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Ribble Valley
Borough Council

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Dear Councillor

The next meeting of the **COMMUNITY SERVICES** Committee will be held at **6.30 pm** on **TUESDAY, 11 JANUARY 2022** in the **Council Chamber, 13 Church Street, Clitheroe, BB7 2RA.**

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 5 - 10)
3. **DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS**

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

4. **PUBLIC PARTICIPATION**

ITEMS FOR DECISION

5. **REVISED REVENUE BUDGET 2021/22** (Pages 11 - 22)
Report of Director of Resources enclosed.
6. **ORIGINAL REVENUE BUDGET 2022/23** (Pages 23 - 48)
Report of Director of Resources enclosed.
7. **REVISED CAPITAL PROGRAMME 2021/22** (Pages 49 - 54)
Report of Director of Resources enclosed.

8. **CAPITAL PROGRAMME REVIEW AND NEW BIDS 2022/23 TO 2026/27** (Pages 55 - 94)
Report of Director of Resources enclosed.
 9. **CLITHEROE TOWN WELLS** (Pages 95 - 96)
Report of the Chief Executive enclosed.
 10. **OPEN SPACE USE** (Pages 97 - 100)
Report of Director of Community Services enclosed.
 11. **TAAF UPDATE AND DELEGATION** (Pages 101 - 104)
Report of Director of Community Services enclosed.
 12. **CAR PARKING UPDATE** (Pages 105 - 108)
Report of Director of Community Services enclosed.
 13. **WASTE MANAGEMENT** (Pages 109 - 110)
Report of Director of Community Services enclosed.
- ITEMS FOR INFORMATION**
14. **TOOTLE HEIGHTS QUARRY TUNNEL, LONGRIDGE** (Pages 111 - 114)
Report of Director of Community Services enclosed.
 15. **CLITHEROE FOOD FESTIVAL** (Pages 115 - 118)
Report of Director of Community Services enclosed.
 16. **GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES** (Pages 119 - 120)
Report of Director of Community Services enclosed.
 17. **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
None.
 18. **EXCLUSION OF PRESS AND PUBLIC**
- FOR DECISION**
19. **ANNEX TO AGENDA ITEM NO 6** (Pages 121 - 122)
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Report of Director of Resources enclosed.

Electronic agendas sent to members of Community Services – Councillor Richard Newmark (Chair), Councillor Jan Alcock JP, Councillor Stephen Atkinson, Councillor David Birtwhistle, Councillor Stella Brunskill JP, Councillor Stuart Carefoot, Councillor Rosemary (Rosie) Elms (Vice-Chair), Councillor Stewart Fletcher, Councillor Angeline Humphreys, Councillor Ged Mirfin, Councillor Simon O'Rourke, Councillor Sarah Rainford, Councillor Mary Robinson, Councillor Jennifer (Jenni) Schumann and Councillor Gary Scott.

Contact: Democratic Services on 01200 414408 or committee.services@ribblevalley.gov.uk

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Minutes of Community Services

Meeting Date: Tuesday, 19 October 2021, starting at 6.30 pm
Present: Councillor R Newmark (Chair)

Councillors:

J Alcock	A Humpheys
S Atkinson	G Mirfin
S Brunskill	S Rainford
S Carefoot	J Schumann
R Elms	G Scott
S Fletcher	

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

Not in attendance: Councillor D Birtwhistle

361 APOLOGIES FOR ABSENCE

Apologies for the meeting were received from Councillors S O'Rourke and M Robinson.

362 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 24 August 2021 were approved as a correct record and signed by the Chairman.

363 DECLARATIONS OF PECUNIARY, OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

364 PUBLIC PARTICIPATION

There was no public participation.

365 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 2022.

These proposals were the first stage in the review of this committee's budget for the forthcoming 2022/23 financial year.

The council's latest budget forecast allows for a 3% inflationary increase in the level of income raised from fees and charges and the review aims to increase budgeted income for 2022/23 by this amount as a minimum.

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.

Following discussions between financial services, heads of service and budget holders a proposed set of fees and charges for implementation from 1 April 2022 had been produced for this committee for members to consider.

It was reported that since the report had been written there were some fees to be reinstated for aqua fitness, Space card contracts and the Space swimmer saver monthly.

There was some discussion around car park fees and the penalty charges for those who overstay their ticket time.

RESOLVED THAT COMMITTEE:

Approve the level of fees and charges to be levied for this committee for 2022/23 as outlined in the report with the reinstatement of charges for aqua fitness, Space card contracts and Space swimmer saver monthly.

366

PLAYING PITCHES AT EDISFORD

The Director of Community Services submitted a report seeking committee's approval for the use of S106 monies received to help improve the playing pitches at Edisford.

As a result of the housing development at Low Moor, the sum of £18,784 had been given to the Council as the developer contribution for the improvement of off-site leisure provision. It was proposed to use this to improve drainage on the grass pitch that was created following the work to construct the synthetic pitch in 2019. The opportunity would also be taken to install a cut off drain to prevent surface water run-off from the pitch on to the path that leads to the tennis courts.

RESOLVED THAT COMMITTEE:

1. Approve the proposed use of the S106 funding on Edisford playing pitches;
2. Refer the budget request for £18,784 to Policy & Finance committee to be included in the capital programme for 2021/22; and
3. Agree, subject to approval at Policy and Finance committee, to the work being carried out in the current financial year.

367

PLAY AREAS

The Director of Community Services submitted a report providing a programme of replacement/repair for the play areas that belong to the Borough.

The programme outlined proposed expenditure which could form the basis of a capital bid should members wish. It included repainting of equipment, repair/replacement of safety surfaces and some replacement/refurbishment of equipment.

Members thanked officers for the report and discussed the proposed programme and the need for works to be carried out. Problems with specific plays areas were highlighted.

RESOLVED THAT COMMITTEE:

1. Submit a new capital bid of £490k to Policy & Finance committee to be included in the capital programme, and

2. Agree that the programme should be delivered over 3/4 years.

368

S106 PROJECTS, LONGRIDGE

The Director of Community Services submitted a report seeking committee's approval for an additional capital budget in respect of Mardale Football pitches and Longridge Sports and Arts Centre for 2022/23 and subsequent approval to procure the works.

A sum of £132,990 had been secured from the Dilworth development in Longridge in 2015 for 4 projects. Longridge Cricket Club and Kestor Lane play area had already been beneficiaries of £12k and £30k respectively. The balance of £90,990 was now available following the final payment from the developer. It was proposed to allocate £81k to improve pitch drainage at Mardale and £10k to Longridge Sports Club.

The Director explained to members that the S106 monies had to spent where the legal agreement specified and could not be transferred to any other project.

RESOLVED THAT COMMITTEE:

1. Recommend to Policy and Finance committee the approval of an additional capital budget of £80,900 in respect of Longridge Mardale pitches in the 2022/23 capital programme funded from S106 monies received from Taylor Wimpey in respect of Dilworth development in Longridge, and
2. Authorise the Director of Community Services, subject to approval of the capital budget by Policy and Finance committee, to procure drainage improvement works at Mardale pitch site, Longridge as specified in the report.

369

FOOD FESTIVAL

The Director of Community Services submitted a report providing members with an update on preparations for the 2022 Food Festival event and seeking approval in principle to the 2022 layout.

The date scheduled for the festival was Saturday 30 July 2022, which avoided clashes with other major events in the area. The option of a two-day event was still being explored, although there were some significant obstacles to overcome in this regard.

Members were reminded that safety requirements around crowd management had increased significantly in recent times and that this placed the safety of attendees as a priority and meant that managing the capacity of venues/locations was of paramount importance.

As a 'free to attend' event which was held in open streets/areas there are no physical controls on the numbers attending. From an organisation perspective, the Council is the body accountable for both running the event and potentially acting against organisers who flout their responsibility and could not therefore simply ignore this critical issue.

A plan was circulated showing a proposed revised layout for the event which sought to address the responsibility for crowd management. The same road closures as previously would still be used, but the focus for stalls would be in the New Market Street and market car park area with fewer stalls on the other streets.

It was also suggested that, because of staffing issues, external professional should be sought for the management of the event.

Members discussed the event, whether it should be 1 or 2 days and the issues of crowd safety and where the stalls should be situated. There was a request that the Bull Ring area of the market be earmarked for festival use in order to expand the offering beyond the layout included in the report.

RESOLVED THAT COMMITTEE:

1. Approve the revised layout proposed with the addition of the Bull Ring area, and
2. Agree that costs for external professional support for management of this event be sought.

370 CASTLE GROUNDS WINTER WORK PLANS

The Director of Community Services submitted a report for information providing a detailed overview of the planned winter work in the Castle Grounds. The work includes important clearing and reinstatement of areas to both enhance the look and increase sight lines throughout the grounds.

371 RIBBLESDALE POOL SWIMMING LESSONS

The Director of Community Services submitted a report for information giving an update on the challenges being faced in delivering swimming instruction at Ribblesdale Pool. The report outlined the unsuccessful attempts to recruit swimming teachers and the cost commitments involved with lifeguards getting qualified to teach. It was also apparent that our rate of pay is not competitive with other providers. A new option currently being explored was to establish a partnership with the Institute of Swimming and Swim England to support the aquatic workforce going forward and to offer training to new swimming teachers, who could then be employed by the Council to deliver a programme of lessons.

372 REFUSE COLLECTION

The Director of Community Services submitted a report for information giving an update on refuse collection in relation to the national lack of LGV drivers. In the last 4 months there had been resignations from 6 of the 13 drivers with 2 more due to leave soon. Four new starter drivers had been secured recently but this left only 9 drivers to complete 9 rounds, not accounting for annual or sick leave. Approaches made for temporary support from agencies had been unsuccessful.

Members asked questions regarding the issues around the need to keep the refuse collection service operating fully.

373 CAPITAL MONITORING 2021/22

The Director of Resources submitted a report on the progress on this committee's 2021/22 capital programme for the period to the end of August 2021.

At the end of August 2021 £363,951 had been spent or committed, which was 20.3% of the annual capital programme budget for this committee.

Of the eleven schemes in the capital programme, one scheme was complete, seven schemes were currently expected to be completed in-year, it was unclear whether two

schemes would be completed in-year and one scheme would not be completed in-year.

374 REVENUE MONITORING 2020/21

The Director of Resources submitted a report for information on the position for the period April to August 2021 of this year's revenue budget as far as this committee was concerned.

The comparison between actual and budgeted expenditure shows an overspend of £34,805 for the first five months of the financial year 2021/22. After allowing for transfers to/from earmarked reserves the overspend was £68,863.

375 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

376 EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 8.05 pm

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

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE

meeting date: 11 JANUARY 2022
title: REVISED REVENUE BUDGET 2021/22
submitted by: DIRECTOR OF RESOURCES
principal author: HELEN SEEDALL

1. PURPOSE

- 1.1. To agree a revised revenue budget for 2021/22 for this committee.

2. BACKGROUND

- 2.1. The original estimate for this current financial year was set in March 2021.
- 2.2. As members will be aware, there can be numerous variations to the budget that come to our attention as the year progresses, particularly through the budget monitoring process.
- 2.3. At this time of year we revise the estimates for the current financial year in order to predict the likely outturn. In essence the Revised Estimate is the council's latest forecast for the outturn on the current financial year's budget. This also assists us in preparing the original estimate for the coming financial year.
- 2.4. The budget this year has been particularly impacted by the Covid-19 pandemic. The pandemic has also brought about wider pressures on service resources to the extent that there has been a lighter touch review of the budgets this year, and the reporting this year is at a higher level than that usually provided.

3. REVISING THE ORIGINAL ESTIMATE

- 3.1. Since the budget was originally set we now have the benefit of information from the outturn position for 2020/21 and the variances that were experienced in that financial year. Furthermore, as we have been monitoring our budgets during the year we can also use this information to inform the revised budget process.
- 3.2. The original budget for 2021/22 included provision for pay increases at 2% and price increases at 2%.
- 3.3. Whilst our committee income and expenditure may increase or decrease at the revised estimate, items such as our budgeted core government funding and our council tax precept remain fixed. As a result, any compensating movement is within our earmarked reserves and general fund balances.
- 3.4. In addition to the use of data on past performance there have been discussions with budget holders and heads of service on past service provision and future plans. However, as previously highlighted, there has been a lighter touch review of the budgets this year due to Covid-19.
- 3.5. Furthermore, decisions and actions required as a result of committee meetings are incorporated into the budget setting process, whilst financial implications would likely have already been identified as part of any committee decision.
- 3.6. As part of the setting of the revised estimate, this report is now presented to committee to seek comment and approval. Once approved by this committee, the revised estimate will be reported to Special Policy and Finance Committee.

3.7. The proposed revised estimate for this committee is now presented in the following section. There are also details of the current actual position as at the end of November against the profiled Original Estimate and alongside the proposed Revised Estimate at Annex 1.

4. PROPOSED REVISED REVENUE BUDGET 2021/22

4.1. A comparison between the original and revised budgets for each cost centre is shown below, together with the associated movements in earmarked reserves.

