competitive quotations for schemes less than this amount in line with the Council's Contract Procedure rules.
- 8.2 For the provision of pre-painting repairs and external painting for 2010/11, I propose to proceed with year 1 of our contract procured in 2009 with P Finch Construction Ltd. and P. Casey Ltd.

## **9.0 SUSTAINABILITY ISSUES/RISK ASSESSMENT**

- 9.1 The 2010/11 work programme will substantially improve the existing Council-owned housing stock. In bringing forward the detailed scheme proposals, full consideration will be given to the environmental impacts of the work. We also aim to improve energy efficiency within our homes and work towards meeting Decent Home Standard set by the Government as well as addressing some Health and Safety issues with older back boiler units. Well-maintained homes will help to secure sustainable lettings.
- 9.2 Failure to adequately invest in the housing stock may result in value of the Council's housing assets reducing and properties coming into disrepair.
- 9.3 The contract work and related documentation will comply with relevant Health and Safety legislation and in particular with the Construction Design and Management (CDM) Regulations 2007.
- 9.4 We will improve housing to ensure our stock is desirable for tenants in order to create demand for our homes and secure sustainable lettings.

## **10.0 FINANCIAL IMPLICATIONS**

- 10.1 The total investment requirement for the 2010/11 work programme contained within this report amounts to £4,528,619 of expenditure.
- 10.2 The Public Sector Housing Capital Programme and Programmed Works projects will be funded as follows:

	£
Major Repairs Allowance	3,048,319
Housing Revenue Account Contributions	1,275,300
Transitional Housing Capital Receipts	<u>205,000</u>
<b>TOTAL</b>	<b>£4,528,619</b>

10.3 I estimate that there will be adequate resources from the Major Repairs Allowance to meet the Decent Home Standard target, set by Government, by 31 December 2010. This is on the basis of the current level of MRA funding being sustained by central government.

10.4 The projections regarding funding after 2010 are also based on the current MRA funding levels being maintained.

10.5 There is insufficient funding to meet tenant aspirations for house improvements and estate regeneration. This will be addressed in a future 30 year business plan.

## **11.0 CONCLUSIONS**

11.1 Officers propose awarding contracts under the procurement framework for the Capital Programme in February/March.

11.2 Officers continue with their work to improve the information relating to the investment requirement for our stock based on:

- i) further updates to the stock condition database,
- ii) targets set by Government in the Decent Home Standard, and
- iii) detailed consultation with our tenants

11.3 Substantial progress has been made in achieving the decent homes standard. An updated indicative 10-year investment plan has been drawn up by officers as we approach the decent homes standard deadline.

11.4 It is anticipated the authority will be able to meet the government's Decent Home Standard target of bringing all non-decent homes up to standard by the end of 2010 using the Major Repairs Allowance.

11.5 Plans for investment 2010/11 have been amended to focus on energy efficiency and addressing health and safety issues.

11.6 Extensive borough wide consultation with tenants is proposed to ensure that we focus on tenants' priorities where investment flexibility exists whilst maintaining the decent homes standard, subject to Member approval.

## **Background Papers**

The following background documents (as defined in Section 100D (5) of the Local Government Act 1972) have been relied on to a material extent in preparing this Report:

1. Housing Investment Programme Submission 2005 to Government
2. Public Sector Stock Condition Survey 1997 (revised 2007)
3. 10 year Capital Investment Plan 2009-2018
4. Report of Executive Manager Housing Services to Council dated 16<sup>th</sup> September 2003 entitled "Implementing the Decent Home Standard (DHS) – Public Sector Housing Stock.
5. A Decent Home – The Revised Definition and Guidance for Implementation by ODPM.
6. Housing Green Paper 'Quality and Choice – A Decent Home for all'.
7. Procurement Strategy Report

## **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

## **Appendices**

**Appendix A -** Housing Public Sector Major Works Programmes (3 year suggested programmes)





## Appendix A

	2010/11**	2011/12*	2012/13*
<b>CAPITAL PROGRAMME</b>			
Adaptations	£ 255,542	£ 258,985	£ 262,463
Bathrooms	£ -	£ 199,469	£ 458,356
Cat II Schemes & Sheltered Upgrades	£ 360,433	£ 585,022	£ 163,974
Contingency	£ 35,677	£ -	£ -
Decency Contingency	£ -	£ 463,880	£ 470,109
Deck Waterproofing	£ -	£ -	£ -
Environmental	£ 51,886	£ 52,586	£ 53,292
Fitness (HHSRS)	£ -	£ -	£ -
Heating	£ 723,404	£ 393,004	£ 516,474
I.T. Upgrade	£ -	£ -	£ -
Insulation	£ 24,761	£ -	£ -
Kitchens	£ 639,422	£ 847,045	£ 873,933
Roofing	£ 498,574	£ 720,300	£ 159,816
Structural	£ 137,303	£ 139,153	£ 141,021
Windows and Doors	£ -	£ 176,331	£ 798,310
Wiring	£ 261,637	£ 122,283	£ -
Fees	£ 264,680	£ 347,222	£ 338,935
<b>Total of Programme</b>	<b>£ 3,253,319</b>	<b>£ 4,305,280</b>	<b>£ 4,236,683</b>

	2010/11	2011/12*	2012/13*
<b>PROGRAMMED WORKS</b>			
Pre-painting Repairs and Painting Programme	£ 520,000	£ 530,400	£ 541,008
Stock Condition Surveys	£ 20,000	£ 20,400	£ 20,808
Central Heating Maintenance	£ 527,000	£ 537,540	£ 548,290
Asbestos Management	£ 50,900	£ 51,918	£ 52,956
Adaptations Contribution	£ 157,400	£ 160,548	£ 163,758
<b>Financed from Housing Revenue Account (HRA)**</b>	<b>£ 1,275,300</b>	<b>£ 1,300,806</b>	<b>£ 1,326,820</b>
<b>Total of Programme</b>	<b>£ 4,528,619</b>	<b>£ 5,606,086</b>	<b>£ 5,563,503</b>

### TOTAL OF THESE PROGRAMMES

Total Sources of Finance			
HRA Contribution	£ 1,275,300	£ 1,300,806	£ 1,326,820
Major Repairs Allowance	£ 3,048,319	£ 4,180,280	£ 4,236,683
Transitional Pooling Receipts	£ 205,000	£ 125,000	£ -
	<b>£ 4,528,619</b>	<b>£ 5,606,086</b>	<b>£ 5,563,503</b>

\* Subject to Review as programmes and future funding streams are identified.

\*\* The funding of these programmes will be considered as part of the draft HRA estimates being considered elsewhere on tonight's agenda.





**AGENDA ITEM: 14**

**CABINET: 19<sup>th</sup> January 2010**

**EXECUTIVE OVERVIEW AND  
SCRUTINY: 4<sup>th</sup> February 2010**

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**Report of: Council Secretary and Solicitor**

**Relevant Portfolio Holder: Councillor D. Westley**

**Contact for further information: Mr Marc Taylor (Ext. 5092)  
(E-mail: marc.taylor@westlancs.gov.uk)**

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**SUBJECT: REVENUE ESTIMATES 2010-11**

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Borough wide interest

**1.0 PURPOSE OF THE REPORT**

1.1 To provide a summary on the current 2010-11 budget position.

**2.0 RECOMMENDATIONS TO CABINET**

2.1 That the financial position for 2010-11 be noted, and consideration given to how a balanced budget can be achieved.

2.2 That the Portfolio Holder for Finance be given delegated authority to submit firm proposals to Council on 24<sup>th</sup> February 2010 to enable the budget to be set.

2.3 That call in is not appropriate for this item as the report is to be submitted to the Executive Overview and Scrutiny Committee on 4<sup>th</sup> February 2010.

**3.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

3.1 That the budget position be considered and that any comments agreed by the Committee be submitted to the Portfolio Holder for Finance in advance of the Council meeting to be held on 24<sup>th</sup> February 2010.

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## **4.0 BACKGROUND**

- 4.1 The Council is required to set a budget for the 2010-11 financial year in accordance with section 32 of the Local Government Finance Act 1992. The Council meeting on the 24<sup>th</sup> February will provide all Members with the opportunity to debate and agree this budget.

## **5.0 DRAFT ESTIMATES**

- 5.1 At this point in time last year the Council faced a very difficult financial position with a budget gap approaching £1,000,000 after having already taken over £700,000 worth of savings. A combination of reduced external income due to the recession and real term cuts in government grant support were reducing the resources available. At the same time there were a number of additional spending pressures including pension costs, job evaluation, energy costs and benefits spending. These factors were not unique to West Lancashire but face local authorities across the country.
- 5.2 To address this situation it was agreed that funding of £953,000 would be taken from reserves for one year only to provide time to implement an Organisational Downsizing initiative. This initiative will generate £200,000 of savings for the GRA in 2009-10 and a further £1,050,000 of savings for 2010-11.
- 5.3 By recognising the difficult financial position at an early stage and taking decisive action the Council is now significantly ahead of the curve compared to most other authorities and has a clear and deliverable financial plan in place.
- 5.4 Divisional Managers have now reviewed their income budgets once again in the light of current information and the ongoing recession and have identified that further reductions are required of £275,000 in relation to Planning income, CRA rents and Treasury Management. These income reductions are not within the direct control of the Council and reflect market conditions including the fact that interest rates are at historically low levels.
- 5.5 Draft estimates for 2010-11 have been prepared that include increases in the base budget to roll forward agreed service levels into the next financial year. This base budget uplift reflects standard items such as the pay award (estimated at 1%) and contract inflation that are required each year and that cannot be avoided. It is estimated that the base budget uplift required for 2010-11 will be £260,000.
- 5.6 The Council has however benefitted from a lower than expected pay award in the current year. The difference between the actual and budgeted pay awards for 2008-09 and 2009-10 was 1.25%. This reduction in the cost of the pay award will produce a saving in the order of £200,000 for the year.
- 5.7 The government have announced that Employer National Insurance rates will increase by 1% from April 2011, and in addition it is anticipated that there will also be an increase in the Employer Superannuation Rate payable following an actuarial review of the pension fund that is due to be carried out over the next 12 months. While these factors will not affect next year's budget they do represent cost pressures that will come to bear over the medium term.

5.8 I have reviewed these estimates to ensure that they are robust for the purposes of the budget calculation in accordance with the requirements of the Local Government Act 2003.

## 6.0 LOCAL GOVERNMENT FINANCE SETTLEMENT

6.1 On the 26<sup>th</sup> November the Government announced the provisional finance settlement for local government for 2010-11. The results of this settlement were essentially as forecast with the Council receiving a £56,000 or 0.6% increase in its main grants (RSG and business rates).

6.2 As has been the case in recent years this was once again significantly below the national average increase for District Councils of 1.4%, and below the average for the whole of England of 2.6%. It is also well below the grant increase for the County Council of 5.1%. Details on the settlements for other neighbouring local authorities are shown below.

AUTHORITY	Increase	AUTHORITY	Increase
England (average)	2.6%	OTHER LANCASHIRE	
Shire districts (average)	1.4%	Blackburn with Darwen	4.9%
		Blackpool	4.0%
LANCASHIRE DISTRICTS		Lancashire County	5.1%
Burnley	0.5%	Lancashire Police	2.7%
Chorley	1.5%	Lancashire Fire	0.5%
Fylde	2.4%		
Hyndburn	1.2%	NEIGHBOURING METS	
Lancaster	2.4%	Knowsley	1.5%
Pendle	1.0%	Liverpool	1.5%
Preston	0.5%	Sefton	2.4%
Ribble Valley	3.6%	St Helens	2.8%
Rossendale	0.5%	Wirral	3.4%
South Ribble	0.9%	Wigan	3.2%
West Lancashire	0.6%		
Wyre	3.0%		

6.3 In 2009-10 West Lancs council tax increase was 2.0% compared to a national average increase of 3.0%. The Government have stated that they anticipate that the national increase for 2010-11 should be lower, and that they will use their capping powers to prevent any increases that they consider to be “excessive”. The government have not however issued any details on what they would determine an increase to be excessive.

6.4 Local authorities had until 6<sup>th</sup> January to respond to the Government on the contents of the settlement. However unless there is a mathematical error in the formula used to calculate the settlement it is very unlikely that any changes will be made to the grant allocations. It is expected that the final settlement will be announced in mid to late January.

- 6.5 In subsequent years after 2010-11 the poor state of public sector finances means that the prospects for grant settlements are bleak, and the government is likely to make dramatic reductions in the funding it provides. CIPFA and SOLACE have recently published a joint report entitled "After the Downturn" that examine 2 scenarios of either a 7.5% or a 15% real terms reduction in grant funding over a three year period. For West Lancs this would equate to a grant reduction of between £712,000 and £1,425,000, and would require significant savings to be made to produce a balanced budget.
- 6.6 There is also the possibility that changes in responsibilities for functions, and in particular the proposed transfer of responsibility for travel concessions to the County Council in April 2011, could have a significant budget impact. Similarly potential changes to the HRA finance system could have a major impact although the way in which the new system would work in practice is unclear.
- 6.7 Developments in these areas will be monitored closely over the next few months and the Council may well need to work with other local authorities to lobby the government to protect its financial interests.

## 7.0 CURRENT BUDGET POSITION

- 7.1 The following table provides a summary of the budget position based on the factors set out above and the information that is currently available. This shows that there is an initial budget gap of £228,000 when comparing increases in the draft estimates, reductions in external income and other factors to the increase in government grant.

<u>Budget Summary</u>	Reference	£000
Funding from reserves agreed for the 2009-10 budget for one year only	Para 5.2	953
Savings from Organisational Downsizing	Para 5.2	-1,050
Anticipated reductions in external income	Para 5.4	275
Base budget uplift	Para 5.5	260
Saving on lower than expected pay award	Para 5.6	-200
Other Items (net)		46
Increase in government grant	Para 6.1	-56
Budget gap		<u>228</u>

- 7.2 Divisional Managers have also identified a range of further budget issues that mainly relate to unavoidable cost increases and potential savings in addition to the figures set out above. Members will need to carefully consider what proposals to include in the final budget to meet corporate and service objectives but also to

ensure a balanced overall financial position. The scale of the budget gap is dependent upon a range of factors that include:

- The acceptance of budget issues identified by Divisional Managers
- Changes to fees and charges
- The use of balances and reserves
- Weighing the implications of the potential savings options identified by Divisional Managers
- The draft estimates as presented in this report do not currently contain any provision for increases in the council tax. However each 1% increase in the council tax level will produce around £69,000 of additional income.

7.3 Past experience demonstrates that there will normally be a significant gap at this stage of the budget process. However the Organisational Downsizing initiative means that the Council is now well placed to set a balanced budget for 2010-11. However the anticipated cost pressures for later years combined with the likelihood of reductions in grant funding mean that the overall medium term financial position will be very challenging, and will require further substantial savings to be made.

7.4 The Group leaders and their financial spokespersons are currently examining in detail various budget options. A more detailed set of budget papers will be reported to the Executive Overview and Scrutiny Committee to enable a more in depth consideration of the budget position. The Council meeting will then provide an opportunity for each Political Group to put forward proposals that combine both expenditure and the means of funding it and to set the Council Tax.

## **8.0 SUSTAINABILITY IMPLICATIONS / COMMUNITY STRATEGY**

8.1 There are no direct sustainability implications arising from this report.

## **9.0 RISK ASSESSMENT**

9.1 The formal consideration and reporting of the budget estimates is part of the overall budgetary management and control framework that is designed to minimise the financial risks facing the Council. This process is resource intensive for both Members and Officers but ensures that a robust and achievable budget is set.

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### **Background Documents**

CIPFA/SOLACE "After the Downturn" December 2009  
Accountancy Office

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

None



# ***GENERAL REVENUE ACCOUNT***

## ***DRAFT ESTIMATES 2010/2011***

### NOTES

The following pages show the draft budget estimates for each division. The estimates for 2010-11 allow for changes to roll forward agreed service levels, but do not include any policy increases or savings proposals.

# ASSISTANT CHIEF EXECUTIVE

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2010/2011</b>						
Public Relations	115,360	28,320	0	143,680	-138,770	4,910
Asst. Chief Executive & Policy	188,580	51,390	-32,000	207,970	-207,260	710
CM - Best Value	0	200	0	200	0	200
CM - Special Projects	0	16,020	0	16,020	0	16,020
Community Strategy	0	5,000	0	5,000	-5,000	0
Section 137 - LG Act 1972	0	154,890	0	154,890	0	154,890
Subscriptions & Grants	0	41,250	0	41,250	0	41,250
Information Technology	520,390	635,780	-104,130	1,052,040	-1,034,010	18,030
Customer Services	542,230	28,500	0	570,730	-566,570	4,160
Council Tax and Cashiers	509,180	238,110	-220,000	527,290	161,660	688,950
Revenues, Benefits & Payments	1,500,420	179,070	-197,960	1,481,530	-1,382,530	99,000
Housing Loans	0	5,200	-1,710	3,490	-3,760	-270
Housing / Council Tax Benefits	0	28,615,040	-29,448,390	-833,350	1,569,300	735,950
Travel Concessions	7,650	1,323,110	-275,330	1,055,430	56,340	1,111,770
<b>Divisional Total</b>	<b>3,383,810</b>	<b>31,321,880</b>	<b>-30,279,520</b>	<b>4,426,170</b>	<b>-1,550,600</b>	<b>2,875,570</b>

## BUDGET 2009/2010

Public Relations	133,280	27,630	0	160,910	-160,620	290
Asst. Chief Executive & Policy	276,860	50,870	-32,000	295,730	-294,700	1,030
CM - Best Value	0	200	0	200	0	200
CM - Special Projects	0	16,020	0	16,020	0	16,020
Community Strategy	0	5,000	0	5,000	-5,000	0
Section 137 - LG Act 1972	0	154,830	0	154,830	0	154,830
Subscriptions & Grants	0	22,120	0	22,120	0	22,120
Information Technology	551,260	681,610	-102,530	1,130,340	-1,119,810	10,530
Customer Services	592,870	24,040	0	616,910	-608,930	7,980
Council Tax and Cashiers	518,810	234,200	-220,000	533,010	164,980	697,990
Revenues, Benefits & Payments	1,702,850	173,360	-193,960	1,682,250	-1,602,520	79,730
Housing Loans	0	6,240	-3,510	2,730	-3,290	-560
Housing / Council Tax Benefits	0	28,615,040	-29,448,390	-833,350	1,712,250	878,900
Travel Concessions	7,520	1,323,100	-275,330	1,055,290	46,630	1,101,920
<b>Divisional Total</b>	<b>3,783,450</b>	<b>31,334,260</b>	<b>-30,275,720</b>	<b>4,841,990</b>	<b>-1,871,010</b>	<b>2,970,980</b>

# COMMUNITY SERVICES

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2010/2011</b>						
<b>ENVIRONMENTAL HEALTH</b>						
Health Management	241,930	49,300	-650	<b>290,580</b>	173,870	<b>464,450</b>
Food Safety	130,430	25,400	-3,700	<b>152,130</b>	1,250	<b>153,380</b>
Health Promotion	44,720	6,870	-2,000	<b>49,590</b>	830	<b>50,420</b>
Health & Safety	101,150	8,980	-640	<b>109,490</b>	1,660	<b>111,150</b>
Pollution Control	157,560	35,100	-23,830	<b>168,830</b>	2,910	<b>171,740</b>
Animal Welfare	9,030	2,530	-3,600	<b>7,960</b>	0	<b>7,960</b>
Licensing	137,320	27,850	-193,190	<b>-28,020</b>	14,820	<b>-13,200</b>
Dog Control	69,800	70,350	-750	<b>139,400</b>	830	<b>140,230</b>
Pest Control	68,390	34,250	-54,750	<b>47,890</b>	830	<b>48,720</b>
Public Health	111,710	25,910	-3,100	<b>134,520</b>	830	<b>135,350</b>
<b>Sub total</b>	<b>1,072,040</b>	<b>286,540</b>	<b>-286,210</b>	<b>1,072,370</b>	<b>197,830</b>	<b>1,270,200</b>
<b>COMMUNITY SAFETY</b>						
Community Support Officers	0	88,000	0	<b>88,000</b>	0	<b>88,000</b>
Community Safety	46,220	1,070	-6,500	<b>40,790</b>	24,380	<b>65,170</b>
Ormskirk CCTV Running Costs	0	142,060	-74,410	<b>67,650</b>	98,650	<b>166,300</b>
Crime & Disorder General	84,830	27,370	-24,670	<b>87,530</b>	-80,130	<b>7,400</b>
Building Safer Communities	32,610	37,390	-70,000	<b>0</b>	0	<b>0</b>
Safer Stronger Communities	0	0	0	<b>0</b>	0	<b>0</b>
<b>Sub total</b>	<b>163,660</b>	<b>295,890</b>	<b>-175,580</b>	<b>283,970</b>	<b>42,900</b>	<b>326,870</b>
<b>TECHNICAL SERVICES</b>						
Technical Services Employees	188,930	15,620	0	<b>204,550</b>	-204,550	<b>0</b>
Town Centre Management	0	9,000	0	<b>9,000</b>	17,600	<b>26,600</b>
De-Minimis Contribution	0	11,000	0	<b>11,000</b>	0	<b>11,000</b>
Bus Shelters	0	17,690	0	<b>17,690</b>	14,800	<b>32,490</b>
Car Parks	0	257,440	-622,090	<b>-364,650</b>	60,200	<b>-304,450</b>
Other Services	0	2,000	0	<b>2,000</b>	0	<b>2,000</b>
Rechargeable Works	0	3,000	-3,000	<b>0</b>	0	<b>0</b>
Festive Lighting	0	30,950	0	<b>30,950</b>	0	<b>30,950</b>
Shoreline Management	0	5,500	0	<b>5,500</b>	26,100	<b>31,600</b>
Street Nameplates, etc	0	22,500	0	<b>22,500</b>	28,180	<b>50,680</b>
Watercourses / Flooding	0	11,000	0	<b>11,000</b>	69,330	<b>80,330</b>
Methane Monitoring	0	28,000	0	<b>28,000</b>	11,160	<b>39,160</b>
Market Contribution	17,760	173,380	-254,580	<b>-63,440</b>	28,040	<b>-35,400</b>
<b>Sub total</b>	<b>206,690</b>	<b>587,080</b>	<b>-879,670</b>	<b>-85,900</b>	<b>50,860</b>	<b>-35,040</b>

