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Ribble Valley
Borough Council

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Dear Councillor

The next meeting of the **COMMUNITY SERVICES** will be held at 6.30 pm on **TUESDAY, 9 MARCH 2021** by ZOOM.

I do hope you can be there.

Yours sincerely

M. H. Scott

CHIEF EXECUTIVE

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING** (Pages 3 - 10)

Copy enclosed.

3. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

Members are reminded of their responsibility to declare any pecuniary or non-pecuniary interest in respect of matters contained in the agenda.

4. **PUBLIC PARTICIPATION**

ITEMS FOR DECISION

5. **RECREATION, CULTURE, ARTS DEVELOPMENT AND ARTS & SPORTS EXCELLENCE GRANTS** (Pages 11 - 26)

Report of Director of Community Services enclosed.

6. **CAPITAL PROGRAMME 2021/22** (Pages 27 - 36)

Report of Director of Resources enclosed.

7. **RV3G PITCH - DAYTIME EDUCATION USE** (Pages 37 - 38)

Report of Director of Community Services enclosed.

8. **PLATFORM GALLERY ARTIST SELECTION** (Pages 39 - 40)
Report of Director of Community Services enclosed.
9. **RIBBLE VALLEY CCTV OPTIONS** (Pages 41 - 44)
Report of Director of Community Services enclosed.
10. **NEW PARKING ORDER** (Pages 45 - 68)
Report of Director of Community Services enclosed.
11. **COUNCIL ASSETS IN LONGRIDGE** (Pages 69 - 70)
Report of Director of Community Services enclosed.

ITEMS FOR INFORMATION

12. **REVENUE MONITORING 2020/21** (Pages 71 - 92)
Report of Director of Resources enclosed.
13. **RECYCLING UPDATE** (Pages 93 - 94)
Report of Director of Community Services enclosed.
14. **GENERAL REPORT OF DIRECTOR OF COMMUNITY SERVICES** (Pages 95 - 96)
Copy enclosed.
15. **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
None.
16. **EXCLUSION OF PRESS AND PUBLIC**
There are no items in this section.

Electronic agendas sent to members of Community Services – Councillor Richard Newmark (Chair), Councillor Jan Alcock JP, Councillor Stephen Atkinson, Councillor Anthony (Tony) Austin, Councillor David Birtwhistle, Councillor Stuart Carefoot, Councillor Louise Edge (Vice-Chair), Councillor Angeline Humpheys, Councillor Susan Knox, Councillor Ged Mirfin, Councillor Simon O'Rourke, Councillor Sarah Rainford, Councillor Mary Robinson, Councillor Jennifer (Jenni) Schumann and Councillor Gary Scott.

Minutes of Community Services

Meeting Date: Tuesday, 5 January 2021, starting at 6.30 pm
Present: Councillor R Newmark (Chair)

Councillors:

L Edge	S Knox
S Carefoot	G Mirfin
S Atkinson	S Rainford
D Birtwhistle	M Robinson
J Alcock	J Schumann
T Austin	G Scott
A Humphreys	S O'Rourke

In attendance: Director of Community Services, Head of Engineering Services and Head of Leisure and Cultural Services, Director of Resources and Senior Accountant

Also in attendance: Councillor J Clark

869 APOLOGIES FOR ABSENCE

There were no apologies for absence.

870 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 1 September 2020 were approved as a correct record and signed by the Chairman.

871 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Councillors S O'Rourke, M Robinson and J Schumann declared an interest in Agenda Item 6 – Review of fees and charges – in particular reference to car park charges.

872 PUBLIC PARTICIPATION

There was no public participation.

873 REVISED REVENUE BUDGET 2020/21

The Director of Resources submitted a report outlining the revised revenue budget for 2020/21 for this committee. She reminded members that at this time of year the estimates are revised for the current financial year in order to predict the likely outturn. This also assists in preparing the original estimates for the coming financial year.

The budget this year had been particularly impacted by the Covid-19 pandemic, and any impacts on fees and charges had been included within the estimates, along with the estimated part funding towards these losses from the Government.

The original budget for 2020/21 included provision for pay increase at 3% and price increase at 2%. As well as using data on past performance there had been detailed discussions with budget holders and heads of service on past service provision and on future plans which played an integral part in the budget setting process.

She informed committee that the revised budget for 2020/21 showed an increase in net expenditure of £177,900 more than the original estimate after allowing for transfers to and from earmarked reserves.

A comparison between the original and revised budgets for each cost centre was included for committee's information and the key movements were highlighted.

RESOLVED THAT COMMITTEE:

Approved the revenue revised estimate for 2020/21.

(Councillors S O'Rourke, M Robinson and J Schumann declared an interest in the next item of business and left the meeting)

874

REVIEW OF FEES AND CHARGES

The Director of Resources submitted a report seeking member approval on proposals to increase this committee's fees and charges with effect from 1 April 2021.

These proposals were the first stage in the review of this committee's budget for the forthcoming 2021/22 financial year.

The council's latest budget forecast allows for the 2% inflationary increase in the level of income raised from fees and charges and the review aims to increase the budgeted income for 2021/22 by this amount when compared to last year's original budget estimate.

After applying this percentage increase, proposed charges had generally been rounded up or down to minimise any problems with small change. This inevitably impacts on the individual percentage rise for each separate charge, particularly when the current charge is low.

There were extremely high levels of uncertainty around income levels from the council's fees and charges in light of Covid-19 and the impact this was having on use of the council's services and facilities. In the current financial year the government is partly compensating the council for lost income at 75% of lost sales, fees and charges income – after first adjusting for 5% of total budgeted income. It was on the continuation of this, or alternatively the recovery of income levels, that the fees and charges had been set.

Following discussions with financial services, heads of service and budget holders a proposed set of fees and charges for implementation from 1 April 2021 had been produced for this committee for members to consider.

The Director of Community Services reported that he had received a request from Clitheroe Health centre to waive car parking charges for those persons attending to receive vaccinations for Covid-19 under the government's vaccination initiative. He asked members to consider this request.

RESOLVED THAT COMMITTEE:

1. Approve the level of fees and charges to be levied for this committee for 2021/22 as outlined in Annex 1 to the report.
2. Approve that no charge be levied on the Council Offices car park in Clitheroe for patients or their attendants while attending for Covid-19 vaccinations during the Government's vaccination initiative at the locations indicated (and

in Longridge should the same happen), and that a review be delegated to officers at the end of the current lockdown in February.

(Councillors S O'Rourke, M Robinson and J Schumann returned to the meeting)

875

ORIGINAL REVENUE BUDGET 2021/22

The Director of Resources submitted a report asking committee to agree the draft revenue budget for 2021/22 for this committee for consideration at Special Policy and Finance committee.

With regard to the council's overall financial position, she reminded members that in February the 3-year budget forecast had predicted the following budget gaps: £281 in 2021/22, £206 in 2022/23, £337k in 2023/24, after allowing for the general fund balances.

At the time of producing the February forecast, the outcome of the Fair Funding Review, the potential changes to the New Homes Bonus Scheme and the implications of Business Rate Retention Reforms were unknown. The forecast was also made before the extent of the impact of Covid-19 in the current financial year was known.

In the light of Covid-19 the government had scrapped its plans for a multi-year spending review, and instead conducted a one-year review for 2021/22. The key messages were highlighted to committee.

At the Policy & Finance committee in November 2020, members had agreed with the conclusion of the Budget Working Group that the Council should prepare its budget on the base budget plus inflation and on the expectation that any variance due to Covid would be made good by the government.

The Budget Working Group would consider the overall position once all committees had approved their detailed estimates and would then make recommendations to Special Policy and Finance committee on 2 February 2021 in order to achieve a balanced budget.

The proposed fees and charges for 2021/22 had been considered by committee earlier in the agenda and had already been incorporated into the service budgets on the assumption that they would be approved without material change.

Estimates had been prepared on current levels of service allowing for pay increase at 2% and price increases at 2%. The budget for each cost centre within the report was presented individually showing the original estimate, inflation, movements in expenditure, income, support services and capital which then culminated in the draft original estimate for 2021/22.

The report detailed individual budget areas under this committee and comments were provided on the key variations.

The net expenditure for this committee had decreased by £36,740 from £4,171,480 to £4,134,740 after allowing for associated movements on earmarked reserves. The main reasons for the net decrease were summarised for committee's information.

RESOLVED THAT COMMITTEE:

Approve the revenue original estimate for 2021/22 and submit it to the Special Policy and Finance committee.

The Director of Resources submitted a report seeking committee's approval of the revised estimate for this committee's capital programme for the current financial year. The original estimate for 2020/21 had been approved by Policy and Finance committee in March 2020.

In March 2020, 8 capital schemes with a total approved budget of £1,614,000 had been approved. This included 6 new schemes for 2020/21 and budget for two 2019/20 schemes that had been moved from the 2019/20 capital programme to the 2020/21 capital programme.

Since then the following changes had been made:

5 capital schemes were not completed by 31 March 2020 and had unspent budget available at that date. The total unspent balance of £13,360 on these schemes known as slippage had been moved into the 2020/21 capital budget, after slippage requests from the budget holders were approved by the Director of Resources;

One new scheme, replacement of works vehicle (toilet van) was added to the 2020/21 capital programme after agreement between the Head of Environmental Services, Director of Resources and Chief Executive in March 2020.

As a result of the above, the total approved budget for this committee's capital programme of 12 schemes was £1,627,360.

Following discussions on each of the schemes in the capital programme with budget holders, the proposed revised estimate was £381,370, a reduction of £1,245,990 from the total approved budget. The reasons for this reduction were outlined to committee with the largest one being £1,230,000 for the installation of a second parking deck on Chester Avenue car park which still needed a feasibility study carrying out before and further decisions were taken.

The Director of Resources reported that the expenditure and commitments to the end of November 2020 represented 82.8% of the revised capital programme for this committee. Of the 10 schemes in the revised capital programme, 5 schemes had been completed by the end of November 2020. The report outlined the current progress on the schemes with the largest remaining budgets.

RESOLVED THAT COMMITTEE:

1. Approve the 2020/21 revised estimate of £381,370 for this committee's capital programme as set out in Annex 1 of the report;
2. Approve the move of the following capital budgets for 2020/21 to 2021/22:
Play Area Improvements 2020/21 - £40,000
Installation of a second parking deck on Chester Ave car park - £1,230,000
and;
3. Recommend to Policy and Finance committee the approval of the following additional scheme budgets:
Replacement of Pickup Ford Ranger PK60 HKN - £5,130
Edisford Sports Complex - £5,820
Replacement of CCTV System - £2,800
Replacement of Works Vehicle (Toilet van) YP66 PZF - £14,560

CAPITAL PROGRAMME REVIEW 2021/22 - 2024/25

The Director of Resources submitted a report asking members to consider the proposed future four-year capital programme (2021/22 to 2024/25) for this committee for recommendation to Policy and Finance committee.

The future capital programme is reviewed and updated each year. In recent years, the council has been setting a proposed and fully funded five-year capital programme each year. However, given the additional burdens caused by and priority focus on Covid-19 issues throughout 2020, Budget Working Group had streamlined the capital programme budget update process for this year. This involved moving to a four-year capital programme only, covering 2021/22 to 2024/25, and there being no new capital bids for 2025/26 (year five).

A review and update of the four-year capital programme had therefore taken place and had resulted in a proposed four-year programme of £3,436,900 that was set out in the report for members to consider and approve.

Members asked questions and discussed specific items in the programme.

RESOLVED THAT COMMITTEE

1. Approve the proposed four-year capital programme (2021/22 to 2024/25) for this committee as set out in Annex 1 to the report and
2. Recommend to Policy and Finance committee the same proposed four-year capital programme for this committee.

CCTV CAPITAL SCHEME - REQUEST FOR FURTHER CAMERAS

The Director of Community Services submitted a report asking for approval for the proposed installation of further CCTV cameras in addition to those within the existing capital scheme subject to approval of Policy and Finance committee.

A capital budget request for £60,000 had been submitted and approved for a CCTV upgrade for the existing cameras in Clitheroe, Whalley and Longridge. However, following consultation with the Police, two extra cameras were identified as being required at Whalley Road, Clitheroe and in the Castle grounds overlooking the bowling green café, that had been included as provisional items should funds be available together with the replacement of the Whalley internet connection.

The main part of the contract had been completed. The extra camera on Whalley Road was still awaiting permission from LCC and Electricity North West. Increased costs meant that there was not sufficient budget for the camera by the bowling green café and a further one has subsequently been identified as being required at the barrier at Edisford riverbank.

Members considered the request in the light of the vandalism that had taken place at these sites.

RESOLVED THAT COMMITTEE

1. Approve the proposed cameras at the Castle Grounds Bowling Green Café and at the Edisford Riverside Barrier at a total cost of £10,930, and
2. Ask that Special Policy & Finance committee consider the increased cost of these additional cameras in the revision of this committee's capital budget for 2020/21.

RIBBLE VALLEY CCTV

The Director of Community Services submitted a report outlining the history and current status of the CCTV system and asking for guidance on how to respond to demands for expansion of the system.

He informed committee that the current scheme comprises 34 cameras. 7 in Longridge, 3 in Whalley and 25 in Clitheroe. All cameras are monitored in the CCTV suite by one contracted operative at any time over 24 hours per day 7 days a week.

In Clitheroe there is also a stand-alone system located at the Castle toilets, and following requests from parish councils to the CSP for funding, two systems were installed at car parks in Sabden and Chipping.

In recent months more parish councils had made enquiries about the provision of CCTV systems and the CCTV suite in Clitheroe had reached the point where a decision was required regarding the monitoring practices/number of operatives.

Members had a lengthy discussion about the merits of the CCTV system and the use that the Police made of the images. It was felt that the system should be expanded but needed more exploration before deciding on more cameras in the suite or stand-alone systems.

RESOLVED THAT COMMITTEE

1. Request a further report from officers to include information on the creation of a new CCTV suite to allow more personnel to monitor and the expansion of CCTV coverage based on stand-alone systems;
2. Support in principle any bids for CSP or PCC funding for stand-alone systems; and
3. Ask officers to request a report from the local police and Police Crime Commissioner on the use of CCTV coverage over the last 2 years in Ribble Valley in their duties.

