



Jacqui Sinnott-Lacey
Chief Operating Officer
52 Derby Street
Ormskirk
West Lancashire
L39 2DF

17 January 2022

**TO: COUNCILLORS I MORAN, Y GAGEN, V CUMMINS, G DOWLING, G OWEN,
J WILKIE, K WILKIE AND A YATES**

Dear Councillor,

A meeting of the **CABINET** will be held in the **COUNCIL CHAMBER, 52 DERBY STREET, ORMSKIRK L39 2DF** on **TUESDAY, 25 JANUARY 2022** at **7.00 PM** at which your attendance is requested.

Yours faithfully

A handwritten signature in black ink, appearing to be 'JSL', written over a horizontal line.

Jacqui Sinnott-Lacey
Chief Operating Officer

AGENDA
(Open to the Public)

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

If, by virtue of the date by which a decision must be taken, it has not been possible to follow Rule 15 (i.e. a matter which is likely to be the subject of a key decision has not been included on the Forward Plan) then the decision may still be taken if:

- a) The Chief Operating Officer, on behalf of the Leader, obtains the agreement of the Chairman of the Executive Overview and Scrutiny Committee that the making of the decision cannot be reasonably deferred,
- b) The Chief Operating Officer, on behalf of the Leader, makes

available on the Council's website and at the offices of the Council, a notice setting out the reasons that the decision is urgent and cannot reasonably be deferred.

- 3. PUBLIC SPEAKING** 1455 - 1460

Residents of West Lancashire, on giving notice, may address the meeting to make representations on any item on the agenda except where the public and press are to be excluded during consideration of the item. The deadline for submissions is 10.00am Friday 21 January 2021.
- 4. DECLARATIONS OF INTEREST** 1461 - 1462

If a member requires advice on Declarations of Interest, he/she is advised to contact the Legal & Democratic Services Manager in advance of the meeting. (For the assistance of members a checklist for use in considering their position on any particular item is included at the end of this agenda sheet.)
- 5. MINUTES** 1463 - 1474

To receive as a correct record, the minutes of the meeting of Cabinet held on 2 November 2021.
- 6. MATTERS REQUIRING DECISIONS**

 - 6a Draft Revenue & Capital Programme Budget** 1475 - 1530
(Relevant Portfolio Holder: Councillor Adam Yates)
 - 6b Housing Account - Revenue and Capital Programme** 1531 - 1540
(Relevant Portfolio Holder: Councillor Jenny Wilkie)
 - 6c Council Plan Delivery Plan Q2 2021/22** 1541 - 1572
(Relevant Portfolio Holder: Councillor Adam Yates)
 - 6d Final CIL Funding Programme 2022/23** 1573 - 1630
(Relevant Portfolio Holder: Councillor Gaynar Owen)
 - 6e Barns Road Allotments & Associated Land (Transfer)** 1631 - 1636
(Relevant Portfolio Holder: Councillor Yvonne Gagen)
 - 6f Climate Change Review Final Report of the Corporate & Environment Overview & Scrutiny Committee** 1637 - 1650
(Relevant Portfolio Holder: Councillors Gaynar Owen, Kevin Wilkie & Jenny Wilkie)
- 7. EXCLUSION OF PRESS AND PUBLIC**

It is recommended that members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Section 100A(4) of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 (financial/business affairs) of Part 1 of Schedule 12A to the 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.

(Note: No representations have been received about why the meeting should be open to the public during consideration of the following item of business, however the Executive Overview & Scrutiny Committee at its meeting on Thursday, 13 January 2022, did not move the resolution to exclude the press and public and considered the following item in a meeting that was open to the public).

PART 2 - NOT OPEN TO THE PUBLIC

8. MATTERS REQUIRING DECISIONS

8a Land Disposal

(Relevant Portfolio Holder: Councillor I Moran)

1651 - 1656

We can provide this document, upon request, on audiotape, in large print, in Braille and in other languages.

FIRE EVACUATION PROCEDURE: Please see attached sheet.

MOBILE PHONES: These should be switched off or to 'silent' at all meetings.

For further information, please contact:-
Jacky Denning on 01695 585384
Or email jacky.denning@westlancs.gov.uk

**FIRE EVACUATION PROCEDURE FOR:
COUNCIL MEETINGS WHERE OFFICERS ARE PRESENT
(52 DERBY STREET, ORMSKIRK)**

PERSON IN CHARGE: Most Senior Officer Present
ZONE WARDEN: Member Services Officer / Lawyer
DOOR WARDEN(S) Usher / Caretaker

IF YOU DISCOVER A FIRE

1. Operate the nearest **FIRE CALL POINT** by breaking the glass.
2. Attack the fire with the extinguishers provided only if you have been trained and it is safe to do so. **Do not** take risks.

ON HEARING THE FIRE ALARM

1. Leave the building via the **NEAREST SAFE EXIT**. **Do not stop** to collect personal belongings.
2. Proceed to the **ASSEMBLY POINT** on the car park and report your presence to the **PERSON IN CHARGE**.
3. **Do NOT** return to the premises until authorised to do so by the **PERSON IN CHARGE**.

NOTES:

Officers are required to direct all visitors regarding these procedures i.e. exit routes and place of assembly.

The only persons not required to report to the Assembly Point are the Door Wardens.

CHECKLIST FOR PERSON IN CHARGE

1. Advise other interested parties present that you are the person in charge in the event of an evacuation.
2. Make yourself familiar with the location of the fire escape routes and inform any interested parties of the escape routes.
3. Make yourself familiar with the location of the assembly point and inform any interested parties of that location.
4. Make yourself familiar with the location of the fire alarm and detection control panel.
5. Ensure that the zone warden and door wardens are aware of their roles and responsibilities.
6. Arrange for a register of attendance to be completed (if considered appropriate / practicable).

IN THE EVENT OF A FIRE, OR THE FIRE ALARM BEING SOUNDED

1. Ensure that the room in which the meeting is being held is cleared of all persons.
2. Evacuate via the nearest safe Fire Exit and proceed to the **ASSEMBLY POINT** in the car park.
3. Delegate a person at the **ASSEMBLY POINT** who will proceed to **HOME CARE LINK** in order to ensure that a back-up call is made to the **FIRE BRIGADE**.
4. Delegate another person to ensure that **DOOR WARDENS** have been posted outside the relevant Fire Exit Doors.

5. Ensure that the **ZONE WARDEN** has reported to you on the results of his checks, **i.e.** that the rooms in use have been cleared of all persons.
6. If an Attendance Register has been taken, take a **ROLL CALL**.
7. Report the results of these checks to the Fire and Rescue Service on arrival and inform them of the location of the **FIRE ALARM CONTROL PANEL**.
8. Authorise return to the building only when it is cleared to do so by the **FIRE AND RESCUE SERVICE OFFICER IN CHARGE**. Inform the **DOOR WARDENS** to allow re-entry to the building.

NOTE:

The Fire Alarm system will automatically call the Fire Brigade. The purpose of the 999 back-up call is to meet a requirement of the Fire Precautions Act to supplement the automatic call.

CHECKLIST FOR ZONE WARDEN

1. Carry out a physical check of the rooms being used for the meeting, including adjacent toilets, kitchen.
2. Ensure that **ALL PERSONS**, both officers and members of the public are made aware of the **FIRE ALERT**.
3. Ensure that **ALL PERSONS** evacuate **IMMEDIATELY**, in accordance with the **FIRE EVACUATION PROCEDURE**.
4. Proceed to the **ASSEMBLY POINT** and report to the **PERSON IN CHARGE** that the rooms within your control have been cleared.
5. Assist the **PERSON IN CHARGE** to discharge their duties.

It is desirable that the **ZONE WARDEN** should be an **OFFICER** who is normally based in this building and is familiar with the layout of the rooms to be checked.

INSTRUCTIONS FOR DOOR WARDENS

1. Stand outside the **FIRE EXIT DOOR(S)**
2. Keep the **FIRE EXIT DOOR SHUT**.
3. Ensure that **NO PERSON**, whether staff or public enters the building until **YOU** are told by the **PERSON IN CHARGE** that it is safe to do so.
4. If anyone attempts to enter the premises, report this to the **PERSON IN CHARGE**.
5. Do not leave the door **UNATTENDED**.

PUBLIC SPEAKING – PROTOCOL

(For meetings of Cabinet, Overview & Scrutiny Committees, Audit & Governance Committee and Standards Committee)

1.0 Public Speaking

- 1.1 Residents of West Lancashire may, on giving notice, address any of the above meetings to make representations on any item on the agenda for those meetings, except where the public and press are to be excluded from the meeting during consideration of the item.
- 1.2 A Parish Council Representative may, on giving notice, address any of the above meetings to make representations on any item on the agenda for those meetings, except where the public and press are to be excluded from the meeting during consideration of the item.
- 1.3 The form attached as an Appendix to this Protocol should be used for submitting requests.

2.0 Deadline for submission

- 2.1 The prescribed form should be received by Member Services by 10.00 am on the Friday of the week preceding the meeting. This can be submitted by e-mail to member.services@westlancs.gov.uk or by sending to:

Member Services
West Lancashire Borough Council
52 Derby Street
Ormskirk
West Lancashire
L39 2DF

- 2.2 Completed forms will be collated by Member Services and circulated via e-mail to relevant Members and officers and published on the Council website via Modgov. Only the name of the speaker (and representative) and details of the issue to be raised will be published.
- 2.3 Groups of persons with similar views should elect a spokesperson to speak on their behalf to avoid undue repetition of similar points. Spokespersons should identify in writing on whose behalf they are speaking.

3.0 Scope

- 3.1 Any matters raised must be relevant to an item on the agenda for the meeting.
- 3.2 The Legal & Democratic Services Manager may reject a submission if it:
 - (i) is defamatory, frivolous or offensive;
 - (ii) is substantially the same as representations which have already been submitted at a previous meeting; or

- (iii) discloses or requires the disclosure of confidential or exempt information.

4.0 Number of items

- 4.1 A maximum of one form per resident will be accepted for each Agenda Item.
- 4.2 There will be a maximum of 10 speakers per meeting. Where there are more than 10 forms submitted by residents, the Legal & Democratic Services Manager will prioritise the list of those allowed to speak. This will be considered having regard to all relevant matters including:
 - a. The order in which forms were received.
 - b. If one resident has asked to speak on a number of items, priority will be given to other residents who also wish to speak
 - c. Whether a request has been submitted in relation to the same issue.

No amendments will be made to the list of speakers once it has been compiled (regardless of withdrawal of a request to speak).

- 4.3 All submissions received will be published on the Council's website and circulated to Members of the relevant body and officers for consideration.

5.0 At the Meeting

- 5.1 Speakers will be shown to their seats. At the commencement of consideration of each agenda item the Leader/Chairman will invite the speakers to make their representations. Speakers will have up to 3 minutes to address the meeting. The address must reflect the issue included on the prescribed form submitted in advance.
- 5.2 Members may discuss what the speaker/s have said, along with any other information/representations submitted under this protocol, when all speakers on that item have finished and will then make a decision. Speakers should not circulate any supporting documentation at the meeting and should not enter into a debate with Councillors.
- 5.4 If residents feel nervous or uncomfortable speaking in public, then they can ask someone else to do it for them, including a Parish or Borough Councillor representative. They can also bring an interpreter if they need one. They should be aware there may be others speaking as well.

(Note: If a Resident wishes to have their Borough Councillor speak on their behalf, the Borough Councillor is not a member of the body considering the item.)

5.5 Speakers may leave the meeting at any time, taking care not to disturb the meeting.

(Please see attached form.)



REQUEST FOR PUBLIC SPEAKING AT MEETINGS

MEETING & DATE

NAME

ADDRESS

Post Code

PHONE

Email

Please indicate if you will be in attendance at the meeting

YES/NO*

*delete as applicable

Please indicate if someone will be speaking on your behalf at the meeting

YES/NO*

*delete as applicable

If someone is speaking on your behalf please provide their contact details:

NAME

PHONE

Email

Note: This page will not be published.

(P.T.O.)

	This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to M's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to M's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

"body in which the relevant person has a beneficial interest" means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest; "director" includes a member of the committee of management of an industrial and provident society;

"land" excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income; "M" means a member of a relevant authority;

"member" includes a co-opted member; "relevant authority" means the authority of which M is a member;

"relevant period" means the period of 12 months ending with the day on which M gives notice to the Monitoring Officer of a DPI;

"relevant person" means M or M's spouse or civil partner, a person with whom M is living as husband or wife or a person with whom M is living as if they were civil partners;

"securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

'non pecuniary interest' means interests falling within the following descriptions:

- 10.1(1)(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 (a) exercising functions of a public nature; (b) directed to charitable purposes; or (c) 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 easement, servitude, interest or right in or over land which does not carry with it a right for you (alone or jointly with another) to occupy the land or to receive income.
- 10.2(2) 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 connected 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 connected 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 10.1(1)(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) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

Agenda Item 5

CABINET

HELD: Tuesday, 2 November 2021
Start: 7.00 pm
Finish: 7.11 pm

PRESENT:

Councillors:	<u>Portfolio</u>
Councillor Ian Moran	Leader of the Council and Portfolio Holder for Economic Regeneration
Councillor Yvonne Gagen	Deputy Leader of the Council and Portfolio Holder for Leisure & Human Resources
Councillor Vickie Cummins	Portfolio Holder for Health and Wellbeing
Councillor Gareth Dowling	Portfolio Holder for Communities and Community Safety
Councillor Gaynar Owen	Portfolio Holder for Planning

In attendance:
Councillors Juckes and Owens

Officers:
Jacqui Sinnott-Lacey, Chief Operating Officer
Heidi McDougall, Corporate Director of Place & Community
Fiona Graham, Head of Housing and Regulatory Services
Alan Houghton, Interim Head of Growth & Development
James Pierce, Head of Finance, Procurement and Commercial Services
Kay Lovelady, Legal & Democratic Services Manager
Jacky Denning, Democratic Services Manager
James Crowley, Leisure Project Development Manager
Stephen Benge, Principal Planning Officer
Jonathan Mitchell, Housing Strategy & Development Programme Manager

39 APOLOGIES

Apologies for absence were received from Councillors Jenny Wilkie, Kevin Wilkie and Adam Yates.

40 SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION PROCEDURE RULES)/URGENT BUSINESS

There were no items of special urgency.

41 PUBLIC SPEAKING

There were no items under this heading.

42 DECLARATIONS OF INTEREST

The following declarations were received:

1. Councillor Yvonne Gagen declared a non-pecuniary interest in agenda items relating to Lancashire County Council (LCC) as an employee of Lancashire County Council and did not enter into detailed discussions, which affected LCC.
2. Councillor Gaynar Owen (tenant of Council accommodation) declared a disclosable pecuniary interests in agenda items 6(a) 'Tenancy Strategy 2022-2025 and 6(b) 'HRA Revenue and Capital Mid Year Review' but considered they were entitled to speak and vote by virtue of an exemption as nothing in the report relates particularly to the relevant tenancy or lease.

43 MINUTES

RESOLVED: That the minutes of the Cabinet meeting held on Tuesday, 14 September 2021 be received as a correct record and signed by the Leader.

44 MATTERS REQUIRING DECISIONS

Consideration was given to report relating to the following matters requiring decisions and contained on pages 437 to 1396 and 1421 to 1450 of the Book of Reports.

45 TENANCY STRATEGY 2022-2025

The Leader introduced the report of the Corporate Director of Place & Community, which sought approval for the publication of the Tenancy Strategy 2022-2025.

The minutes of the Executive Overview & Scrutiny Committee held on 21 October 2021 and Landlord Services Committee (Cabinet Working Group) held on 27 October 2021 had been circulated prior to the meeting.

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

- RESOLVED:
- A. That the minutes of the Executive Overview & Scrutiny Committee, set out in Appendix D to the report, and the Landlord Services Committee (Cabinet Working Group) set out in Appendix E, be noted.
 - B. That the Tenancy Strategy 2022 -2025 attached at Appendix A be approved for consultation purposes.
 - C. That the Head of Housing & Regulatory Services, in consultation with the relevant Portfolio Holder, be given delegated authority

to make drafting changes arising from any consultation responses received and publish any such revised and final version of the Tenancy Strategy in February 2022.

46 **HRA REVENUE & CAPITAL MID-YEAR REVIEW**

The Leader introduced the report of the Head of Finance, Procurement and Commercial Services, which provided a summary of the Housing Revenue Account (HRA) and Housing capital programme positions for 2021/22 financial year.

The minutes of the Executive Overview & Scrutiny Committee held on 21 October 2021 and Landlord Services Committee (Cabinet Working Group) held on 27 October 2021 had been circulated prior to the meeting.

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

- RESOLVED:
- A. That the minutes of the Executive Overview & Scrutiny Committee, set out in Appendix D to the report, and the Landlord Services Committee (Cabinet Working Group) set out in Appendix E, be noted.
 - B. That the 2021/22 HRA and Housing capital programme positions be noted.
 - C. That the proposed budget adjustments identified in Appendix 2 be endorsed for consideration by Council.

47 **CAPITAL PROGRAMME MID YEAR REVIEW**

The Leader introduced the report of the Head of Finance, Procurement and Commercial Services, which sought approval of the revised General Revenue Account (GRA) Capital Programme for 2021/22 and provided an update on progress on capital schemes.

The minute of the Executive Overview & Scrutiny Committee held on 21 October 2021 had been circulated prior to the meeting.

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

- RESOLVED:
- A. That the revised Capital Programme, including the re-profiling, variations and budget adjustments contained within Appendix A to the report, be approved.
 - B. That progress against the Revised Capital Programme at the mid-year point be noted.

48 NEW CUSTOMER FEEDBACK POLICY

The Leader introduced the report of the Corporate Director of Transformation & Resources, which sought approval of the new Customer Feedback Policy (previous Complaints Policy).

The minute of Executive Overview & Scrutiny Committee held on 21 October 2021.

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

RESOLVED: That the Customer Feedback Policy be approved.

49 DATA QUALITY POLICY

The Leader introduced the report of the Director of Transformation & Resources, which sought approval of the new Data Quality Policy.

The minute of the Executive Overview & Scrutiny Committee held on 21 October 2021 had been circulated prior to the meeting.

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

RESOLVED: That the new Data Quality Policy be approved.

50 CORPORATE PEER CHALLENGE

The Leader introduced the report of the Chief Operating Officer, which advised that the Local Government Association would be supporting the Council with a Corporate Peer Challenge in the coming months.

The minute of Executive Overview & Scrutiny Committee held on 21 October 2021 had been circulated prior to the meeting.

A Motion, displayed on the screens, was moved and seconded.

In reaching the decision below, Cabinet considered the details set out in the report before it, the reasons contained therein and the agreed comments submitted from Executive Overview & Scrutiny Committee.

RESOLVED: A. That the contents of the report and the indicative timetable at appendix 1, be noted.

B. That the results of the Corporate Peer Challenge and action plan be published following good practice and advice from the peer challenge team.

- C. That all Councillors be invited to send their views on the scoping exercise to the Leader and Chief Operating Officer prior to the scoping meeting with the Local Government Association ahead of the onsite review.

51 **FOOD INSECURITY**

Councillor Dowling introduced the report of the Corporate Director of Place & Community, which set out the findings report following a research study into food insecurity within West Lancashire and recommended actions for implementation that would help tackle food insecurity within the borough in a dignified way, and help address the root causes.

The minute of Executive Overview & Scrutiny Committee held on 21 October 2021 was circulated prior to the meeting.

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

- RESOLVED: A. That the minutes of Executive Overview and Scrutiny Committee attached at appendix 3, be noted.
- B. That the findings of the research study be noted and the implementation of the following opportunities, identified in section 5 of the report, to address food insecurity be approved:
- That the Chief Operating Officer nominates a senior officer within the Council to take overall responsibility for co-ordinating a response to tackling food insecurity in the borough.
 - The establishment of a cross-sector food insecurity forum, led by a WLBC officer, to strengthen ties and support cross-sector co-ordination and that this forum commits to a sustainable and dignified approach to tackling food insecurity in the borough.
 - Where applicable, the Council and partners highlight the issues which cause food insecurity and their impact at both a regional and national level.
- C. That the Portfolio Holder for Communities and Community Safety be appointed as Food Security Champion for West Lancashire, providing political leadership at both a local and national level.
- D. That the newly established cross-sector forum, in consultation with the Food Security Champion, consider the other opportunities identified within the research report and where appropriate seek Cabinet / Council approval for their

implementation

52 **MINIMUM ENERGY EFFICIENCY STANDARD ENFORCEMENT POLICY**

Councillor Gareth Dowling introduced the report of the Corporate Director of Place & Community, which sought approval of the Minimum Energy Efficiency Standard Enforcement Policy.

The minute of the Executive Overview & Scrutiny Committee held on 21 October 2021 was circulated prior to the meeting.

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

- RESOLVED:
- A. That the Minimum Energy Efficiency Standard Enforcement Policy, attached at Appendix 1 to the report, be approved.
 - B. That the minute of Executive Overview & Scrutiny be noted.
 - C. That the Corporate Director of Place & Community, in consultation with the relevant Portfolio Holder, be authorised to amend the policy considering any legislative or guidance changes.
 - D. That the Corporate Director of Place & Community, in consultation with the relevant Portfolio Holder, be authorised to review and change the level of financial penalties issued as required.
 - E. That the Corporate Director of Place & Community, in consultation with the relevant Portfolio Holder, be authorised to amend the current Private Sector Housing Enforcement Policy, originally approved by Cabinet, to include the Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 (the Regulations) (as amended).

53 **PRIVATE RENTED SECTOR ELECTRICAL SAFETY POLICY 2021**

Councillor Gareth Dowling introduced the report of the Corporate Director of Place & Community, which sought approval of the Private Rented Sector Electrical Safety Policy 2021.

The minute of Executive Overview & Scrutiny Committee held on 21 October 2021 was circulated prior to the meeting.

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

- RESOLVED:
- A. That the Private Rented Sector Electrical Safety Policy 2021, attached at Appendix 1 to the report, be approved.
 - B. That the minute of Executive Overview & Scrutiny be noted.
 - C. That the Corporate Director of Place & Community, in consultation with the relevant Portfolio Holder, be authorised to amend the policy considering any legislative or guidance changes.
 - D. That the Corporate Director of Place & Community, in consultation with the relevant Portfolio Holder, be authorised to review and change the level of financial penalties issued as required.
 - E. That the Corporate Director of Place & Community, in consultation with the relevant Portfolio Holder, be authorised to amend the current Private Sector Housing Enforcement Policy, originally approved by Cabinet, to include the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020.

54 **LOCAL PLAN REGULATION 18 (SCOPE, ISSUES & OPTIONS) CONSULTATION**

Councillor Gaynar Owen introduced the report of the Corporate Director of Place & Community, which sought authorisation to publicly consult on the scope of a new Local Plan and on the West Lancashire Local Plan 2023 -2040: Issues & Options material.

The minute of Executive Overview & Scrutiny Committee held on 21 October 2021 had been circulated prior to the meeting.

A Motion circulated prior to the meeting was moved and seconded.

In reaching the decision below, Cabinet considered the details set out in the report before it, the reasons contained therein and the agreed comments of the Executive Overview & Scrutiny Committee.

- RESOLVED:
- A. That the Sustainability Appraisal and Habitats Regulations Assessment of the Issues & Options material (provided at Appendices B and C respectively), and the Duty to Co-operate Statement (provided at Appendix D), be noted.
 - B. That the Local Plan 2023-2040 Issues & Options material (provided at Appendix A) be approved for public consultation, subject to any minor amendments made by the Interim Head of Growth and Development in consultation with the Portfolio Holder, and that comments on the scope of a new Local Plan

also be sought as part of this public consultation.

- C. That the Local Plan Cabinet Working Group meet more frequently to consider documents.

55 **GREATER MANCHESTER COMBINED AUTHORITY 'PLACES FOR EVERYONE' STATEMENT OF COMMON GROUND**

Councillor Gaynar Owen introduced the report of the Corporate Director of Place & Community, which sought agreement of a Statement of Common Ground covering cross-boundary spatial planning matters with Greater Manchester Combined Authority partner authorities, as required under the Duty to Co-operate.

The minute of Executive Overview & Scrutiny Committee held on 21 October 2021 had been circulated prior to the meeting.

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

- RESOLVED:
- A. That the minute of Executive Overview & Scrutiny Committee (21 October 2021, provided at Appendix B) and the content of the Greater Manchester Combined Authority 'Places for Everyone' Statement of Common Ground provided at Appendix A be noted.
 - B. That the Statement of Common Ground be agreed for signature by the Leader of the Council.

56 **INFRASTRUCTURE FUNDING STATEMENT 2021**

The Leader introduced the report of the Corporate Director of Place & Community, which set out the Community Infrastructure Levy (CIL) Infrastructure Funding Statement for 2021 and sought approval to publish the report.

The minute of Executive Overview & Scrutiny Committee held on 21 October 2021 had been circulated prior to the meeting.

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

- RESOLVED:
- A. That the content of the Infrastructure Funding Statement be noted and published on the Council website.
 - B. That delegated authority be given to the Corporate Director of Place and Community, in consultation with the Portfolio Holder for Planning, to make any amendments to the Infrastructure Funding Statement, following its initial publication, to reflect the subsequent decisions of Cabinet regarding the CIL Funding

Programme for 2022/23, and any other non-material amendments required, as set out in paragraph 5.9 of the report.

57 A REGENERATION PLAN FOR SKELMERSDALE TOWN CENTRE

The Leader introduced the report of the Corporate Director of Place & Community, which sought approval to the funding arrangements for the preparation of a Regeneration Plan for Skelmersdale Town Centre.

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

- RESOLVED:
- A. That it be noted that Lancashire County Council (LCC) has made a provisional award of £245,900 from its Lancashire Economic Recovery and Growth Fund (LERG Fund), to the Skelmersdale Regeneration Plan, subject to the Council making a 15% contribution to the project cost.
 - B. That the Council makes a 15% contribution to the cost of the Skelmersdale Regeneration Plan in the sum of £43,100.
 - C. That the Council accepts the award of £245,900 from LCC's LERG Fund, which represents 85% of the project's cost.

58 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 (financial/business affairs) 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.

(Note: No representations had been received in relation to the following item being considered in private.)

59 MATTERS REQUIRING DECISIONS

Consideration was given to report relating to the following matter requiring decisions and contained on pages 1397 to 1420 and 1451 to 1454 of the Book of Reports:

60 LEISURE PROCUREMENT STRATEGY REVIEW

Councillor Yvonne Gagen introduced the report of the Corporate Director of Place & Community, which sought approval of the proposed revised strategy for the procurement of new Wellbeing and Leisure Hubs and the future operational options

for Leisure facilities.

The minutes of the West Lancashire Leisure Partnership Cabinet Working Group held on 12 October 2021 had been circulated prior to the meeting.

Councillor Gagen advised that the report would be submitted to Council on 15 December and would reflect the recommendations of the Cabinet Working Group held on 12 October 2021.

In reaching the decision below, the Cabinet considered the details set out in the report before it, the reasons contained therein and the comments and recommendations of the Cabinet Working Group.

- RESOLVED:
- A. That the minutes of the West Lancashire Leisure Partnership Cabinet Working Group held on 12 October 2021 as attached as appendix 1 to the report and the preferred options recommended by the Group, be endorsed.
 - B. That given the assessments of future operational options detailed in section 6 of the report, Option 3 should be pursued as the preferred option for the future Leisure Procurement and Operating positions.
 - C. That in respect of the financial modelling detail in section 7 of the report, that in the first instance Option 1 should be pursued to reduce the reliance on prudential borrowing on the schemes and allow both buildings to be developed in parallel and consider what option is preferred should Option 1 be unsuccessful.
 - D. That in respect of the extension of the Leisure contract it is recommended that Option 2 in paragraph 8 of the report should be pursued as agreed by the Leisure Procurement Cabinet Working Group on 12 October 2021
 - E. That the Director of Place and Community, in consultation with the Portfolio Holder for Human Resources and Leisure, be granted delegated authority to develop a Leisure only approach to the development of the Wellbeing and Leisure Hubs, as detailed in section 5 of the report.
 - F. That the Director of Place and Community, in consultation with the Portfolio Holder for Human Resources and Leisure be granted delegated authority to develop a Design and Build (D&B) approach to the development of the Wellbeing and Leisure Hubs as detailed in section 6 and section 8 of the report.
 - G. That the Director of Place and Community, in consultation with

the Portfolio Holder for Human Resources and Leisure be granted delegated authority to develop a bid to the Levelling Up Fund in relation to the development of the new Skelmersdale Wellbeing and Leisure Hub as detailed in section 5 of the report.

- H. That the Director of Place and Community and the Head of Finance, Procurement and Commercial Services, in consultation with the Portfolio Holder for Human Resources and Leisure and the Portfolio Holder for Resources and Transformation, be granted delegated authority to provide the necessary resources to support a Levelling Up Fund bid as detailed at 7.16 of the report.
- I That the Director of Place and Community and the Head of Finance, Procurement and Commercial Services, in consultation with the Portfolio Holder for Human Resources and Leisure and the Portfolio Holder for Resources and Transformation, be granted delegated authority to engage the professional design team as detailed in 7.17 of the report.
- J. That the Director of Place and Community, in consultation with the Portfolio Holder for Human Resources and Leisure, be granted delegated authority to undertake a procurement exercise to procure a Leisure Contract using the approach detailed at paragraphs 8.5 to 8.15 of the report.
- K. That the Director of Place and Community, in consultation with the Portfolio Holder for Human Resources and Leisure, be granted delegated authority to negotiate a short term contractual arrangement with Serco Leisure to cover the period from 1st April 2022 until the procurement of a Leisure Contract has been concluded and to enter into contractual arrangements as required.

.....
Leader



**EXECUTIVE OVERVIEW &
SCRUTINY COMMITTEE:**
13 January 2022

CABINET: 25 January 2022

COUNCIL: 23 February 2022

Report of: Head of Finance, Procurement and Commercial Services

Relevant Portfolio Holder: Councillor Adam Yates

Contact for further information: James Pierce (Extn. 5202)
(E-mail: james.pierce@[westlancs.gov.uk](mailto:james.pierce@westlancs.gov.uk))

SUBJECT: Revenue and Capital Programme Budget Report

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To present, at Appendix A of this report, the Medium Term Financial Strategy (MTFS) for the 3 years ending 31st March 2025 together with the Revenue Budget for 2022/23 and the Capital Programme for the 3 years ending 31st March 2025.

2.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW & SCRUTINY COMMITTEE

2.1 That the report be considered and agreed comments be forwarded to Cabinet on 25 January 2022 and Council on 23 February 2022.

3.0 RECOMMENDATIONS TO CABINET

3.1 That the report be considered and agreed comments be forwarded to Council on 23 February 2022.

4.0 RECOMMENDATIONS TO COUNCIL

4.1 That the General Revenue Account (GRA) budget be approved based on the proposals to be presented at the Council meeting.

4.2 That the GRA Reserves Policy set out at in Annex D to the Appendix be approved.

4.3 That the Minimum Reserves Provision (MRP) Policy set out at in section I of the Appendix be approved.

- 4.4 That the Financial Control Policy set out at in section J of the Appendix be approved.
 - 4.5 That the Sales, Fees & Charges Policy set out in section K of the Appendix be approved.
 - 4.6 That delegated authority be given to the Chief Operating Officer and the Corporate Directors to take all necessary action to implement the changes resulting from the budget proposals.
 - 4.7 That the Medium Term Capital Programme be approved based on the proposals to be presented at the Council meeting.
 - 4.8 That delegated authority be given to Heads of Service to take all necessary action to implement the agreed Capital Programme.
 - 4.9 That the Medium Term Financial Strategy (MTFS) for the 3 years ending 31 March 2025 available at Table 1 of section A of the Appendix be approved based on the proposals to be presented at the Council meeting.
 - 4.10 That a major target of the MTFS is to grow recurring non-taxation income over the 3yrs to 2025 and that this is considered a key performance indicator (KPI) for this strategy. (section D(8) of the Appendix)
-
-

5.0 BACKGROUND

- 5.1 The Council is required to set a budget and determine its council tax before the start of each financial year in accordance with statutory requirements and proper accounting practices.
- 5.2 This report will be submitted to the Council at its meeting on 23rd February 2022 to enable the budget to be set and a Council Tax to be determined. This meeting will provide all Members with the opportunity to debate and agree the budget.

6.0 SUSTAINABILITY IMPLICATIONS

- 6.1 There are no significant sustainability impacts associated with this report and, in particular, no significant impact on crime and disorder.

7.0 FINANCIAL AND RESOURCE IMPLICATIONS

- 7.1 There are material financial & resource implications arising from this report and these are fully documented in the report which is available in the Appendix to the report.

8.0 RISK ASSESSMENT

- 8.1 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.

- 8.2 The challenging financial position facing local authorities has been evaluated and assessed as being a key risk, and consequently is included on the Council's key risk register.

9.0 HEALTH AND WELLBEING IMPLICATIONS

- 9.1 The health and wellbeing implications arising from this report will be dependent on the budget proposals put forward at the Council meeting. Details of any significant implications will be provided at the Council meeting if required.

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

The direct impact on members of the public, employees, elected members and / or stakeholders is dependent on the proposals to be put forward at the Council meeting. Therefore no Equality Impact Assessment has been produced at this time.

Appendices

"Striking a Balance" - the MTFs for the 3 years ending 2025, Annual Revenue Budget for 2022/23 and 3year Capital Programme.



Striking the Balance

Medium Term Financial Strategy

22/23

23/24

24/25

Statement

by the Head of Finance, Procurement and Commercial Property in his capacity as the s151 Officer of the Council.

In accordance with s25 of the Local Government Act 2003, I would make the following comments in regard of the robustness of the Estimates and the adequacy of the Reserves contained within this Medium Term Financial Strategy (MTFS) - 3years ending 31 March 2025 and Budget Estimates 2022/23

I am able to advise the Council that the planned level of usable Reserves is adequate. This assurance has been based on the robustness of estimate information and a consideration of the risks and challenges facing the Council.

However, assurances regarding the robustness of estimates cannot give a 100% guarantee about the budget.

Rather this statement provides a reasonable assurance to the Council that the budget has been based on the best available information and assumptions available at the time.

It is emphasised that MTFS & budget estimates are exactly that - estimates of the financial environment, spending and income made at a point in time, which will change as circumstances change.

The MTFS & budget proposals are nevertheless achievable given the political and management will to implement them, good management, and the sound monitoring of performance and budgets which exists.

In conclusion I am satisfied that sufficient management processes are present within the Council to deliver this budget and to identify and deal with issues which may arise unexpectedly during the year.

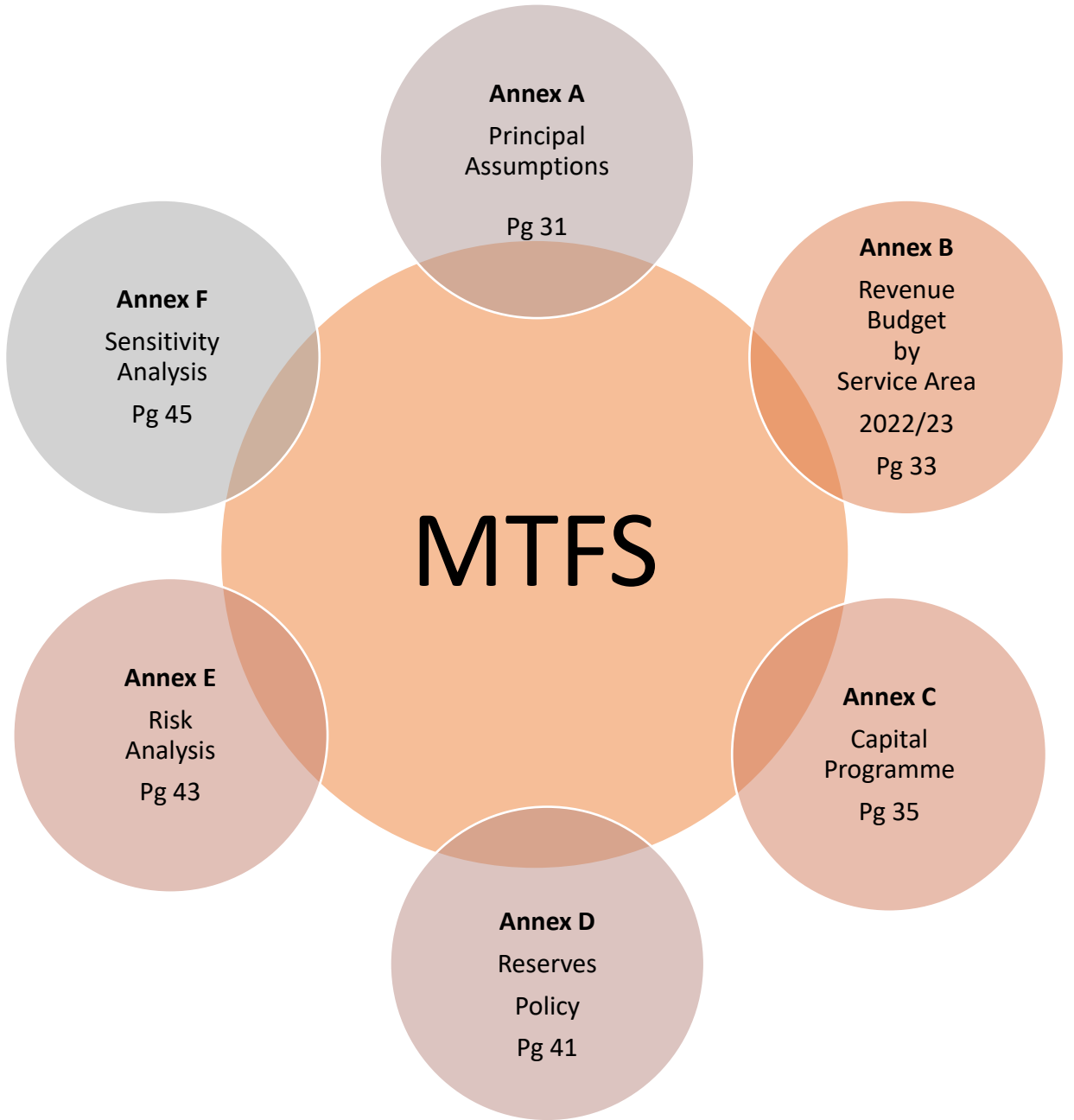
James Pierce

S151 Officer
Head of Finance ,Procurement
& Commercial Property

Contents

A Executive Summary	8
B Economic Outlook	10
C Estimated Starting Position as at 1st April 2022	14
D Cost of the Current Level of Service (CCLS)	16
E Cost Pressures	18
F Growth Bids	20
G Favourable Anticipated Events	22
H Reserves Rationalisation	24
I Revised Minimum Revenue Provision (MRP) Policy	26
J Financial Control	30
K Sales, Fees & Charges Policy	32





A Executive Summary

1. This report presents the Medium Term Financial Strategy (MTFS) for the 3 years ending 31st March 2025, the existing Capital Programme to 31st March 2023 and the Revenue Budget for the financial year 2022/23.
2. Assumptions have been formulated regarding the starting financial position for these forecasts depending upon the estimated outturn for the current financial year 2021/22 and these are available at section C.
3. Overlaid upon this starting position are the financial impacts of:-
 - Departmental Growth bids
 - Cost Pressures
 - Anticipated Favourable events

These impacts are shown in Table 1 opposite.