Cost Centre and Description	Original Estimate 2021/22	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2021/22
ARTDV: Art Development	35,690	6,095		-290		41,495
BUSSH: Bus Shelters	18,230	-5,530		200		12,900
CARVN: Caravan Site	-8,810		-3,450			-12,260
CCTEL: Closed Circuit Television	147,570	-2,450		1,660	-530	146,250
COMMD: Community Services Department	0	20,750	1,830	-22,580		0
CFDFT: Clitheroe Food Festival	21,890	-42,845	25,670			4,715
CPADM: Car Parks	-135,270	7,810	-11,200	6,810		-131,850
CPVEH: Car Park Vehicles	0	420		-420		0
CRIME: Crime and Disorder	60,520	10,860	-18,090	-4,840		48,450
CULTG: Culture Grants	5,130	920		60		6,110
CULVT: Culverts & Water Courses	19,070			-250		18,820
DRAIN: Private Drains	2,030			30		2,060
EALLW: Edisford All Weather Pitch	46,430	3,750	-12,800	-1,160	-5,360	30,860
EDPIC: Edisford Picnic Area	-7,200	2,100	4,920	-1,440	-70	-1,690
EVEHA: Works Administration Vehicles	0	-1,050		5,080	-4,030	0
EXREF: Exercise Referral Scheme	86,560	31,460	-30,010	-20,720		67,290
GMVEH: Grounds Maintenance Vehicles	0	9,440		-9,440	0	0

Cost Centre and Description	Original Estimate 2021/22	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2021/22
GRSRC: Grants & Subscriptions - Community	1,090			20		1,110
HWREP: Highway Repairs	15,650			-1,120	220	14,750
LDEPO: Longridge Depot	0	-5,370		5,130	240	0
LITTR: Litter Bins	19,410			350		19,760
MCAFE: Museum Cafe	15,180	8,890	12,770	-930	20	35,930
MUSEM: Castle Museum	252,790	-930	9,990	1,130	820	263,800
PAPER: Waste Paper and Card Collection	218,760	5,930	-77,790	2,570		149,470
PCADM: Public Conveniences	203,340	-9,640		190	1,870	195,760
PKADM: Grounds Maintenance	0	9,720	-33,140	17,420		-6,000
PLANT: Plant	0	13,720		-13,720	0	0
PLATG: Platform Gallery and Visitor Information	140,990	15,530	8,420	720	860	166,520
RCOLL: Refuse Collection	1,513,690	70,180	-8,000	59,770		1,635,640
RCVEH: Refuse and Paper Collection Vehicles	0	12,920		-37,060	24,140	0
RECUL: Recreation Grants	34,700	22,640		200		57,540
RIVBK: Riverbank Protection	4,210	-1,390			660	3,480
ROEBN: Roefield Barn	-430	260				-170
RPBIN: Chargeable Replacement Waste Bins	0	13,000	-26,840			-13,840
RPOOL: Ribblesdale Pool	267,120	-42,300	154,600	-3,480	6,670	382,610

Cost Centre and Description	Original Estimate 2021/22	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2021/22
RVPRK: Ribble Valley Parks	547,490	6,650	-4,160	14,010	-5,790	558,200
SDEPO: Salthill Depot	0	1,620		-4,480	2,860	0
SEATS: Roadside Seats	8,360			220		8,580
SIGNS: Street Nameplates & Signs	44,430		-29,580	1,210	-6,670	9,390
SPODV: Sports Development	87,450	1,170		2,510		91,130
SPOGR: Sports Grants	6,080			110		6,190
STCLE: Street Cleansing	389,000	6,080	-3,190	840		392,730
TAFUT: Together an Active Future	0	-22,390	970	21,420		0
TFRST: Waste Transfer Station	106,560	-2,470		8,940		113,030
TRREF: Trade Refuse	-4,240	-29,880	31,950	-14,390		-16,560
TWOWR: Two Way Radio	0			0		0
VEHCL: Vehicle Workshop	0	4,360	-3,420	-940		0
WKSAD: Works Administration	0	12,100	-2,910	-9,190		0
XMASL: Christmas Lights and RV in Bloom	3,700			20		3,720
Grand Total	4,167,170	132,130	-13,460	4,170	15,910	4,305,920
Associated Movements in Earmarked Reserves						
COBAL/H329 Community Safety	-14,620		7,340			-7,280
COBAL/H283 Clitheroe Food Festival	-8,600		8,600			0
COBAL/H333 Refuse Collection	-9,210	37,170	-16,790			11,170

Cost Centre and Description	Original Estimate 2021/22	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2021/22
FNBAL/H337 Equipment Reserve	0		-2,540			-2,540
COBAL/H215 Local Authority Parks Improvement Reserve	0		-4,100			-4,100
COBAL/H337 Equipment Reserve	0		-4,280			-4,280
COBAL/H384 Arts Development Reserve	0		-3,190			-3,190
COBAL/H210 Local Recreation Grants Fund	0		-24,740			-24,740
COBAL/H282 Exercise Referral Reserve	0		-1,950			-1,950
COBAL/H385 Grounds Maintenance Tuition Reserve	0		-1,780			-1,780
CPBAL/H330 Capital Reserve	0	12,600				12,600
FNBAL/H328 Repairs and Maintenance Reserve	0		-4,500			-4,500
Net after Movements in Earmarked Reserves	4,134,740	181,900	-61,390	4,170	15,910	4,275,330

- 4.2. The difference between the revised and original estimate is an increase in net expenditure of £138,750 or an increase in net expenditure of £140,590 after allowing for movements on earmarked reserves.

5. EARMARKED RESERVES

- 5.1. In the Original Estimate for 2021/22 this committee planned to take £32,430 from earmarked reserves to support its expenditure in future years. In revising this committee's estimates, the proposal included here is that this committee take £30,590 from earmarked reserves.
- 5.2. The table below provides a summary of the DRAFT Revised Estimate for 2021/22 together with the budgeted impact on the relevant earmarked reserves. Also detailed is a summary of the reasons for the movements on the earmarked reserves.

	DRAFT Revised Estimate 2021/22	Reason for Movement on Earmarked Reserve
Committee Net Cost of Services	4,305,920	
COBAL/H329 Community Safety	-7,280	To set aside funding that will not be spent in year
COBAL/H333 Refuse Collection	11,170	Set aside funds to support future bin replacements.
FNBAL/H337 Equipment Reserve	-2,540	To fund training for staff at the depot – touch screen training
COBAL/H215 Local Authority Parks Improvement Reserve	-4,100	To fund bowling green café improvements.
COBAL/H337 Equipment Reserve	-4,280	To fund the purchase of a new till system
COBAL/H384 Arts Development Reserve	-3,190	To fund additional promotional activities
COBAL/H210 Local Recreation Grants Fund	-24,740	To support additional schemes in year, which were unable to be completed in the previous financial year.

	DRAFT Revised Estimate 2021/22	Reason for Movement on Earmarked Reserve
COBAL/H282 Exercise Referral Reserve	-1,950	Release grant funding received in previous years
COBAL/H385 Grounds Maintenance Tuition Reserve	-1,780	To fund training in year for the Grounds Maintenance service. This training was unable to be completed in the previous year due to Covid
CPBAL/H330 Capital Reserve	12,600	Set aside proceeds from the sale of assets that have taken place in year
FNBAL/H328 Repairs and Maintenance Reserve	-4,500	Funding from reserve for Berry Lane Toilets Repairs and Maintenance
Committee Net Cost of Services after Movements on Earmarked Reserves	4,275,330	

6. KEY MOVEMENTS FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE

6.1 Within the proposed Revised Estimate there are a number of substantial movements, and these are summarised in the table below.

Description	Variance Original Estimate 2021/22 to DRAFT Revised Estimate 2021/22
VARIOUS: Capital Increase in depreciation levels due to asset revaluations carried out at the end of the 2020/21 financial year.	15,910
VARIOUS: Business Rates The Non-Domestic Rating (Public Toilets) Act received Royal Assent in 2021/22. This Act provides a 100% business rates relief for separately-assessed public toilets, including those being operated by local authorities. As a result there has been a fall in the business rates liability for the council in respect of its public conveniences, and this largely represents the change in this budget area.	-20,390

<p>VARIOUS: Direct Employee Costs Increase in direct employee costs, largely due to changes in the pay-line and the increase in the grading of refuse collection drivers.</p> <p>There is also a corresponding increase in these costs due to the removal of consultant costs for the provision of swimming lessons at Ribblesdale Pool (£36,850)</p>	112,450
<p>Ribblesdale Pool: Consultants Removal of consultant costs for the provision of swimming lessons at Ribblesdale Pool. Direct Employee Costs have instead been included in the budget</p>	-36,850
<p>VARIOUS: Insurance Costs The council's insurance costs have increased, largely in respect of vehicle insurance costs.</p>	16,610
<p>VARIOUS: Reduced Income from Fees and Charges The reduction in the levels of fees and charges income is largely in respect of Covid and the impact of facility closures in some service areas. The largest impact has been on Ribblesdale Pool, where the situation has been exacerbated by recruitment issues in respect of swimming teachers and the consequential lost income.</p> <p>This lost income has been partly compensated by the Government for the period April – June, but no income compensation has been received in respect of later periods (see next variance)</p> <p>The council budgeted £150k in the current financial year as a contingency against potential income losses across all services due to the continuing impact of the coronavirus pandemic on the economy. The level of contingency needed will be reviewed as part of the overall budget process, if needed.</p>	111,570
<p>VARIOUS: Income Loss Compensation Grant from the Government Income received from the Government in the form of Sales, Fees and Charges Grant. This was to partly compensate Council's for lost income over the period April – June 2021.</p>	-36,360
<p>Trade Waste: Tipping Charges As a result of Covid a number of organisations were closed in the earlier part of the financial year. This resulted in cancelled trade waste collection – reflected in the fall income referred to above.</p> <p>As less waste was collected, our tipping charges have also reduced.</p>	-29,880
<p>VARIOUS: Grants There is an increase in the budget for the distribution of grants, notably the Recreation and Culture Grants.</p> <p>This is reflective of delays experienced on schemes during the 2020/21 financial year, which have now been able to be (or are planned to be) completed in the 2021/22 financial year.</p> <p>Funds to support this expenditure was set aside in earmarked reserves at the end of the 2021/22 financial year and is budgeted to be released in 2021/22 to fund the increased expenditure shown here.</p>	19,820

7. CONCLUSION

7.1. The difference between the revised and original estimate is an increase in net expenditure of £140,590 after allowing for transfers to and from earmarked reserves.

8. RISK ASSESSMENT

8.1. The approval of this report may have the following implications

- Resources: approval of the revised estimate would see an increase in net expenditure of £138,750 or £140,590 after movements on earmarked reserves.
- Technical, Environmental and Legal: none identified
- Political: none identified
- Reputation: sound financial planning safeguards the reputation of the Council
- Equality and Diversity – Equality and diversity issues are considered in the provision of all Council services.

9. RECOMMENDED THAT COMMITTEE

9.1. Agree the revenue revised estimate for 2021/22.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM17-22/HS/AC
23 December 2021

**ACTUAL TO THE END OF NOVEMBER 2021 WITH ORIGINAL ESTIMATE 2021/22 AND PROPOSED
REVISED ESTIMATE 2021/22**

Cost Centre	Description	Original Estimate to End November	Actual and Commitments to end November	Full Year Original Estimate	Proposed Revised Estimate
ARTDV	Art Development	17,174	13,539	35,690	41,495
BUSSH	Bus Shelters	1,107	2,796	18,230	12,900
CARVN	Caravan Site	0	0	-8,810	-12,260
CCTEL	Closed Circuit Television	86,678	76,069	147,570	146,250
CFDFT	Clitheroe Food Festival	21,740	62	21,890	4,715
COMMD	Community Services	626,959	637,018	0	0
CPADM	Car Parks	-176,774	-184,757	-135,270	-131,850
CPVEH	Car Park Vehicles	4,566	4,173	0	0
CRIME	Crime & Disorder	20,112	343	60,520	48,450
CULTG	Culture Grants	2,856	5,200	5,130	6,110
CULVT	Culverts & Watercourses	7,994	7,257	19,070	18,820
DRAIN	Private Drains	-15	578	2,030	2,060
EALLW	All Weather Pitch	-54,120	-50,095	46,430	30,860
EDPIC	Edisford Picnic Area	-2,849	947	-7,200	-1,690
EVEHA	Works Administration Vehicles	24,395	17,312	0	0
EXREF	Exercise Referral	1,292	-15,468	86,560	67,290
GMVEH	Grounds Maintenance Vehicle	57,330	48,018	0	0
GRSRC	Grants & Subscriptions	340	0	1,090	1,110
HWREP	Highway Repairs	394	0	15,650	14,750
LDEPO	Longridge Depot	6,915	4,535	0	0
LITTR	Litter Bins	4,511	2,651	19,410	19,760
MCAFE	Museum Café	-3,914	9,797	15,180	35,930
MUSEM	Castle Museum	38,112	35,050	252,790	263,800

Cost Centre	Description	Original Estimate to End November	Actual and Commitments to end November	Full Year Original Estimate	Proposed Revised Estimate
PAPER	Paper Collection Service	63,959	17,444	218,760	149,470
PCADM	Public Conveniences	113,483	101,286	203,340	195,760
PKADM	Grounds Maintenance	-167,124	-177,159	0	-6,000
PLANT	Plant	18,094	28,284	0	0
PLATG	Platform Gallery	62,920	68,775	140,990	166,520
RCOLL	Refuse Collection	525,038	530,147	1,513,690	1,635,640
RCVEH	Refuse Collection Vehicles	343,852	318,642	0	0
RECUK	Recreation & Culture Grants	17,594	24,870	34,700	57,540
RIVBK	Riverbank Protection	-462	0	4,210	3,480
ROEBN	Roefield Barn	-290	-139	-430	-170
RPBIN	Chargeable Replacement Waste Bins	0	-25,938	0	-13,840
RPOOL	Ribblesdale Pool	106,027	160,825	267,120	382,610
RVPRK	Ribble Valley Parks	294,994	296,137	547,490	558,200
SDEPO	Salthill Depot	42,911	44,139	0	0
SEATS	Roadside Seats	1,816	319	8,360	8,580
SIGNS	Street Nameplates and Signs	3,604	-30,937	44,430	9,390
SPODV	Sports Development	13,382	8,469	87,450	91,130
SPOGR	Sports Grants	2,616	2,600	6,080	6,190
STCLE	Street Cleansing	183,978	146,968	389,000	392,730
TAFUT	Together an Active Future	10,340	38,512	0	0
TFRST	Waste Transfer Station	45,850	41,080	106,560	113,030
TRREF	Trade Refuse	-353,542	-289,849	-4,240	-16,560
TWOWR	Two Way Radio	-413	104	0	0
VEHCL	Vehicle Workshop	-26,196	-35,107	0	0

Cost Centre	Description	Original Estimate to End November	Actual and Commitments to end November	Full Year Original Estimate	Proposed Revised Estimate
WBHEQ	Wellbeing & Health Equality	0	-1,562	0	0
WKSAD	Works Administration	-75,428	-57,732	0	0
XMASL	Xmas Lights and RV in Bloom	1,376	641	3,700	3,720
Committee subtotal		1,913,182	1,825,844	4,167,170	4,305,920
Earmarked Reserves					
COBAL/H239	Community Safety Reserve	0	0	-14,620	-7,280
COBAL/H283	Clitheroe Food Festival Reserve	-8,600	-50	-8,600	0
COBAL/H333	Refuse Collection Reserve	-3,840	25,825	-9,210	11,170
FNBAL/H337	Equipment Reserve	0	0	0	-2,540
COBAL/H215	Parks Improvement Funding Reserve	0	-4,102	0	-4,100
COBAL/H337	Equipment Reserve	0	-4,280	0	-4,280
COBAL/H384	Arts Development Reserve	0	0	0	-3,190
COBAL/H210	Local Recreation Grants Fund	0	0	0	-24,740
COBAL/H282	Exercise Referral Reserve	0	0	0	-1,950
COBAL/H385	Grounds Maintenance Tuition Reserve	0	-1,775	0	-1,780
CPBAL/H330	Capital Reserve	0	6,000	0	12,600
FNBAL/H328	Repairs and Maintenance Reserve	0	0	0	-4,500
Subtotal Earmarked Reserves		-12,440	21,618	-32,430	-30,590
Total		1,900,742	1,847,462	4,134,740	4,275,330

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 11 JANUARY 2022
 title: ORIGINAL REVENUE BUDGET 2022/23
 submitted by: DIRECTOR OF RESOURCES
 principal author: HELEN SEEDALL

1 PURPOSE

- 1.1 To agree the draft revenue budget, for consideration at Special Policy and Finance Committee.