REVIEW OF REFUSE COLLECTION POINTS

The Director of Community Services submitted a report providing information regarding issues where access to some properties in the Ribble Valley was restrictive and therefore causing collection problems, and to seek support for a review of current practice and future policy.

The background to the different type of vehicles used for refuse collection including recyclable materials was outlined along with some of the issues that were being experienced with unadopted shared driveways, narrow tracks and potholed private roads. Issues around reputation had also been experienced whilst a specific vehicle was off the road for repair and its replacement was unable to collect recyclable material.

Committee were reminded that the Environmental Protection Act 1990 allows for local authorities to determine how and where waste must be placed for collection, and although this was a power to be used carefully, the proposal would be to negotiate with the affected properties to resolve the issues.

Members discussed the issues surrounding size of vehicles, end of lane collections and the impact on recycling. Members requested that they be kept informed of negotiations during any review.

RESOLVED THAT COMMITTEE

Support the review of refuse collection points taking place and where deemed necessary support officers in their decision to adopt the means of collection that suits the location.

881 HEALTH AND WELLBEING

The Director of Community Services submitted a report for information giving an update on the Council's health and well-being initiatives which are primarily funded through external sources.

882 CASTLE GROUNDS

The Director of Community Services submitted a report for information giving an overview of the recent and planned work in the Castle grounds.

883 LITTER AND DOG BINS

The Director of Community Services submitted a report for information on current issues being experienced with litter and dog bins throughout the Ribble Valley. Officers had already begun the process of reviewing what was currently in place and a further report would be presented to committee with recommendations for improvement.

884 TRANSITION TO ZERO EMISSION VEHICLES

The Director of Community Services submitted a report for information on the ban on petrol and diesel vehicles in 2030 and the effect it would have on the Council when purchasing/leasing vehicles.

885 GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report for information on a variety of developments in sports, arts and community development and performance at the Platform Gallery.

886 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

A report was submitted for information from Cllr T Austin, the Council's representative on the outside body, Lancashire Waste Partnership.

887 EXCLUSION OF PRESS AND PUBLIC

RESOLVED

That by virtue of the next item of business being exempt information under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

888 CATERING TENDERS

The Director of Community Services submitted a report providing an overview of the Council's catering contracts.

He informed committee that the contracts were due to be put out to tender for operators at The Atrium, the Bowling Green Café and the Edisford Riverbank concession. The report outlined the background to all three venues and the type of contract that would be available for tender.

RESOLVED THAT COMMITTEE

Approve officers seeking tenders for all three sites on the basis outlined in the report.

The meeting closed at 9.15 pm

If you have any queries on these minutes please contact the committee clerk, Olwen Heap 01200 414408 olwen.heap@ribblevalley.gov.uk.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

DECISION

meeting date: 9th MARCH 2021
title: RECREATION/ARTS DEVELOPMENT, SPORTS AND ARTS GRANTS
submitted by: DIRECTOR OF COMMUNITY SERVICES
principal author: MARK BEVERIDGE

1 PURPOSE

1.1 To present the recommendations of the working group in relation to the allocation of grants under Recreation/Culture/Arts Development, Individual Sporting Excellence, and Individual Arts Excellence grants.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – To be well-managed Council providing efficient and responsive services based on identified customer need.
- Corporate Priorities - To make people's lives safer and healthier and more specifically to increase peoples' opportunities to access cultural activities and improve outcomes for children and young people.
- Other Considerations – None

2 BACKGROUND

2.1 The purpose of Recreation/Culture and Arts Development grants is to provide organisations with support for projects which enhance recreational and cultural provision as well as helping arts organisations with activities which have a specific arts focus.

2.2 The Council's Sporting Excellence grants seek to assist talented young sports people in their chosen sport, helping towards the expenses associated with competition, training and equipment.

2.3 Arts Excellence grants are similar to Sporting Excellence and are awarded to people in the performing arts.

3 ISSUES

3.1 The number of grants awarded across all categories is lower this year due to the impact of the Covid-19 pandemic with less participation in activities and events not yet taking place. It was suggested that a second tranche of funding be made available later in the year with a 2nd deadline of 31 August 2021.

3.2 However, it is encouraging to see the range of grants for different projects in the recreational and arts sectors that have been submitted with a good spread across the whole of the Borough.

3.3 Although the scale of grants is relatively low in monetary value, compared to say the lottery, they are none the less very well received by the individuals and organisations in receipt of them.

- 3.4 The ease of application and relative speed with which organisations receive an answer often helps where the Council funding is a part of a larger basket of funding being put together. This pump prime effect and the added boost they provide cannot be overestimated. These grants often provide the additionality required by organisations which help them to get funds from national schemes.
- 3.5 Committee set up a member working group to consider the applications and to make recommendations for awards.
- 3.6 That group was made up of Councillors Edge (substituting for Cllr Newmark), Atkinson, Alcock and Robinson and it met on 23 February 2021 to measure the applications received against the qualification criteria set by this committee under each heading.
- 3.7 The group was advised by your Sports Development Officer, Art Development Officer, Democratic Services Administration Officer and the Head of Culture and Leisure Services.
- 3.8 The group felt that an added bonus of £100 per applicant for this year only under the excellence grant schemes should be applied to enable the young people 'returning' to their activity post Covid.
- 3.9 The group was impressed with the quality of many of the applications but recognised – as in previous years – the difficulty of allocating limited resources by assessing comparative values of (for the most part) applications that deserve more support than the Council can give.
- 3.10 It was agreed that grants should also be paid to those applicants requesting grant aid for coaching for one-year only as a 'back to sport participation' incentive following the Covid pandemic. These applications are not normally supported as they are a revenue cost.
- 3.11 Every application was discussed/debated (some more vigorously than others) and the conclusions reached at the end of the group's deliberations form the recommended awards included in the appendices 1 – 3. It is worth noting that, although there was debate about the relative merits of some applications, the group was satisfied at the conclusion of the process with the overall balance of its recommendations.
- 3.12 The table showing the payments made under the Recreation/Art Development scheme in 2020/21 is shown at Appendix 4. There were several schemes/events that were postponed due to the Covid pandemic and as such their monies are requested to be carried forward into 2021/22 to fund them (shown in red).

4 FINANCE

- 4.1 Listed below are the sums available for distribution, categorised by grant:

Grant	Original Budget 2021/22 £	Reserves Balance £	TOTAL AVAILABLE BUDGET £
Recreation & Culture	31,140	10,552	41,692
Sporting Excellence	3,720	220	3,940

Arts Excellence	4,280	1,500	5,780
Arts Development	3,000	1,620	4,620

4.2 Summarised below are the number of applications received for each grant category along with total value of the applications.

Grant	Number of Applications Received	Total Value of Applications £
Recreation, Culture and Arts Development	12	£35,816
Sporting Excellence	8	2,300
Arts Excellence	9	3,150

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – the following sums are available for distribution:
Recreation / Culture and Arts Development £41,692 + £4,620
Sporting Excellence £3,940
Arts Excellence £5,780
The distribution recommended by the working group is within budget.
- Technical, Environmental and Legal – A grant condition is that awards must be to residents and organisations which primarily benefit residents if the Ribble Valley.
- Political – none identified
- Reputation – the grant programme is well received in the communities of the Ribble Valley and gives the Council an opportunity to support a range of organisations and individuals who otherwise might not be able to access public funds.

5 RECOMMENDED THAT COMMITTEE

Endorse the recommendations of the working group outlined in appendices 1 - 3 as attached to this report including the carry forward of monies outlined in appendix 4.

MARK BEVERIDGE
HEAD OF CULTURAL AND LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS

Applications forms.

For further information please ask for Mark Beveridge, extension 4479.

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ORGANISATION	PROJECT	COST	GRANT REQUEST	PREVIOUS GRANTS	PROPOSAL
Downham Village Hall	Re-wiring Re-roofing Window replacement New fire escape/disabled access ramp Other fire safety improvements Exterior improvements Redecoration	£28,870 £16,720 £3,120 £4,920 £7,800 £5,485 <u>£10,210</u> £77,125	£5000 Applied to Bowland Trust £20k and LEF £30k	2010 RV Performance Grant – Village Amenities - £6208 2011 – Healthy Valley Grant towards insulation - £1200	£3300
Aighton, Bailey and Chaigley War Memorial Hall	Upgrade of showers, toilets, electrics and changing facilities	£55,000	£8,000	2019/20 £3300 – roof 2020/21 £7000 – ground source heating	£4,000
Grindleton Recreation Ground Charity	Renovation of football pitch – weed spray and vertidrainng	£732	£366	2020/21 - £330 for same	£366
Read and Simonstone Community Tennis Club	Floodlighting of new Astro Turf Court	£10,000	£8,000	2000 - £1000 painting 2003 - £1300 roof 2006 - £7000 resurface 2007 - £2000 painting 2017 - £6000 clubhouse	£4,000
Ribblesdale Wanderers Cricket and Bowling Club	23 week cricket coaching programme delivered by ECB level 4 coach	£4,600	£2,300	2018 - £5,000 practice facility 2019 - £1000 bowling machine and scoreboard	£2,300 as a one-off back to sport participation boost

Ribchester Rovers Football Club	Secure equipment container Pitch maintenance equipment Football training equipment	£3000 £2600 £1400	£7,000	2019 - £6,500 2020 - £3,000	£3,000 for secure container
Clitheroe Cricket, Bowling and Tennis Club	Purchase of 2 concertina cricket nets Social patio area	£4,250 £23,450	£7,500	2015 - £500 clubhouse 2016 - £2000 drainage 2017 - £1000 coaching 2018 – £840 wicket cover 2020 - £1000 community seating	£4,250 for cricket nets
Longridge Cricket Club	Coaching team succession planning – uplift and upskilling of club coaching capabilities	£10,470	£3,500	2019 - £2,200 clubhouse refurb	£3,500
Ribble Valley Raiders Cricket Club	Free cricket sessions for 4 years upwards	£800	£400		£400 as a one-off back to sport participation boost
West Bradford Village Hall	Creation of track, solar lighting, zip wire, climbing frame and exercise equipment	£40,000	£20,000		£10,000
Clitheroe Heritage Open Days	Street drama bringing history alive engaging with local groups promoting the heritage of the town – part of a National event	£1,400	£700	2020 - £700 but only £60 used for much reduced event	£700

Clitheroe Heritage Open Days	Clitheroe Wells Dressings – walking trail, displays, handouts	£500	£300		Nil – only one in known ownership
				TOTAL	£35,816

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SPORTING EXCELLENCE AWARDS 2021

Appendix 2

NAME	AGE - approx.	SPORT	STANDARD	SCORE	Suggested AWARD (£) plus £100 Covid bonus
Charlotte Williams	19	Athletics - Hammer	GB	24	300
Finlay Royle	12	Slalom Skiing	National	21	250
Caitlin Wilson	13	Swimming	Regional	20	200
Cara Milne- Redhead	18	Football	National (Scotland)	19	200
Helena Rishton	9	Slalom Skiing	Regional	18	150
Emelia Spencer	13	Swimming	County	17	150
Louisa Rishton	12	Skiing	Regional/ National	17	150
Will Jepson	15	Tennis	National	14	100
				Total Plus Covid bonus	1500 800
				TOTAL	£2,300

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ORGANISATION	PROJECT	PROPOSAL	COVID UPDATE
Clitheroe Cricket, Bowling and Tennis Club	Renovate and expand community outdoor seating area	£1000	Grant paid in full
Ribblesdale Wanderers Cricket and Bowling Club	Purchase of electronic scoreboard and BOLA bowling machine accessories	£1000	Grant paid in full
Stage Two Downham Amateur Drama Group	New seating either by re-upholstering or new	£1500	Grant paid in full
Slaidburn Archive	Publish memories of WW2 in the Hodder Valley	£1200	Grant paid in full
Grindleton Recreation Ground Charity	Football pitch works – verti-draining	£330	Grant paid in full
Salesbury Memorial Hall	Provision of disabled toilet facilities	£4,500	Grant paid in full

Longridge Band	Set of mutes for horns, baritones and euphoniums Set of chairs	£850	Grant paid in full
Ribchester Rovers Football Club	Pitch marking systems and marking set. Line paint spray machine. Lawn mower with rollers. Training equipment.	£3000	Grant paid in full
Spot On Lancashire	Performances and arts activities in village halls around RV	£1200	Grant paid in full.
Clitheroe Heritage Open Days	Street drama bringing history alive engaging with local groups promoting the heritage of the town – part of a National event – changed to on-line information and poster participation in windows and walking quiz	£700	Part payment made £60 Won't all be claimed just a little more for printing costs.
Clitheroe Rugby Union FC	Phase 2 of drainage improvement works to the playing surface and training areas	£1000	Some work to be done but not as much as originally planned – move balance of monies into 2021/22
Blurred Line Group CIC (Hullo)	Pilot event of creative festival focusing on short films	£3000	Updated scheme due to Covid-19 Grant to be moved in to 2021/22.

Chipping Village Hall	LED lighting of the MUGA	£2000	No works done as yet – unlikely to happen before end of March. Monies to be carried forward into 2021/22
Clitheroe Christians in Partnership	Love Clitheroe Events – 2 annual community events – Big Weekend Summer BBQ and Carols at the Castle	£1000	Both events cancelled Would like grant to be carried forward into 2021/22
Clitheroe Concerts Society	Provision of chamber concerts	£500	Will not re-commence concerts until 2021/22 season
Aighton, Bailey and Chaigley War Memorial Hall (Hurst Green)	Replacement of the heating system with ground source heating	£7,000 (subject to other grant funding)	Delayed award of £81k National Lottery funding made January 2021 for monies available in April 2021. Monies need to be carried forward to 2021/22.
Muck or Nettles CIC	Cloudspotting Music and Arts Festival 10 th birthday	£1770	Event cancelled and rescheduled for 2021
RV Jazz & Blues Club	Jazz & Blues Festival and activities	£1000	Event postponed to 2021

The Grand Choir	Clitheroe Festival of Choirs (10 th anniversary of Grand Choir)	£1000	Event cancelled completely – not sure about choir’s future following redundancies etc at The Grand
Clitheroe VE Day	VE Day celebrations. Exhibitions, singers, and afternoon tea for veterans	£400	Event cancelled completely due to Covid-19

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

DECISION

meeting date: 9 MARCH 2021
 title: CAPITAL PROGRAMME 2021/22
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

1 PURPOSE

1.1 To:

- inform members of the schemes approved for inclusion in this Committee's 2021/22 capital programme; and
- request approval for one capital scheme currently included in the 2023/24 capital programme to be brought forward into the 2021/22 capital programme.