# COMMUNITY SERVICES

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2009/2010</b>						
<b>ENVIRONMENTAL HEALTH</b>						
Health Management	212,680	64,900	-650	<b>276,930</b>	264,630	<b>541,560</b>
Food Safety	148,760	25,390	-3,700	<b>170,450</b>	1,470	<b>171,920</b>
Health Promotion	44,980	6,900	-2,000	<b>49,880</b>	970	<b>50,850</b>
Health & Safety	109,440	8,970	-640	<b>117,770</b>	1,950	<b>119,720</b>
Pollution Control	218,580	46,200	-28,180	<b>236,600</b>	2,410	<b>239,010</b>
Animal Welfare	8,900	2,530	-3,600	<b>7,830</b>	0	<b>7,830</b>
Licensing	144,440	27,200	-193,190	<b>-21,550</b>	36,790	<b>15,240</b>
Dog Control	70,710	68,580	-750	<b>138,540</b>	970	<b>139,510</b>
Pest Control	91,980	47,230	-67,750	<b>71,460</b>	970	<b>72,430</b>
Public Health	121,080	26,500	-250	<b>147,330</b>	980	<b>148,310</b>
<b>Sub total</b>	<b>1,171,550</b>	<b>324,400</b>	<b>-300,710</b>	<b>1,195,240</b>	<b>311,140</b>	<b>1,506,380</b>
<b>COMMUNITY SAFETY</b>						
Community Support Officers	0	88,000	0	<b>88,000</b>	0	<b>88,000</b>
Community Safety	74,320	3,800	-6,500	<b>71,620</b>	10,990	<b>82,610</b>
Ormskirk CCTV Running Costs	0	139,250	-70,150	<b>69,100</b>	175,810	<b>244,910</b>
Crime & Disorder General	89,520	29,400	-31,980	<b>86,940</b>	-79,940	<b>7,000</b>
Building Safer Communities	32,670	920	-33,590	<b>0</b>	0	<b>0</b>
Safer Stronger Communities	134,100	121,800	-258,000	<b>-2,100</b>	2,100	<b>0</b>
<b>Sub total</b>	<b>330,610</b>	<b>383,170</b>	<b>-400,220</b>	<b>313,560</b>	<b>108,960</b>	<b>422,520</b>
<b>TECHNICAL SERVICES</b>						
Technical Services Employees	0	0	0	<b>0</b>	0	<b>0</b>
Town Centre Management	0	9,000	0	<b>9,000</b>	13,350	<b>22,350</b>
De-Minimis Contribution	0	11,000	0	<b>11,000</b>	0	<b>11,000</b>
Bus Shelters	0	18,000	0	<b>18,000</b>	19,370	<b>37,370</b>
Car Parks	0	322,020	-701,770	<b>-379,750</b>	71,680	<b>-308,070</b>
Other Services	0	2,000	0	<b>2,000</b>	0	<b>2,000</b>
Rechargeable Works	0	10,000	-10,000	<b>0</b>	0	<b>0</b>
Festive Lighting	0	30,950	0	<b>30,950</b>	1,900	<b>32,850</b>
Shoreline Management	0	5,500	0	<b>5,500</b>	20,250	<b>25,750</b>
Street Nameplates, etc	0	22,500	0	<b>22,500</b>	24,130	<b>46,630</b>
Watercourses / Flooding	0	11,000	0	<b>11,000</b>	34,440	<b>45,440</b>
Methane Monitoring	0	28,000	0	<b>28,000</b>	9,550	<b>37,550</b>
Market Contribution	21,990	168,130	-254,580	<b>-64,460</b>	29,830	<b>-34,630</b>
<b>Sub total</b>	<b>21,990</b>	<b>638,100</b>	<b>-966,350</b>	<b>-306,260</b>	<b>224,500</b>	<b>-81,760</b>

# COMMUNITY SERVICES

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2010/2011</b>						
<b>LEISURE AND CULTURAL SERVICES</b>						
Employee Account	207,630	34,880	0	<b>242,510</b>	-239,710	<b>2,800</b>
Chapel Gallery	87,180	46,560	-60,400	<b>73,340</b>	66,190	<b>139,530</b>
Cultural Services	30,400	19,340	-9,800	<b>39,940</b>	115,580	<b>155,520</b>
Golf Centre	0	2,650	-29,330	<b>-26,680</b>	70,060	<b>43,380</b>
Park Pool	0	378,350	0	<b>378,350</b>	100,640	<b>478,990</b>
Nye Bevan Pool	0	277,910	0	<b>277,910</b>	93,920	<b>371,830</b>
Burscough Sports Centre	0	100,290	0	<b>100,290</b>	68,360	<b>168,650</b>
Skelmersdale Sports Centre	0	102,290	0	<b>102,290</b>	90,940	<b>193,230</b>
North Meols Comm. Leis Centre	0	139,950	0	<b>139,950</b>	41,120	<b>181,070</b>
Leisure Trust Support	0	16,000	0	<b>16,000</b>	0	<b>16,000</b>
Civic Hall	49,340	20,820	-44,720	<b>25,440</b>	46,150	<b>71,590</b>
Community Letting Facilities	56,880	16,130	-18,800	<b>54,210</b>	82,160	<b>136,370</b>
Children's Play	0	0	0	<b>0</b>	0	<b>0</b>
Skelmersdale Comm. Centres	7,750	53,010	-58,800	<b>1,960</b>	177,370	<b>179,330</b>
Sports Development Prog.	48,840	19,690	-15,000	<b>53,530</b>	42,090	<b>95,620</b>
Playgrounds Client A/c	0	92,200	-12,630	<b>79,570</b>	96,290	<b>175,860</b>
Countryside Sites Client A/c	0	80,430	0	<b>80,430</b>	30,790	<b>111,220</b>
Countryside Recreation	145,920	77,780	-8,740	<b>214,960</b>	16,180	<b>231,140</b>
Sports Fields Client A/c	9,000	139,090	-26,430	<b>121,660</b>	92,700	<b>214,360</b>
Parks	28,400	17,330	-1,300	<b>44,430</b>	1,120	<b>45,550</b>
<b>Sub total</b>	<b>671,340</b>	<b>1,634,700</b>	<b>-285,950</b>	<b>2,020,090</b>	<b>991,950</b>	<b>3,012,040</b>
<b>Divisional Total</b>	<b>2,113,730</b>	<b>2,804,210</b>	<b>-1,627,410</b>	<b>3,290,530</b>	<b>1,283,540</b>	<b>4,574,070</b>

## Note

The new budget heading Technical Services Employees reflects the transfer of Technical Services to the Community Services division from the Planning, Regeneration and Estates division.

# COMMUNITY SERVICES

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2009/2010</b>						
<b>LEISURE AND CULTURAL SERVICES</b>						
Employee Account	248,630	34,810	0	<b>283,440</b>	-283,440	<b>0</b>
Chapel Gallery	81,140	43,690	-59,880	<b>64,950</b>	85,540	<b>150,490</b>
Cultural Services	30,530	21,430	-9,960	<b>42,000</b>	133,140	<b>175,140</b>
Golf Centre	0	3,070	-29,330	<b>-26,260</b>	50,530	<b>24,270</b>
Park Pool	0	389,400	0	<b>389,400</b>	80,580	<b>469,980</b>
Nye Bevan Pool	0	288,820	0	<b>288,820</b>	94,700	<b>383,520</b>
Burscough Sports Centre	0	103,770	0	<b>103,770</b>	68,360	<b>172,130</b>
Skelmersdale Sports Centre	0	105,950	0	<b>105,950</b>	93,750	<b>199,700</b>
North Meols Comm. Leis Centre	0	142,260	0	<b>142,260</b>	40,880	<b>183,140</b>
Leisure Trust Support	0	16,000	0	<b>16,000</b>	0	<b>16,000</b>
Civic Hall	49,770	22,130	-44,610	<b>27,290</b>	73,770	<b>101,060</b>
Community Letting Facilities	77,060	18,950	-19,390	<b>76,620</b>	99,520	<b>176,140</b>
Children's Play	0	10,050	0	<b>10,050</b>	0	<b>10,050</b>
Skelmersdale Comm. Centres	7,790	52,230	-58,800	<b>1,220</b>	212,760	<b>213,980</b>
Sports Development Prog.	119,110	25,580	-51,130	<b>93,560</b>	70,160	<b>163,720</b>
Playgrounds Client A/c	0	91,440	-12,630	<b>78,810</b>	111,200	<b>190,010</b>
Countryside Sites Client A/c	0	79,560	0	<b>79,560</b>	38,110	<b>117,670</b>
Countryside Recreation	165,180	78,530	-22,750	<b>220,960</b>	5,940	<b>226,900</b>
Sports Fields Client A/c	8,400	138,960	-26,430	<b>120,930</b>	107,940	<b>228,870</b>
Parks	26,010	17,180	0	<b>43,190</b>	200	<b>43,390</b>
<b>Sub total</b>	<b>813,620</b>	<b>1,683,810</b>	<b>-334,910</b>	<b>2,162,520</b>	<b>1,083,640</b>	<b>3,246,160</b>
<b>Divisional Total</b>	<b>2,337,330</b>	<b>3,029,480</b>	<b>-2,002,190</b>	<b>3,365,060</b>	<b>1,728,240</b>	<b>5,093,300</b>

# HOUSING AND PROPERTY MAINTENANCE

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2010/2011</b>						
Private Sector Housing Mngt.	34,270	4,360	0	<b>38,630</b>	182,430	<b>221,060</b>
Housing Enforcement& Renewal	214,620	40,310	-66,500	<b>188,430</b>	-1,400	<b>187,030</b>
Housing Strategy	100,230	46,350	0	<b>146,580</b>	-11,860	<b>134,720</b>
Housing Advice	65,000	11,390	-30,000	<b>46,390</b>	2,720	<b>49,110</b>
Women's Refuge	0	11,230	0	<b>11,230</b>	0	<b>11,230</b>
Lifeline Support	0	100,600	-356,010	<b>-255,410</b>	212,140	<b>-43,270</b>
Meals on Wheels & OAP Clubs	0	4,680	0	<b>4,680</b>	0	<b>4,680</b>
Unison Office	0	670	0	<b>670</b>	0	<b>670</b>
Property Services	306,200	877,080	-7,800	<b>1,175,480</b>	-1,054,360	<b>121,120</b>
Bus/Rail Interchange	0	17,280	-9,500	<b>7,780</b>	8,510	<b>16,290</b>
Public Conveniences	36,310	38,230	0	<b>74,540</b>	16,260	<b>90,800</b>
War Memorial & Public Clocks	0	2,920	0	<b>2,920</b>	0	<b>2,920</b>
<b>Divisional Total</b>	<b>756,630</b>	<b>1,155,100</b>	<b>-469,810</b>	<b>1,441,920</b>	<b>-645,560</b>	<b>796,360</b>

## BUDGET 2009/2010

Private Sector Housing Mngt.	33,150	4,360	0	<b>37,510</b>	221,470	<b>258,980</b>
Housing Enforcement& Renewal	281,320	110,300	-66,500	<b>325,120</b>	-62,150	<b>262,970</b>
Housing Strategy	104,350	54,500	0	<b>158,850</b>	-11,720	<b>147,130</b>
Housing Advice	104,030	11,390	-30,000	<b>85,420</b>	2,940	<b>88,360</b>
Women's Refuge	0	11,230	0	<b>11,230</b>	0	<b>11,230</b>
Lifeline Support	0	100,600	-356,010	<b>-255,410</b>	212,140	<b>-43,270</b>
Meals on Wheels & OAP Clubs	0	4,680	0	<b>4,680</b>	0	<b>4,680</b>
Unison Office	0	670	0	<b>670</b>	0	<b>670</b>
Property Services	389,290	882,060	-14,100	<b>1,257,250</b>	-1,233,960	<b>23,290</b>
Bus/Rail Interchange	0	21,270	-9,500	<b>11,770</b>	3,980	<b>15,750</b>
Public Conveniences	36,520	38,850	-100	<b>75,270</b>	11,470	<b>86,740</b>
War Memorial & Public Clocks	0	3,190	0	<b>3,190</b>	0	<b>3,190</b>
<b>Divisional Total</b>	<b>948,660</b>	<b>1,243,100</b>	<b>-476,210</b>	<b>1,715,550</b>	<b>-855,830</b>	<b>859,720</b>

# HUMAN RESOURCES

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2010/2011</b>						
Human Resources	393,630	40,760	0	434,390	-427,370	7,020
<b>BUDGET 2009/2010</b>						
Human Resources	475,600	70,360	0	545,960	-546,210	-250



# LEGAL, DEMOCRACY AND FINANCIAL MANAGEMENT

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2010/2011</b>						
Legal & Member Services	858,130	125,030	0	<b>983,160</b>	-989,260	<b>-6,100</b>
Democratic Representation	2,000	12,870	0	<b>14,870</b>	543,530	<b>558,400</b>
Civic Admin	13,990	410,130	0	<b>424,120</b>	-37,180	<b>386,940</b>
Civic Expenses	0	40,170	-1,500	<b>38,670</b>	7,860	<b>46,530</b>
Civic Ceremonials	0	11,270	0	<b>11,270</b>	450	<b>11,720</b>
Land Charges	300	20,500	-81,790	<b>-60,990</b>	91,470	<b>30,480</b>
E procurement	300	1,760	0	<b>2,060</b>	-2,060	<b>0</b>
Administration Services	176,500	48,560	0	<b>225,060</b>	-221,570	<b>3,490</b>
Elections	0	84,790	0	<b>84,790</b>	40,840	<b>125,630</b>
Register of Electors	8,780	49,610	-1,500	<b>56,890</b>	72,130	<b>129,020</b>
Financial Services	659,970	46,330	0	<b>706,300</b>	-706,800	<b>-500</b>
Corporate and Democratic Core	0	182,610	0	<b>182,610</b>	843,700	<b>1,026,310</b>
Unallocated Central Overheads	415,320	5,330	0	<b>420,650</b>	-71,570	<b>349,080</b>
Parish Councils	0	101,110	0	<b>101,110</b>	3,340	<b>104,450</b>
<b>Divisional Total</b>	<b>2,135,290</b>	<b>1,140,070</b>	<b>-84,790</b>	<b>3,190,570</b>	<b>-425,120</b>	<b>2,765,450</b>

## BUDGET 2009/2010

Legal & Member Services	981,110	103,410	0	<b>1,084,520</b>	-1,092,210	<b>-7,690</b>
Democratic Representation	2,000	10,870	0	<b>12,870</b>	621,120	<b>633,990</b>
Civic Admin	13,910	403,600	0	<b>417,510</b>	-19,650	<b>397,860</b>
Civic Expenses	0	42,650	-1,500	<b>41,150</b>	9,280	<b>50,430</b>
Civic Ceremonials	0	14,970	0	<b>14,970</b>	430	<b>15,400</b>
Land Charges	300	22,070	-81,790	<b>-59,420</b>	88,100	<b>28,680</b>
E procurement	300	1,550	0	<b>1,850</b>	-1,860	<b>-10</b>
Administration Services	192,960	47,640	0	<b>240,600</b>	-224,850	<b>15,750</b>
Elections	0	5,730	0	<b>5,730</b>	39,970	<b>45,700</b>
Register of Electors	8,690	49,020	-1,500	<b>56,210</b>	73,170	<b>129,380</b>
Financial Services	694,030	46,810	0	<b>740,840</b>	-742,340	<b>-1,500</b>
Corporate and Democratic Core	0	177,980	0	<b>177,980</b>	1,048,270	<b>1,226,250</b>
Unallocated Central Overheads	424,950	5,330	0	<b>430,280</b>	-81,370	<b>348,910</b>
Parish Councils	0	101,110	0	<b>101,110</b>	8,020	<b>109,130</b>
<b>Divisional Total</b>	<b>2,318,250</b>	<b>1,032,740</b>	<b>-84,790</b>	<b>3,266,200</b>	<b>-273,920</b>	<b>2,992,280</b>

# PLANNING, REGENERATION AND ESTATES

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2010/2011</b>						
Management Divisional Support	156,370	51,420	0	<b>207,790</b>	21,220	<b>229,010</b>
External Funding Unit	25,320	12,960	-12,500	<b>25,780</b>	5,860	<b>31,640</b>
Economic Development Unit	222,430	93,200	0	<b>315,630</b>	37,390	<b>353,020</b>
Estates	218,570	39,930	0	<b>258,500</b>	-258,090	<b>410</b>
Office Account	40	106,310	0	<b>106,350</b>	-106,350	<b>0</b>
Burscough Industrial Estate	0	4,500	-26,700	<b>-22,200</b>	-1,280	<b>-23,480</b>
Westgate Depot	0	8,350	-24,920	<b>-16,570</b>	1,450	<b>-15,120</b>
Green Hey Place	0	5,000	-45,670	<b>-40,670</b>	3,220	<b>-37,450</b>
Burscough Old Stables	2,340	7,740	-1,980	<b>8,100</b>	9,490	<b>17,590</b>
CRA Management	0	198,360	-1,222,570	<b>-1,024,210</b>	93,820	<b>-930,390</b>
Industrial Portfolio	0	185,030	-325,850	<b>-140,820</b>	140,820	<b>0</b>
Investment Centre	126,830	416,530	-547,620	<b>-4,260</b>	4,260	<b>0</b>
Regeneration Grants	0	0	0	<b>0</b>	0	<b>0</b>
Inspire Project	0	0	0	<b>0</b>	0	<b>0</b>
Regeneration Projects Team	50,120	2,000	0	<b>52,120</b>	-24,740	<b>27,380</b>
Skem Town Centre Project	0	0	0	<b>0</b>	7,300	<b>7,300</b>
Employee Account	267,510	38,160	-3,700	<b>301,970</b>	-301,970	<b>0</b>
Policy	288,010	171,390	-3,000	<b>456,400</b>	181,970	<b>638,370</b>
Heritage and Environment	262,000	21,310	0	<b>283,310</b>	24,770	<b>308,080</b>
Development Control	539,040	79,130	-503,000	<b>115,170</b>	571,480	<b>686,650</b>
Building Control	294,900	43,190	-265,000	<b>73,090</b>	124,310	<b>197,400</b>
<b>Divisional Total</b>	<b>2,453,480</b>	<b>1,484,510</b>	<b>-2,982,510</b>	<b>955,480</b>	<b>534,930</b>	<b>1,490,410</b>

## Note

Part of the budget on the Employee Account shown above has been transferred to Community Services to reflect the transfer of Technical Services to that division.