2 BACKGROUND - COUNCIL'S OVERALL FINANCIAL POSITION

3 Year Budget Forecast

- 2.1 The Council's three-year budget forecast was presented to Policy and Finance Committee in September. We were awaiting the outcome of the planned review of local government finances reforms and therefore predicting our budget forecast was extremely difficult with any certainty.
- 2.2 Our forecast in September predicted the following budget gaps; £82k in 2022/23, £139k in 2023/24, £230k in 2024/25, after allowing for the use of general fund balances. However since then there have been a number of significant changes affecting our budget.

Changes since the September Forecast

- 2.3 We have seen significant rises in inflation. CPI rose to 4.2% in October from 3.1% the previous month. In November it rose further to 5.1% and the Bank of England now expect it could peak at 6% next April which is three times higher than the target. Consequently the Bank of England announced an increase in interest rates to 0.25% in December. We had allowed for inflationary increases of 2% for pay and 3% for general price increases in the budget forecast which is significantly lower than the current level. Already we are seeing extra inflationary costs of around £300k more than we had allowed for in the forecast in areas such as fuel, energy and utilities.
- 2.4 The Government announced national insurance contributions will increase by 1.25%. For Ribble Valley we anticipate this cost will be around £90k next year.
- 2.5 A new pay line has been agreed and implemented with effect from October 2021. The estimated cost of this is:

	2021/22 Estimate Part year	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Pay line increase	£75k	£296.1k	£369.8k	£412.1k

- 2.6 Following a submission by the staff involved CMT have recently carried out a rescoring of refuse collection driver posts under the Council's job evaluation scheme. The posts have been re-evaluated at grade Scale 5 as opposed to Scale 4. The impact of this would further increase costs by:

	2021/22 Estimate Part year	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Refuse drivers pay increase	£11.5k	£31k	£39k	£47k

- 2.7 On a more positive note, our council tax base has now been calculated at 24,553 which is higher than that allowed for in our budget forecast. We had assumed a 1.5% increase. The actual increase is 2.3% which will result in extra income of £29k each year.
- 2.8 In summary therefore the budget gap is estimated to increase next year to £497k before any additional growth requests are put forward by service committees. This is set out below.

2022/23	
Estimate	
£	
Extra Inflation costs – at least	
Pay	71k
Prices	62k
Fuel etc	180k
	323k
National Insurance	90k
Refuse Drivers	31k
Council Tax Base increase	-29k
Previous Shortfall	82k
Budget Gap	£497k

3 2022/23 PROVISIONAL LOCAL GOVERNMENT SETTLEMENT

- 3.1 On 16 December 2021 the Government announced the provisional finance settlement. They have pushed back the review of local government finance another year and announced a one year only settlement. This is the fourth one-year settlement in a row, but it is expected to be the last one before the Government consult on changes to future funding allocations.
- 3.2 Nationally there is 6.9% increase in Councils' core spending power in cash terms between 2021/22 and next year.
- 3.3 The headlines for Ribble Valley are
- Our core spending power is set to increase by only 0.2% (£11,000) next year from £6.849m to £6.860m.
 - Our Business Rates Baseline funding level is £1.354 which is the same as the current year, however we will receive £111k compensation due to the loss in income we will receive due to the freezing of the business rates multiplier.
 - We been allocated a small amount of Revenue Support Grant (RSG) of £215 despite RSG increasing nationally by 3.1% for inflation.
 - Our Rural Services Delivery Grant will be £113,250 which is the same as the current year
 - We will receive an allocation from the Lower Tier Services Grant of £60,754 up from £57,696. We expected this to be a one year only grant last year
 - A new one off 2022/23 Services Grant has been announced worth £822m. This is to provide funding for all tiers of local government in recognition of our services and includes the costs of the increase in NI contributions. Ribble Valley will receive £93,368.

- New Homes Bonus (NHB) – The Government have allowed a new round of NHB allocations in respect of 2022/23 which will not attract any future legacy payments. They have also allowed the one remaining legacy payment of £464k which we were aware of and had allowed for. Next year we will therefore receive £741k for 2022/23 along with the legacy payment of £464k ie a total of £1.2m. However we are relying on NHB of £1.1m to fund the revenue budget each year. This seems very much a one year only deal for NHB and it does appear the scheme will end next year.
- The Lancashire Business Rate Pool has received designation to continue.
- We will be allowed to increase our council tax next year by £5

3.4 Factoring the grant settlement into our budget forecast we are better off due to the business rate multiplier compensation (£111k) and the new 2022/23 Services Grant (£93k). We are also better off as a result of the Lower Tier services grant of £60k as we had assumed this was a one year only grant for 2021/22. In total therefore this reduces the budget gap from £497k to £233k.

3.5 We expect there will be transitional protection alongside the implementation of finance reforms going forward. However transitional protection is usually against a council's core spending power. It is important to note the income we receive from business rate growth does not form part of our core spending power. The Government have also made it clear the new one-off 2022/23 Services Grant will not form part of any transitional protection.

4 BUDGET PROCESS

4.1 The fees and charges for this committee were approved at your last meeting, and the consequential impact of these have been incorporated into the service budgets shown within this report.

4.2 When all committees have approved their detailed estimates the overall position will be considered by Budget Working Group.

4.3 The Budget Working Group will then make recommendations in order to produce a balanced budget for consideration at the Special meeting of Policy and Finance Committee. The final budget report will then be presented to Full Council, at which point the Council Tax for 2022/23 will also be approved.

5 2022/23 DRAFT REVENUE BUDGET

5.1 As far as your budget is concerned, the estimates have been prepared on the current levels of service, and they allow for pay increases at 2% and price increases at 3%.

5.2 Within this report the budget is shown in the same manner in which they are reviewed. Each costs centre within the report is shown individually. Behind each cost centre is a great deal more subjective level detailed budgets, but for the purposes of this report they are summarised into the standard local government CIPFA Service Reporting Code of Practice basis.

- **Employee Related:** this group includes the cost of employees, both direct and indirect to the council.
- **Premises Related:** this group includes expenses directly related to the running of premises and land.
- **Transport Related:** this group includes all costs associated with the provision, hire or use of transport, including travelling allowances.
- **Supplies and Services:** this group includes all direct supplies and service expenses to the council.

- **Third Party Payments:** a third party payment is a payment to an external provider which is operating independently, in return for the provision of a service.
- **Transfer Payments:** this includes the cost of payments to individuals for which no goods or services are received in return by the local authority. A key item here would be the payment of housing benefits.
- **Support Services:** charges for services that support the provision of services to the public. At this council the main support service cost is the support from staff based at the council offices building and the building's associated cost.
- **Depreciation and Impairment:** this is the revenue impact of capital items shown in the service revenue accounts of the council.
- **Income:** this includes income from fees and charges, grants, donations and contributions. Also shown here is the associated 'income' to a support service from the redistribution of its costs to those providing services to the public.

5.3 As you will see, the draft proposed budget for 2022/23 for each service area is also built up looking at a number of stages. The starting point is the base budget, being the Original Estimate for the current financial year. A summary of the various elements is given below.

- **Original Estimate 2021/22:** This represents the base budget for the council and assumes no change in service level from that set for the previous year's original estimate.
- **Inflation at 2% Pay and 3% Other:** The budget forecast allows for inflation on pay at 2% and prices at 3% (with some exceptions such as grants). This is where that general allowance for inflation is brought into the individual budget areas.
- **Movements in Expenditure:** This is where any movements in the expenditure budgets for this committee are shown. This excludes movements in support services and Capital, which are shown in separate columns.
- **Movements in Income:** This is where any movements in the income budgets for this committee are shown.
- **Movements in Support Services:** Any changes that relate to the recharging of support service costs are included in this column.
- **Movements in Capital:** Any changes relating to depreciation and impairment are included in this column.
- **DRAFT Original Estimate 2022/23:** The final column is the total all preceding columns and is constructed from the base budget and any necessary changes to the base that are needed. If approved this will then form the base budget in next year's budget process.

6 SUMMARIES

6.1 The draft budget is summarised in two ways. One over the cost of the service provided by the committee (objective). The other is over the type of expenditure and income (subjective)

Cost Centre and Description	Original Estimate 2021/22	Inflation at 2% Pay and 3% Other	Further Movements in Expenditure	Further Movements in Income	Movements in Support Services	Movements in Capital	DRAFT Original Estimate 2022/23
ARTDV: Art Development	35,690	530	720		680		37,620
BUSSE: Bus Shelters	18,230	350			580		19,160
CARVN: Caravan Site	-8,810	-260					-9,070
CCTEL: Closed Circuit Television	147,570	4,170			1,130	5,660	158,530
CFDFT: Clitheroe Food Festival	21,890	720					22,610
COMMD: Community Services Department	0	19,540	55,180		-74,720		0
CPADM: Car Parks	-135,270	-8,850	-2,820		11,570		-135,370
CPVEH: Car Park Vehicles	0	180	1,160		-1,340		0
CRIME: Crime and Disorder	60,520	630			-3,570		57,580
CULTG: Culture Grants	5,130	0			60		5,190
CULVT: Culverts & Water Courses	19,070	280			700		20,050
DRAIN: Private Drains	2,030	-10			230		2,250

Cost Centre and Description	Original Estimate 2021/22	Inflation at 2% Pay and 3% Other	Further Movements in Expenditure	Further Movements in Income	Movements in Support Services	Movements in Capital	DRAFT Original Estimate 2022/23
EALLW: Edisford All Weather Pitch	46,430	-1,440	5,170	0	990	-5,360	45,790
EDPIC: Edisford Picnic Area	-7,200	1,550	70	770	-1,500	-70	-6,380
EVEHA: Works Administration Vehicles	0	1,020	1,630		-3,550	1,080	180
EXREF: Exercise Referral Scheme	86,560	50	24,330	-18,510	-16,290		76,140
GMVEH: Grounds Maintenance Vehicles	0	2,620	17,140		-19,760	0	0
GRSRC: Grants & Subscriptions - Community	1,090	10			10		1,110
HWREP: Highway Repairs	15,650	20			1,020	220	16,910
LDEPO: Longridge Depot	0	310	-550		0	240	0
LITTR: Litter Bins	19,410	240			850		20,500
MCAFE: Museum Cafe	15,180	-40	6,050		3,210	20	24,420
MUSEM: Castle Museum	252,790	5,900	9,980		-990	820	268,500
PAPER: Waste Paper and Card Collection	218,760	4,650	12,150		13,040		248,600
PCADM: Public Conveniences	203,340	4,460	-14,890		2,540	2,650	198,100
PKADM: Grounds Maintenance	0	11,890	17,420	-60,630	31,320		0
PLANT: Plant	0	550	1,660		990	-3,200	0

Cost Centre and Description	Original Estimate 2021/22	Inflation at 2% Pay and 3% Other	Further Movements in Expenditure	Further Movements in Income	Movements in Support Services	Movements in Capital	DRAFT Original Estimate 2022/23
PLATG: Platform Gallery and Visitor Information	140,990	1,710	11,460		4,210	860	159,230
RCOLL: Refuse Collection	1,513,690	36,180	45,150		69,090	1,300	1,665,410
RCVEH: Refuse and Paper Collection Vehicles	0	15,370	68,580		-87,730	3,780	0
RECU: Recreation Grants	34,700	0	0		210		34,910
RIVBK: Riverbank Protection	4,210	40				660	4,910
ROEBN: Roefield Barn	-430	-10	280				-160
RPBIN: Chargeable Replacement Waste Bins	0	0					0
RPOOL: Ribblesdale Pool	267,120	1,380	36,490		6,250	6,670	317,910
RVPRK: Ribble Valley Parks	547,490	13,240	6,840		6,250	41,900	615,720
SDEPO: Salthill Depot	0	3,000	-1,180		-4,680	2,860	0
SEATS: Roadside Seats	8,360	80			460		8,900
SIGNS: Street Nameplates & Signs	44,430	70			2,070	-3,340	43,230
SPODV: Sports Development	87,450	310	1,440		4,950		94,150
SPOGR: Sports Grants	6,080	10			130		6,220
STCLE: Street Cleansing	389,000	9,170	27,390	-790	4,010		428,780

Cost Centre and Description	Original Estimate 2021/22	Inflation at 2% Pay and 3% Other	Further Movements in Expenditure	Further Movements in Income	Movements in Support Services	Movements in Capital	DRAFT Original Estimate 2022/23
TAFUT: Together an Active Future	0	1,240	-30,640	7,140	22,460		200
TFRST: Waste Transfer Station	106,560	2,120	190		3,300	2,400	114,570
TRREF: Trade Refuse	-4,240	-2,600	2,270	-5,950	2,080		-8,440
TWOWR: Two Way Radio	0	80			-80		0
VEHCL: Vehicle Workshop	0	2,030	7,670	-10,450	750		0
WKSAD: Works Administration	0	5,670	7,490	-12,770	-390		0
XMASL: Christmas Lights and RV in Bloom	3,700	0			160		3,860
Grand Total	4,167,170	138,160	317,830	-101,190	-19,300	59,150	4,561,820
Associated Movement in Earmarked Reserves	-32,430		-22,900				-55,330
Net after Earmarked Reserves	4,134,740	138,160	294,930	-101,190	-19,300	59,150	4,506,490

b) Type of Expenditure/Income (Subjective)

Cost Centre and Description	Original Estimate 2021/22	Inflation at 2% Pay and 3% Other	Further Movements in Expenditure	Further Movements in Income	Movements in Support Services	Movements in Capital	DRAFT Original Estimate 2022/23
Employee Related Expenditure	2,991,180	60,520	207,040	0	0	0	3,258,740
Premises Related Expenditure	1,455,370	43,630	33,670	0	8,550	0	1,541,220
Transport Related Expenditure	1,811,740	54,310	107,100	0	85,950	0	2,059,100
Supplies & Services	635,930	20,890	-22,430	0	0	0	634,390
Third Party Payments	268,590	8,070	-1,510	0	0	0	275,150
Transfer Payments	72,240	0	-6,040	0	0	0	66,200
Support Services	1,772,880	0	0	0	137,000	0	1,909,880
Depreciation and Impairment	650,330	0	0	0	0	59,150	709,480
Total Expenditure	9,658,260	187,420	317,830	0	231,500	59,150	10,454,160
Other Grants and Contributions	-110,580	0	0	-12,160	0	0	-122,740
Customer & Client Receipts	-1,642,400	-49,260	0	-5,180	0	0	-1,696,840
Departmental Recharges	-1,151,700	0	0	0	-83,780	0	-1,235,480
Oncosts Recovered	-985,120	0	0	-83,850	0	0	-1,068,970
Miscellaneous Recharges	-1,601,290	0	0	0	-167,020	0	-1,768,310
Total Income	-5,491,090	-49,260	0	-101,190	-250,800	0	5,892,340
Net Expenditure	4,167,170	138,160	317,830	-101,190	-19,300	59,150	4,561,820
Associated Movement in Earmarked Reserves	-32,430		-22,900				-55,330
Net After Earmarked Reserves	4,134,740	138,160	294,930	-101,190	-19,300	59,150	4,506,490

7 EARMARKED RESERVES

7.1 In the Original Estimate for 2021/22 this committee planned to take £32,430 from earmarked reserves to support its expenditure in future years. Looking forward to 2022/23, the proposal included in the estimates is that this committee take £55,330 from earmarked reserves.