2 BACKGROUND

2.1 As members will be aware, at its meeting on 5 January 2021 this Committee proposed a four-year capital programme for 2021/22 to 2024/25 to Special Policy and Finance Committee.

2.2 Following recommendation by Special Policy and Finance Committee on 16 February 2021, it is anticipated that Full Council will have approved the four-year capital programme for 2021/22 to 2024/25 on 2 March 2021. Officers will provide confirmation of Full Council's decision at this Committee's 9 March 2021 meeting.

2.3 The Council's overall capital programme for the four-year period 2021/22 to 2024/25 totals £6,011,700 for all committees. The total for this Committee is £3,436,900 over the four-year life of the programme. £1,555,000 of this relates to the 2021/22 financial year.

3 CAPITAL PROGRAMME 2021/22 – APPROVED SCHEMES

3.1 For this Committee there are five approved schemes in the 2021/22 capital programme, totalling £1,555,000. These are shown in the table below.

Cost Centre	Scheme	Budget for 2021/22 £
PLAYV	Play Area Improvements 2021/22	40,000
REPWB	Replacement of Refuse Wheelie Bins 2021/22	13,000
RVHXX	Replacement of Refuse Collection Vehicle VU62 HXX	232,000
PLAYU	Play Area Improvements 2020/21 (<i>Budget Moved from 2020/21</i>)	40,000
PDECK	Installation of a Second Parking Deck on Chester Avenue Car Park (<i>Budget Moved from 2020/21</i>)	1,230,000
Total – Community Services Committee		1,555,000

3.2 With regard to the Installation of a Second Parking Deck on Chester Avenue Car Park scheme, the scheme can only go ahead after a feasibility study is undertaken by officers and then considered and approved by Policy and Finance Committee.

3.3 The detailed information for each scheme is shown in **Annex 1**.

3.4 During the closure of our capital accounts there may be some slippage on schemes in the current financial year, 2020/21. A report will be brought to a future meeting of this Committee giving details of any slippage on 2020/21 capital schemes and any slippage will also be reported to Budget Working Group.

3.5 Responsible officers will complete and update capital monitoring sheets for each scheme, which will be reported regularly to members to give an indication of progress.

4 REQUEST TO BRING FORWARD CAPITAL PROGRAMME SCHEME FROM 2023/24 TO 2021/22

4.1 The Refurbishment of Bowling Green Café in Castle Grounds capital scheme is currently included in this Committee's approved 2023/24 capital programme at a budget of £48,000. Attached at **Annex 2** is a request to bring forward the scheme into the 2021/22 capital programme at a lower budget of £45,000.

4.2 The Bowling Green Café and the area around it is an important part of the overall Castle Grounds site. The café is currently in a poor state of repair as a result of vandalism and cannot be let out for business. The path around the bowling green adjacent to the café is also in a poor and dilapidated state.

4.3 Members are recommended to approve bringing forward the Refurbishment of Bowling Green Café in Castle Grounds scheme from 2023/24 to 2021/22, at a lower budget of £45,000, so that work can be undertaken promptly to return the café to a state where it can be let for a business to operate from and the area around the café is returned to a condition where many people can enjoy that green space safely.

5 RISK ASSESSMENT

5.1 The approval of this report may have the following implications:

- Resources – The move of the Refurbishment of Bowling Green Café in Castle Grounds scheme from 2023/24 to 2021/22 will result in £3,000 less capital programme funding being required. This is because funding has already been set aside for the current 2023/24 scheme budget of £48,000 and the proposed 2021/22 scheme budget will be £45,000. In addition, the Council will generate rental income sooner rather than later if the café is returned to a state where it can be let out.
- Technical, Environmental and Legal – Environmental benefits from the improved state of the area around the café site, if that scheme budget is brought forward.
- Political – None.
- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council. A fit for purpose bowling green café area will create a positive response from Castle Grounds users.
- Equality and Diversity – Equality and Diversity issues are examined as part of the capital bid appraisal process.

6 CONCLUSION

- 6.1 This Committee has an approved 2021/22 capital programme of £1,555,000 for five schemes.
- 6.2 The Installation of a Second Parking Deck on Chester Avenue Car Park scheme can only go ahead after a feasibility study is undertaken by officers and then considered and approved by Policy and Finance Committee.
- 6.3 Any slippage on schemes in the 2020/21 capital programme will be reported to this Committee.
- 6.4 It is proposed to bring forward the Refurbishment of Bowling Green Café in Castle Grounds capital scheme from 2023/24 to 2021/22, at a lower budget of £45,000, so that work can be undertaken promptly to improve the state of the Bowling Green café and the site around it.

7 RECOMMENDED THAT COMMITTEE

- 7.1 Approve the proposal in **Annex 2** to bring forward the Refurbishment of Bowling Green Café in Castle Grounds capital scheme from 2023/24 to 2021/22, at a lower budget of £45,000.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM6-21/AC/AC
26 February 2021

For further background information please ask for Andrew Cook.
BACKGROUND PAPERS – None

COMMUNITY SERVICES COMMITTEE
Schemes Approved for the 2021/22 Capital Programme

Play Area Improvements 2021/22

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The Council operates 18 play areas. This budget provides for incremental improvements to these areas each year. In addition, the capital is used to deal with ad hoc equipment replacement which arises annually.

The play areas are well used, any injury arising from their use can result in potential insurance claims. The Council inspects on a monthly basis and the insurers annually. The Council as owner and operator has a duty of care to ensure the play areas are safe and replace, repair or remove worn out or broken equipment.

Without this annual budget the play areas would quickly fall into disrepair and reach a point where equipment would need to be removed and eventually the area would be closed.

Revenue Implications:

None – Existing service.

Timescale for Completion:

2021/22.

Any Risks to Completion:

Only the weather.

Capital Cost:

2021/22 £
40,000

COMMUNITY SERVICES COMMITTEE
Schemes Approved for the 2021/22 Capital Programme

Replacement of Refuse Wheelie Bins 2021/22

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

Although there is an annual revenue budget for replacing bins it is recognised that there will be a need for a more substantial annual capital scheme for replacement of bins due to age and fatigue.

This scheme will cover a selection of bin sizes and colours. The choice of the size of the bins will depend on any possible service changes made each year. There are currently 26,300 properties receiving a 3 stream waste collection comprising 3 bins.

Revenue Implications:

None.

Timescale for Completion:

YPO tender. Delivery normally after 12 weeks.

Any Risks to Completion:

Ability of supplier to deliver.

Capital Cost:

2021/22 £
13,000

COMMUNITY SERVICES COMMITTEE
Schemes Approved for the 2021/22 Capital Programme

Replacement of Refuse Collection Vehicle VU62 HXK

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

This scheme is for the replacement of Refuse Collection Vehicle VU62 HXK. This scheme follows the vehicle and plant replacement programme that supports the 7 front-line RCVs and the 1 cover RCV that are necessary for the current collection regime.

Revenue Implications:

Annual maintenance savings of £2,000.

Timescale for Completion:

1 month tender – delivery period not known.

Any Risks to Completion:

N/A

Capital Cost:

2021/22 £
232,000

COMMUNITY SERVICES COMMITTEE
Schemes Approved for the 2021/22 Capital Programme

Play Area Improvements 2020/21

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Budget moved from 2020/21:

This budget was to be used to fund a significant improvement scheme at Kestor Lane Play Area. However, at the stage of setting the 2020/21 revised estimate capital programme it was assessed that the scheme would not take place in 2020/21 because Covid-19 lockdown periods in-year and staff furlough meant getting meaningful quotes from suppliers and then arranging work would have been problematic before the winter period and carrying out groundworks over the winter period is not satisfactory for large play installations.

Given the above, in January 2021 this Committee approved the move of the full scheme budget of £40,000 from 2020/21 to 2021/22 to fund the improvement scheme at Kestor Lane Play Area.

Capital Cost:

2021/22 £
40,000

COMMUNITY SERVICES COMMITTEE
Schemes Approved for the 2021/22 Capital Programme

Installation of a Second Parking Deck on Chester Avenue Car Park

Service Area: Car Parks

Submitted by: Adrian Harper

Budget moved from 2020/21:

The original scheme proposal was for the installation of a second car parking deck on to the current Chester Avenue car park, with the potential of adding a further 100 car parking spaces. This scheme was included in the 2020/21 capital programme on the basis that a feasibility study was undertaken and reported to Policy and Finance Committee for further consideration before the capital scheme could go ahead.

At the stage of setting the 2020/21 revised estimate capital programme it was assessed that this scheme would not take place in 2020/21 because two options for additional parking were still being considered, those being Chester Avenue car park and another site in Clitheroe that officers were negotiating with the site owners.

Given the above, in January 2021 this Committee approved the move of the full scheme budget of £1,230,000 from 2020/21 to 2021/22 because the scheme will not take place in 2020/21.

On the second site, the negotiations with the site owners, previously stalled by Covid-19, have re-started.

Once potential development of the two alternative sites has been established, a feasibility study will be finalised to allow Policy Finance committee to consider whether the scheme progresses further.

Capital Cost:

2021/22 £
1,230,000

**REQUEST TO BRING FORWARD CAPITAL PROGRAMME SCHEME FROM
2023/24 TO 2021/22
Request from Head of Cultural and Leisure Services**

TITLE OF REPORT: Refurbishment of Bowling Green Café in Castle Grounds

PURPOSE OF REPORT: Outline the current situation and a proposal to return the site to a state where it can be let for a business to operate from and also help to ensure this part of the Castle Grounds does not become a no-go area for the many people who use this popular green space in the middle of the town.

RECOMMENDATIONS: To consider the proposal and ask Community Committee to bring forward the capital sum identified for the scheme in the capital programme for 2023/24 to 2021/22.

REASONS FOR RECOMMENDATIONS: The site of the Bowling Green Café is an important part of the overall offer within the Castle Grounds. If it is not invested in the area will continue to deteriorate and be costlier to recover at the point funding is made available, which currently is 2023/24. The current state has resulted in numerous complaints from the public and the path in the area is reaching the point where the public will need to be prevented from admittance to avoid a potential claim arising from an accident.

Background:

The bowling green café was refurbished several years ago before being let. The Council could not get anyone to tender after that contract expired, despite advertising it twice and the café slowly began to deteriorate as a result of vandalism. That process was accelerated after it became a constant target resulting in damage to the down pipes, windows and lead being stolen from the roof.

In attempting to return the building to a standard to be let out, some essential work has been completed to try and make it weather proof to prevent further deterioration, which would require an even more extensive refurbishment programme to get it back to a working state.

This work was funded from existing revenue budgets which limited work to other Council assets.

The bowling green itself is no longer suitable to play bowls on, nor is it intended to try and return it to a state for such use. However, it is a nice green space where people do gather and would provide an ideal external seating area for the café.

Issue:

To get the building ready to tender we need to complete the following outstanding work:

- Re-lay the tarmac path around the bowling green, this is in a poor and dilapidated state £18k
- Internal and external lighting £2k

- Internal flooring £3k
- Internal decoration including plastering £3k
- Painting externally £1k
- Kitchen £10k
- Roof (down pipes, guttering, waste pipe) £4k
- Contingency 10% £4k

Total estimated £45k

Without all of this work being carried out the café site operation cannot be tendered and without a substantial amount of it being carried out the site will continue to deteriorate. For example, the path around the bowling green is reaching the point where it will all need to be barriered off to ensure no one hurts themselves.

The last Community Committee agreed to support the installation of additional CCTV to provide better coverage of the site, so that vandalism can be identified and stopped.

The Council owns the site as it lies within the Castle Grounds. The state of the bowling green area including the café has been the subject of many complaints over recent years. Before the most recent work the building itself was in a very dilapidated state, even after having spent several thousand pounds on it, we still have the front boarded up to prevent further damage, while we wait to get the remaining finance together to complete the refurbishment. It still looks like a very neglected area of the grounds.

The use of the revenue budget to carry out the essential work to make it weather tight is not sustainable going forward, as we do not have sufficient resources to complete the programme identified above from revenue.

Proposal:

While a limited amount of work could be carried out from the revenue budget after April 2021, given that other assets had less spent on them this year, there is now essential maintenance to carry out on them. So, the substantial amount of work needed to finish the café cannot be completed.

There is £48,000 in the capital budget for 2023/24, which could be considered to finance the work in 2021/22 if approval was sought to bring the sum forward. This would allow completion of the site and facilitate letting. We have had two parties who have expressed an interest to operate from there. In bringing the budget forward and competing the work it would enable someone to be using the site from the Spring.

The proposal is to move the scheme forward for the lower cost of £45,000, rather than £48,000.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

DECISION

meeting date: 9 MARCH, 2021
title: RV3G DAYTIME EDUCATION USE
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: MARK BEVERIDGE, HEAD OF CULTURAL AND LEISURE SERVICES

1 PURPOSE

1.1 To provide an outline of a proposed opportunity to hire the community room at the RV3G together with some day time pitch use for the purposes of delivering a BTEC (Business and Technology Education Council) sports course for local young people in Ribble Valley so they have a choice to study locally or go to a college in East Lancashire.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – to sustain a strong and prosperous Ribble Valley
- Corporate Priorities - to ensure a well-managed council providing efficient services based on identified customer needs
- Other Considerations – to ensure the day time use of the facility is utilised as much as possible

2 BACKGROUND

2.1 When the Council invested in the RV3G, it took the decision to not only provide an extensive number of artificial surfaces for a variety of sports, but also to build a community room suitable for education use.

2.2 The community room is now set up with wi-fi and a smart screen, plus the tables and chairs needed to run training courses. Obviously, since the last year has been severely disrupted as a consequence of the pandemic, it has not been possible to run any training course yet. The site has been used for cycle training on the pathways surrounding the site and classes from the councils Healthy Lifestyle team, when restrictions have allowed to do so safely.