# PLANNING, REGENERATION AND ESTATES

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2009/2010</b>						
Management Divisional Support	172,850	28,500	0	<b>201,350</b>	27,740	<b>229,090</b>
External Funding Unit	93,170	11,920	-56,500	<b>48,590</b>	47,030	<b>95,620</b>
Economic Development Unit	192,840	74,720	0	<b>267,560</b>	111,870	<b>379,430</b>
Estates	207,630	36,140	0	<b>243,770</b>	-243,770	<b>0</b>
Office Account	40	94,670	0	<b>94,710</b>	-94,710	<b>0</b>
Burscough Industrial Estate	0	4,500	-26,700	<b>-22,200</b>	1,010	<b>-21,190</b>
Westgate Depot	0	8,140	-24,920	<b>-16,780</b>	4,830	<b>-11,950</b>
Green Hey Place	0	5,000	-45,670	<b>-40,670</b>	6,500	<b>-34,170</b>
Burscough Old Stables	2,320	7,730	-1,980	<b>8,070</b>	14,490	<b>22,560</b>
CRA Management	0	178,200	-1,212,570	<b>-1,034,370</b>	69,030	<b>-965,340</b>
Industrial Portfolio	0	178,500	-325,850	<b>-147,350</b>	147,350	<b>0</b>
Investment Centre	124,800	447,610	-612,900	<b>-40,490</b>	40,490	<b>0</b>
Regeneration Grants	51,560	5,280	-56,840	<b>0</b>	0	<b>0</b>
Inspire Project	30,330	23,880	-55,420	<b>-1,210</b>	1,210	<b>0</b>
Regeneration Projects Team	74,660	44,380	0	<b>119,040</b>	-99,620	<b>19,420</b>
Skem Town Centre Project	0	0	0	<b>0</b>	4,330	<b>4,330</b>
Employee Account	478,170	58,170	-3,700	<b>532,640</b>	-560,680	<b>-28,040</b>
Policy	336,980	169,720	-3,000	<b>503,700</b>	192,200	<b>695,900</b>
Heritage and Environment	167,440	21,230	-22,500	<b>166,170</b>	-11,340	<b>154,830</b>
Development Control	591,310	78,570	-503,000	<b>166,880</b>	594,420	<b>761,300</b>
Building Control	396,900	42,920	-265,000	<b>174,820</b>	90,880	<b>265,700</b>
<b>Divisional Total</b>	<b>2,921,000</b>	<b>1,519,780</b>	<b>-3,216,550</b>	<b>1,224,230</b>	<b>343,260</b>	<b>1,567,490</b>

# STREET SCENE SERVICES

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2010/2011</b>						
Depot	43,160	66,110	0	<b>109,270</b>	-98,190	<b>11,080</b>
Depot Support Services	319,440	34,900	0	<b>354,340</b>	-354,340	<b>0</b>
Transport Section	190,180	1,626,640	0	<b>1,816,820</b>	-1,817,030	<b>-210</b>
Street Cleansing	1,233,070	615,280	-23,650	<b>1,824,700</b>	-281,360	<b>1,543,340</b>
Refuse & Green Waste Collection	1,450,540	1,271,160	-1,389,260	<b>1,332,440</b>	552,530	<b>1,884,970</b>
Kerbside Recycling	523,980	423,380	-350,000	<b>597,360</b>	192,300	<b>789,660</b>
Cardboard & Textile Recycling	172,620	70,130	-17,400	<b>225,350</b>	22,920	<b>248,270</b>
Skelmersdale Recycling Round	160,750	145,080	0	<b>305,830</b>	27,610	<b>333,440</b>
Environmental Officers	123,620	17,640	0	<b>141,260</b>	-141,260	<b>0</b>
Grounds Maintenance Officers	73,510	5,840	0	<b>79,350</b>	-79,350	<b>0</b>
Formal Parks Client A/c	0	111,000	-8,010	<b>102,990</b>	21,730	<b>124,720</b>
Public Open Spaces Client A/c	0	219,220	-210	<b>219,010</b>	167,130	<b>386,140</b>
Highways Landscape Maint.	0	519,390	-231,700	<b>287,690</b>	4,550	<b>292,240</b>
Housing Landscape Maint.	0	606,580	0	<b>606,580</b>	-606,580	<b>0</b>
Cemeteries Client A/c	0	16,520	-6,000	<b>10,520</b>	1,560	<b>12,080</b>
CRA Landscape Maint. Client	0	213,430	0	<b>213,430</b>	4,120	<b>217,550</b>
Grounds Maint. Trading A/c	769,870	549,370	0	<b>1,319,240</b>	-1,354,340	<b>-35,100</b>
<b>Divisional Total</b>	<b>5,060,740</b>	<b>6,511,670</b>	<b>-2,026,230</b>	<b>9,546,180</b>	<b>-3,738,000</b>	<b>5,808,180</b>

# STREET SCENE SERVICES

	Employees	Running Expenses	External Income	Cash Total	Support Services & Capital Charges	Net Budget
	£	£	£	£	£	£
<b>BUDGET 2009/2010</b>						
Depot	28,200	72,370	-28,840	<b>71,730</b>	-76,730	<b>-5,000</b>
Depot Support Services	339,810	38,910	0	<b>378,720</b>	-378,720	<b>0</b>
Transport Section	190,360	1,623,990	0	<b>1,814,350</b>	-1,814,350	<b>0</b>
Street Cleansing Refuse & Green Waste Collection	1,241,480	625,310	-23,650	<b>1,843,140</b>	-260,610	<b>1,582,530</b>
Kerbside Recycling	1,452,950	1,031,000	-1,139,260	<b>1,344,690</b>	578,920	<b>1,923,610</b>
Cardboard & Textile Recycling	524,800	394,220	-350,000	<b>569,020</b>	267,120	<b>836,140</b>
Skelmersdale Recycling Round	172,910	83,320	-17,400	<b>238,830</b>	30,810	<b>269,640</b>
Environmental Officers	161,000	132,480	0	<b>293,480</b>	35,300	<b>328,780</b>
Grounds Maintenance Officers	123,570	18,640	0	<b>142,210</b>	-142,210	<b>0</b>
Formal Parks Client A/c	72,720	5,840	0	<b>78,560</b>	-78,560	<b>0</b>
Public Open Spaces Client A/c	0	110,330	-620	<b>109,710</b>	23,270	<b>132,980</b>
Highways Landscape Maint.	0	213,910	-210	<b>213,700</b>	159,380	<b>373,080</b>
Housing Landscape Maint.	0	511,720	-231,700	<b>280,020</b>	4,760	<b>284,780</b>
Cemeteries Client A/c	0	598,430	0	<b>598,430</b>	-598,430	<b>0</b>
CRA Landscape Maint. Client	0	16,420	-6,000	<b>10,420</b>	5,430	<b>15,850</b>
Grounds Maint. Trading A/c	0	210,520	0	<b>210,520</b>	4,300	<b>214,820</b>
	807,770	550,510	0	<b>1,358,280</b>	-1,354,970	<b>3,310</b>
<b>Divisional Total</b>	<b>5,115,570</b>	<b>6,237,920</b>	<b>-1,797,680</b>	<b>9,555,810</b>	<b>-3,595,290</b>	<b>5,960,520</b>





AGENDA ITEM: 15

CABINET: 19 January 2010

EXECUTIVE OVERVIEW &  
SCRUTINY COMMITTEE:  
4 February 2010

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**Report of: Council Secretary and Solicitor**

**Relevant Portfolio Holder: Councillor D Westley**

**Contact for further information: Mrs K Samosa (Ext. 5038)**  
**(E-mail: karen.samosa@westlancs.gov.uk)**

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**SUBJECT: MEDIUM TERM CAPITAL PROGRAMME**

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Wards Affected: Borough wide

#### **1.0 PURPOSE OF THE REPORT**

1.1 To set out a number of options for determining the medium term capital programme in the light of a significant reduction in capital receipt funding.

#### **2.0 RECOMMENDATIONS TO CABINET**

2.1 That the on-going reduction in capital receipt funding from Right to Buy Council House sales be noted.

2.2 That consideration be given to the options set out in section 8 on producing a balanced capital programme over the medium term.

2.3 That the Portfolio Holder for Finance be given delegated authority to submit firm proposals to Council on 24<sup>th</sup> February 2010 to enable the capital programme to be set.

2.4 That call in is not appropriate for this item as the report is to be submitted to the Executive Overview and Scrutiny Committee on 4<sup>th</sup> February 2010.

#### **3.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

3.1 That consideration be given to how a balanced capital programme can be set and that any comments agreed by the Committee be submitted to the Portfolio Holder for Finance in advance of the Council meeting to be held on 24<sup>th</sup> February 2010.

## 4.0 BACKGROUND

- 4.1 The Council has a medium term rolling capital programme, which is reviewed and updated on a regular basis. As part of the budget setting process, a programme covering the next few years will need to be agreed by Council at its meeting in February 2010.
- 4.2 The total value of the medium term capital programme currently stands at £32.195m. These approvals include Housing Public Sector capital schemes that are the subject of a separate report contained elsewhere on this agenda. The programme also contains a significant number of schemes that are dependent on external funding which reflects the Council's success in attracting match funding for capital works and grants. The programme is updated for such schemes once the funding is secured.
- 4.3 A further significant source of funding, £8.628m, for the programme comes from the capital receipts generated by sales of assets. This area is explored in more detail in the next section and details of schemes to be funded from this source are included in the Appendix.

## 5.0 CAPITAL RECEIPTS

- 5.1 For many years, a key source of internal funding to support the programme has been capital receipts generated by Council house sales as shown in Table 1.

	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10 To Mid December
House sales	321	232	130	91	27	6
Usable receipts after pooling £'m	2.3	2.0	1.5	1.0	0.3	0.07

- 5.2 The pattern of Council house sales over recent years has meant that it could be anticipated that at least £1m plus of usable receipts would be generated via this method. These receipts have then been used to fund part of the capital programme. Other asset sales (most noticeably land sales) have also contributed resources to the programme but this has not been a regular element in the past.
- 5.3 Over the last 12 months, however, Council house sales have plummeted due to several factors including the impact of the recession. This trend is set to continue for the foreseeable future meaning that the amount of capital receipts available to fund capital expenditure will be significantly reduced.



- 5.4 It should be recognised, however, that the level of Council house sales can be extremely volatile and this collapse in sales has been unprecedented. At some point in time the levels of sales should pick up, although the timing and extent of this is very uncertain.
- 5.5 The level of receipts from sales in past years will be sufficient to fund the programme in the current year, 2009/2010, and 2010/2011. However, if the current trend does continue there will be a significant funding gap that will appear in 2011/2012.
- 5.6 For many years the capital programme has typically included a range of recurring, on-going schemes including Corporate Property, Leisure Trust, ICT Infrastructure, and Disabled Facilities Grants that have cost around £0.7m per annum. To some extent, these schemes are essential as they reflect health and safety, statutory requirements, or contracted commitments although the level of spending per year may be variable.
- 5.7 When the level of capital receipt funding was £1m plus per year, it was relatively straightforward to finance these ongoing schemes and still have money left for other projects. However, due to the fall in capital receipt generation, a new medium term approach will need to be developed to provide for these ongoing, schemes beyond 2010/2011 as well as any new projects that are required.

## **6.0 ALTERNATIVE SOURCES OF FUNDING**

- 6.1 Having recognised the potential funding gap caused by the reduction in capital receipts, it is more important than ever that opportunities for alternative funding are pursued.
- 6.2 In recent years, the Council has been very successful at attracting external capital investment and working with partners to deliver capital schemes. For example, the setting up of the Leisure Trust provided the platform for £3.4m of capital investment over a 15 year timeframe; over £0.5m was obtained from external sources to fund the Liverpool Road Building and changing facilities; and the County Council are building a waste transfer station at Stanley Depot at a cost of £1.5m that will significantly enhance the Borough Council's asset. Whilst this avenue is worthy of further exploration, such funding can have some considerable lead in times before issues are concluded. Partnership with the private sector and other forms of external funding, however, will be important for the future development of the programme.
- 6.3 The recent success in attracting social housing grant to build 17 new houses in Elmstead is a good example of how match funding can make the Council's own resources go further. The financing arrangements for this scheme mean the Council will contribute £0.9m of its own resources towards the total scheme cost of £1.7m.
- 6.4 The Council have also been successful in bidding for a potential £1.643m grant funding from the Environment Agency over a 5-year period for two flood defence

schemes at Appley Bridge and Parbold. These grant allocations are notional at this stage and Members will be advised of the progress of this bid in due course.

- 6.5 One area that could be used in order to provide additional capital resources is borrowing. However, the costs associated with borrowing would need to be factored into the revenue budget which is already facing a significant budget gap. Consequently, it would only be appropriate to use borrowing to fund schemes that provide long term fixed assets for the Council and/or will generate future revenue savings.
- 6.6 There is the possibility of selling other fixed assets, such as investment properties. However, with the potential revenue consequences of this action and the poor economic climate, this avenue is unlikely to be attractive at the current time.
- 6.7 It would also be possible to consider substituting housing capital allocation funding (a type of government grant) for capital receipt funding for housing schemes in the future. However, the potential to use this approach would depend on Member views on the priority for this funding and the amount of grant we actually receive through this route in future years.

## **7.0 ABBOTSFORD REGENERATION**

- 7.1 Funding of £1.4m has been identified in the capital pot and a further £0.6m has been set aside from land sales towards the cost of the scheme. It is also possible that a further capital receipt could be generated from the sale of our Derby Street site. The balance of funding required for this scheme will then need to be found from a combination of sources including: prudential borrowing, reserves and balances, reviewing the existing capital programme to free up resources (although this would be difficult in the current climate), and future asset sales.
- 7.2 As previously mentioned, sales of other Council assets, e.g. land, have not generated a regular income stream in the past. However, Council have previously agreed that the proceeds from any significant future land sales will be earmarked for the Abbotsford Regeneration scheme.
- 7.3 If the Abbotsford Regeneration scheme does not progress, then the Council's current premises at Derby Street are in need of repair and renovation. This will require a significant amount of money. In a report to Council in July 2008, the costs of external works, internal works, rectifying asbestos issues, and complying with the Disability Discrimination Act were estimated at £3.1m. However, this investment will not produce a significant increase in the commercial value of the site and will require the £2m set aside for the regeneration to be utilised together with a further £1.1m of funding to be identified.

## **8.0 THE WAY FORWARD**

- 8.1 The two basic approaches that can be used to produce a balanced budget over the medium term are to:

- Reduce the level of current and future spending to match the resources that are expected to be available
- Utilise alternative sources of funding for the capital programme in the future.

8.2 Officers will work with each Political Group throughout the budget process to review the options. The Council meeting will then provide an opportunity for each Political Group to put forward proposals to produce a balanced capital programme.

## **9.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

9.1 The proper management of the Council's asset base enhances service delivery. Assets consume a high level of resources both in terms of capital investment and revenue maintenance and having a proper strategy in this area ensures that the capital base can shape the future direction of the Council.

## **10.0 RISK ASSESSMENT**

10.1 The Council has fixed assets totalling over £200m and the Council has a capital strategy and asset management plan to ensure their proper management. In addition, the Property Services Team manage these assets and the capital and revenue schemes associated with them. This ensures that health and safety and other legislative requirements are met.

10.2 The level of capital receipts generated by RTB sales is a key risk to the future development of the programme. If receipts exceed the projections contained in this report, it would enable additional schemes to be developed. However, if receipts are below the projections, it would require reductions to be made.

10.3 Some schemes in the Programme are dependent on external partner funding. To minimise the risk of funding not being available, such schemes will only begin once their funding details have been finalised.

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### **Background Documents:**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendix**

Capital Pot Funding for the Capital Programme



**CAPITAL POT FUNDING**  
**FOR THE CAPITAL PROGRAMME**

APPENDIX

Scheme	2009/ 2010	2010/ 2011	2011/ 2012	2012/ 2013	Total Approvals
	£'000	£'000	£'000	£'000	£'000
Parish Capital Schemes	64	90			154
<b><u>LEGAL, DEMOCRACY, &amp; FINANCIAL MANAGEMENT</u></b>	<b>64</b>	<b>90</b>	<b>0</b>	<b>0</b>	<b>154</b>
I C T Infrastructure	82	50			132
Electronic Document Managing & Workflow	2				2
E-Government	159	55			214
<b><u>ASSISTANT CHIEF EXECUTIVE</u></b>	<b>243</b>	<b>105</b>	<b>0</b>	<b>0</b>	<b>348</b>
Contaminated Land Works	40	10			50
Community Environmental Action	15				15
Coronation Park Phase 4	71				71
Richmond Park - Phase 2	78				78
Playground Improvements	276			30	306
Liverpool Road Playing Field	15				15
Leisure Trust	142	142			284
Beacon Park Visitor Centre			25	100	125
Aughton Street Pedestrianisation	24				24
Town Centre Management - Christmas Lights	0	16			16
Ormskirk Clock Tower	18				18
Nye Bevan Roof Replacement	150				150
<b><u>COMMUNITY SERVICES</u></b>	<b>829</b>	<b>168</b>	<b>25</b>	<b>130</b>	<b>1,152</b>
Corporate Property Investment Programme	429	590	300	300	1,619
Office Refurbishment	234				234
<b><u>CORPORATE PROPERTY</u></b>	<b>663</b>	<b>590</b>	<b>300</b>	<b>300</b>	<b>1,853</b>

**NOTE:** This appendix shows Capital Pot funding of the Capital Programme only. Other sources of funding for schemes have been excluded.

**CAPITAL POT FUNDING**  
**FOR THE CAPITAL PROGRAMME**

APPENDIX

Scheme	2009/ 2010	2010/ 2011	2011/ 2012	2012/ 2013	Total Approvals
	£'000	£'000	£'000	£'000	£'000
Free Tree Scheme	1	2			3
Conservation Area Enhancements	19				19
Cycling Projects	13				13
Preservation of Buildings at risk	5	2			7
Skem Town Centre Project	0	50			50
Abbotsford Regeneration	200	1,182			1,382
<b><u>PLANNING, REGENERATION &amp; ESTATES</u></b>	<b>238</b>	<b>1,236</b>	<b>0</b>	<b>0</b>	<b>1,474</b>
Housing Renewal Grants/Loans Financial Assistance	0	908	295		1,203
Disabled Facilities Grants	0	210			210
Clearance Programme, Skelmersdale	0	113			113
Affordable Housing	306	350	350		1,006
<b><u>HOUSING PRIVATE SECTOR</u></b>	<b>306</b>	<b>1,581</b>	<b>645</b>	<b>0</b>	<b>2,532</b>
Heating System Upgrades	4				4
Sheltered Housing Upgrades	410	125	125		660
Environmental Improvements to Catll Sheltered Schemes	84				84
Replacement UPVC Windows	17	80			97
Windows and Doors	80				80
Electrical Upgrades	55				55
Re-roofing Works	54				54
Adaptations for the Disabled	8				8
Structural Works to Properties	64				64
Improvements to Bin Stores	9				9
<b><u>HOUSING PUBLIC SECTOR</u></b>	<b>785</b>	<b>205</b>	<b>125</b>	<b>0</b>	<b>1,115</b>
<b><u>TOTAL REQUIREMENT</u></b>	<b>3,128</b>	<b>3,975</b>	<b>1,095</b>	<b>430</b>	<b>8,628</b>

**NOTE:** This appendix shows Capital Pot funding of the Capital Programme only. Other sources of funding for schemes have been excluded.



**AGENDA ITEM: 11**

**CABINET: 19 JANUARY 2010**

**EXECUTIVE OVERVIEW AND SCRUTINY  
COMMITTEE: 4 FEBRUARY 2010**

**PLANNING COMMITTEE: 11 FEBRUARY 2010**

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**Report of: Executive Manager, Planning, Regeneration and Estates (Interim)**

**Relevant Portfolio Holder: Councillor M. Forshaw**

**Contact for further information: Mr S. Benge (Extn. 5274)**  
**(E-mail: [Stephen.benge@westlancs.gov.uk](mailto:Stephen.benge@westlancs.gov.uk) )**

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**SUBJECT: INTERIM HOUSING POLICY FOR WEST LANCASHIRE**

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Wards affected: Borough wide

**1.0 PURPOSE OF THE REPORT**

1.1 To inform Members of the preparation of an Interim Housing Policy for West Lancashire, and to seek approval to publish the interim policy for public consultation.

**2.0 RECOMMENDATIONS TO CABINET**

2.1 That, subject to any changes agreed by Cabinet, the Executive Manager Planning Regeneration and Estates be given delegated authority, in consultation with the Planning Portfolio Holder, to publish the Interim Policy for publication after taking into consideration any views expressed by the Executive Overview and Scrutiny and Planning Committees.

2.2 That call in is not appropriate for this item as the report is to be submitted to the Executive Overview and Scrutiny Committee on 4 February and Planning Committee on 11 February 2010.

**3.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

3.1 That Executive Overview and Scrutiny Committee consider the Interim Housing Policy and submit any agreed comments on, or proposed changes to, the policy to the Executive Manager Planning Regeneration and Estates for consideration, prior to her exercising the authority granted by Cabinet to publish the document for public consultation.