4. The closing revenue financial position for 2022/23 demonstrated in Table 1 opposite is that the Council is predicted to have no budget gap, rather the prediction is for budget headroom of £1,555k
5. Given the economic scarring caused by both the Pandemic and Brexit and the continued problems that are predicted to continue throughout the medium term by the office of Budget Responsibility's latest economic forecast no increase for sales, fees and charges has been assumed in either the Budget calculations for 2022/23 or the MTFS for the 3 years ending 31st March 2025.
6. The detailed Annual Revenue Budget for 2022/23 is in the process of production but has not been finalised yet and this may create a variance from the reported position. However estimates of Salary and Non Salary inflation cost pressures have been included in this report therefore these possible variances are not expected to have the potential for material change that the Governments Financial Settlement might have.
7. Capital growth bids are summarised opposite and will be integrated in the current Capital Programme if approved.
8. The current Capital Programme is included in this report at Annex C (page 35).
9. Four policies have been revised in this report which directly bear down on the financial environment: -

• Reserves policy	Annex D
• Minimum Revenue Provision (MRP) policy	Section I
• Financial Control policy	Section J
• Sales, Fees & Charges	Section K
10. The policies relating to Reserves, Sales, Fees & Charges and MRP are required to be reviewed annually and the Financial Control policy is considered advisable given the financial challenges ahead.

SUMMARY of MTFS financial impacts
3 years ending 31st March 2025

All figures in £k

Ref	Financial Aspect	Yr1	Yr2	Yr3	
		2022/23	2023/24	2024/25	
		Movement from starting point of 1st April 2022			
1	Budget GAP/(HEADROOM) - Starting point as at 1st April 2022	-60	-60	-60	section D
2	Growth Bids	761	342	286	section E
3	Cost Pressures	1,171	1,951	2,616	section F
4	Favorable Events	-3,427	-2,726	-3,239	section G
UNKNOWNNS					
COVID Funding levels					
The impact of Brexit					
5	Budget GAP/(HEADROOM) - Year End position as at 31st March	-1,555	-493	-397	

Table 1 - Summary of financial impacts on starting point of 1st April 2022



Growth Bids - CAPITAL

All figures in £k

Ref	Growth Bid	Yr1	Yr2	Yr3
		2022/23	2023/24	2024/25
1	Microsoft M365 Phase 3 - platform to deliver transformation initiatives	300	300	300
2	HAZ bid for Ormskirk Town Centre	145	0	0
3	Digital innovation and the continued development of ServiceNow	100	100	100
4	Microsoft Site Licences	100	135	135
5	Changing Places Facility	60	0	0
6	Mastercard Gateway Upgrade	40	0	0
7	Purchase Glutton Urban Vacuum Cleaner	20	2	2
8	Becconsall Closed Church Yard	30	7	9
9	Litter Bin Strategy	20	0	0
10	Environmental Enforcement Officer	38	0	0
11	Ormskirk Bus Station - additional CCTV camera	4	0	0
Total		857	544	546

B Economic Outlook

1. The information in this section is drawn mainly from the “Economic and fiscal outlook” published in October 2021 by the Office for Budget Responsibility (OBR) and presented to Parliament by the Exchequer Secretary to the Treasury by Command of Her Majesty.
2. This publication is an extensive work (251 pages) setting out a forecast to 2026-27 and is the underpinning work which supports the Budget and Spending Review work undergone by Treasury.
3. The economy is now expected to grow by 6.5 per cent in 2021 (2.4 percentage points faster than OBR predicted in March).

However the strength of the rebound in demand in the UK and internationally has led it to bump up against supply constraints in several markets.

In the UK, these supply bottlenecks have been exacerbated by changes in the migration and trading regimes following Brexit. Energy prices have soared, labour shortages have emerged in some occupations, and there have been blockages in some supply chains.

These can be expected to hold back output growth in the coming quarters, while raising prices and putting pressure on wages.

4. OBR expect the Consumer Price Index (CPI) this being the usual preferred measure of inflation to reach 4.4 per cent in 2022, with the risks around that tilted to the upside. News since OBR closed their forecast would be consistent with inflation peaking at close to 5 per cent next year - OBR believe it could hit the highest rate seen in the UK for three decades.

Fig 1 opposite shows forecast trends in CPI inflation to 2026-27.

5. A valuable insight into the OBR’s perceptions of how the UK Economy will fare over the forecast period to 2026/27 is provided in Fig 2 opposite which summarises a number of metrics for the 7 years from 2020 over various subsets of forecast economic activity.

The predicted movements in inflation relating to CPI of:-

- 4.0% - 2022/23
- 2.6% - 2023/24
- 2.1% - 2024/25

have been used as principal assumptions in calculating the MTFS & Budget Estimates for 2022/23 presented in this report.

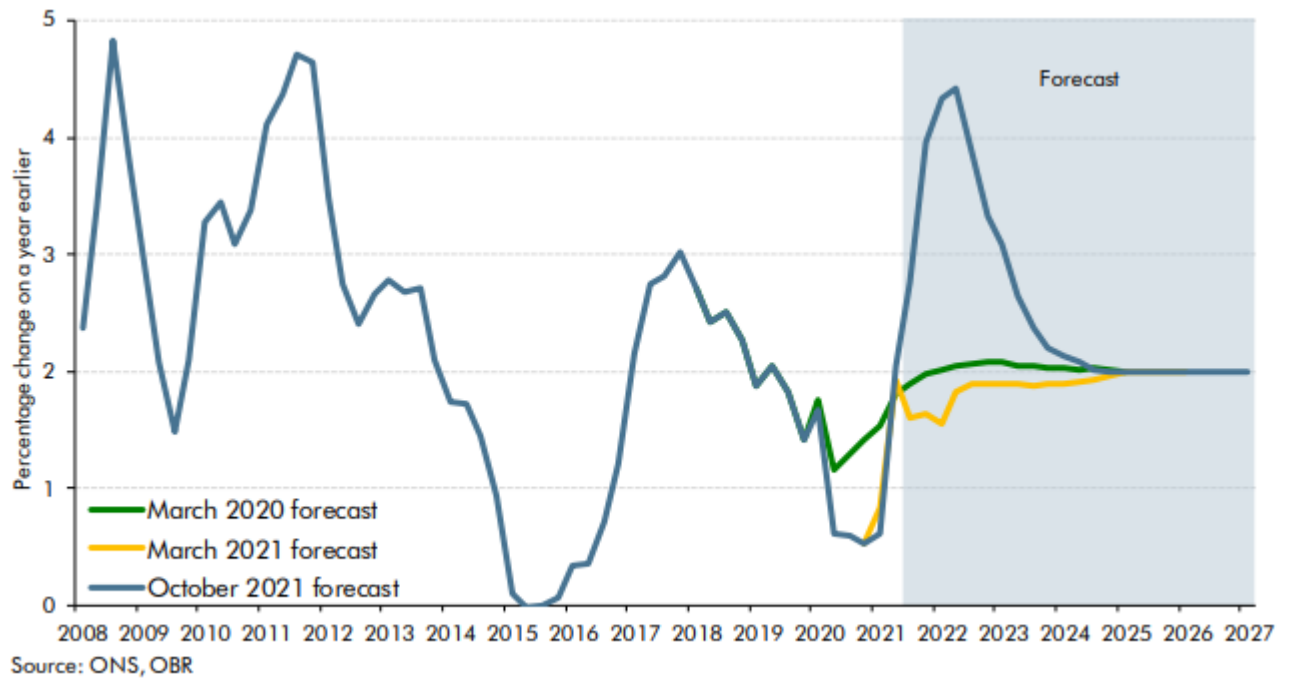


Fig 1:- Forecast Trends in CPI Inflation to 2026/27 (OBR - Oct 2021)

	Percentage change on a year earlier, unless otherwise stated						
	Outturn	Forecast					
	2020	2021	2022	2023	2024	2025	2026
Output at constant market prices							
Gross domestic product (GDP)	-9.8	6.5	6.0	2.1	1.3	1.6	1.7
GDP per capita	-10.2	6.3	5.6	1.7	1.0	1.3	1.4
GDP levels (2020=100)	100.0	106.5	112.8	115.2	116.7	118.6	120.6
Output gap	-0.4	0.9	0.6	0.5	0.1	0.0	0.0
Expenditure components of real GDP							
Household consumption	-10.9	4.7	9.8	1.3	1.7	1.3	1.0
General government consumption	-6.5	14.7	2.0	1.5	1.2	1.7	2.1
Business investment	-10.2	-2.4	15.7	4.7	-0.8	4.8	5.8
General government investment	3.5	14.7	-2.1	6.5	-1.0	1.1	1.8
Net trade ¹	0.8	-0.8	-2.5	0.3	0.1	-0.1	-0.2
Inflation							
CPI	0.9	2.3	4.0	2.6	2.1	2.0	2.0
Labour market							
Employment (million)	32.5	32.2	32.6	33.0	33.2	33.3	33.4
Average earnings	1.2	5.0	3.9	3.0	2.2	2.9	3.5
LFS unemployment (rate, per cent)	4.6	4.9	4.8	4.3	4.2	4.2	4.2

¹ Contribution to GDP growth.

Fig 2:- Overview of the economy forecast (OBR - Oct 2021)

B Economic Outlook

6. Since the OBR first post-EU referendum forecasts in November 2016, the forecasts have assumed that total UK imports and exports will eventually both be 15 per cent lower than had we stayed in the EU.

This reduction in trade intensity drives the 4 per cent long term reduction in GDP that the OBR assume will eventually result from UK's departure from the EU. - Fig 3 opposite refers.

7. This assumption, consistently adopted by the OBR since 2016 speaks to the longevity of the economic scarring caused by Brexit to the UK economy. This in turn informs the assumptions that have been made in the MTFS & Budget Estimates for 2022/23 presented in this report.

Since Brexit scarring is expected to persist throughout the 3 Yr MTFS period ending 31st March 2025 and with it the commensurate reduction in trade and GDP then this report contains challenging assumptions regarding effects on our national and local economies, manifested by levels of interest rates and CPI inflation, unprecedented in recent times.

8. On top of the OBR prediction of a 4% reduction in GDP in respect of Brexit scarring of the economy, the OBR predict a further reduction of 2% in GDP due to the economic scarring caused by the pandemic.

Fig 4 presents a breakdown of the OBR's pandemic scarring forecasts over time and also shows a comparison of GDP scarring forecasts from a variety of forecasters.

The further forecast of a 2% reduction in GDP reinforces the challenging nature of the assumptions that are felt necessary in formulating the MTFS & Budget Estimates for 2022/23 presented in this report.

9. Fig 5 opposite shows the evolution in the OBR forecast over time since 2020 in respect of economic scarring due to the pandemic which materialises as GDP forecast reductions.

As can be seen readily, the economic scarring falls rapidly from around 10% in 2020 to 2% in 2022 and then stabilises at this level.

9. A major reason for the rapid reduction in scarring is that Labour hours have subsequently recovered faster than expected in the OBR March 2021 forecast, leaving them only 2.7 per cent below pre-pandemic levels in the second quarter of 2021, compared to the 5.7 per cent assumption in the March 2021 forecast.

This was largely the result of both activity and output recovering faster than expected, which contributed to there being approximately 1.2 million fewer people remaining on the job retention scheme in August than assumed in March.

10. The illustrations opposite present a challenging picture regarding the economic outlook within which the Council will have to operate over the MTFS period.

OBR forecasts indicate an expectation that economic scarring due to Brexit (4%) and the Pandemic (2%) will be felt throughout the MTFS period in terms of reduced GDP.

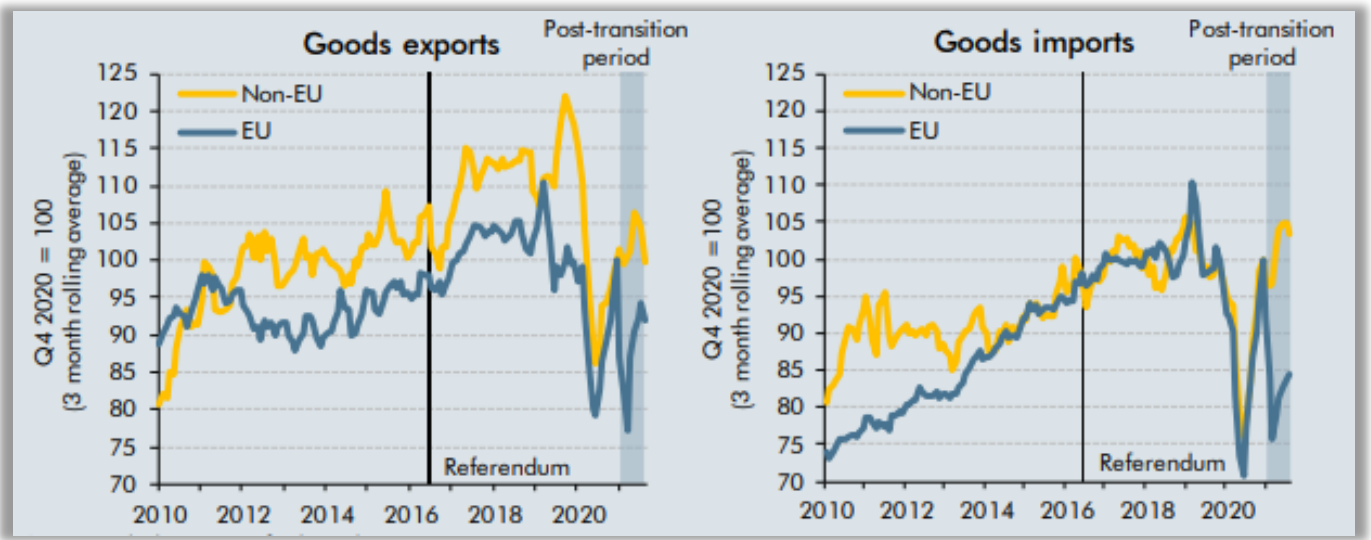


Fig 3:- Economic scarring of trade due to Brexit

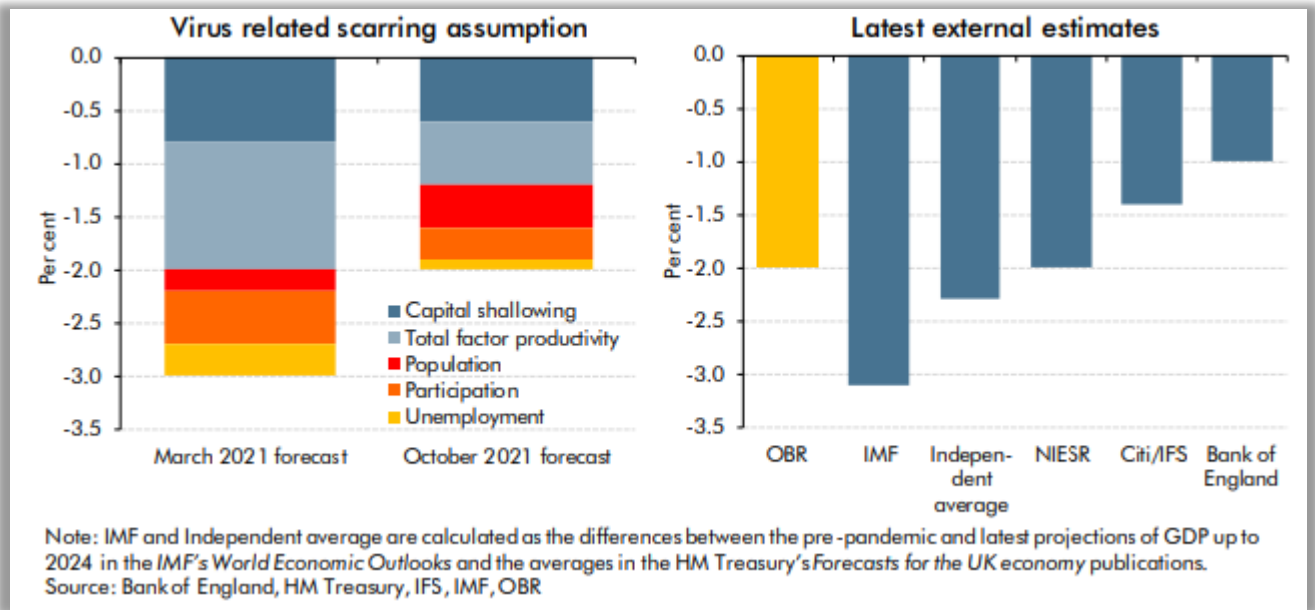


Fig 4:- Economic scarring of GDP due to the Pandemic

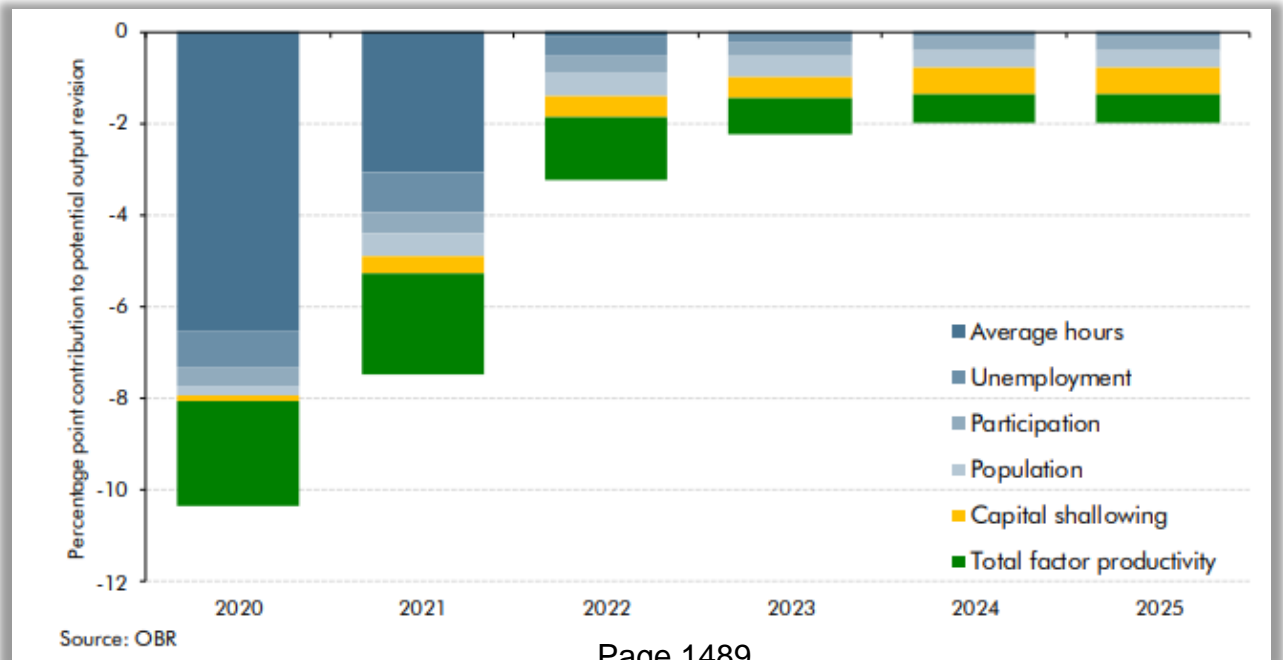


Fig 5:- Economic scarring due to the Pandemic over time

C Forecast Starting Position as at 31st March 2022

1. The budget report presented to Council on 24th February 2021 set out the Council's budget requirement for the 21/22 financial year and provided details on the Council's reserves position.
2. This process is in accordance with statutory requirements and proper accounting practices.
3. The GRA Budget Update report to December 2020 Council included a projected outturn position of a £0.563m overspend, however, the final outturn position has now been confirmed to be an underspend of £270k on the General Fund representing 2% of the net budget of £13,430,140.
4. The key reasons for this positive £833k movement in the revenue position are: -
 - The retrospective application of, and maximisation of the use of available COMF Funding to eligible areas of spend, approximately £0.7m of £1.4m received was applied in 20/21, with the remaining £0.7m available in 21/22 to address Covid related pressures.
 - The successful application and receipt of funding for loss of Sales, Fees and Charges income of £900k and the timing of this.
 - In the Autumn of 2020, and as a measure towards closing the budget gap, the corporate management team agreed to implement additional budgetary control measures across non-essential areas of spending in all service areas.
5. The report to Council in February 2021 identified a budget gap of £1.2m. A key element of this pressure was the projected £586k overspend, in the event an underspend of £270k was achieved in 2020/21, thus reducing the budget gap by £833k from £1.2m to £367k by 31st March 2021.
6. Finally the report on GRA Mid Year Outturn Forecast 2021/22 due to be considered at Council on Dec 15th 2021 presents a 2021/22 forecast outturn for GRA of a £427k underspend, thus reducing the budget gap further to a negative gap of £60k.
7. An analysis of this forecast underspend of £427k is available opposite at fig 6.
8. A graphical illustration of the evolution of the budget gap since Feb 2021 to the forecast outturn position as at 31st March 2022 is available at fig 7.

It is important to note that this forecast closing position, as at 31st March 2022, is the starting position for both the MTFS for the 3 years ending 31st March 2025 and the Revenue Estimates for 2022/23.

Clearly this budget gap position will change as the non-recurring cost pressures and savings are identified in this starting position, during assembly of this MTFS.

Area	Revised Budget 2020/21	Under spend 2020/21	Comments
Wellbeing & Leisure	£3,170k	£385k	Leisure contract and repairs.
Housing & Regulatory	£1,897k	£100k	Disabled Facilities Grant fees, plus some minor staff cost savings.
Environmental Services	£7,237k	£50k	Fleet repair costs.
Miscellaneous	(£1,886k)	(£108k)	Under achievement of investment income.
Total Underspend		£427k	

Fig 6:- Major variances which make up the forecast Revenue outturn underspend for 2021/22

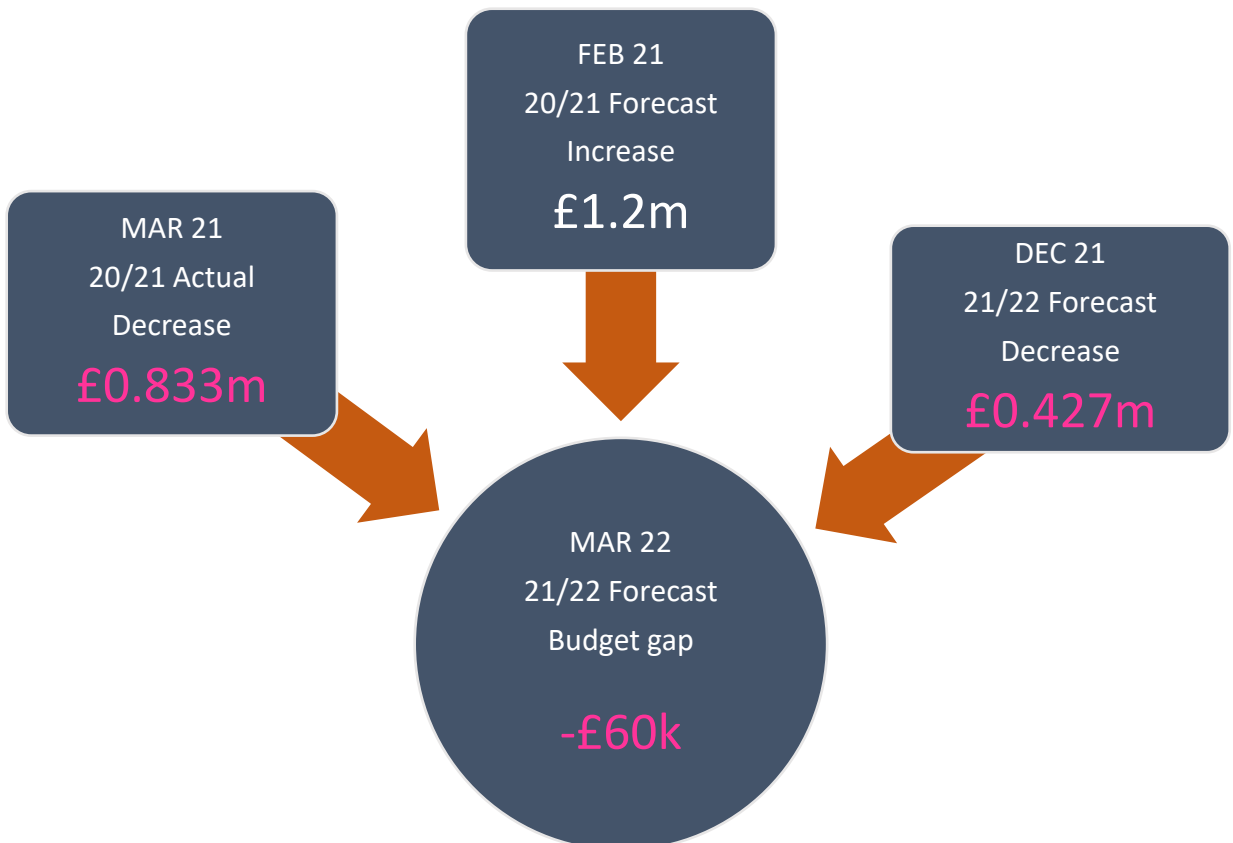


Fig 7:- Evolution of the GRA Forecast Budget Gap - Feb 21 to Mar 22

D Cost of the Current Level of Service (CCLS)

1. It has been established [at section C previously] that the forecast closing position, as at 31st March 2022 is a negative budget gap of -£60k
2. This is important since it represents the starting position for both the MTFS for the 3 years ending 31st March 2025 and the Revenue Estimates for 2022/23.
3. This section now moves on to look at the composition and materiality of the current net revenue spend to further inform the compilation of the MTFS and Revenue Estimates for 2022/23.
4. Fig 8 shows the objective split of net expenditure around the service areas of the Council which is typified by:-
 - representing an almost irreducible minimum cost of providing current services in 2021/22.
 - a cost base lacking the critical mass to springboard step change afforded to larger County or Unitary Councils
 - relying upon income generating, project based endeavours to provide the fuel for growth necessary to meet the challenges ahead.
5. Fig 9 shows the subjective split of financing available to the Council in 2021/22 and this is typified by:-
 - An almost complete reliance (82%) on raising taxation which the Council has little or no control over given heavy Central Government intervention on rates levied and taxation scope.
 - Financing which is subject to change on an annual basis, again by Central Government dictat, which often causes material surges in available finance - witness recent changes in New House Bonus Grant (NHBG).
6. These features of the Council's core costs of their Current Level of Service make strategic management of its finances very challenging given the largely irreducible nature of the core costs, lack of critical mass and hamstringing of financing by Central Government.
7. This MTFS deals with these features by crafting a financial strategy which provides a nurturing environment for income generating initiatives and not relying solely on cost cutting of a CCLS with limited potential for material gains.
8. A major target of the MTFS is to grow recurring non-taxation income over the 3yrs to 2025 and this is considered a key performance indicator (KPI) for this strategy.

Fig 8:- CCLS - Budget - Net Expenditure 21/22 - £16m

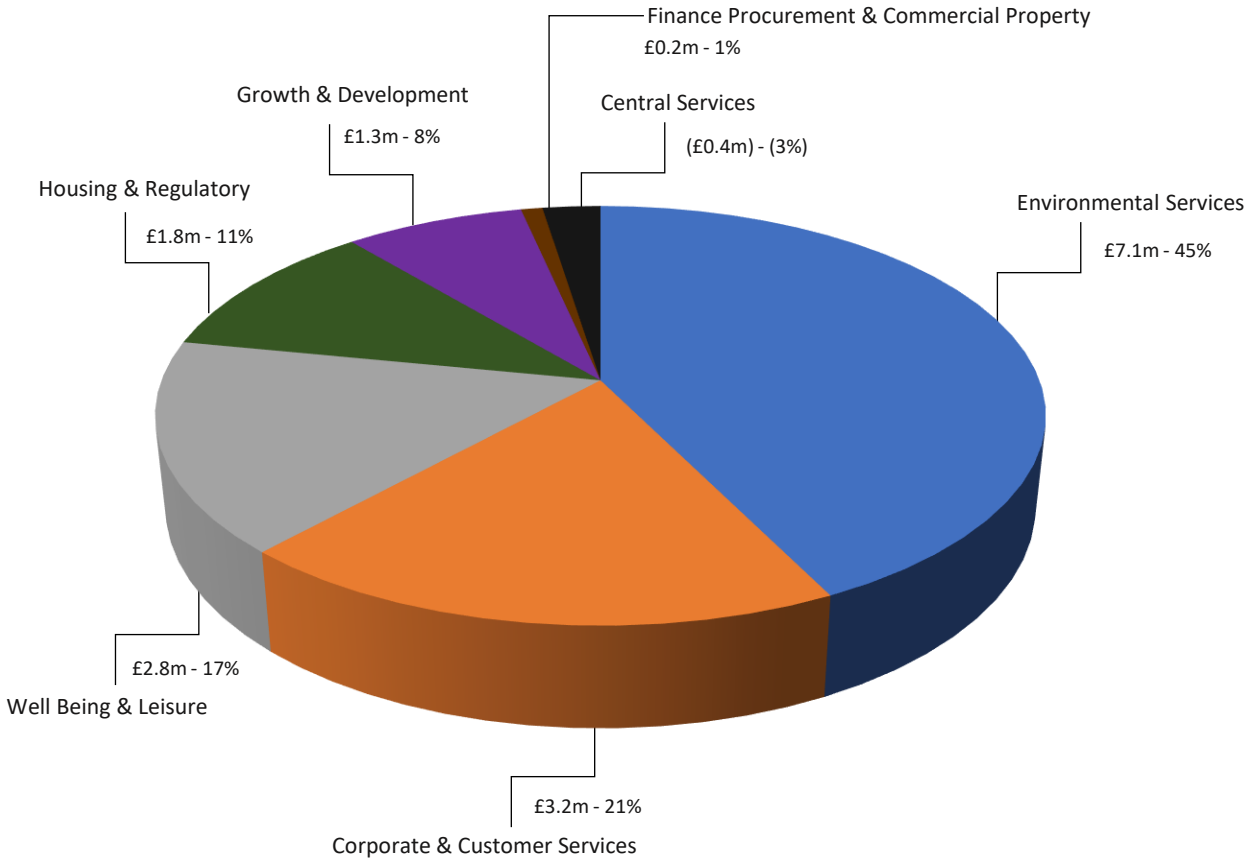
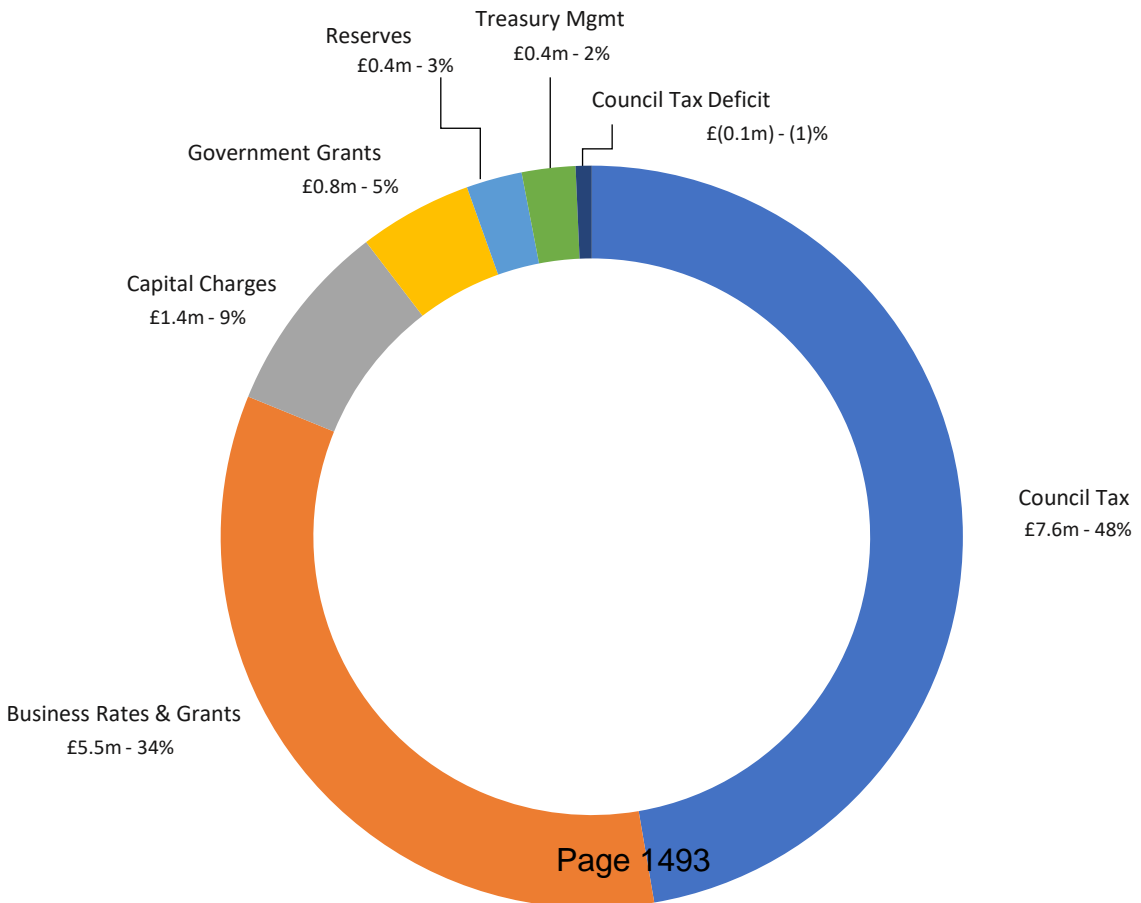


Fig 9:- CCLS - Budget - Financing 21/22 - £16m



E Growth Bids

1. Over and above the Cost of the Current Level of Service The council faces new and unavoidable budget increases, each year.

These increases have been limited to cover essential and legislative pressures only.

2. The table opposite schedules the increases identified during the assembly of the MTFS and the revenue and capital budgets included in this report.

REVENUE Growth Bids

3. The largest single growth bid of £201k (26% of total bids) represents a one year extension of the Leisure Contract with Serco. As in previous years the contract will operate on an open book "No Net Loss, No Net Gain (NNLNNG) arrangement and the financial projections for the year indicate a shortfall on current budgets.

Approval for this extension was provided by Cabinet on 2nd November 2021.

4. After this a group of significant bids exist relating to 6 new staffing posts, across the Council, amounting to £260k (34% of total bids).
5. The remaining bids opposite amounting to £300k comprise 15 growth bids which range individually from £5k to £38k
6. Fig 10 below shows the effect of the Growth Bids on the cumulative Budget Gap/Headroom that is a defining feature of the Council's finances.

Fig 10:- Budget Gap after Growth Bids 2022/23

2022/23 START	2022/23 GROWTH	2022/23 Revised TOTAL
HEADROOM £60K	GAP £761K	GAP £701K

CAPITAL Growth Bids

7. ICT infrastructure, software licenses and digital innovation, essential to the continued operation of the Council, account for £645k (75% of total bids)
8. The remaining £212k (25% of total bids) relates to 7 growth bids, two of which attract a measure of matched funding and one scheme being for such a small amount (£4k) it may well not be capitalised upon integration of these capital Growth Bids.
9. Annex C of this report presents the existing GRA Capital Programme for members consideration.