3 ISSUES

3.1 More than one provider has come forward expressing an interest in using the facility to establish a course from. Therefore, the Council will need to go through a formal procurement process to select a suitable operator.

3.2 Given timescales at the moment, it is likely that any operator would be looking at September 2022, to allow them time to secure a cohort of students and go through the necessary requirements for establishing a course.

3.3 Although the income from day time usage would be a welcome addition to the yearly income target, more importantly is the Council fulfilling the objective for the site when it originally invested in it. Giving young people from the area an opportunity to learn locally. Additionally, the site will still be available for school holiday training courses, as a BTEC would only be normal term times.

- 3.4 A BTEC course would normally occupy school times, so September through to June the following year – 32 weeks 9am – 4pm.
- 3.5 Day time use would not impact on the normal evening and weekend programme which prior to restrictions being imposed was very busy with bookings.
- 3.6 All providers are aware of the need to still accommodate school bookings and competitions.
- 3.7 The current fees and charges structure is not intended for yearly bookings. An additional day rate – combined Education and Playing hire rate would need to be included into existing fees and charges.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – A procurement process will need to be undertaken in line with the Council's financial regulations.
- Technical, Environmental and Legal – A legal agreement will have to be entered into with a successful operator.
- Political – Members have already agreed when the facility was proposed that having a day time education offer was desirable and this proposal is in keeping with that aim.
- Reputation – An educational offer at the site would enhance still further the high regard with which the facility is held, providing as it would a mixture of recreational and education as originally designed to do.
- Equality & Diversity – None in the context of the facility as it is fully accessible.

5 **RECOMMENDED THAT COMMITTEE**

- 5.1 Note the report and agree in principle the use of the facility during term time for education use
- 5.2 Ask the Director of Community Services to procure and then agree terms with a provider for a BTEC course.

MARK BEVERIDGE
HEAD OF CULTURAL & LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS: None

For further information please ask for Mark Beveridge, extension 4479

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

DECISION

meeting date: 9 MARCH, 2021
title: PLATFORM GALLERY ARTIST SELECTION
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: MARK BEVERIDGE, HEAD OF CULTURAL AND LEISURE SERVICES

1 PURPOSE

1.1 To outline proposed changes to the stock levels at the gallery to improve choice for customers and help new artists show their designs.

1.2 Relevance to the Council's ambitions and priorities

- Corporate Priorities - To ensure a well-managed council providing efficient services based on identified customer needs
- Other Considerations – Encourage the development of new artists

2 BACKGROUND

2.1 Following an audit report over 6 years ago the number of artists stocked at the gallery was limited to up to 30 to allow for better stock control. This served a useful purpose to allow the systems and control measure to be put in place to ensure that stock control was managed effectively.

2.2 Since that time, a number of new staff have been employed and they have embraced the new procedures and controls adopted and improved them, to ensure we have a robust stock system. The confidence from the last several internal audits has been high.

2.3 The limit on the artists has meant that over time the staff have tended by necessity to focus on those artists which are selling well to ensure that income is maximised. However, the down side to this can be that taking on new artists in the gallery carries greater risk, because an established artist would need to be excluded as a result. This reduces consumer choice and the opportunity for new artists to show their wares.

3 ISSUES

3.1 The shop space is physically large to fill with just 30 artists, if those artists in question aren't particularly large in scale, e.g. jewellery, small ceramics. Recent sale analysis from the pre-Christmas and summer periods, looking at not only which artists sold but what items in their ranges sold best, shows that a lot of the most popular artworks sold recently are smaller in scale.

3.2 The Gallery consistently find that rotating work or adding a new display does translate to a boost in sales, which is basic retailing. Not just in the new display itself but across the whole shop offering. The cap of just 30 artists limits the amount of newness which can be offered to repeat customers at the same time as keeping trusted best-selling artists stocked.

3.3 Increasing the shop offering would allow it to better support the potential problems faced with any unknown amendments to the exhibition programme that arise and is particularly relevant this year following the covid restrictions placed upon us.

3.4 All shop stock is taken on a sale or return basis, so there is no increased cost to holding more stock. However, increased stock levels are expected to translate to increased sales.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – The Gallery has income targets to achieve for the stock it sells and any approaches that help maximise that are encouraged. The Gallery as with many Council services is audited on a periodic basis to ensure that procedures are in line with our financial procedures.
- Technical, Environmental and Legal – None in the context of this report
- Political - None
- Reputation – The Platform Gallery has an excellent reputation locally and regionally for the high quality of artists stocked and displayed, both with the shop and the revolving exhibitions which are staged through the year. This will be enhanced through a greater selection of artists being available.
- Equality & Diversity – The service provides equal opportunity to all artists to display.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Note the report and approve raising the limit to 40 artists and delegating to the Director of Community Services the number stocked in any period.

MARK BEVERIDGE
HEAD OF CULTURAL & LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS; none

For further information please ask for Mark Beveridge, extension 4479

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

DECISION

meeting date: TUESDAY, 9 MARCH 2021
title: RIBBLE VALLEY CCTV - OPTIONS
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ADRIAN HARPER HEAD OF ENGINEERING SERVICES

1 PURPOSE

1.1 To present options for how the Council can support village or parish requests for CCTV coverage in their areas.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To sustain a strong and prosperous Ribble Valley.
- Corporate Priorities – To ensure best use of council resources.

2 BACKGROUND

2.1 At your last committee meeting on 5th January it was agreed that options should be examined for the expansion of the Town Centre CCTV scheme following numerous requests for cameras from other parishes.

2.2 The current Town Centres scheme comprises 34 cameras. 7 in Longridge, 3 in Whalley and 24(25 incl Whalley Road) in Clitheroe. All cameras are fed back via secure fibre links to the CCTV suite. They are monitored 24hrs a day, 7 days a week by a CCTV monitoring contractor.

2.3 There are also 3 stand-alone cameras in the borough. These cameras are not monitored in the CCTV suite. One overlooks the car park at Sabden. One covers the car park at Chipping and one overlooks the toilets in the castle field. The car park cameras are the responsibility of the respective parish councils and were funded by the Community Safety Partnership. The control points for the 2 cameras are the Sabden toilets and the Chipping Village Hall.

2.4 Since your last meeting the installation of two other stand-alone cameras have been approved by Policy and Finance committee. These are at the bowling green in the castle grounds and the Riverside barrier. Both of these cameras will have a mechanism for interrogation built into the base of the columns.

2.5 There are presently a number of parishes now requesting more cameras.

2.6 At a meeting of the Ribble Valley Crime and Reduction Partnership held on 25 February 2021, the topic of stand-alone CCTV systems for rural villages was discussed. The partnership expressed support, in principle, with further work to follow and the possibility of financial contributions.

3 ISSUES

3.1 In most cases the starting point for those requesting new CCTV coverage is an assumption that adding more cameras to the Councils existing infrastructure is both simple and affordable.

- 3.2 It was explained to Committee at your last meeting that those assumptions are inaccurate but officers undertook to look in a little more detail at what might be involved if Committee is minded to support the community requests.
- 3.3 The options available fall broadly into two methods: expansion of the existing linked and monitored network or more, local, stand-alone installations.
- 3.4 Committee resolved at your last meeting to support, in principle, any bids from parishes for funding support from the Crime and Disorder Reduction Partnership or from the Police and Crime Commissioners office for stand-alone solutions.
- 3.5 Expansion of Existing Offering
- 3.5.1 The Councils current equipment is licensed to facilitate up to 64 cameras. This can be expanded to up to 128 by adding single licences when each camera is added. Licence £75
- 3.5.2 However, the existing building where the CCTV suite is located is extremely basic and not suitable for expansion. The current contract for monitoring the Councils system requires a single operative to be on duty at all times and the existing monitoring suite was created to accommodate that.
- 3.5.3 Should the decision be made to increase the number of cameras to be installed and fed back to the CCTV suite it is considered that a new building would be required as the existing location could not be expanded adequately.
- 3.5.4 The town centre cameras are all cabled using fibre optic cables back to the suite so, the new building would ideally need to be located in Clitheroe close to the existing suite. It may be that the council could lease or purchase a building with the associated costs. (est. £30000 refurb costs)
- 3.5.5 The building would require furnishing and the CCTV equipment in the existing suite would need to be transferred.
- 3.5.6 The connection to the new building could be done by several methods:
- i) A street cabinet Installed and fibre optic cables spliced from the existing monitoring suite into the cabinet and then extended to the new location using existing town centre ducting networks. This has a limited range of 2km. (est £20000)
 - ii) Maintain some equipment within the current building and lay fibres to the new location. (est £17000)
 - iii) A street cabinet installed to the front of the existing building containing some of the equipment from the existing suite and use of a wireless connection from one of the existing camera poles to the new building location. Assuming a line of sight. (est £17000)
- 3.5.7 As discussed previously, the number of monitoring staff would need to be increased. Based on the existing contract cost of one operative being £96800. An increased requirement to two staff at all times could feasibly be expected to add a further operational cost of up to £75000 per year.

3.6 Stand-Alone Cameras

- 3.6.1 Any requests made by parish council be directed initially towards funding from CSP or parishes might consider precepting to fund a scheme. The Council may choose to offer support. Once funding is approved the Engineering Section could oversee the contract process for the installation of the stand-alone cameras. Once installed the cameras would then be handed over to the respective parishes.
- 3.6.2 Training would be included in the CCTV installation contract for the parish CCTV coordinators. Help would be provided by council staff for the parish council to adopt the necessary CCTV policies required to operate the system.
- 3.6.3 Once installed the system could be interrogated by the parish operatives as and when necessary, so that images can be downloaded and supplied to the police.
- 3.6.4 Under this system – as in Sabden and Chipping currently - the cameras are not permanently monitored. However, should there be an incident the camera can be interrogated for evidence leading to the possible prosecution of the perpetrator

3.7 Possible Future Developments

- 3.7.1 Expansion of the Council's existing system is unlikely to be achievable quickly for many reasons, but the requests from parishes for whatever security is offered by CCTV coverage are already being made.
- 3.7.2 Expansion by means of standalone systems is flexible, relatively inexpensive in terms of capital and very inexpensive in terms of revenue costs, and once the capital funding is in place, a system can be commissioned very quickly.
- 3.7.3 If, in future, the Council were to resolve to relocate and expand the capacity of the CCTV monitoring suite, then it would be possible – technically – quite simply to transmit the feeds from standalone systems to be included for monitoring in real time.
- 3.7.4 This can be done using a variety of methods:
 - i) Depending on whether there is line of sight between the camera and the CCTV monitoring suite, a small aerial mounted on the top of the new building could receive microwave transmissions from the camera. (est set up costs of £1,000 plus £40 per month broadband costs.)
 - ii) Installation of a phone line to the camera location would enable broadband to transfer the images. (est £1,000 set up costs and £55 per month broadband costs.)
 - iii) Installation of a 4G router (signal dependant) providing unlimited data usage. (est £1,000 set up costs and £45 per month broadband costs.) This system does not require the line of sight and was used on the Whalley cameras to transfer the images to the monitoring suite whilst the fibre connection was being transferred between providers.

4 RISK ASSESSMENT

- 4.1 The approval of this report may have the following implications:

- Resources – Expansion of the existing system would involve new construction, or some alternative means of securing suitable premises. Construction works may be up to £200,000, whilst conversion costs of an existing building could be £30,000. Transfer of signals from existing site to new site up to £20,000. Additional revenue cost of monitoring up to £75,000 per annum.

Standalone systems would involve between £6,000 - £10,000 per installation but minimal revenue costs thereafter.

- Technical, Environmental and Legal – Options identified are technically possible. There might be some local concerns re siting of cameras (especially if pole mounted) and care will be needed to avoid collateral intrusion. There may be procurement issues around amendments to the monitoring contract.
- Political – Our existing system was largely driven by the Police, based on evidence of crimes committed/risk of crimes, particularly crimes against people rather than property. Demands from parishes tend to depart from that assessment and reflect concerns expressed within communities.

The Council prides itself on listening to/supporting parishes and it is appropriate for the Council to consider whether/how these demands can be met.

- Reputation – The Council has provided and maintained the CCTV system for its town centres for many years and demonstrated support for the Police in detection/prevention of crime. A decision either way on these proposals is unlikely to have a significant impact on the Council's reputation in this respect.
- Equality & Diversity – None.

5 RECOMMENDED THAT COMMITTEE

- 5.1 Reaffirm Council support for funding bids made by parishes for standalone CCTV systems to funding partners.
- 5.2 Ask the Director of Community Services to arrange officer support wherever possible to assist parishes in the preparation of bids, managing tenders and preparing protocols for overseeing systems.
- 5.3 Ask Policy and Finance Committee to consider whether the Council's concurrent functions grant scheme might be amended to include installations for standalone CCTV systems as being eligible for support.

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Adrian Harper, extension 4523

REF: Adrian Harper Community Services 05.01.21

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE

DECISION

meeting date: TUESDAY, 9 MARCH 2021
title: AMENDMENT TO PARKING ORDER
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ADRIAN HARPER – HEAD OF ENGINEERING SERVICES

1 PURPOSE

1.1 To approve a car parking order (“the Order”) to restrict the use of electric vehicle parking bays to electric vehicles whilst charging.

1.2 Relevance to the Council’s ambitions and priorities

- Council Ambitions – To protect and enhance the existing environmental quality of our area and to protect the natural and built environment.
- Community Objectives – To encourage and develop more sustainable forms of transport by introducing EV charging points and restricting the use of those bays to electric vehicles whilst charging.
- Corporate Priorities - Maintaining and improving the environmental quality of the Ribble Valley in line with our priority of environmental excellence.

2 BACKGROUND

2.1 Committee approved the Ribble Valley Borough Council off Street Parking Order (March 2020) (Order”) 1 April 2020. Since its approval the Council has installed electric vehicle charging points in a number of bays at its Railway View and Chester Avenue Car Parks in Clitheroe. The Council has undertaken to extend the EV charging points to other car parks.

2.2 It is important that those bays remain available for use by the public wishing to charge electric vehicles and it proposed therefore to amend the Order to include provisions restricting the use for the parking in those bays to electric vehicles which are being charged. It is not at present proposed to remove the requirement for parking charges to be paid in those bays whilst the vehicles are being charged and so no amendment is included in that respect. A copy of the proposed amendments to the Order are enclosed as Appendix 1.