7.2 The table below provides a summary of the DRAFT Original Estimate for 2022/23 together with the budgeted impact on the relevant earmarked reserves. Also detailed is a summary of the reasons for the movements on the earmarked reserves.

	DRAFT Original Estimate 2022/23	Reason for Movement on Earmarked Reserve
Committee Net Cost of Services	4,561,820	
COBAL/H368 Amenity Cleansing Reserve	-19,370	Monies were set aside from underspends in 2020/21 as it was not possible to carry out all the scheduled street sweeping. It is intended the backlog of sweeping will be carried out in 2022/23.
COBAL/H282 Exercise Referral Reserve	-6,550	Utilisation of unspent Cardiac Rehab Grant to be used to support expenditure on this in 2022/23.
COBAL/H329 Community Safety Reserve	-15,060	Monies set aside from previous years underspends, to be used to fund future years expenditure.
COBAL/H283 Clitheroe Food Festival Reserve	-8,530	To contribute towards funding planned expenditure on the 2022 Clitheroe Food Festival. Monies have been set aside from previous food festivals to cover such eventualities.
COBAL/H333 Refuse Collection Reserve	-5,820	Use of income generated from the bin hire scheme and sale of householder bins to fund future purchase of bins issued through the scheme and replacement householder bins.
Committee Net Cost of Services after Movements on Earmarked Reserves	4,506,490	

8 KEY VARIATIONS

8.1 The net expenditure for this committee has increased from £4,134,740 by £371,750 to £4,506,490 after allowing for associated movements on earmarked reserves. The main reasons for this net decrease are summarised in the table below.

Description	Variance Original Estimate 2021/22 to DRAFT Original Estimate 2022/23
<p>VARIOUS: Capital Increase in depreciation costs, largely on the Ribble Valley Parks service. This is in respect of play area improvement works that are included in the capital programme for completion in the 2021/22. As a result there will be a consequential impact through depreciation in 2022/23.</p>	59,150
<p>VARIOUS: Support Services Overall decrease in the net support services for this committee</p>	-19,300
<p>VARIOUS: Business Rates The Non-Domestic Rating (Public Toilets) Act received Royal Assent in 2021/22. This Act provides a 100% business rates relief for separately-assessed public toilets, including those being operated by local authorities. As a result there has been a fall in the business rates liability for the council in respect of its public conveniences, and this largely represents the change in this budget area.</p>	-25,650
<p>VARIOUS: Direct Employee Costs Increase in direct employee costs, largely due to changes in the pay-line and the increase in the grading of refuse collection drivers. There is also a corresponding increase in these costs due to the removal of consultant costs for the provision of swimming lessons at Ribblesdale Pool (£42,080)</p>	205,020
<p>Ribblesdale Pool: Consultants Removal of consultant costs for the provision of swimming lessons at Ribblesdale Pool. Direct Employee Costs have instead been included in the budget</p>	-42,080
<p>Street Cleansing: Hire of Plant Increased contract costs largely due to increased vehicle fuel costs in respect of road sweepers</p>	19,370

Description	Variance Original Estimate 2021/22 to DRAFT Original Estimate 2022/23
VARIOUS: Gas and Electricity Increase in Gas and Electricity costs due to the current unit costs and also taking into account forecast increases.	45,400
VARIOUS: Diesel Increase in vehicle fuel costs due to the current unit costs and also taking into account forecast increases.	63,120
VARIOUS: Insurance Costs The council's insurance costs have increased, largely in respect of vehicle insurance costs.	19,100
VARIOUS: Inflationary Increase When the 2% pay and 3% other items inflationary increase is applied, it accounts collectively to a substantial increase for this committee.	138,160

9 REQUESTS FOR GROWTH ITEMS

- 9.1 The September budget forecast did not allow for any growth items, on the assumption that past policies would continue, in that any growth should be funded from corresponding savings.
- 9.2 Since September there has been growth approved in respect of a change to the council's pay line, to tackle the issues around staff recruitment and retention. This change to the pay-line, as agreed at Policy and Finance Committee in November 2021, has been incorporated into the budgets contained in this report.
- 9.3 There have been a number of other budget growth requests submitted, which have not been included in the budget at this stage, and these are shown at Annex 1. Members are asked to consider these and identify any items that they wish to support. These are summarised in the table below.

Reference	Description	Amount	Recurring or non-Recurring
REVCOM01	Atrium Café Repairs and Maintenance: Insufficient to carry our basic maintenance and safety checks	4,000	Recurring
REVCOM02	Ribblesdale Pool 'Repairs to Equipment' Budget: Insufficient due to the age of the facility	2,000	Recurring
REVCOM03	Edisford 3G Facility: Annual top up of rubber crumb to the playing surface (£8,000 for 2022/23 and £3,000 per annum thereafter)	8,000	Recurring
REVCOM04	Atrium Café: New Ramp with a Steel Frame and Composite Decking Surface and painting existing side and rear timber cladding sheets and painting internal walls and columns	9,820	Non-Recurring

Reference	Description	Amount	Recurring or non-Recurring
REVCOM05	Platform Gallery: Replacement internal CCTV system (Recurring is maintenance and monitoring at an annual cost of £130 – Non-Recurring £3,840)	3,970	Both Recurring and Non-Recurring
REVCOM06	Additional budget in respect of LOLER regulation inspections	3,560	Recurring
REVCOM07	Vehicle Wash: Annual Maintenance of and Emptying of Drainage Interceptor (£1,200). Also Annual Maintenance Contract for the Machine (£1,400)	2,600	Recurring
REVCOM08	Various Car Parks: Sign Replacement and Refreshing of Line Markings	14,520	Non-Recurring
REVCOM09	Vehicle VE18 JXP: Increased cost of consumables, including parts, oil and tyres	7,830	Recurring
REVCOM10	Vehicle VO13 UVV: Increased cost of consumables, including parts, oil and tyres	1,970	Recurring
REVCOM11	Vehicle VN12 KYK: Increased cost of consumables, including parts, oil and tyres	7,500	Recurring
REVCOM12	Replace and Upgrade Commercial Radio Network for Depot Vehicles	12,600	Non-Recurring
REVCOM13 <i>Details for this request are in Part II</i>	Ribblesdale Pool Staffing: fifth permanent lifeguard post, rather than using casual staff	16,990	Recurring
		95,360	

10 RISK ASSESSMENT

10.1 The approval of this report may have the following implications

- Resources: approval of the original budget for 2022/23 would see an increase in net expenditure of £394,650 compared with the original budget for 2021/22 or an increase of £371,750 after allowing for movements on earmarked reserves.
- Technical, Environmental and Legal: none identified
- Political: none identified
- Reputation: sound financial planning safeguards the reputation of the Council
- Equality and Diversity – Equality and diversity issues are considered in the provision of all Council services.

11 RECOMMENDED THAT COMMITTEE

11.1 Approve the revenue original estimate for 2022/23 and submit this to the Special Policy and Finance Committee.

11.2 Consider the requests that have been submitted for growth items and identify the ones that are supported.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM18-21/HS/AC
22 December 21

Ribble Valley Borough Council

REVCOM01

Revenue Growth Request Form - Original Revenue Estimate 2022/23

Requested By

Head of Cultural and Leisure Services

Description of Growth Request

Atrium café 2402 budget, this budget is currently £1,060 p.a. which is insufficient to carry out the basic maintenance and safety checks needed, which the Council's responsible for, let alone the replacement of equipment in the event of a failure. The Council has electrical checks, fire safety checks including extinguishers / fire alarm, security alarms etc. Although no decision has been taken on the future operation of the catered operation at the cafe, the overall site still remains the Council's responsibility, whatever the future use.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

RECURRING

Environmental Considerations and Green Credentials

There are no immediate impacts to this request, though if and when any kitchen equipment has to be replaced, including the boiler, white goods etc, the most efficient and effective would be considered at that time

Any Risks that may need to be considered

If the existing budget is retained, the impact is that work does not get done and equipment has to be removed. In the case of the kitchen equipment, that is the Council's responsibility and so if there is a reduction in the availability of equipment the impact is that any future operator will either have to buy new items and that would be reflected in the amount they are prepared to give the council to operate the site or the site is unable to function properly. When it comes to safety equipment that has to be tested or essential maintenance that has to be undertaken, there is no choice and if the money is not available in the budget and has to be found from other sources, then other planned work has to be cancelled/postponed or service reductions implemented to enable the shortfall to be found. This is a long standing issue where maintenance/repairs have been underfunded for many years.

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased COSTS - Enter decreases with a minus sign		£
Repair and maintenance of equipment		4,000
Changes to Revenue Costs		4,000
Increased/Decreased INCOME - Enter increases with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		4,000

Requested By

Head of Cultural and Leisure Services

Description of Growth Request

The request is for an increase to the 'Repairs to Equipment' budget for the swimming pool. The building is 50 years in 2022 and the cost of keeping it open because of plant and equipment failure is increasing year on year. The budget has been reasonably static for the past several years (with inflationary increases) and although the Council was able to use some covid funding this year, there are other significant items which are likely to be in need of replacement during the next year, for which only the existing budget exists. In the past virements have been used to fund the additional expenditure, however the scale of the problem is too great to rely on this method with some of the equipment now failing. Even if a decision were to be taken to replace or substantially refurbish the existing building it would take at least 18 months and as long as 4 years to achieve. In the meantime the building and the plant and equipment will continue to require a budget for the repairs and replacements necessary to keep it operational.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

RECURRING

Environmental Considerations and Green Credentials

Any new pieces of equipment will be bought on the basis of improving the environmental performance of the building, however it is essential to understand that the Council is operating a building of 50 years old, which fundamentally was not built with any environmental considerations in the early 1970s and anything that has been retro-fitted has sought and will seek to improve the energy efficiency of the building, however with such an old building there is only so much that can be achieved with a design which is not equipped to work with the latest energy efficiency technology.

Any Risks that may need to be considered

Without an adequate budget the pool could be in the position where a closure occurs as a result of equipment failure, leading to loss of revenue and reputational damage to the Council because of the removal of the service for the public

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased COSTS - Enter decreases with a minus sign		£
Additional sum for the 'Repairs to Equipment' budget. The current budget is £3,410 p.a. and this has been exceeded in all of the past three years		2,000
Changes to Revenue Costs		2,000
Increased/Decreased INCOME - Enter increases with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		2,000

Requested By

Head of Cultural and Leisure Services

Description of Growth Request

The 3G pitch requires an annual topping up of the rubber crumb which forms the basis of the playing surface. The small pieces of recycled rubber hold the fibres of the pitch upright and allow the players to safely turn and run without damaging the fibres of the pitch or themselves. The rubber crumb is integral to the system of operation for a 3G pitch. However during the course of normal use the crumb becomes worn and pieces are lost to wear and tear. The cumulative impact of this annually is the need to replace an amount of the crumb. When originally installed around 120 tonnes of crumb were laid onto the pitch. The annual replacement is dependent on the amount of use but as a guide it would be expected that around 5-6 tonnes would be required. Because the pitch has been open 2 years in Sept 2021, a double dose of crumb is now required at a cost of £5k (August 2021 prices). Ordinarily this figure would be around £3k annually. Therefore for 2022/23 the figure required is £8k and in subsequent years £3k annually, based on current prices. Although the crumb is recycled, the basic material cost is likely to rise over the next 12 months, however at the moment we can only work on the basis of the prices we have obtained for current supply.

We have yet to have a full year of uninterrupted use of the facility, since it opened in Sept 2019, because of the pandemic related closures and therefore establishing the operational budget based on the actual costs has not been easy to do. On the positive side the income appears to be better than originally predicted. Again though this has been impacted by the closures, the current winter season if uninterrupted will provide a good guide for future years in terms of expenditure and income, because the majority of use is focused on the 8 months between Sept and April.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

RECURRING

Environmental Considerations and Green Credentials

The crumb is sourced from companies which are able to trace the supply as recycled.

Any Risks that may need to be considered

There is a risk that the basic price like many raw materials will increase substantially. The replacement of the crumb is essentially both for the safe operation of the facility and is an annual operating cost. Without the replacement of the crumb, a point would be reached where it would not pass the regular testing regime the surface has to undergo and therefore no play would be permitted on it. Failure to follow the manufacturers guidance on maintenance would also invalidate the warranty on the product which is 8 years in length, that in turn would remove any defence for the Council in the case of injury to players because the rubber crumb level was not in accordance with the manufacturers specification.

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased COSTS - Enter <u>decreases</u> with a minus sign		£
Rubber crumb replacement 22/23		8,000
Changes to Revenue Costs		8,000
Increased/Decreased INCOME - Enter <u>increases</u> with a minus sign		£
Nil impact if crumb replaced, without replacement the whole income of the facility c £100 k		
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		8,000

Requested By

Head Of Engineering Services

Description of Growth Request

Over recent years the Atrium Cafe has fallen into a state of disrepair. Utilising the existing repairs and maintenance budget we have been able to accommodate some of the works but there are still outstanding items of works required at the site. The budget was set as the cafe opened around a decade ago as part of a refurbishment and adaptation scheme at the castle museum. The budget then was sufficient as the building and equipment were new, but over time the building elements and equipment have deteriorated and aged. The existing timber ramp had started to decay and has been removed for safety purposes. It is proposed to construct a new ramp with a steel frame and a composite decking surface, this should have a longer lifespan than a timber frame and decking.

The main remaining works include:

Painting the existing side and rear timber cladding sheets.

Painting the internal walls and columns.

Replacement ramp to the side elevation of the cafe that allows DDA compliant access from the cafe to the outside seating areas.

The paintwork is for general maintenance and aesthetics. As its internal paintwork it should be painted every six to eight years but due to restrictions with the existing budget this was not achieved. The ramp is to comply with the DDA act and to allow for external events once the cafe has been re-let.

The café is not currently in a condition to be re-let without the above proposed works.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

NON-RECURRING

Environmental Considerations and Green Credentials

None

Any Risks that may need to be considered

Presently the entrance is non DDA compliant. Atrium café is a wedding venue and without this work not accessible to disabled people.

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased <u>COSTS</u> - Enter <u>decreases</u> with a minus sign		£
Supply Millboard and fixings		2,450
Supply and install ramp frame		2,840
Install Millboard decking		1,580
Paint external cladding		1,000
Paint internal walls and columns		1,950
Changes to Revenue Costs		9,820
Increased/Decreased <u>INCOME</u> - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		9,820

Requested By

Head of Engineering Services

Description of Growth Request

The Platform Gallery comprises of a shop area, office and gallery area. The gallery has guest exhibitions by local artists and designers. Some of the items and artefacts in the exhibitions are quite valuable and are for sale. For this reason up to date CCTV is required to monitor the area in case of damage and / or theft. The current CCTV system is dated and has now come to the end of its life and it is not able to be repaired (as the cameras and the recorder is obsolete) so a new system is required. The proposed new system requires new cabling, cameras, monitors and a new digital recorder. It has not been possible to fund the upgrade using the existing repairs and maintenance budget as there are not sufficient funds in place for such an upgrade.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

NON-RECURRING - WITH SMALL AMOUNT OF RECURRING MAINTENANCE

Environmental Considerations and Green Credentials

None

Any Risks that may need to be considered

Staff and visitor security and theft of goods.