Growth Bids - REVENUE

All figures in £k

Ref	Growth Bid	Yr1	Yr2	Yr3
		2022/23	2023/24	2024/25
1	Leisure Contract - 1 yr Contract Extension	231	0	0
2	Staffing costs - additional support within the HR and OD function required	66	57	58
3	Temporary post of Development Planning Surveyor for 12 months	53	0	0
4	Additional post of Grant Development officer	53	53	53
5	Additional EHO post - Environmental Protection	44	44	44
6	Additional Corporate Finance Business Partner	44	44	44
7	Repatriation of call handling element for the Revenues & Benefits service	38	0	0
8	Renewal of the CCTV Monitoring Contract in April 2022	33	33	33
9	Private Sector House Condition Review - Statutory Duty	30	0	0
10	Support existing Skelmersdale business & attract inward investment	29	20	0
11	Visitor Economy -supporting recovery & growth of travel, retail & hospitality business	20	12	0
12	Imbalance in the Licensing Service budget derived from nationally set fees	18	18	18
13	Continued Membership of Growth Lancashire (2 years)	15	15	0
14	Finding a solution to be used by staff, to ensure lone workers are tracked sufficiently	15	0	0
15	Extension of Fixed Term Senior Legal Executive/Assistant Solicitor for 3 months	13	0	0
16	Caretakers at Digmores & Sandy Lane	12	12	12
17	Costs re transmission of CCTV images & for the new Skelmersdale TC cameras	10	10	10
18	Town Centre Events	10	10	0
19	Upgrade of IT equipment for Planning Services following Planning Service Review	8	0	0
20	Egress is used for secure email & file transfer - these are renewal costs	8	8	8
21	Continued use of the "Bang the Table" platform re consultation & scrutiny exercises	6	6	6
22	Public Sector Internal Audit Standards - Statutory External Assessment	5	0	0
Total		761	342	286

Summary of revenue financial impacts on starting point of 1st April 2022

Growth Bids - CAPITAL

All figures in £k

Ref	Growth Bid	Yr1	Yr2	Yr3
		2022/23	2023/24	2024/25
1	Microsoft M365 Phase 3 - platform to deliver transformation initiatives	300	300	300
2	HAZ bid for Ormskirk Town Centre	145	0	0
3	Digital innovation and the continued development of ServiceNow	100	100	100
4	Microsoft Site Licences	100	135	135
5	Changing Places Facility	60	0	0
6	Mastercard Gateway Upgrade	40	0	0
7	Purchase Glutton Urban Vacuum Cleaner	20	2	2
8	Becconsall Closed Church Yard	30	7	9
9	Litter Bin Strategy	20	0	0
10	Environmental Enforcement Officer	38	0	0
11	Ormskirk Bus Station - additional CCTV camera	4	0	0
Total		857	544	546

F Cost Pressures

1. These items relate to major adverse issues not included in the cost of Current Level of Service (CCLS).
2. One of the most at risk areas of current funding relates to the New Homes Bonus Grant. (Reduction of £100k 2022/23)

This is a performance reward grant that provides an incentive to stimulate new house building, bring empty homes back into use, and to increase the number of affordable homes.

The grant has been reduced significantly in recent years by Government however it has been reduced by a smaller figure than expected in the provisional Local Government Financial Settlement for 2022/23 which has now been published.

3. Some SORP savings achieved in 2021/22 were one off (£275k) and not applicable to future years, this therefore creates a cost pressure in 2022/23 onwards equivalent to the value of the one off savings achieved in 2021/22 but foregone thereafter.
4. In 2021/22 Government granted £141m of Lower Tier support grant to the Council - this was initially set as a one-off grant however Government has settled for reducing the grant by £41k to £100k.
5. Loss of COVID funding (£200k) which was used to fund existing staffing costs in 2022/23 also creates a cost pressure from 2022/23 onwards.
6. The starting point for the MTFS & Budget 2022/23 has been established as the Cost of the Current Level of Service (CCLS) as at 31st March 2021/22.

Two material cost pressures traditionally exist which act to uplift this CCLS 2021/22 to a higher level and create the CCLS for 2022/23 - these cost pressures relate to inflation in 2022/23 and are estimated at £485k in total.

- Salaries pay award estimated at 2% for 2022/23
- Non Salaries contract inflation estimated at 4% for 2022/23

7. Finally transferring assets representing solar panels installed on housing stock to HRA from GRF involves a transfer of £70k of net income from GRA, there are however compensating advantages to GRA in terms of reductions in Minimum Revenue Provision (MRP) exposure.

Fig 11:- Budget Gap after Growth Bids & Cost Pressures 2022/23

2022/23 START+GROWTH	2022/23 COST PRESSURES	2022/23 Revised TOTAL
GAP £701k	GAP £1,171k	GAP £1,872k

All figures in £k

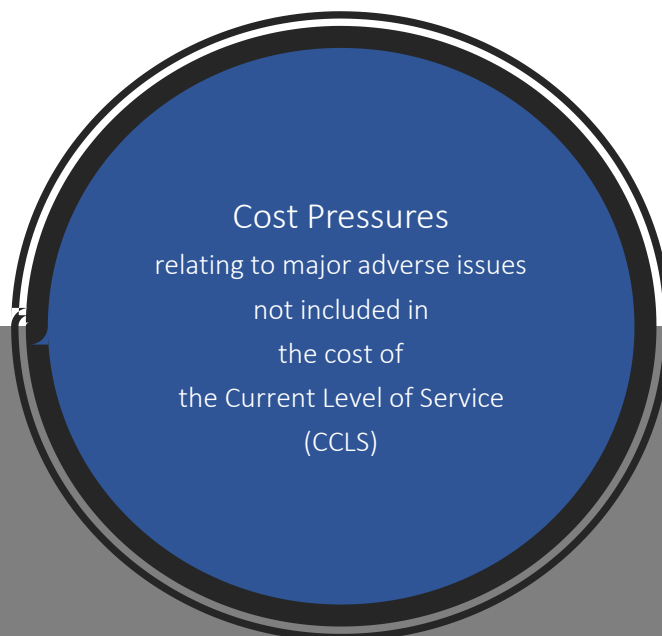
Ref	Cost Pressure	Yr1	Yr2	Yr3
		2022/23	2023/24	2024/25
1	New Homes Bonus Grant	100	395	395
2	non recurring SORP savings achieved in 2021/22	275	275	275
3	Employee Pay awards - 2% p.a.	335	670	1,005
4	Loss of Covid 19 Grant funding	200	200	200
5	Contract Inflation	150	300	450
6	Lower Tier Support Grant	41	41	41
7	Transfer of Solar Panels on roofs of housing stock to HRA	70	70	70
8	Service Demand - Environmental Services	0	0	180
		1,171	1,951	2,616

UNKNOWNNS

COVID Funding levels

The impact of Brexit

Summary of financial impacts of Cost Pressures on starting point of 1st April 2022



G Favourable Anticipated Events

1. A one year Holiday from making revenue contributions to non ring fenced reserves will save £1,041k in 2022/23.

Fig 13 opposite shows the movement in reserves balances for the last 12 years with balances increasing steadily over the period from £11m in 2010 through £13 & £14m in the mid period and finally standing at £17m in 2019.

2020 being somewhat anomalous at £27m due to exceptional events surrounding as yet unspent Covid 19 compensation.

2. A review of the last 5 years of revenue expenditure reveal that Salary budgets of £16.9m have been consistently underspent by between 5% & 8%.

This is largely due to vacant posts & posts being filled after employees have left. Furthermore reverse incremental drift whereby employees who leave at the top of a salary scale are replaced by new employees at the bottom or lower down the scale contributes to this underspend.

Currently in 2021/22 a vacancy factor of 2.5% (£445k) has been used, in the light of the above research this factor has been lifted to 6%, yielding a further saving of £569k.

3. Council Tax income increases due to repeating the current increased rate of £5 per band D in 2022/23 plus an estimated increase in the Council Tax base of 1.6% generate £310k.
4. Returns from investments in Skelmersdale Town Centre redevelopment and TVD are estimated at £522k in total in 2022/23.
5. The Business Rates multiplier usually increases each year in line with the September RPI (6% this year) and this is expected to yield £400k in 2022/23, in line with the provisional Local Government Settlement.
6. Due to the increase in interest rates predicted for the forecast period a further £200k of interest receivable income is forecast in 2022/23.
7. The Government require that a Minimum Revenue Provision (MRP) must be made in lieu of charging depreciation in GRA revenue accounts.

This is based on an assessment of the Capital Financing Requirement (CFR) of the Council at the start of the accounting year.

A review of the Council's capital activity since 2011/12 has established that the Council has a negative CFR of £1,459k and an over provision of MRP of £524k

Therefore this forecast has assumed a nil level of MRP for the next 3 years (saving £216k pa - excluding any MRP chargeable to projects which will have the charge calculated in project costings

8. Annex J contains a revised MRP Policy for further information.

Fig 12:- Budget Headroom after Growth Bids , Cost Pressures & Favourable Events 2022/23

2022/23 START+GROWTH	2022/23 COST PRESSURES	2022/23 FAVOURABLE EVENTS	2022/23 Revised TOTAL
GAP £701k	GAP £1,171k	HEADROOM £3,427k	HEADROOM £1,555k

All figures in £k

Ref	Favourable Anticipated Events	Yr1	Yr2	Yr3
		2022/23	2023/24	2024/25
1	Initial 1Yr Holiday re Reserves Contributions	1,041	0	0
2	Employee Costs Vacancy factor increase to 6% from 2.5%	569	569	569
3	Business Rates Multiplier increase RPI - 6% - 4.9% - 4%	400	645	845
4	Return from re-development of Skelmersdale Town Centre	272	272	272
5	Returns from TVDC	250	250	250
6	Minimum Revenue Provision reduction	216	216	216
7	Additional income from increased interest rates	200	200	200
8	Council Tax Increase - 2% without local referendum	154	324	512
9	Changes in the Council Tax Base (growth by 1.6% p.a.)	125	250	375
10	New Service Grant (Gov stated this is a one off grant)	200	0	0

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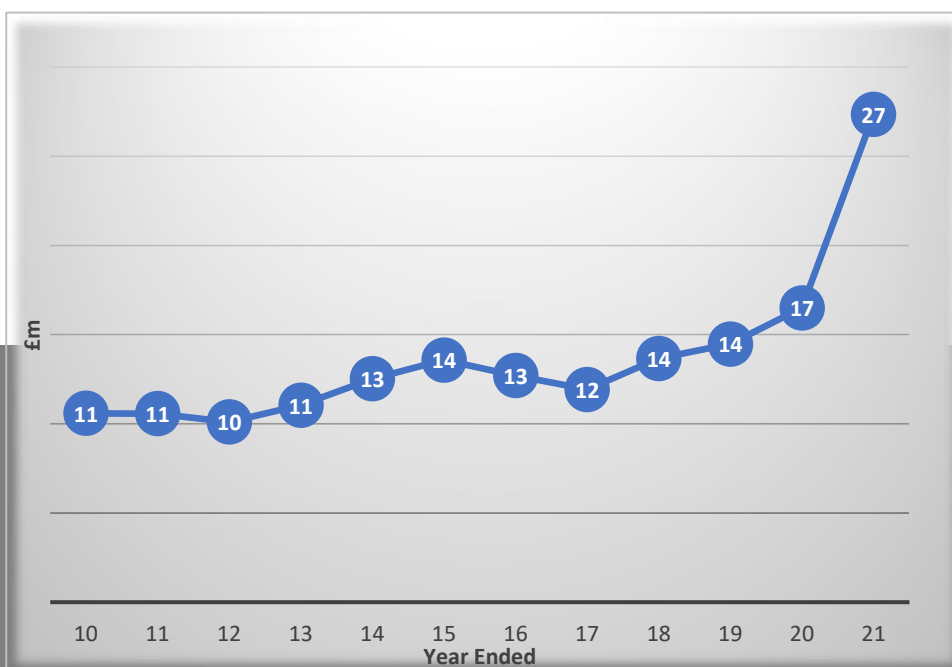
COVID Funding levels

The impact of Brexit

3,427	2,726	3,239
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Summary of financial impacts of Favourable Anticipated Events on starting point of 1st April 2022

Fig 13:- Level of Reserves 2010 to 2021



H Reserves rationalisation

1. Fig 13 opposite shows the trend in reserves balances since 2010, this demonstrates steady growth in reserves over the period to end 2020 and reflects careful husbandry of Council reserves which places the Council in a strong and resilient financial position.
2. Current reserves, as at 31 March 2021, comprise 23 individual reserve “pots” with balances ranging from £3k to £9,308k.
3. Using such a high number of reserve “pots” runs several risks: -
 - The more “pots” there are the greater the administration required to manage contributions, drawings and financial reporting.
 - Precious resource can become “locked up” in the miscellany of “pots” depriving others of much needed financial resources.
 - Placing monies in a large number of reserves effectively freezes the Council priorities of the day, leaving these monies for long periods untapped effectively petrifies the said Council priorities.
 - Maintaining an infrastructure of reserve “pots” with monies protected from general use or re-evaluation establishes an underground revenue budget which, given the scale of £23.7m of total reserves, is 1.4 times the formal net revenue budget which the Council approves each year.
4. The table opposite shows a rationalisation of these 23 individual reserve “pots” into just 6 reserves, with 4 of these being necessary because of the advisable and/or statutory need to ring fence the “pots” contained.

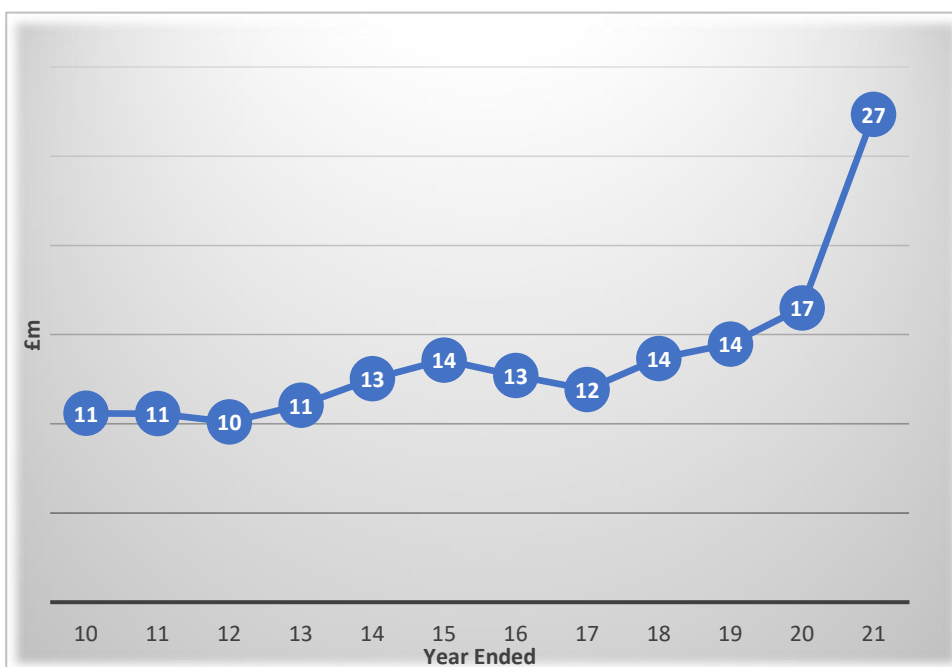
The two remaining reserves relate to: -

- **Core & Contingency Fund - £3m**
These are balances held to cushion the impact of unexpected events or emergencies.

Given the uncertain macroeconomic outlook these reserves are required to be increased from the existing balance of £1,236k.
 - **General Fund - £5.3m**
Non ringfenced fund available to support initiatives from across the Council.
5. The four ring fenced reserves amount to £15.4m with the lion’s share of £9.3m residing in the Community Infrastructure Levy (CIL). The CIL is a charge which is levied by the Council on new development in the Council area and can only be used for infrastructure works (inc Leisure Centres).
 6. The Insurance claim reserve has been reduced to £1m, taking account of the level of recent actuarial valuations with a small contingency added.
 7. The Industrial Portfolio Fund - Langtree Estate sits at £792k and is ringfenced for regeneration purposes.
 8. Finally the s31 Grant - Retail Hospitality & Leisure Payment Holiday 20-21 standing at £4.3m will be utilised to compensate for the holiday from business rates awarded to this sector by Government.

All figures in £k		
RESERVES Balances - post RATIONALISATION		
		31st Mar 2021
Ref	Reserve	2020/21
4B911	Core & Contingency Balances	£3,000
New	General Fund	£5,301
9644	Community Infrastructure Levy (CIL)	£9,308
9429	Provision for Insurance Claims	£1,000
9697	Industrial Portfolio Fund - Langtree Estate	£792
9417	s31 Grant - Retail Hospitality & Leisure Payment Holiday 20-21	£4,332
		£23,733
	Technical Reserves made at Year end (eg certain grants)	£3,603
	Total Reserves as per 2020/21 Statement of Accounts	£27,336

Fig 13:- Level of Reserves 2010 to 2021



I Minimum Revenue Provision (MRP) Policy Statement re Financial Year 2022/23

1. Statutory Guidance on MRP was issued by the Secretary of State, in 2018, under section 21(1A) of the local Government Act 2003 (LGA 2003) - this statement conforms to that guidance.

Unless otherwise mentioned references in brackets refer to sections in this Guidance.

2. An underpinning principle of the local authority financial system is that all capital expenditure has to be financed either from capital receipts, capital grants (or other contributions) or eventually from revenue income.

The broad aim of making a prudent MRP is to require local authorities to put aside revenue, over time, to cover their capital financing requirement (CFR) (s21)

3. The Guidance is fully applicable to accounting periods 2019/20 and afterwards and supersedes all previous Guidance. (s15)
4. This statement regarding MRP policy is required to be made annually by the Council, in respect of the following financial year - in this case 2022/23. (s18)
5. Under Regulation 27 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 as amended - Local Authorities are required to charge MRP in their revenue account each financial year.

Previous to this, Guidance prescribed formulaic methods which were in force for calculating MRP. However Guidance now stresses that Regulation 28 of the aforementioned Regulations now replaces this prescribed approach and grants local authorities “flexibility in how they calculate MRP, providing the calculation is prudent” (s17)

6. The flexibility to calculate a prudent rather than a formulaic MRP charge, liberates the Council to craft an approach to its MRP which best suits its local circumstances and the nature of its own CFR.
7. As the financial analysis opposite of the Council’s CFR history since 2016 and the financing of the CFR (including MRP) demonstrate, the Council’s CFR is dominated by the enforced borrowing which was occasioned in 2012 to finance the end of HRA subsidy arrangements with Government.
8. This Council has pursued an almost debt free approach to financing CFR otherwise than in 2012 and CFR levels in GRA have been minimal in comparison to the funding utilised from capital receipts, grants and revenue contributions.
9. In fact the closing GRA debt for 2020/21 is £1,459k negative and since no MRP is required to be charged for HRA debt (s44) then the Council is not required to make any charge for 2021/22.
10. Furthermore since current MRP is overpaid by £524k (see graphic opposite) no MRP is likely to be provided in the medium term. (s26)

CAPITAL FINANCE REQUIREMENT - all figure in £k	2016/17			2017/18			2018/19		
	GRA	HRA	Total	GRA	HRA	Total	GRA	HRA	Total
Opening balance	-10	99,079	99,069	2,380	99,373	101,753	2,035	99,551	101,586
Property, Plant & Equipment	753	11,047	11,800	774	6,912	7,686	4,397	13,538	17,935
Investment Properties	3,852	0	3,852	0	0	0	0	0	0
Intangible Assets	410	0	410	226	0	226	317	0	317
HRA Self Financing Payment	0	0	0	0	0	0	0	0	0
Loans	0	0	0	0	0	0	0	0	0
Revenue Expenditure funded from Capital under Statute	829	0	829	1,042	0	1,042	1,074	0	1,074
Assets held for Sale	0	0	0	0	0	0	0	0	0
Heritage Assets	0	0	0	0	0	0	9	0	9
Capital Receipts	-1,053	-314	-1,367	-1,021	-234	-1,255	-1,585	-182	-1,767
Grants	-1,035	-34	-1,069	-880	0	-880	-1,301	0	-1,301
Direct Revenue Contributions	-1,042	-10,405	-11,447	-231	-6,500	-6,731	-793	-11,903	-12,696
Internal Borrowing	0	0	0	0	0	0			0
Minimum Revenue Provision (MRP)	-324	0	-324	-255	0	-255	-263	0	-263
Closing balance	2,380	99,373	101,753	2,035	99,551	101,586	3,890	101,004	104,894

CAPITAL FINANCE REQUIREMENT - all figure in £k	2019/20			2020/21		
	GRA	HRA	Total	GRA	HRA	Total
Opening balance	3,890	101,004	104,894	1,506	101,156	102,662
Property, Plant & Equipment	2,001	10,637	12,638	5,679	8,835	14,514
Investment Properties	26	0	26	10	0	10
Intangible Assets	252	0	252	208	0	208
HRA Self Financing Payment	0	0	0	0	0	0
Loans	0	0	0	0	0	0
Revenue Expenditure funded from Capital under Statute	4,052	0	4,052	2,535	0	2,535
Assets held for Sale	0	0	0	5	0	5
Heritage Assets	0	0	0	0	0	0
Capital Receipts	-6,515	-1,058	-7,573	-2,276	-422	-2,698
Grants	-1,735	0	-1,735	-4,205	0	-4,205
Direct Revenue Contributions	-199	-9,427	-9,626	-350	-8,413	-8,763
Internal Borrowing			0			0
Minimum Revenue Provision (MRP)	-266	0	-266	-273	0	-273
Closing balance	1,506	101,156	102,662	2,839	101,156	103,995

Summarised MRP for GRA	£k
CFR opening position 2021/22	2,839
Less: - Capital receipts reserve	- 2,370
Transfer of Solar panels on HRA stock to HRA	- 1,928
CFR revised position 2021/22	- 1,459
MRP Overpayment	£k
after Solar panel transfer	386
re Voluntary set aside (Wheatsheaf)	138
Total overpayment to date	524

I Minimum Revenue Provision (MRP) Policy Statement re Financial Year 2022/23

11. Once the GRA CFR returns to a positive figure at the start of a financial year and any overpaid MRP has been absorbed, then MRP charges will resume in that financial year - effectively this will mean that any new capital expenditure in the previous year will add to the CFR position but capital expended in the current year will not add to the CFR until the following year.. (s40)
12. MRP will only be provided on projects once the scheme has been completed and commissioned i.e. not during the construction phase. (41)
13. The MRP on existing and new Commercial Property Investments will be determined following consideration of scheme specific factors and agreed via Council approval and through the annual MRP policy.
14. Where considered applicable, project costings will include any requirement to charge MRP.
15. In regard to general capital expenditure which adds to the CFR, any MRP which requires to be charged will be calculated on the overall CFR balance at the start of the financial year.

This pooled approach is considered the only practical and prudent one, since the CFR at any point in time is an add mix of a miscellany of capital schemes which have historically been completed at least since 2010 in the analysis of CFR carried out opposite and probably for decades before in some instances.

Furthermore any attempts to associate block financing approaches relating to this expenditure with particular, individual schemes is at best arbitrary and capable of distorting the calculated MRP charge.

16. Therefore future MRP charges will be calculated: -

- 16.1 In the first instance and in relation to projects where the scheme has been completed and commissioned and MRP charges costed into the project costings, MRP will be charged in line with the asset life method whereby MRP charged in a year equals the CFR less any MRP charged to date, divided by the remaining useful life of the project. (s35a)

- 16.2 In respect of the remaining general capital expenditure the CFR balance at the start of the year (excluding any CFR relating to 16.1) will attract a charge of 2% of the CFR balance in the year of account. (s42)

For the avoidance of doubt charges under 16.2 will only be made in a particular year whereby either the CFR (excluding new projects) is positive and when insufficient overpaid MRP is available to negate the charge due.

CAPITAL FINANCE REQUIREMENT - all figure in £k	2013/14			2014/15			2015/16		
	GRA	HRA	Total	GRA	HRA	Total	GRA	HRA	Total
Opening balance	1,198	92,609	93,807	-1,721	94,998	93,277	-1,612	95,893	94,281
Property, Plant & Equipment	1,533	12,102	13,635	883	10,315	11,198	3,694	12,317	16,011
Investment Properties	0	0	0	10		10	0	0	0
Intangible Assets	120	0	120	102		102	216	0	216
HRA Self Financing Payment	0	0	0			0	0	0	0
Loans	0	0	0			0	0	0	0
Revenue Expenditure funded from Capital under Statute	1,068	0	1,068	1,560		1,560	1,297	0	1,297
Assets held for Sale	30	0	30	0		0	0	0	0
Heritage Assets	48	0	48	2		2	1	0	1
Capital Receipts	-1,117	-43	-1,160	-1,299	-281	-1,580	-1,127	-98	-1,225
Grants	-988	0	-988	-714	-376	-1,090	-902	-260	-1,162
Direct Revenue Contributions	-3,311	-9,670	-12,981	-143	-8,763	-8,906	-1,241	-8,773	-10,014
Internal Borrowing	0	0	0			0	0	0	0
Minimum Revenue Provision (MRP)	-302	0	-302	-292	0	-292	-336		-336
Closing balance	-1,721	94,998	93,277	-1,612	95,893	94,281	-10	99,079	99,069

CAPITAL FINANCE REQUIREMENT - all figure in £k	2010/11			2011/12			2012/13		
	GRA	HRA	Total	GRA	HRA	Total	GRA	HRA	Total
Opening balance	530	4,770	5,300	1,011	4,589	5,600	1,892	92,623	94,515
Property, Plant & Equipment	1,084	6,264	7,348	2,044	5,259	7,303	1,133	6,760	7,893
Investment Properties	0	0	0	0	0	0	0	0	0
Intangible Assets	82	29	111	87	0	87	18	0	18
HRA Self Financing Payment	0	0	0	0	88,212	88,212	0	0	0
Loans	0	0	0	0	0	0	0	0	0
Revenue Expenditure funded from Capital under Statute	1,033	0	1,033	1,588	0	1,588	2,102	0	2,102
Assets held for Sale									
Heritage Assets									
Capital Receipts	-800	-551	-1,351	-1,299	-547	-1,846	-1,280	-5	-1,285
Grants	-300	-1,660	-1,960	-1,135	-958	-2,093	-2,073	-139	-2,212
Direct Revenue Contributions	-592	-4,150	-4,742	-249	-3,932	-4,181	-114	-6,630	-6,744
Internal Borrowing	0	0	0	0	0	0	0	0	0
Minimum Revenue Provision (MRP)	-26	-113	-139	-155	0	-155	-480	0	-480
Closing balance	1,011	4,589	5,600	1,892	92,623	94,515	1,198	92,609	93,807

Annex J Financial Control Policy

1. Given the challenging financial outlook facing the Council over the short and medium term this report needs to put in place robust arrangements to assure financial control is exerted.
2. The principal mechanism for securing authority to incur Revenue and Capital finance, be it income or expenditure, must continue to be securing the approval of elected members via the presentation, annually, of a Revenue Budget for the upcoming financial year of account.

In a similar manner the principal mechanism for securing approval for capital should be by the annual presentation of a 3-year capital programme for approval

These annual submissions are expected to form the major bids for resources presented for elected member approval and will be prepared by the s151 Officer of the Council.

3. There will also be occasions, throughout the financial year, when significant, project based proposals with material financial consequences require approval.

These project based proposals should be fully costed and approved by the s151 Officer of the Council in terms of their financial implications.

A feature of such proposals may well be that they span several years, involve substantial financial commitments and involve both capital and revenue financial implications.

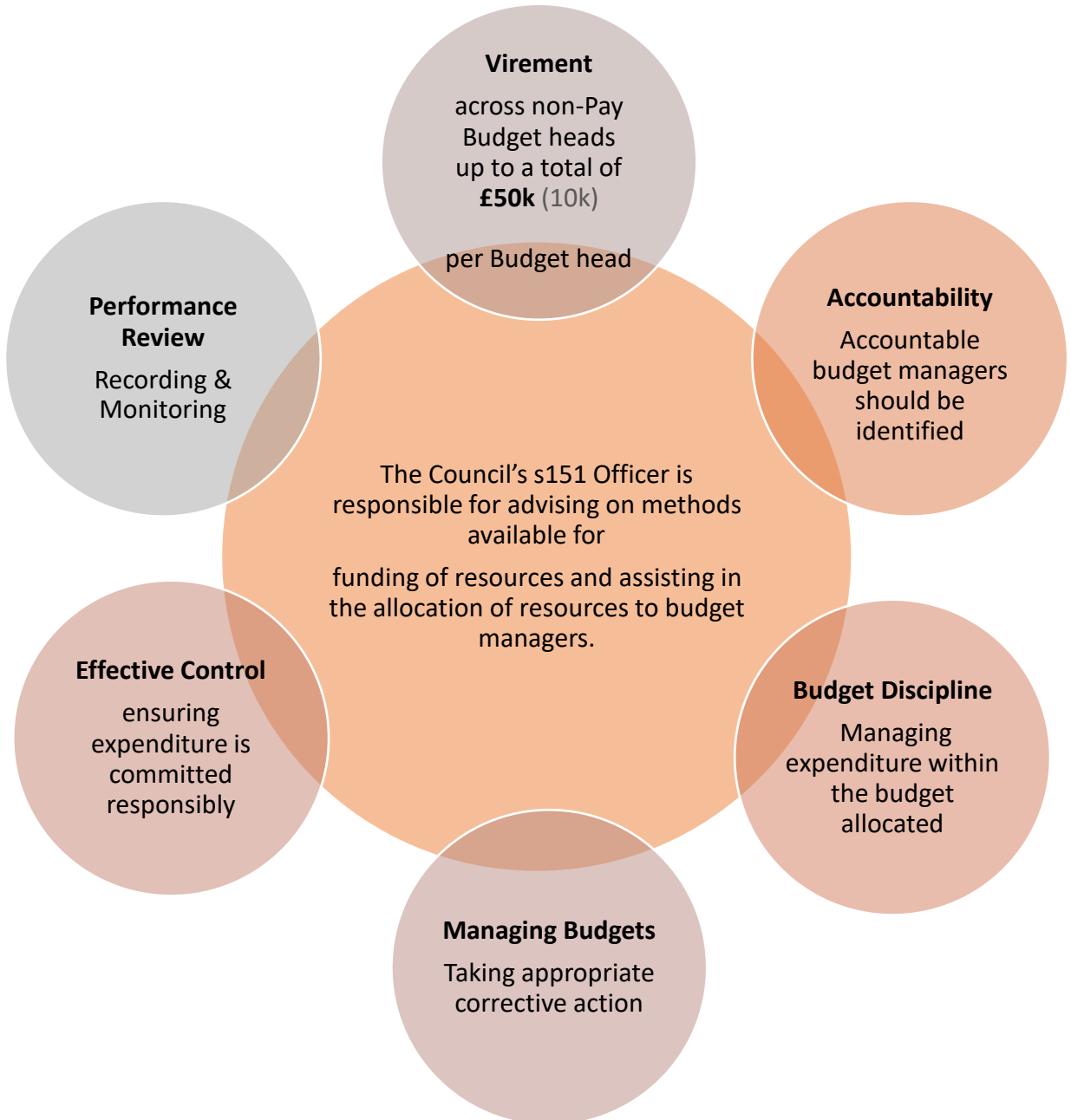
4. The practice of submitting reports to elected members to gain approval to address ad-hoc budget pressures in year should be resisted if at all possible since drip feeding budget approval in this manner undermines the Annual Revenue/Capital approval mechanisms. A good alternative is to consider exercising virement to fund ad hoc pressures - whatever the chosen route any bid for resource will require the approval of the Council's s151 Officer.
5. The beauty of the major annual approval mechanisms is that they enable a strategic consideration of budget priorities as well as the quantum for which approval is sought, not a one-off parochial consideration.
6. The financial control environment applicable to Reserves is available at Annex D.
7. Financial resources are also secured on an ad-hoc basis throughout the financial year without seeking explicit approval from elected member via an officer only process of issuing a signed Record of Decision (ROD). This procedure requires the signature of the Council's s151 officer.

In order to assist transparency and financial control these ROD's should be reported to each cycle of the Audit & Governance Committee throughout the year.

8. s4.17 of the Council's constitution provides for charges to be remitted or debts to be written off (up to £5k per item) in consultation with the Council's s151 officer.

These items should also be reported to each cycle of the Audit & Governance Committee.

Budgeting Control Environment



Annex K Sales, Fees & Charges Policy

1. The existing Policy was devised in 2012 and is now updated by this revised Policy.
2. Fees and charges represent an important source of income for the Council and their sound management is a fundamental aspect of good financial performance and a key contribution to the achievement of corporate priorities.
3. This policy document sets out a corporate framework within which fees and charges for Council services are to be established and reviewed so that there is a properly considered, consistent and informed approach across all areas that secures the delivery of value for money services and minimises the net cost of services.
4. The development and maintenance of a fees and charges policy will deliver a number of benefits including:
 - Providing a better understanding for Members and the public on the charging policies adopted by the Council
 - Aiding the budget setting process each year
 - Ensuring a consistent, structured and fair approach is adopted across the Council in the setting of fees and charges
 - Ensuring compliance with any statutory guidance and legislation in relation to the setting of fees and charges
 - Ensuring that the purpose, demand and value of services provided are regularly reviewed
 - Ensuring charges levied support the Council's corporate priorities, contribute to service improvement and minimise the net cost of services where possible.
5. This Policy sets out a principle that basic universal services should be provided free at the point of use with appropriate charges for additional services in order to maintain their sustainability into the longer term.
6. Local authorities are able to charge as they choose for certain discretionary services provided they are not prohibited by specific legislation and they do not make a profit. The intention of these general charging powers is to encourage authorities to offer those sorts of services they would otherwise decide not to provide because they cannot afford to supply them.
7. The Council's approach and policy on charging should be clearly communicated to the public along with why it is appropriate to maintain, introduce or increase charges. The views of service users should also be considered in setting fees and charges.
8. Reasonable notice should be given to service users before any new charge is implemented and all charges should be transparent. Where possible, large fluctuations in charges should be avoided.

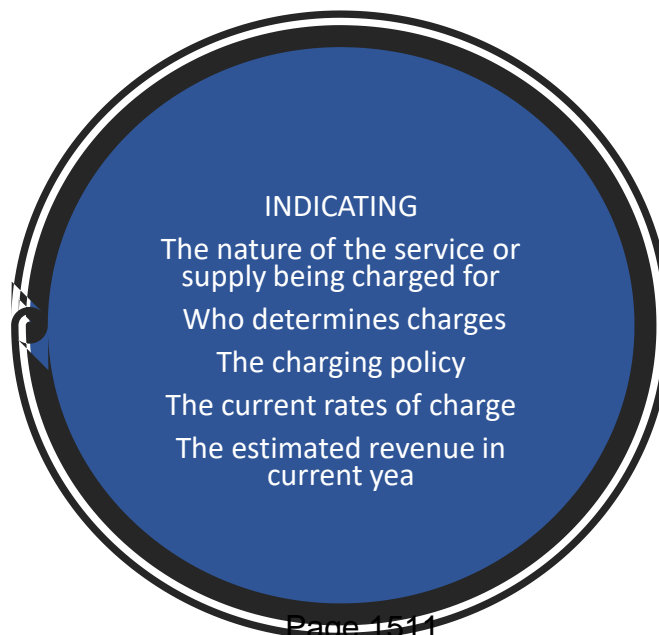
9. Fee setting should have due regard to current VAT regulations. As a general principle, fees and charges should be updated to take account of any changes in VAT rates unless it is not practicable and feasible to do so.
10. When setting fees and charges, consideration must be given to the cost of collecting and enforcing debt with advance payment or direct debit being the Council's preferred method of collection. Charges should be collected in a simple and cost effective manner. Where charges are to be collected after service delivery has commenced, invoices should be issued promptly and where necessary appropriate recovery procedures followed.
11. Income derived from charging will be used to offset the costs of providing the service being charged for, including support service costs. Where a surplus over budget is generated from charges that are not specifically ring fenced for that activity, then this will be considered as a corporate resource to be used in accordance with the Council's overall priorities.
12. All charges within the Council's control must be reviewed at least annually to fit in with the annual budgeting process and should be increased in line with the Consumer Price Index (CPI). Housing rents and charges will be given separate consideration through the HRA Business Planning process. These reviews should be co-ordinated and monitored by the s151 Officer of the Council but are the responsibility of the appropriate Service Manager to conduct.
13. These general principles are to be applied having regard to the other elements of the Policy.
14. When setting charges the Council must have regard to:
 - regulatory and statutory requirements and any relevant Council strategies or policies (e.g. Equal Opportunities)
 - market conditions and prices charged by competitors and/or other local authorities
 - the need to avoid any potential distortion of the market which might otherwise occur from pricing services below the levels charged by private sector concerns for similar services
 - the need for all charges imposed by the Council to be reasonable and to avoid the exploitation of customers who have no option but to use the Council's services
 - the need to increase Council income
 - Who benefits from the service – individuals or the community?
 - Should this service be subsidised and / or what is the subsidy achieving?
 - How much do residents, communities and businesses value the service?
 - How willing and able are residents and businesses to pay for the service?
 - What effect does charging have on the supply and demand for a service?
 - How can the level of charges affect behaviour and assist service objectives?
15. In establishing and reviewing charging rates and levels, each fee or charge should be identified to one of the categories in the table opposite and the appropriate charging policy adopted.