2.3 Provisions that enable civil enforcement officers to issue penalty charge notices for off-street parking and other provisions in respect of the decriminalisation of off-street parking are contained in the Road Traffic Act 1991 and the Road Traffic Regulation Act 1984, both of which were amended by the Road Traffic (Permitted Parking Area and Special Parking Area) (County of Lancashire) Order 2004 (the “Lancashire Order”).

2.4 The procedure for introducing car parking orders is governed by Sections 32 to 35A and Section 39 of and Schedule 9 to the Road Traffic Regulation Act 1984 and by the Local

Authorities' Traffic Orders (Procedure)(England and Wales) Regulations 1996. Details of the procedures are given in section 3 of this report.

3 ISSUES

3.1 The procedure for making the Order is as follows:

3.1.1 Before making the Order the Council must:

- consult with the chief officer of police for the area;
- publish at least once in a local newspaper a notice containing details of the Order and inviting objections within 21 days from the date of publication;
- not later than the date of publication send a copy of the notice to Lancashire County Council, The Freight Transport Association and The Road Haulage Association;
- take such other steps as it may consider appropriate for ensuring that adequate publicity about the Order is given to persons likely to be affected; and
- place on deposit for public inspection certain documents including the Council's reasons for making the Order.

3.1.2 Once the last date for objections has passed the Council may proceed to make the Order. Should Committee elect to make the Order, the Order will not be able to come into force until the requirements set out in 3.1.3 below have been fulfilled.

3.1.3 The Council must within 14 days of the making of the Order:

- publish in a local newspaper a notice containing details of the Order as made; and
- notify any objector of the making of the Order and where the objection has not been wholly acceded to, the notification shall include the reasons for the decision.

3.2 If Committee approves the making of the Order today, steps will then be taken for the initial notice ("the notice of proposals") to appear in the press as soon as possible and for consultation letters to be sent to the consultees referred to above. Any objections will then be reported to the next committee meeting occurring twenty-one days after such publication.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – Approval would not require any further resources.

- Technical, Environmental and Legal – All technical issues can be managed by existing staff. The order will be made in accordance with the legislation referred to in the report to ensure that it is enforceable.
- Political – Should provide a positive political message.
- Reputation – Charging for parking is a sensitive matter, rarely popular in itself, but, because the Council's decisions are made on a sound basis, properly supported and explained, then, notwithstanding any misgivings by others, the reputation of the Council should remain intact in the longer term.

5 RECOMMENDED THAT COMMITTEE

5.1 Approve the proposed amendments to the Order as set out in Appendix 1.

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Adrian Harper on 01200 414523.

REF:AH/Community/9 March 2021

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DATED

2021

RIBBLE VALLEY
(OFF-STREET PARKING PLACES)
ORDER 2021

RIBBLE VALLEY (OFF-STREET PARKING PLACES) ORDER 2021

The Ribble Valley Borough Council (hereinafter referred to as “the Council”) in exercise of its powers under Sections 32 to 35(C) and Section 39 of and Schedule 9 to the Road Traffic Regulation Act 1984 (hereinafter referred to as “the 1984 Act”) and by virtue of the Road Traffic (Permitted Parking Area and Special Parking Area)(County of Lancashire) Order 2004 (hereinafter referred to as “the Lancashire Order”) and the provisions referred to in the Lancashire Order, and of all other enabling powers and after consultation with the Chief Officer of Police and with the consent of Lancashire County Council in accordance with Schedule 9 to the 1984 Act, hereby makes the following Order:

**PART I
GENERAL**

1. This Order shall come into operation on [date] and may be cited as the Ribble Valley (Off-Street Parking Places) Order 2021.
2. The Ribble Valley (Off-Street Parking Places) Order 2020 is hereby revoked.
- 3 (1) In this Order, except where the context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them:

“civil enforcement officer” means a person authorized by or on behalf of the Council to supervise any off-street parking place and to enforce the restrictions imposed by this Order in any off-street parking place;

“charge certificate” means the statement that the penalty charge has been increased by the applicable surcharge in accordance with the Civil Enforcement of Parking Contraventions (England) General Regulations 2007, and or the Civil Enforcement of Parking Contraventions (Guidelines on levels of charges) (England) Regulations 2007 or any amendment or re-enactment thereof;

“Charging Point Supplier” means a third-party supplier that provides and services the charging infrastructure equipment.

“driver”, in relation to a vehicle waiting in a parking place, means the person driving the vehicle at the time it was left in the parking place;

“Electric Vehicle” means any electrically propelled vehicle

“Electric Vehicle Parking Bay” means any bays which are already designated or are, at the Council’s discretion, hereafter designated for use by Electric Vehicles, in order to recharge

them by using the electric plug-in points located adjacent to the parking bays. An Electric Vehicle Parking Bay shall be clearly defined by lines and/or symbols and signage located within the boundaries of the parking place.

“Mobile Telephone Payment” means the purchase of a period of parking by using a mobile telephone to facilitate a cashless and ticketless transaction.

“motor cycle” has the same meaning as in Section 136(4) of the 1984 Act;

“owner” has the same meaning as in Section 142(1) of the 1984 Act

“parking place” means any area of land specified by name in column 1 of the Schedule to this Order provided by the Council under Section 32(1) of the 1984 Act for use as a parking place, and for the avoidance of doubt includes the private approach roads/access areas leading to and from a parking place;

“penalty charge” means a charge set by the Council as prescribed by the Secretary of State under the provisions of section 77 and Schedule 9 of the 2004 Act and the Civil Enforcement of Parking Contraventions (Guidelines on levels of Charges) (England) Order 2007;

“penalty charge notice” means a notice issued or served by a civil enforcement officer pursuant to section 78 of the 2004 Act and the Civil Enforcement of Parking Contraventions (England) General Regulations 2007;

“permit” means a permit issued by the Council for use on long-stay car parks and for the vehicle and duration and by the conditions referred to therein;

“relevant position” means in relation to Article 6, Article 19(d) and Article 31 of this Order:

- (a) in the case of a vehicle fitted with a front windscreen, the badge, permit or ticket is exhibited thereon with the obverse side facing forwards on the near side of and immediately behind the windscreen;
- (b) in the case of a vehicle not fitted with a front windscreen, the badge, permit or ticket is exhibited in a conspicuous position on the vehicle;

“the 2004 Act” means the Traffic Management Act 2004

“the general regulations” means the Civil Enforcement of Parking Contraventions (England) General Regulations 2007 or any amendment or re-enactment thereof;

“the guidelines on levels of charges” means the Civil Enforcement of Parking Contraventions (Guidelines on levels of Charges) (England) Order 2007 or any amendment or re-enactment thereof;

“the representations and appeals regulations” means the Civil Enforcement of Parking Contraventions (England) Representations and Appeals Regulations 2007 or any amendment or re-enactment thereof.

(2) The Interpretation Act 1978 shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament and as if for the purposes of Section 17 of that Act this Order were an Act of Parliament and the bylaws and Orders revoked by Article 2 of this Order were Acts of Parliament thereby repealed.

PART II USE OF PARKING PLACES

4. Each area of land specified by name in column 1 of the Schedule to this Order may be used, subject to the following provisions of this Order, as a parking place for such classes of vehicles, in such position, on such days and during such hours and on payment of such charges, including the purchase of a valid parking permit, as are specified in relation to that area in the said Schedule, or such charges as may be set pursuant to the procedure for variation contained in the 1984 Act, provided always that no charge will be payable by the driver of a motor cycle. However, a penalty charge may be levied in respect of a failure to comply with all other aspects of the Order by the driver of a motor cycle as for the driver of any other vehicle.
5. Where in the Schedule to this Order a parking place is described as available for a vehicle of a specified class, or in a specified position, or subject to a specified charge, or for a special class of driver (e.g. disabled driver), the driver of a vehicle shall not permit it to wait in that parking place unless:
 - (a) it is of the specified class;
 - (b) it is in the specified position;
 - (c) the specified charge has been paid; and
 - (d) the driver is within the class of persons described as eligible to use the parking place.
6. Manner of Payment of the Charge

APPENDIX 1

(1) The driver of a vehicle using a parking place shall on parking the vehicle in a parking place pay the appropriate charge in accordance with the Scale of Charges specified in column 7 of the Schedule to this Order.

(2) The charge referred to in paragraph (1) of this Article shall be payable by:

- (i) the insertion of an appropriate coin or coins into the apparatus provided, being an apparatus known as a Pay and Display ticket vending machine or such other equipment as the Council deems appropriate; or
- (ii) Use of a credit or debit card using the apparatus provided being an apparatus known as a Pay and Display ticket vending machine or such other equipment as the Council deems appropriate; or
- (iii) Mobile Telephone Payment.

(3) Any ticket issued on payment of the charge referred to in paragraph (1) or (2) of this Article shall be displayed in the relevant position during the whole of the time the vehicle is parked in the parking place so as to make the same clearly visible for inspection by the civil enforcement officer.

(4) Each ticket shall only be valid for the date on which it is purchased and only for use on the parking place specified on the ticket.

(5) The day shown on any ticket as being the day in respect of which the charge specified in paragraph 1 of this Article has been paid shall be presumed, unless the contrary is proved, to be the day in respect of which such charge was paid.

(6) If at any time while a vehicle is left in a parking place during the hours of operation in respect of the parking place no ticket indicating that the charge specified in paragraph (1) of this Article has been paid in respect of the day on which the vehicle is so left, is displayed on that vehicle in accordance with the provisions of paragraph (3) of this Article, it shall be presumed, unless the contrary is proved, that the charge specified in paragraph (1) of this Article has not been paid.

7. The Council may, by notice pursuant to section 35(C) of the 1984 Act, vary the charges to be paid in connection with the use of off - street parking places.

8. The driver of a vehicle drawing a trailer or caravan shall not permit the vehicle or the trailer or caravan to wait in a parking place unless they have been disconnected and, for the purposes of this Order, the vehicle and the trailer or caravan shall be deemed to be separate vehicles and the driver shall be deemed to be the driver of each of the said vehicles.

APPENDIX 1

9. The driver of a vehicle shall not permit it to wait in a parking place for longer than the maximum period permitted for waiting specified in column 6 of the Schedule to this Order in relation to that parking place.
10. The driver of a motor vehicle using a parking place shall stop the engine as soon as the vehicle is in position in the parking place, and shall not start the engine except when about to change the position of the vehicle in, or to depart from, the parking place.
11. No person shall use a vehicle while it is in a parking place in connection with the sale of any article to persons in or near the parking place or in connection with the selling or offering for hire of his skill or services.
12. Only Electric Vehicles shall be parked in an Electric Vehicle Parking Bay. At all times whilst an Electric Vehicle is waiting in an Electric Vehicle Parking Bay, the driver shall cause that vehicle to be connected via a recharging lead installed in or adjacent to the Electric Vehicle Parking Bay.
The normal parking place tariffs apply to any vehicle taking electrical charge from the electrical charging infrastructure and an additional charge from the Charging Point Supplier may also apply.
13. Subject to the proviso hereto, when a vehicle is left in a parking place in contravention of any of the provisions of Article 4, Article 5, Article 6, Article 8, Article 9, Article 11, Article 12, Article 14, Article 16 or Article 21 of this Order, a person authorised in that behalf by the Council may remove the vehicle or arrange for it to be removed from that parking place:

Provided that when a vehicle is waiting in a parking place in contravention of the provision of Article 5(b) of this Order, a person authorised in that behalf by the Council may alter or cause to be altered the position of the vehicle in order that its position shall comply with that provision.
14. No person shall, except with the permission of any person duly authorised by the Council, drive any vehicle in a parking place other than for the purpose of leaving that vehicle in the parking place in accordance with the provisions of this Order or for the purpose of departing from the parking place.
15. No person shall in a parking place use any threatening, abusive or insulting language, gesture or conduct with intent to put any person in fear or so as to occasion a breach of the peace or whereby a breach of the peace is likely to be occasioned.