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased COSTS - Enter <u>decreases</u> with a minus sign		£
New CCTV system including recorder, monitors, cameras , cables, install and commission		3,840
Monitoring and maintenance per year		130
Changes to Revenue Costs		3,970
Increased/Decreased INCOME - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		3,970

Requested By

Head of Engineering Services

Description of Growth Request

The request is for an increase in budget allocation for vehicles that need to comply with Lifting Operations and Lifting Equipment (LOLER) Regulations 1998. There are several vehicles in the fleet that require a LOLER inspection that are not budgeted. Due to the type of work undertaken some vehicles will require two annual inspections. The vehicles and the cost centres are: RAYKA - IVECO Tipper - PO60AYK (two inspections required), RJUCA- DAF RCV - PF18JUC (one inspection required), EHROA - IVECO Tipper - PL68HRO (two inspections required), GAUKA - GROUNDS MAINT. - PE19AUK (one inspection required), GHHA - GROUNDS MAINT. - PL66HHZ (one inspection required), EAVNA - Works Admin Vehicle - PE19AVN (two inspections required). There is an insufficient allocation for the refuse collection vehicles (excluding SY11CRK and VO13UVV), an annual cost of £220.00 needs to be allocated to each vehicle. Some refuse vehicles are allocated a budget, but it is for £150.00.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

RECURRING

Environmental Considerations and Green Credentials

Any Risks that may need to be considered

Not complying with Lifting Operations and Lifting Equipment (LOLER) Regulations 1998. The regulations require that all equipment used for lifting is fit for purpose with evidenced maintenance records and any defects reported.

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased <u>COSTS</u> - Enter <u>decreases</u> with a minus sign		£
LOLER Inspections - Additional Budget Needed		3,560
Changes to Revenue Costs		3,560
Increased/Decreased <u>INCOME</u> - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		3,560

Requested By

Head of Engineering Services

Description of Growth Request

The request is for a recurring increase in budget allocation for the vehicle wash (VWASH). The annual maintenance of emptying the drainage interceptor is charged/deducted against the cost centre at £1,200 per year. There is also an annual maintenance contract for the machine charged to the cost centre at £1,399.00. Both are not accounted for in the budget.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

RECURRING

Environmental Considerations and Green Credentials

Operation of the unit assists in the removal of mud/detritus from the underneath of the vehicle in a controlled area.

Any Risks that may need to be considered

Increased costs for maintenance.

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased COSTS - Enter <u>decreases</u> with a minus sign		£
Annual maintenance contract		1,400
Cleaning of the site drainage interceptor		1,200
Changes to Revenue Costs		2,600
Increased/Decreased INCOME - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		2,600

Requested By

Head of Engineering Services

Description of Growth Request

The Council own a large number of car parks across the Ribble Valley area. Small scale maintenance works are carried out every financial year but due to "wear and tear" these areas require greater attention every few years. This bid estimates the cost of carrying out works that have become essential for the safe and proper operation of the car parks. The estimate includes general work such as sign replacement and refreshing the line markings across most of the Council owned car parks.

Inflation added on to 2021 prices.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

NON-RECURRING

Environmental Considerations and Green Credentials

None considered

Any Risks that may need to be considered

Assists with car park management and enforcement

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased <u>COSTS</u> - Enter <u>decreases</u> with a minus sign		£
sign replacement, line markings etc.		14,810
Changes to Revenue Costs		14,810
Increased/Decreased <u>INCOME</u> - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		14,810

Requested By

Head of Engineering Services

Description of Growth Request

The request is for a recurring increase in budget allocation for vehicle maintenance of VE18JXP. The increase in the cost of consumables, including parts, oils and tyres, needs to be reflected in the vehicle budgets.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

RECURRING

Environmental Considerations and Green Credentials

Any Risks that may need to be considered

Over spend on vehicle repair and maintenance cost-line

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased <u>COSTS</u> - Enter <u>decreases</u> with a minus sign		£
Cost of consumables and vehicle hire		7,830
Changes to Revenue Costs		7,830
Increased/Decreased <u>INCOME</u> - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		7,830

Requested By

Head of Engineering Services

Description of Growth Request

The request is for a recurring increase in budget allocation for vehicle maintenance of VO13UVV. The increase in the cost of consumables, including parts, oils and tyres, needs to be reflected in the vehicle budgets.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

RECURRING

Environmental Considerations and Green Credentials

Any Risks that may need to be considered

Over spend on vehicle repair and maintenance cost-line

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased <u>COSTS</u> - Enter <u>decreases</u> with a minus sign		£
Cost of consumables and vehicle hire		1,970
Changes to Revenue Costs		1,970
Increased/Decreased <u>INCOME</u> - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		1,970

Ribble Valley Borough Council

ES09

Revenue Growth Request Form - Original Revenue Estimate 2022/23

Requested By

Head of Engineering Services

Description of Growth Request

The request is for a recurring increase in budget allocation for vehicle maintenance of VN12KYK. The increase in the cost of consumables, including parts, oils and tyres, needs to be reflected in the vehicle budgets.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

RECURRING

Environmental Considerations and Green Credentials

Any Risks that may need to be considered

Over spend on vehicle repair and maintenance cost-line

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased <u>COSTS</u> - Enter <u>decreases</u> with a minus sign		£
Cost of consumables and vehicle hire		7,500
Changes to Revenue Costs		7,500
Increased/Decreased <u>INCOME</u> - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact of Growth Request		7,500

Requested By

Head of Engineering Services

Description of Growth Request

Replace and Upgrade Commercial Radio Network for Depot Vehicles

Reports were submitted to CMT in August and November 2017 expressing concerns about the lack of radio contact, with the existing low band system, across the borough. This is a concern for both safe and effective working resulting in depot staff often having to use their own mobiles to make contact with the depot.

According to historical records there are 41 radios in existence covering all departments.

The system would be replaced with a high band system operating on VHF frequencies. The scheme would include the replacement of the base stations, a signal repeater, hand portable radios, vehicle based radios. An added value element of the new system would be tracking of the handsets (currently the Council pays for the service from Quartix) and the ability to send messages to the individual handsets. This would help with the transfer of new "special collection" orders to the staff when they are in a particular area and the transfer of information to the crews for missed bins.

Prices have been inflated from 2017 to 2021.

Will this Growth be for 2022/23 only (NON-RECURRING) or for every year after too (RECURRING)

RECURRING EVERY 5 YEARS

Environmental Considerations and Green Credentials

If the crews are alerted to missed bins, new special collections etc. when the crews are in a particular area it has the potential to reduce the number of times the refuse vehicles have to trail back to an area, thus providing a saving on fuel.

Any Risks that may need to be considered

Equipment availability.

Breakdown of Growth Request - Income and Expenditure

Increased/Decreased <u>COSTS</u> - Enter <u>decreases</u> with a minus sign		£
Equipment		12,600
Changes to Revenue Costs		12,600
Increased/Decreased <u>INCOME</u> - Enter <u>increases</u> with a minus sign		£
Potential saving on tracking of handset costs		-3,000
Changes to Revenue Income		-3,000
Net Revenue Impact of Growth Request		9,600

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 11 JANUARY 2022
title: REVISED CAPITAL PROGRAMME 2021/22
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

1.1 To approve the 2021/22 revised estimate for this Committee's capital programme.

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 needs.
- Other Considerations – none identified.

2 2021/22 CAPITAL PROGRAMME BACKGROUND

2.1 Five capital schemes for this Committee's original estimate budget, totalling £1,555,000, were approved by the Special Policy and Finance Committee and Full Council at their meetings in February 2021 and March 2021 respectively. This included three new schemes for 2021/22 and budget for two 2020/21 schemes that had been moved from the 2020/21 capital programme to the 2021/22 capital programme.

2.2 In addition to the original estimate budget above, the following budget changes have been made so far in 2021/22:

- Three capital schemes were not completed by 31 March 2021 and had unspent budget available at that date. The total unspent budget of £60,320 on those schemes, known as slippage, has been moved into the 2021/22 capital programme budget, after approval by this Committee in May 2021.
- One additional capital scheme with a budget of £45,000 was approved by Policy and Finance Committee in March 2021.
- One additional capital scheme with a budget of £24,000 was approved and one scheme had additional budget of £62,660 approved on it by Policy and Finance Committee in June 2021.
- One additional capital scheme with a budget of £25,200 was approved and one scheme had additional budget of £17,940 approved on it by Policy and Finance Committee in September 2021.
- One additional capital scheme with a budget of £18,780 was approved by Policy and Finance Committee in November 2021.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of twelve schemes was £1,808,900. This is shown at Annex 1.

3 REVISING THE 2021/22 CAPITAL PROGRAMME

3.1 We have now discussed each of the schemes in the capital programme with budget holders and revised the programme to reflect their progress and estimated full year expenditure. Following this review, the proposed revised estimate is £591,360 for twelve schemes, a reduction of £1,217,540 from the total approved budget. The reasons for this are:

- **Replacement of Refuse Collection Vehicle VU62 HXK (-£2,850):** The actual cost of the vehicle was £2,850 lower than the 2021/22 original estimate budget of £232,000, so it is proposed that the 2021/22 revised estimate for the scheme is reduced to £229,150.
- **Installation of a Second Parking Deck on Chester Avenue Car Park (-£1,215,000):** The scheme is still at feasibility stage on the second site being considered. A progress report is to be taken to Community Committee in January 2022. Given this, there is the possibility of some initial feasibility study spend only in-year, so it is proposed that the majority of the scheme budget, £1,215,000, is moved to the 2022/23 financial year and the 2021/22 revised estimate for the scheme is reduced to £15,000.
NOTE - This scheme was included in the capital programme on the basis that a feasibility study is undertaken to prove the need for additional car parking spaces, and that this be reported to Policy and Finance Committee for further consideration before the capital scheme and any associated expenditure can go ahead.
- **Replacement of Pickup Ford Ranger PK60 HKN (+£310):** The order price for this vehicle purchase is £308 higher than the 2021/22 budget of £25,250, so it is proposed that the 2021/22 revised estimate for the scheme is increased to £25,560.

3.2 Annex 1 shows the full capital programme by scheme, including the budget and expenditure to date. The summary position is shown below.

Original Estimate 2021/22 £	Budget Moved from 2020/21 £	Slippage from 2020/21 £	Additional Approvals 2021/22 £	Total Approved Budget 2021/22 £	Revised Estimate 2021/22 £	Budget Moved to 2022/23 £	Actual Expenditure including commitments as at end of November 2021 £
285,000	1,270,000	60,320	193,580	1,808,900	591,360	1,215,000	399,867

3.3 At the end of November 2021 £399,867 had been spent or committed. This is 67.6% of the revised capital programme for this Committee.

3.4 Of the twelve schemes in the proposed revised capital programme:

- two schemes are complete
- nine schemes are currently expected to be completed in-year (with four of these dependent on weather conditions); and
- it is unclear whether spend on one scheme will be completed in-year.

3.5 Current progress on the schemes with the largest remaining budgets is as follows:

- **Play Area Improvements 2021/22 (£83,661) and Play Area Improvements 2020/21 (£40,000):** £120,600 of these budgets is for specific improvement schemes at Kestor Lane play area and Clitheroe Castle play area and installation of new equipment at Highfield Road and Highmoor Park play areas. These schemes are being put out to tender in one combined contract. It was planned for the tender process to be progressed before the end of 2021. However, issues with the framework agreement the Council is using mean that this work has been delayed unexpectedly and tenders are expected to be processed in January 2022, with completion of the sites in early 2022, subject to weather conditions.

The rest of the budget was allocated to significant refurbishment works at Proctors Field play area, significant equipment replacement work at Calderstones play area and other in-year routine improvement works across various play areas, based on officer and/or insurance condition surveys. The Proctors Field and Calderstones work is now complete. The remaining budget of £3,061 is for the continuing in-year routine improvement works and it is expected that this budget will be used in 2021/22.

- **Installation of a Second Parking Deck on Chester Avenue Car Park (£15,000):** The scheme is still at feasibility stage on the second site being considered. A progress report is to be taken to Community Committee in January 2022.
NOTE - This scheme was included in the capital programme on the basis that a feasibility study is undertaken to prove the need for additional car parking spaces, and that this be reported to Policy and Finance Committee for further consideration before the capital scheme and any associated expenditure can go ahead.
- **Replacement of CCTV System (£7,211):** The camera and pole installation for the Whalley Road camera is on-going. It is expected this will be completed early in the new year. This is the final element of the scheme.
- **Concreting Works to Transfer Station (£12,088):** Further internal slab work to the recycling and residual areas is planned in for January 2022, with a view to continuing on to complete the final external concrete work by the end of the financial year, weather permitting.
- **Brungerley Park Rebuild Steps (£8,457):** The main work is complete on the steps, with some detailing work to be completed in early 2022 once materials become available.
- **Edisford Playing Pitches Drainage Works (£17,715):** The main cut off drain is installed, ground works are to be completed around this and pitch work is to be completed when ground conditions improve. The aim is to complete this in early 2022, but this is weather dependent.

4 RISK ASSESSMENT

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

- Resources – Approval of the revised capital programme will see a decrease of £1,217,540 in the level of financing resources needed within the 2021/22 financial year. £1,215,000 of resources will be transferred to 2022/23 to finance the capital scheme budget moved to that year.
- Technical, Environmental and Legal – None.
- Political – None.

- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council.
- Equality and Diversity – Equality and Diversity issues are examined as part of the capital bid appraisal process.

5 CONCLUSION

- 5.1 The proposed revised estimate for this Committee's 2021/22 capital programme is £591,360, which is a £1,217,540 reduction from the previously approved capital budget.
- 5.2 It is recommended that budget of £1,215,000 on one scheme is moved to the 2022/23 financial year.
- 5.3 At the end of November 2021 £399,867 had been spent or committed. This is 67.6% of the revised capital programme for this Committee.
- 5.4 Of the twelve schemes in the revised capital programme, two had been completed by the end of November 2021, nine are currently expected to be completed in-year (with four of these dependent on weather conditions) and it is unclear whether spend on one scheme will be completed in-year.