Annex K Sales, Fees & Charges Policy

15. However, it is recognised that for certain activities there are important exceptions that may make charging inappropriate. These include the following circumstances: -
 - Where the administrative costs associated with making a charge would outweigh any potential income
 - Where making a charge would be contrary to achieving one of the Council's priorities
 - Where charging would be counterproductive i.e. a substantial reduction in the use of a service
 - Where the service in question is delivered to all residents or householders equally and which could, therefore, be considered to be funded from Council tax
17. In some circumstances it may be appropriate to consider offering discounts or concessions in relation to particular activities or customer groups on a basis which is consistent with achieving the Council's overall objectives.
18. Each decision to subsidise certain services should be based on fair, transparent and objective criteria and examined on its merits. Concessions are likely to be more appropriate where Services are attempting to improve well-being, facilitate equal access to services or encourage changes in behaviour.
19. Specific points to consider when establishing or reviewing the level of any discount or concession offered for a particular service include: -
 - Are we benefiting local residents?
 - Can a discount policy contribute to wider policy objectives aimed at maximising access to services from among disadvantaged groups?
 - Is the policy to target specific groups with discounts still valid?
 - To what extent is there evidence that the discount policy is successful in benefiting the target groups?
 - Can the cost of the subsidy be estimated and accommodated within the Council's budget?
 - Are there other groups that should be considered for discounts
20. The Fees and Charges Policy will be reviewed on a regular basis or when required by best practice or legislative change. The policy will be publicly available on the Council's website and hard copies will also be available on request.
21. If there are any significant changes in the course of a year, such as in costs, market forces, unpredicted external factors or service levels, which materially affect current charges and revenues, then that charge should be reviewed.
22. The effects any new charge has on service usage and income must also be closely monitored over the first twelve months by the relevant Manager.

Charging Policy	Policy Objective
Full Commercial	The Council seeks to maximise revenue within an overall objective of generating as large a surplus (or a minimum loss) from this service
Full Commercial with discounts	As above, but with discounted concessions being given to enable disadvantaged groups to access the service
Fair Charging	The Council seeks to maximise income but subject to a defined policy constraint. This could include a commitment made to potential customers on an appropriate fee structure. Alternatively, a full commercial rate may not be determinable or the Council may be a monopoly supplier of services
Cost Recovery	Recovering the costs of providing the service from those who use – "the user pays"
Cost Recovery with discounts	As above but the Council is prepared to subsidise the service to ensure disadvantaged groups have access to the service
Subsidised	Council policy is to make the service widely accessible but believe users of the service should make some contribution from their own resources. Could also be due to the adverse impact a cost recovery or commercial charging policy would have on other Council services.
Nominal	The Council wishes the service to be fully available but sets a charge to discourage frivolous usage.
Statutory	Charges are set in line with legal obligations
Free	Council policy is to make the service fully available

Each Service should maintain a schedule of fees and charges levied.



Annex K Sales, Fees & Charges

1. The table opposite displays the budget for 2019/20, this being the last year on record which was not materially distorted by the National Pandemic.
2. There are two groups of planning fees - Statutory fees are set nationally & Pre-application fees are discretionary fees & set locally.

Overall, these contribute £811k, which is equivalent to 20% of overall fees and charges.

However there is little scope to change these fees since the majority are subject to being set nationally.

There are a number of different areas of licensing fees and charges. They are set out in the table below.

Fee area	Basis for fee setting	2019/20 income
Taxi licensing	Locally set based on a cost recovery model	£108,048.00
Street trading	Locally set based on a cost recovery model	£5,732.00
Animal welfare	Locally set based on a cost recovery model	£16,578.00
Sex establishments	Locally set based on a cost recovery model	£0.00
Scrap metal	Locally set based on a cost recovery model	£1,176.00
Other areas	Locally set based on a cost recovery model	£13,295.00
Gambling	National rates	£10,020.00
Premises	National rates	£67,293.00
Total		£222,142.00

3. Given the economic scarring caused by both the Pandemic and Brexit and the continued problems that are predicted to continue throughout the medium term by the office of Budget Responsibility's latest forecast no increase for sales, fees and charges has been assumed in either the Budget calculations for 2022/23 or the MTFs for the 3 years ending 31st March 2025.

Figure 1: Income from fees and charges 2019/20.

Fee/charge	2019/2020 income
Planning and Planning (pre-application)	£810,914.51
Building Control	£139,122.08
Waste <ul style="list-style-type: none"> • Garden waste • Trade Waste • Bulky Waste • Replacement Bins • Medical Waste • Other sales 	£659,165.46 £378,186.67 £81,288.57 £71,000 £39,000 £41,000
Licensing	£222,142.00
Pest Control	£36,389.00
Car parking	£676,234.06
Markets	£225,145.92
Land charges	£61,744.00
Homecare Link (not including equipment recharge to Knowsley of £361,292)	£505,073.00
Sports fields, allotments and parks	£38,305.21
Total	£3,984,710

Annex A Principal Assumptions

1. This section cannot be completed until further information concerning the breakdown and composition of Revenue Budgets has been formulated.

This information is being assembled as part of the Estimates Cycle and is expected to be available by 21st December 2021.

Fig 1:- XXX

Annex B Revenue budget 2022/23 by Service Area

1. This section cannot be completed until further information is compiled.
This work is expected to be complete by mid - January 2022.

Annex C Capital Programme

1. This section sets out details of the proposed GRA medium term capital programme position for the next 3 years.
2. 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 three years will need to be agreed by Council at its meeting on 23rd February 2022.
3. The main source of Council funding available to support the general capital programme are receipts from the sale of assets, and at the start of this financial year there were £1.081m of receipts being held for this purpose.

The number and value of assets sold each year can vary significantly depending on a range of factors. In particular Council House sales under Right to Buy (RTB) legislation can be volatile depending on the state of the economy and changes in government rules.

4. Table 1 opposite shows details of sales by number and value in recent years. Part of the proceeds from the sale of Council Houses must be repaid to the Government, and the usable sale proceeds shown below reflect the amount available for new capital spending after taking these payments into account.
5. In addition to the funding shown opposite the Council is also able to retain a further share of the proceeds from RTB sales under government regulations in relation to an "Allowable Debt" factor. It is estimated that this should enable new spending of £2.8m over the next 4 years in addition to the figures shown above.
6. Taking all of these factors into account, it is anticipated that there will be capital receipts of £5.06m generated over the 4 year period 2021-2022 to 2024-25 that will be available to fund new capital expenditure.
7. These projections are potentially subject to significant variation as, for example, a single large asset sale could produce a large receipt and the level of future house sales is difficult to predict.
8. However, in looking at medium term financial plans it is best practice to use a prudent approach when estimating future available resources. The assumptions underlying these projections will be reviewed on a regular basis to ensure they take account of new developments.

Table 1 – Asset Sale Proceeds

Year	Number of Sales		Usable Sale proceeds £k	
	Council Houses	Other Assets	Council Houses	Other Assets
2010/11	18	2	226	97
2011/12	10	0	123	0
2012/13	25	3	240	102
2013/14	48	4	307	29
2014/15	35	4	300	273
2015/16	57	5	338	142
2016/17	81	6	329	174
2017/18	73	1	332	9
2018/19	57	3	339	103
2019/20	56	2	339	8
2020/21	28	2	395	274

Based on recent trends and projecting forward on a prudent basis it is anticipated that there will be receipts of £0.96m generated from an estimated 200 RTB Council House sales over the next 4 years, as well as approximately £1.3m of receipts from land sales.

Annex C Capital Programme

9. The Council's current 3 year programme covers the period 2021/2022 to 2023/2024. Consequently, in addition to current year budgets there are also indicative spending approvals in place for the following two years.
10. It should be recognised, however, that as we operate a medium term capital programme, approvals that have been given for future years are indicative allocations only that are potentially subject to change.
11. The current value of spending approvals to be funded from capital receipts is £5.305m, which is analysed in Table 2 opposite. In addition to the existing scheme approvals it is our normal practice in developing the rolling medium term programme to include provisional allocations for the next year of the programme (in this case 2023/2024).
12. Consequently, Table 2 also contains provisional allocations of £0.424m for ongoing capital schemes which typically receive funding each year.
13. Table 3 below summarises the current position in terms of estimated capital receipt funding and spending requirements. The bottom line position is that there is £412k available over the programme period. This funding position is before any consideration is given to potential new capital schemes that may be identified by Heads of Service, or which may be put forward by Members.

Table 3 - General Capital Receipts Funding Available	£000
Usable capital receipts held in April 2021	1,081
Estimate of receipts that will be generated between April 2020 and the end of the 2023/2024 financial year	5,060
Existing spending approvals covering period 2021/2022 – 2023/2024	-5,305
Provisional spending approvals for 2023/2024	-424
Total Funding Available for new schemes	412

There are a number of options that can be considered to realign and update the programme. 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.

Table 2 - CAPITAL RECEIPT FUNDING APPROVALS					All figures in £k
SERVICE AND SCHEME	2020/21	2021/22	2022/23	Total	Provisional
					2023/24
Finance Procurement & Commercial Services					
Parish Capital Schemes	45	30	30	105	30
Civica Financials - Making Tax Digital	26	0	0	26	0
Culvert Debris Screens	2	0	0	2	0
Economic Regeneration Programme	5	0	0	5	0
Wellbeing & Leisure	0	0	0	0	0
Leisure Essential Works	44	0	0	44	0
Burscough Sports Centre	321	0	0	321	0
Green Lane Rugby Car Park	21	0	0	21	0
Chapel Gallery Phase 3	10	0	0	10	0
WL Play Strategy Improvements	260	99	78	437	30
Nye Bevan Pool Building Works	9	0	0	9	0
Park Pool Building Works	13	0	0	13	0
Allotment Improvements	6	0	0	6	0
Whittle Drive Playing Fields	37	0	0	37	0
Environmental Services	0	0	0	0	0
Purchase of Vehicles	6	40	0	46	0
Purchase of Wheelie Bins	2	55	0	57	0
Expand In Cab System	0	4	0	4	0
Waste Collection Projects	0	1	0	1	0
Litter Bin Policy Review (Cabinet November 2019)	10	5	5	20	0
Replacement Vehicle Wash	21	0	0	21	0
Street Cleansing Tools	0	10	0	10	0
Updated Weighbridge Software	5	0	0	5	0
Growth and Development	0	0	0	0	0
Moor Street Phase 2	3	174	0	177	0
Alder Lane/Bramble Way Landfill, Site upgrade and replace	75	0	0	75	0
Free Trees	0	14	6	20	0
Conservation Area Enhancement	0	15	0	15	0
Preservation of Buildings at Risk	2	0	0	2	0
Skelmersdale Vision	0	11	0	11	0
Mill Dam Lane	3	0	0	3	0
Abbey Lake Quarry	20	0	0	20	0
Skelmersdale Gateway Improvements	50	0	0	50	0
Wheatsheaf Walks	0	29	0	29	0
Affordable housing	0	247	0	247	0
Housing and Regulatory Services	0	0	0	0	0
Corporate Property Investment Programme	164	164	164	492	164
Derby Street works to allow staff relocation following SORP	55	0	0	55	0
Building Compliance on Commercial Property	20	20	20	60	0
Project Management Leisure Buildings	61	0	0	61	0
Stanley Depot	39	0	0	39	0
Public Buildings Regulations & Upgrades	251	0	0	251	0
Project Management Public Buildings	20	0	0	20	0
Derby Street	343	0	0	343	0
M3PP System Replacement	0	40	0	40	0
Housing Renewal Grants	100	50	50	200	50
Disabled Facilities Grants	100	0	0	100	0
CCTV	134	120	0	254	0
Electric Vehicle Charge Point Network Extension	20	0	0	20	0
Corporate and Customer Services	0	0	0	0	0
I C T Infrastructure	50	50	50	150	50
ICT Development Programme	110	100	100	310	100
Increase in ICT Development Budget from 100k to 200k pa	200	100	100	400	0
Website	0	20	0	20	0
Egress Secure Email & File Transfer	11	0	0	11	0
CRM System	1	71	0	72	0
Invest to Save Digital Services	59	0	0	59	0
Etarmis System	0	17	0	17	0
Right Kit Right Role Right Refresh - support agile working	129	25	0	154	0
Digital Transformation - Implementation of IT Strategy	400	0	0	400	0
Less HRA funding for Strategy	-200	0	0	-200	0
Microsoft Enterprise Site Licence	35	35	35	105	0
ICT Upgrades	20	20	20	60	0
IDOX ERDM System	12	0	0	12	0
Total Programme	3,130	1,566	658	5,354	424

Annex C Capital Programme

14. There are a number of factors that can be considered through this process including: -

The Council has been very successful in attracting external capital investment over many years, and further opportunities should be considered

- The priority that is attached to the potential new capital schemes that may be identified through the budget process
- The need for investment in IT to provide more effective and efficient services.
- Reviewing existing spending approvals to assess whether they are still relevant and appropriate
- Prudential borrowing could be assessed as a mean of providing additional capital resources.
- The scope to develop new capital schemes funded through Section 106 Agreements or Community Infrastructure Levies which are subject to separate Processes.
- The potential financing requirements of the new Development Company and the Skelmersdale Town Centre Redevelopment, which have been the subject of separate Committee reports.
- The capital investment that will need to be made to ensure the successful implementation of the Sustainable Organisation Review.

15. Officers will work with each Political Group during the budget process to review the available options. The Council meeting on 23rd February will then provide an opportunity for each Political Group to put forward proposals to produce a balanced capital programme.

16. 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.
17. The level of capital receipts generated by asset sales is a significant 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 may require reductions to be made.
18. Some of the Capital Schemes will enhance the Health and Wellbeing of residents with the management of the delivery being assured via the reporting mechanism.

Growth Bids - CAPITAL

All figures in £k

Ref	Growth Bid	Yr1	Yr2	Yr3
		2022/23	2023/24	2024/25
1	Microsoft M365 Phase 3 - platform to deliver transformation initiatives	300	300	300
2	HAZ bid for Ormskirk Town Centre	145	0	0
3	Digital innovation and the continued development of ServiceNow	100	100	100
4	Microsoft Site Licences	100	135	135
5	Changing Places Facility	60	0	0
6	Mastercard Gateway Upgrade	40	0	0
7	Purchase Glutton Urban Vacuum Cleaner	20	2	2
8	Beconsall Closed Church Yard	30	7	9
9	Litter Bin Strategy	20	0	0
10	Environmental Enforcement Officer	38	0	0
11	Ormskirk Bus Station - additional CCTV camera	4	0	0
Total		857	544	546

The above 11 growth bids for capital will add to the 3-year capital programme if approved.

Annex D Reserves - Existing Position

The Table opposite lists the existing 21 reserves totalling £23.7m as at 31st March 2021. These reserves have been rationalised into 6 reserves which are discussed at section H of this report.

REVISED Reserves Protocol

1. Details for each GRA reserve held by the Council are set out at section H and replicated below.
2. Each reserve is managed and controlled by the s151 Officer of the Council who will act as the responsible officer for the reserve.
3. The responsible officer can authorise amounts, commensurate with the current limit for RoD actions, to be taken from a reserve provided that its use is in line with the stated purpose of the reserve.
4. Reserves are reviewed and updated as part of the annual budget preparation and as part of the closure of accounts process to ensure that they continue to be required and are adequate in size.
5. Earmarked reserves represent money that has been set aside for a clearly defined purpose, and which is available to meet future expenditure in that area.
6. Balances represent unallocated funds which have not been earmarked and consequently are available to support any service area..
7. The values shown at section H for each reserve reflect their current position as at 31st March 2021.
8. The process for closing down the accounts at the year end will allow for any outstanding in year commitments and contributions to be taken into account.

All figures in £k		
RESERVES Balances - post RATIONALISATION		
		31st Mar 2021
Ref	Reserve	2020/21
4B911	Core & Contingency Balances	£3,000
New	General Fund	£5,301
9644	Community Infrastructure Levy (CIL)	£9,308
9429	Provision for Insurance Claims	£1,000
9697	Industrial Portfolio Fund - Langtree Estate	£792
9417	s31 Grant - Retail Hospitality & Leisure Payment Holiday 20-21	£4,332
		£23,733
	Technical Reserves made at Year end (eg certain grants)	£3,603
	Total Reserves as per 2020/21 Statement of Accounts	£27,336

Reserve		Actual 2020/21
1	4B911: GENERAL FUND BALANCE (CC:- 9200 GRF Balance)	960,242
2	9186: SORP / POLICY OPTIONS RESERVE	172,092
3	9189: MAJOR PROJECTS RESERVE	406,377
4	9196: BUDGET AND EFFICIENCY SAVINGS RESERVE	836,496
5	9415: BENEFITS EQUALISATION RESERVE	847,070
6	9416: STRATEGIC INVESTMENT RESERVE	612,875
7	9417: BUSINESS RATES EQUALISATION RESERVE	6,357,848
8	9633: PLANNING INCOME EQUALISATION RESERVE	314,150
9	INSURANCE FUND	2,090,168
10	9694: CRA -R & R FUND	221,545
11	9687: SOLAR PV INCOME RESERVE	221,404
12	9637: P&D MACHINE REPLACEMENT FUND	24,047
14	9697: IND.PORTFOLIO - FUND	792,269
15	9699: INVESTMENT CENTRE RESERVE	298,020
16	9690: INVESTMENT CENTRE UTILITY RESERVE	30,000
17	9644: COMMUNITY INFRASTRUCTURE LEVY	9,308,291
18	9355: INTERNAL PROVISIONS	19,500
19	9630: PLANNING POLICY & ENGINEERS	175,676
20	9465: HSG GRA - GENERAL RESERVE	3,000
21	9696: R & P RESERVE	41,738
Total GRA balances and reserves		23,732,808

Annex E Risk Analysis

1. This section cannot be completed until further information is complete.
This information is expected to be complete by mid - January 2022.

Annex F Sensitivity Analysis

1. This section cannot be completed until further information is complete.
This information is expected to be complete by mid - January 2022.



VISION

West Lancashire together, the place of choice to live, work, visit and invest

OUR PRIORITIES

CREATE
EMPOWERED,
ENGAGED AND
INCLUSIVE
COMMUNITIES

SUPPORT
BUSINESSES TO
ADAPT AND
PROSPER

BECOME A
GREENER
WEST LANCASHIRE

BE A FINANCIALLY
SUSTAINABLE
COUNCIL BY 2023

A CLEAN, SAFE
ENVIRONMENT
WITH AFFORDABLE
HOMES TO BUY
OR RENT FOR
EVERYONE IN
WEST LANCASHIRE

EVERYONE
TO BE
HEALTHY, HAPPY,
SAFE AND
RESILIENT

EVERYONE TO BE PROUD OF THEIR COUNCIL



**EXECUTIVE OVERVIEW & SCRUTINY
COMMITTEE: 13 January 2022**

CABINET: 25 January 2022

Report of: Head of Finance, Procurement and Commercial Services

Relevant Portfolio Holder: Cllr J. Wilkie

Contact for further information: Peter Quick (Extn. 5203)

[\(\[peter.quick@westlancs.gov.uk\]\(mailto:peter.quick@westlancs.gov.uk\)\)](mailto:peter.quick@westlancs.gov.uk)

SUBJECT: HOUSING ACCOUNT – REVENUE AND CAPITAL BUDGET SETTING

Wards Affected: Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 To enable the Council to set its Housing Revenue Account (HRA) budget and capital investment programme for the next financial year 2022/23.

2.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE

- 2.1 That the budget position be considered and that any comments agreed by the Committee be submitted to the Housing and Landlord Services Portfolio Holder in advance of the Council meeting to be held on 23 February 2022.

3.0 RECOMMENDATIONS TO CABINET

- 3.1 That the financial position be noted and consideration given to the budget matters set out in this report.
- 3.2 That the use of the Director of Place & Community's delegated authority in relation to rent and service charge changes be noted and endorsed.
- 3.3 That this report be used for consultation purposes prior to the Council considering this matter in February 2022.

- 3.4 That the Housing and Landlord Services Portfolio Holder be given delegated authority to submit firm proposals to Council on 23 February 2022 to enable the budget to be set.
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4.0 BACKGROUND

- 4.1 The Council must set a budget for its Housing Revenue Account (HRA) before the start of each financial year, and this budget will set out the financial basis for the delivery of services. The budget that is set must enable Council and tenant priorities to be delivered but must also be affordable. In addition it should comply with best practice requirements on budget setting and meet statutory and accounting regulations.
- 4.2 The Covid pandemic has had a substantial operational impact for WLBC during 2020/21 and 2021/22, particularly in relation to the delivery of services and collection of rents. This coincided with the new SORP organisation structures and working methods coming into place from 1 April 2020.

5.0 RENTAL INCOME

- 5.1 In line with our standard practice, the Director of Place & Community will use her delegated authority to increase the majority of tenant rents by 4.1%, (being September CPI of 3.1% plus 1%), from April 2022.
- 5.2 To ensure compliance with the specific rules of the new rent policy and rent standard, a number of specific rules will also be applied to WLBC rents:
- To ensure strict adherence to the maximum rent increase that is allowed of CPI + 1%, all rents with this increase will be rounded down to the nearest penny. The effect in any individual year is negligible and penny differences over time will be corrected each time a property is re-let.
 - Around 1% of properties will have an increase in rent of between 0% and 3.1%, (being September 2021 CPI), rounded down if applicable.
- 5.3 The rent budget is also affected by the number of properties within the Housing Stock which will be influenced by Right to Buy Council house sales (which is outside the Council's control), the number of homes built or purchased, and the number of homes demolished as part of revival and development projects.

6.0 OTHER CHARGES

- 6.1 The general principle applied to service charges is that they should be calculated to ensure that they are sufficient to recover the full cost of service provision. In addition, the Government has advised, but not directed, that it would expect service charge increases to be limited to CPI + 1% unless there is a very clear rationale.
- 6.2 In keeping with this principle, it is proposed to increase the general level of service charges next year by 4.1% (based on the September CPI rate of 3.1% plus 1.0% in line with our standard practice). In general, the service charges apply to communal properties such as sheltered stock and flats as well as residents who receive the Council's furnishing service.
- 6.3 There will be a number of exceptions to this general approach including:
- The heating charge for each property in 2022/23 will be calculated based on estimated cost. This means that different charges will apply to different residents. Gas prices have increased significantly in recent months. However; the heating account overall remains in surplus, so increases for most our residents will be limited to 2%, except for around 100 residents who will receive an increase between 0% and 2%, and around 71 residents who will receive an increase of between 2% and 4%
 - As in 2021/22, garage rents will be increased by CPI, (3.1%).
- 6.4 There are a number of changes to service charges for leaseholders. Some leaseholders might see an overall increase in their bill in excess of 4.1% During 2020/21 and 2021/22 budget setting it was advised that to avoid excessive increases in one year we would phase increases over two or three years in some cases, so some increases will continue to be phased in over 2022/23.

7.0 REVENUE ESTIMATES

- 7.1 Work on the HRA revenue estimates for 2022/23 is ongoing and will be reported at Council. The estimates will provide the detailed information that sets out the financial basis for how HRA service objectives will be achieved. They will cover all areas of revenue expenditure and income and include changes in the base budget required to roll forward agreed service levels, such as pay and contract inflation, but will not allow for any service improvements.
- 7.2 The HRA estimates summary in 7.3 below provides a high-level picture consistent with 2021/22 mid-year reporting, and makes clear the main assumptions being applied. Appendix 1 details the draft estimates for 2022/23.

Budget Area	2021/22 Budget £000	Mid year Forecast Variance £000	2022/23 Summary £000	Assumptions
Employee Expenses	3,617	-100	4,059	£325k resourcing changes; 2% assumed pay uplift; 1.25% welfare tax/NI.
Void repairs and response repairs	3,504	1,000	4,504	£1m forecast overspend in 21/22 assumed to base. Wates business cases assumed to be refuted.
Other premises costs	3,314	-200	3,512	No contract inflation identified. Electrical testing budget moved from supplies & services.
Transport costs	149	0	162	No contract inflation identified. Modest increase in fleet recharge costs.
Budget contingency	482	-482	260	Returned to base budget contingency amount
Supplies and Services	1,194	-50	980	Electrical testing moved to premises related costs
Support Services and internal income (net)	2,927	0	2,736	2% uplift assumed on recharges not yet finalised, pending completion of work.
Loan interest & Contribution towards Repayment	3,407	0	3,419	£3,057k interest – existing debt £362k existing debt repayment set aside

Contributions to capital	7,600	0	7,435	Balancing item
Dwelling rents	-23,260	-25	-24,300	4.1% uplift on the majority of tenant rents. Assumed rtb losses outweighed by new stock from TVD.
Other external income	-2,934	-25	-3,087	Several different income streams that behave in different ways. 4.1% increase to most service charges; 3.1% on garages.
Total	0	118	-320	

8.0 CAPITAL INVESTMENT PROGRAMME

8.1 The Capital Investment Programme for the next seven years is shown in 8.2, below. These are the remaining years from the eight year housing capital programme approved by Council in February 2021. £400k of 2021/22 Walls budget, reprofiled at mid-year into 2022/23 has also been added. The budgets have initially been profiled equally to support resource allocation and contract procurement, Operational changes between years will be reflected in budget adjustments forwards or backwards.

8.2 Capital investment Plan until 2028/29

Scheme	22/23 £000's	23/24 £000's	5 Years 2024-29
Roofing	1,105	1,105	5,519
External Works	833	833	4,165
Kitchens	733	733	3,664
Heating	851	851	4,257
Windows & Doors	448	448	2,241
Electrics	329	329	1,644
Bathrooms	463	463	2,317
Walls	844	444	2,219
Fire Safety Works	101	101	507
Communal Services	133	133	667
Housing Capital Investment Plan	5,840	5,440	27,200 (5,440pa)
Carbon Neutral Dwellings	475		
Salary costs & Professional Fees	600	600	3,000
Disabled Adaptations	502	502	2,510
Contingency	300	300	1,500
Change in Standard for Smoke	300	300	1,500
Environmental Programme	364	200	1,000
Sheltered Housing Upgrades	140	140	700
Lifts	35		
Solar PV Battery Storage	25		
Other Housing Schemes	2,741	2,042	10,210 (2,042pa)
Total Expenditure	8,581	7,482	37,410 (7,482pa)

*Funded from revenue contributions and HRA borrowing

**No contract inflation added at this stage

- 8.3 Delivery of Tawd Valley Developments phase one continues, providing additional housing for WLBC tenants. The budget of £17.009m for phase one not used in 2020/21 was reprofiled into 2021/22. Phase one budget for phase one works to be delivered in 2022/23 will be reprofiled at year end, once the 2021/22 outturn position is known. Phase one funding plans were to utilise borrowing as well as Homes England Grants and 141 receipts. If the financial position at the end of 2021/22 supports it, funding may be switched to revenue contributions to avoid the unnecessary use of borrowing.
- 8.4 HRA budget relating to Tawd Valley Developments phases two and three are being finalised, in line with the approved TVD business plan values, which cover both Council Housing and houses for private sale.

9.0 BUDGET PROPOSALS

9.1 In addition to the roll over budget in continuing services, it is also important to consider new budget issues and areas for development. The table in 9.2 indicates budget issue that officers have identified so far and that should be considered as part of the budget process. Members will need to consider these options, plus any others that may emerge through the budget process and determine which proposals to include in the final budget to meet service objectives.

9.2 Indicative HRA budget issues and ambitions

	Indicative budget Issues	2022/23 £000	2023/24 £000	2024/25 £000
	Capital Expenditure			
1	Regeneration project - £9m	1,000	4,000	4,000
2	Abritas upgrade	36	3	
3	Digital screens for Sheltered schemes	12		
	Sub Total	1,048	4,003	4,000
	Revenue Expenditure			
1	Second half of stock condition survey	300		
2	ASB prevention measures	10	10	10
3	Hardship fund - ongoing	10	10	10
	Sub Total	320	20	20
	Total	1,368	4,023	4,020

*revenue policy options will be funded from the HRA (rents)

**capital policy options will be funded by HRA borrowing

- 9.3 The views of tenants and residents will also be considered through meeting with the tenant scrutiny group and reviewing the proposed HRA revenue and capital budgets as well as the new budget issue.

10.0 SUSTAINABILITY IMPLICATIONS

- 10.1 The Council with its Tenants wants to ensure that the future business plan allows properties to be brought up to a reasonable standard and that appropriate investment can be made at the appropriate time. Business plan modelling enables a well-informed investment plan to be developed in keeping with the requirements of an effective asset management strategy.

11.0 RISK ASSESSMENT

- 11.1 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.

12.0 HEALTH AND WELLBEING IMPLICATIONS

- 12.1 The health and wellbeing implications arising from this report will be dependent on the budget proposals put forward at the Council meeting. Details of any significant implications will be provided at the Council meeting if required.

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

The direct impact on members of the public, employees, elected members and / or stakeholders is dependent on the proposals to be put forward at the Council meeting. Therefore no Equality Impact Assessment has been produced at this time. However, an Assessment will be produced and made available at the Council meeting if required.

Appendix 1 – HRA Draft Estimates 2022/23

	Employees	Running Expenses	External income	Total Cash	Support Services & Capital Charges	Net budget
Budget 2022/23	£	£	£	£	£	£
General Expenses						
Premises Related Expenses	0	167,890	0	167,890	0	167,890
Bad Debts Provision	0	160,000	0	160,000	0	160,000
Capital Programme Contribution	0	0	0	0	7,434,510	7,434,510
Debt Principal Repayment	0	0	0	0	362,110	362,110
Debt Charges	0	0	0	0	3,056,990	3,056,990
Sub-Total	0	327,890	0	327,890	10,853,610	11,181,500
Supervision, Management, Repairs & Maintenance						
Central Administration	285,310	858,270	-414,220	729,360	2,735,460	3,464,820
Income & Financial Inclusion	666,050	103,770	0	769,820	151,750	921,570
Tenancy Services						
Allocations	278,700	69,250	-90	347,860	10,000	357,860
Estate Management	301,700	303,600	-30	605,270	24,380	629,650
Other Tenancy Services	34,550	228,560	-288,870	-25,760	0	-25,760
Elderley & Disabled Support	304,710	98,150	-653,030	-250,170	181,480	-68,690
Sub-Total	919,660	699,560	-942,020	677,200	215,860	893,060
Property Services						
Property Services Management	750,480	1,096,800	-210	1,847,070	-140,070	1,707,000
Caretakers	407,160	153,420	-41,220	519,360	-43,220	476,140
Maintenance of Grassed Areas	0	869,570	-31,440	838,130	0	838,130
Responsive & Void Repairs	344,910	4,563,140	-58,000	4,850,050	-14,130	4,835,920
Independent Living Premises Costs	239,260	313,360	-745,250	-192,630	148,270	-44,360
Planned Maintenance	446,300	432,570	-3,780	875,090	-316,880	558,210
Sub-Total	2,188,110	7,428,860	-879,900	8,737,070	-366,030	8,371,040
General Income						
Customer & Client Receipts	0	0	-25,150,990	-25,150,990	0	-25,150,990
Interest	0	0	0	0	-1,000	-1,000
Sub-Total	0	0	-25,150,990	-25,150,990	-1,000	-25,151,990
Transfers to/from Reserves	0	0	0	0	0	0
Grand Total	4,059,130	9,418,350	-27,387,130	-13,909,650	13,589,650	-320,000

*Independent living premises costs have been moved from Tenancy Services to Property Services, reflecting management of the budget. The budget for Elderley & Disabled support remains in Tenancy Services.

Budget 2021/22	Employees £	Running Expenses £	External income £	Total Cash £	Support Services & Capital Charges £	Net budget £
General Expenses						
Premises Related Expenses	0	167,890	0	167,890	0	167,890
Bad Debts Provision	0	160,000	0	160,000	0	160,000
Capital Programme Contribution	0	0	0	0	7,550,000	7,550,000
Debt Principal Repayment	0	0	0	0	349,860	349,860
Debt Charges	0	0	0	0	3,056,990	3,056,990
Sub-Total	0	327,890	0	327,890	10,956,850	11,284,740
Supervision, Management, Repairs & Maintenance						
Central Administration	127,900	858,270	-411,600	574,570	3,152,290	3,726,860
Income & Financial Inclusion	643,630	101,770	0	745,400	148,770	894,170
<u>Tenancy Services</u>						
Allocations	231,020	69,250	-90	300,180	9,810	309,990
Estate Management	293,290	303,600	-30	596,860	114,750	711,610
Other Tenancy Services	32,090	228,560	-277,770	-17,120	0	-17,120
Elderley & Disabled Support	554,900	411,510	-1,279,690	-313,280	323,280	10,000
Sub-Total	1,111,300	1,012,920	-1,557,580	566,640	447,840	1,014,480
<u>Property Services</u>						
Property Services Management	548,380	1,096,800	-210	1,644,970	-137,330	1,507,640
Caretakers	304,240	140,520	-49,180	395,580	13,130	408,710
Maintenance of Grassed Areas	0	866,840	-30,200	836,640	0	836,640
Responsive & Void Repairs	348,260	3,563,140	-57,360	3,854,040	-13,840	3,840,200
Planned Maintenance	438,360	432,570	-3,640	867,290	-310,670	556,620
Sub-Total	1,639,240	6,099,870	-140,590	7,598,520	-448,710	7,149,810
General Income						
Customer & Client Receipts	0	0	-24,083,860	-24,083,860	0	-24,083,860
Interest	0	0	0	0	-1,000	-1,000
Sub-Total	0	0	-24,083,860	-24,083,860	-1,000	-24,084,860
Transfers to/from Reserves	0	0	0	0	-5,200	-5,200
Grand Total	3,522,070	8,400,720	-26,193,630	-14,270,840	14,250,840	-20,000



**CORPORATE & ENVIRONMENTAL
OVERVIEW & SCRUTINY COMMITTEE:
9 DECEMBER 2021**

CABINET: 25 JANUARY 2022

Report of: Corporate Director of Transformation and Resources

Relevant Portfolio Holder: Councillor I Moran

**Contact for further information: Ms A Grimes (Extn. 3211)
(E-mail: alison.grimes@westlancs.gov.uk)**

**SUBJECT:
QUARTERLY COUNCIL PLAN PERFORMANCE DELIVERY PLAN – Q2 2021/22**

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To present performance monitoring data for the quarter ended 30 September 2021.

2.0 RECOMMENDATIONS TO CORPORATE & ENVIRONMENTAL OVERVIEW & SCRUTINY COMMITTEE

2.1 That the Council's performance against the Council Plan for the quarter ended 30 September 2021 be noted.

3.0 RECOMMENDATIONS TO CABINET

3.1 That the Council's performance against the Council Plan for the quarter ended 30 September 2021 be noted.

3.2 That the call-in procedure is not appropriate for this item as the report was submitted to the meeting of the Corporate & Environmental Overview & Scrutiny Committee on 9 December 2021.

4.0 CURRENT POSITION

4.1 Members are referred to Appendix A of this report detailing the quarterly performance in delivery the Council Plan.

- 4.2 The Council Plan was agreed by Members in October 2020. The Plan provides clarity of purpose for the Council allowing efficient communication of its strategic direction with the public, stakeholders and staff. This in turn allows effective planning and prioritisation of work and supports transparency and accountability.
- 4.3 Services developed and timetabled the actions (the "We Will..." statements) to meet those priorities over the three years of the Council Plan. This covers a large amount of work over several years across a broad spectrum of services. The suite of indicators to support evidencing delivery was agreed in March 2021.
- 4.4 Progress against the actions and supporting KPIs are summarised and provided as a Corporate Performance Delivery Plan in Appendix A. Action progress is intended to provide progress for those actions with activity of note or planned to conclude within the quarter or outstanding from previous quarters. KPIs reported quarterly are included.
- 4.5 To provide a focus on activity the information relating to actions refers to those with activity planned to conclude within the quarter or where it is outstanding from previous quarters. Where actions have been delayed this is addressed in the 'Focus on' section.
- 4.6 Delivery Plan at Appendix A refers to 46 items within the quarterly suite, 10 of which are 'data only' (no target). Of the 36 PIs with targets reported quarterly:
- 24 indicators met or exceeded target
 - 3 indicators narrowly missed target
 - 9 were 5% or more off target.
- 4.7 Performance plans are prepared by service managers for those performance indicators where performance falls short of the target by 5% or more for this quarter. These plans (Appendix B) provide the narrative behind the outturn.

6.0 SUSTAINABILITY IMPACTS

- 6.1 The information set out in this report aims to help the Council achieve its priorities and vision and should contribute to the sustainability of services and the borough as a whole. There are no significant sustainability impacts associated with this report/update and, in particular, no significant impact on crime and disorder.

7.0 FINANCIAL AND RESOURCE IMPLICATIONS

- 7.1 There are no direct financial or resource implications arising from this report.

8.0 RISK ASSESSMENT

- 8.1 This item is for information only and makes no recommendations. It therefore does not require a formal risk assessment and no changes have been made to risk registers as a result of this report. Monitoring and managing performance information data helps the authority to ensure it is achieving its corporate priorities and key objectives and reduces the risk of not doing so.

9.0 HEALTH AND WELLBEING IMPLICATIONS

- 9.1 There are no health and wellbeing implications arising from this report. The Council Plan itself supports the improvement of health and wellbeing within West Lancashire.