APPENDIX 1

16. No person shall use any part of a parking place or any vehicle left in a parking place:
- (a) for sleeping or camping purposes;
 - (b) for eating or cooking purposes; or
 - (c) for the purpose of servicing or washing any vehicle or part thereof other than is reasonably necessary to enable that vehicle to depart from the parking place.
17. No person shall use a parking place as a means of passage proceeding from one road to another road.
18. Where in a parking place signs are erected or surface markings are laid for the purpose of:
- (a) indicating the entrance to or exit from the parking place; or
 - (b) indicating that a vehicle using the parking place shall proceed in a specified direction within the parking place,
- no person shall drive or cause or permit to be driven any vehicle (i) so that it enters the parking place otherwise than by an entrance or leaves the parking place otherwise than by an exit so indicated; or (ii) in a direction other than that specified, as the case may be.
19. In a parking place no person shall:
- (a) erect or cause or permit to be erected any tent, booth, stand, building or other structure without the written consent of the Council; or
 - (b) light or cause or permit to be lit any fire.
20. The following vehicles left in a parking place shall be exempt from any limitation on time specified in column 6 of the Schedule to this Order (save for Riverside Car Park, Clitheroe (as described on the Schedule to this Order) where no such exemption to any limitation on time shall apply) or requirement to pay a charge specified in column 7 of the Schedule to this Order up to a maximum period of three hours:
- (a) an invalid carriage;
 - (b) a vehicle issued to a disabled person in lieu of an invalid carriage by an authority authorized to do so;
 - (c) a vehicle left by the driver thereof, who is a person who on account of his severe physical disability has been given a notice in writing by the Council that he is exempt from any limitation on time, if the notice is displayed on the vehicle in a conspicuous position;

- (d) a disabled person's vehicle which displays in the relevant position a disabled person's badge issued by any local authority in accordance with the provisions of the Disabled Persons (Badges for Motor Vehicles)(England) Regulations 2000 or a badge having effect under those Regulations as if it were a disabled person's badge.
21. If a vehicle, not being a vehicle described in Article 20 (a), (b), (c) or (d), is left in a disabled person's parking place during the hours of operation in respect of the parking place, it shall be presumed, unless the contrary is proved, that the vehicle is parked in contravention of this Order and a penalty charge, as provided for in Article 25 of this Order shall be payable.
- 22.. Any person removing or altering the position of a vehicle by virtue of Article 13 of this Order may do so by towing or driving the vehicle or in such other manner as he may think necessary and may take such measures in relation to the vehicle as he may think necessary to enable him to remove it or alter its position, as the case may be.
23. When a person authorised by the Council removes or makes arrangements for the removal of a vehicle from a parking place by virtue of Article 13 of this Order, he shall make such arrangements as may be reasonably necessary for the safe custody of the vehicle.
- 24 Nothing in this Order shall be construed as to prevent the maintenance, repair and construction of essential works in or about the parking place by or on behalf of statutory undertakers, as defined in Section 48(4) and (5) and 89(4) of the New Roads and Street Works Act 1991, or the parking of vehicles in connection with such works without charge.
- 25 The Council shall not be liable for loss of or any damage to: (a) any vehicle; and/or (b) anything in or on or about any vehicle howsoever such loss or damage may be caused, during the time when a vehicle is left in a parking place, or during removal etc as provided for in Article 13.
- 26 Amount of penalty charge at parking places
- (1) If a vehicle is left in a parking place during the prescribed hours and payment has not been made or the parking ticket not exhibited in accordance with Article 6 or the vehicle is left for longer than the period for which payment was made or in a parking place during a day or time other than the days or times specified in columns 4 and 5 of the Schedule to this Order, or in contravention of any provision of this Order, or, in respect of a disabled person's vehicle, a disabled person's badge has not been displayed in accordance with Article 20(d), a penalty charge shall be payable as set out below:
- (a) subject to payment being received by the Council in accordance with paragraphs 2 to 4 of this article within 28 days, the penalty charge is set at Band 2 of the guidelines on levels of charges; or

- (b) subject to payment being received by the Council in accordance with paragraphs 2 to 4 of this article within 14 days, a discounted penalty charge will apply as set out in the guidelines on levels of charges; or
 - (c) on the issue of a charge certificate, an increased penalty charge will apply pursuant to the general regulations, and the guidelines on levels of charges.
 - (2) Payment of the penalty charge to the Council shall be by cheque, postal order, credit card or debit card.
 - (3) Payments can be sent by post, by telephone or via the internet as appropriate so as to reach the relevant department/office of the Council or the Council's contractor as stated on the penalty charge notice. (Personal payments will not be accepted).
 - (4) Payment must be made by the date specified on the penalty charge notice but should the said Council department/office or the office of the Council's contractor be closed on the date specified the period for receiving payment may be extended until the next full working day.
27. In the case of a vehicle in respect of which a penalty charge may have been incurred, it shall be the duty of a civil enforcement officer to attach to the vehicle in a conspicuous position, or to hand to the person in charge of the vehicle, a penalty charge notice which will include all particulars as required by the general regulations and the representations and appeals regulations.
28. Where a penalty charge notice is served by post pursuant to regulation 10 of the general regulations, it must include such particulars as are required by those regulations and by the representations and appeals regulations.
29. The particulars given in the penalty charge notice attached to a vehicle or handed to the person in charge of the vehicle in accordance with Article 27 of this Order, or served by post in accordance with Article 28 of this Order shall be treated as evidence in any proceedings relating to failure to pay such penalty charge.
30. Any person who contravenes or fails to comply with any provision of this Order shall, pursuant to section 35A, and if applicable section 47, of the 1984 Act, be guilty of an offence (subject to the effect of the Lancashire Order).
31. Restriction of Removal of Penalty Charge Notices

APPENDIX 1

Where a penalty charge notice has been attached to a vehicle by a civil enforcement officer no one other than a civil enforcement officer or some other person duly authorised by the Council, or the owner of the vehicle shall remove the notice from the vehicle.

32. The holder of a valid Ribble Valley Borough Council parking permit, or staff parking permit, shall be liable to the penalties set out herein if the permit holder:

- (a) fails to comply with the conditions set out in or on the parking permit, or
- (b) fails to comply with any requirement of this Order

and shall be required to display the parking permit in the same manner as is required by Article 6 and Article 20(d).

The Common Seal of the Ribble Valley
Borough Council was hereunto affixed

This 2021

in the presence of

Mayor

Chief Executive

SCHEDULE**SHORT STAY CAR PARKS**

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
1	Railway View Car Park	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	12 hours	Up to 1 hour £1.00 Up to 2 hours £1.60 Up to 3 hours £2.90 Over 3 hours £8.80
2	Ribble Valley Borough Council Offices Staff Car Park, Clitheroe	Wholly within a parking bay	Ribble Valley staff motor vehicles displaying a current staff parking permit	Monday to Friday inclusive	8am to 6pm	12 hours	No charge to holders of a current staff parking permit
3	Ribble Valley Borough Council Offices Staff Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Saturdays and Bank Holidays	8am to 6pm	12 hours	Up to 1 hour £1.00 Up to 2 hours £1.60 Up to 3 hours £2.90 Over 3 hours £8.80 No charge to holders of a current staff parking permit

APPENDIX 1

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
4	Lowergate Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	12 hours	Up to 1 hour £1.00 Up to 2 hours £1.60 Up to 3 hours £2.90 Over 3 hours £8.80
5	Market Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	12 hours	Up to 1 hour £1.00 Up to 2 hours £1.60 Up to 3 hours £2.90 Over 3 hours £8.80

APPENDIX 1

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
6	Edisford Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	All days	8am to 6pm	12 hours	Up to 30 mins 60p Up to 1 hour £1.00 Up to 2 hours £1.50p Up to 3 hours £2.40 Up to 5 hours £3.10 Over 5 hours £3.90 No charge to holders of a current staff parking permit
7	Barclay Road Car Park, Longridge	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	12 hours	Up to 1 hour £1.00 Up to 2 hours £1.60p Up to 3 hours £2.90 Over 3 hours £8.80

APPENDIX 1

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
8	Riverside Car Park, Edisford Road, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a) and invalid carriage as defined in section 136(5) of the 1984 Act provided, in each case, that a valid disabled person's badge issued by any local authority in accordance with the provisions of the Disabled Persons (Badges for Motor Vehicles)(England) Regulations 2000 or a badge having effect under those Regulations as if it were a disabled person's badge is displayed in the relevant position.	All days	8am to 6pm	3 hours	No charge

LONG STAY CAR PARKS

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
9	Whalley Road, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.60p Up to 10 hours £2.80 No charge for holders of a valid Ribble Valley Borough Council permit
10	Chester Avenue Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.60 Up to 10 hours £2.80 No charge for holders of a valid Ribble Valley Borough Council permit

APPENDIX 1

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
11	Holden Street Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.60p Up to 10 hours £2.80 No charge for holders of a valid Ribble Valley Borough Council permit
12	North Street Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.60p Up to 10 hours £2.80 No charge for holders of a valid Ribble Valley Borough Council permit

APPENDIX 1

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
13	Mitchell Street Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.60p Up to 10 hours £2.80 No charge for holders of a valid Ribble Valley Borough Council permit
14	Mardale Road Car Park, Longridge	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	All days	8am to 6pm	24 hours	Up to 4 hours £1.60p Up to 10 hours £2.80 No charge for holders of a valid Ribble Valley Borough Council permit

APPENDIX 1

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
15	Slaidburn Car Park off Chapel Street, Slaidburn	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	All days	7am to 6pm	24 hours	Up to 1 hour £1.00 Up to 4 hours £1.60p Up to 8 hours £2.40 No charge for holders of a valid Ribble Valley Borough Council permit
16	Slaidburn Car Park off Chapel Street, Slaidburn	Wholly within a parking bay marked specifically for use by coaches only	Public service vehicles as defined by section 1 of the Public Passenger Vehicles Act 1981	All days	7am to 6pm	24 hours	Up to 4 hours £5.90 Up to 11 hours £10.20
17	Pope Croft Car Park, Ribchester	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	All days	9am to 5pm	24 hours	Up to 1 hour £1.00 Up to 4 hours £1.60p Up to 8 hours £2.40p No charge for holders of a valid Ribble Valley Borough Council permit

APPENDIX 1

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
18	Pope Croft Car Park, Ribchester	Wholly within a parking bay marked specifically for use by coaches only	Public service vehicles as defined by section 1 of the Public Passenger Vehicles Act 1981	All days	9am to 5pm	24 hours	Up to 4 hours £5.90 Up to 8 hours £10.20
19	Sabden Car Park, off Padiham Road, Sabden	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	All days	9am to 5pm	24 hours	Up to 1 hour £1.00 Up to 4 hours £1.60p Up to 8 hours £2.40 No charge for holders of a valid Ribble Valley Borough Council permit.
20	Barclay Road Car Park, Longridge	Wholly within a parking bay marked specifically for use by Ribble Valley Borough Council permit holders	Motor vehicles displaying a valid Ribble Valley Borough Council permit	Monday to Saturday inclusive	8am to 6pm	24 hours	No charge for holders of a valid Ribble Valley Borough Council permit

APPENDIX 1

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
21	Chipping Car Park	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	All days	9am to 5pm	24 hours	Up to 1 hour £1.00 Up to 4 hours £1.60p Up to 8 hours £2.40 No charge for holders of a valid Ribble Valley Borough Council permit
22	Dunsop Bridge	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	All days	9am to 5pm	24 hours	Up to 1 hour £1.00 Up to 4 hours £1.60p Up to 8 hours £2.40 No charge for holders of a valid Ribble Valley Borough Council permit
23	Dunsop Bridge	Wholly within a parking bay marked specifically for use by coaches only	Public service vehicles as defined by section 1 of the Public Passenger Vehicles Act 1981	All days	9am to 5pm	24 hours	Up to 4 hours £5.90 Up to 8 hours £10.20

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

DECISION

meeting date: TUESDAY, 9TH MARCH 2021
title: COUNCIL ASSETS IN LONGRIDGE
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES

1 PURPOSE

- 1.1 To remind committee of the physical assets in Longridge that are under the control of this committee.
- 1.2 To consider whether it is in the Council's interest to change the use of any of these assets
 - Community Objectives – To sustain a strong and prosperous Ribble Valley
 - To help make peoples lives safer and healthier
 - To protect and enhance the existing environmental quality of our area
 - Corporate Priorities - To ensure best use of council resources

2 BACKGROUND

- 2.1 At a meeting of the Councils Longridge Assets Working Group held on 3 February 2021, it was resolved that this committee should receive a report regarding the Longridge assets under it remit.
- 2.2 The dialogue around Longridge assets (as apposed to Council assets elsewhere in the borough) appears to be driven, at least partly, by local concern for the future of Longridge Civic Hall under the stewardship of Longridge Social Enterprise Company (LSEC). However, keen local interest has been shown consistently over time in other assets, such as Kestor Lane Recreation Ground and the disused toilets in Longridge.
- 2.3 Although the Council owns 23 separate sites in Longridge, the meeting of the working group concentrated its discussions on four specific assets, namely:
 - The former public toilets (King St.)
 - The Civic Hall and associated parking
 - The Old Fire Station Youth Centre (Townley Buildings, Bury Lane)
 - The Over – 60s Club (Townley Buildings, Bury Lane)

3 ISSUES

- 3.1 Each of those assets was discussed in some detail. Consideration was given to existing uses (outside of lockdown restriction, of course) and concern was expressed that each of them could be put to better use to benefit the local community.
- 3.2 In the course of the discussion, it emerged that in the case of three of the assets, LCC retain an interest in one form or another, with LSEC also retaining an operational interest in the Civic Hall.

- 3.3 So, for the purposes of this meeting, committee is asked to consider the asset from the list that has least complication, which is the disused toilet block on King Street (sometimes referred to as Market Place toilets)
- 3.4 These toilets were closed in 2012 along with 8 other sets of toilets across the borough. Officers have received a number of expressions of interest in this site in the intervening period, but the Council has not, so far, resolved to dispose of it so none of the enquiries has been pursued.
- 3.5 On learning of that history, the working group resolved that this committee should be asked for a view on the future of this disused toilet block.
- 3.6 Clearly, no urgent use of the site in question has emerged since the closure nine years ago, the question facing committee is whether to accept the view of the Longridge Assets Working Group that better use can be made of the site, and make the site available, or to reject that view and retain the site in its present state.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – The value of the King St. toilets site is not known currently, but if the site were offered for sale on the open market, given the location of the site and the level of interest shown in the past, it is likely that the Council would receive a sizeable capital receipt.
- Technical, Environmental and Legal – There are no technical or legal issues giving cause for concern at the time of writing. One of the reasons for this site being the subject of discussion is the fact that minimal maintenance has been carried out in the recent years and the site is somewhat overgrown by the surrounding shrubbery. Whilst not exactly an eyesore, the site does detract from the street scene.
- Political – There is little doubt that one of a number of sources of pressure for the Council to re-examine its use of assets in Longridge is the Town Council, who are keen to see investment in the town. Although the other sites considered by the working group were constrained by existing leases, this site would be one where committee might consider that a different use could contribute to that shared objective.
- Reputation – The council has responded to local pressure by convincing a working group to examine whether/how better use can be made of Council assets in Longridge. Moving swiftly to reach a view on how best to respond in relation to the King Street site – whatever committee's view might be – would demonstrate to the people of Longridge that this committee continues to listen to their concerns.

5 RECOMMENDED THAT COMMITTEE

- 5.1 Agree to relinquish control of the King Street toilets site, and
- 5.2 Recommend to Policy and Finance Committee that the site be advertised for sale on the open market.

JOHN HEAP

DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS

Report to Policy and Finance Committee, January 2021 – Review of Longridge Assets.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 9 MARCH 2021
 title: REVENUE MONITORING 2020/21
 submitted by: DIRECTOR OF RESOURCES
 principal author: HELEN SEEDALL

1 PURPOSE

1.1 To let you know the position for the period April to January 2021 of this year's revenue budget as far as this committee is concerned.

1.2 Relevance to the Council's ambitions and priorities:

Community Objectives – none identified

Corporate Priorities - to continue to be a well managed Council providing efficient services based on identified customer need. To meet the objective within this priority, of maintaining critical financial management controls, ensuring the authority provides council tax payers with value for money.