## **4.0 RECOMMENDATIONS TO PLANNING COMMITTEE**

- 4.1 That Planning Committee consider the Interim Housing Policy and submit any agreed comments on, or proposed changes to, the policy to the Executive Manager Planning Regeneration and Estates for consideration, prior to her exercising the authority granted by Cabinet to publish the document for public consultation.
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## **5.0 BACKGROUND**

- 5.1 In November 2002, the Council adopted a new residential development policy in the form of a Supplementary Planning Guidance note applying across West Lancashire. This policy was subsequently incorporated into the Replacement West Lancashire Local Plan as Policy DE1: Residential Development. The Replacement Plan was adopted in July 2006, and Policy DE1 was saved until further notice by virtue of a Secretary of State Direction issued on 14 May 2009, as reported to Council in July 2009.
- 5.2 Policy DE1 was introduced during a period when levels of housing completions and planning permissions for residential development in West Lancashire were significantly above the target figures set out in the Joint Lancashire Structure Plan (JLSP) and Regional Spatial Strategy (RSS) in force at that time. This situation was described as a 'housing land oversupply'. Policy DE1 sought to restrain development in West Lancashire to avoid the JLSP and RSS targets being exceeded by a significant amount. It was also in line with regional policy which directed development to the most sustainable locations, and to areas in need of regeneration.
- 5.3 Policy DE1 is a policy of restraint in terms of new permissions for housing which has been referred to by some parties as a 'moratorium'. The policy has been applied consistently and upheld successfully on appeal in West Lancashire since its adoption in 2002. It has had the effect of limiting the Borough's housing land oversupply, increasing the proportion of new housing on brownfield land, and the proportion of new housing in the Borough's three main settlements of Skelmersdale, Ormskirk/Aughton and Burscough.
- 5.4 In 2007, central government's Planning Policy Statement 3: Housing (PPS3) came into force, representing a 'step change' in government policy towards house building, with a greater emphasis on the delivery of housing. PPS3 requires local planning authorities (LPAs) to demonstrate and maintain a rolling five year supply of specific deliverable housing sites. 'Deliverable' is defined in PPS3 as meaning available now, in a suitable location for housing, and having a reasonable prospect of delivering housing completions within five years.
- 5.5 If an LPA is unable to demonstrate a five year supply of deliverable housing sites, PPS3 requires that planning applications for housing be viewed favourably, albeit taking into account a number of considerations, including the effects of a grant of permission on wider policy objectives (such as delivering regeneration).



- 5.6 A new North West RSS was adopted in September 2008, and forms part of the development plan for West Lancashire. This new RSS continues to direct the majority of development in the Borough to Skelmersdale to aid regeneration, encourages development in sustainable locations which have good levels of local services and infrastructure, and requires the majority (65%) of new housing development to be on brownfield land. It contains a revised housing requirement for West Lancashire of 5,400 net new dwellings over the period 2003-2021, i.e. an average of 300 net new dwellings per annum, 33% higher than the former RSS and JLSP requirement. Furthermore, any surplus of housing completions that was in existence at the base date of the RSS (i.e. 2003) is to be ignored.
- 5.7 Significantly, central government made changes to the RSS before its adoption in 2008 in order to bring the document into line with PPS3. The housing requirements were changed from being maximum figures to minimum figures, or “floors” rather than “ceilings”, and in the RSS’s strategy for housing development in West Lancashire, the word ‘restraint’ was removed, and replaced with ‘careful monitoring and management’.
- 5.8 Policy DE1 contains a mechanism whereby if there is no housing land oversupply, it will allow residential development on brownfield sites within Skelmersdale, Ormskirk /Aughton and Burscough. This mechanism came into operation in January 2009, following the adoption of the new RSS in autumn 2008. It is important to note that the implementation of this mechanism was not a change to Policy DE1 itself, but simply a change to the way the policy operated given different circumstances.
- 5.9 One consequence of the restrictions of Policy DE1 has been to severely limit the amount of affordable housing being provided in the Borough, especially within the rural settlements. Whilst schemes for 100% affordable housing are permitted by Policy DE1, market housing schemes which would include a proportion of affordable housing units by virtue of Policy DE3 have been rare since the implementation of Policy DE1. Indeed, only 33 affordable housing units have been granted permission and 16 completed in the Borough in conjunction with market housing developments since the implementation of Policy DE1, with no such affordable housing units secured in the rural settlements.

## **6.0 CURRENT POSITION**

- 6.1 The application of the restrictive Policy DE1 over recent years, coupled with the adoption of higher RSS housing targets and the nationwide recession have had the effect of altering West Lancashire’s housing land supply to such an extent that the ‘oversupply’ position in existence from 2001 until autumn 2008 no longer remains.
- 6.2 West Lancashire’s current housing land supply is currently being calculated as part of the work for the LDF Annual Monitoring Report. Latest estimates are that the supply is marginally over five years. The actual supply will be reported in the 2009 AMR, which is to be submitted to the Government Office for the North West in December 2009.

- 6.3 Work on the West Lancashire LDF Core Strategy is progressing well, with consultation on “Options” taking place in September 2009, and publication of a “Preferred Option” anticipated later in 2010. Preparing the Core Strategy will provide the opportunity for a revision of all aspects of housing policy for the Borough. It is estimated that the Core Strategy will be adopted sometime in 2012, followed by adoption approximately a year later of a Site Allocations Development Plan Document (DPD), which would allocate specific sites for various uses, including housing. Together, these documents will, as required, ensure a fifteen year supply of housing, including at least a five year supply of specific deliverable sites. The LDF will also address the issue of affordable housing provision, with various policy options available, including a variation of affordable housing requirements for market housing schemes, and the possibility of allocating specific sites for affordable housing.

## **7.0 ISSUES /PROPOSALS**

- 7.1 There is a possibility that continuing with Policy DE1 in its present form could result in the amount of deliverable housing land within the Borough dropping below the five year supply required by PPS3 before the expected dates for the adoption of the LDF Core Strategy and Site Allocations DPD.
- 7.2 Not having a five year supply of deliverable housing sites in West Lancashire could lead to the submission of an increased number of planning applications in less than ideal locations (for example Green Belt sites, or unsustainable sites some distance away from facilities and services) which under PPS3 would need to be considered favourably. There would also be a greater possibility of any housing appeals being allowed, as Inspectors would afford significant weight to PPS3 and the Borough’s lack of housing land supply. In addition, LPAs are currently rewarded with Housing and Planning Delivery Grant for demonstrating a five year supply of housing.
- 7.3 In order to maintain a rolling five year supply of deliverable housing sites, it is considered necessary to change Policy DE1, relaxing some of its current restraints, whilst keeping the policy in line with the RSS strategy of directing development to Skelmersdale and the most sustainable areas of the Borough, and ensuring the majority of development is on brownfield land. Furthermore, in order to help address the pressing need for affordable housing in West Lancashire, the delivery of more affordable housing (or financial contributions towards delivery) from any additional development being allowed under the amended policy is considered desirable.
- 7.4 A revised housing policy for West Lancashire has been prepared with the above objectives in mind, and is attached to this report as Appendix 1. This Interim Housing Policy allows for all types of residential development currently permitted by Policy DE1, plus market housing in the more sustainable villages and rural settlements within West Lancashire, and for greenfield housing development on small sites within these sustainable settlements, subject to careful monitoring. The interim policy also proposes a requirement for affordable housing units and/or contributions towards affordable housing, for schemes of fewer than 10

units, subject to the outcome of the affordable housing viability study (currently underway). As part of the consultation process views will be sought on a possible lower threshold.

## **8.0 FUTURE ACTION**

- 8.1 Following approval, the public will be consulted on the Interim Housing Policy for four weeks. If any amendments to the interim policy are considered necessary as a result of comments received, these will be made. The revised Interim Housing Policy (plus a consultation statement setting out people's comments and the Council's responses) will be reported to Council with the aim of approving the Interim Housing Policy for development control purposes until the adoption of the LDF Core Strategy.
- 8.2 As the Interim Housing Policy has not been prepared in accordance with the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2009, it will not be classed as a DPD. However, it will be used by the Council as a material planning consideration in determining applications for residential development. The Interim Policy will be applied to any new planning applications submitted after adoption by the Council, and to any applications pending a decision at the time of the document's adoption.
- 8.3 The effect of the Interim Policy will be carefully monitored, looking at *inter alia* the Borough's housing land supply, the amount of development granted permission in the villages and rural settlements, the proportion of new permissions on greenfield sites, and any challenges to the policy by means of planning appeals. If amendments to the Interim Policy are considered necessary at a future date, these will be brought before Council at the appropriate time.

## **9.0 SUSTAINABILITY IMPLICATIONS /COMMUNITY STRATEGY**

- 9.1 One of the main purposes behind Policy DE1 is to direct residential development to the most sustainable locations within West Lancashire. The reasoning behind the Interim Housing Policy is similar, continuing to direct development to the most sustainable locations, albeit with a slightly lower 'sustainability threshold'.
- 9.2 The Interim Housing Policy should help guarantee at least a five year housing land supply on sustainable sites within West Lancashire and is intended to procure more affordable housing across the Borough. This is consistent with the Sustainable Community Strategy objectives of working to ensure a place with excellent, easily accessible and sustainable jobs and services, and to provide more appropriate and affordable housing to meet the needs to local people.

## **10.0 FINANCIAL AND RESOURCE IMPLICATIONS**

- 10.1 Not having a five year supply of deliverable housing sites could result in the Council losing out on Housing and Planning Delivery Grant. It could also lead to more planning appeals, with implications for staff time and possible legal and other fees associated with appeals.

10.2 The amended policy could result in more affordable housing units, or contributions towards affordable housing in West Lancashire.

## **11.0 RISK ASSESSMENT**

11.1 Waiting two or more years until the adoption of the LDF Core Strategy and Site Allocations DPD could result in the supply of housing land dropping below five years. However, implementing the revised policy in the interim should help ensure housing land supply remains above five years. Even if the amended policy appears to have little effect, the fact that it has been put in place should demonstrate to Inspectors at appeal that the Council has taken appropriate management action to boost housing land supply, which should be taken into account when determining appeals on unsustainable sites.

## **12.0 CONCLUSIONS**

12.1 It is considered necessary to change Policy DE1 of the Replacement Plan in order to safeguard against the Borough's housing land supply falling below five years, which could result in housing being allowed in unsustainable locations in West Lancashire, and in order to secure more affordable housing in the Borough. An interim housing policy has been prepared for consultation, with the intention of it applying until the adoption of the LDF Core Strategy.

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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

Appendix 1: Draft Interim Housing Policy for West Lancashire



# **DRAFT WEST LANCASHIRE INTERIM HOUSING POLICY**

**January 2010**

**Jayne Traverse MCD MRTPI  
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## **Executive Summary**

The Council published an interim policy guidance note in January 2009, clarifying how Policy DE1 of the West Lancashire Replacement Local Plan would take account of Planning Policy Statement 3 and the adoption of the North West Regional Spatial Strategy (RSS). The note did not represent a change to Policy DE1 itself, but, given the new RSS housing requirements resulted in there no longer being a housing land oversupply in West Lancashire, the note advised that Policy DE1 would permit brownfield residential development within Skelmersdale, Ormskirk /Aughton and Burscough, subject to other relevant Plan policies being satisfied.

Subsequent monitoring of residential permissions and completions and work on the Strategic Housing Land Availability Assessment have indicated a declining supply of housing and low numbers of affordable housing being delivered.

In order to avoid dropping below a five year supply of deliverable housing sites in the future, and in order to deliver more affordable housing, the restrictions of Policy DE1 are to be partially lifted to allow:

- Residential development on brownfield and greenfield sites within Skelmersdale, Ormskirk /Aughton and Burscough.
- Residential development on brownfield sites and small-scale residential development on greenfield sites (i.e. 10 units or fewer) within Tarleton, Up Holland, Parbold, Hesketh Bank, Banks, Appley Bridge, Halsall (Village), Haskayne, Newburgh, Rufford, New Cut Lane (Halsall), Segars Lane (Halsall), Brown Edge (Scarbrick) and Tontine.

Any residential development will need to be in accordance with all other relevant Development Plan policies, including, but not limited to, the following policies of the Local Plan:

- Policy DS2 (Green Belt),
- Policy DS3 (Safeguarded Land),
- Policy DS4 (Open Land on the Urban Fringe),
- Policy GD1 (Design of Development),
- Policy GD2 (Developer Contributions to Infrastructure)
- Policy EN8 (Open Space),
- Policy DE3 (Affordable Housing),
- Policy DE5 (Employment Development),
- Policy DE14 (Development Opportunity Sites) and
- Policy SC1 (Sports, Recreational, Leisure and Cultural Facilities).

The effects of this change in policy will be carefully monitored. If it is considered that wider planning objectives for West Lancashire or the surrounding area are being undermined, or if housing land supply drops to below five years, this interim policy note will be reviewed.

Although this interim policy note is not an official Development Plan Document, it will be treated as a material planning consideration in the assessment and determination of planning applications for residential development until the adoption of the West Lancashire LDF Core Strategy.

## **1. INTRODUCTION**

1. This document contains an interim policy for residential development within West Lancashire Borough. It takes into account the effects of the restrictions in Policy DE1 of the West Lancashire Replacement Local Plan which, coupled with the recent recession, have resulted in a decrease in the housing land supply in West Lancashire. It recognises that national policy in PPS3 and regional policy the North West Regional Spatial Strategy (RSS), both of which postdate Policy DE1, prescribe a more positive approach towards house building than is contained in Policy DE1. It also recognises the need to deliver more affordable housing across the Borough.
  2. There is a possibility that the continued restraint of Policy DE1, coupled with current economic circumstances, could result in the supply of housing land in West Lancashire dropping below five years. The Council is working on a Local Development Framework Core Strategy and Site Allocations Development Plan Document, which will enable a review of housing policy and the allocation of more sites to boost the short, medium and longer-term housing land supply. However, the expected timescales for the adoption of these documents (2012 and 2013 respectively at the earliest) are such that a revision to Policy DE1 is considered necessary in the immediate term, to pre-empt any loss of a five year housing land supply, and to guide development during the preparation of the Core Strategy.
  3. The policy outlined overleaf is consistent with the principles for residential development outlined in PPS3 and the RSS, including:
    - locating dwellings in the most suitable places with ready access to facilities, jobs, services, infrastructure and public transport.
    - prioritising brownfield development over greenfield development
    - providing a mix of housing in terms of tenure and price
    - aligning with the RSS regional development framework and its strategy for the location of dwellings within West Lancashire.
- These principles and policies are listed in more detail in Section 3 of this document.
4. Consultation will take place on this interim policy during early spring 2010.

Further information on the material contained in this document may be obtained from:

### **Housing Policy Matters**

Ian Gill, LDF Environment and Strategy Manager  
Stephen Benge, Principal Planning Officer

Tel: 01695 585 192  
Tel: 01695 585 274

### **Housing Figures and Housing Land Supply**

Helen Rafferty, Research Officer

Tel: 01695 585 171

... or by email: [ldf@westlanacs.gov.uk](mailto:ldf@westlanacs.gov.uk)



## **2. PROPOSED NEW INTERIM HOUSING POLICY FOR WEST LANCASHIRE**

Subject to other relevant policies of the West Lancashire Replacement Local Plan being satisfied, the following residential development will be permitted:

- Residential development on brownfield and greenfield sites within Skelmersdale, Ormskirk /Aughton and Burscough.

Residential development on brownfield sites and small-scale residential development on greenfield sites (i.e. 10 units or fewer) within Tarleton, Up Holland, Parbold, Hesketh Bank, Banks, Appley Bridge, Halsall (Village), Haskayne, Newburgh, Rufford, New Cut Lane (Halsall), Segars Lane (Halsall), Brown Edge (Scarisbrick) and Tontine.

In addition, in accordance with Policy DE1, the following types of residential development will be permitted within West Lancashire:

- b) the conversion of buildings within the main urban areas of Skelmersdale, Ormskirk /Aughton and Burscough, provided that they are not allocated for, currently used for, or their last use was for, employment uses, and the conversion would have significant urban regeneration benefits;
- c) housing which forms a key element within a mixed use regeneration project within Skelmersdale, or within, or directly adjacent to, Ormskirk and Burscough Town Centres;
- d) residential development within the priority regeneration area of Skelmersdale, provided that the land is not allocated for, currently used for, or previously used for, employment use, and the land can be demonstrated to be not needed for community or public open space use. It must be demonstrated that the development will contribute to the wider regeneration of the Town itself. This may include the replacement of dwellings lost through demolition, where redevelopment may necessitate a lower density. Residential development on the greenfield site at Whalleys will need to conform to Policy DE2;
- e) agricultural workers dwellings where there is a proven need and where they need to be located in a specific location;
- f) replacement dwellings in situ where there is no more than a one-for-one replacement;
- g) schemes which provide 100% affordable housing, or accommodation to meet the specific needs of a section of the community, within the settlements identified on the Proposals Map to meet the identified needs of the local area;
- h) the conversion of a rural building in the Green Belt for residential use will be considered where it meets a specific local need, or an identified local housing need in less remote locations, or where it can be demonstrated that the building is inherently unsuitable for any other use.

All proposals for residential development will be required to comply with other relevant Local Plan policies including, but not limited to:

- Green Belt: there will be no change to Green Belt policy (Policy DS2).
- Safeguarded Land: residential development will not be permitted on land safeguarded under Policy DS3.
- Open Land on the Urban Fringe (or 'Protected Land'): Policy DS4 will continue to apply.
- Design principles set out in Policy GD1 will apply. The requirement in GD1 part xvi that development be designed to prevent sewerage problems will be given particular weight in Burscough and any other settlement with similar sewerage infrastructure issues.
- Green Spaces: Policy EN8 will continue to apply.
- Affordable Housing: Policy DE3 will apply to developments of 10 dwellings or more. Due to the small nature of sites that may come forward in rural settlements through this Interim Housing Note, this threshold may be dropped lower subject to the results of the affordable housing viability study that is currently being undertaken.
- Employment Land: Policy DE5 will continue to apply for sites currently in employment use, or whose most recent use was for employment purposes.

- Development Opportunity Sites (Mixed-Use Development Sites): Policy DE14 will continue to apply.
- Recreational Land: Policy SC1 will continue to apply on land allocated for recreational use on the WLRLP Proposals Map, and to other land in recreational use.
- Transport Sites: Policy SC7 will continue to apply.

Other policies not specifically mentioned above will continue to apply where relevant, for example with respect to flood risk.

In addition to the design criteria in Policy GD1, development on all sites should conform to the following criteria:

1. the density of development should be a minimum of 30 dwellings per hectare, rising to at least 50 dwellings per hectare at sites with access to good public transport facilities;
2. any affordable housing required by Policy DE3 shall be provided on the same site; and
3. recreational facilities and/or public open space shall be provided to meet the needs of the residents of the new housing and arrangement should be made for their maintenance.

### **Policy Justification**

The above policy represents a change to Policy DE1 in that it allows for residential development in certain settlements listed under Policy DE1.3 of the West Lancashire Replacement Local Plan, where previously, residential development was limited to 100% affordable housing schemes. It is considered that the above policy is consistent with the principles and policies set out in Planning Policy Statement 3 and the North West RSS.

### **Development in the Rural Settlements**

Within the rural settlements of Tarleton, Up Holland, Parbold, Hesketh Bank, Banks, Appley Bridge, Halsall (Village), Haskayne, Newburgh, Rufford, New Cut Lane (Halsall), Segars Lane (Halsall), Brown Edge (Scarbrick) and Tontine, residential development will be permitted on brownfield sites and small scale development on greenfield sites (10 dwellings or fewer). Proposals for “backland” residential development will need to be very carefully considered with particular attention paid to design and the impact of schemes on neighbouring properties.

The above settlements have been chosen on account of their sustainability, i.e. their relatively good provision of services and facilities, and/or public transport access. These settlements have been ranked within the West Lancashire Sustainable Settlement Study. The sustainability of settlements has been assessed having regard to the presence in each settlement of a range of facilities, and in particular to ease of access to the five key services of a GP surgery, primary school, food shop, Post Office and bus stop. For areas close to the boundaries of neighbouring local authorities (e.g. New Cut Lane, adjacent to Sefton, and Tontine, adjacent to Wigan), the assessments have examined the presence of services within a 1000m radius of these areas.

The availability of infrastructure is another important consideration in assessing the sustainability of sites. LDF evidence base work on infrastructure will be used amongst other sources of information to assess levels (or expected levels) of infrastructure provision across the Borough. In particular, it is known that there are problems with drainage and sewerage infrastructure in Burscough, and thus the amount of new housing that can be granted there will be limited unless improvements are made to the settlement’s infrastructure.