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

The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

Appendices

Appendix A: Quarterly Council Plan Delivery Plan Report - Q2 2021/22
Appendix B: Performance Plans





APPENDIX A: Corporate Performance Delivery Plan

Quarter 2 (July-September) 2021/22




Be a financially sustainable Council by 2023







Be a financially sustainable Council by 2023 - Actions

In Quarter Activity







	Completed	0		Check Progress	3
	In Progress	6		Overdue	0

Page 1544
















To achieve this priority we will...	Delivered during the quarter	Requires focus	Status	Lead Service
Maximise the value from existing assets and focus on value for money	Tenants in arrears have been contacted with payment plans being put in place leading to a reduction in amounts owed.	Strategies for the few outstanding tenants with arrears issues being formulated/pursued. Slippage with lease renewals work has been due to a focus on other /COVID recovery tasks catch up. Priority to be given to this workstream during Q3 with plans being formalised.		Estates & Valuation
Continuously develop, find better ways to do things and embrace new technology	'Entitled to' benefit maximisation calculator launched. Direct Debit scheme for garden waste is now at 6,221 sign ups (reducing numbers that need to make contact for next year). Overall subscriptions have increased to 21,679, with 86% of these being completed online.	New information governance training product to be implemented to ensure IT compliant workforce. Promote the garden waste service to maximise subscriptions and target communications to those residents that did not utilise the direct debit option to encourage them to do so ahead of the relaunch next year (payments not taken until April 2022).		Business Intelligence & Development
Continue the implementation of the Council's Sustainable Organisation Review (Our Future)	Further work on savings proposals completed.	To refresh the medium term financial forecast as part of 22/23 work. Setting a balanced budget for 22/23 and		Finance

To achieve this priority we will...	Delivered during the quarter	Requires focus	Status	Lead Service
		identification of savings requirement over the medium term.		
Make sure our internal financial and decision-making processes continue to be strong	We have built savings into base budgets in readiness for 22/23 budget setting. Further work undertaken to identify additional savings opportunities.			Finance
Consider the merits of all service options to ensure value for money is achieved	Calls analysis completed for Revenues and Benefits Service evidencing volumes and types of enquiry received by LCC Calls Advisory Service feeding into transfer back of service. Internal and external (with LCC) project meetings established.			Finance
Optimise Inward Investment	See Solar Farm (Greener West Lancs)			Finance
Review fees and charges across all council services	We are currently working on providing finance information to complete and finalise the report ahead of Member consideration.			Finance
Page 1 of 5 Maximise the returns from Tawd Valley Development Company to reinvest in West Lancashire.	Tawd Valley Developments have helped the Council secure £1.05M from Homes England to support the development of homes on the Eskbank & Brierfield sites. Applications are being prepared to attract similar grant for the Northfield and Halton Castle sites, with a potential investment of around £1.3M. Discussions with Homes England are underway to attract further grant for the Fairlie scheme in phase 2. In all the Council is on a trajectory to attract £4M in grant funding from Homes England across phases 1 and 2 of the TVDL Business Plan.			Finance
Review existing contract savings and work with suppliers to achieve economies of scale	A permanent Procurement Manager appointment has been made. A new training course covering Contract Management and Supplier Relationships has been delivered to the Housing and Regulatory Service and will now be rolled out across other areas. Mandatory training sessions for all officers who complete evaluation of tender bids has been introduced.	Continue the review of the contracts database which is a lengthy process but is making good progress.		Procurement

Be a financially sustainable Council by 2023 - KPIs

Quarter KPI Status		
	OK (within 0.01%) or exceeded	3
	Warning (within 5%)	0
	Alert (by 5% or more)	4
	PIs awaiting data	0
	Data only	1
	'Data only' awaiting data	0





Out of the 10 total KPIs within the priority, 8 are reported quarterly.




Performance Indicator	2020/21	Q2 2020/21	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Quarter Target	Outturn vs same Q previous year	Comment	Quarter Status
	Value	Value	Value	Value	Value	Value				
E01 % rent loss from empty commercial properties available to rent	N/A – PI not developed at this time				3.2	2.8	10	/		
Page 15 of 15 E02 % of Council Tax collected	93.06%	53.74%	80.21%	93.06%	27.39%	52.29%	57.31%		Plan attached at Appendix B1	
E03 % of Business Rates Collected (NNDR)	87.46%	49.13%	69.49%	87.46%	17.29%	42.50%	55.55%		Plan attached at Appendix B2	
TS1a Rent collected from current and former tenants as a % of rent owed (excluding arrears b/f)	100.26	99.37	100.38	100.26	105.05	100.18	100.04		We are proactively contacting tenants who have seen a reduction in discretionary housing payments offering money advice so that we can minimise the impact on rent arrears. We have 37% of tenants on Universal credit rent paid direct on to their account and 39% are paying by direct debit. We continue to secure payment of rent in advance.	
TS11 % of rent loss through dwellings being vacant	1.45%	1.45%	1.47%	1.45%	1.27%	1.38%	0.99%		Plan attached at Appendix B3	
WL130 No. Service Now Customer Accounts	39,333	34,786	37,031	39,333	42,384	44,811				
WL132-c19 FTE working days lost due to sickness absence per average FTE (incl. COVID)	8.64	1.62	2.25	2.21	2.14	3.20	2.02		Plan attached at Appendix B4	
WL164 Savings within financial year	N/A – PI not developed at this time				£250K	£250K	£250K	/		


Create empowered, engaged and inclusive communities

Create empowered, engaged and inclusive communities – Actions







In Quarter Activity

	Completed	0		Check Progress	1
	In Progress	3		Overdue	0







To achieve this priority we will...	Delivered during the quarter	Requires focus	Status	Lead Service
<p>Q3 Q4</p> <p>Create innovative ways to listen to different community groups</p> <p>Adopt best practice consultation</p> <p>Engage with communities for key decisions</p>	<p>A new Customer Feedback Policy was approved in September.</p> <p>Soft launch of the new engagement tool Let's Talk West Lancashire at the end of September with 49 registrations on the platform to the end of the month. The tool increases options available for involving citizens and stakeholders. Since soft launch 3 external surveys launched all of which roll into Q3.</p>	<p>Continued development of Let's Talk West Lancashire, including the creation of bespoke hubs ready for full launch in Q4.</p>		Customer & Business Engagement
<p>Build on and develop strengths within local communities</p>	<p>Digital Optimal Ageing programme has been delivered to residents within 3 Sheltered Accommodations within West Lancs and the team delivered 'face to face' covering 12 modules.</p> <p>70 physical activity sessions have taken place in Q2 outdoors and online with residents who have attended the Winter Ready programme.</p>	<p>Extend the offer of training and upskilling of third sector.</p> <p>Expand the Optimal Ageing pilot to a wider audience, connecting residents to opportunities within the third sector, information and community assets such as green spaces and facilities.</p>		Leisure
<p>Develop (place based) neighbourhood plans with key partnerships committed to meeting the needs of our communities</p>	<p>Team continue to deliver place-based programmes of health, wellbeing and physical activity including weight management programmes.</p>	<p>Once formal approval of neighbourhood plans the team will focus on understanding the health inequalities in each place and work with partners to establish a creative engagement approach to consultation.</p>		Leisure





Work with partners to develop a meaningful offer to support citizens to become digitally included	'We are Digital Ltd', a social-impact driven company continued the delivery of a free, twelve-month training project to help improve digital skills and overcome digital exclusion for residents. Training is delivered over the phone. Colleagues have promoted and referred into the project, including targeted phone calls and text messaging to customers to encourage uptake as well as promotion via press releases and social media. Connections have been made with NHS and VirginCare colleagues to refer residents who require support accessing digital health services.			Customer & Business Engagement
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Create empowered, engaged and inclusive communities - KPIs

Quarter KPI Status		
	OK (within 0.01%) or exceeded	2
	Warning (within 5%)	0
	Alert (by 5% or more)	0
	PIs awaiting data	0
	Data only	3
	'Data only' awaiting data	0

Out of the 7 total KPIs within the priority, 5 are reported quarterly.





Performance Indicator	2020/21	Q2 2020/21	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Quarter Target	Outturn vs same Q previous year	Comment	Quarter Status
	Value	Value	Value	Value	Value	Value				
WL85a Website: no. visits	546,671	143,104	124,761	104,707	104,979	79,765			Figures for Aug/Sept are in line with the previous year and tend to be much lower in this period. However July's figures compared to last year are circa 50,000 lower. Last year saw twice as many visits to the home page possibly for Covid updates, a high number of searches for the Fairy Glen page and twice as many searches for the Garden Waste page.	
WL85c Website: No. of payments processed online	78,042	16,849	14,605	13,415	27,984	15,365			Figures in line with Q2 figures for previous years and is much lower than Q1 which are boosted due to garden waste subscriptions.	






Performance Indicator	2020/21	Q2 2020/21	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Quarter Target	Outturn vs same Q previous year	Comment	Quarter Status
	Value	Value	Value	Value	Value	Value				
WL90 % of Contact Centre calls answered	96.5%	96.4%	97.5%	96.4%	86.7%	89.5%	88.0%	↓		
WL108 Average answered waiting time for callers to the contact centre (seconds)	43	36	23	35	148	133	145	↓		
WL131 No. Social Media Followers (WLBC FB, Twitter)	13,715	11,584	12,594	13,715	13,970	14,205		↑	We continue to build followers across each of the platforms but not at a rate we have seen previously.	

Become a Greener West Lancashire







Become a Greener West Lancashire - Actions

In Quarter Activity









	Completed	0		Check Progress	3
	In Progress	2		Overdue	0

To achieve this priority we will...	Delivered during the quarter	Requires focus	Status	Lead Service
Be a role model and lead good practice; develop a Climate Change strategy and action plan	The Corporate & Environmental Overview and Scrutiny Committee considered the recommendations for the committee's Action on Climate Emergency Review report for Cabinet in January 2022, as part of the review project plan.	The lead officer post for environmental strategy is currently vacant and initial recruitment has been unsuccessful. Continue to explore options to support the delivery of this work.		Property Services
Enhance green spaces promoting diverse uses - countryside facilities and public open spaces	Beacon Country Park and Coronation park (Ormskirk) both achieved the Green Flag award. BCP has now won the award annually since 2007 and Coronation park since 2008.	Preliminary investigations into feasibility of new country park pending information from stakeholder.		Leisure
Encourage local businesses and service providers to set their own targets for becoming carbon neutral and promote their achievements.	A new dedicated <i>Greener Working</i> webpage bespoke for businesses went live in August on the Council's website. Green working stories from local businesses have been promoted on the Let's Talk Skelmersdale website.	To work with the new Environmental Strategy Manager when appointed to create a comms plan that will support the promotion of greener working initiatives to businesses.		Customer & Business Engagement
Reduce waste & improve recycling, implement a Waste Strategy with a focus on sustainable solutions	An appointment to the vacant Waste and Recycling Promotions Officer has been made with a start date of 1 November.	Once in post the dedicated resource will focus on rolling programme of recycling promotions in the later half of Q3. Waste tonnages have increased during lockdown as more people spent more time at home. Since the Council collects recycled materials for each household any further large increases in recycling are therefore unlikely in the short-term.		Waste Services
Optimise the development of solar/wind farm investment	Discussions with Homes England (HE) have taken place regarding the business case for the solar farm at Junction 4. We are awaiting a response from HE. We have also received an electricity connection quotation from Electricity North West to factor into the feasibility of the project.	Continue to pursue Homes England for a resolution over claw-back on the land at Junction 4.		Estates

Become a Greener West Lancashire – KPIs

Quarter KPI Status		
	OK (within 0.01%) or exceeded	2
	Warning (within 5%)	1
	Alert (by 5% or more)	1
	PIs awaiting data	0
	Data only	0
	'Data only' awaiting data	0

Out of the 7 total KPIs within the priority, 4 are reported quarterly.





Performance Indicator	2020/21	Q2 2020/21	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Quarter Target	Outturn vs same Q previous year	Comment	Quarter Status
	Value	Value	Value	Value	Value	Value				
ES01 No. grass cuts undertaken on the highway April-October	8	7	8	8	3	7	7			
ES02 No. grass cuts undertaken in Sheltered Accommodation between April-October	9.6	7	9.6	9.6	3	8	7			
NI191 Kerbside residual household waste per household (Kg)	543.21	136.6	138.83 ¹	137.99 ¹	133.5	126.17	125		Although Q outturn is below this time last year, it is improved on previous Q2 outturns. As greater numbers of people are spending more time at home this inevitably produces more waste for Council household collections. This is likely to reduce as people return to workplaces but homeworking is likely to remain at higher than previous levels resulting in higher 'new normal' levels of household waste.	
NI192 Percentage of kerbside household waste sent for reuse, recycling and composting	46.90%	50.05%	43.00% ¹	42.48%	47.80%	47.80%	51.00%		As previously advised, with no immediate plans to change the recycling offer current levels of recycling are likely to remain broadly static other than annual variations or specific circumstances such as conditions for grass growth. The vacant Waste & Recycling Promotions Officer post is due to be filled in Q3 assisting with raising awareness of recycling in the community and through targeted work. No performance plan has therefore been prepared. Targets will be considered as part of the Council Plan refresh.	






¹ Following review of finalised figures data was restated and was originally published as: NI191 2020/21: Q3 138.83 (from 82.15); Q4 137.99 (from 87.08). NI 192 2020/21: Q3 43% (from 48.08%).

Support business to adapt and prosper







Support business to adapt and prosper - Actions

In Quarter Activity









	Completed	0		Check Progress	2
	In Progress	3		Overdue	0

To achieve this priority we will...	Delivered during the quarter	Requires focus	Status	Lead Service
Lead the regeneration of Skelmersdale Town Centre.	The tender submissions have been scored. Once appointed the consultants will prepare a regeneration strategy.	Complete the legal agreement with LCC for the monies from the Economic Recovery and Growth Fund; complete the legal agreement with Consultants; and once the standstill period is over start the masterplanning work.		Strategic Planning, Regeneration and Implementation
Develop the market offer and reinvigorate Ormskirk's Eastern gateway	Planning consent process for Ormskirk bus station redevelopment progressed and to be considered in October.	A report following an internal audit review of Ormskirk Market is currently being prepared for Cabinet.		Strategic Planning, Regeneration and Implementation
Create enlivened town centres offering diverse leisure opportunities and night time economy	Seven artisan markets were held in Ormskirk between July and September including one Vegan Fest. Artisan markets are scheduled to continue up to and including Sunday 5th December 2021. Wheatsheaf Walk improvements are now complete providing an improved public square. The first HAZ Pilot Cultural Project – Once Upon A Town (onceuponatownormskirk.co.uk) took place.			Strategic Planning, Regeneration and Implementation
Develop a strong web presence which positively promotes West Lancashire	We are working with external partners on what options are feasible for both short term development and longer-term aspirations.	Understand the options and development timescales and costs to support the finalisation of the Project Initiation Document		Digital Communications
Support recovery and growth of existing and new businesses Signpost and support businesses to innovate and diversify	Developed the new Economic Recovery Grant scheme Additional Restrictions grant funding from Central Government (£780k). The scheme will aim to support businesses across the Borough and help them to recover post the COVID pandemic (launching 5th October). The team have supported 27 businesses through signposting and property searches.	Continue work on the business data base for increasing the knowledge of the businesses across West Lancashire to enable more targeted communication and support offers.		Customer & Business Engagement

Support businesses to adapt and prosper - KPIs

Quarter KPI Status		
	OK (within 0.01%) or exceeded	0
	Warning (within 5%)	0
	Alert (by 5% or more)	1
	PIs awaiting data	0
	Data only	2
	'Data only' awaiting data	0





Out of the 7 total KPIs within the priority, 3 are reported quarterly.





Performance Indicator	2020/21	Q2 2020/21	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Quarter Target	Outturn vs same Q previous year	Comment	Quarter Status
	Value	Value	Value	Value	Value	Value				
WL148 % invoices paid on time (within quarter)	95.95%	97.89%	93.94%	95.39%	97.21%	90.92%	98.75%		Outturn relates to just over 5K invoices processed. Outturn would have been just below target this quarter due to new staff picking up the process. However, the low outturn is due primarily to a single point of failure in one service significantly pulling the overall average down. This has been addressed.	
WL149 Number of businesses added value to via support i.e. property searches, skills and employment	109	54	29	26	16	27				
WL148 Value of business support grants allocated and processed (million)	£39.70	£39.70	£39.70	£39.70	£39.70	£39.70			Data is cumulative and schemes were closed during the first two quarters. The West Lancs Economic Recovery Grant was launched on the 5th Oct to utilise £780K Additional Restrictions Grant. We anticipate making grant payments within the next quarter starting from November through to January.	




A clean, safe environment with affordable homes to buy or rent for everyone in West Lancashire

A clean, safe environment with affordable homes to buy or rent for everyone in West Lancashire - Actions







In Quarter Activity

	Completed	1		Check Progress	4
	In Progress	2		Overdue	0












To achieve this priority we will...	Delivered during the quarter	Requires focus	Status	Lead Service
<p>Page 5 of 554</p> <p>Continue to drive forward the community safety agenda</p>	As part of the CSP, the partnership had confirmation that Wigan Athletic Community Trust were able to include Digmoor and Tanhouse and Birch Green as part of their core delivery for the Street Games Project. LCC have sustained funding to enable the Liberty Centre to continue to provide domestic abuse services and Women's Refuge provision.	The Serious Violence Duty is part of the delayed Police and Crime Bill. The community safety team along with CSP key stakeholders continue to work on a local problem profile which will form part of the Serious Violence Strategy. This will be included within a refreshed Community Safety Partnership Plan by the end of the year.		Environmental & Community Protection
Develop Environment Ward Reports for members		Work is continuing for appropriate sustainable information requiring minimal administration.		Environmental Services
Prepare a new Housing Strategy for West Lancashire		Progress is reliant upon the completion of the Housing and Economic Development Needs Assessment (HEDNA) evidence that forms part of the preparatory work for a new Local Plan. Timescales to be re-set following completion and acceptance of the HEDNA evidence base, which will then take account of the revised Local Plan delivery timetable to ensure timing synergy between the two pieces of work.		Strategic Planning, Regeneration and Implementation
Review WLBC/public estate land holdings	Smaller stand-alone cases of land sales continue to be progressed as appropriate	Project business case to be progressed once vacant post of Estates and Valuation Manager is filled.		Estates & Valuation

To achieve this priority we will...	Delivered during the quarter	Requires focus	Status	Lead Service
Identify strategic regeneration areas and investment plans	Following publication of the draft 2020/21 SHELAA in early June 2021 we received and acted upon comments made by site submitters and others (including some Members) and prepared a final 2020/21 SHELAA. This was published on 30 July 2021.	We will refer stakeholders to the sites in the SHELAA as we carry out the forthcoming consultation on the Local Plan between November 2021 and January 2022. We will need to undertake more detailed site assessments in early 2022 as we progress with the Local Plan.		Strategic Planning, Regeneration and Implementation
Get the right mix of properties for each community	Material is ready for a first major public consultation on the scope of the new Local Plan (what it will cover), and on 'Issues and Options'. This includes a vision, objectives, issues, options for policies, background evidence documents, and a Sustainability Appraisal.			Strategic Planning, Regeneration and Implementation
Develop homes to rent/buy for shared ownership through Tawd Valley Development Company	13 new affordable homes at Eskbank were completed on schedule and handed over to the Council in September 21. The properties were in demand and are all occupied by new tenants.			TVDC

A clean, safe environment with affordable homes to buy or rent for everyone in West Lancashire – KPIs

Quarter KPI Status		
	OK (within 0.01%) or exceeded	13
	Warning (within 5%)	2
	Alert (by 5% or more)	0
	PIs awaiting data	0
	Data only	0
	'Data only' awaiting data	0

Out of the 22 total KPIs within the priority, 15 are reported quarterly.

Performance Indicator	2020/21	Q2 2020/21	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Quarter Target	Outturn vs same Q previous year	Comment	Quarter Status
	Value	Value	Value	Value	Value	Value				
ES04 % locations inspected falling into categories A/B - Dog Fouling (cumulative)	100.00%	100.00%	100.00%	100.00%	95.83%	95.70%	95.00%		Scoring based on 47 inspections.	
ES06 % locations inspected falling into categories A/B - Dog Fouling (cumulative)	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	95.00%		As above	
ES08 % locations inspected falling into categories A/B - grounds maintenance (includes grass and shrubbery) (cumulative)	99.80%	99.80%	99.79%	99.80%	N/A ³	100.00%	90.00%		As above	
ES11 % locations inspected falling into categories C/D - Detritus (cumulative)	02.35%	03.04%	02.21%	02.35%	N/A ³	02.20%	07.00%		As above	
ES07 % locations inspected falling into categories C/D - Overflowing Litter Bins (cumulative)	00.94%	02.22%	01.06%	00.94%	N/A ³	00.00%	10.00%		Scoring based on 8 sites falling within the inspection areas above.	
ES19a % successful planned bin collections (grey)	N/A PI not developed at this time				99.2%	99.8%	96%	/		





Performance Indicator	2020/21	Q2 2020/21	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Quarter Target	Outturn vs same Q previous year	Comment	Quarter Status
	Value	Value	Value	Value	Value	Value				
ES19b % successful planned bin collections (blue)	N/A PI not developed at this time				99.05%	99.8%	96%	/		
ES19c % successful planned bin collections (brown)	N/A PI not developed at this time				97.94%	99.8%	96%	/		
ES19d % successful planned bin collections (green)	N/A PI not developed at this time				99.15%	99.7%	96%	/		
HS27 % of properties with a valid Landlord Gas Safety Record (homes and buildings)	99.9%	99.1%	99.9%	99.9%	100.0%	99.9%	100.0%		A full validation of all compliance areas is currently being undertaken by our consultant Pennington Choices. Data is being validated and all processes and procedures being reviewed. The work will conclude mid-December. This will allow us to improve on the work that we undertake in these areas and give further assurances to stakeholders.	
HS29 % non-domestic that require an asbestos management survey/re-inspection	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%		As above	
HS30 % of non-domestic properties with fire risk assessment in place	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%		As above	
HS31 % of properties covered by water hygiene risk assessment (homes and buildings)	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%		As above	
HS28 % of properties with a valid Electrical Installation Condition Report (homes and buildings)	98.1%	98.7%	98.0%	98.1%	98.1%	98.1%	100.0%		As above Outturn due to ongoing access issues including relating to COVID. The contractor is now prioritizing out of date properties.	
WL161 Affordable Housing units via Tawd Valley Developments	N/A PI not developed at this time				0	13	13	/	13 new affordable homes at Eskbank handed over to the Council in September 2021	





³Insufficient area inspections were submitted to generate scoring through the Land Audit Management System quality inspection model due to the system refreshing at the beginning of the financial year and inspections not being able to be generated.

Everyone to be healthy, happy, safe and resilient

Everyone to be healthy, happy, safe and resilient - Actions







In Quarter Activity

	Completed	0		Check Progress	1
	In Progress	5		Overdue	0













To achieve this priority we will...	Delivered during the quarter	Requires focus	Status	Lead Service
Page 1558 Deliver our financial inclusion strategy and action plan	The <i>Get Money Fit</i> program, a package of support around money, debt, mental health and work provided by the Council and partners was launched. A full directory of support services is also now available on the website covering partner services as well as our own.	Develop a referral process for customers with Council tax debt to receive support from Financial Inclusion. Work to introduce <i>Refernet</i> which will support electronic customer referrals across organizations and partners and provide a one contact approach to support services across the borough.		Income & Financial Inclusion
Develop a quality range of health, wellbeing and leisure facilities and services	A strategy has been developed for the procurement of a new Leisure Contract and for the procurement of the new Wellbeing and Leisure Hubs. A committee report has been written that will go to Cabinet in November and Council in December 2021. An options appraisal and consultation exercise has commenced in relation to Beacon Country Park and the Golf Course. Consultation will be programmed to enable the Invest to Save scheme to be carried out at Burscough Racquets and Fitness Centre.			Leisure
Deliver our health and wellbeing strategy embedding school initiatives	Strategy discussions underway to understand what is most appropriate (Health inequalities/physical activity/health and wellbeing).			Leisure
Work with partners to focus on prevention and reducing health inequalities	76 young people have been supported into direct employment during Q2.	Development of the Youth Hub in West Lancs working in partnership with DWP.		Leisure






To achieve this priority we will...	Delivered during the quarter	Requires focus	Status	Lead Service
	<p>An additional 28 young people have been entered into training skills and education. 24 new young people have become enrolled and completed the CSCS training (basic skills and IT).</p> <p>A new Obesity Direct Enhance Service Pathway has been established between GP Practices and Wellbeing & Leisure Service. Referrals will be made into the team by GPs and patients offered the Weight Management group based programme. Referral pathways into Tier 3 and 4 services have been improved and highlighted.</p> <p>Team supported the Holiday Activity Fund (HAF) Summer programme to 1300 children including the provision of food (Free School Meals children) and a range of engaging activities in the community. Activities delivered by third sector partners in addition to the lead providers Shares Ltd and WL Sports Partnership.</p>	<p>Development of exit routes and support packages for Kickstart beneficiaries and to bring in additional funding from European Structural Investment Funding reserves to extend the More Positive Together programme.</p> <p>Christmas HAF programme - in planning now for all children in receipt of free school meals and their families</p>		
<p>Bring in additional money/services to support our most deprived areas</p>	<p>An additional £25,000 has been secured to deliver an additional weight management programme. Design and target groups to be considered and codesigned.</p> <p>Maintained face to face physical activity sessions in the community to residents identified as vulnerable through the Winter Ready programme and tailored online provision for those residents who needed support through interactive online sessions.</p>	<p>Progress the design and delivery of another Winter Ready programme. to deliver a collaborative programme of behaviour change, physical activity and mental wellbeing to protect and prevent the most vulnerable residents becoming ill over the winter.</p> <p>Work with the CCG, Social Prescribing Team, Primary Care networks and VCFSE to engage those most at risk to co design the programme and systems.</p>	▶	Leisure
<p>Deliver our people strategy with Council staff that results in a continuously improving culture</p>	<p>Progress is being maintained on most of the People Strategy actions. The Council can celebrate the successful completion of a number of apprenticeships as well as continuing to increase Kickstart opportunities in the Borough.</p>	<p>Now focusing on the next phase of the smarter working project including ensuring we give full consideration to the health and wellbeing of staff.</p>	▶	HR & OD

Everyone to be healthy, happy, safe and resilient - KPIs


Quarter KPI Status		
	OK (within 0.01%) or exceeded	4
	Warning (within 5%)	0
	Alert (by 5% or more)	3
	PIs awaiting data	0
	Data only	4
	'Data only' awaiting data	0

Out of the 14 total KPIs within the priority, 11 are reported quarterly.

Performance Indicator	2020/21	Q2 2020/21	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Quarter Target	Outturn vs same Q previous year	Comment	Quarter Status
	Value	Value	Value	Value	Value	Value				
TS1 Time taken to process Housing Benefit/Council Tax Support new claims and change events (days) (ytd)	12.00	17.37	15.00	12.00	20.00	22.00	12.00		Processing housing benefit average is 5 days, CTS 25 days giving the combined outturn of 22 days due to volumes. Further details in the Performance Plan attached at Appendix B5	
TS2 No. tenants accessing money advice service	N/A – PI not developed at this time				424	453		/	This equates to around 150 new cases a month.	
TS3 No. tenants supported with Food Poverty advice	N/A – PI not developed at this time				56	78		/	A slight increase of requests over the holiday period. All tenants referred for a foodbank voucher by Money Advice were offered food budgeting and a benefit health check.	
TS4 No. people provided with money advice to help prevent homelessness (tenants & residents)	N/A – PI not developed at this time				13	4		/	The number of homeless cases reduced this quarter of these 1 has been rehoused.	
TS5 No. tenants provided with fuel poverty advice	N/A – PI not developed at this time				42	58		/	Many of the tenants who have had support have been referred to Citizens Advice for the fuel support payment grant and advice on cheaper tariffs.	
WL150 Number of new participants engaged in health & wellbeing programmes/interventions	N/A – PI not developed at this time				29	58	70	/	58 new participants have engaged with health and wellbeing (targeted initiatives) Performance plan attached at Appendix B6	
WL151a Number of new clients	N/A – PI not developed at this time				19	24	9	/	Numbers engaged in vocational training through the	


Performance Indicator	2020/21	Q2 2020/21	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Quarter Target	Outturn vs same Q previous year	Comment	Quarter Status
	Value	Value	Value	Value	Value	Value				
attending vocational training									More Positive Together programme.	
WL151b Number of new participants engaged to enhance employability, confidence, skills and qualifications	N/A – PI not developed at this time				78	94	10	/	Number of Young People placed into Kickstart placements	
WL153a No. of partners working with Wellbeing and Leisure Service	N/A – PI not developed at this time				69	78	20	/	This figure includes 71 local businesses who partner with the service through Kickstart and MPT along a number of other community partners who work with the Health and Wellbeing team and Ranger service	
WL157a No. visits to leisure facilities	N/A – PI not developed at this time				76,190	116,787	140,000	/	Performance plan attached at Appendix B7	
WL159 No. attending parks and countryside events and activities	0	0	0	0	838	1,877	1,500		Schools programme recommenced and figure includes education visits and volunteer sessions. Events planning for next year underway; the service has no events planned until next year although externally organised events have taken place e.g cyclocross and mountain bike races.	

APPENDIX B1

PERFORMANCE PLAN				
Indicator	R1 - % Council Tax collected (current year)			
Quarter Target	Q2	Quarter outturn	52.29%	
Reason(s) for not meeting target				
<p>Performance significantly impacted by Borough Council decision to suspend Statutory Recovery processes in March 2020 with only one batch of non-statutory `softer` reminders agreed and issued in September 2020.</p> <p>Magistrate Court closures from March 2020 as a result of the Covid 19 pandemic, has also impacted on ability to recover outstanding monies.</p>				
Additional commentary / background				
<p>The current PI targets are based on those agreed throughout the recently ended 10 year Partnership contract with OCL then BTLs. I understand that these were based on historic performance out turns from pre 2011, so may well not be reflective or realistic in terms of current economic conditions, statutory changes e.g. the introduction of the Council Tax Support in 2013 in respect of which WLBC set one of the highest reduction charges for applicants at 22% (the previous CTB Scheme paid 100% support) and also the Council Tax Empty Property Local Discounts schemes which in the main increased charges to Council Tax payers.</p> <p>Council Tax collection has been severely impacted as a result of the Covid-19 pandemic, and the decision to cease statutory recovery processes from March 2020. In an attempt to increase collection but taking into account the economic climate, in September 2020 we issued a batch of 'softer' non statutory reminders to Council Tax payers who had fallen behind on paying their instalments, circa 7k letters were produced and issued. Response levels were quite low in comparison to volumes issued, however of those that did contact in the main the customer was contacting to make a payment or an arrangement on the balance outstanding, other customers where signposted to claim CTS and figures of those in receipt of CTS has increased significantly.</p> <p>Annual Bills issued in March 2021 detailed any arrears balances brought forward from previous years, prompting customers to contact to make an arrangements on their account.</p> <p>Whilst the PI is under target, as at the end of Q2 the service has collected £39m of the £74m liability raised for 2021/22.</p>				
Action plan				
Tasks to be undertaken			Completion due date	
Reinstate Statutory Recovery notices (First, Second, Final Reminders and Liability Orders at Magistrates Court, additional costs incurred to customer)			End Sept/early Oct depending on successful UAT COMPLETE - Full UAT of process has been undertaken. Staggered distribution commenced wk beginning 11 October 2021	
Reinstate recovery post Liability Order, for example if customer does not contact to make a suitable arrangement we can issue a 14 Day Enforcement Notice, Instruct			End Sept/early Oct UPDATE - We will monitor	

Enforcement Agents to proceed on cases they were dealing with pre covid. As a last resort escalate cases to Enforcement Agents for collection	customer feedback from Statutory Notices prior to progressing in this area and review around Q3. Court Services have not yet resumed to full service and will impact the ability to progress cases post Final Notice.
Review Performance Indicators to reflect changing conditions	Year end
Improvement expected: Improvements in performance may not be reflective until Q4.	
Resource implications <ul style="list-style-type: none"> • Increase in Customer Contact will impact Customer Access Service taking calls • Back office work trays will increase as a result of customer contact 	
Plan prepared by Revenues Manager	

APPENDIX B2

PERFORMANCE PLAN				
Indicator	R3 - % Business Rates collected (current year)			
Quarter Target	Q2	Quarter outturn	42.50%	
Reason(s) for not meeting target				
Performance significantly impacted by Borough Council decision to suspend Statutory Recovery processes in March 2020.				
Magistrate Court closures from March 2020 as a result of the Covid 19 pandemic, has also impacted on ability to recover outstanding monies.				
Additional commentary / background				
The current PI targets are based on those agreed throughout the recently ended 10 year Partnership contract with OCL then BTLs. I understand that these were based on historic performance out turns from pre 2011, so may well not be reflective or realistic in terms of current economic conditions.				
Business Rates collection has been severely impacted as a result of the Covid-19 pandemic, and the decision to cease statutory recovery processes from March 2020.				
Due to the many complex changes in Business Grant/ Relief schemes announced by Central Government in response to the pandemic the service received an unprecedented volume of customer contact in response. The Revenues Team worked closely with the Business Grants team in order that customers were provided with all support available. However, the service are still corresponding with Businesses that fell outside of these schemes and as a result are advising that they are struggling with making payments on their account.				

Annual Bills issued in March 2021 detailed any arrear balances brought forward from previous years, prompting customers to contact to make an arrangement on their account (volumes not recorded).

Whilst the PI are under target, as at the end of September 21 the service has collected £12m of the £28m liability raised for 2021/22.

Action plan

Tasks to be undertaken	Completion due date
Reinstate Statutory Recovery notices (First, Second, Final Reminders and Liability Orders at Magistrates Court, additional costs incurred to customer)	End Sept/early Oct depending on successful UAT COMPLETE - Staggered distribution commenced wk beginning 11 October 2021
Reinstate recovery post Liability Order, for example if customer does not contact to make a suitable arrangement we can issue a 14 Day Enforcement Notice, Instruct Enforcement Agents to proceed on cases they were dealing with pre covid. As a last resort escalate cases to Enforcement Agents for collection	End Sept/early Oct UPDATE - We will monitor customer feedback from Statutory Notices prior to progressing in this area and review around Q3. Court Services have not yet resumed to full service and will impact the ability to progress cases post Final Notice.
Review Performance Indicators to reflect changing conditions	Year end

Improvement expected:


Improvements in performance may not be reflective until Q4.

Resource implications

- Increase in Customer Contact will impact calls into service
- Back office work trays will increase as a result of customer contact

Plan prepared by Revenues Manager

APPENDIX B3

PERFORMANCE PLAN				
Indicator	TS11 - % rent loss through dwellings being vacant			
Quarter Target	0.99%	Quarter outturn	1.38%	
Reason(s) for not meeting target				
Due to COVID we have seen an impact on resources and resulting delays in the void process.				
Additional commentary / background				
Staffing resources, working arrangements due to localised risk assessments for COVID and power supplies have all impacted on the turnaround of properties.				

Proposed actions

- A joint Service Improvement plan has been developed with Wates, progress is reviewed in regular meetings. Concerns will be escalated to Senior Managers at Core Group.
- Weekly meetings are held with Surveyors, Wates and Lettings staff to monitor progress of individual void properties. To agree and clarify progress. A series of internal meetings have been carried out in which we have mapped out the process to ensure it remains fit for purpose and identified processes which are not adding value or causing delays. Ongoing reviews will be complete to ensure efficient delivery of service.
- A voids progress meeting with Property Services, Tenancy Services and Wates is scheduled for 28th October to review and streamline void processes and performance.

The Tenancy Services Team, the Property Services Team and the contractors will continue to work closely together to improve performance and reduce void loss.

Resource implications – Currently experiencing material delays within supply chain which are causing some delays in completing works and some additional costs


Priority High

Future targets Void performance for properties are monitored and managed through the contract KPI's which are reported on a monthly basis.

Action plan

Tasks to be undertaken	Completion due date
Monitor actions in Service Improvement Plan	Ongoing
A voids progress meeting	October 2021

APPENDIX B4

PERFORMANCE PLAN				
Indicator	WL132-c19 FTE working days lost due to sickness absence			
Quarter Target	2.02	Quarter outturn	3.2	
Reason(s) for not meeting target				
The sickness figures for this quarter include increased sickness absence that has resulted from COVID-related absences in addition to normal sickness absence. This has inflated the figures slightly although indications from September data consistently shows COVID related cases are reducing amongst staff which should positively affect Quarter 3 performance.				
Additional commentary / background				
The government guidance in relation of self-isolation for period of Covid symptoms for 10 days continues to have some impact on the sickness attendance levels for the Council.				

The Council continues to mitigate this as far as possible by ensuring that those staff who suffer from Covid, can work from home where possible, and so are not recorded as sickness absences. However, in front facing services, this is not possible, and staff have no alternative other than to self-isolate and report in sick, even if they have had a mild case, and could possibly have worked through this illness in other circumstances.

The 5 main cause of sickness absence in the month of August were

- Coronavirus (COVID-19)
- Anxiety/Stress/Depression/Other Psychiatric Illness (including both non-works related, and work related)
- Musculoskeletal Disorders
- Injury/Fracture
- Surgery/Post-Operative Recovery

You will note from the reasons, apart from COVID-19, all are serious longer-term health conditions, rather than persistent short-term absences. Although Coronavirus was the most common reason for absence in August, we have seen a reduction in September with it dropping out of the top five to sixth place.

To address mental ill health and wellbeing we have continued to reinforce the mental health and wellbeing support available within the Council's processes including access to mental health First Aiders, Able Futures, Zurich Counselling, and sign posting to other mental health support tools. There has been recent all staff communications raising awareness of World Mental Health Day, World Menopause Day and links to internal/external resources.