6 RECOMMENDED THAT COMMITTEE

- 6.1 Approve the 2021/22 revised estimate of £591,360 for this Committee's capital programme, as set out in Annex 1.
- 6.2 Approve the transfer of £1,215,000 budget from 2021/22 to 2022/23 for the Installation of a Second Parking Deck on Chester Avenue Car Park scheme.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM16-21/AC/AC
22 December 2021

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

COMMUNITY SERVICES COMMITTEE – REVISED CAPITAL PROGRAMME 2021/22

Cost Centre	Scheme	Original Estimate 2021/22 £	Budget Moved from 2020/21 £	Slippage from 2020/21 £	Additional Approvals 2021/22 £	Total Approved Budget 2021/22 £	Revised Estimate 2021/22 £	Budget Moved to 2022/23 £	Actual Expenditure including commitments as at end of November 2021 £
PLAYV	Play Area Improvements 2021/22	40,000	0	0	80,600	120,600	120,600	0	36,939
PLAYU	Play Area Improvements 2020/21	0	40,000	0	0	40,000	40,000	0	0
PLAYT	Play Area Improvements 2019/20	0	0	16,500	0	16,500	16,500	0	16,500
REPWB	Replacement of Refuse Wheelie Bins	13,000	0	0	0	13,000	13,000	0	8,190
WVUH	Replacement of Refuse Collection Vehicle VU62 HXK	232,000	0	0	0	232,000	229,150	0	229,150
DECK	Installation of a Second Parking Deck on Chester Avenue Car Park	0	1,230,000	0	0	1,230,000	15,000	1,215,000	0
WVHKN	Replacement of Pickup Ford Ranger PK60 HKN	0	0	25,250	0	25,250	25,560	0	25,558
RCCTV	Replacement of CCTV System	0	0	18,570	0	18,570	18,570	0	11,359
BGCAF	Refurbishment of Bowling Green Café – Castle Grounds	0	0	0	45,000	45,000	45,000	0	42,451
CONCR	Concreting Works to Transfer Station	0	0	0	24,000	24,000	24,000	0	11,912
BPSTP	Brungerley Park Rebuild Steps	0	0	0	25,200	25,200	25,200	0	16,743
EDPDR	Edisford Playing Pitches Drainage Works	0	0	0	18,780	18,780	18,780	0	1,065
Total Community Services Committee		285,000	1,270,000	60,320	193,580	1,808,900	591,360	1,215,000	399,867

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 11 JANUARY 2022
title: CAPITAL PROGRAMME REVIEW AND NEW BIDS 2022/23 to 2026/27
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

- 1.1 To ask committee to consider the future capital programme for this committee following a review of the existing capital programme, with proposed amendments and the submission of new scheme bids. The details within this report cover the period 2022/23 to 2026/27.

2 BACKGROUND

- 2.1 This report will review the schemes that were approved in to the capital programme in March 2021, for the financial years 2022/23 to 2024/25. Also, new bids received from Heads of Service covering 2022/23, 2025/26 and 2026/27 are presented for consideration. No bids have previously been requested for 2025/26 or 2026/27.
- 2.2 In the same manner as previous years, all Heads of Service were asked to submit new capital bids.

3 REVIEW OF THE CAPITAL PROGRAMME 2022/23 TO 2024/25

- 3.1 For this Committee there were originally 23 schemes approved for the financial years 2022/23 to 2024/25, totalling £1,833,900. These schemes are shown in Annex 1.
- 3.2 Review of the schemes by Heads of Service has identified proposed amendments to 9 previously approved schemes, totalling £77,000, as follows:
- AMENDMENT 1: Replacement of John Deere Mower 4x4 (PE15 YVR) – the cost of the replacement machine has increased since the original bid was submitted. An addition to the budget of £3,500 is sought.
 - AMENDMENT 2: Replacement of Kubota Mower PN09 KXP – the cost of the replacement machine has increased since the original bid was submitted. An addition to the budget of £5,000 is sought.
 - AMENDMENT 3: Replacement Football Goals – the cost of replacement football goals has increased since the original bid was submitted. An addition to the budget of £1,000 is sought.
 - AMENDMENT 4: Replacement of Refuse 4 Tonne Tipper PO60 AYK – the cost of the replacement vehicle has increased since the original bid was submitted. An addition to the budget of £5,400 is sought.
 - AMENDMENT 5: Replacement of High Top Transit Van PJ63 WUC – the cost of the replacement vehicle has increased since the original bid was submitted. An addition to the budget of £14,500 is sought.
 - AMENDMENT 6: Replacement of Refuse Collection Vehicle VN12 KYK – the cost of the replacement vehicle has increase due to safety features required and an increase in steel prices. An addition to the budget of £1,000 is sought.

- **AMENDMENT 7: Castle Keep Lime Re-pointing Works and Repairs** (subject to external funding) – The Castle Keep's condition is depreciating each year, due to the prominent location of the building it is exposed to all weather conditions. The cost of works needed has increased since the original bid was submitted. An addition to the budget of £34,100 is sought. **Please also note that external funding has not yet been able to be secured in respect of this scheme.**
- **AMENDMENT 8: Replacement of Refuse Collection Vehicle PK63 JZP** – the cost of the replacement vehicle has increase due to safety features required and an increase in steel prices. An addition to the budget of £4,500 is sought.
- **AMENDMENT 9: Replacement of Refuse Collection Vehicle VN65 WHR** – the cost of the replacement vehicle has increase due to safety features required and an increase in steel prices. An addition to the budget of £8,000 is sought.

3.3 The table below shows the 9 proposed amendments and their financial impact on the 2022/23 to 2024/25 capital programme for this Committee. The proposed amendments are also included at Annex 1.

	2022/23 £	2023/24 £	2024/25 £	TOTAL £
Previously Approved Capital Programme for Community Services Committee (Annex 1)	920,100	462,800	451,000	1,833,900
AMENDMENT 1: Replacement of John Deere Mower 4x4 (PE15 YVR)	3,500			3,500
AMENDMENT 2: Replacement of Kubota Mower PN09 KXP	5,000			5,000
AMENDMENT 3: Replacement Football Goals	1,000			1,000
AMENDMENT 4: Replacement of Refuse 4 Tonne Tipper PO60	5,400			5,400
AMENDMENT 5: Replacement of High Top Transit Van PJ63 WUC	14,500			14,500
AMENDMENT 6: Replacement of Refuse Collection Vehicle VN12 KYK	1,000			1,000
AMENDMENT 7: Castle Keep Lime Re-pointing Works and Repairs (subject to external funding)	34,100			34,100
AMENDMENT 8: Replacement of Refuse Collection Vehicle PK63 JZP		4,500		4,500
AMENDMENT 9: Replacement of Refuse Collection Vehicle VN65 WHR			8,000	8,000
Amended Capital Programme for Community Services Committee (Annex 1)	984,600	467,300	459,000	1,910,900

4 NEW CAPITAL BIDS FOR 2025/26 AND 2026/27

4.1 Heads of Service were also asked to put forward new bids for 2025/26 and 2026/27. For this Committee, 32 new bids have been submitted covering 2022/23, 2025/26 and 2026/27, totalling £10,580,950.

4.2 A summary listing of the 2022/23, 2025/26 and 2026/27 new scheme bids is shown in Annex 2 and detailed information for each new scheme bid is shown in Annex 3.

4.3 This Committee should therefore consider the new scheme bids. Members are also asked to put forward any capital bid suggestions and amendments that they may wish to make at this stage.

4.4 Please note that other committees will be receiving similar reports for new scheme bids. **Bids from all committees will finally be considered alongside each other by the Budget Working Group and Policy and Finance Committee.**

5 APPROVED SCHEMES, PROPOSED AMENDMENTS AND NEW CAPITAL PROGRAMME BIDS - 2022/23 TO 2026/27

5.1 The table below provides a summary of the financial impact of the currently approved capital programme schemes and also the proposed amendments and new bids that have been received from Heads of Service for 2022/23 to 2026/27 **if all bids were to be approved.**

2022/23 £	2023/24 £	2024/25 £	2025/26 £	2026/27 £	TOTAL £
1,065,500	467,300	459,000	9,740,950	759,100	12,491,850

6 EXTERNAL FUNDING

6.1 External funding has been flagged as secured, or as something that could be sought, for 3 schemes.

- Mardale Playing Pitches – £80,900 of funding is secured through S106 monies from the Dilworth development.
- Ribblesdale Pool Replacement – it is anticipated that we would apply for £500,000 of external funding from the Sport England Strategic Facility Fund.
- Clitheroe Castle Bandstand Refurbishment – it has been flagged that funding from Heritage Lottery may be something that could be sought. No amount has been given for this.

6.2 Conversely, for the Castle Keep Lime Re-pointing Works and Repairs scheme it has been flagged that no funding has been secured to date. The capital programme is funded on the basis that £222,240 can be secured from external funding for this scheme. The National Lottery Heritage Fund has said that any project that they fund would need to start from the point of view of involving a wider range of people with heritage and focus on community engagement. They do not fund projects that are solely for repairs of alterations.

7 RISK ASSESSMENT

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

- Resources – The **proposed amendments** and **new bids** that have been submitted for this Committee would increase the capital programme by £10,580,950.

This would require funding of £10,500,050. This is on the basis that the Mardale Playing Pitches scheme can be funded from S106 monies already secure (£80,900), and on the basis that funding can be secured for the Castle Keep Lime Re-pointing Works and Repairs, as already allowed for in the Capital Programme (£222,240). This does not include any allowance for funding of the Ribblesdale Pool Replacement scheme or the Clitheroe Castle Bandstand Refurbishment scheme.

- Technical, Environmental and Legal – None.
- Political – None.
- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council.
- Equality and Diversity – Equality and Diversity issues are examined as part of the capital bid appraisal process.

8 CONCLUSION

8.1 There are currently 23 schemes in the proposed capital programme for this Committee for the period 2022/23 to 2024/25, totalling £1,910,900, after factoring in 9 proposed amendments which increase the capital programme budget by £77,000.

8.2 There are 32 new capital scheme bids covering 2022/23, 2025/26 and 2026/27 totalling £10,580,950.

9 RECOMMENDED THAT COMMITTEE

9.1 Confirm the schemes in the existing Capital Programme.

9.2 Request £77,000 of additional funding from Policy and Finance Committee for those schemes where estimates have changed.

9.3 Consider the New Capital Bids and determine which should be forwarded to Policy and Finance Committee to be considered as part of the Overall Capital Programme.

SENIOR ACCOUNTANT
CM15-21/AC/AC
21 December 2021

DIRECTOR OF RESOURCES

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

Community Services Committee
Previously Approved Capital Programme and Proposed
Amendments Summary – 2022/23 to 2024/25

ANNEX 1

COMMUNITY SERVICES COMMITTEE	2022/23 £	2023/24 £	2024/25 £	TOTAL £
Play Area Improvements	45,000	45,000	46,000	136,000
Replacement of Refuse Wheelie Bins	13,000	14,000	15,000	42,000
Castle Keep Lime Repointing Works and Repairs (Subject to External Funding)	293,200			293,200
Replacement of Refuse Iveco Tipper (PO60 AYK)	40,600			40,600
Replacement of Hustler Trimstar Mower x 2 (rvbc017 and rvbc018)	14,000			14,000
Replacement of John Deere Mower 4x4 (PE15 YVK)	21,500			21,500
Replacement of Kubota Mower PN09 KXP	20,000			20,000
Ribblesdale Pool Filter and Pipework Replacement	44,000			44,000
Replacement Football Goals	15,000			15,000
Replacement of Refuse Collection Vehicle (VN12 KYK)	245,000			245,000
Replacement of High Top Transit Van PJ63 WUC	20,000			20,000
Salthill Depot Garage – Replace roller shutter doors and rewire garage	25,000			25,000
Replacement of Pay and Display machines	123,800			123,800
Roof Renewal and Upgrade to Parks Store Building in Castle Grounds		65,300		65,300
Longridge Depot 'Ambulance' Shed Refurbishment		42,900		42,900
Replacement of Refuse Collection Vehicle PK63 JZP		249,000		249,000
Replacement of Concrete Bays to Rear of Depot		25,600		25,600
Replacement Kubota Mower PO15 HYJ		21,000		21,000
Replacement Drain Jetter - trailer mounted			18,000	18,000
Replacement of Refuse Collection Vehicle VN65 WHR			253,000	253,000
Refurbishment of Mardale Playing Field Changing Rooms (Subject to receipt of external funding)			76,000	76,000

Community Services Committee
Previously Approved Capital Programme and Proposed
Amendments Summary – 2022/23 to 2024/25

ANNEX 1

COMMUNITY SERVICES COMMITTEE	2022/23 £	2023/24 £	2024/25 £	TOTAL £
Replacement of 2 Scag Mowers (rvbc014 + rvbc015) and 1 Scag 4x4 Mower (rvbc016)			22,000	22,000
Replacement of Kubota Mower PO67 BNV			21,000	21,000
Previously Approved Capital Programme for Community Services Committee	920,100	462,800	451,000	1,833,900
AMENDMENT 1: Replacement of John Deere Mower 4x4 (PE15 YVR)	3,500			3,500
AMENDMENT 2: Replacement of Kubota Mower PN09 KXP	5,000			5,000
AMENDMENT 3: Replacement Football Goals	1,000			1,000
AMENDMENT 4: Replacement of Refuse 4 Tonne Tipper PO60	5,400			5,400
AMENDMENT 5: Replacement of High Top Transit Van PJ63 WUC	14,500			14,500
AMENDMENT 6: Replacement of Refuse Collection Vehicle VN12 KYK	1,000			1,000
AMENDMENT 7: Castle Keep Lime Re-pointing Works and Repairs (subject to external funding)	34,100			34,100
AMENDMENT 8: Replacement of Refuse Collection Vehicle PK63 JZP		4,500		4,500
AMENDMENT 9: Replacement of Refuse Collection Vehicle VN65 WHR			8,000	8,000
Amended Capital Programme for Community Services Committee	984,600	467,300	459,000	1,910,900

Community Services Committee
Summary of New Capital Bids for 2022/23, 2025/26 and 2026/27

Bid Number	Schemes	2022/23 £	2025/26 £	2026/27 £	TOTAL £
CAPCOM01	Mardale Playing Pitches	80,900			80,900
CAPCOM02	Ribblesdale Pool Fire Alarm Upgrade		19,000		19,000
CAPCOM03	Church Walk Public Conveniences Refurbishment		37,100		37,100
CAPCOM04	Salthill Depot Garage Roof Renewal with Photovoltaics Units and Charging Points		216,300		216,300
CAPCOM05	Sabden Public Conveniences Refurbishment		33,900		33,900
CAPCOM06	Edisford Car Park Extension - Advanced Works		24,500		24,500
CAPCOM07	Edisford Car Park Extension		382,000		382,000
CAPCOM08	Mardale Road Car Park, Longridge - Resurfacing		44,750		44,750
CAPCOM09	Electric Charging Posts for Car Parks		84,500		84,500
CAPCOM10	Replacement of Refuse Wheelie Bins 2025/26		17,000	17,000	34,000
CAPCOM11	Replacement of Refuse Collection Vehicle VN17 DKA		269,000		269,000
CAPCOM12	Replacement of Paper Collection Vehicle SY11 CRK		62,000		62,000
CAPCOM13	Replacement of Paper Collection Vehicle VO13 UVV		62,000		62,000
CAPCOM14	Replacement of JCB Loadall		130,000		130,000
CAPCOM15	Replacement of Fork Lift Truck		19,000		19,000
CAPCOM16	Play Areas Refurbishment Programme		552,000		552,000
CAPCOM17	Play Area Improvements 2025/26		47,500	49,000	96,500
CAPCOM18	Ribblesdale Pool Replacement		6,172,800		6,172,800
CAPCOM19	Clitheroe Castle Bandstand Refurbishment		289,600		289,600
CAPCOM20	Edisford Playing Pitches Control Access Fence		57,000		57,000