Within the rural settlements, proposals for housing as part of a mixed use scheme which would help deliver rural regeneration, for example improvements to social infrastructure or better employment, will be considered on their merits.

#### Development on greenfield sites

Residential development will be permitted on small greenfield sites (i.e. up to and including 10 units) within the Borough's settlements listed above, subject to compliance with other Local Plan policies. The amount of greenfield development that is permitted will be carefully monitored, and if levels of permissions on greenfield sites are considered to be undermining wider policy objectives, including the RSS target of 65% of residential development being on previously developed land, appropriate management action will be taken, in line with PPS3 paragraph 67. There will be a general presumption against the development of large greenfield sites (i.e. sites of more than 10 units) in advance of the adoption of the LDF Core Strategy.

#### Green Belt

There will be no change to Green Belt policy, including settlements "washed over" by Green Belt.

#### Development on Safeguarded Land

Policy DS3 safeguards a number of sites for development needs which may be identified for the years beyond 2016. This policy will continue to apply. However, the residential development potential of land allocated under Policy DS3 will be examined as part of the Core Strategy and Site Allocations DPD preparation process, as development needs to 2027 and beyond are considered. In advance of the adoption of the LDF Core Strategy, proposals for the residential development of sites allocated under Policy DS3 will be considered premature and will not be supported.

#### Development on Open Land on the Urban Fringe

Policy DS4 (Open Land on the Urban Fringe<sup>3</sup>) will continue to be applied in the Borough. Thus, in terms of residential uses, development on land allocated under this policy will continue to be limited to small-scale affordable housing to meet an identified local need, provided it can be demonstrated that there are no suitable sites available within the built up area, and that if there are no such sites, other land also designated under Policy DS4 closer to the village centre has been considered first, followed by sites further from the village centre where a problem of dereliction would be removed.

#### Affordable Housing

Policy DE3 will continue to apply to developments of 10 dwellings or more. One of the Council's key priorities is the delivery of more affordable housing and the result of this Interim Policy Note will be to allow housing in smaller rural settlements (something not envisaged by Policy DE1) where there is a pressing need for affordable housing. For developments of fewer than 10 dwellings, Replacement Plan Policy GD2 requires contributions towards affordable housing. A viability assessment for affordable housing in West Lancashire is currently being carried out, the results of which will be used to determine the threshold (i.e. the number of units) for which affordable housing units will be required as part of a residential development. As part of the consultation on this document views are sought on whether the threshold should be dropped, and whether this should be for those settlements where housing will now be permitted, or for all settlements.

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<sup>3</sup> Land allocated under Policy DS4 is labelled on the WLRLP Proposals Map legends as "Protected Land", rather than "Open Land on the Urban Fringe".

### Development on Employment Land

There will be a presumption against the residential development of sites currently in employment use, or whose most recent use was for employment purposes (typically Use Classes B1, B2 and B8, but not restricted to these). When assessing proposals for specific sites, the Council will take into account the findings of the Joint Employment Land and Premises Study once it is approved.

Where a site forms part of a mixed-use regeneration scheme in Skelmersdale, or in or adjacent to Ormskirk or Burscough Town Centres, then some housing may be appropriate to help facilitate the regeneration scheme, in line with Replacement Plan Policy DE1 part 2b.

### Development Opportunity Sites (Mixed-Use Development Sites)

Policy DE14 lists 8 sites available for development for a wide range of uses excluding residential development (unless specifically referred to in the policy or its justification), providing they comply with other policies in the WLRLP. This policy will continue to apply as at present.

### Development on Green Spaces

Policy EN8 will continue to apply to proposals for the residential development of land designated in the WLRLP under this policy as Green Space.

### Recreational Land

Policy SC1 of the WLRLP will continue to apply to proposals for development of land allocated for recreational use on the WLRLP Proposals Map, and to other land in recreational use. If it turns out that there is a surplus of recreational land, and that some could appropriately be released for other uses, this will be dealt with through the LDF process. In advance of the LDF's adoption, proposals for residential development on recreational land will be resisted.

### Development on Transport Sites

Sites designated on the WLRLP Proposals Map under Policy SC7 (transport-related sites) will continue to be protected from development that would prejudice their capacity to provide transport-related facilities, or function as transport sites. In addition, sites not marked on the Proposals Map, but having the potential to provide the types of development listed in Policy SC7 parts 1-13, will be protected from inappropriate development.

Other relevant Local Plan, RSS and national policies not specifically mentioned above will continue to apply where relevant, for example with regard to flood risk.

## **Monitoring and Review**

Regular and careful monitoring of permissions for residential development granted as a result of the above changes to Policy DE1 will be undertaken. If it is considered that the changed policy is resulting in too many greenfield permissions, contrary to RSS targets, or in a significant departure from the approach to locating development set out in WLRLP Policy DS1, or in a departure from wider RSS policy objectives, or if it is considered that the pattern of grants of permission and/or development in the Borough could undermine the emerging LDF strategy, this interim policy will be re-examined and appropriate management action will be taken, in line with PPS3 paragraph 67 and RSS paragraph 7.18(e). Similarly, if housing land supply drops to below five years, this interim policy will be reviewed.

This note is not an official Development Plan Document, but will be treated as a material planning consideration to be taken into account by the Council when determining planning applications for residential development.

### **3. POLICY CONTEXT**

#### **Background to Policy DE1**

5. Policy DE1 (Residential Development) of the Replacement West Lancashire Local Plan was first used for development control purposes by the Council in November 2002. It was initially published as supplementary planning guidance, and subsequently incorporated into the Replacement Plan, which was adopted in 2006.
6. Policy DE1 is a restrictive policy. When first prepared, one of its purposes was to restrain development in West Lancashire in order to help address the problem of market failure in other parts of the North West, in line with regional planning policy at the time. Policy DE1 also sought to curb the numbers of residential permissions and completions in West Lancashire in order to avoid significantly exceeding the housing targets set out in the Joint Lancashire Structure Plan and the then North West RSS.
7. Policy DE1 is a policy of restraint in terms of new permissions for housing which has been referred to by some parties as a “moratorium”. It restricts the granting of permissions for new residential development to seven specific categories listed in the policy (listed in the Appendix 1 to this document).
8. In January 2009, the Council published an interim guidance note on Policy DE1. It allowed for residential development on brownfield sites within the three main settlements of the Borough (i.e. Skelmersdale, Ormskirk and Burscough), provided this did not contribute towards a housing land oversupply. Development was subject to certain provisos, such as the land not having been used previously for employment development. This update did not represent an alteration to Policy DE1, but was simply a change in the way the policy applied, given the effect of the new housing requirements in the 2008 North West RSS which meant that there was no longer a housing land oversupply in West Lancashire.
9. The approach of Policy DE1 has been consistent with wider planning objectives for the North West, in particular with respect to urban regeneration in the metropolitan and other areas. Policy DE1 has been consistently applied across the Borough and upheld on appeal between 2002 and 2009.

#### **The need for an interim residential development policy**

10. Annual monitoring has shown that Policy DE1 has had some positive effects since its adoption, for example an increase in the proportion of new housing in the Borough’s more sustainable locations and the proportion on brownfield land. However, Policy DE1 has also resulted in a decrease in the number of new permissions for housing, which over time has reduced the number of housing completions. The recent recession and decline in the market for apartments have served to accelerate this reduction in housing land supply, both in terms of the number of new planning applications being submitted and also the deliverability of sites with extant planning permission.
11. There is a possibility that the continued restraint of Policy DE1, coupled with current economic circumstances, could result in the supply of housing land in West Lancashire dropping below five years. The Council is working on a Local Development Framework Core Strategy and Site Allocations Development Plan Document, which will enable a review of housing policy and the allocation of more sites to boost the short, medium and longer-term housing land supply. However, the expected timescales for the adoption of these documents (2012 and 2013 respectively at the earliest) are such that a revision to Policy DE1 is considered necessary in the immediate term, to pre-empt any loss of a five year housing land supply, and to guide development during the preparation of the Core Strategy.

12. The restrictions of Policy DE1 have meant that the number of affordable units being granted via Policy DE3 (i.e. as a proportion of market housing developments) has been low, due to the low numbers of permissions granted for market housing. As can be seen from the table below, the number of affordable housing units that have been granted permission in rural areas via market housing developments is zero, with affordable housing development only coming via 100% affordable schemes delivered by RSLs or the Council.

**Table 1 Affordable housing grants of permission and completions since the implementation of Policy DE1 in November 2002.**

	<b>Ormskirk / Aughton / Burscough</b>	<b>Skelmersdale</b>	<b>Rural areas</b>
<b>100% Affordable Housing Schemes</b>			
Total units granted	2	12 <sup>#</sup>	79
Units completed so far	0	0	43
<b>Affordable Housing Units as a result of Policy DE3 (i.e. via a planning permission for market housing)</b>			
Total units granted	33 <sup>*</sup>	0	0 <sup>*</sup>
Units completed so far	16 <sup>*</sup>	0	0 <sup>*</sup>

\* In addition, there have been 64 “low cost market housing” completions at Burscough and 12 in rural areas which were considered as affordable housing at the time when planning permission was granted, but which now are not counted to be affordable housing, according to the definition given in PPS3 (2007).

<sup>#</sup> In addition, planning permission was granted for 32 affordable units at Abbeystead, Skelmersdale, but this permission lapsed without being implemented.

### **National policy: Planning Policy Statement 3 (Housing)**

13. Planning Policy Statement 3 (PPS3) was published in November 2006, and came into force fully in April 2007. The document sets a requirement for local planning authorities to identify and maintain a rolling five year supply of deliverable sites for housing, deliverable being defined as meaning (PPS3 paragraph 54):
- available now,
  - suitable – offering a suitable location for development and contributing to the creation of sustainable, mixed communities;
  - achievable – there is a reasonable prospect that housing will be delivered on the site within five years.
14. The following principles in relation to housing development are espoused in PPS3:
- > High quality housing that is well-designed, built to a high standard, and environmentally friendly (PPS3 paragraphs 10, 12-19)
  - > A mix of housing, particularly in terms of tenure and price, to support a wide variety of households in all areas, both urban and rural, and to include both low-cost market housing and affordable housing (paragraphs 10, 20-30)
  - > Housing developments in suitable locations, which offer a good range of community facilities and with good access to jobs, public transport, key services and infrastructure (paragraphs 10, 16, 36, 37). When identifying sites in LDF documents, account should be taken of the need to provide housing in rural villages to enhance or maintain their sustainability (paragraph 38).
  - > Effective use of land, in particular the re-use of land that has been previously developed (paragraphs 40-44). If the proportion of development on brownfield land is significantly below RSS /LDF targets, Local Planning Authorities (LPAs) may consider invoking development control policies in relation to development on particular categories of land, for example, rejecting applications on greenfield sites (paragraph 67).
  - > Efficient use of land, in particular the development of land at an appropriate density, having regard to locally available infrastructure and facilities, accessibility, the characteristics of the area, and design (paragraphs 46-52).
  - > Sustainable development: in addition to the locational aspects of development as highlighted above, this term covers the environmental impact of development: this should be minimised, taking account of climate change and flood risk (paragraph 10).
15. Paragraphs 68-74 cover development control. Paragraph 69 requires that LPAs have regard to the following factors when deciding planning applications:
- Achieving high quality housing;
  - Ensuring developments achieve a good mix of housing, reflecting the accommodation requirements of specific groups, in particular families and older people;
  - The suitability of a site for housing, including its environmental sustainability;
  - Using land effectively and efficiently;
  - Ensuring the proposed development is in line with planning for housing objectives, reflecting the need and demand for housing in, and the spatial vision for, the area, and does not undermine wider policy objectives e.g. addressing housing market renewal issues.
16. If an up-to-date five year supply of deliverable sites cannot be demonstrated, PPS3 paragraph 71 requires local planning authorities to consider planning applications for housing favourably, having regard to the policy considerations in the PPS, including the considerations in paragraph 69, as listed above.

## **Regional Policy: The Regional Spatial Strategy for the North West (RSS)**

17. The North West RSS was adopted in September 2008 and forms part of the development plan for West Lancashire. It contains a set of policies and development principles applying across the North West of England, and sets the housing requirement for the Borough.
18. Policies DP2-DP9 set out the RSS's spatial development principles. These are as follows:
- DP2: Promote sustainable communities – fostering sustainable relationships between homes, workplaces and other concentrations of regularly used services and facilities.
  - DP3: Promote sustainable economic development
  - DP4: Make the best use of existing resources and infrastructure: giving priority to developments which build upon existing concentrations of activities and existing infrastructure, and do not require major investment in new infrastructure. Policy DP4 also sets out a sequential approach to development:
    - Firstly – use of existing buildings (including conversion) within settlements, and previously developed land within settlements;
    - Secondly – use of other suitable infill opportunities within settlements, where compatible with other RSS policies;
    - Thirdly – the development of other land where this is well-located in relation to housing, jobs, other services and infrastructure.
  - DP5: Manage travel demand; reduce the need to travel and increase accessibility: development should be located so as to reduce the need to travel, especially by car, and to enable people as far as possible to meet their needs locally. All new development should be genuinely accessible by public transport, walking and cycling, and priority will be given to locations where such access is already available.
  - DP6: Marry opportunity and need – priority should be given to linking areas of economic opportunity with areas in greatest need of regeneration.
  - DP7: Promote environmental quality – by, *inter alia*, promoting good quality design, maximising opportunities to regenerate derelict areas, and reclaiming derelict land.
  - DP8: Mainstreaming rural issues – avoiding treating rural areas and their needs and issues in isolation.
  - DP9: Reduce emissions and adapt to climate change – this policy lists a number of example measures that could be taken, including increasing urban density, encouraging better built and more energy efficient homes, minimising the threats from increased flood risk, and using sustainable urban drainage systems.
19. Policies RDF1-4 set out the Regional Development Framework. In terms of West Lancashire:
- Skelmersdale is the highest priority settlement in West Lancashire for development;
  - The next highest levels of development in West Lancashire will be in Key Service Centres (KSCs) – settlements which act as service centres for surrounding areas, providing a range of services, and which have good public transport links to surrounding towns and villages. Previously, Ormskirk and Burscough were designated as KSCs; now it will be for the LDF to define the Borough's KSCs on the basis of their current role as service providers.
  - Local Service Centres are settlements which provide a more limited range of services to the local community. In these settlements, small scale development will be permitted to help sustain local services.
  - Exceptionally, development will be permitted in the open countryside, but in terms of housing, the RSS limits this to affordable housing.
20. Policy L4 of the RSS sets a housing requirement of a minimum of **5,400 new dwellings over the period 2003-2021** (net of clearance /replacement) for West Lancashire Borough. This averages out to 300 net new dwellings per annum.



21. Paragraph 7.18(e) of the supporting text for Policy L4 set out the strategy for locating the new dwellings in “South West Lancashire” (defined as the combined area of West Lancashire Borough and Sefton Metropolitan Borough) as follows:

“Continued careful monitoring and management of housing provision will be necessary to ensure that new housing development does not result in an adverse cumulative impact on local and neighbouring housing markets. Housing provision should focus on meeting local market and affordable housing needs, especially in Ormskirk, Burscough and the northern part of Sefton; and on development in sustainable locations well served by public transport to support agreed local regeneration strategies in Skelmersdale...”

*(The rest of the paragraph refers to Sefton Borough.)*

22. Policy W4 (Release of Allocated Employment Land) presumes against the release of allocated employment sites for other uses. If Local Authorities are mindful to release sites they should be satisfied that an appropriate supply of sites is available for employment uses, and that if required, there are replacement sites available of equal or better quality, or alternative means of incorporating employment land needs.

### **Local Development Framework (LDF) preparation in West Lancashire**

23. Preparation of the West Lancashire LDF is progressing well. The Council consulted on Core Strategy options during late summer 2009, and expects to adopt the Core Strategy in 2012. A Site Allocations Development Plan Document will be prepared shortly after the Core Strategy, with an expected adoption date of 2013.
24. At the time of writing this interim policy, the Core Strategy preferred option has not yet been chosen. However, the development strategy for the Borough will become clearer over 2010 and 2011. Careful monitoring of the effects of changes to residential development policy in West Lancashire will be necessary in order that conflict between current policy and the LDF strategy can be avoided. The emerging Core Strategy and Site Allocations document will be given increasing weight as they progress towards adoption.

### **Strategic Housing Land Availability Assessment (SHLAA)**

25. A SHLAA has been prepared for West Lancashire Borough in partnership with neighbouring Knowsley and Sefton Boroughs. The report has not yet been completed, but it is expected to be finished and adopted in early 2010. The findings of the draft SHLAA indicate a limited supply of deliverable sites in the short term, taking into account the current restrictions of Policy DE1, and less than fifteen years’ supply of appropriate sites in areas excluded from the Green Belt.

### **Employment Land and Premises Study**

26. In addition to the SHLAA, West Lancashire Borough Council has been partnering Sefton, Knowsley and Halton Councils in a joint Employment Land and Premises Study. It is expected that this study will be completed and approved early in 2010. The draft final study has indicated a general shortfall in the amount of employment land across West Lancashire. With the exception of a small number of specifically mentioned sites, the study recommends that land currently or most recently in employment use should remain in employment use. This is broadly consistent with Policy DE5 of the Local Plan.
27. Whilst the Employment Study is not a policy document, it will form an important part of the LDF evidence base, and will be taken into account as the Core Strategy is prepared. It is considered prudent to align the interim housing policy with the findings of the Employment Study.

## **APPENDIX 1**

### **West Lancashire Replacement Local Plan Policy DE1 (Residential Development) as set out in the adopted Local Plan.**

The housing requirement for West Lancashire, set out in the Joint Lancashire Structure Plan 2001 - 2016, of 3,390 dwellings for 2001 - 2016, will be met from the following sources:-

1. Completions between April 2001 - March 2004 and existing commitments (excluding replacement dwellings) as set out below:-

	No. Dwellings
(i) Completions April 2001 - March 2004	1,280
(ii) Dwellings with planning permission @31/3/04	1,403
(iii) Dwellings on windfall sites granted permission 1/4/04 to 2/8/04	41
(iv) Dwellings on windfall sites - applications delegated by Committee, awaiting completion of S106 agreements @ 2/8/04	53
<b>TOTAL</b>	<b>2,777</b>

2. Due to the large number of existing commitments, new residential development, including the renewal of existing planning consents, will only be granted for:-

- a. the conversion of buildings within the main urban areas of Skelmersdale, Ormskirk /Aughton and Burscough, provided that they are not allocated for, currently used for, or their last use was for, employment uses, and the conversion would have significant urban regeneration benefits;
- b. housing which forms a key element within a mixed use regeneration project within Skelmersdale, or within, or directly adjacent to, Ormskirk and Burscough Town Centres;
- c. residential development within the priority regeneration area of Skelmersdale, provided that the land is not allocated for, currently used for, or previously used for, employment use, and the land can be demonstrated to be not needed for community or public open space use. It must be demonstrated that the development will contribute to the wider regeneration of the Town itself. This may include the replacement of dwellings lost through demolition, where redevelopment may necessitate a lower density. Residential development on the greenfield site at Whalleys will need to conform to Policy DE2;
- d. agricultural workers dwellings where there is a proven need and where they need to be located in a specific location;
- e. replacement dwellings in situ where there is no more than a one-for-one replacement;
- f. schemes which provide 100% affordable housing, or accommodation to meet the specific needs of a section of the community, within the settlements identified on the Proposals Map to meet the identified needs of the local area;
- g. the conversion of a rural building in the Green Belt for residential use will be considered where it meets a specific local need, or an identified local housing need in less remote locations, or where it can be demonstrated that the building is inherently unsuitable for any other use.

Other residential development not covered by the above criteria will only be permitted on brownfield sites within Skelmersdale, Burscough and Ormskirk /Aughton if it would not result in an oversupply of housing land in the District.

In addition to the design criteria in Policy GD1, development on all sites should conform to the following criteria:-

1. the density of development should be a minimum of 30 dwellings per hectare, rising to at least 50 dwellings per hectare at sites with access to good public transport facilities;
2. any affordable housing required by Policy DE3 shall be provided on the same site; and
3. recreational facilities and/or public open space shall be provided to meet the needs of the residents of the new housing and arrangement should be made for their maintenance.