Due to operational demands and priorities of the HR team, work to review circumstances for Musculo-skeletal absences has been delayed until December 2021 from the original date of September 2021

HR Business Partners continue to work closely with managers on absence and attendance management including advising on phased returns for staff who are recovering who may not be fully fit to return, but who may be able to shorten their absence if protective measures are provided. Occupational Health has been utilised to inform and support phased and full returns to work for staff. Additional short-term resource put into HR to assist with volume of absence resource required which is proving successful in moving cases forward to conclusion.

Action plan

Tasks to be undertaken	Completion due date
Review circumstances behind Muscular Skeletal absences and consider improved risk assessment if this is work related.	December 2021
Review of manager resources and guidance on managing and supporting staff sickness. Input session with managers to highlight the priorities and importance of early engagement on absence management and staff wellbeing issues. Additionally, a review of the Managing Sickness Absence Policy and linked resources is to be undertaken during the next quarter.	January 2022

Improvement expected: Q4 Jan-March 2022


Resource implications;

We will endeavour to deliver this within existing resources; however this will be a challenge as

one HR Business Partner has been seconded onto organisational change support reducing the capacity of the remaining two generalist HR Business Partners having to cover additional areas. Short term support currently in place supporting absence management will finish in December.

Plan prepared by Interim Human Resources and Organisational Development Manager

APPENDIX B5

PERFORMANCE PLAN				
Indicator	B 1 - Events Speed of Processing			
Quarter Target	12	Quarter outturn	22	
Reason(s) for not meeting target				
Significant increase in Universal Credit Council Tax Support Changes in Circumstances received by our Benefits Service due to changing economic conditions and impact of COVID pandemic.				
Additional commentary / background				
<p>The Events Speed of Processing PI measures the speed of processing Housing Benefit and Council Tax Support new claims and changes in circumstances by the Benefits Service. The current target of 12 days was originally set based on the previous combined national Housing and Council Tax Benefit system in place prior to April 2013. From April 2013 the Council Tax Benefit element of the national Scheme was ceased by Central Government and a local Council Tax Support scheme implemented by WLBC.</p> <p>Over time due to the changing economic conditions locally and nationally, the introduction of the national Universal Credit Scheme and then the impact of the COVID pandemic, the Service has experienced a significant increase in the amount of Council Tax Support changes in circumstances received. This can be 12 changes within 12 months for each working age customer claim and which have significantly increased since the Covid pandemic as there has been a large increase in Universal Credit claims.</p> <p>It is important to note at that CTS has already been awarded to the Council tax Bill and the changes received can result in a mixture of minor, adjusted or no change to the award.</p> <p>Comparative claim received volumes over recent years confirm these dramatic increases:</p> <p>2018/19 transactions 15,661 2019/20 transactions 20,214 2020/21 transactions 31,155 2021/22 23,758 to date with 5 months remaining in the financial year</p> <p>The % increase over three years, a result of which has seen the times taken to process these higher volumes increase. impacting on our performance outputs.</p> <p>The same impact on performance has been experienced across our colleagues in other Lancashire and national local authority Benefit Services.</p>				

Improvement expected:

We have prioritised LCTRs which has now reduced the backlog to 4 weeks. After the budget announcement of changes being made to Universal Credit taper I expect more LCT transactions going forward

Resource implications

Prioritising LCTR will Impact on Housing Benefit speed of processing stats. Customers changes in circumstances and new claims not dealt with promptly could result in complaints and an intervention from DWP PDT (Performance development team)


The introduction of Universal Credit full service has reduced the amount of staff that work within Benefits as the HB caseload reduced, however the workload on CTS has significantly increased.

Action plan

Tasks to be undertaken	Completion due date
Review resources available to consider if an increase would support an increase in outputs. Given the volumes received this would only be a short-term solution and not sustainable to try and keep on top of volumes through overtime.	Q2 - COMPLETE. Prioritised LCTRS which has reduced the backlog
Review the current PI target as its not relevant and realistic in light of the changing conditions since it was set over 10 years ago prior to the introduction of Universal Credit and Council Tax Support. To demonstrate to Members the make up of this PI, the HB Speed of Processing and LCTS Quarter outturns will be referenced separately for future reports	Q2 - COMPLETE Housing benefit average is 5 days, CTS 25 days giving the combined outturn of 22 days due to volumes.
Consider changing Local CTS support scheme to a Banded scheme, this will result in a fewer changes in circumstances being calculated. This would have to costed and balanced against the funding received from Central Govt. Given that WLBC will have to go to consultation to change the scheme, the earliest this could be considered is 2023.	tbc


Plan prepared by *Benefits Manager*

APPENDIX B6

PERFORMANCE PLAN				
Indicator	WL150 Number of new participants engaged in health & wellbeing programmes/ interventions			
Quarter Target	70	Quarter outturn	58	
Reason(s) for not meeting target				
The numbers have not reached the expected target this quarter as the team have spent time engaging with residents who do not ordinarily engage with services and who require additional support to undertake positive behaviour change.				
Additional commentary / background				
<p>The Wellbeing and Leisure Team have been working on specific targeted population health interventions to understand what matters most to some of the most vulnerable residents in West Lancashire.</p> <p>The health and wellbeing programmes/initiatives have been designed to specifically engage with residents who are vulnerable (clinically and or socially), living with significant health inequalities and long-term conditions.</p> <p>Residents who engaged with the team in previous Quarters have remained active on the initiatives and numbers of participants have been retained throughout Q1 and Q2. The Winter Ready programme was a six-month time limited initiative and therefore transitioned at the end of March 21 into the regular delivery (online and in person) timetable of activities in the local greenspaces and virtually. The team have been working to ensure the activities delivered are sustainable or that participants have exit routes into local groups, support networks or new groups have been established. Due to the complexity of the individuals on our programmes this transition has taken time.</p> <p>The Health and Wellbeing Team have been focussing on the design and implementation of a Pilot project Live Longer Better supporting adults to age well. This includes creative engagement techniques with identified vulnerable residents to understand their behaviours, motivations and what they would enjoy doing/matters most to them. The team have delivered a range of activities to increase awareness, skills, confidence and ability of residents and staff to increase physical activity and mental wellbeing.</p> <p>The staff have worked with three independent living schemes and are now in the next three localities. The impact on the residents and staff has been positive with physical activity sessions being embedded sustainably by residents.</p>				
Action plan				
Tasks to be undertaken			Completion date	due
Develop a programme of engagement to encourage greater participation with those residents who are vulnerable. Work in the Independent Living Schemes to build trust and relationships with residents, train staff, volunteers, residents to lead their own activities.			Q2 2021	COMPLETED/now ongoing
Development key population health programmes / initiatives. Including work in the four priority wards of Skelmersdale, Social Isolation, Mental Health, and intergenerational MDT's (Obesity and mental health focus)			Q3 2021	
Review of KPI targets			Q3 2021	
Develop a pathway to support the Obesity DES (Direct Enhance Service) supporting GP practices to refer patients with BMI >30 into Tier 2 services			Q3 2021	

(WLBC Weight Management Programmes). This will also increase the number of residents accessing Wellbeing and Leisure services and ensure there is a wealth of opportunities for each individual.	
Design and re-launch of the <i>Winter Ready</i> Programme – Priority target populations are being discussed and due to be identified, a programme of communications and physical activity opportunities will be developed. Will focus on residents living with undiagnosed respiratory conditions but who may also need support with energy and housing determinants. A multi partnership team is being established to understand data and how a targeted approach to ensuring residents are warm, safe and well over winter can be achieved.	Q3 2021
<p>Improvement expected: The team are planning sustainable interventions throughout Q3 (Oct-Dec) to be delivered in partnership. Results to date have indicated that the behaviour changes seen at the Independent Living Schemes are positive. Residents have continued with activity classes as a result of the team's input. Expected improvements include: increased number of residents accessing information and activities to improve health; improved awareness of opportunities and services available for support; improved more resilient population groups by improving mental and physical health.</p>	
<p><i>Plan prepared by Senior Partnership Development Manager</i></p>	

APPENDIX B7

PERFORMANCE PLAN				
Indicator	WL157a – Number of visits to Leisure facilities			
Quarter Target	140,000	Quarter outturn	116,787	
<p>Reason(s) for not meeting target Visits continue to increase following lockdown and overall monthly visits were as follows during Quarter 2;</p> <ul style="list-style-type: none"> July = 37,342 (increased from 29,539 in June) August = 37,425 September = 42,020 <p>Returns for pool-based activities have been encouraging and the current numbers for childrens swimming lessons are 2291 which is higher than the numbers attending prior to the pandemic. During the quarter all club bookings have also returned at all sites and school swimming also restarted with a full programme in September.</p> <p>The slowest level of return has been around fitness membership with membership levels currently at 3,224. This figure is 1,251 lower than March 2020 when the pandemic started. Quarter 3 will be a critical period in relation to membership levels as it would be hoped that increases would be seen as we go into the winter months.</p> <p>Officers continue to review usage, membership and income levels with Serco and West Lancashire Community Leisure Trust as part of fortnightly review meetings.</p>				
Additional commentary / background				

WLBC Officers continue to work with West Lancashire Community Leisure Trust and Serco to return activities to normal following lockdown and to develop marketing campaigns to further grow usage.

Action plan

Tasks to be undertaken	Completion date	due
Maintain the use of screens within fitness areas to provide increased customer security	ongoing	
Lifting of all restrictions to allow a full range of activities to be offered within facilities	19 th July 2021	Completed
Install additional ventilation within fitness areas to increase customer security	31 August 2021	Completed
Launch of multi media marketing campaign in September to promote and grow swimming lessons	1 st September 2021	Completed
Return of school swimming lessons and the ability to run school swimming at the same time as public swimming sessions	1 st September 2021	Completed
Launch multi media marketing campaign in September to promote and grow fitness membership	1 st September 2021	Completed
Extend opening hours at all sites to increase opportunities for increased utilisation	1 st September 2021	Completed
Return of club bookings to sports halls and 3G pitches in line with the commencement of new sports seasons	30 th September 2021	Completed
Undertake a marketing and price promotion in January 2022 with the aim of growing fitness membership across all sites	31 st January 2022	
Introduce a new initiative focussed on pre-school swimming particularly focussed on Nye Bevan pool	31 st January 2022	

Improvement expected:

As detailed above growth around pool and club activities has been encouraging following lockdown. The particular challenge is around Health and Fitness memberships and Officers continue to work with Serco and West Lancashire Community Leisure Trust to introduce a range of initiatives to grow membership levels

Resource implications Resources for the above are picked up as part of the Income and Expenditure in the Leisure Contract

Plan prepared by *Strategic Partnership Development Manager*



Report of: Corporate Director of Place and Community

Relevant Portfolio Holder: Councillor Gaynar Owen

Contact for further information: Helen Hatch (Extn. 5171)
(Email: helen.hatch@westlancs.gov.uk)

SUBJECT: CIL FUNDING PROGRAMME 2022/23

Wards affected: Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 To report on the consultation on the draft CIL Funding Programme for 2022/23, and to propose final recommendations for the CIL Funding Programme in 2022/23.

2.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW & SCRUTINY COMMITTEE

2.1 That the Committee consider the content and final recommendations of the CIL Funding Programme 2022/23 report and that the agreed comments of Executive Overview and Scrutiny Committee be passed to Cabinet for their consideration.

3.0 RECOMMENDATIONS TO CABINET

3.1 That the consultation feedback report provided at Appendix A be noted.

3.2 That CIL monies be allocated to the delivery of the following projects in 2022/23:

- £31,555 – Dial-a-Ride service (Year 2)
- £37,650 – Creation of an active hub, Skelmersdale Ecumenical Centre

3.3 That Skelmersdale Neighbourhood CIL monies be allocated to the delivery of the following project in 2022/23

- £12,760 – Track and trim-trail at St James' Primary School, Ashurst
- 3.4 That Ormskirk Neighbourhood CIL monies be allocated to the delivery of the following project in 2022/23:
- £60,000 – Improvements to Whittle Drive changing facilities
- 3.5 That the underspend (c.£6835) from the previously approved Burscough towpath improvement scheme be transferred to the previously approved Parbold towpath scheme to increase the available funding for that project.
- 3.6 That delegated authority is granted to the Director of Place and Community, in consultation with the Portfolio Holder for Planning, to consider and authorise any reasonable changes to the details of the Cabinet approved schemes contained within this report, including minor changes to CIL funding or delivery timescales, that may be necessary to facilitate the subsequent delivery of an approved project, and that this delegation level is updated in the Council Constitution.
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4.0 BACKGROUND

CIL Funding Programme 2022/23

- 4.1 The Council adopted a CIL Charging Schedule in July 2014 and has been charging CIL since 1 September 2014. In July 2020, the Council approved an update to the CIL Governance Framework which sets out how decisions would be made on the spending of CIL monies by the Council, amongst other matters. As a reminder, when CIL monies are collected by the Council in relation to any development it is divided into three parts:
- 80% of the monies are retained by the Council to be pooled with other CIL income from other developments to be spent on infrastructure as the Council sees fit across West Lancashire.
 - 15% is passed to the local Parish Council that the development is located within for them to decide what infrastructure the monies should be spent on locally within the Parish. This is known as the "neighbourhood portion". Where there is not a Parish Council, the Borough Council keeps hold of the monies and must decide what infrastructure the monies should be spent on within that unparished area. The portion increases to 25% in those areas with a Neighbourhood Plan (reducing the strategic portion to 70% in those areas).
 - 5% is retained by the Council to help cover the costs of administering CIL
- 4.2 In relation to the 80% of CIL income retained by the Council for spend on infrastructure across the Borough, the vast majority of this CIL income will be saved towards "strategic" infrastructure; that is projects which individually require more than £100,000 of CIL funding. Decisions on what to spend those saved CIL

monies on (and when) will be made by Cabinet as and when a project arises that is considered a suitable use of the saved monies.

- 4.3 The annual CIL Funding Programme will therefore focus on smaller projects (each requiring £100,000 of CIL funding or less), with a maximum cap of £200,000 of the CIL funds raised in a given financial year to be allocated to smaller projects through the CIL Funding Programme each year.
- 4.4 A draft of this CIL Funding Programme must be publicly consulted upon before Cabinet make a final decision on it late autumn/winter in any given year in readiness for spending the monies from April the following year. The public consultation on potential smaller projects to be included in the CIL Funding Programme 2022/23 was conducted in autumn 2021.
- 4.5 In addition, CIL monies have been collected by the Council in relation to the unparished areas of Ormskirk and Skelmersdale. In accordance with the CIL Regulations 2010 (as amended) 15% of those monies received in those non-parished areas must be retained by the Council as the neighbourhood portion who must then consult with residents and businesses of those areas on how best to spend these "neighbourhood" CIL (NCIL) monies. The Council included consultation on this alongside the consultation on the CIL Funding Programme in autumn 2021.
- 4.6 This report follows up on that public consultation held in autumn 2021 on the above types of CIL monies. It reports back on the responses received and recommends which schemes should be incorporated into the 2022/23 CIL Funding Programme.

The Infrastructure Delivery Schedule and scheme assessments

- 4.7 A key document that informs the process of preparing a CIL Funding Programme is the Infrastructure Delivery Schedule (IDS). The IDS is a database of infrastructure projects that are planned or desired to take place during the current Local Plan period. It originally formed part of the evidence base for the Local Plan and the CIL Charging Schedule but has become more of a "live" document now, allowing monitoring of all infrastructure projects in the Borough and concurrent measuring of how the Local Plan is performing in delivering this key aspect of sustainable development.
- 4.8 Many projects on the IDS have a connection to new development in that they are needed or demanded because of the new development proposed and being delivered through the Local Plan. However, other projects are not necessarily linked to new development in this way but are still needed to upgrade existing infrastructure provision or reflect aspirations that infrastructure providers have and which, in some cases, may enable further new development in the future.
- 4.9 In relation to CIL, therefore, the IDS provides the basis for assessing which infrastructure projects CIL monies should be spent on. Not all projects on the IDS will be eligible for and / or need CIL monies.
- 4.10 Residents and businesses, infrastructure providers, ward councillors, parish councils and relevant council officers have all been given opportunity to input ideas and suggestions on schemes that could go into the latest version of the

IDS, and to update details of schemes that are already in the IDS. This is a vital part of the process and the more specific and detailed the information provided, the better the Council can assess the projects. If the information is inadequate or incorrect, this will inevitably affect the assessment, particularly in relation to deliverability of a project. To this end, all contributors are invited to comment on the draft CIL Funding Programme when it is published for public consultation and can update the information provided as they see necessary.

5.0 CONSULTATION FEEDBACK

5.1 Public consultation plays an important part in helping to identify those schemes with the greatest priority for local people. As such, a significant investment of funds (for publicity) and officer time is made each year into the public consultation on the CIL Funding Programme. The draft CIL Funding Programme was put out to public consultation between 23 September and 22 October 2021. The consultation was advertised in the Champion, online and via mailouts to the consultation database, with respondents able to respond online. It sought views on the following shortlisted projects:

CIL monies:

- £31,555 Dial-A-Ride (Year 2)
- £37,650 Creation of an active community hub at Skelmersdale Ecumenical Centre

Skelmersdale Neighbourhood CIL monies:

- £10,760 Installation of a mile-long track and trim-trail at St James' Primary School, Ashurst, Skelmersdale

Ormskirk Neighbourhood CIL monies:

- No projects were shortlisted, although people were invited to submit suggestions of infrastructure schemes that could be suitable for delivery in the future.

5.2 59 responses to the consultation were received from the public and stakeholders, and all their comments have been considered in making the final recommendations regarding CIL funding in 2022/23. The full set of comments is provided at Appendix A, with a summary below.

Dial-a-ride

5.3 A number of comments were received supporting the Dial-A-Ride service, on the basis it provides an important transportation service across the Borough.

Active hub at the Ecumenical Centre

5.4 There was wide support for the active hub because of its role in supporting the community, providing opportunities for volunteering, encouraging more people to get involved in health activities and addressing local needs. Respondents stated that its central location means it can offer its services across the town, and there

has been significant development in the surrounding area to justify the allocation of CIL funds. It was considered that the project meets the Council's vision of creating empowered, engaged and inclusive communities and supports improvements to health and wellbeing, whilst the innovative cycle scheme supports transportation, leisure and active travel ambitions.

Installation of a mile-long track and trim-trail at St James' Primary School

- 5.5 There was a significant amount of support received for the project at St James' Primary School, Ashurst. A number of the comments noted that the project would support the school pupils and promote their physical and mental health, with benefits extended into the local community and organised groups (cubs, scouts etc) to provide outdoor activity facilities.

Other

- 5.6 Through the consultation, a number of additional schemes were suggested but will not be taken forward at this time, either because they are not infrastructure items listed on the Council's Infrastructure Funding Statement and/or a need for them does not arise from new development (e.g. wildflower verges, filling of potholes), or they have not been assessed as suitable for shortlisting at this current time (St James' MUGA). Further suggestions, including improvements to a play area in Inglewhite, Skelmersdale and the installation of Speed Indication Devices (SpIDs) in Ormskirk have been sent to the responsible service providers to consider and advise on the feasibility of their inclusion on the IDS.
- 5.7 Support was therefore received for all the shortlisted projects, and no comments were received that raised any concerns with regard the use of CIL funds on those projects. A small number of additional project suggestions were received, and appropriate proposals are being explored in more detail.
- 5.8 It is therefore considered appropriate that the shortlisted projects for the use of CIL monies are carried forward into final recommendations for the CIL Funding Programme 2022/23.

6.0 RECOMMENDATIONS OF THE CORPORATE DIRECTOR OF PLACE AND COMMUNITY

CIL monies

- 6.1 Given the feedback from the consultation and the positive assessment of the projects by officers, I recommend at 3.2 above that Cabinet should allocate CIL monies to the following projects:
- ***Dial-a-Ride, Borough-wide (Year Two) – demand responsive transport service for West Lancashire (£31,555 of CIL sought to help fund the service for one year, with c.£154,700 of match funding)***
- 6.2 This already established scheme provides accessible transport, particularly for elderly and disabled residents, covering those areas of the borough not well-served by public transport.

- 6.3 Dial-a-Ride's original bid sought CIL monies to help fund the service for three years. However, it was decided that the project should be considered for funding as a one-year scheme on the basis that it could be supported in the immediate future whilst still keeping CIL monies available for use on other projects. Should further monies be required in future years, new bids for CIL monies could be submitted. Subsequently, the Dial-a-Ride scheme was awarded CIL monies through the 2021/22 funding programme to help finance the service in year 1.
- 6.4 It follows that this bid relates to year 2 and seeks the same amount of funding to support this valued transportation service during 2022/23. As with year 1, Dial-a-Ride have already secured the majority of funding from Lancashire County Council (LCC) and other assured sources and raise further significant income through fares and subscriptions for the service.
- 6.5 In consideration of this project, it has been acknowledged that CIL monies must be used to support new, not existing, development. Therefore, whilst CIL monies will go some way to supporting the continuation of the Dial-a-Ride scheme, and preventing cuts to the existing service, any award of funding will also be able to support changing needs and increased demand for the scheme that may be created as a result of new development.
- ***Creation of an active community hub at Skelmersdale Ecumenical Centre, Skelmersdale (£37,650 of CIL sought)***
- 6.6 This bid is to develop the Ecumenical centre's hall into a multi-functional sport and recreation facility to enable leisure projects / activities to meet local demand; to create a small bike hire station at the centre using second-hand bikes; and to publicise the hub via a new website and social media presence. The project would provide health improvement opportunities, particularly to disenfranchised groups, as well as provide low cost and active/sustainable transport opportunities. Skelmersdale is undergoing significant residential and retail development, both in and around the town centre, which this project would help support. Whilst the Council have their own ambitions for sports centres, this active hub would provide an alternative, community-based health improvement opportunity, deliverable in the immediate short-term.
- 6.7 That being the case, the total cost of funding all those projects is £69,205, which falls below the £200,000 annual cap and means the two projects can be funded in 2022/23 and there will still be a remaining amount (£130,795) to carry over into the strategic CIL pot to enable those funds to accumulate further.

Skelmersdale Neighbourhood CIL monies

- 6.8 In relation to the following scheme:
- ***Installation of a mile-long track and trim-trail at St James' Primary School, Ashurst, Skelmersdale (£12,760 of NCIL sought with £20,000 match funding)***

St James' Primary School has seen pupil numbers increase as a result of surrounding residential developments (including Ashurst Road and Whalleys) (the school report a 22% increase between 2019 and 2021). The school state that they have pupils who struggle with physical and mental health and access to outdoor recreation, which has been exacerbated by pandemic lockdowns. In

response, the mile-long track and adjoining 'trim-trail' would run within the school grounds and provide access to health and sport opportunities for pupils, including less-mobile children, as well as the wider community.

- 6.9 Whilst the school have an existing trim-trail to the east of the school, they have stated that this proposal is for a new trim-trail to connect the existing trail with the proposed mile-long track to the north of the school. Further, they have confirmed that whilst there are existing drainage issues on the school field, the works here will not directly address those issues and will just provide new facilities. Any improvements will be obtained indirectly through the wider, new works.
- 6.10 Many of the consultation respondents supported the project because of its benefits for the school's pupils but to be eligible for CIL funding, the facilities must be accessible by, and available for, the community, albeit this may inevitably be outside of operational school hours. The school have stated facilities will be available to the community at weekends and after school etc. but, as the track and trail would be within the school premises, it would require authorised keyholders (i.e., cubs, scouts, etc.) to take responsibility for supporting access. With appropriate management of access, it is considered the new facilities would help improve the health of pupils and the local community.
- 6.11 It is proposed to fund this project using the available Neighbourhood CIL (NCIL) monies which have derived from the nearby Whalleys development, thereby enabling the monies to directly benefit the area from which they stemmed. In addition, NCIL can be spent more flexibly than strategic CIL because it can also be used to fund "anything else that is concerned with addressing the demands that development places on an area".
- 6.12 Given the feedback from the consultation, the assessment of the project by officers and having addressed previous Member concerns regarding drainage and accessibility, I recommend at 3.3 above that Cabinet should allocate Neighbourhood CIL monies to this project. Due to the spiralling costs of materials and labour at present, the school have said that the costs for the scheme have increased by £2,000 since their original submission, and therefore this bid is now higher than that figure publicly consulted upon. However, the allocation of £12,760 is still a relatively modest sum, against the match funding available, to help deliver this scheme. NCIL funding will be conditioned on the basis that the facilities it provides must be available by the community, for free, outside of the school hours.

Ormskirk Neighbourhood CIL monies

- 6.13 No schemes in Ormskirk had been shortlisted through the draft CIL Funding Programme, and therefore no schemes formed part of the consultation. However, since the draft programme was approved for consultation, internal discussions have brought the following scheme for the consideration of Ormskirk NCIL monies.

- ***Whittle Drive changing facilities (£60,000 of NCIL sought with £100,000 match funding)***

- 6.14 Members will recall that, in January 2018, CIL monies were awarded to the creation of improved changing facilities at Whittle Drive, Ormskirk (West End FC). Following that approval, progress began on the project but was subsequently slowed due to a number of factors, including the coronavirus pandemic. Most notably, necessary changes to the scheme's design could not be actioned because the architects faced significant challenges from the pandemic, whilst internal staff resources were redirected to the Council's tactical covid response. These issues were then followed by further delays arising from staff departures and the need to 'handover' the project to new officers. During the time taken to re-establish the project, the time window for the use of the CIL monies expired.
- 6.15 However, the Council's Leisure Services and the football club are still keen to deliver the project and the project still meets the criteria for CIL funding. Leisure Services have provided new assurances that the project can be delivered within two years, including providing a credible two-year programme for the works.
- 6.16 Through the original approval (in January 2018), Cabinet awarded £40,000 to this project with the club providing an additional £40,000 match funding from the Football Foundation (FF). In the interim period, the club have evolved their proposals into a more detailed specification, and have undertaken tendering exercises for the work, which showed costs have increased significantly; for example, building and labour costs have spiralled following the pandemic and Brexit. In response to the increase in scheme costs, the club have now obtained a revised grant of £100,000 from the FF to deliver the scheme but now wish to seek £60,000 of CIL funding from the Council. This increase of £20,000 on the earlier CIL funding approval reflects the revisions to costs set out here.
- 6.17 The principle of the suitability of the project for CIL funding has already been established through the previous Cabinet decision (and its associated public consultation), and the revised scheme has again been favourably re-assessed for CIL. Therefore, a new decision relates to whether the Council are happy to (re-) allocate monies to this project to ensure delivery of the community project. Herein also lies a potential opportunity to achieve better value from available CIL monies - should Cabinet be amenable to re-awarding funding to this project, then it is proposed that Ormskirk Neighbourhood CIL (NCIL) monies should be used in lieu of CIL (as was previously awarded). When the scheme was first granted approval, relatively little NCIL money was available in Ormskirk but the Council now hold a significant amount of NCIL monies which could be drawn from, particularly given no other schemes are currently able to be shortlisted in the Ormskirk area. As the previously allocated and 'expired' £40,000 has been returned to the council 'pot', use of NCIL would then ensure these strategic monies could be used on projects elsewhere in the Borough.
- 6.18 I therefore recommend at 3.4 above that Cabinet should agree to allocate Ormskirk Neighbourhood CIL monies to the Whittle Drive project:

Other CIL funding matters

- 6.19 In 2016, Cabinet agreed to allocate £150,000 of CIL towards funding towpath improvements between Burscough Wharf and Glovers Swing Bridge, to be delivered by the Canal and Rivers Trust (CRT). In 2020, Cabinet approved £385,000 of CIL to fund additional towpath improvements between Parbold and

Appley Bridge, again to be delivered by CRT. Whilst the Burscough towpath scheme has been completed, CRT have advised that they have a resultant underspend from the Burscough project of c.£6,835 and have proposed that the underspend is now transferred to the Parbold scheme. The Parbold scheme is currently in its design stages, and, whilst the Council have made it clear that any subsequent increase in costs arising from that design work would need to be borne by CRT, it does seem reasonable that the underspend on the Burscough project could be transferred across to the Parbold scheme to provide a little more leeway, particularly given ever-increasing material costs. Both towpath improvement schemes are closely related green-infrastructure schemes, designed to improve connectivity between West Lancashire and surrounding areas (including Wigan). The transfer of the underspend to the Parbold project would not have any additional impact on the availability of CIL funds, as they were already taken to have been utilised on the Burscough project. CRT would just be required to reassign the available underspend to the Parbold scheme. Therefore, I recommend at paragraph 3.5 above that the underspend from the Burscough towpath improvement project be transferred to the Parbold towpath improvement scheme to increase the available funding for that project.

CIL receipts

- 6.20 In terms of available monies, it is anticipated that the Council will collect £2.9 million of CIL in 2021/22, with the relevant strategic portion being £2.2 million for that year. As such, there will therefore be sufficient funds to allocate up to £200,000 to 'smaller' infrastructure schemes through the CIL Funding Programme 2021 and still save £2 million for 'larger', more strategic and costlier projects in the future.
- 6.21 As of April 2021, the Council had a cumulative strategic CIL balance of just under £7.8 million, which by April 2022 should stand at over £10 million (including those monies that would be allocated to new schemes through the recommendations in this report). There will therefore be sufficient funds to allocate to 'larger' infrastructure schemes in 2022/23 and beyond when an appropriate project is identified.

Table 1: CIL Receipts received / anticipated since September 2014-2022

Collected in:	Total receipts	Strategic portion (80%)	CIL Funding allocated to Infrastructure Projects	Cumulative Strategic CIL balance**
2014/15	£45,703	£36,562	£43,000	£110,083
2015/16	£144,959	£116,521		
2016/17	£603,834	£483,660	£173,000	£420,743
2017/18	£2,257,038	£1,805,877	£425,000	£1,801,620
2018/19	£2,150,247	£1,734,107	£91,000	£3,444,727
2019/20	£2,944,857	£2,376,729	£325,000	£5,556,455

2020/21	£3,743,047	£2,770,046	£555,555	£7,801,946
Sub-Total 2014-2021	£11,619,685	£9,323,501	£1,612,555	£7,801,946
2021/22 Anticipated	£2,949,535	£2,281,226	£69,205*	£10,013,967*
Total 2014-2022	£14,569,220	£11,604,727	£1,681,760*	£10,013,967*

*If the recommended projects were to be awarded CIL funding

**Including any monies allocated but since returned as a result of non-delivery

- 6.22 By April 2022, the Council expect the neighbourhood CIL balance in Ormskirk to be £320,766 so there will therefore be sufficient funds to allocate monies. Should the recommendations of this report be approved, then it will leave a balance of £260,766 for the future.

Table 2: Neighbourhood CIL Receipts received / anticipated since September 2014-2022 in Ormskirk

Collected in:	Neighbourhood portion (15%)	CIL Funding allocated to Infrastructure Projects	Ormskirk Neighbourhood CIL balance
2014-2021	£422,051	£200,000	£222,051
2021/22 Anticipated	£98,715	£60,000*	£38,715*
Total 2014-22	£520,766	£260,000*	£260,766*

*If the recommended projects were to be awarded NCIL funding

- 6.23 By April 2022, the Council expect the neighbourhood CIL balance in Skelmersdale to be £33,295 so there will therefore be sufficient funds to allocate monies to the project identified at paragraph 6.8.

Table 2: Neighbourhood CIL Receipts received / anticipated since September 2014-2022 in Skelmersdale

Collected in:	Neighbourhood portion (15%)	CIL Funding allocated to Infrastructure Projects	Skelmersdale Neighbourhood CIL balance
2014-2021	£33,295	£0	£33,295
2021/22 Anticipated	£0	£12,760*	£20,535*
Total 2014-22	£33,295	£12,760*	£20,535*

*If the recommended projects were to be awarded NCIL funding

6.24 Recommendations for the use of CIL monies are always made based on the best information available at that time. However, as some projects in the funding programme can take up to two years to deliver, details relating to costs, timescales and specifications can change in that time. This is of particular relevance at present as the repercussions of Brexit and the global pandemic play out on labour availability and material costs. To ensure that the projects presented through this report can be delivered, it is recommended, at paragraph 3.6 above, that delegated authority is granted to the Director of Place and Community, in consultation with the Portfolio Holder for Planning, to consider and authorise any reasonable changes to the details of the Cabinet approved schemes contained within this report, including minor changes to CIL funding or delivery timescales, that may be necessary to facilitate the subsequent delivery of an approved project, and that this delegation level is updated in the Council Constitution.

7.0 SUSTAINABILITY IMPLICATIONS

7.1 The delivery of new infrastructure funded by CIL monies will have positive implications for sustainability and contribute to the delivery of the development allocated in the West Lancashire Local Plan 2012-2027 in a sustainable manner.

8.0 FINANCIAL AND RESOURCE IMPLICATIONS

8.1 There is no additional cost to Council resources of preparing and consulting on a CIL Funding programme or how to spend NCIL monies given that any projects prioritised for funding will be funded by CIL monies and, in some cases, match-funding identified by the infrastructure provider from other sources. The administration of CIL (including the CIL Funding Programme) is covered by the 5% administration fee retained by the Council from CIL receipts together with the Growth and Development Service's revenue budgets.

9.0 RISK ASSESSMENT

9.1 There are no significant risks related to this report, as CIL funding is being allocated appropriately, in accordance with CIL regulations and will only be transferred to partner organisations delivering the infrastructure when contracts for delivering the works are committed.

10.0 HEALTH AND WELLBEING IMPLICATIONS

10.1 The delivery of any of the projects proposed through this CIL funding programme, will have a positive impact on health and wellbeing. The schemes propose either improvements to outdoor play areas, creation of an active hub and improvements to active travel (cycling/walking) to support physical activity to improve health. Dial-a-ride provides a demand-led transport service to support resident's access to key facilities, including GPs and hospitals, particularly for those areas currently not well-served by public transport.

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 a direct impact on members of the public, employees, elected members and / or stakeholders. Therefore, an Equality Impact Assessment is required. A formal equality impact assessment is attached as an Appendix to this report, the results of which have been taken into account in the Recommendations contained within this report.

Appendices

Appendix A – Consultation Feedback Report on the draft CIL Funding Programme
2022/23

Appendix B – Assessment of shortlisted projects

Appendix C – Equality Impact Assessment

WLBC STRATEGIC CIL MONIES

Respondent ID	637047
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	Yes, because the Ecumenical centre in Skelmersdale is a really good centre to get the support from, and the aim is to help all the local in the town, as making group, doing activities and language learning class. I do agree to support this centre because it deserves it
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	637114
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	My vote goes for the following project. " Creation of an active community hub at Skelmersdale Ecumenical Centre (CIL)" I believe the above project will help people who arrived in Skem from other countries be able to integrate into society and learn about the cultural differences and learn how to be culturally appropriate. It gives people like me an opportunity to volunteer at the centre on different projects and give the feeling of being valuable. Therefore, I support the above project as funding can help the centre to be able to take on more people and use different initiatives to bring diverse people from different walks of life together.
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	Skelmersdale Ecumenical centre can utilise the funding to improve the centre hall and also can provide community bike which will be really useful for everyone.
Council response	Support for the Ecumenical Centre noted.

Respondent ID	637967
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	The Ecumenical Centre is central for all those who live/work in Skelmersdale and having a community hub for the whole community of Skelmersdale so central to town is important. There are many good organisations working to support the residents who are using the centre so any funding can only be a really good thing

	to do.
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640063
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	Yes Dial a ride is a vital service that enables many elderly & vulnerable to get out and avoid being isolated at home
Council response	Support for the Dial-a-ride noted.
Are there any other projects on the IDS we should consider?	No
Council response	Comment noted.
Can you suggest any other infrastructure schemes?	Extra gp services needed. Dental care. Sports facility
Council response	The Council are working with the NHS and CCCG's to identify needs but remain dependent on the necessary scheme details being provided by those service providers. No specific details are provided of what sports facilities should be provided. A number of sports facilities are included on the IDS already.

Respondent ID	642937
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	The ecumenical centre is centrally located to allow many local residents to access a range of services. It is in a great geographical location to allow it to increase the range of services it can offer from supporting community led projects, providing office space for local business, space hire etc etc. There is no other facility in the area that can offer this.
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	644294
Organisation (if applicable)	-
Do you agree with the	As Superintendent Minister of the Methodist Church in the area and

shortlisted projects?	a Trustee of the Ecumenical Centre, I am very aware of the importance of the Community work carried out there. I also recognise the great value of the dial a ride service
Council response	Support for the Ecumenical Centre and Dial-A-Ride noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	645084
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	No. The Ecumenical centre in Skelmersdale is a religious multi faith organisation and should not be funded by public money - especially having recently received as significant amount of National Lottery funding that should have been distributed to many organisations within Skemersdale - Not one organisation The Church of England and Catholic church should be funding the Ecumenical centre
Council response	Comments noted. As the Ecumenical centre provides community facilities, it is eligible for CIL funding.
Are there any other projects on the IDS we should consider?	More community gardens and communal meeting areas on estates in Skelmersdale
Council response	No specific details are provided of where community gardens and communal meeting areas should be provided around Skelmersdale. CIL can only be used to help support new development, and so CIL monies could not be used to provide facilities on existing estates as this would relate to an existing, and not new, need.
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	662662
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	Yes, it is important that the funds are spent on projects with a broad impact. The project at the Ecumenical Centre will have long term effect on people from different generations. It is at the heart of the town.
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	n/a
Council response	-
Can you suggest any other infrastructure schemes?	Work is desperately needed to improve / reclaim the towns cycle paths and subways. Many are overgrown and full of glass this town could be a flagship town for green infrastructure if we really put our

	minds to it
Council response	CIL can only be used to help support new development, and so CIL monies could not be used to improve subways as this would relate to an existing, and not new, need. However, green infrastructure improvements would serve a wider area, including new development in the town, and so could be an appropriate use of CIL monies. There are a number of green infrastructure projects on the IDS, but anyone can submit suggestions of new schemes at any time. No specific details were received with this response.