Community Services Committee

Summary of New Capital Bids for 2022/23, 2025/26 and 2026/27

Bid Number	Schemes	2022/23 £	2025/26 £	2026/27 £	TOTAL £
CAPCOM21	Renewal of Footpaths and Access Roads on Public Open Space Areas		1,221,000		1,221,000
CAPCOM22	Edisford Public Conveniences Refurbishment			39,400	39,400
CAPCOM23	Bolton-By-Bowland Public Conveniences Refurbishment			38,100	38,100
CAPCOM24	Chatburn Public Conveniences Refurbishment			13,900	13,900
CAPCOM25	Dunsop Bridge Public Conveniences Refurbishment			12,200	12,200
CAPCOM26	Replacement of Refuse Collection Vehicle VE18 JXP			277,000	277,000
CAPCOM27	Replacement of Parking Van CX68 FCG			21,000	21,000
CAPCOM28	Replacement of 2 x Ford Ranger Pick Ups (YR18 TVA & YR18 DXD)			60,000	60,000
CAPCOM29	Replacement of Ro-Ro 7.5 Tonne Truck PL66 HHZ			76,000	76,000
CAPCOM30	Replacement of 110hp Gang Mower Tractor PO16 MZL			75,000	75,000
CAPCOM31	Replacement of Toro Flail Mower AF68 MSX			56,000	56,000
CAPCOM32	Replacement of Kubota Ride On Mower PO68 BBK			24,500	24,500
Total - 2022/23, 2025/26 and 2026/27 New Bids for Community Services Committee		80,900	9,740,950	759,100	10,580,950

Ribble Valley Borough Council

CAPCOM01

Capital Scheme Bid Form for 2022/23

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Mardale Playing Pitches

Brief Description of the Scheme

This bid is to improve the pitches at Mardale using the s106 money which the Council has received from the developer from the Dilworth development in Longridge.

The scheme has a budget of £80,900 and has been approved by Community Services Committee in October 2021.

Environmental Considerations and Green Credentials

The work will help reduce the water retention of the grass surface.

A Breakdown of Your Bid

Costs		£
	Contractors	75,000
	Internal Staff Time	5,900
	Total Capital Costs	80,900
Funding (Please List Any External Funding Below)		£
	s106 Dilworth development	-80,900
	Total External Funding	-80,900

Please detail other solutions that you have considered but dismissed.

This proposal came about as a result of the legal agreement within the s106 agreement.

Timescale for Completion

Within the year that approval is granted to allocate the funding received.

Any Risks to Completion

Availability of contractors to carry out the work in the summer period when the majority of ground work

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
	Changes to Revenue Costs	0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
	Changes to Revenue Income	0
	Net Revenue Impact	0

Capital Scheme Bid Form for **2025/26**

Head of Service

Head Of Engineering Services

Capital Scheme Title

Ribblesdale Pool Fire Alarm Upgrade

Brief Description of the Scheme

The fire alarm at the Ribblesdale Pool is coming to the end of its economic life. The current system was installed when the building was built back in 1972. There have been a few alterations to the system to accommodate compartmentation. It is proposed to replace the current detectors with sounder/detector/beacons that are designed and approved to meet both EN54-3 and EN54-23. This is the standard RVBC should be achieving considering the nature of the building.

This bid was put on hold but the fire detection system is now becoming outdated and the existing panel is becoming obsolete. It is a statutory requirement to have a compliant system so it is requested that the bid is brought forward as soon as possible.

Environmental Considerations and Green Credentials

A Breakdown of Your Bid

Costs		£
Contractors		17,000
Internal Staff Time		400
Planning Fees/Building Regulations		1,600
Total Capital Costs		19,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

N/A

Timescale for Completion

In the year approved.

Any Risks to Completion

None Identified

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service

Head Of Engineering Services

Capital Scheme Title

Church Walk Public Conveniences Refurbishment

Brief Description of the Scheme

The public toilets at Church Walk have become tired and dated. We have received complaints from the general public in relation to the condition of the facilities and that cleaning alone can no longer maintain the standard that is expected from the general public in the borough of the Ribble Valley.

In order to meet the requirements expected we propose to complete the following works: provision of vinyl flooring, re-tiling, new laminate doors, panels and vanity units and general refurbishment.

Please note this bid was put on hold previously but due to its dilapidated state it is requested that the bid is brought forward as soon as possible.

Environmental Considerations and Green Credentials

The addition of waterless urinals will reduce the water consumption on site and electricity demand.

A Breakdown of Your Bid

Costs		£
Contractors		36,700
Internal Staff Time		400
Total Capital Costs		37,100
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

Approx 4 Weeks.

Any Risks to Completion

Extreme adverse weather conditions and materials lead times.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service

Head Of Engineering Services

Capital Scheme Title

Salthill Depot Garage Roof Renewal with Photovoltaics Units and Charging Points

Brief Description of the Scheme

The garage roof at the Salthill depot is now in a dilapidated condition and is in need of a replacement roof covering. The existing roof consists of Asbestos Containing Materials (ACMs), these will need to be removed and disposed of in the correct manner. The proposed works will include to strip off the existing asbestos roof and dispose of asbestos safely. The roof will consist of a double skin metal profile to meet current U-values. It is also proposed to provide new gutters and downspouts and verge flashings.

When the roofing is replaced, it would be an ideal opportunity to incorporate solar panels, solar Photovoltaics (PV) to the new roof structure and also incorporate electric charging points to the site, contained within the garage area to future proof the site for a potential electric fleet of vehicles. In order to allow for the additional demand to the existing electrics it is proposed to run a cable from the substation to the main incoming supply to upgrade the KVA. This has been allowed for in the costings.

Environmental Considerations and Green Credentials

The scheme is to include a double skin roof profile with insulation to provide a U-value of 0.14W/m²K. The addition of the PV panels will provide carbon savings year on year and a proposed 25 year income and saving of £102,545. The proposed electric charging points will also reduce carbon emissions due to the fleet not using fossil fuels. This will help to achieve the new UK government target to slash carbon emissions by 78% by 2035.

A Breakdown of Your Bid

Costs		£
Contractors		214,400
Internal Staff Time		400
Planning Fees/Building Regulations		1,500
Total Capital Costs		216,300
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

Approx 8 weeks.

Any Risks to Completion

Extreme adverse weather conditions.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Garage closed during the planned works so aspects of the normal day to day maintenance works could be outsourced for a period of 8 weeks - one-off impact.		32,000
Changes to Revenue Costs		32,000
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
It is estimated that the PV panels will provide a 25 year income and saving of £102,545 = £4,102 per annum for 25 years		-4,100
Changes to Revenue Income		-4,100
Net Revenue Impact		27,900

Capital Scheme Bid Form for 2025/26

Head of Service

Head Of Engineering Services

Capital Scheme Title

Sabden Public Conveniences Refurbishment

Brief Description of the Scheme

The public toilets at Sabden have become tired and dated. We have received complaints from the general public in relation to the condition of the facilities and that cleaning alone can no longer maintain the standard that is expected from the general public in the borough of the Ribble Valley. In order to meet the requirements expected we propose to complete the following works: provision of vinyl flooring, re-tiling, new laminate doors, panels and vanity units and general refurbishment.

Environmental Considerations and Green Credentials

The use of waterless urinals will reduce the water consumption on site.

A Breakdown of Your Bid

Costs		£
Contractors		33,500
Internal Staff Time		400
Total Capital Costs		33,900
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

Approx 4 Weeks.

Any Risks to Completion

Extreme adverse weather conditions and lead times on materials.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service

Head Of Engineering Services

Capital Scheme Title

Edisford Car Park Extension - Advanced Works

Brief Description of the Scheme

This bid covers the works necessary for the Edisford Car Park Extension to take place. The works to include further topographical survey, ground investigation works, design of car park, presumably tiered due to the levels, retaining walls for the tiers and contract procurement.

The extent of the works will depend upon knowing whether the development will take place and then sizing the car park to cater for the future requirements. Thus, the cost used in this bid at this stage is a best guess estimate plus inflation.

Environmental Considerations and Green Credentials

None Identified

A Breakdown of Your Bid

Costs		£
Contractors		10,000
Internal Staff Time		14,500
Total Capital Costs		24,500
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None available.

Timescale for Completion

Weather dependent.

Any Risks to Completion

None Identified

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service

Head Of Engineering Services

Capital Scheme Title

Edisford Car Park Extension

Brief Description of the Scheme

The 3G scheme is now complete and the requirement for parking has grown considerably. The parking caters for a number of attractions. These are:

The riverbank - a very popular visitor attraction, particularly in the summer months.

The grass football pitches that surround the existing car park.

Roefield gymnasium - particularly popular in the evenings and weekends.

Ribblesdale Pool - popular destination at all times of the day and week.

Ribble Valley Tennis Centre - popular all week.

The new 3G facility with one full sized pitch, 2no. 5 a side pitches, 3 no. tennis courts and training centre - busy with schools in the day and general use in the evenings.

Parking is limited at the Edisford Car Park and on the side of Edisford Road. Presently, due to the busy car park the adjacent streets are full of cars parked on the side of the road and on a sunny weekend it has been known for cars to be parked across the bridge over the river. This is not a sustainable position.

There is also talk about a replacement swimming pool which could be located on this site.

Prices have been increased to include inflation.

Environmental Considerations and Green Credentials

Instead of using the traditional tarmac surfacing to the car park a form of grasscrete could be used with either an infill of stone or grass. The estimate is based on tarmac.

A Breakdown of Your Bid

Costs		£
Contractors		371,000
Internal Staff Time		6,500
Planning Fees/Building Regulations		4,500
Total Capital Costs		382,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

Weather dependent.

Any Risks to Completion

Uncertainty about future parking requirements, particularly if the development includes a new pool.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Increased expenditure based on existing budgeted expenditure for Repairs, NNDR, Telephone, Card Fees, Grounds Maintenance - approx 1/3 of current budget, as the extension will increase spaces by about a third		6,000
Changes to Revenue Costs		6,000
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
Extra parking income, based on existing car park budgeted income - approx 1/3 of current budget, as the extension will increase spaces by about a third		-32,000
Changes to Revenue Income		-32,000
Net Revenue Impact		-26,000

Capital Scheme Bid Form for 2025/26

Head of Service

Head of Engineering Services

Capital Scheme Title

Mardale Road Car Park, Longridge - Resurfacing

Brief Description of the Scheme

The car park surface at Mardale Road Car Park in Longridge is in a poor state of repair and suffers from persistent flooding. Small scale maintenance has been undertaken each financial year but a full resurfacing refurbishment (which includes site clearance, resurfacing and line marking) is required to prevent the persistent flooding and ensure the car park surface is fit for purpose. Priced at 2021 prices plus uplifted for inflation to 2025.

Environmental Considerations and Green Credentials

None considered - possibly consider grasscrete rather than tarmac but no prices available.

A Breakdown of Your Bid

Costs		£
Contractors		44,000
Internal Staff Time		750
Total Capital Costs		44,750
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

No other solutions considered.

Timescale for Completion

In the year approved.

Any Risks to Completion

Weather dependent.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter decreases with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter increases with a minus sign		£
Closing Mardale for work to be completed - Lost income (one-off)		500
Changes to Revenue Income		500
Net Revenue Impact		500

Capital Scheme Bid Form for **2025/26**

Head of Service

Head of Engineering Services

Capital Scheme Title

Electric Charging Posts for Car Parks

Brief Description of the Scheme

The Council own a number of car parks across the Ribble Valley area. These sites are ideal for the installation of electric vehicle (EV) charging posts or stations. The Council has already worked with electricity supplier Eon to install charging posts on Chester Avenue car park (5 double charge point posts providing 10 bays with EV charging capability) and at Railway View car park (2 double charge point posts providing EV charging facilities for 4 bays). This allowed the Council to provide high quality facilities to the public with low install costs and no future maintenance costs to the Council. RVBC Engineering staff are still in communication with Eon regarding further work but it is likely that this offer was a "one off" and therefore the Council should be prepared to install its own equipment. There are different options available to the Council depending on what is required - eg different charging speeds, different payment methods, post mounted or wall mounted etc. This estimate has looked at the current costs for the installation of standard "fast" charge points (up to 22kw) that would be post mounted, similar to the current Eon installations. The posts would be installed on Edisford Road car park in Clitheroe and Barclay Road car park in Longridge. Works to connect to, or for upgrades to, the grid are included in the total but are priced as very much best guesses from currently available information. On-going costs for maintenance, energy costs, etc. are not included. The total estimated cost for a scheme covering the two above mentioned car parks is estimated at £84,500, based on 2021 prices, uplifted for inflation to 2025 prices.

Environmental Considerations and Green Credentials

A Breakdown of Your Bid

Costs		£
	Contractors	84,500
Total Capital Costs		84,500
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

None Identified

Any Risks to Completion

None Identified

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign	£
On-going revenue budget for maintenance, energy costs etc. will be needed, but no estimates for this at this stage.	TBC
Changes to Revenue Costs	0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign	£
Changes to Revenue Income	0
Net Revenue Impact	0

Head of Service

Head Of Engineering Services

Capital Scheme Title

Replacement of Refuse Wheelie Bins 25/26 and 26/27

Brief Description of the Scheme

Although there is an annual revenue budget for replacing bins it is felt that there will be a need for an influx of bins to replace bins damaged due to age and fatigue.

The bid will cover a selection of sizes and colours.

The choice of the size of the bins will depend on any possible changes made due to the end of "cost share".

There are approximately 27,000 properties receiving a 3 stream waste collection comprising 3 bins.

This bid would cover the replacement of bins over the 25/26 and 26/27 years.

Bins this year have increased in price from £13.65 to £15.47.

The capital programme for 24/25 is for £15,000, thus the bid is increased for 25/26 and 26/27 to reflect higher prices at that point.

Environmental Considerations and Green Credentials

None Identified

A Breakdown of Your Bid

Costs		£
Equipment/Materials 2025/26		17,000
Equipment/Materials 2026/27		17,000
Total Capital Costs		34,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

Nothing else considered.

Timescale for Completion

Throughout the financial year.

Any Risks to Completion

Subject to material availability and manufacture times.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign	£
Changes to Revenue Costs	0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign	£
Changes to Revenue Income	0
Net Revenue Impact	0

Ribble Valley Borough Council

CAPCOM11

Capital Scheme Bid Form for **2025/26**

Head of Service

Head Of Engineering Services

Capital Scheme Title

Replacement of Refuse Collection Vehicle VN17 DKA

Brief Description of the Scheme

Environmental Considerations and Green Credentials

Electric alternative not viable.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		269,000
Total Capital Costs		269,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

2025/26.