## **APPENDIX 2**

### **Useful Internet Links**

West Lancashire Planning Policy Pages:

[www.westlancs.gov.uk/planningpolicy](http://www.westlancs.gov.uk/planningpolicy)

West Lancashire Replacement Local Plan:

[www.westlancs.gov.uk/local-plan](http://www.westlancs.gov.uk/local-plan)

West Lancashire Residential Development Policy Page:

[http://www.westlancs.gov.uk/planning/local\\_plan,ldf\\_plan\\_policy/latest\\_planning\\_policy\\_new/residential\\_development\\_policy.aspx](http://www.westlancs.gov.uk/planning/local_plan,ldf_plan_policy/latest_planning_policy_new/residential_development_policy.aspx)

West Lancashire Strategic Housing Land Availability Assessment (SHLAA):

[http://www.westlancs.gov.uk/planning/local\\_plan,ldf\\_plan\\_policy/latest\\_planning\\_policy\\_new/housing\\_land\\_studies.aspx](http://www.westlancs.gov.uk/planning/local_plan,ldf_plan_policy/latest_planning_policy_new/housing_land_studies.aspx)

Joint Employment Land and Premises Study (JELPS):

[http://www.westlancs.gov.uk/planning/local\\_plan,ldf\\_plan\\_policy/latest\\_planning\\_policy\\_new/employment\\_land\\_study.aspx](http://www.westlancs.gov.uk/planning/local_plan,ldf_plan_policy/latest_planning_policy_new/employment_land_study.aspx)

The North West Plan – Regional Spatial Strategy for the North West (2008):

<http://www.gos.gov.uk/gonw/Planning/RegionalPlanning/>

Planning Policy Statement 3 (PPS3):

<http://www.communities.gov.uk/publications/planningandbuilding/pps3housing>

*(end)*





**AGENDA ITEM: 17**

**CABINET: 19<sup>th</sup> January 2010**

**EXECUTIVE OVERVIEW AND  
SCRUTINY COMMITTEE:  
4<sup>th</sup> February 2010**

**COUNCIL: 24<sup>th</sup> February 2010**

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**Report of: Assistant Chief Executive**

**Relevant Portfolio Holder: Councillor I Grant**

**Contact for further information: Ms C McNamara (Extn. 5380)  
(E-mail: [cath.mcnamara@westlancs.gov.uk](mailto:cath.mcnamara@westlancs.gov.uk))**

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**SUBJECT: STATEMENT OF CORPORATE PRIORITIES 2010/11**

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Borough wide interest

**1.0 PURPOSE OF THE REPORT**

1.1 To approve the Council's Corporate Priorities Statement for 2010/11.

**2.0 RECOMMENDATIONS TO CABINET**

- 2.1 That the draft Corporate Priorities Statement 2010/11, attached at Appendix A, which has been informed by a wealth of evidence and analysis of local needs, be endorsed and recommended for adoption.
- 2.2 That the Corporate Priorities Statement 2010/11, to be approved at Council on 24 February 2010 should inform the budget setting process and the corporate and service planning processes for April 2010 to March 2011.
- 2.3 That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 4 February 2010.

**RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

- 2.4 That the Draft Corporate Priorities Statement 2010/11, attached at Appendix A to the report, be considered and agreed comments be forwarded to Council as appropriate.

## **RECOMMENDATION TO COUNCIL**

- 2.5 That, subject to consideration of any comments from Cabinet and Executive Overview and Scrutiny Committee, the Council's Corporate Priorities Statement 2010/11, attached at Appendix A to the report, be approved and adopted.
- 

### **3.0 BACKGROUND**

- 3.1 Each year, the Council publishes a set of Corporate Priorities that make explicit the vision and key aims of the Council and how it will go about achieving them. They set the strategic direction for all the work that will be undertaken across the Divisions for that year.
- 3.2 The draft statement of Corporate Priorities for 2010/11 has been developed following policy discussions with members, consideration of the Council's performance in recent years and detailed statistical analysis of the needs of the borough. Policy & Performance Unit research and position papers, providing detailed statistical analysis of the needs of the borough, and other contextual information, are available for reference.
- 3.3 The draft Corporate Priorities 2010/11 have also been developed in line with the aims and objectives of the West Lancashire Sustainable Community Strategy 2007-17 and the countywide Local Area Agreement.
- 3.4 The statement identifies the Council's draft Corporate Priorities and outlines a range of initiatives and measures that are recognised as key to achieving them. Members are invited to review the range of suggestions in the context of the resources likely to be available in 2010/11.
- 3.5 Subject to the outcome of Cabinet's decision regarding the suite of indicators that it will receive quarterly reports on, progress towards achieving the aims set out in the Corporate Priorities Statement will be monitored quarterly by Cabinet and reported annually.

### **4.0 CURRENT POSITION**

- 4.1 Following the approval of the Corporate Priorities 2010/11, Service Action Plan Guidance for Managers will be updated, and the action plans will then in turn inform individual work programmes. In doing so, the Council ensures that there is a 'golden thread' between the Corporate Priorities and the day-to-day running of the authority. It also helps staff to understand how what they do contributes towards achieving the Corporate Priorities.
- 4.2 The draft Corporate Priorities 2010/11 statement also contains key measures and initiatives to be undertaken/achieved in 2010/11. These initiatives are those recommended by CMB as being the most important in terms of achieving the Corporate Priorities. Progress against the key initiatives will be monitored quarterly by CMB, and reported to Cabinet by exception.
- 4.3 Once agreed, the Corporate Priorities 2010/11 will inform all budget, action planning and decision-making processes for 2010/11.

- 4.4 The Corporate Priorities 2010/11 including the full statement incorporating targets against measures and key initiatives, will be published on the Council's website and officially 'launched' through press releases in April 2010, to coincide with the new financial year.

## **5.0 PROPOSALS**

- 5.1 Appendix A provides the draft statement of Corporate Priorities 2010/11. It is proposed that this draft statement be approved and adopted by Council.

## **6.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

- 6.1 The corporate and strategic planning process is aligned to ensure that the Council's own strategies and plans complement and contribute wherever appropriate to achieving the aims of the Sustainable Community Strategy.

## **7.0 FINANCIAL AND RESOURCE IMPLICATIONS**

- 7.1 Financial and resource implications associated with this report are dealt with as part of the budget setting process. The Council's corporate and strategic planning process and the financial planning and budget-setting process are aligned.

## **8.0 RISK ASSESSMENT**

- 8.1 The most significant risks associated with this report would be the non-achievement of the Council's Corporate Priorities and the needs of the borough not being met through the priorities. To mitigate against these risks, the priorities are informed by detailed statistical analysis of the state and needs of the borough. The Corporate Priorities are also supported by a robust corporate and service planning system, which is aligned to the budget setting process. A strong performance management system ensures that any potential barriers to achievement are identified at the earliest possible stage.

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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

Appendix A: Draft Corporate Priorities Statement 2010/11.





**WEST LANCASHIRE BOROUGH COUNCIL  
STATEMENT OF CORPORATE PRIORITIES 2010/11**

Our vision is:

‘Putting SERVICES FIRST – building a Borough second to none’

Our aim is to make the best use of resources to deliver the best possible services.

**OUR VALUES**

We will deliver this by continuing to be an innovative organisation which:

- Puts residents and frontline services first;
- Ensures local services offer the best possible value including embracing partnership as a way of securing greater value for money;
- Provides leadership by listening to, informing and consulting local people;
- Is open and accountable in the way we make decisions;
- Promotes equality of opportunity and values the diversity of our communities;
- Values and develops our employees.

**OUR PRIORITIES**

Our values are at the heart of the way we deliver our six priorities across the Borough. In partnership we will:

- Deliver cost effective services that are accessible to all;
- Protect and improve the environment and keep our streets clean and tidy;
- Combat crime and the fear of crime;
- Work to create opportunities for and retain good quality jobs in particular for local people;
- Improve housing and strive to achieve affordable housing that is available for local people;
- Provide opportunities for leisure and culture that together with other council services contribute to healthier communities.

## **ACHIEVING OUR PRIORITIES**

Over the next few years, our targets and key initiatives for achieving these priorities are:-

### **Deliver cost-effective services that are accessible to all:**

#### **Key Objectives:**

- By continually improving the efficiency and effectiveness of services, achieve annual savings and control and minimise levels of Council Tax and housing rents;
- Seek to enhance the satisfaction of residents with the overall service provided by the Council;
- Reduce staff sickness.

#### **Key Initiatives:-**

- Pursue a range of efficiency and cost-cutting measures.
- Improve the quality of resident's experience whether they click, call or come in.

### **Protect and improve the environment and keep our streets clean and tidy:**

#### **Key Objectives:-**

- Continue to increase the proportion of waste that is sent for recycling/composting;
- Decrease the proportion of land with significant deposits of litter and detritus, (13% litter, 20% detritus) by March 2011
- Maintain public satisfaction with street cleanliness.

#### **Key Initiatives:-**

- Review service delivery across waste and recycling, looking for improved working methods and ways of increasing productivity while driving down fuel usage;
- Look to roll out Alternate Weekly Collection across the Radburn designed estates of Skelmersdale.

### **Combat crime and the fear of crime:**

#### **Key Objectives:-**

- Assist the Police and their partners in sustaining the number of crime incidents per 1,000 population below the regional average;
- Assist the Police and their partners in maintaining the high proportion of people feeling that West Lancashire is a safe and secure place to live.

**Key Initiatives:-**

- Deliver the Crime and Disorder Reduction Strategy in partnership with other organisations and agencies;
- Continue to tackle Domestic Violence through our partnership strategy with other organisations and agencies
- Work on a countywide footprint to monitor the effectiveness and coverage of current CCTV provision in tackling crime, including reviewing the possibility of next generation technology.

**Work to create and retain good quality jobs for local people:****Key Objectives:-**

- Help to reduce unemployment to below the national average;
- Assist in the creation of a range of new employment opportunities;
- Assist in the provision of skills for the local workforce.

**Key Initiatives:-**

- Continue implementation of 'Vision for Skelmersdale' plan;
- Pursue a Multi-Area Agreement to support and develop our local economy;
- Continue to work with other neighbouring authorities outside the Lancashire cluster;
- Continue to support rural businesses through the Lancashire West Local Action Group (LAG) to help develop our rural economy;
- Help to implement the Local Strategic Partnership's Employment & Skills Action Plan by working with the Employment & Skills Thematic Group.

**Improve housing and strive to achieve affordable housing that is available for local people:****Key Objectives:-**

- To attain the decent homes standard by December 2010;
- Assist in increasing the number of affordable homes delivered;

**Key Initiatives:-**

- Deliver Year 8 of the Capital Investment Programme.
- Deliver the Affordable Housing Strategy in partnership with others;
- Deliver the Private Sector Housing Strategy in partnership with others.

**Provide opportunities for leisure and culture that together with other council services contribute to healthier communities:**

**Key Objectives:-**

- Maximise opportunities to contribute to the health of the community through partnership including working especially with the Primary Care Trust;
- Improve satisfaction with sports and leisure facilities working in partnership with SERCO and The Leisure Trust;
- Improve satisfaction with parks and open spaces.
- Increase the number and proportion of playgrounds, meeting our local policy.

**Key Initiatives:-**

- Help to implement the Local Strategic Partnership's Health Inequalities Strategy through the Health and Wellbeing Thematic Group;
- Continue to work in partnership, through the West Lancashire Community Leisure Trust, to provide leisure centres;
- Continue the investment in and refurbishment of our formal parks.



**AGENDA ITEM: 18**

**EXECUTIVE OVERVIEW &  
SCRUTINY COMMITTEE:  
4 February 2010**

**COUNCIL: 24 February 2010**

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**Report of: Council Secretary and Solicitor**

**Contact for further information: Mrs J Denning (Extn. 5384)  
(E-mail: [jacky.denning@westlancs.gov.uk](mailto:jacky.denning@westlancs.gov.uk))**

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**SUBJECT: CORPORATE SUITE OF PERFORMANCE INDICATORS 2010/11**

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Wards affected: Borough wide

**1.0 PURPOSE OF THE REPORT**

1.1 To consider the decision of Cabinet in relation to the draft Suite of Performance Indicators for reporting and publication for 2010/11.

**2.0 RECOMMENDATIONS**

2.1 That comments on the report attached at Appendix 1, Minute 101 of Cabinet (set out in paragraph 3.2) and the revised 'Appendix A' list of the Draft PI Suite 2010/11 (attached at Appendix 2) be agreed for submission to Council on 24 February 2010.

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**3.0 BACKGROUND**

3.1 The report of the Assistant Chief Executive, which was considered at Cabinet on 19 January 2010, is attached at Appendix 1 to this report.

3.2 The minute of Cabinet reads as follows:-

**“101. CORPORATE SUITE OF PERFORMANCE INDICATORS 2010/11**

Councillor Westley introduced the report of the Assistant Chief Executive which sought approval for a draft Suite of Performance Indicators for reporting and publication for 2010/11.

The view was expressed that those Performance Indicators listed in the 'Comments' column as 'Was quarterly now recommended for annual reporting' should remain as Quarterly.

In reaching the decision below, Cabinet considered the details set out in the report before it and the comments above and accepted the reasons contained there in.

- RESOLVED: A. That the draft Suite of Performance Indicators 2010/1, listed in columns 1 and 2 of Appendix A of the report, be approved as being most important in terms of achieving the Council's Vision and Priorities, subject to B below.
- B. That the indicators specified in the final column should make up the suite of "Key PI's" reported to Members each quarter, together with those Performance Indicators specified in the 'Comments' column as 'Was quarterly now recommended for annual reporting' and a revised Appendix A be submitted to Executive Overview and Scrutiny Committee and Council in February 2010.
- C. That call-in is not appropriate for this item as the report is being considered at the next meeting of Executive Overview & Scrutiny Committee on 4 February and Council on 24 February 2010."

- 3.3 A revised 'Appendix A' as agreed by Cabinet in B. above, is attached at Appendix 2 to this report.

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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

1. Report of the Assistant Chief Executive - CORPORATE SUITE OF PERFORMANCE INDICATORS 2010/11 – Cabinet 19 January 2010.
2. Revised 'Appendix A' - Draft PI Suite 2010/11



**AGENDA ITEM: 18**

**CABINET:**  
19 January 2010

**EXECUTIVE OVERVIEW AND  
SCRUTINY COMMITTEE:**  
4 February 2010

**COUNCIL:**  
24 February 2010

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**Report of: Assistant Chief Executive**

**Portfolio Holder: Councillor D Westley**

**Contact for further information: Peter Hamlin (Ext 5268)**  
**(E-mail: [peter.hamlin@westlancs.gov.uk](mailto:peter.hamlin@westlancs.gov.uk))**

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**SUBJECT: CORPORATE SUITE OF PERFORMANCE INDICATORS 2010/11**

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Borough wide interest

**1.0 PURPOSE OF THE REPORT**

1.1 To seek approval for a draft Suite of Performance Indicators for reporting and publication for 2010/11.

**2.0 RECOMMENDATIONS TO CABINET**

2.1 That the draft Suite of Performance Indicators 2010/11(attached, Appendix A), be approved as being most important in terms of achieving the Council's Vision and Priorities.

2.2 That the indicators specified in the final column should make up the suite of "Key PI's" reported to Members each quarter.

2.3 That call-in is not appropriate for this item as the report is being considered at the next meeting of Executive Overview & Scrutiny Committee on 4<sup>th</sup> February and Council on 24<sup>th</sup> February 2010.

**3.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

3.1 That the draft Suite of Performance Indicators 2010/11 (attached, Appendix A), be noted and agreed comments be considered by Council on 24<sup>th</sup> February 2010.

#### **4.0 RECOMMENDATION TO COUNCIL**

- 4.1 That, subject to Cabinet and consideration of any agreed comments from Executive Overview and Scrutiny Committee, the Suite of Performance Indicators set out in Appendix A be approved and adopted for reporting in 2010/11.
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#### **5.0 BACKGROUND**

- 5.1 The Council has, under its statutory duty, reported annually on Best Value Performance Indicators (BVPI's) since June 2000. In April 2008 *Best Value Performance Indicators* were replaced with a new suite of *National Indicators*.
- 5.2 As part of the process of introducing the NI's in 2008, we went through a process of vastly reducing the number of PI's which would be published in the Corporate Performance Plan each year and reviewing the most appropriate indicators to monitor quarterly.
- 5.3 Attached at Appendix A is the draft list of indicators for 2010/11. It is proposed that all these indicators would be published in the Corporate Performance Plan issued in July 2011. The final column of the list highlights the proposals for the quarterly indicators for monitoring in 2010/11.
- 5.4 A number of NI's which the Borough Council has a responsibility for are now included within the Lancashire Local Area Agreement. Given the importance of being able to show that we are supporting the Local Area Agreement both to partners and also within the new Comprehensive Area Assessment regime it has been noted which indicators are included in the LAA.
- 5.5 These "LAA Indicators" together with those performance measures having a direct relationship to the "Key Objectives" in the accompanying Corporate Priorities report are seen as "key". Therefore, where figures can be provided throughout the year they are recommended as the 2010/11 Quarterly Indicators.
- 5.6 The other new "key" indicator recommended for inclusion in the quarterly and annual PI suite is WL 114 *% of LA properties with a gas service certificate outstanding*. This was seen as a critical "health and safety" indicator when the Audit Commission inspected the Housing service earlier in 2009 and the failure to monitor and manage at a corporate level was raised as a weakness in their subsequent report.
- 5.7 It will be noted that there are a number of PIs that would no longer be reported quarterly to Members but will be included in the annual report. It is recognised that managerially these will continue to be of high importance and members would be able to obtain figures upon request.
- 5.8 The indicators in the table at appendix B are those which are included in the 2009/10 monitoring regime and are now being recommended for deletion. Explanations have been provided within the table as to why it has been suggested they be removed and/or replaced with other indicators.



## **6.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

6.1 The information set out in this report aims to help the Council to improve service performance and is consistent with the Community Strategy aim of making local services amongst the best in the country.

## **7.0 FINANCIAL AND RESOURCE IMPLICATIONS**

7.1 There are no financial or resource implications arising from the recommendations within this report.

## **8.0 RISK ASSESSMENT**

8.1 Monitoring and managing performance information data helps the authority to ensure it is achieving its objectives and reduces the risk of not doing so.

## **9.0 CONCLUSIONS**

9.1 The proposed revisions to our suite of performance indicators provide balanced coverage of our corporate priorities.

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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

Appendix A – Draft suite of performance indicators 2010/11.

Appendix B – List of 2009/10 performance indicators recommended for deletion.