Respondent ID	662667
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	Yes, I believe all the projects will be beneficial for the community. I especially think the ecumenical centre will get to reach so many people that are in need.
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	Lighting on streets and on cycling/footpaths could certainly improve to provide more safety. I also think the roads needs resurfacing and correct any potholes that are dangerous to vehicles.
Council response	CIL can only be used to help support new development, and so CIL monies could not be used to resurface roads or fill pot-holes as this would relate to an existing, and not new, need. However, green infrastructure improvements would serve a wider area, including new development in the town, and so could be an appropriate use of CIL monies. There are a number of green infrastructure projects on the IDS, but anyone can submit suggestions of new schemes at any time. No specific details were received with this response.

Respondent ID	66452
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	I agree mostly with the development of the ecumenical centre as there is a chronic shortage of activities in Skelmersdale and as the transport is poor it is difficult for some people to do anything.
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	As the train and sports centre development would be handled outside Cil funding there is nothing else I can add except many roads in Skelmersdale are full of pot holes and need resurfacing. Most places I drive now have roadworks on but Skelmersdale doesn't (except M58) but some of our roads are in worse conditions.
Council response	CIL can only be used to help support new development, and so CIL monies could not be used to resurface roads or fill pot-holes as this would relate to an existing, and not new, need.
Can you suggest any other infrastructure schemes?	West lincs college could do sport activities of a night like sports centres or glenburn did such as badminton, yoga etc. which could

	act as a mini sports centre until a new one could be built.
Council response	Comments noted. West Lancs College are an independent body and it is for them to decide those facilities which they offer to the local area.

Respondent ID	668140
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	Yes they would all be useful
Council response	Comments noted.
Are there any other projects on the IDS we should consider?	No
Council response	Comments noted.
Can you suggest any other infrastructure schemes?	No
Council response	Comments noted.

Respondent ID	683966
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	<p>The Ecumenical Centre is in the centre of our town and easily accessible. Not everyone wants to attend a council run or privately owned leisure centre or gym. Alternative venues that aim to improve the health, wellbeing and physical activity of our residents such as active transport would be immensely valuable and environmentally friendly.</p> <p>A vision to improve health and wellbeing, (physical, mental and social) would serve the people of our town well. I have seen the recent changes within the centre and can envisage it becoming a vibrant central hub of activity, offering health improvement activities that target local needs. I consider this a very worthwhile project with the potential to tackle loneliness, physical inactivity and mental wellbeing.</p>
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	699656
Organisation (if applicable)	Skelmersdale U3A
Do you agree with the shortlisted projects?	We use the Skelmersdale Ecumenical centre for some of our activity meetings and support efforts to increase the building usage for it is a town centre located community facility under local management.it

Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	Please see comment below. Basically we consider that CIL fund should be spent on supporting the Climate Emergency policy adopted by the Council. As the scale of these can vary considerably depending on the scale it is impossible to know whether or not they satisfy the financial limits of the scheme.
Council response	Addressing climate change is a priority for the Council, but CIL monies must be used to support new development. Some of the schemes listed on the IDS, like green infrastructure projects, can help mitigate climate change, but we have been unable to shortlist many of them due to insufficient details on costs and delivery. We continue to liaise with those service providers.
Can you suggest any other infrastructure schemes?	Sustainable Urban Drainage schemes shown on the masterplan for Tawd Valley Park should be designed and costed and funded from CIL monies. The schemes to intercept water from Glenburn Road, which currently flow direct to the River Tawd by creating wetlands to slow the rate of flow, with consequent reduction in flood risk down stream on land adjacent the Tawd and Douglas in Parbold and Rufford. Depending on scale they may, or may not fall within the financial limits of the scheme. This would support development in these areas outside Skelmersdale. Such schemes could also be developed elsewhere in the borough. To encourage active travel, rural footpaths should be converted to joint footpaths and cycleways. Perhaps the starting point should be footpaths close to Edge Hill University and a cycle route from Skelmersdale to Ormskirk via Edge Hill University. This would be a response to the developments in Skelmersdale and contribute a a reduction in cyclists on narrow country lanes.
Council response	CIL monies cannot be spent on mitigating flooding, for example through SUDs, because CIL can only be spent on supporting new development. Where new development may be expected to create flooding, appropriate mitigation measures, such as SUDs, should be designed into the development. Therefore, any other flooding risk is taken to arise from existing development and so unsuitable for CIL. The IDS contains a proposal to deliver a linear park between Ormskirk and Skelmersdale, which will improve off-road cycle and pedestrian links between the two towns.

Respondent ID	701592
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	Yes, especially the development of the Ecumenical Centre Hub. This building is in a prime location in the Centre of Town but is greatly under used. The ability to hold large events and small ones exists within this building and it is right that this money be used to support its development. When we had the ground floor of there were many types of shows and events taking place ie Theatre Groups and one person shows, and this is an area that should be looked in to in developing the Ecumenical Centre. During the day there are already different groups starting to visit the Centre and once the kitchen is up and running I believe even

	<p>more people will start to attend so having diverse socially inclusive activities can only help its development.</p> <p>Regards the Dial a Ride scheme, this organisation has been struggling to meet its core activities for as long as I can remember. I can't believe the County Council has not absorbed it in to its own transport services especially given how much it puts in to it each year. It is much needed and it is a very good scheme but surely at some point someone has to ask a hard question?</p>
Council response	Support for Ecumenical Centre noted. No details are provided on what 'core activities' the Dial-a-ride service are struggling to meet. LCC contribute a significant amount of funding to support the DAR service. Comments regarding its community need are noted.
Are there any other projects on the IDS we should consider?	South West Lancashire ICAN are a local Charity providing welfare rights, Debt advice, employment law and IT support across West Lancashire and are always looking for funding support.
Council response	CIL can only be spent on supporting new development. Bids are welcome from anyone, but projects must be community infrastructure and need to identify how they support new, not existing, development. A guidance service would not be community infrastructure or fall under any infrastructure type permitted for CIL funding.
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	707052
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	I favour the Ecumenical Centre project . It's location in the town makes it ideal for a community hub, building on the valuable work already undertaken there. It's vital for our town to have somewhere central which provides a wide range of facilities for all ages.
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	708046
Organisation (if applicable)	-
Do you agree with the shortlisted projects?	Yes I agree both projects appear worthy to benefit from CIL funding. However as WLBC's Local Councillor for Birch Green Ward I have a particular interest in the Ecumenical Centre Project and the funding of a Skelmersdale Active Community Hub. The benefit to residents health and well being both physically and mentally of becoming more active and having a community resource that enables not just physical activity but also social inclusion has been well documented.

	<p>The impact of Covid -19 with lock downs and the restrictions we have seen on people meeting has impacted on people's mental health with more people identifying as having health problems and also feeling lonely. The Ecumenical Centre is a landmark building desperately in need of upgrading it sits at the heart of Skelmersdale and is therefore accessible to all residents. This project is timely and can make a big beneficial impact on all residents of Skelmersdale desperately in need of a community sports facility. The surrounding area has also seen new developments in close proximity and I'm sure the proposed project will prove beneficial to residents old and new and be complementary to the regeneration of the Skelmersdale Town Centre.</p> <p>Furthermore the project meets the Councils overall vision of creating, empowered, engaged and inclusive communities and also dovetails with a number of other Council objectives and strategies. The project supports the Health and Well being strategy, the innovative cycling scheme also supports a Greener West Lancashire and the Transportation delivery and Leisure strategies. I fully support CIL funding for this project.</p>
Council response	Support for the Ecumenical Centre noted.
Are there any other projects on the IDS we should consider?	The installation of the running track and trim trail at St James. Ashurst
Council response	Support for the track and trim trail noted.
Can you suggest any other infrastructure schemes?	<p>The upgrade of the Inglewhite recreation zone which provides much needed play space for children and young people which overall supports new development.</p> <p>The strategic planting of fruit trees and upgrading of the rusting metal fencing and concrete planting areas in the squares of Birch Green which would help improve the aesthetics and overall communal space making the ward more cohesive for all local residents including the residents moving into new developments.</p>
Council response	<p>CIL can only be used to help support new development, and so CIL monies could not be used to improve existing fencing and planting area as this would relate to an existing, and not new, need. In relation to the Inglewhite recreation zone, this will be discussed with colleagues in Leisure as to its need / feasibility. There has been little development directly in and around Inglewhite, although it is only a relatively short distance from the Tawd Valley and Skelmersdale town centre redevelopment.</p>

Respondent ID	Email-1
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Organisation (if applicable)	Natural England
Comments	<p>Thank you for consulting us on the above. Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.</p> <p>Natural England does not consider that the West Lancashire Borough Council Draft CIL Funding Programme for 2022/23 poses any likely risk or opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation.</p>
Council response	Comments noted.

Respondent ID	Email-2
Organisation (if applicable)	-
Comments	<p>Aughton. Bickerstaffe etc have electronic speed cameras funded by these funds.</p> <p>Ormskirk also require cameras, but due to not having access to the funding because we do not have a parish council they would have to be paid for by residents. This is unfair.</p> <p>I would appreciate subscribing funding for electronic cameras in Ormskirk as our need is just as important and we seem to be the back of the queue.</p> <p>[Specifically?]</p> <p>Altys Lane. Burscough Road</p> <p>I have asked for a camera in Altys Lane and haven't been lucky enough to even have a temporary one.</p> <p>The cars speed up Altys because it's a clear lane.</p>
Council response	<p>NCIL can in principle be used on SPIDS providing that the need arises as a result of new development. In relation to Burscough Road, there have been new developments nearby, including Atkinson Road, Hattersleys and the Grove Farm site, which would be expected to have increased the traffic in and around that area. Comments will be passed to LCC, as the local highways authority, to ascertain whether this is something they consider is required or would be beneficial. However, there has been no new development in or around Altys Lane to warrant or justify a need for SPIDs and it is likely to relate to an existing need or want.</p>

Respondent ID	Email-3
Organisation (if applicable)	Network Rail

Comments	Network Rail has no comments.
Council response	Comments noted.

Respondent ID	Email-4
Organisation (if applicable)	National Highways
Comments	Thanks for your email. Beyond any suggestions for potential local improvements that we have made in previous years, there are no comments that we feel we need to make at this time.
Council response	Comments noted.

Respondent ID	Email-5
Organisation (if applicable)	Historic England
Comments	At this stage we have no comments to make.
Council response	Comments noted.

Respondent ID	Email-6
Organisation (if applicable)	Wildlife Trust
Comments	No comments.
Council response	Comments noted.

Respondent ID	Email-7
Organisation (if applicable)	Newburgh Parish Council
Comments	Newburgh Parish Council feels that priority should be given to the Dial A Ride project, which delivers important and much needed support to residents all across the Borough, in preference to the other schemes. The other schemes listed also deserving of support, but are mainly focused in one area of the Borough compared to the Dial A Ride scheme which benefits all areas.
Council response	Support for Dial-A-Ride noted.

Respondent ID	Email-8
Organisation (if applicable)	Coal Authority
Comments	It is noted that this consultation provides an opportunity for local communities to provide comments on the spending of CIL monies. I can confirm that the Coal Authority has no specific comments to make on this issue.
Council response	Comments noted.

Respondent ID	Email-9
Organisation (if applicable)	St James Primary School, Ashurst
Comments	A new bid has been submitted for a MUGA on the school land. Two supporting statements were received from local youth football groups.

Council response	MUGA has been included on the IDS for assessment.

'PLACES' map

Respondent ID	Web-1
Organisation (if applicable)	-
Comments	Heritage Centre Not my idea but this was promised as per planning permission for Persimmon in conjunction with WLBC 2018. Nothing seems to have come forwards ie building etc?
Council response	The West Lancashire Heritage Park proposal are included on the IDS. See IDS for a justification of why this project has not been shortlisted for CIL funding.

SKELMERSDALE NEIGHBOURHOOD CIL (NCIL) MONIES

Respondent ID	639841
Area	Skelmersdale North
Do you agree with the shortlisted project?	Yes it's good for community
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	639845
Area	Skelmersdale North
Do you agree with the shortlisted project?	Great school but seriously lacking useable outdoor spaces to keep children fit and healthy.
Council response	Support noted.
Are there any other projects on the IDS we should consider?	No
Council response	Comment noted.
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	639846
Area	Skelmersdale North
Do you agree with the shortlisted project?	It would benefit the children greatly both physically and mentally
Council response	Support noted.
Are there any other projects on the IDS we should consider?	St James' running track
Council response	Support noted.
Can you suggest any other infrastructure schemes?	Train station
Council response	Skelmersdale train station is still being progressed, but will be funded through other alternate sources. (CIL not required.)

Respondent ID	639853
Area	Skelmersdale South
Do you agree with the shortlisted project?	Yes, it good for the students to be in the fresh air. Sport Is good for children
Council response	CIL monies must be used on community infrastructure. Should the project be recommended for funding, it will be conditional that the

	facilities MUST be accessible by, and available for, the community outside of operational school hours. Whilst it is acknowledged that the facilities may provide direct benefits for the school and pupils, it is important that the community basis of this scheme is stressed.
Are there any other projects on the IDS we should consider?	At James school
Council response	Noted
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640032
Area	Other
Do you agree with the shortlisted project?	The scheme has a number of health benefits, physical activity would be addressed and this would also improve mental health. The whole community would be able to use the facility and the school would be able to host sporting events.
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640078
Area	Skelmersdale North
Do you agree with the shortlisted project?	Yes i think this would benefit the school children and the local community as it will provide a safe outdoor running zone
Council response	Support noted. -
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	Extra medical services such as gp, dentist. Community Centre & facilities for people to meet & socialise
Council response	The Council are working with the NHS and CCCG's to identify needs but remain dependent on the necessary scheme details being provided by those service providers. No specific details are provided of what other facilities should be provided and where.

Respondent ID	640066
Area	Skelmersdale North
Do you agree with the shortlisted project?	I feel it would greatly benefit the school and nearby residents

Council response	CIL monies must be used on community infrastructure. Should the project be recommended for funding, it will be conditional that the facilities MUST be accessible by, and available for, the community outside of operational school hours. Whilst it is acknowledged that the facilities may provide direct benefits for the school and pupils, it is important that the community basis of this scheme is stressed.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640074
Area	Skelmersdale North
Do you agree with the shortlisted project?	Yes, this would be a welcome addition to this fantastic primary school. The children will benefit from the outdoor space to enhance their physical and mental well-being.
Council response	CIL monies must be used on community infrastructure. Should the project be recommended for funding, it will be conditional that the facilities MUST be accessible by, and available for, the community outside of operational school hours. Whilst it is acknowledged that the facilities may provide direct benefits for the school and pupils, it is important that the community basis of this scheme is stressed.
Are there any other projects on the IDS we should consider?	No
Council response	-
Can you suggest any other infrastructure schemes?	Sports centre to be built
Council response	The Council are progressing plans for a sports centre. This project is already contained on the IDS.

Respondent ID	640122
Area	Skelmersdale North
Do you agree with the shortlisted project?	I believe as a mother and a resident of the area we would benefit and our children would benefit from this project to promote children's well-being and mental health
Council response	CIL monies must be used on community infrastructure. Should the project be recommended for funding, it will be conditional that the facilities MUST be accessible by, and available for, the community outside of operational school hours. Whilst it is acknowledged that the facilities may provide direct benefits for the school and pupils, it is important that the community basis of this scheme is stressed.
Are there any other	-

projects on the IDS we should consider?	
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640227
Area	Skelmersdale North
Do you agree with the shortlisted project?	Yes, my children attend St James' School and I believe it will benefit their physical education inside school and outside school hours
Council response	CIL monies must be used on community infrastructure. Should the project be recommended for funding, it will be conditional that the facilities MUST be accessible by, and available for, the community outside of operational school hours. Whilst it is acknowledged that the facilities may provide direct benefits for the school and pupils, it is important that the community basis of this scheme is stressed.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	645020
Area	Skelmersdale North
Do you agree with the shortlisted project?	It's a great idea for all children to be inclusive and this would aid them to access not just the curriculum but to become members of various clubs and schemes who will be able to use this out of school hours. A much needed resource for Ashurst and surrounding areas of Skelmersdale.
Council response	Support noted. -
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640618
Area	Skelmersdale North
Do you agree with the shortlisted project?	Yes I agree with the shortlist St James needs the funding to help students in their school,,they are only asking for a small amount of funding.
Council response	CIL monies must be used on community infrastructure. Should the

	project be recommended for funding, it will be conditional that the facilities MUST be accessible by, and available for, the community outside of operational school hours. Whilst it is acknowledged that the facilities may provide direct benefits for the school and pupils, it is important that the community basis of this scheme is stressed.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640748
Area	Skelmersdale North
Do you agree with the shortlisted project?	Yes. It will bring much happiness to the local children my 2 included. Also the wider community of classes are to be held such as brownies / Cubs.
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640837
Area	Skelmersdale North
Do you agree with the shortlisted project?	Yes very much so, I think it will be fantastic for the children of st James to have this amazing trim trail. The school has grown so much over the last year and now has more children who would really benefit from this equipment. My daughter and so n go to st James and loves their time there I know they will fully appreciate this too .
Council response	CIL monies must be used on community infrastructure. Should the project be recommended for funding, it will be conditional that the facilities MUST be accessible by, and available for, the community outside of operational school hours. Whilst it is acknowledged that the facilities may provide direct benefits for the school and pupils, it is important that the community basis of this scheme is stressed.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640878
Area	Skelmersdale North
Do you agree with the shortlisted project?	I work at St James' primary school and this will benefit the children and staff at our school so much.
Council response	CIL monies must be used on community infrastructure. Should the project be recommended for funding, it will be conditional that the facilities MUST be accessible by, and available for, the community outside of operational school hours. Whilst it is acknowledged that the facilities may provide direct benefits for the school and pupils, it is important that the community basis of this scheme is stressed.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640906
Area	Skelmersdale North
Do you agree with the shortlisted project?	<p>This is a fantastic project and absolutely necessary for the pupils and community. Young peoples wellbeing must be invested in and following an extremely challenging period of the pandemic it's important to focus on activity that promotes both physical activity (maintaining a healthy weight) and ensuring good mental wellbeing which is facilitated by both being outdoors green area and participating in physical activity.</p> <p>This funding will support a project that enables the national recommendations for children to take part in at least an hour of physical activity per day. Teaching staff will support children to fit this into their daily teaching plans therefore developing habits for life. Local road and path infrastructure is currently not safe nor adequate for children to undertake circular walking routes in the area outside of school.</p> <p>The fact that £20,000 of match funding has been identified for the project means that funding of this work brings so many benefits for a relatively little cost.</p> <p>Maintenance of this facility would also be at a low cost.</p> <p>The school are willing to open it up to key holders in the community would fill a void in existing facilities for clubs and activity's particularly due to poor maintenance of local sports fields leaving them inaccessible. Please support this application to make a difference to our local community.</p>
Council response	CIL monies must be used on community infrastructure. Should the project be recommended for funding, it will be conditional that the facilities MUST be accessible by, and available for, the community outside of operational school hours. Whilst it is acknowledged that the facilities may provide direct benefits for the school and pupils, it is important that the community basis of this scheme is stressed.

Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	640986
Area	Skelmersdale North
Do you agree with the shortlisted project?	Yes
Council response	Support noted.
Are there any other projects on the IDS we should consider?	Installation of a mile-long 'track and trim trail' at St James' Primary School, Ashurst, Skelmersdale
Council response	Comments noted.
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	641142
Area	Skelmersdale South
Do you agree with the shortlisted project?	Yes, it promotes a healthier lifestyle for the children in our community.
Council response	Support noted.
Are there any other projects on the IDS we should consider?	St James primary school Ashurst
Council response	Comments noted.
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	641275
Area	Tarleton
Do you agree with the shortlisted project?	Yes. Would be beneficial to the children's health and mental health.
Council response	This response has been submitted from someone recorded as outside of the Skelmersdale area. Due to the nature of the funding, the Council can only accept comments from those in the Skelmersdale area.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-

Council response	-
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Respondent ID	642109
Area	Burscough
Do you agree with the shortlisted project?	Skelmersdale needs help for children and adults of all ages to get fitter. There is a lot of take away shops and fat food that is cheaper than the healthy options. If it is a trim trail within a school grounds that everyone can access, it stands less chance of being vandalised.
Council response	This response has been submitted from someone recorded as outside of the Skelmersdale area. Due to the nature of the funding, the Council can only accept comments from those in the Skelmersdale area.
Are there any other projects on the IDS we should consider?	St James Trim Trail
Council response	This response has been submitted from someone recorded as outside of the Skelmersdale area. Due to the nature of the funding, the Council can only accept comments from those in the Skelmersdale area.
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	641600
Area	Skelmersdale North
Do you agree with the shortlisted project?	The school is a lovely small school which has not only seen an increase of pupils due to the local housing developments but has a development literally on its door step! The school deserves a little something for the pupils and the children of the local community to enjoy!
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	More parks and free activities for the children to enjoy! Also the parks that are in the area could do with renovating
Council response	Noted. There are a number of existing schemes already identified in the IDS.

Respondent ID	641725
Area	Skelmersdale South
Do you agree with the shortlisted project?	Yes
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-

Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	641764
Area	Skelmersdale North
Do you agree with the shortlisted project?	St James is a community, not just a school and it has a big place in the heart of the community. To be able to utilise the space for out of school activities would enhance the community spirit of the school and provide a cost effective addition to the local area, with a facility that can be used by all age groups and all backgrounds, adults and children.
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	742059
Area	Lathom
Do you agree with the shortlisted project?	Yes the children in the area would benefit from more opportunities to improve their mental and physical health.
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	642669
Area	Burscough
Do you agree with the shortlisted project?	the benefits the project will bring to all members of the local community
Council response	This response has been submitted from someone recorded as outside of the Skelmersdale area. Due to the nature of the funding, the Council can only accept comments from those in the Skelmersdale area.
Are there any other projects on the IDS we should consider?	the proposed development at St James Primary School, Ashurst
Council response	This response has been submitted from someone recorded as outside of the Skelmersdale area. Due to the nature of the funding,

	the Council can only accept comments from those in the Skelmersdale area.
Can you suggest any other infrastructure schemes?	No
Council response	This response has been submitted from someone recorded as outside of the Skelmersdale area. Due to the nature of the funding, the Council can only accept comments from those in the Skelmersdale area.

Respondent ID	643026
Area	Other
Do you agree with the shortlisted project?	The school field of St James' is often unusable due to poor drainage. The children and local community are missing out as a result of this. A mile long running track would be useful for the school and wider community.
Council response	This response has been submitted from someone recorded as outside of the Skelmersdale area. Due to the nature of the funding, the Council can only accept comments from those in the Skelmersdale area.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	644674
Area	Skelmersdale South
Do you agree with the shortlisted project?	There are no affordable sports fields for children to use in Skelmersdale, no leisure facilities for the wider population, this project will be beneficial to boost physical activity especially for children which can only be a good thing
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	More leisure facilities, it would bring more people into the town which would support local businesses
Council response	Comments noted. There are a number of existing schemes already identified in the IDS.

Respondent ID	645016
Area	Skelmersdale South
Do you agree with the shortlisted project?	No, I believe there are many other priorities such as flooding underpasses, pavement repairs, a policy re verges and their cutting (there is no need to cut 75% of verges, left to grow wild, better still

	to seed with wild flowers, is a much better way forward,. I realise that some may not be exclusively the local Council's responsibility but these things should be addressed as they are a detriment to our locality and it's population.
Council response	These suggestions are not suitable for CIL funding because they relate to existing needs and are not required as a result of new development.
Are there any other projects on the IDS we should consider?	As above.
Council response	As above.
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	645439
Area	Skelmersdale South
Do you agree with the shortlisted project?	Badly needed in an area which has been changed by so many new homes. I believe it will be well used and valued.
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	645718
Area	Skelmersdale South
Do you agree with the shortlisted project?	Yes, I think this would be a major improvement to the school and the local area
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

Respondent ID	653900
Area	Skelmersdale South
Do you agree with the shortlisted project?	I walked from Ashurst to Newburgh and back last week. The only route is Cobbs Brow Lane. It's one of the most dangerous things I have ever undertaken. I suggest that a pavement is created as

	number 1 priority.
Council response	Suggestion noted and will be discussed with LCC as highways provider.
Are there any other projects on the IDS we should consider?	I walked from Ashurst to Newburgh and back last week. The only route is Cobbs Brow Lane. It's one of the most dangerous things I have ever undertaken. I suggest that a pavement is created as number 1 priority.
Council response	Suggestion noted and will be discussed with LCC as highways provider.
Can you suggest any other infrastructure schemes?	I walked from Ashurst to Newburgh and back last week. The only route is Cobbs Brow Lane. It's one of the most dangerous things I have ever undertaken. I suggest that a pavement is created as number 1 priority.
Council response	LCC/WLBC are progressing proposals for a 'West Lancs Wheel' which would provide a cycling/pedestrian route around West Lancashire. Whilst the 'Wheel' is not listed within the IDS, several of its component parts are. Under the 'Wheel', there is a proposed off-road route from Beacon Lane to connect with Cobbs Brow Lane in Newburgh. As more details are known of the route, this will be included on the IDS. Suggestion noted and will be discussed with LCC as highways provider.

Respondent ID	658791
Area	Skelmersdale North
Do you agree with the shortlisted project?	It would not only benefit the children of the school but also the children in the surrounding area giving them access to an outdoor area that could be used all year round aiding their health and mental well-being.
Council response	Support noted.
Are there any other projects on the IDS we should consider?	-
Council response	-
Can you suggest any other infrastructure schemes?	-
Council response	-

ORMSKIRK NEIGHBOURHOOD CIL (NCIL) MONIES

Respondent ID	639207
Area	Ormskirk
Do you have any suggestions of projects?	Installation of speed indicators on various rural lanes in Ormskirk .v z Altys Lane or [Burscough Road]
Council response	Comments noted. The proposal has been raised with LCC for them to advise on feasibility and costs.
Can you suggest any other infrastructure schemes?	-
Council response	-

WEST LANCASHIRE BOROUGH COUNCIL

CIL FUNDING PROGRAMME 2021

for the financial year 2022/23

**APPENDIX C:
DETAILED ASSESSMENTS FOR
ALL SHORTLISTED PROJECTS**

ID 80

Project name New changing facilities at Whittle Drive, Ormskirk

Location: Whittle Drive playing fields

Project description: Improvement / re-building of existing changing facility

Status: Not started

Lead agency: WLBC Leisure

Project partners:

Does the project meet a local need? Yes

Is it identified in strategy / policy? Yes

Does it meet a corporate priority? Yes

Is it an item on the R123? Yes

Can it be delivered short-term?: Yes

Are CIL monies requested/required?: Yes

Are costs known?: Yes

Remove from CIL assessment?: No

Does the project meet a local need or demand that has arisen or been exacerbated by new development?

Yes

How would the project support or enable growth or planned development in West Lancashire?

Ormskirk has seen sufficient levels of development, and new development is in progress at Grove Farm (313 units). This project would meet a local need or demand arising from new development.

Is it a project listed in the IFS?

Yes

Type of infrastructure:

Outdoor sports facilities

Provision of new infrastructure? No

Improvement of existing? Yes

Replacement of existing? No

Operation? No

Maintenance? No

Is the project identified in strategy / policy

Yes

Local Plan 2012-2027? Yes

Transport and Highways? No

Leisure Strategy? Yes

Green Infrastructure? No

Policy Links

Health and Wellbeing? Yes

Other?

Does it meet a corporate priority?

Yes

Communities: False

Greener WL: False

Clean, safe, affordable: False

Healthy, happy: False

Support business: False

Financially sustainable: False

Comments: Allows for extended level of club football. Supported by the FA.

ID 80

Project name New changing facilities at Whittle Drive, Ormskirk

What level will improvements be delivered at?

Local level Yes

Town level Yes

Borough level No

Comments: Ormskirk

Does the proposal have a positive impact on equality Yes

Comments: Access for all

Has the project already benefitted from engagement? Yes

Comments: Discussions with football club (West End FC)

Can it be delivered short-term Yes

Delivery within 1-2 years? Yes

Delivery within 3-5 years? No

Delivery over 5 years? No

Delivery unknown? No

Comments: Design and build can be established quickly

Are there any risks if this project does not come forward? Minor risks / impacts

Comments: Degradation of existing facility if project does not come forward

Has any work been undertaken to assess the feasibility of the project?

Are there any risks to delivery? Is it reliant on other projects or consents?

Provide key milestones/tasks for the project:

Who will be responsible for future management and maintenance of the infrastructure? Full maintaining lease will be for West End Football Club

Are project costs known? Yes

Project cost £160,000

Are CIL monies requested/required? Yes

CIL / Match funding
Total cost: £160,000
CIL funding requested: £60,000 (37.5%)
Match funding secured: £100,000 (62.5%) from the Football Foundation

Has the parish council received Local CIL?

Total CIL awarded to parish council to date £409,285

2021 Assessment Comments

ID 80

Project name **New changing facilities at Whittle Drive, Ormskirk**

The project was originally awarded CIL monies in January 2018, but for various reasons, including the coronavirus pandemic, the project could not be delivered within the 2 years and so monies 'expired'. The Council and the football club (West End FC) are still keen to see the project delivered. In the interim period, revised delivery costs have been sought and the project cost has increased. In response, the club have now obtained £100,000 from the Football foundation and seek £60,000 of CIL as match funding. The project is an acceptable use of CIL, and there has been a sizeable amount of development in Ormskirk (Grove Farm, Atkinson Road) to justify a need for improved facilities. It meets corporate priorities to improve health. Costs are known, match funding demonstrated and the Leisure team have provided assurances it can now be delivered in the short term.

Shortlisted for potential funding in 2022/23?

Yes

ID 182

Project name West Lancashire Dial-a-Ride (Year 2)

Location Borough-wide

Project description Dial-a-Ride is an accessible passenger transport service for West Lancashire, already supported by Lancashire County Council. CIL monies have been awarded to fund this scheme in 2021/22. This bid is seeking funding for 2022/23.

Status Not started

Lead agency West Lancashire Dial-a-Ride

Project partners LCC, WLBC

Does the project meet a local need? Yes

Is it identified in strategy / policy? Yes

Does it meet a corporate priority? Yes

Is it an item on the R123? Yes

Can it be delivered short-term?: Yes

Are CIL monies requested/required?: Yes

Are costs known?: Yes

Remove from CIL assessment?: No

Does the project meet a local need or demand that has arisen or been exacerbated by new development?

Yes

How would the project support or enable growth or planned development in West Lancashire?

Development is being delivered across the Borough, including in areas not well-served by public transport. Whilst this proposal is for the continuation of an already existing service, it will also support increasing demand as a result of new developments. New residential developments and rising population will increase the demand for these services.

Dial a Ride is the only accessible transport service available without restriction to any qualifying resident of the borough.

Is it a project listed in the IFS?

Yes

Type of infrastructure:

Strategic transport

Provision of new infrastructure? No

Improvement of existing? Yes

Replacement of existing? No

Operation? Yes

Maintenance? No

Is the project identified in strategy / policy

Yes

Local Plan 2012-2027? No

Transport and Highways? Yes

Leisure Strategy? No

Green Infrastructure? No

Policy Links

Health and Wellbeing? Yes

Other?

Does it meet a corporate priority?

Yes

Communities True

Greener WL: False

Clean, safe, affordable: False

Healthy, happy: Support business: Financially sustainable:

Comments: The Transport Masterplan records an expected steady growth in the borough's population, including those who are aged, and expects that the transport network will be required to accommodate new development and support economic growth sustainably. In addition, the health and wellbeing strategy records that loneliness causes illness whilst reliable access to health facilities favourably impacts people's wellbeing and NHS efficiency. Whilst this proposal is for the continuation of an already existing service, it will also support increasing demand as a result of new developments. This will enable people to access necessary services, including GPs and hospitals.

What level will improvements be delivered at?Local level Town level Borough level

Comments: Currently DAR provides transport for any qualifying resident in any part of the borough. It takes people to family and shops and to any health venue in the borough (including Southport hospital). To maintain its service, DAR needs to receive sufficient funding to maintain this inclusivity and geographic reach, particularly as the population increases.

Does the proposal have a positive impact on equality

Comments: DAR focusses on the needs of residents who cannot access public transport because of age, disability or social isolation. Services are provided to this demographic without discrimination in any way.

Has the project already benefitted from engagement?

Comments: DAR currently provides accessible transport with the active support of several community groups including CVS, Age UK, Mencap, vocation training providers and residential care providers.

Can it be delivered short-term Delivery within 1-2 years? Delivery within 3-5 years? Delivery over 5 years? Delivery unknown?

Comments: This project, which is to sustain and grow existing services, is already running and will continue until 2024.

Are there any risks if this project does not come forward?

Comments: For many years WLBC has been a significant and valued funder of this service. Recently DAR have been successful in securing renewed funding from LCC and other sources. DAR also raise significant income through fares and subscriptions. However, without support from WLBC, services will continue but at a

reduced level. Because many vehicle costs are fixed, a reduction in funding would have to be accommodated by disproportionate cuts in service, in particular, in their inclusivity and borough-wide reach. Bus services may have to be concentrated around just the main population centres of Skelmersdale and Ormskirk. Booking line hours may also have to be reduced.

However, whilst this proposal is for the continuation of an already existing service, it will also support increasing demand as a result of new developments.

Has any work been undertaken to assess the feasibility of the project?

The current operations demonstrate the demand for the service and a capacity to meet this demand. DARs achievements demonstrate the ability to adapt to changes and growth in the community

Are there any risks to delivery? Is it reliant on other projects or consents?

No. DAR is experienced at operating community transport services. Services are legally compliant, sustainable and supported by the community.

Provide key milestones/tasks for the project:

Milestones will be the month-on-month achievements in:
 -~~D~~elivery of services measured as single passenger trips;
 -~~S~~ustained inclusivity and reach across the borough, measured by the demographic spread of journeys.

Who will be responsible for future management and maintenance of the infrastructure?

The trustees of West Lancashire Dial a Ride Association

Are project costs known?

Yes

Project cost

Total cost: £186,269 (1 year)
 CIL funding requested: £31,555 (17%)
 Other funding required: £154,714

Are CIL monies requested/required

Yes

CIL / Match funding

Total cost: £186,269 (1 year)
 CIL funding requested: £31,555 (17%)
 Other funding required: £154,714

The proposal requested funding for a 3 year period, with the total cost of the scheme totalling £558,807 and seeking £94,665 of CIL funding for that period with the remaining £464,142 match funded through other sources (including fare revenues, LCC contract, transport consortium and fuel rebates). The above details show the cost of the service for 1 year. Should further CIL funds be sought after that year, then further bids can be made.

The funding sources shown above are fully assured. In particular, the funding from LCC is agreed within the terms of a three-year community transport contract with Lancashire Community Transport Consortium released in May 2020

Has the parish council received Local CIL?

Total CIL awarded to parish council to date

2021 Assessment Comments

ID 182

Project name

West Lancashire Dial-a-Ride (Year 2)

Total cost: £186,269 (1 year)
CIL funding requested: £31,555 (17%)
Other funding required: £154,714

The proposal requested funding for a 3 year period, with the total cost of the scheme totalling £558,807 and seeking £94,665 of CIL funding for that period with the remaining £464,142 match funded through other sources (including fare revenues, LCC contract, transport consortium and fuel rebates). The above details show the cost of the service for 1 year.

CIL Funding was awarded through the 2020 CFP to fund the service for Year 1. This bid relates to continuing the funding to cover Year 2.

Development is being delivered across the borough, including that in areas which are not particularly well-served by public transport. Whilst DAR is an existing service and monies are required for its current continuation and to prevent the service being reduced, financial support of this service through CIL monies also enables the scheme to support changing needs and demand created by new development across the Borough.

Shortlisted for potential funding in 2022/23?

Yes

ID 183

Project name

Skelmersdale Active Community Hub

Location

Skelmersdale town centre (Ecumenical centre)

Project description

Creation of an active community hub at the Ecumenical centre, where people can access a range of leisure and fitness activities that enrich their lives, with particular focus on people who are older, with mobility issues, disengaged youth, refugees.

Status

Not started

Lead agency

Skelmersdale Ecumenical Centre

Project partners

Does the project meet a local need?

Yes

Is it identified in strategy / policy?

Yes

Does it meet a corporate priority?

Yes

Is it an item on the R123?

No

Can it be delivered short-term?:

Yes

Are CIL monies requested/required?:

Yes

Are costs known?:

Yes

Remove from CIL assessment?:

No

Does the project meet a local need or demand that has arisen or been exacerbated by new development?

Yes

How would the project support or enable growth or planned development in West Lancashire?

There is significant development being undertaken in and around Skelmersdale town centre, and the wider town area. This is a community asset, seeking to develop a health and leisure hub for the community to use. The community needs accessible, affordable spaces to exercise, meet, socialise, connect, learn and grow. The centre is perfectly located close to the concourse shopping centre, bus station, Asda and the new shopping street being built.

The project would strengthen the offer for the wider community in relation to getting active, connecting with others, improving health and wellbeing, and building a stronger community.

Is it a project listed in the IFS?