Other Considerations – none identified.

2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period to the end of January. You will see an overall overspend of £75,355 on the net cost of services. Please note that underspends are denoted by figures with a minus symbol. After allowing for transfers to/from earmarked reserves the overspend is £87,115.

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
ARTDV	Art Development	35,520	18,518	14,887	-3,631	A
BUSSH	Bus Shelters	12,990	2,047	2,500	453	G
CARVN	Caravan Site	-16,380	-470	0	470	G
CCTEL	Closed Circuit Television	141,800	100,523	99,026	-1,497	G
COMMD	Community Services Department	0	773,690	772,390	-1,300	G
CRFDF	Clitheroe Food Festival 2020	0	0	219	219	G
CRIME	Crime and Disorder	41,880	18,760	17,530	-1,230	G
CULTG	Culture Grants	5,140	4,280	6,100	1,820	G
CULVT	Culverts & Water Courses	18,890	3,664	4,677	1,013	G
DRAIN	Private Drains	1,980	-232	1,078	1,310	G
EALLW	Edisford All Weather Pitch	56,090	-21,580	-25,254	-3,674	A

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
EDPIC	Edisford Picnic Area	-4,860	-5,269	-7,249	-1,980	G
EXREF	Exercise Referral Scheme	87,170	1,837	-30,744	-32,581	R
FDFST	Clitheroe Food Festival 2019	-1,700	-1,700	0	1,700	G
GRSRC	Grants & Subscriptions - Community	1,090	330	0	-330	G
HWREP	Highway Repairs	15,700	484	0	-484	G
LDEPO	Longridge Depot	0	11,104	12,525	1,421	G
LITTR	Litter Bins	19,240	6,628	5,891	-737	G
MCAFE	Museum Cafe	20,880	893	650	-243	G
MUSEM	Castle Museum	261,340	212,926	210,708	-2,218	A
PAPER	Waste Paper and Card Collection	199,860	82,172	79,177	-2,995	A
PKADM	Grounds Maintenance	0	-221,940	-214,203	7,737	R
PLATG	Platform Gallery and Visitor Information	151,930	88,515	85,260	-3,255	A
RCOLL	Refuse Collection	1,558,770	666,151	658,336	-7,815	R
RECU	Recreation Grants	34,770	18,490	11,940	-6,550	R
RIVBK	Riverbank Protection	3,180	300	2,130	1,830	G
ROEBN	Roefield Barn	-420	-348	-403	-55	G
RPBIN	Chargeable Replacement Waste Bins	-18,360	-13,422	-26,592	-13,170	R
RPOOL	Ribblesdale Pool	312,750	264,632	269,480	4,848	A
RVPRK	Ribble Valley Parks	558,150	362,330	366,807	4,477	A
SDEPO	Salthill Depot	3,950	55,327	52,451	-2,876	A
SEATS	Roadside Seats	8,370	2,226	2,369	143	G
SIGNS	Street Nameplates & Signs	38,280	335	63	-272	G
SPODV	Sports Development	83,530	11,142	8,263	-2,879	A
SPOGR	Sports Grants	6,110	3,888	3,650	-238	G
STCLE	Street Cleansing	384,860	237,640	231,011	-6,629	R
TAFUT	Together an Active Future	0	17,468	16,828	-640	G
TFRST	Waste Transfer Station	103,980	45,220	43,614	-1,606	G
TRREF	Trade Refuse	-20,310	-262,322	-275,238	-12,916	R

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
TWOWR	Two Way Radio	0	-637	138	775	G
VARIOUS	Car Parks Vehicles	0	5,156	3,175	-1,981	G
VARIOUS	Grounds Maintenance Vehicles	0	73,687	58,599	-15,088	R
VARIOUS	Other Car Parks	29,850	35,342	23,780	-11,562	R
VARIOUS	Pay and Display Car Parks	-25,180	-110,356	-79,053	31,303	R
VARIOUS	Plant	3,300	19,581	24,966	5,385	R
VARIOUS	Public Conveniences	215,310	142,954	144,045	1,091	G
VARIOUS	Refuse Collection Vehicles	0	388,230	548,980	160,750	R
VARIOUS	Works Administration Vehicles	0	23,678	16,463	-7,215	R
VEHCL	Vehicle Workshop	0	-32,335	-31,655	680	G
WBHEQ	Wellbeing & Health Equality	0	0	-1,562	-1,562	G
WKSAD	Works Administration	34,360	-98,015	-100,146	-2,131	A
XMASL	Xmas Lights & RV in Bloom	3,640	1,718	985	-733	G
		4,367,450	2,933,240	3,008,595	75,355	
Transfers to/from Earmarked Reserves						
	Clitheroe Food Festival	1,700	0	-219	-219	
	Local Authorities Parks Improvement Reserve	-6,510	-6,510	-6,510	0	
	Refuse Collection Reserve	-9,260	-6,990	4,989	11,979	
	Equipment Reserve	-4,000	-4,000	-4,000	0	
	Total after Transfers to/from Earmarked Reserves	4,349,380	2,915,740	3,002,855	87,115	

2.2 The variations between budget and actuals have been split into groups of red, amber and green variance. The red variances highlight specific areas of high concern, for which budget holders are required to have an action plan. Amber variances are potential areas of high concern and green variances are areas, which currently do not present any significant concern.

Key to Variance shading	
Variance of more than £5,000 (Red)	R
Variance between £2,000 and £4,999 (Amber)	A
Variance less than £2,000 (Green)	G

- 2.3 We have then extracted the main variations for the items included in the red shaded cost centres and shown them with the budget holder's comments and agreed action plans, in Annex 1.
- 2.4 The main variations for items included in the amber shaded cost centres are shown with budget holders' comments at Annex 2.
- 2.5 In summary the main areas of variance which are **unlikely** to rectify themselves by the end of the financial year are summarised below:

Description	Variance to end January 2020 £
Refuse Collection Vehicles (VARIOUS) – The revised estimate was increased by £50,000. Despite the revised estimate for Refuse Collection Vehicles being increased by the £50,000 contingency allowed for at the beginning of the year, there remains a very substantial overspend for repairs and maintenance to the refuse collection vehicle fleet. Whilst vehicles are being repaired it is necessary to hire vehicles to ensure the waste collection service is carried out, the cost of vehicle hire for the first ten months is £111,028. The variance indicates the position year-to-date to the end of January, however the projection is expected to be substantial by the end of the year if the current levels of expenditure continue.	172,835
Exercise Referral Scheme (EXREF) – Funding has been received to carry-out a Healthy Weight Management service £18,506, Cardiac Rehabilitation £11,000 and Stepping Out £2,100 programmes. Three new staff have been engaged on fixed term contracts to deliver these along with the Together an Active Future project.	-31,606
Chargeable Replacement Waste Bins (RPBIN) – Income from the sale of householder bins has increased since the setting of the revised estimate. However, will be offset against expenditure incurred in the purchase of the bins and the surplus/deficit transferred to/from an earmarked reserve.	-13,167
Refuse Collection (RCOLL) – District Grant Funding has been awarded following a successful bid to a fund established to increase the quality of recycling or encourage waste minimisation. The grant will be used to fund surfacing improvements at Salthill Depot to ensure that cross-contamination is minimised between materials.	-13,000
Ribblesdale Pool (RPOOL) – Due to the on-going temporary closure of the pool caused by restrictions relating to the pandemic, there are no vending machine sales. It is expected this will be partly off-set by a claim to the government scheme for grant funding towards the lost income.	12,803

3 CONCLUSION

- 3.1 The comparison between actual and budgeted expenditure shows an overspend of £75,355 for the first ten months of the financial year 2020/21. After allowing for transfers to/from earmarked reserves the overspend is £87,115.
- 3.2 Members need to be aware that the very substantial overspend in respect of refuse collection vehicle repairs and maintenance has continued throughout 2020/21 and is predicted to be over £200K by the end of the financial year. This is after increasing the budget by an extra £50,000 this year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HS/AC
1 March 2021