**AMENDED AT CABINET – REVISED APPENDIX FOR EXECUTIVE OVERVIEW & SCURINTY  
AND COUNCIL AT APPENDIX 2**

**Draft PI Suite 2010/11**

**Appendix A**

		LAA	Comments	Quarterly
BVPI 3	% of citizens satisfied with the overall service provided		Place Survey (Every 2yrs) Linked to Key Objective	
BVPI 8	% of invoices paid on time		Was quarterly now recommended for annual reporting only.	
BVPI 9	% of Council Tax Collected		Linked to Key Objective	✓
BVPI 12	Days sick per member of staff		Linked to Key Objective	✓
BVPI 66a	Proportion of Rent Collected		Linked to Key Objective	✓
BVPI 89	% of people satisfied with the cleanliness standard in their area		Place Survey (Every 2yrs) Linked to Key Objective	
BVPI 119a	% of residents satisfied with Local Authority Cultural Services - Sports & Leisure		Place Survey (Every 2yrs) Linked to Key Objective.	
BVPI 119e	% of residents satisfied with Local Authority Cultural Services - Parks & Open Spaces		Place Survey (Every 2yrs) Linked to Key Objective.	
BVPI 212	Average time taken to re-let local authority housing.		Was quarterly now recommended for annual reporting only. Will continue to be reported to Tenants & Residents (Every 2 months)	
<b>NEW</b> LAA Loc1	No. of new homes granted planning permission per year ("Local" LAA Indicator) – Source RSS Monitoring Report	Yes		New ✓
<b>NEW</b> LAA Loc2	No. of new homes constructed ("Local" LAA Indicator) - Source RSS Monitoring Report	Yes		New ✓
NI 1	% of people who believe people from different backgrounds get on well together in their local area	Yes	Place Survey (Every 2yrs)	

NI 2	% of people who feel that they belong to their neighbourhood		Place Survey (Every 2yrs)	
NI 3	Civic participation in the local area		Place Survey (Every 2yrs)	
NI 4	% of people who feel they can influence decisions in their locality	Yes	Place Survey (Every 2yrs)	
NI 5	NI 5 Overall/general satisfaction with local area		Place Survey (Every 2yrs)	
NI 6	NI 6 Participation in regular volunteering		Place Survey (Every 2yrs)	
NI 12	Refused and deferred houses in multiple occupation (HMO) licence applications leading to immigration enforcement activity		Will continue to be reported annually	
NI 14	NI 14 Avoidable contact: The average number, of customer contacts per received customer request		Will continue to be reported annually	
NI 17	NI 17 Perceptions of anti-social behaviour		Place Survey (Every 2yrs) Linked to Key Objective	
NI 21	NI 21 Dealing with local concerns about anti-social behaviour and crime by the local council and police		Place Survey (Every 2yrs) Linked to Key Objective	
NI 22	NI 22 Perceptions of parents taking responsibility for the behaviour of their children in the area		Place Survey (Every 2yrs) Linked to Key Objective	
NI 23	NI 23 Perceptions that people in the area treat one another with respect and dignity		Place Survey (Every 2yrs)	
NI 27	NI 27 Understanding of local concerns about anti-social behaviour and crime by the local council and police		Place Survey (Every 2yrs)	
NI 37	NI 37 Awareness of civil protection arrangements in the local area		Place Survey (Every 2yrs)	
NI 41	NI 41 Perceptions of drunk or rowdy behaviour as a problem		Place Survey (Every 2yrs)	
NI 42	NI 42 Perceptions of drug use or drug dealing as a problem		Place Survey (Every 2yrs)	

NI 119	NI 119 Self-reported measure of people's overall health and wellbeing		Place Survey (Every 2yrs)	
NI 137	NI 137 Healthy life expectancy at age 65		Place Survey (Every 2yrs)	
NI 138	NI 138 Satisfaction of people over 65 with both home and neighbourhood		Place Survey (Every 2yrs)	
NI 139	NI 139 People over 65 who say that they receive the information, assistance and support needed to exercise choice and control to live independently		Place Survey (Every 2yrs)	
NI 140	NI 140 Fair treatment by local services		Place Survey (Every 2yrs)	
NI 151	Overall Employment Rate – Working Age Population		Linked to Key Objective. Not “managed” by WLBC. Figures available through NOMIS website but there will be a 6 month lag.	New ✓
NI 152	Working Age People claiming out of work benefits		Will continue to be reported annually	
NI 153	Working Age People claiming out of work benefits in the worst performing neighbourhoods.	Yes	Not “managed” by WLBC. Figures available through NOMIS website but there will be a 6 month lag.	New ✓
NI 154	NI 154 Net additional homes provided		Will continue to be reported annually	
NI 155	NI 155 Number of affordable homes delivered (gross)	Yes	Linked to Key Objective	✓
NI 156	NI 156 Number of households living in Temporary Accommodation	Yes		New ✓
NI 157a	NI 157 Processing of planning applications as measured against targets for ‘major’ applications		Was quarterly now recommended for annual reporting only.	
NI 157b	NI 157 Processing of planning applications as measured against targets for ‘minor’ applications		Was quarterly now recommended for annual reporting only.	
NI 157c	NI 157 Processing of planning applications as measured against targets for ‘other’ applications		Was quarterly now recommended for annual reporting only.	
NI 158	NI 158 % decent council homes		Linked to Key Objective. Figure is only produced annually	

NI 159	NI 159 Supply of ready to develop housing sites		Will continue to be reported annually	
NI 160	NI 160 Local Authority tenants' satisfaction with landlord services		STATUS survey (Every 2yrs).	
NI 163	Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 2 or higher		Linked to Key Objective. Annual Lancashire wide figure from LSC Need to explore possibility of disaggregating data to WLBC footprint.	
NI 170	NI 170 Previously developed land that has been vacant or derelict for more than 5 years		Will continue to be reported annually	
NI 179	NI 179 Value for money – total net value of on-going cash-releasing value for money gains that have impacted since the start of the financial year		Linked to Key Objective Figure is only produced annually	
NI 180	NI 180 Changes in Housing Benefit/ Council Tax Benefit entitlements within the year		Will continue to be reported annually	
NI 181	NI 181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events		Was quarterly now recommended for annual reporting only.	
NI 182	NI 182 Satisfaction of businesses with local authority regulation services		Will continue to be reported annually	
NI 184	NI 184 Food establishments in the area which are broadly compliant with food hygiene law		Will continue to be reported annually	
NI 185	NI 185 CO2 reduction from Local Authority operations		Will continue to be reported annually	
NI 186	NI 186 per capita CO2 emissions	Yes	Figure is only produced annually	
NI 187	NI 187 Tackling fuel poverty – people receiving income based benefits living in homes with a low energy efficiency rating	Yes	Figure is only produced annually	
NI 188	NI 188 Adapting to climate change	Yes	Figure is only produced annually	
NI 191	NI 191 Residual household waste per head		Linked to Key Objective	New ✓

NI 190	Achievement in meeting standards for the control system for Animal Health		Will continue to be reported annually	
NI 192	NI 192 Household waste recycled and composted	Yes	Linked to Key Objective	✓
NI 194	NI 194 Level of air quality – reduction in NOx and primary PM10 emissions through local authority's estate and operations.		Will continue to be reported annually	
NI 195a	NI 195 Improved street and environmental cleanliness litter,	Yes	Linked to Key Objective	✓
NI 195b	NI 195 Improved street and environmental cleanliness detritus	Yes	Linked to Key Objective	✓
NI 195c	NI 195 Improved street and environmental cleanliness graffiti	Yes		✓
NI 195d	NI 195 Improved street and environmental cleanliness , fly posting	Yes		✓
NI 196	NI 196 Improved street and environmental cleanliness – fly tipping		Will continue to be reported annually	
NI 197	NI 197 Improved local biodiversity – active management of local sites PSA 28		Will continue to be reported annually	
NI 199	Children and young people's satisfaction with parks and play areas		Will continue to be reported annually	
WL 01	Number of bin collections missed per 100,000 collections		Was quarterly now recommended for annual reporting only.	
WL 06	Average time taken to remove fly tips (days)		Was quarterly now recommended for annual reporting only.	
WL 07a	Number of complaints regarding dog fouling and stray dogs		Was quarterly now recommended for annual reporting only.	
WL 07b	Incidents of dog fouling		Was quarterly now recommended for annual reporting only.	
WL 08	Number of crime incidents per 1,000 population		Linked to Key Objective	✓
WL 18	Use of leisure and cultural facilities		Was quarterly now recommended for annual reporting only.	

WL 19b(ii)	% Telephone calls answered within 10 seconds (Direct Dial)		Was quarterly now recommended for annual reporting only.	
WL 24	Percentage of applications for building regulations decided within 5 weeks		Was quarterly now recommended for annual reporting only.	
WL 85aa	Use of Councils website - No. of Visits		Was quarterly now recommended for annual reporting only.	
WL 85b	Use of Councils website - Usage of Online Forms		Was quarterly now recommended for annual reporting only.	
WL 85c	Use of Councils website - No. of Online Payments		Was quarterly now recommended for annual reporting only.	
WL 88	Number of planning decisions delegated to officers as a % of all decisions		Was quarterly now recommended for annual reporting only.	
WL 90	% of calls to call centre (577177 number) which were answered		Was quarterly now recommended for annual reporting only. . Will continue to be reported to Tenants & Residents (Every 2 months)	
WL 92	Proportion of cases being dealt with at first point of contact (Contact Centre)		Was quarterly now recommended for annual reporting only.	
WL 96	% of playgrounds meeting WLBC local policy			New ✓
WL 101b	Average time taken to carry out a standard search (days).		Was quarterly now recommended for annual reporting only.	
WL 108	Average waiting time for callers to the contact centre		Was quarterly now recommended for annual reporting only. . Will continue to be reported to Tenants & Residents (Every 2 months)	
WL 111	% of Housing Repairs completed within timescale		Was quarterly now recommended for annual reporting only. . Will continue to be reported to Tenants & Residents (Every 2 months)	
<b>NEW</b> WL 112	% of actions in the LSP Health & Wellbeing Thematic Group's Action Plan that are the responsibility of WLBC which have been completed.		Linked to Key Objective	New ✓



<b>NEW</b> WL 113	Number of businesses assisted through Partnership activities (Business Link, Elect & others) to start up and/or thrive.		Linked to Key Objective	New ✓
<b>NEW</b> WL 114	% of LA properties with a CP12 (gas service certificate) outstanding		Included for quarterly monitoring in response to Audit Commission recommendation.	New ✓



**PI's Recommended For Deletion****Appendix B**

WL 85a	Use of Councils website - No. of Visits	For the past two years we have had two website visitor indicators. WL85aa has a slightly different definition of "unique visitors" to the website which we believe to be more accurate. The pilot of 85aa has proved successful and we no longer believe it necessary to formally report both PI's.
WL 84 (iii)	% of people feeling that West Lancashire is a safe and secure place to live	Was a Citizens Panel Survey question. There are now a number of Place Survey Indicators (NI 17, NI 21, NI 22) with a direct relationship to this objective.



## Revised 'Appendix A' Draft PI Suite 2010/11 @ 20/1/2010 (Post Cabinet)

		LAA	Comments	Quarterly
BVPI 3	% of citizens satisfied with the overall service provided		Place Survey (Every 2yrs) Linked to Key Objective	
BVPI 8	% of invoices paid on time			✓
BVPI 9	% of Council Tax Collected		Linked to Key Objective	✓
BVPI 12	Days sick per member of staff		Linked to Key Objective	✓
BVPI 66a	Proportion of Rent Collected		Linked to Key Objective	✓
BVPI 89	% of people satisfied with the cleanliness standard in their area		Place Survey (Every 2yrs) Linked to Key Objective	
BVPI 119a	% of residents satisfied with Local Authority Cultural Services - Sports & Leisure		Place Survey (Every 2yrs) Linked to Key Objective.	
BVPI 119e	% of residents satisfied with Local Authority Cultural Services - Parks & Open Spaces		Place Survey (Every 2yrs) Linked to Key Objective.	
BVPI 212	Average time taken to re-let local authority housing.			✓
<b>NEW</b> LAA Loc1	No. of new homes granted planning permission per year ("Local" LAA Indicator) – Source RSS Monitoring Report	Yes		New ✓
<b>NEW</b> LAA Loc2	No. of new homes constructed ("Local" LAA Indicator) - Source RSS Monitoring Report	Yes		New ✓
NI 1	% of people who believe people from different backgrounds get on well together in their local area	Yes	Place Survey (Every 2yrs)	
NI 2	% of people who feel that they belong to their neighbourhood		Place Survey (Every 2yrs)	
NI 3	Civic participation in the local area		Place Survey (Every 2yrs)	

		LAA	Comments	Quarterly
NI 4	% of people who feel they can influence decisions in their locality	Yes	Place Survey (Every 2yrs)	
NI 5	NI 5 Overall/general satisfaction with local area		Place Survey (Every 2yrs)	
NI 6	NI 6 Participation in regular volunteering		Place Survey (Every 2yrs)	
NI 12	Refused and deferred houses in multiple occupation (HMO) licence applications leading to immigration enforcement activity		Will continue to be reported annually	
NI 14	NI 14 Avoidable contact: The average number, of customer contacts per received customer request		Will continue to be reported annually	
NI 17	NI 17 Perceptions of anti-social behaviour		Place Survey (Every 2yrs) Linked to Key Objective	
NI 21	NI 21 Dealing with local concerns about anti-social behaviour and crime by the local council and police		Place Survey (Every 2yrs) Linked to Key Objective	
NI 22	NI 22 Perceptions of parents taking responsibility for the behaviour of their children in the area		Place Survey (Every 2yrs) Linked to Key Objective	
NI 23	NI 23 Perceptions that people in the area treat one another with respect and dignity		Place Survey (Every 2yrs)	
NI 27	NI 27 Understanding of local concerns about anti-social behaviour and crime by the local council and police		Place Survey (Every 2yrs)	
NI 37	NI 37 Awareness of civil protection arrangements in the local area		Place Survey (Every 2yrs)	
NI 41	NI 41 Perceptions of drunk or rowdy behaviour as a problem		Place Survey (Every 2yrs)	
NI 42	NI 42 Perceptions of drug use or drug dealing as a problem		Place Survey (Every 2yrs)	
NI 119	NI 119 Self-reported measure of people's overall health and wellbeing		Place Survey (Every 2yrs)	
NI 137	NI 137 Healthy life expectancy at age 65		Place Survey (Every 2yrs)	

		LAA	Comments	Quarterly
NI 138	NI 138 Satisfaction of people over 65 with both home and neighbourhood		Place Survey (Every 2yrs)	
NI 139	NI 139 People over 65 who say that they receive the information, assistance and support needed to exercise choice and control to live independently		Place Survey (Every 2yrs)	
NI 140	NI 140 Fair treatment by local services		Place Survey (Every 2yrs)	
NI 151	Overall Employment Rate – Working Age Population		Linked to Key Objective. Not “managed” by WLBC. Figures available through NOMIS website but there will be a 6 month lag.	New ✓
NI 152	Working Age People claiming out of work benefits		Will continue to be reported annually	
NI 153	Working Age People claiming out of work benefits in the worst performing neighbourhoods.	Yes	Not “managed” by WLBC. Figures available through NOMIS website but there will be a 6 month lag.	New ✓
NI 154	NI 154 Net additional homes provided		Will continue to be reported annually	
NI 155	NI 155 Number of affordable homes delivered (gross)	Yes	Linked to Key Objective	✓
NI 156	NI 156 Number of households living in Temporary Accommodation	Yes		New ✓
NI 157a	NI 157 Processing of planning applications as measured against targets for ‘major’ applications			✓
NI 157b	NI 157 Processing of planning applications as measured against targets for ‘minor’ applications			✓
NI 157c	NI 157 Processing of planning applications as measured against targets for ‘other’ applications			✓
NI 158	NI 158 % decent council homes		Linked to Key Objective. Figure is only produced annually	
NI 159	NI 159 Supply of ready to develop housing sites		Will continue to be reported annually	

		LAA	Comments	Quarterly
NI 160	NI 160 Local Authority tenants' satisfaction with landlord services		STATUS survey (Every 2yrs).	
NI 163	Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 2 or higher		Linked to Key Objective. Annual Lancashire wide figure from LSC Need to explore possibility of disaggregating data to WLBC footprint.	
NI 170	NI 170 Previously developed land that has been vacant or derelict for more than 5 years		Will continue to be reported annually	
NI 179	NI 179 Value for money – total net value of on-going cash-releasing value for money gains that have impacted since the start of the financial year		Linked to Key Objective Figure is only produced annually	
NI 180	NI 180 Changes in Housing Benefit/ Council Tax Benefit entitlements within the year		Will continue to be reported annually	
NI 181	NI 181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events			✓
NI 182	NI 182 Satisfaction of businesses with local authority regulation services		Will continue to be reported annually	
NI 184	NI 184 Food establishments in the area which are broadly compliant with food hygiene law		Will continue to be reported annually	
NI 185	NI 185 CO2 reduction from Local Authority operations		Will continue to be reported annually	
NI 186	NI 186 per capita CO2 emissions	Yes	Figure is only produced annually	
NI 187	NI 187 Tackling fuel poverty – people receiving income based benefits living in homes with a low energy efficiency rating	Yes	Figure is only produced annually	
NI 188	NI 188 Adapting to climate change	Yes	Figure is only produced annually	
NI 191	NI 191 Residual household waste per head		Linked to Key Objective	New ✓
NI 190	Achievement in meeting standards for the control system for Animal Health		Will continue to be reported annually	



		LAA	Comments	Quarterly
NI 192	NI 192 Household waste recycled and composted	Yes	Linked to Key Objective	✓
NI 194	NI 194 Level of air quality – reduction in NOx and primary PM10 emissions through local authority’s estate and operations.		Will continue to be reported annually	
NI 195a	NI 195 Improved street and environmental cleanliness litter,	Yes	Linked to Key Objective	✓
NI 195b	NI 195 Improved street and environmental cleanliness detritus	Yes	Linked to Key Objective	✓
NI 195c	NI 195 Improved street and environmental cleanliness graffiti	Yes		✓
NI 195d	NI 195 Improved street and environmental cleanliness , fly posting	Yes		✓
NI 196	NI 196 Improved street and environmental cleanliness – fly tipping		Will continue to be reported annually	
NI 197	NI 197 Improved local biodiversity – active management of local sites PSA 28		Will continue to be reported annually	
NI 199	Children and young people’s satisfaction with parks and play areas		Will continue to be reported annually	
WL 01	Number of bin collections missed per 100,000 collections			✓
WL 06	Average time taken to remove fly tips (days)			✓
WL 07a	Number of complaints regarding dog fouling and stray dogs			✓
WL 07b	Incidents of dog fouling			✓
WL 08	Number of crime incidents per 1,000 population		Linked to Key Objective	✓
WL 18	Use of leisure and cultural facilities			✓

		LAA	Comments	Quarterly
WL 19b(ii)	% Telephone calls answered within 10 seconds (Direct Dial)			✓
WL 24	Percentage of applications for building regulations decided within 5 weeks			✓
WL 85aa	Use of Councils website - No. of Visits			✓
WL 85b	Use of Councils website - Usage of Online Forms			✓
WL 85c	Use of Councils website - No. of Online Payments			✓
WL 88	Number of planning decisions delegated to officers as a % of all decisions			✓
WL 90	% of calls to call centre (577177 number) which were answered			✓
WL 92	Proportion of cases being dealt with at first point of contact (Contact Centre)			✓
WL 96	% of playgrounds meeting WLBC local policy			New ✓
WL 101b	Average time taken to carry out a standard search (days).			✓
WL 108	Average waiting time for callers to the contact centre			✓
WL 111	% of Housing Repairs completed within timescale			✓
<b>NEW</b> WL 112	% of actions in the LSP Health & Wellbeing Thematic Group's Action Plan that are the responsibility of WLBC which have been completed.		Linked to Key Objective	New ✓
<b>NEW</b> WL 113	Number of businesses assisted through Partnership activities (Business Link, Elect & others) to start up and/or thrive.		Linked to Key Objective	New ✓
<b>NEW</b> WL 114	% of LA properties with a CP12 (gas service certificate) outstanding		Included for quarterly monitoring in response to Audit Commission recommendation.	New ✓



**AGENDA ITEM: 19**

**CABINET: 19 January 2010**

**EXECUTIVE OVERVIEW AND  
SCRUTINY COMMITTEE:  
4 February 2010**

**COUNCIL: 24 February 2010**

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**Report of:** Executive Manager Street Scene

**Relevant Portfolio Holder:** Councillor P Greenall

**Contact for further information:** Mr Graham Concannon (Extn 5191)  
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**SUBJECT: PROPOSED COLLECTION CHANGES RESULTING FROM THE  
ALTERNATE WEEKLY COLLECTION PILOT SCHEME ON WINDROWS  
AND WILLOW HEY, SKELMERSDALE**

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The following wards are affected: Ashurst, Birch Green, Tanhouse, Digmaor, Moorside, Skelmersdale North, Skelmersdale South

## **1.0 PURPOSE OF THE REPORT**

- 1.1 To provide members with the results of the Alternate Weekly Collection (AWC) Wheeled Bin Pilot Scheme operated across Windrows and Willow Hey, New Church Farm, Skelmersdale.
- 1.2 To propose refuse and recycling improvements to bring Skelmersdale collection services in line with the majority of the Borough.

## **2.0 RECOMMENDATIONS TO CABINET**

- 2.1 That the results of the Pilot Scheme be noted and that, subject to approval by Council, AWC be introduced across the remaining Skelmersdale Wards with effect from April 2010.
- 2.2 That the Executive Manager Street Scene be given delegated authority, in consultation with the relevant Portfolio Holder, to take all appropriate action to facilitate the necessary service changes arising from 2.1 above.
- 2.3 That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee 2010.

### **3.0 RECOMMENDATION TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

3.1 That the Committee consider the report and agree any comments for consideration by Council.

### **4.0 RECOMMENDATIONS TO COUNCIL**

4.1 That consideration be given to the report and the decisions of Cabinet in the light of any comments expressed by the Executive Overview and Scrutiny Committee.

4.2 That subject to 4.1 above, the decisions of the Cabinet be endorsed and the financial implications of the proposed changes be approved.

### **5.0 BACKGROUND**

5.1 The Council introduced its AWC Wheeled Bin Services in the Autumn of 2005. Approximately 9,000 residential properties across the Radburn designed estates of Skelmersdale remained on a weekly sack collection service, due to the architectural make up of the Estates and other service issues.

5.2 In April 2006 the Council appointed independent consultants (SLR Ltd.) to research, review and advise on collection service provision across Skelmersdale. One of their recommendations was to set up a Working Group to explore current service provision and to develop a strategy for service collection improvements.

5.3 In August 2008 a Ward Councillors' Working Group was established, consisting of Officers, the relevant Portfolio Holder and Ward Members from across Skelmersdale.

### **6.0 ISSUES**

6.1 The Working Group identified a number of issues that potentially restricted the provision of an AWC service across the Estates. A brief list is given below:

- Residents' storage facilities
- Bin presentation locations
- Anti Social behaviour concerns
- Collection and return to property
- Bin property identification
- Fire risk

6.2 In an attempt to explore these in more detail a consultation exercise took place across an agreed residential area (Willow Hey and Windrows). This exercise consisted of a door knocking initiative to explain and discuss issues with residents. The results of which are attached in Appendix 1.