Yes

Type of infrastructure:

Provision of new infrastructure?

Yes

Improvement of existing?

Yes

Replacement of existing?

Yes

Operation?

No

Maintenance?

No

Is the project identified in strategy / policy

Yes

Local Plan 2012-2027?

No

Transport and Highways?

No

Leisure Strategy?

No

Green Infrastructure?

Yes

Policy Links

Health and Wellbeing?

Yes

Other?

Does it meet a corporate priority?

Yes

Communities

True

ID 183

Project name

Skelmersdale Active Community Hub

Greener WL:

Clean, safe, affordable:

Healthy, happy:

Support business:

Financially sustainable:

Comments:

What level will improvements be delivered at?

Local level

Town level

Borough level

Comments:

Does the proposal have a positive impact on equality

Comments:

The centre and its partners work with some of the most disadvantaged and disenfranchised people in West Lancashire. In particular the centre is accessed by: older people, people from poorer socio-economic backgrounds, those with long term health conditions. They also host the Refugee and Asylum advice centre.

Has the project already benefitted from engagement?

Comments:

A significant programme of community consultation took place during the period of refurbishment funded by The National Lottery 2018-2020. This included stakeholder engagement, ideas sessions for the future of the centre, questionnaires, feedback sessions and consultation days facilitated by an external consultant. Once Lockdown came into force it was difficult to put any of the consultation ideas into action.

Can it be delivered short-term

Delivery within 1-2 years?

Delivery within 3-5 years?

Delivery over 5 years?

Delivery unknown?

Comments:

Are there any risks if this project does not come forward?

Comments:

Has any work been undertaken to assess the feasibility of the project?

Are there any risks to delivery? Is it reliant on other projects or consents?

ID 183

Project name

Skelmersdale Active Community Hub

Provide key milestones/tasks for the project:

Consultation and engagement, 2 year delivery plan, recruitment of volunteers, contractors etc

Who will be responsible for future management and maintenance of the infrastructure?

Skelmersdale Ecumenical centre

Are project costs known?

Yes

Project cost

Total cost: £37,650
CIL funding requested: £37,650
Other funding required: £0

The £37,650 breaks down as:
Hall redevelopment - £23,500
Bicycle stand and hire - £9,300
Centre website - £4850

Toilet redevelopment - £23,000 (funding to be provided through separate bid to Whitemoss Community fund)

Are CIL monies requested/required

Yes

CIL / Match funding

The centre will fund the manager role to oversee development and delivery of work, alongside providing additional funding of volunteer expenses and the purchase of the cycles.

Has the parish council received Local CIL?

Total CIL awarded to parish council to date

£16,581

2021 Assessment Comments

Total cost: £37,650
CIL funding requested: £37,650
Other funding required: £0

There has been significant development in Skelmersdale, including that in the town centre (Firbeck, Findon, Delf Clough) which this scheme could help support. CIL may be used to help fund community infrastructure, including schemes such as this to deliver leisure facilities. The Council do have aspirations to provide new leisure facilities in the town centre, although it is anticipated that provision of leisure facilities through this scheme would be at a lower, localised level and help people that may otherwise be disenfranchised from accessing those facilities. The creation of cycle facilities would fall within transport infrastructure and help promote cheap and active travel.

Shortlisted for potential funding in 2022/23?

Yes

ID 184

Project name Installation of a 1 mile running track and trim trail

Location	St James Catholic Primary School, Ashurst Road, Skelmersdale
Project description	Installation of a 1 mile running track and trim trail
Status	Not started
Lead agency	St James Catholic Primary School, Ashurst Road, Ashurst
Project partners	

Does the project meet a local need?	Yes
Is it identified in strategy / policy?	Yes
Does it meet a corporate priority?	Yes
Is it an item on the R123?	No
Can it be delivered short-term?:	Yes
Are CIL monies requested/required?:	Yes
Are costs known?:	Yes
Remove from CIL assessment?:	No

Does the project meet a local need or demand that has arisen or been exacerbated by new development?

Yes

How would the project support or enable growth or planned development in West Lancashire?

There are numerous housing developments around the school with 2 at the perimeter of the school grounds and others within a short distance. The school numbers are increasing and the useable outdoor space is described as not sufficient. In Reception Class 2020 we had 13 pupils. We are due to take 27 in September 2021. Overall the pupil numbers have increased from 159 in 2019 to 195 in 2021. The school are struggling for space on the yards, and wish to promote an increased level of physical activity. The school field is not fit for purpose due to flooding and drainage issues. The already installed trim trail is often not used due to pupils not being able to gain access to it across the waterlogged field.

Since the lockdown we, as a school, are seeing an increased number of children and families affected by poor mental health. The increased residents will also benefit from the community cohesion encouraged by the community activities planned onsite and would benefit from the use of resources. The school work closely with the local community and would encourage local community groups to use the facilities. We are regularly involved in local community activities arranged by James Upjohn of Skem First. The school are hoping to introduce an annual Ashurst Gala and other large community events.

Is it a project listed in the IFS?

Yes

Type of infrastructure:

Provision of new infrastructure?	Yes
Improvement of existing?	No
Replacement of existing?	No
Operation?	No
Maintenance?	No

Is the project identified in strategy / policy

Local Plan 2012-2027?	No
Transport and Highways?	No
Leisure Strategy?	No

Green Infrastructure?

No

Policy Links

Health and Wellbeing?

Yes

Other?

Does it meet a corporate priority?

Yes

Communities

True

Greener WL:

False

Clean, safe, affordable:

False

Healthy, happy:

True

Support business:

False

Financially sustainable:

False

Comments:

What level will improvements be delivered at?

Local level

Yes

Town level

Yes

Borough level

No

Comments:

Community Cohesion would be strengthened. We fully engage with the local community but it is envisaged that these facilities would be used by local residents and community groups thus promoting an increase in community cohesion, health and wellbeing. Interschool activities/competitions could be held at the school where previously due to the poor draining we have not been able to offer this.

Does the proposal have a positive impact on equality

Yes

Comments:

The facilities would be fully inclusive and are accessible to all. The track up to the trim trail and also the mile a day track would enable those with mobility issues to access the outdoor spaces. We have pupils in school who could not access the field without the track due to their mobility issues and the poor conditions for wheelchair access.

Has the project already benefitted from engagement?

No

Comments:

Can it be delivered short-term

Yes

Delivery within 1-2 years?

Yes

Delivery within 3-5 years?

No

Delivery over 5 years?

No

Delivery unknown?

No

Comments:

School are in receipt of 3 quotations for the work and are ready to give the go ahead when sufficient funds secured. School would like the project to commence as soon as possible so financial year 2021/22. It would take approximately 2 weeks to complete the project.

ID 184

Project name Installation of a 1 mile running track and trim trail

Are there any risks if this project does not come forward?

Minor risks / impacts

Comments:

School has some pupils with mobility issues, who would be unable to access outdoor areas if this project is not delivered. School may otherwise need to look at off-site provision, which would have cost impacts on education provision. Would limit health improvement opportunities.

Has any work been undertaken to assess the feasibility of the project?

School have had the 3 quotations and spoken with representatives of the community and the feedback is positive. The community would welcome the facilities both to benefit their children but also the wider community.

Are there any risks to delivery? Is it reliant on other projects or consents?

Can commence as soon as funding is secured. May require planning permission.

Provide key milestones/tasks for the project:

Ideally we would hope to have the go ahead to complete the project asap so that the field would be accessible in the Autumn term. If the decision is delayed until Autumn chances are it would be another year before the works could be carried out.

Who will be responsible for future management and maintenance of the infrastructure?

School Governing Body

Are project costs known?

Yes

Project cost

Total cost: £30,760
CIL funding requested: £30,760
Other funding required: £0

Mile track - £24,330
Trim trail path - £4700
If path delivered separately to mile track - £6430

Are CIL monies requested/required

Yes

CIL / Match funding

Total cost: £30,760
CIL funding requested: £10,760
Other funding required: £20,000 (capital)

The funding we currently have in place has been due to allocated capital funds. This is secured. If CIL bid is not successful the project would not be able financially viable at this time.

Has the parish council received Local CIL?

Total CIL awarded to parish council to date

£16,581

2021 Assessment Comments

Total cost: £30,760
CIL funding requested: £10,760
Other funding required: £20,000 (capital)

There has been significant levels of development in and around Ashurst, including Ashurst Road (x2) and Whalleys, which the school state have increased pupil numbers and placed pressures on the school. Health improvement opportunities are important for the pupils physical and mental health, and these improvements would also help accessibility for less mobile pupils as well as providing community access to the health betterment facilities. It falls under an acceptable project/type within the IFS,

ID 184

Project name Installation of a 1 mile running track and trim trail

supports new development and provides health improvement opportunities. The school have confirmed that the trail would be available to the community outside of school hours (weekends and after school) but would require keyholders (i.e. cubs, scouts, football managers). With appropriate management of access, it is considered this trail would help improve the health of pupils and the local community.

Shortlisted for potential funding in 2022/23?

Yes

Equality Impact Assessment Form



Directorate: Growth & Development Services	Service: Strategic Planning, Regeneration & Implementation
Completed by: Helen Hatch	Date: 15 November 2021
Subject Title: Community Infrastructure Levy (CIL) Funding Programme 2022/23	
1. DESCRIPTION	
Is a policy or strategy being produced or revised:	No <i>*delete as appropriate</i>
Is a service being designed, redesigned or cutback:	No
Is a commissioning plan or contract specification being developed:	No
Is a budget being set or funding allocated:	Yes
Is a programme or project being planned:	Yes
Are recommendations being presented to senior managers and/or Councillors:	Yes
Does the activity contribute to meeting our duties under the Equality Act 2010 and Public Sector Equality Duty (Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations):	Yes
Details of the matter under consideration:	The approval of proposed funding priorities for spending CIL monies in 2022/23.
<p><i>If you answered Yes to any of the above go straight to Section 3</i></p> <p><i>If you answered No to all the above please complete Section 2</i></p>	
2. RELEVANCE	
Does the work being carried out impact on service users, staff or Councillors (stakeholders):	Yes/No* <i>*delete as appropriate</i>
If Yes , provide details of how this impacts on service users, staff or Councillors (stakeholders): <i>If you answered Yes go to Section 3</i>	-
If you answered No to both Sections 1 and 2 provide details of why there is no impact on these three groups: <i>You do not need to complete the rest of this form.</i>	-
3. EVIDENCE COLLECTION	
Who does the work being carried out impact on, i.e. who is/are the stakeholder(s)?	CIL provides funding to provide or improve infrastructure required as a result of new development and growth in the Borough. CIL expenditure will benefit the residents and

	businesses within the Borough by delivering improvements to infrastructure. Infrastructure projects, identified as suitable for expenditure in 2022/23 have been shortlisted from the Infrastructure Delivery Schedule (IDS). The IDS has been compiled through consultation with infrastructure providers. Some schemes on the IDS will need to be delivered in partnership with the infrastructure providers and their deliverability, timescales and costs have been a consideration in identifying project priorities.
If the work being carried out relates to a universal service, who needs or uses it most? (Is there any particular group affected more than others)?	The schemes proposed for funding serve to provide or make improvements to community infrastructure, the need for which has arisen as a result of new development. Such projects will be prepared in acknowledgement of equality and diversity to ensure that all groups may access the schemes.
Which of the protected characteristics are most relevant to the work being carried out? Age Gender Disability Race and Culture Sexual Orientation Religion or Belief Gender Reassignment Marriage and Civil Partnership Pregnancy and Maternity	<i>*delete as appropriate</i> Yes Yes Yes Yes No No No No No
4. DATA ANALYSIS	
In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?	Service-users will include, but not be limited to, members of the public and local community groups.
What will the impact of the work being carried out be on usage/the stakeholders?	Provision of improved infrastructure can only benefit stakeholders.
What are people's views about the services? Are some customers more satisfied than others, and if so what are the reasons? Can these be affected by the proposals?	Public consultation on options for the CIL Funding Programme was held in Autumn 2021, and the feedback from this consultation has informed the final recommendation for allocating CIL monies in 2022/23.
What sources of data including consultation results have you used to analyse the impact of the work being carried out on users/stakeholders with protected characteristics?	Any completed equality surveys have been analysed and reported on.
If any further data/consultation is needed and is to be gathered, please specify:	-

5. IMPACT OF DECISIONS	
In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?	Provision of improved infrastructure can only benefit all parts of the community, including those with protected characteristics.
6. CONSIDERING THE IMPACT	
If there is a negative impact what action can be taken to mitigate it? (If it is not possible or desirable to take actions to reduce the impact, explain why this is the case (e.g. legislative or financial drivers etc.).	No negative impacts have been identified.
What actions do you plan to take to address any other issues above?	No actions. <i>If no actions are planned state no actions</i>
7. MONITORING AND REVIEWING	
When will this assessment be reviewed and who will review it?	A CIL Funding Programme will be prepared each year to consider how best to spend CIL monies received by the Council on strategic infrastructure.



CABINET: 25 JANUARY 2022

Report of: Corporate Director of Place & Community

Relevant Portfolio Holder: Councillor Yvonne Gagan

Contact for further information: Dan Massey (Extn. 01695 585265)
(E-mail: Daniel.massey@westlancs.gov.uk)

SUBJECT: BARNES ROAD ALLOTMENTS AND ASSOCIATED LAND (TRANSFER)

Wards affected: Skelmersdale South

1.0 PURPOSE OF THE REPORT

1.1 To seek authority for the transfer of land shown hatched on the attached plan to the Council at a nil premium.

2.0 RECOMMENDATIONS TO CABINET

2.1 That authority is granted to the Corporate Director of Place and Community to take all necessary steps to acquire the land shown hatched on the attached plan.

2.2 That if further similar opportunities arise to increase the allotment provision within the Borough that the Corporate Director of Place and Community be given delegated powers to effect such transfers.

3.0 BACKGROUND

3.1 Lancashire County Council (LCC) owned land to the side and rear of the former Park School site on Barnes Road and sought planning advice from West Lancashire Borough Council (WLBC) as the local planning authority about residential development on the site prior to a disposal of the land. They were advised that one of the planning conditions would be the construction of an allotment site, with an associated community building which could be used by the allotment holders for the storage of their equipment.

3.2 Discussions took place with the former Leisure Manager and the Estates and Valuation Manager, about the requirements for the allotment plots and

associated community building. These terms were agreed and formed part of the particulars when the whole site was offered for sale by LCC.

- 3.3 In addition, there was formerly a school dining hut on the site which was occupied by the Skelmersdale 1st (17th Ormskirk) Scout Group for which LCC served notice and demolished the property some time ago. It has been agreed that, should the Scouts secure the necessary funding within five years of the land transfer to WLBC, they will be granted a lease of part of the site and allowed to construct new premises.
- 3.4 The lease to the Scouts will be for 125 years with an initial rent of £350 pa with five yearly rent reviews on the basis of RPI.

4.0 CURRENT POSITION

- 4.1 WLBC holds a waiting list for those wishing to take an allotment which now has 60 prospective plot holders listed, ten of which have expressed an interest in the Barnes Road site, which has a provision for 12 plots.
- 4.2 In 2010 a report was brought to Cabinet which granted authority to the Head of Leisure to grant leases of allotment sites to a governing committee of plot holders which decreased the financial input by the Council by reducing need for ongoing maintenance and reducing staff administrative time. Granting of leases also allowed the leaseholders to seek external funding streams which would not be available to the Council. This policy is proven to work well and it is proposed that the same arrangement would be put in place for the Barnes Road Allotment site.

5.0 ISSUES

- 5.1 The transfer of this land and its subsequent use as an allotment site will increase the provision of plots in this area and reduce the waiting list for such a facility.
- 5.2 The current waiting list for allotments has 73 people on it. Of these 10 have requested that they would like a plot at Barnes Road specifically. Of the remaining 63 only 6 have requested specific sites for plots.
- 5.3 The availability of allotments has not been widely promoted and it is expected that the remaining two plots will be let quickly.
- 5.4 However, there will be a requirement for WLBC to expend resources to affect the transfer of the site, to let the plots and to manage the establishment of an appropriate society which will take a lease of the site including the community building. The process is that the society is granted a lease of 12 months and, should they prove to be able to manage the site in an acceptable manner then a further seven-year lease is granted. The success will be evaluated by holding quarterly monitoring meetings with the society management team and will consider general running of the site, financial management, issue/conflict resolution and ability to reallocate vacant plots
- 5.5 In the unlikely event that a society is not established or does not prove to be satisfactory, the site, including the community building will have to be managed by the Leisure Services.

6.0 CONSULTATION

6.1 There has been consultation with the public about this site and the associated allotment provision as part of the planning process.

7.0 SUSTAINABILITY IMPLICATIONS

7.1 There are no significant sustainability impacts associated with this report and, in particular, no significant impact on crime and disorder.

8.0 FINANCIAL AND RESOURCE IMPLICATIONS

8.1 There are some financial/ resource implications arising from this report in respect of officer time in dealing with the conveyance of the land and its subsequent initial management, however these will be met using existing resources and should decline once the lease arrangement to the allotment society is in place and operating satisfactorily.

8.2 Charges for allotment plots on council run sites are currently under review, however at the existing rate of £30/year and assuming all plots were allocated, income generated would cover expected water bills. There are 12 plots, so income would be £360. This arrangement would be in place until a society is formed.

9.0 RISK ASSESSMENT

9.1 The actions referred to in this report are covered by the scheme of delegation to officers and any necessary changes have been made in the relevant risk registers.

10.0 HEALTH AND WELLBEING IMPLICATIONS

10.1 The proposal will have significant, positive, health and wellbeing implications for plot holders. The benefits of allotments include:

- Combatting social isolation
- Improved physical activity/fitness
- Improved diet and reduced food poverty
- Prevention and alleviation of a range of mental health issues including:
 - Reduced Stress
 - Reduced depression
 - Reduced fatigue
 - Improved self esteem

Background Documents

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

Appendices

1. Site Plan

Barnes Road Allotments Site Plan



Area 0.88Ha. 12 plots, with Sheds, path access and water supply



Barnes Road Allotments Site Plan





CABINET: 25 JANUARY 2022

Report of: Corporate Director of Transformation & Resources

Relevant Portfolio Holder: Councillors Gaynar Owen, Kevin Wilkie & Jenny Wilkie)

Contact for further information: Julia Brown (Extn.5065)
(E-mail: julia.brown@westlancs.gov.uk)

SUBJECT: REVIEW - ACTION ON CLIMATE EMERGENCY /CREATE/DESIGNATE HEDGEHOG AND WILDLIFE AREAS IN PUBLIC PARKS/GARDENS ACROSS THE BOROUGH

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To consider the Corporate & Environmental Overview & Scrutiny Committee's final report, attached at Appendix A, and the recommendations contained therein.

2.0 RECOMMENDATIONS

2.1 That the final report of the Committee on the review undertaken on the Action on Climate Emergency' combined with 'Create/Designate Hedgehog and Wildlife areas in public parks/gardens across the Borough', attached as Appendix A to the report, and the recommendations contained therein, be approved.

3.0 BACKGROUND

3.1 On 10th December 2020 the Corporate & Environmental Overview and Scrutiny Committee resolved to review 'Action on Climate Emergency' combined with 'Create/Designate Hedgehog and Wildlife areas in public parks/gardens across the Borough'.

3.2 The key objective of the review was to encourage and actively promote 'climate action' and to participate and engage in a 'Community Action Plan' involving the communities, businesses, individuals', and stakeholders across all sectors of the Borough.

3.3 At the start of the review, the Council responded to the Coronavirus pandemic and had adapted to hold its committee meetings virtually.

3.4 A survey was developed to establish how we could aid community action to reduce carbon emissions in West Lancashire. The 'Action on Climate Emergency' Consultation was included on the Council website and also promoted by Comms during May 2021. The results of the survey were presented to the June meeting of the Committee.

4.0 CURRENT POSITION

4.1 The 'Climate Change Strategy and Action Plan 2030' drives the delivery of the Council's aspiration to be carbon neutral by 2030 at the latest, to be committed to climate action in other areas and to progress towards a low carbon West Lancashire.

5.0 KEY AIM AND OBJECTIVES

5.1 The key aims and objectives of the Councils vision and priority 'To Become a Greener West Lancashire'.

5.2 The 4 key objectives of the 'Action on Climate Emergency' combined with 'Create/Designate Hedgehog and Wildlife areas in public parks/gardens across the Borough' review, focused on the following themes:

The 4 key objectives:

- To move towards the production and increase in renewable energy
- Public engagement with a Waste Reduction and Recycling Strategy
- Developing/Supporting Biodiversity Projects
- Development of Water Management Strategies

5.3 The 4 themes will:

- Promote schemes that support the move to more energy efficient solutions and green energy production
- Focus on promotion/ education / communication with Schools and to Campaign to help Citizens of West Lancashire to implement changes at home
- Roll out tree planning / wildflower habitats and develop strategies for our green spaces to support sustainable wildlife habitats to thrive and flourish
- Work with lead Flood Authorities and Highways to address issues of localised flooding and to have an Action Plan to address issues of flooding across West Lancashire

5.4 To meet the key objectives linked to the 4 themes, the Climate Change Strategy Action Plan 2030 will focus on progressing these through community engagement and Citizens Assembly. The actions from the plan feed into the 'Council Vision and Priorities'.

6.0 SUSTAINABILITY IMPLICATIONS

6.1 By its very nature, the sustainability benefits of delivering the Climate Change Strategy Action Plan 2030 are numerous. Reduction in the use of energy derived from fossil fuels and finite resources and an increased use of energy from renewable sources will reduce carbon emissions, reduce our impact on climate change and help to improve air quality.

7.0 FINANCIAL AND RESOURCE IMPLICATIONS

7.1 There are no financial and resource implications arising from this report, however implementing the Climate Change Strategy Action Plan as a whole, will require financial resources in addition to those included within current business plans.

8.0 RISK ASSESSMENT

8.1 The actions referred to in this report are covered by the scheme of delegation to officers and any necessary changes have been made in the relevant risk registers.

9.0 HEALTH AND WELLBEING IMPLICATIONS

9.1 Tackling climate change and enabling a low carbon future has many links to health and well-being. The impacts of climate change include warming temperatures and increases in the frequency or intensity of extreme weather events such as heat waves and flooding. Such events can threaten our health (especially for the most vulnerable), the food we eat, the water we drink and the air we breathe.

9.2 Improving the energy efficiency of homes not only saves energy and carbon but will reduce fuel poverty, deliver affordable warmth and reduce ill health/deaths resulting from living in a cold home.

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 direct impact on members of the public, employees, elected members and / or stakeholders. Therefore, an Equality Impact Assessment is not required.

Appendices

Corporate & Environmental Overview & Scrutiny Committee draft final report "Action on Climate Emergency' combined with 'Create/Designate Hedgehog and Wildlife areas in public parks/gardens across the Borough' Review".



West Lancashire Borough Council

Report of the Corporate and Environmental Overview & Scrutiny Committee
**‘Action on Climate Emergency Review/Create/Designate Hedgehog and Wildlife
Areas in Public Parks/Gardens Across The Borough’**





Action on Climate Emergency/Create/Designate Hedgehog and Wildlife Areas In Public Parks/Gardens Across The Borough' Review - Report of the Corporate and Environmental Overview & Scrutiny Committee

FOREWORD by the Chairman Councillor Donna West



“The Corporate and Environmental Overview & Scrutiny Committee carried out a review of ‘Action on Climate Emergency/Create/Designate Hedgehog and Wildlife Areas In Public Parks/Gardens Across The Borough’” in 2020/21. This report sets down the outcomes of the work undertaken by Members of the Committee during that period.

We started the Scrutiny Project in March 2021 with a presentation from the Environmental Strategy Officer and Head Ranger, to give an overview and background of the Climate Change Strategy and Action Plan 2030, the current position, plans for the future, aims, ideas and opportunities.

We would like to thank all those who have been involved in the review in particular those Members and Officers who took the time to attend meetings.

In addition to the information provided by Officers of the Council, we would like to thank External Partners and Citizens who provided their feedback and comment to the on-line ‘Action on Climate Emergency’ consultation.

THE REVIEW

BACKGROUND

The Corporate and Environmental Overview & Scrutiny Committee at its meeting on 10 December 2020 agreed that the topic selected for review in the 2020/2021 Work Programme of the Committee would be "Action on Climate Emergency" combined with 'Create/Designate Hedgehog and Wildlife areas in public parks/gardens across the Borough'.

TERMS OF REFERENCE

1. To undertake a review entitled 'Action on Climate Emergency'.
2. To encourage and actively promote 'Climate Action' involving the Communities, Businesses, Individuals and Stakeholders across all sectors of the Borough.
3. To participate and engage in a 'Community Action Plan' to encourage engagement from our Communities, Businesses, Individuals and Stakeholders in order to identify targets and key areas of interest for action.
4. To present a report of the Committee's findings to Cabinet and Council, as appropriate.

RECOMMENDATIONS

- A. That the following completed Actions/outcomes highlighted by the Committee during the course of the review, be noted:
1. Information regarding the Green Homes Grant has been sent to all residents who requested it, with links to the Cosy Homes in Lancashire (CHIL) website, which provides further information, encourages householders to take up free energy efficiency measures in their homes and provides an online application form.
 2. An invite to the NW Energy Hub event in June was forwarded to all who expressed an interest, together with another similar event by Electricity Northwest (ENW) 'Powering our Communities' which launched a Fund to support community and local energy groups to develop and grow.
 3. A 2nd bid has been submitted to the Office of Low Emissions Vehicles (OLEV) for their consideration. This includes 32 charge points at 16 locations, the majority of which are in communal parking areas on housing estates in Skelmersdale, to ensure those living in properties without off-street parking have access to a convenient charging network. Should the project go ahead, it would attract £374,709.01 investment, at nil cost to the council.
- B. That interested parties be contacted to inform about the Rural Community Energy Fund.
- C. That the Council continue to investigate a community/group purchasing project for Solar PV, noting that early conversations are underway with NW Energy Hub regarding an application to the Rural Community Energy Fund, with possible partners. The intention is to community fund a solar PV project on large scale building/s in Skelmersdale occupied by a high energy user to purchase the power (this could be a Council owned commercial building with a high user tenant). The

income generated could then be reinvested to fund a further project or offered back to investors, depending on the community model used.

- D. That representatives from North West Energy Hub and Electricity North West be invited to attend a West Lancashire community energy event, following the outcome of a RCEF fund application in C above.
- E. That case studies, with performance and savings figures, from installed renewable technologies on Council housing, be developed and made available on the Council's website, including details of:
 - 1. How much will it cost to install a 2kw 3kw or 4kw?
 - 2. How much disruption will there be to install them?
 - 3. What potential returns are there, if any, besides the positive impact on the environment?
- F. That working with the Lancashire Woodland Connect Project, continue to identify locations for tree planting and hedgehog and wildlife areas, noting that potential sites currently identified include 2-3 hectares at Fairy Glenn for the Queens 'Green Canopy Scheme'; 2-3 hectares at Tawd Valley Park with the assistance of the 'Friends of Tawd Valley Park'; a community orchard at Whittle Drive, Ormskirk, working with Westend School; hedgehog gardens at the Halsall Lane site, where the Schools will be getting involved, with potential funding being made available from the housing environmental improvement fund.
- G. That the potential to provide for an alternative/reduced mowing regime be investigated in order to manage areas specifically for wildlife and wildflower habitats.
- H. That consideration be given to climate change matters within the emerging Local Plan.
- I. That officers investigate / explore how businesses in the Borough can be supported with recycling.
- J. That 'Water Management Strategies' be considered as a future topic for consideration for inclusion in the Corporate & Environmental Overview & Scrutiny work programme for 2022/23.
- K. That Members receive via a Members Update, frequent updates in respect of the 'Action on Climate Emergency Strategy and Action plan'.
- L. That a Lead Member and senior officer be identified to drive forward the Council's agenda for Carbon Reduction/Environment and the importance of appointing an Environmental Strategy Manager to facilitate the actions outlined in the Council's Climate Change Strategy, be expressed.
- M. That an update on progress of the recommendations be reviewed at Corporate & Environmental Overview & Scrutiny Committee in September 2022.

INFORMATION GATHERED

Meeting held on 11 March 2021 (Presentation 1)

The Environmental Strategy Officer and Head Ranger provided the Committee with a Presentation in respect of the Climate Emergency Action Review, which provided an overview of the background of the Climate Change Strategy and Action Plan 2030, the current position, plans for the future, aims, ideas and opportunities.

The Presentation provided information, which included the following:

- Carbon footprint baseline and targeting
- Community Action Plan / Citizen Assembly – Identify Stakeholders / Partners and interested parties
- Projects 2021-22; Green Homes Grant voucher Scheme; On Street Residential Charge Point Scheme
- Potential Projects; The Rural Community Energy Fund; Solar Together
- Waste Reduction Strategy – Current Projects
- Potential Projects – Business Waste; Residential Recycling
- Biodiversity – Current Position; 16 Parks and Country Parks managed by Ranger Service
- Work with local schools to promote, protect, enhance green space
- Programmes on site carried out by staff, volunteers, stakeholders and contractors (subject to funding)
- Planting of in excess of 2000 trees in last 3 years
- Focus on improving habitat connectivity
- Green Infrastructure improvements / Sustainable Transport Plans
- Current Biodiversity including; Improving Clough Valleys in Skelmersdale – CIL / Kickstart
- Towpath Improvements
- Investigating potential Beacon Eco-Park and surrounding green space (subject to funding)
- Biodiversity opportunities; Revise mowing regimes; investigate areas to manage specifically for wildlife habitat
- Fairy Glen Country Park
- Water Management Strategy – Current Position and Potential Projects including; Asset Management Review; Property Flood Resilience Service; Sustainable Drainage; Provision of water butts for the public

Questions and comments were raised in respect of:

- Green Homes Grant Funding – Types of efficiency measures / eligibility of private rented properties / homeowners
- Current carbon output in tonnes / How we report progress against the target reduction
- Vehicle Replacement Programme – Electric vehicle trial / Hydrogen substitute
- Charging points for electric vehicles / costs / locations
- Carbon Budget 2035 - 50,000 ha/year of trees must be planted. What is our contribution and how will they be paid for?
- Recycling contamination

- Potential business waste pilot
- Community Orchards
- Bike Storage
- Hedgehog friendly development (Local Plan)
- Volunteer Litter Picker Risk Assessment / Pack

OUTCOMES: The Environmental Strategy Officer circulated after the meeting a spreadsheet showing all the answers and comments received from the Climate Change Consultation by Ward,

Meeting held on 10 June 2021 (Presentation 2)

The Environmental Strategy Officer and Head Ranger provided the Committee with a Presentation in respect of a Climate Emergency Consultation which was launched on 14 May 2021 until 30 May 2021.

Members were informed that PR was undertaken for the launch and that Community Groups known to the Council were also encouraged to promote. She explained that the Consultation tied in with the four areas linked into the Climate Emergency Action Plan 2030; Renewable Energy Generation; Waste Reduction Strategy; Developing/Supporting Biodiversity Projects and the Development of Water Management Strategies.

The Presentation provided information, which included the following:

- Results – 123 responses
- 86% very concerned / fairly concerned about Climate Change
- Areas currently taking action to reduce impact on the Environment – 93% recycle and reduce waste, examples included; home compost, litter picking, allotment, vegan/ vegetarian diet
- Community Group Action - 48 interested in being involved
- Rewilding/wildlife friendly planting - majority would like to see this delivered in the Community, followed by generating renewable energy and tree planting
- The considered top priority for reducing emissions from homes was Generating renewable energy and insulating buildings
- Green Homes Grant CHiL Scheme – 32 would like details of the Scheme
- Renewable Energy Generation – It was considered by the majority that it would be helpful to receive more information in respect of the Community Group purchasing scheme. (details/data to be placed on the Councils website)
- 44% would like to be involved in a Community Energy Project in West Lancashire
- Transport is the highest source of emissions in West Lancashire – 32 new vehicle charge points have been fitted in Ormskirk and Skelmersdale
- The main considerations for people to be more likely to consider an electric vehicle in the future were being convenient / prominent electric vehicle charging infrastructure in communities / Home electric vehicle charging/ more information and details of the running costs
- Waste reduction – More information on product packaging; buy local and seasonal; donation of unwanted items; work with businesses on credentials; work with Community/Schools

- Biodiversity – areas to prioritise including tree planting; habitat protection; reduced mowing regime; natural woodland/wildlife corridors; water conservation measures
- 77% support reduced mowing regime in open spaces to encourage wildflower regeneration
- 49% interested in helping with a community planting or biodiversity/habitat creation project

The Environmental Strategy Officer listed numerous other areas of interest raised as a result of the Consultation, some of which included food waste/compost collection, cycling infrastructure and litter picking.

Questions and comments were raised in respect of the following:

- Public information on meadows and locations
- If there was a breakdown of the Consultation by Ward
- Varieties of crops on fields for bees
- Accredited companies / schemes for renewable energy
- Tree planting in Wards/ residential areas (appropriate species)
- Recycling education and promotion
- Community Action / Citizen Assembly
- Behavioural change

NEXT STEPS / OUTCOMES::

- To provide further information to the interested households of details of the Cosy Homes in Lancashire Scheme (CHiL) and encourage to take up free energy efficiency measures in their homes.
- To contact interested parties in respect of Community Energy and invite to a community event by NW Energy Hub and also inform about the Rural Community Energy Fund.
- To develop and promote case studies with performance and savings figures from installed renewable technologies on Council housing.
- To investigate a community/group purchasing project for Solar PV.
- To progress a second bid for further funds from the Office of Low Emission Vehicles to further expand the charging network in West Lancs.
- To identify further locations for tree planting, working with the Lancashire Woodland Connect Project.
- To investigate an alternative/reduced mowing regime.

Meeting held on 16 September 2021 (presentation 3)

The Head Ranger provided the Committee with an update on the outstanding actions arising from the Climate Emergency online Consultation and presentation from the previous meeting of the Committee.

- I. Information regarding the Green Homes Grant has been sent to all residents who requested it, with links to the Cosy Homes in Lancashire (CHIL) website for further information and an online application form.
- II. An invite to the NW Energy Hub event in June was forwarded to all who expressed an interest.

Another similar event has just been announced by Electricity Northwest (ENW) 'Powering our Communities' which launches a Fund to support community and local energy groups to develop and grow. This has also been circulated.

Early conversations are underway with NW Energy Hub regarding an application to the Rural Community Energy Fund, with possible partners Paul Cotterill and Edge Hill University. The intention is to community fund a solar PV project on large scale building/s in Skelmersdale occupied by a high energy user to purchase the power (this could be a Council owned commercial building with a high user tenant). The income generated could then be reinvested to fund a further project or offered back to investors, depending on the community model used.

Representatives from both NW Energy Hub and ENW have been approached and would be happy to speak at a West Lancashire community energy event, however they had no capacity over the summer (term time working). Might now be best to await the outcome of a RCEF fund application, then we can approach with funding to get started.

- III. A case study of the performance of solar PV installed on Council housing has been developed and will be made available on the Council website.
- IV. To investigate a community/group purchasing project for Solar PV is currently outstanding.
- V. A 2nd bid has been submitted to OLEV for their consideration. This includes 32 charge points at 16 locations, the majority of which are in communal parking areas on housing estates in Skelmersdale, to ensure those living in properties without off-street parking have access to a convenient charging network. Should the project go ahead, it would attract £374,709.01 investment, at nil cost to the council.
- VI. Sites identified for tree planting, working with the Lancashire Woodland Connect Project include 2-3 hectares at Fairy Glenn for the Queens 'Green Canopy Scheme'; 2-3 hectares at Tawd Valley Park with the assistance of the 'Friends of Tawd Valley Park'. Staff are working with Westend School on a Community Orchard at Whittle Drive, Ormskirk. Suitable areas have been identified for hedgehog gardens at the Halsall Lane site, where the Schools will be getting involved. Discussions have taken place in respect of the housing environmental improvement fund to plant trees, the possible suitability for these areas would be ornamental or fruit varieties.
- VII. The investigation into an alternative/reduced mowing regime was progressing slowly.

Questions and comments were raised in respect of the following:

- Sites identified for Hedgehogs – work ongoing with Ranger and Schools / contact to be made with resident that put topic forward
- Mowing Regimes / Verges / timings of cuttings
- Work curtailed by Covid and staff resources
- Potential Projects on Waste; Reduce Reuse Recycle; Food waste bins
- Commitment to ongoing Climate Strategy
- Communication to give to residents
- Businesses recycling – Investigate, encourage and assist
- Changes in behaviour

NEXT STEPS/OUTCOMES:

Developments in this area of work are likely to involve key partners, stakeholders and residents of the Borough, in its on-going development.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no significant financial or resource implications arising from this report other than work associated with the 'Climate Change Strategy and Action Plan 2030. Financial or resource implications will need to be considered for any future projects or actions arising from this review.

HEALTH & WELLBEING

Tackling climate change and enabling a low carbon future has many links to health and well-being. The impacts of climate change include warming temperatures and increases in the frequency or intensity of extreme weather events such as heat waves and flooding. Such events can threaten our health (especially for the most vulnerable), the food we eat, the water we drink and the air we breathe.

Improving the energy efficiency of homes not only saves energy and carbon but will reduce fuel poverty, deliver affordable warmth and reduce ill health/deaths resulting from living in a cold home.

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

The decision does not have any direct impact of members of the public, employees, elected members and / or stakeholders, therefore no Equality Impact Assessment is required. An EIA would be undertaken for any future projects or actions arising from this review.

Appendices

None.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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