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
EALLW/2402	Edisford All Weather Pitch/Repair & Maintenance - Buildings	5,970	5,830	12,466	6,636	The overspend is due to the erection of a steel fence to enable better access control at the 3G facility.	Savings from maintenance of the 3G pitch as mentioned under EALLW/2404 will contribute to offset the overspend.
EXREF/8605z	Exercise Referral Scheme/Other Income	0	0	-31,606	-31,606	Funding received to carryout Weight Management £18,506 Cardiac Rehab £11,000 and Stepping Out £2,100 programmes.	Due to the ongoing restrictions, funding that remains unspent at the end of the financial year will be carried forward for spending in 21/22.
LOWCP/8420n	Lowergate Car Park/Car Park Charges	-28,940	-23,123	-16,413	6,710	Decrease in demand for parking due to on-going government measures to reduce the spread of Covid, including the temporary closure of non-essential shops.	A claim will be made to the government scheme for grant funding thereby partially mitigating the lost income.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
PKADM/8903z	Grounds Maintenance/Oncost	-518,810	-432,376	-424,189	8,187	Under recovery of recharge costs due to six members of staff requiring to self-isolate.	The allocation of time spent by the Grounds Maintenance Team will continue to be monitored for the rest of the year to ensure all costs are recovered.
RCOLL/0130	Refuse Collection/Temporary Staff	6,520	5,434	11,326	5,892	A requirement has been identified to use temporary staff to provide general cover for absences in order to carry out the waste collection service.	The level of requirement to use temporary staff will continue to be monitored.
RCOLL/8899z	Refuse Collection/LCC - Recycling District Grant Fund	0	0	-13,000	-13,000	District Grant Funding received in respect of increasing the quality of recycling or encouraging waste minimisation.	The grant will be used to fund surfacing improvements at Salthill Depot to ensure that cross-contamination is minimised between materials.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RCRKA/2602	SY11 CRK Dennis Refuse D/Vehicle Repairs & Maintenance	13,150	10,960	30,652	19,692	Due to staffing problems experienced earlier in the year at the vehicle workshop it has been necessary to use external companies to carry out repairs, along with the requirement to hire a vehicle whilst repairs are being carried out to enable the continuity of the waste collection service.	The repairs to vehicles will continue to be monitored to the end of the financial year.
RDKAA/2602	VN17 DKA Dennis Disposal/Vehicle Repairs & Maintenance	20,680	17,234	27,250	10,016	Due to staffing problems experienced earlier in the year at the vehicle workshop it has been necessary to use external companies to carry out repairs, along with the requirement to hire a vehicle whilst repairs are being carried out to enable the continuity of the waste collection service.	The repairs to vehicles will continue to be monitored to the end of the financial year.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RHXKA/2602	VU62 HXK Dennis Refuse D/Vehicle Repairs & Maintenance	23,670	19,728	52,791	33,063	Due to staffing problems experienced earlier in the year at the vehicle workshop it has been necessary to use external companies to carry out repairs, along with the requirement to hire a vehicle whilst repairs are being carried out to enable the continuity of the waste collection service.	The repairs to vehicles will continue to be monitored to the end of the financial year.
RJXPA/2602	VE18 JXP Dennis Refuse D/Vehicle Repairs & Maintenance	19,970	16,644	24,207	7,563	Due to staffing problems experienced earlier in the year at the vehicle workshop it has been necessary to use external companies to carry out repairs, along with the requirement to hire a vehicle whilst repairs are being carried out to enable the continuity of the waste collection service.	The repairs to vehicles will continue to be monitored to the end of the financial year.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RJZOA/2602	PK63 JZO Hile Refuse Dis/Vehicle Repairs & Maintenance	23,590	19,660	36,291	16,631	Due to staffing problems experienced earlier in the year at the vehicle workshop it has been necessary to use external companies to carry out repairs, along with the requirement to hire a vehicle whilst repairs are being carried out to enable the continuity of the waste collection service.	The repairs to vehicles will continue to be monitored to the end of the financial year.
RJZPA/2602	PK63 JZP Mercedes/Vehicle Repairs & Maintenance	20,230	16,860	23,804	6,944	Due to staffing problems experienced earlier in the year at the vehicle workshop it has been necessary to use external companies to carry out repairs, along with the requirement to hire a vehicle whilst repairs are being carried out to enable the continuity of the waste collection service.	The repairs to vehicles will continue to be monitored to the end of the financial year.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RKYKA/2602	VN12 KYK Dennis Refuse D/Vehicle Repairs & Maintenance	23,640	19,706	44,623	24,917	Due to staffing problems experienced earlier in the year at the vehicle workshop it has been necessary to use external companies to carry out repairs, along with the requirement to hire a vehicle whilst repairs are being carried out to enable the continuity of the waste collection service.	The repairs to vehicles will continue to be monitored to the end of the financial year.
RPBIN/8297n	Chargeable Replacement W/Sale of Equipment/ Materials	-29,640	-24,702	-37,869	-13,167	Income from the sale of householder bins.	Income received will be offset against expenditure incurred in the purchase of the bins and the surplus/deficit transferred to/from an earmarked reserve.
RPOOL/8276n	Ribblesdale Pool/Snacks Vending Machine Sales	-15,890	-12,803	0	12,803	Due to the on-going temporary closure of the pool in line with Covid restrictions there are no vending machine sales.	A claim will be made to the government scheme for grant funding towards the lost income.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RUVVA/2602	VO13 UVV Dennis Refuse D/Vehicle Repairs & Maintenance	11,780	9,818	17,706	7,888	Due to staffing problems experienced earlier in the year at the vehicle workshop it has been necessary to use external companies to carry out repairs, along with the requirement to hire a vehicle whilst repairs are being carried out to enable the continuity of the waste collection service.	The repairs to vehicles will continue to be monitored to the end of the financial year.
RVPRK/2402	Ribble Valley Parks/Repair & Maintenance - Buildings	19,530	19,530	33,911	14,381	The overspend is due to work to repair vandalism at the Castle Grounds and bandstand, along with repairs to the Bowling Green Café.	Savings will need to be used from other areas to fund this.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RVPRK/5056	Ribble Valley Parks/Grounds Maintenance	408,750	318,652	308,976	-9,676	Fewer hours were worked in parks and grounds mainly due to six members of staff requiring to self-isolate.	The allocation of time spent by the Grounds Maintenance Team will continue to be monitored for the rest of the year to ensure all costs are recovered through recharges.
RWHRA/2602	VN65 WHR Dennis Refuse D/Vehicle Repairs & Maintenance	25,270	21,060	60,085	39,025	Due to staffing problems experienced earlier in the year at the vehicle workshop it has been necessary to use external companies to carry out repairs, along with the requirement to hire a vehicle whilst repairs are being carried out to enable the continuity of the waste collection service.	The repairs to vehicles will continue to be monitored to the end of the financial year.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
SHOVL/2602	JCB Waste Master Loadall/Vehicle Repairs & Maintenance	7,540	7,540	13,026	5,486	There have been various repairs required to ensure the vehicle carries out its essential role in weighing waste that has been collected.	Savings in the loadall tyres budget will contribute towards mitigating this overspend.
STCLE/0130	Street Cleansing/Temporary Staff	8,130	5,869	0	-5,869	The use of temporary staff has not been required this year.	The level of requirement to use temporary staff will continue to be monitored.
TRREF/3102	Trade Refuse/Tipping Charges	145,580	72,790	67,716	-5,074	There has been a decrease in trade refuse waste tonnage due to a reduction in the demand for the trade refuse collection service caused by Covid 19.	Monitoring of the tonnage levels will continue as uncertainty around the Covid related restrictions remains.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
WKSAD/8900z	Works Administration/Oncost 100%	-208,500	-208,500	-218,169	-9,669	The number of recoverable hours worked is higher than estimated which has resulted in an increase in the recovery of works admin costs. However, this is offset by a reduction in the amount of time spent on capital projects causing a reduction in costs charged to capital schemes as mentioned below.	The allocation of time spent by the Works Admin Team will continue to be monitored for the rest of the year to ensure all costs are recovered.
WKSAD/8910Z	Works Administration/Oncost Capital	-9,850	-8,210	-2,352	5,858	There has been less time spent on capital projects than estimated however this decrease in the recharge of costs is offset by an increase in cost recovery in revenue recharges as mentioned above.	The allocation of time spent by the Works Admin Team will continue to be monitored for the rest of the year to ensure all costs are recovered.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
ARTDV/4672	Art Development/Grants	3,000	2,250	100	-2,150	Payment of grants is lower due to the postponement of arts projects as a result of the pandemic.
AUMCP/8420n	Auction Mart (Market) Car Park/Car Park Charges	-16,650	-13,747	-9,230	4,517	Decrease in demand for parking due to ongoing government measures to reduce the spread of Covid, including the temporary closure of non-essential shops. Claims will be made to the government scheme for grant funding towards the lost income.
CHUCP/8420n	Church Walk Car Park/Car Park Charges	-18,280	-14,962	-12,598	2,364	Decrease in demand for parking due to ongoing government measures to reduce the spread of Covid, including the temporary closure of non-essential shops. Claims will be made to the government scheme for grant funding towards the lost income.
CPADM/8919z	Car Park Administration - Off Street/MHCLG - Covid-19 Income Compensation Scheme	0	0	-4,832	-4,832	Income received from the government's compensation scheme in respect of lost income from car parking permits due to the impact of the pandemic.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
EALLW/2404	Edisford All Weather Pitch/Repair & Maintenance - Paths & Grounds	8,900	8,900	4,050	-4,850	Savings experienced in relation to the maintenance of the 3G pitch will be used towards the cost of the erection of a steel fence at the site as mentioned at EALLW/2402.
EDFCP/8420n	Edisford Car Park/Car Park Charges	-46,990	-38,979	-35,256	3,723	Decrease in demand for parking due to on-going government measures to reduce the spread of Covid.
GMZLA/2612	PO16 MZL Grouns Maint Ve/Diesel	7,160	5,968	3,760	-2,208	Diesel consumption for this vehicle is lower than estimated.
MUSEM/4359	Castle Museum/Curatorial Services	142,320	142,320	139,533	-2,787	Lower than estimated charge for curatorial services at the museum.
PCADM/2475	Public Conveniences Administration/General Cleaning	84,180	70,156	73,643	3,487	Increase in time spent cleaning the toilet facilities compared to that estimated.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
PLANT/2602	Other Plant/Vehicle Repairs & Maintenance	150	126	3,021	2,895	Expenditure on repairs to plant has been higher than estimated.
PLATG/2402	Platform Gallery and Vis/Repair & Maintenance	6,250	6,250	8,968	2,718	Overspend due to the redecoration of the gallery during closure. This is being funded from savings on the promotional activities budget as below.
PLATG/3277	Platform Gallery and Vis/Promotional Activities	6,570	4,711	1,954	-2,757	There has been a reduction in expenditure on promotional activities due to closures during the year to comply with Covid related restrictions. The savings on this budget will be used towards the redecoration of the gallery.
PLATG/8279n	Platform Gallery and Vis/Items Purchased for Resale	-860	-714	-3,774	-3,060	The sales at the gallery during the limited opening periods have exceeded the forecast.
RCOLL/0160	Refuse Collection/Drivers Wages	254,970	212,492	214,888	2,396	The staffing turnover that was budgeted for this department has not materialised, resulting in an overspend of wages.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
RCOLL/8547u	Refuse Collection/Household Special Collections	-33,020	-27,518	-30,006	-2,488	There has been an increase in demand for the collection of bulky household waste.
RCUVA/2602	VF19 CUV Refuse Vehicle/Vehicle Repairs & Maintenance	12,870	10,726	14,658	3,932	Repair demands are higher than estimated for this vehicle.
RECUL/4678	Recreation Grants/Grants to Voluntary, Com	19,520	16,730	11,880	-4,850	Payment of grants is lower due to delays in the delivery of various community projects due to the pandemic.
RHXKA/2612	VU62 HXK Dennis Refuse D/Diesel	15,410	12,844	9,832	-3,012	Diesel consumption for this vehicle is lower than estimated.
RIBCP/2402	Ribchester Car Park/Repair & Maintenance - Buildings	450	376	2,676	2,300	The increase in expenditure is due to necessary work on clearing drains at the car park.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
RJUCA/2602	PF18 JUC DAF Refuse Disp/Vehicle Repairs & Maintenance	12,360	10,300	14,886	4,586	Repair demands are higher than estimated for this vehicle.
RJUCA/2614	PF18 JUC DAF Refuse Disp/Tyres	3,280	2,460	390	-2,070	There has been a reduced requirement to use the tyre budget for this vehicle as yet this year.
RJZOA/2612	PK63 JZO Hile Refuse Dis/Diesel	8,870	7,392	11,517	4,125	Diesel consumption for this vehicle is higher than estimated.
RJZPA/2614	PK63 JZP Mercedes/Tyres	3,280	2,734	719	-2,016	There has been a reduced requirement to use the tyre budget for this vehicle as yet this year.
RPOOL/1013	Ribblesdale Pool/Tuition Fees	4,120	3,434	1,001	-2,433	Training courses delivered in swimming pools have not been allowed to be held because of restrictions in place due to the pandemic.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
RPOOL/2433	Ribblesdale Pool/Gas	29,600	19,738	15,693	-4,045	Savings in gas usage experienced whilst the pool was closed to the public.
RPOOL/8532I	Ribblesdale Pool/Hire of Baths - Clubs	-8,590	-8,590	-4,824	3,767	With Covid 19 restrictions continuing resulting in the temporary closure of the pool income from swimming clubs has been reduced.
RPOOL/8543n	Ribblesdale Pool/Contracts	-15,520	-12,489	-10,346	2,143	With Covid 19 restrictions continuing resulting in the temporary closure of the pool income from contracts has been reduced.
SDEPO/8907z	Salthill Depot/Stores Oncost	-56,890	-42,401	-44,833	-2,432	Increased stores oncost recovery due to an increase in stock issues from stores.
SHOVL/2614	JCB Waste Master Loadall/Tyres	4,090	2,728	0	-2,728	There hasn't been a requirement to attend to the loadall tyres. This saving will contribute towards mitigating the overspend on repairs and maintenance to the loadall.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
SPODV/3277	Sports Development/Promotional Activities	3,530	2,712	300	-2,412	There has been a reduced requirement for expenditure on promotional activities due to restrictions on activities that can be held.
TRREF/8410z	Trade Refuse/Commercial Collection Sacks	-12,820	-10,684	-14,522	-3,838	There has been an increase in demand for the collection of commercial waste in sacks compared to forecast.
VEHCL/2881	Vehicle Workshop/Purchase of Equipment & Materials	3,200	2,982	7,110	4,128	Overspend is mainly due to the purchase of additional tools and equipment along with the installation of extra shelving in the workshop.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

meeting date: TUESDAY, 9 MARCH 2021
title: UPDATE ON RECYCLING
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ADRIAN HARPER – HEAD OF ENGINEERING SERVICES

1 PURPOSE

1.1 To provide Members with an update on recycling rates.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To sustain a strong and prosperous Ribble Valley.
- Corporate Priorities – To protect and enhance the existing environmental quality of our area.

2 BACKGROUND

2.1 The disposal authority Lancashire County Council produce quarterly recycling & residual collection rates on a rolling 24-month period.

3 ISSUES

3.1 Figures recently published in January by LCC have shown excellent results for Ribble Valley recyclers. Two-year analysis has shown that Ribble Valley has a 32% improvement performance for collection of green waste, the highest in Lancashire.

3.2 Our co-mingled collections also topped the table for the most improved performance, collection improving by 43%.

3.3 Ribble Valley had the least increase in residual waste going to landfill with only a 4% increase, excellent considering the number of households staying and working from home during the lockdown periods this year.

3.4 Our residents also seem to understand the messages we give on social media, labels, leaflets and in the media regarding which items go in which bins. The waste sent to the recycling facility is audited for levels of contamination, figures have shown that we have also improved in this area, from levels of 10% contamination reducing to 3% over the last 2 years.

3.5 Since October 2019 when LCC launched the 'pots tubs & trays' campaign, greater emphasis has been placed on the type of waste we collect and recycle, Ribble Valley has improved on the target materials collected to 82%.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources –none.

- Technical, Environmental and Legal – The update on the increased recycling and the associated reduction of waste going to landfill can only be considered as positive.
- Political – This will be welcomed by the public who genuinely want to recycle more and send less to landfill.
- Reputation – This rise in the rate of recycling and the reduction of landfill rates can only be good for the authority.

5 **CONCLUSION**

5.1 Note the increases in recycling and reduction of landfill elements of the report.

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Adrian Harper on 01200 414523.

REF: AH/COMMUNITY 090321

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

meeting date: 9TH MARCH 2021
title: GENERAL REPORT
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: MARK BEVERIDGE, HEAD OF CULTURAL & LEISURE SERVICES
ADRIAN HARPER, HEAD OF ENGINEERING SERVICES
OLWEN HEAP, ADMINISTRATION OFFICER

1 PURPOSE

To update committee on a variety of developments in sport, arts and some elements of the Council's response to the coronavirus pandemic.

Relevance to the Council's ambitions and priorities:

- | | |
|----------------------|--|
| Community Objectives | - To sustain a strong and prosperous Ribble Valley
- To help make people's lives healthier and safer
- To protect and enhance the existing environmental quality of our area |
| Corporate Priorities | - To ensure best use of Council resources during the pandemic |

2 RIBBLESDALE POOL

Although the pool has been closed since Christmas this has not stopped the essential maintenance work necessary to keep it working from being completed.

There has been an extensive programme of deep cleaning carried out, both in the changing rooms and around the pool side and in the pool tank itself.

Some essential electrical work has been carried out, along with some redecoration of areas such as the foyer. In addition, work was necessary on the filtration system and a new pool water circulation pump was installed

The building is coming up 50 years old next year and the costs involved in keeping it open will continue to be high each year as the fabric such as the walls and roof, along with the pool water plant and mechanical equipment necessary to heat the pool water and the air require attention on an ongoing basis. It is probable that Ribblesdale pool is the oldest of its' type in the Country as the design life when built was 25-30 years. Similar pools built in the early 1970s have likely been replaced now, because of the rising cost of maintenance and the built inefficiencies of a building built long before climate change and total life costing were even thought about.

3 POOL STAFF REASSIGNMENT DUE TO LOCKDOWN

In the period since lockdown commenced the pool staff have been carrying out a variety of other tasks, including the deep clean at the pool, helping to marshal the

Railway View Car Park on days when vaccinations have been scheduled at the Medical Centre.

Currently all the staff are based in the Civic Suite as they have been trained in a variety of roles to help run the lateral flow covid test centre, which the Council has set up. This opened w/c 8th February, the first people who went through it were staff from the Council to enable all the procedures to be tested. This work very well and the site is now open for local businesses to send their staff to it. Council staff continue to be tested on a regular basis, as the recommendation from Public Health is lateral flow tests should be taken twice a week if possible.

The test procedure including registration takes around 15-20 minutes first time and subsequently the time is shorter, because registering is much quicker, allowing the test process to be completed in about half the time.

4 RV3G

It is planned that prior to re-opening the site on the 29th March, the Council will be arranging for a specialist contractor to visit the site at Edisford and apply a specially formulated disinfection which is medical grade and 100% biodegradable. This is something which has been developed in response to the current pandemic, this specialist anti-viral and anti-bacterial treatment is designed to help elevate standards of hygiene and cleanliness for sports fields and facilities, ensuring that our facilities meet the new health and safety challenges presented in the current climate.

Applied via a low-pressure spray to the entire field (including goals, dugouts etc), it will deep-clean and sanitise our surfaces to help combat viruses and bacteria. This together with the extensive work which had already been carried out to make the facility as safe as possible, will hopefully reassure our customers that we are doing everything possible to help them enjoy the facility and return safely to physical activity.

5 VACCINATION PARKING

After consultation with the Council leadership, it was agreed not to charge patients attending the doctors' practices specifically to receive their Covid vaccinations for their short stay on the Railway View and Barclay Road council car parks. A number of parking spaces are reserved on vaccination days for this purpose.

Nurses attending the health centre to assist with the vaccinations were directed to park on Chester Avenue car park.

MARK BEVERIDGE
HEAD OF CULTURAL & LEISURE SERVICES

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

OLWEN HEAP
ADMINISTRATION OFFICER

JOHN C HEAP
DIRECTOR OF COMMUNITY SERVICES