6.3 In addition, the consultation also included the Council's Housing Staff and the Fire and Rescue Services.

## 7.0 CURRENT POSITION

- 7.1 Having consulted with a wide range of stakeholders, the Working Group recommended that a pilot scheme be operated in the agreed area for a six month period. The results of this pilot scheme would be used to make an informed decision on any future service changes across the remaining areas of Skelmersdale. The pilot covers 353 properties on the Windrows and Willow Hey Estates and commenced on 16 June 2009, for a period of six months.
- 7.2 It was agreed at conception that a dedicated Waste Minimisation Officer would be required on site during collection periods. The officer would be constantly available to communicate and assist both residents and collection crews, addressing any concerns they might have, whilst also being available to monitor the collection team's performance.
- 7.3 An information pack was hand-delivered to all households within the pilot area. The pack contained comprehensive information on the use of the service, together with details of support provided in respect of assisted collections and additional bin space for large families.
- 7.4 All grey bins were delivered one week after the information pack.
- 7.5 In order to ensure the communication of information and to speedily resolve any issues that residents may have, the Waste Minimisation Officer has spent considerable time in the pilot area, dealing with both residents and crews on a daily basis, as well as attending Community Group meetings and Residents' Forums.
- 7.6 The pilot scheme identified and addressed the following issues:
- Storage Facilities - In order to address residents' concerns with regard to storage facilities, and also in recognition that not all households would require a green bin for garden waste, it was agreed that a more pragmatic approach was required. It was decided that households would not be automatically delivered a green bin, in line with the AWC roll out across the rest of West Lancashire, but that an "opt in" scheme would be put in place. To date, 34% of households have been delivered a green bin.
  - Bin Presentation Locations – Residents were advised that they could present their bin at either the rear or the front of their property, whichever they felt was more suitable. This led to identification problems when returning bins to properties and impacted on the length of time taken for the crew to complete the collection process. However, with increased experience and with the help of the Waste Minimisation Officer who has retrospectively stencilled house numbers on bins, the time taken for collection has been greatly reduced.
  - Anti Social Behaviour and Fire Risk - To date we have had only one minor incident relating to waste being removed from a receptacle by youths.
  - Bins Stolen –Over the period, 12 bins have been reported as stolen and have been subsequently replaced. Five of the missing bins have been later retrieved during the collection process.

- Fly Tipping and Side Waste - The Working Group were in agreement that the scheme would not work without public understanding and acceptance of the criteria. Initially, a six-week amnesty was given allowing all residents to present any extra waste for collection. During this time, the Waste Minimisation Officer, together with Street Scene Officers from within Community Services, embarked on a policy of education and support to ensure that residents were made aware that, on cessation of the amnesty, presenting extra waste in excess of that in the bin would not be acceptable.

It has been identified that fly tipping incidents have centred on residents from surrounding estates, not currently on wheeled bins, depositing their extra bags in the pilot scheme area. Collaboration between Street Scene and the Council's Enforcement Officers has helped relieve the situation and in total, a minority of repeat offenders from the pilot and surrounding area have been fined during the period of the scheme.

- Local Environment – The use of wheeled bins to contain the waste, as opposed to sacks that are easily split and ripped open by animals, has resulted in a marked improvement to the cleanliness of the area concerned.
- Recycling – Since the introduction of the pilot, there has been an increase in the number of households presenting waste for recycling. Furthermore, Street Scene has also had an increased number of receptacle requests from residents who either did not recycle prior to the scheme or have now an increased volume of material for recycling. The Waste Minimisation Officer has also liaised closely with the English speaking members of the immigrant population in an effort to reach those households previously excluded due to language barriers.

ESTATE	TOTAL PROPERTIES	RECYCLING PRESENTED	PARTICIPATION %
WILLOW HEY 2008	138	82	59%
WILLOW HEY 2009	138	90	65%
WINDROWS 2008	209	109	52%
WINDROWS 2009	209	123	59%

- Requests for Additional Bins – In exceptional circumstances, such as a family of six or more, additional bin space will be considered. Within the pilot area, six households have been issued with additional bins, four on Willow Hey and two on Windrows.

## 8.0 PROPOSALS

8.1 The results of the pilot scheme, combined with the information collected during Ward Members' walks (Appendix 2. plus photographs to be displayed at the meeting), indicate that while there are collection issues to be addressed by both residents and collection teams, these are achievable and subsequently, the Council should roll out AWC services across the remainder of Skelmersdale.

## 9.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

- 9.1 As legislation from the EU, Central Government and the Disposal Authority, Lancashire County Council increases, pressure will grow to reduce, reuse and recycle as much municipal waste as possible. This roll out of a wheeled bin service will encourage residents to participate in the available recycling services, thus reducing the amount of material being sent to landfill.
- 9.2 The service change will also assist the Council in its overall climate change and carbon reduction objectives.

## **10.0 FINANCIAL AND RESOURCE IMPLICATIONS**

- 10.1 It is estimated that the cost of providing domestic and green waste bins for the extension of AWC into the remaining Skelmersdale wards will be £270,000. This allows for a grey bin to be provided to every household but assumes a 50% take up rate for green bins. This will be a one off capital cost and it is proposed that it is funded from the VAT windfall receipt that the Council has recently received from Revenues and Customs. The possibility of leasing the bins was also considered, but the estimated cost of £50,000 per annum over a seven year lease period would have been more expensive than the outright purchase option.
- 10.2 As a result of the new service delivery method there will no longer be a requirement to provide refuse sacks to households. This will produce ongoing revenue saving estimated at £30,000 per annum after allowing for a small annual budget for replacement bins. It is intended that this saving will be incorporated into the revenue budget for the 2010-11 financial year.

## **11.0 RISK ASSESSMENT**

- 11.1 In addition, with the prospect of further service changes being considered in light of the opportunities offered by the new transfer facility available in Autumn of 2010, the introduction of AWC in Skelmersdale will allow for a more consistent and efficient approach to collection services across the Borough.
- 11.2 If AWC is not rolled out across Skelmersdale then an opportunity to increase recycling rates, which is a key corporate objective, will be lost

## **12.0 CONCLUSIONS**

- 12.1 The Council has always intended to provide a consistent collection service across all wards. The work undertaken by the Working Group, Portfolio Holder and Officers has identified a number of issues requiring attention. However, these issues are not insurmountable and are not seen as an obstacle to the introduction of an AWC service.
- 12.2 After a successful consultation exercise and equally successful pilot scheme, there is no reason the roll out of an AWC service could not be achieved across the remainder of Skelmersdale.

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## **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

Appendix 1 - Results of Consultation Exercise

Appendix 2 - Ward Members' Walks with Photographs



**18.11.2008**

**Surveys for the proposed Trial for Wheeled Bins in the New Church Farm Area of Skelmersdale**

**Introduction:**

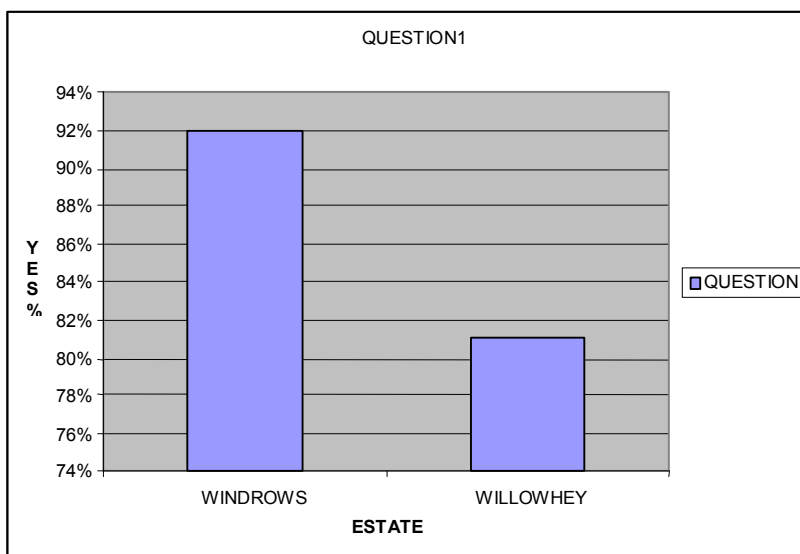
Further to our last meeting the second phase of the door knocking consultation exercise has taken place on 16<sup>th</sup> October 2008 across Windrow and Willowhey. Again this involved discussing with residents the potential for a move to wheeled bin collections made on an alternate weekly format, as offered across the majority of the district. Surveys were carried out between the hours of 09:00 till 12:30 and 13:30 and 16:00 and 17:30 and 19:30

In total a 234 residents have responded from a possible 353 households.

**Findings:**

Please find below the results of the survey, noting I have again split both Windrow and Willow Hey as public opinion varied:

**Question 1: Are you happy with the current weekly sack collection system?**

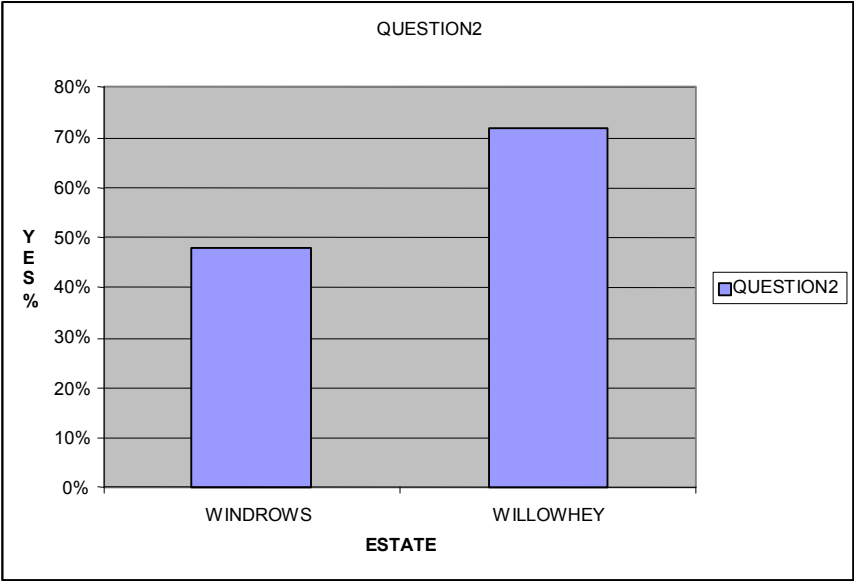


92% on Windrows and 81% on Willowhey were happy with the current system.

Comments to be considered-

- Residents, although satisfied with the system, remarked on the on going problem of split bags attracting cats.
- Complaints that they currently do not receive enough sacks per household.
- Residents like the existing service, as it is weekly and reliable.

**Question 2: Would you be prepared to change to an alternate weekly wheeled bin collection service?**

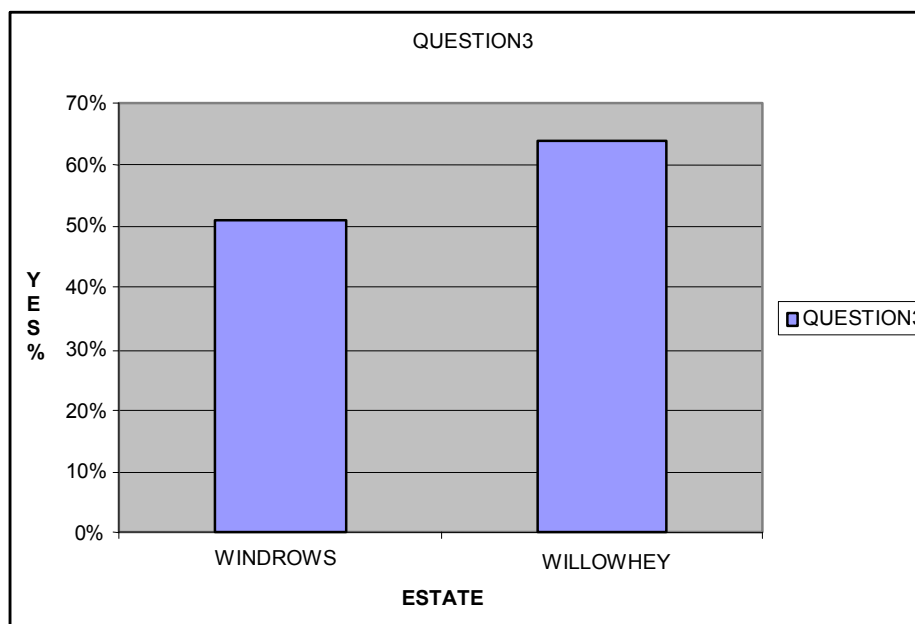


49% on Windrows and 64% on Willowhey said yes, here the estates feedback was contrasting.

Comments to be considered-

- Willow Hey -Some residents expressed concerns over bin capacity, but general opinion was very positive.
- Windrows - Residents expressed concerns over the implementation of the proposed scheme due to an opinion held that the grey sack system was introduced because it was felt that the area was not suitable for a wheeled bin collection.
- Concerns were expressed with regards to storage issues and the distance of the potential designated present and collection points.

**Question 3: Are you able to accommodate two wheeled bins, one grey and one green?**



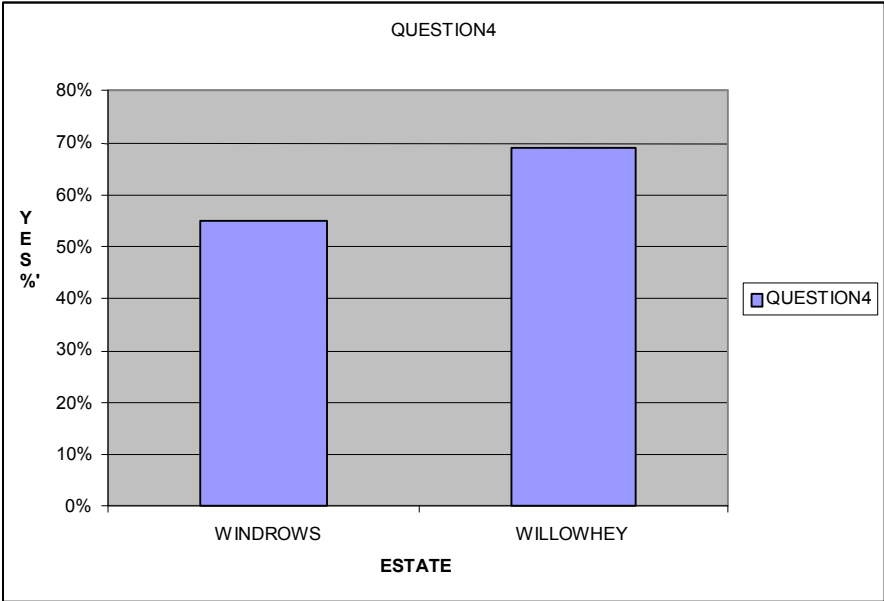
51% on Windrows and 64% on Willowhey said yes, here the difference in opinion closes slightly.

Comments to be considered-

Willow Hey/ Windrows (common theme) –

- Properties not having anywhere to store the bins i.e. the pensioners' bungalows and the likelihood of residents being able to present the bin at their back gate.
- Concerns that bins would be vandalised and burnt.
- That people would not retrieve bins and return them to their property when empty – these bins may attract vandals.

**Question 4: Would you be prepared to present and collect your bins to a designated collection point?**

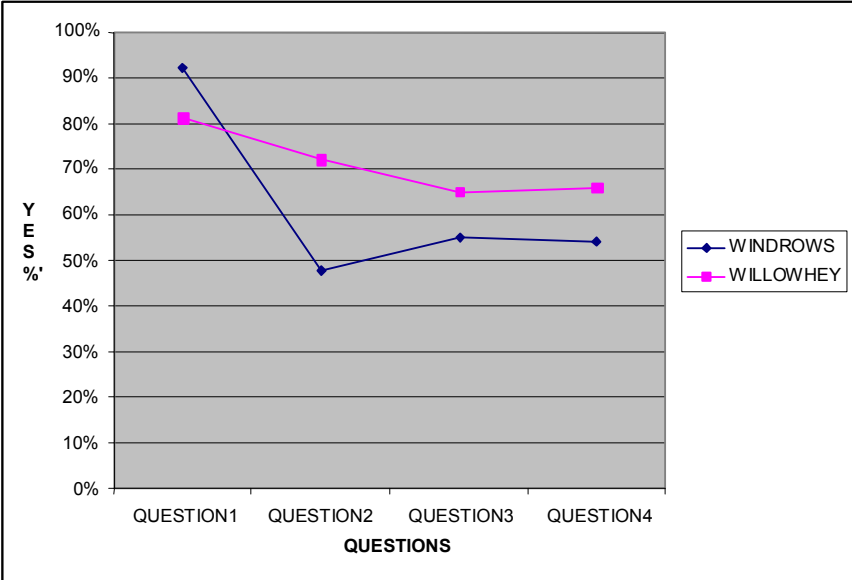


55% on Windrows and 69% on Willowhey said yes.

Comments that must be considered –

- The need for elderly and disabled people to be offered some assistance.
- If your bin is stolen who is responsible?

**Conclusion:**



### Issues Identified on Walkabouts

#### Clay Brow & Holland Moor

**Present: Cllr Carson, Cllr B. Pendleton, Anne Marie Smith & Graeme White.**

Cherrycroft Block (112 & 106) and Charnock – Those properties around the perimeter of the Estates have no access to back gates and back on to embankments or grassed areas.

Cornbrook - The bungalows behind the Hare & Hounds Pub also have no back gates.

#### Ashurst

**Present: Cllr B. Pendleton, Anne Marie Smith & Graeme White.**

The majority of the properties (328) still on the residual sack round are flats. The flats are fairly compact with very little space for wheeled bins. Lindens is a thoroughfare for Ashurst shops and the subway and some properties had no rear access (Block 101 – 109).

Marlborough Court houses around 50/60 accommodation lets and up to 12 are for residents who need 24hr nursing care. The occupancies at the rear are for more able-bodied residents but the bin store is only accessible from Ashurst Road. Currently the Refuse Crew walk the bags through the main building. This complex will require individual consideration.

#### Birch Green

**Present: Cllr West, Cllr M. Pendleton, Cllr B. Pendleton, Anne Marie Smith & Graeme White.**

This area is challenging due to the terraced nature of the layout between the rows of houses, some of which do have ramps and steps. These properties will require further consideration on the results of a risk assessment.

The following areas do not have back gates:

Hartland Block 22-34

Heversham - The properties that are adjacent to the roadways.

Irwell & Inskip -The Irwell flats (Block 2-54) have steps leading to properties.

## **Old Skelmersdale**

**Present: Cllr Jones, Cllr B. Pendleton, Anne Marie Smith & Graeme White.**

Waverley & Whitburn (Block 10 – 20) will need individual consideration, as the design is unique to the area.

The Welbourne bungalows – limited storage space.

Whitestock & Wheatacre – some areas have no rear or kerbside access. Also some issues with regards to steps.

## **Tanhouse**

**Present: Cllr B. Pendleton, Anne Marie Smith & Graeme White.**

Elmridge; Elmstead, Elswick, Evenwood, Eversley, Evington - This area is challenging due to the stepped areas between the rows of houses, some of which do have ramps and steps. These properties will require further consideration on the results of a risk assessment. In parts, the houses are remote from the roadside and hence the vehicle. Therefore, for collection purposes, bins will have to be wheeled by the crew for some distance. Also in many of the parking areas the pavements have raised lips on them that may cause problems when manoeuvring bins.

Importantly, there are a number of properties owned by housing associations, which may be suited to communal bins.

## **Digmoor**

**Present: Cllr Coyle, Cllr Aldridge, Cllr B. Pendleton, Anne Marie Smith & Graeme White.**

Banksbarn, Beechtrees - Approximately 200 flats, some with limited defensible space, with some having no communal area.

Bankfield – Access issues as a result of back gates being blocked off or difficult to reach. (i.e. 65 Bankfield)

There was some discussion on the converted garages in flats on Beechtrees and Blakehall (10 in total) creating adequate storage space for wheeled bins. Further conversions could generate sufficient space.

## **Little Digmaor**

**Present: Cllr Coyle, Cllr Aldridge, Anne Marie Smith & Graeme White.**

Abbeywood - Bungalows (2 - on Abbeywood by the subway) no rear access and ramps to front door which would preclude bin storage.

Alderley /Acregate – Pensioners’ flats (Blocks 1 -53) and Acregate (Blocks 10a – 44) have limited storage space and will need individual consideration.