Any Risks to Completion

Parts availability and covid restrictions.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
One-off disposal income likely from sale of current vehicle (amount TBC)		
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service

Head Of Engineering Services

Capital Scheme Title

Replacement of Paper Collection Vehicle SY11 CRK

Brief Description of the Scheme

Scheme to replace second hand paper vehicle which will be 14 years old at the time of replacement. This bid is for the replacement of the existing vehicle SY11 CRK. This vehicle is currently 10 years old and in the year 2025 will be at the end of its economic life. It will be replaced for a like for like model in accordance with the Vehicle and Mobile Plant replacement programme. Given the 6 years inflation since the last one was purchased in 2019 and 2025 and the general price of used vehicles £62k was considered appropriate.

Environmental Considerations and Green Credentials

Electric RCVs are not an option due to the large rural nature of the borough.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		62,000
Total Capital Costs		62,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

This solution is for a second hand vehicle as per last time. The price and the time taken to obtain a

Timescale for Completion

2025/26.

Any Risks to Completion

As above.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
One-off disposal income likely from sale of current vehicle (amount TBC)		
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service

Head Of Engineering Services

Capital Scheme Title

Replacement of Paper Collection Vehicle VO13 UVV

Brief Description of the Scheme

Environmental Considerations and Green Credentials

Electric RCVs are not an option due to the large rural nature of the borough.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		62,000
Total Capital Costs		62,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

This solution is for a second hand vehicle as per the last time. The price and the time taken to obtain a suitable vehicle will rely on the market.

Timescale for Completion

2025/26.

Any Risks to Completion

As above.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
One-off disposal income likely from sale of current vehicle (amount TBC)		
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service

Head Of Engineering Services

Capital Scheme Title

Replacement of JCB Loadall

Brief Description of the Scheme

A scheme to replace the JCB Wastemaster Loadall which will be 10 years old at the time of replacement. This vehicle is currently 6 years old and in the year 2025 will be at the end of its economic life. It will be replaced in accordance with the Vehicle and Mobile Plant replacement programme. The price stated is the price quoted for a 560-80 Loadall plus inflation to replace the current 550-80 Loadall which is no longer available.

Environmental Considerations and Green Credentials

There is not an electric version available or being developed. There is, however, a hydrogen version being developed. Expected 5-6 years time. No prices available and the infrastructure would need to be in place before procurement.

A Breakdown of Your Bid

Costs		£
Contractors		130,000
Total Capital Costs		130,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

2025/26.

Any Risks to Completion

Parts availability and covid restrictions.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter decreases with a minus sign	£
Changes to Revenue Costs	0
Increased/Decreased Income - Enter increases with a minus sign	£
One-off disposal income likely from sale of current vehicle (amount TBC)	
Changes to Revenue Income	0
Net Revenue Impact	0

Capital Scheme Bid Form for 2025/26

Head of Service

Head Of Engineering Services

Capital Scheme Title

Replacement of Forklift Truck

Brief Description of the Scheme

Scheme to replace Fork Lift Truck which will be 9 years old at the time of replacement. This vehicle is currently 5 years old and in the year 2025 will be at the end of its economic life. It will be replaced in accordance with the Vehicle and Mobile Plant replacement programme. The proposed fork lift truck will be gas powered. The bid is based on a list price from the internet plus inflation.

Environmental Considerations and Green Credentials

The current fork lift truck is diesel powered and the replacement will be gas powered.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		19,000
Total Capital Costs		19,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

Electric fork lift trucks are also available but are approx £4k more expensive.

Timescale for Completion

2025/26.

Any Risks to Completion

Parts availability and covid restrictions.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Revenue impact of gas use rather than diesel is not confirmed at this stage.		
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
One-off disposal income likely from sale of current vehicle (amount TBC)		
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Play Areas Refurbishment Programme

Brief Description of the Scheme

The Council operates 18 play areas. Following a series of reports and discussions at Community Services Committee there was a resolution at the October 2021 meeting to submit a bid for a comprehensive refurbishment programme which would bring the portfolio of play areas up to a standard which can be maintained with the normal annual budget. The bulk of this bid is based on repairing or replacing the safety surfaces plus painting of the metal play equipment. There is some replacement of equipment notably at Salthill which is a wood only site and has been heavily vandalised as a result of the location. The detailed programme of works is included in the attached report.

The programme of works approved by Community Services Committee was £490,000 estimated cost at 2021 prices. Up-rating this by 4 years inflation to 2025/26 prices sets the bid budget at £552,000.

Environmental Considerations and Green Credentials

The repair and replacement of broken and worn out equipment is carried out with recycled plastic where possible. If the item is wood based then it is from a sustainable source where the item is purchased from.

A Breakdown of Your Bid

Costs		£
	Equipment/Materials	552,000
	Total Capital Costs	552,000
Funding (Please List Any External Funding Below)		£
	None identified	0
	Total External Funding	0

Please detail other solutions that you have considered but dismissed.

Reduce the amount of play areas - not chosen because they are an integral part of the communities which they serve and play an important role in the development of the children that use them.
 Reduce the amount of play equipment in the play areas - not chosen because we already get complaints about the relatively poor standard of play areas we provide. Few if any see real investment that makes a considerable difference to the play value they offer.

Timescale for Completion

Given the scale of the work and the need to tender it, this work would have to be scheduled over 2-4 years. The period would be determined by the contracts timescale and the need to carry out the work during the Spring and Summer months when the weather is best suited to this work and then avoiding the school holiday periods, because the work would involve closing all or part of the play areas to allow the contractor to carry out the tasks safely and quickly.

Any Risks to Completion

The weather and supply issues for the special paint and safety surfacing as well as the items of new equipment sought. The estimates provided are based on 2021 prices, up-rated for inflation to 25/26 prices. If approved and depending upon the timescales it is anticipated there may be price increases which cannot be forecast at this time, but may be ahead of inflationary rises, as has been seen in other sectors.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
	Not applicable	
	Changes to Revenue Costs	0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
	Changes to Revenue Income	0
	Net Revenue Impact	0

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Play Area Improvements 2025/26 and 2026/27

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 areas would be closed to users.

Environmental Considerations and Green Credentials

Recycled material is used wherever possible.

A Breakdown of Your Bid

Costs		£
Equipment/Materials 2025/26		47,500
Equipment/Materials 2026/27		49,000
Total Capital Costs		96,500
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

Reduce the amount of play areas - not chosen because they are an integral part of the communities which they serve and play an important role in the development of the children that use them.
 Reduce the amount of play equipment in the play areas - not chosen because we already get complaints about the relatively poor standard of play areas we provide. Few if any see real investment that makes a considerable difference to the play value they offer.

Timescale for Completion

Within the budget year.

Any Risks to Completion

Only the weather.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign	£	
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign	£	
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Ribblesdale Pool Replacement

Brief Description of the Scheme

The current pool is 50 years old in 2022. At the time it was built it would have had a life expectancy of 25 years. Since being built a number of improvements have been made to the building, such as refurbished changing rooms and reception area, tile repairs in the pool tank, though the basic design has remained unchanged. Modern designs can achieve a cost neutral position if the right mix of facilities are included, such as a spa and gym facilities. Even without both or one of these the cost of running a pool can be reduced significantly by the use of modern plant design which seeks to maximise the use of energy and minimise the amount of energy used. Whilst the current building employs some elements of heat recovery, the impact of these on such an old building are limited by the basic design, as these new ideas have been made to fit an old design. BREEAM (Building Research Establishment's Environmental Assessment Method) was not conceived when the building was designed and built in the early 1970s. All new buildings over £500k are now required to achieve an outstanding result for their design which would help to reduce the operating cost of a new facility over its lifetime. A new pool would ideally be 25m, 8 lane with a movable floor and separate teaching pool. It would have a changing village, cafe, spa facilities and possibly a gym. Currently, the Council spends around £120k excluding central costs for the running of the pool. Sport England funding would be sought along with any other available funding opportunities. However these could not be identified until an understanding was achieved of what the Council wishes to construct. The Sport England preference is for buildings to be as close to self sustain as possible and this more commonly requires more than one specific use, i.e. in this case more than simply a swimming facility, because this maximises the income achieved from a site and makes it more sustainable in the long term.

Environmental Considerations and Green Credentials

A new building would seek to employ the latest technology which would reduce both the carbon footprint in building the facility and maintain a low figure during operation. The use of energy would be minimised and the recovery of energy would be maximised. This would not only include the obvious such as water and air treatment, but others such as ways to travel to the site and the use of sustainable transport with car and bicycle charging points. A new building would achieve a BREEAM rating of outstanding, which is the highest possible.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		6,000,000
Fees (External)		100,000
Internal Staff Time		50,000
Planning Fees/Building Regulations		22,800
Total Capital Costs		6,172,800
Funding (Please List Any External Funding Below)		£
Anticipated Applying for Strategic facility fund S England		-500,000
Total External Funding		-500,000

Please detail other solutions that you have considered but dismissed.

The existing pool could be refurbished, by laying a liner in the pool and installing a new filtration system. The changing rooms and reception area would remain unchanged. A budget cost for this would be £1.5m and while it would help to improve the energy efficiency, the basic fabric of the building would be largely untouched, so the efficiency of a new building could not be achieved and the overall running costs would not significantly reduce compared to the current revenue costs. The option outlined in the bid is for a new pool on an existing Council owned site. If a new site not in Council ownership were decided upon, the cost and availability of land would need to be added.

Timescale for Completion

If a new build were agreed on existing Council land from initiation to opening would be approximately 3 years.

Any Risks to Completion

At the present time no design work has been undertaken which would determine the true cost. The figure provided is based on other similar facilities.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
No greater than existing revenue support, exact figures could only be identified after a design was drawn up.		
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service
Head of Cultural and Leisure Services

Capital Scheme Title
Clitheroe Castle Bandstand Refurbishment

Brief Description of the Scheme

The bandstand and the tiered area where people view performances from is in a poor state of repair. The tiered area is breaking up and is becoming dangerous, despite patch repairs being carried out. Each winter freeze thaw breaks more of the concrete edging away. The actual bandstand structure itself is the target of vandals on a continual basis, because it is primarily a wooden structure. The fabric of the bandstand is in a poor state with rot and delamination evident and needs significant work to address the deterioration. The metal railings which surround the area need to be taken back to the bare metal and then repainted to prevent further rusting and improve their state.

The proposed work to be undertaken is:

- Removal of existing terrace area and replacement with new edge nosings and tarmac surface.
- Paint surrounding railings and repair existing.
- Remove damaged and rotten wood cladding and floor to bandstand.
- Install decorative shutters to prevent unauthorised access to bandstand stage.
- Upgrade mains and lighting to LED.
- Replace existing roof.
- Fabric suspended sheet to cover stage.
- Projector and sound system.

Environmental Considerations and Green Credentials

The option of solar power built into the roof to help power events at the bandstand is a possibility. However the amount of use when balanced against the cost must be considered.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		286,200
Internal Staff Time		1,900
Planning Fees/Building Regulations		1,500
Total Capital Costs		289,600
Funding (Please List Any External Funding Below)		£
Consider applying for funding through Heritage Lottery		
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

To carry out adhoc repairs at a substantially lower cost - However this will not address the fundamental issue that the bandstand and the terrace are in a poor state of repair which requires substantial investment to ensure a visible and long lasting improvement.

Timescale for Completion

Within the year the budget is allocated.

Any Risks to Completion

None to the work, although the viability of a funding bid can only be tested once a design is submitted.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign	£	
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign	£	
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2025/26

Head of Service
Head of Cultural and Leisure Services

Capital Scheme Title
Edisford Playing Pitches Control Access Fence

Brief Description of the Scheme

The Council has invested in machinery to help improve drainage and the overall condition of the playing pitches we operate. However a major challenge is trying to keep them in a good state due to the misuse. The pitches have been used for golf practice, dog training as well as unscheduled football matches and training, all of which results in additional work to keep the pitches in good order, although there is a limit to the extent that damage can be repaired due to the resources available that can be dedicated to the pitches in addition to all the other demands on the grounds maintenance team.

The proposal is to put a metal fence, 2m high around the perimeter with gates at appropriate points to enable teams to retrieve balls which go over it. These gates would be locked unless football was being played. This would safeguard the pitches for the clubs which are then paying the Council to use them. The pitches on the Roefield side would remain unfenced, primarily because there is a right of way across them, which does not exist on the Edisford side.

Environmental Considerations and Green Credentials

The more unauthorised use of the pitches that occurs the higher amount of work is necessary to prepare them for the football clubs to play on them. This requires more diesel use by the vehicles for preparing the pitches and chemicals for the grass surface which ultimately gets into the water courses. Reducing the impact of misuse would help to offset this.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		57,000
Total Capital Costs		57,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

The option of a wooden fence was considered, but that brings maintenance issues not associated with a metal fence and it would be more prone to damage and vandalism.

Fencing only part of the field - However, that would then just make the unfenced parts where bushes are present more susceptible to damage as people seek desire lines across the field from the Henthorn housing development on the other side of the pitches.

Timescale for Completion
If approved the work would be completed during the summer of the year the capital bid applied to.

Any Risks to Completion
Planning permission would need to be sought and at the point of order the costs may have increased due to world wide material issues.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter decreases with a minus sign		£
Repair & maintenance - recurring additional maintenance costs for fencing		1,000
Changes to Revenue Costs		1,000
Increased/Decreased Income - Enter increases with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		1,000

Capital Scheme Bid Form for **2025/26**

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Renewal of Footpaths and Access Roads on Public Open Space Areas

Brief Description of the Scheme

The Council has a variety of public open space areas including the Castle Grounds, Brungerley Park, Edisford River Bank, Mardale, Henthorn Park, John Smiths and Kestor Lane. Within these areas are both footpaths and roads used for access and maintenance. The annual budget for maintaining and repairing the tarmac surfaces in all of these areas combined is £5k. To put this into context that paid for c75M2 in 2019/20, which was at a higher rate because it was based on a patch repair basis. If a greater amount of work was undertaken the cost would come down, because the set up costs would be less. The Council has approximately 12km of footpaths and access roads which on the basis of £5k per year will take c120 years to repair. This excludes the stepped paths in some of these areas. As a consequence of the poor state of some of the areas, the Council faces increasing numbers of insurance claims annually from people who allegedly hurt themselves and these are then reviewed by the Council's insurers.

The proposal is to carry out an extensive repair and replacement programme for the tarmac and rolled stone paths and roads we have responsibility for. Because the cost is significant, it is proposed to spread the cost over three years, although to minimise the number of claims over that period, the work would be scheduled to deal with those areas in need of the most urgent attention first. Because the work is weather sensitive, the programme would need to be carried out between spring and autumn of each year.

Environmental Considerations and Green Credentials

The basic material for many of the paths and roads is tarmac. Green substitutes for that are not readily available.

A Breakdown of Your Bid

Costs		£
Contractors		1,216,000
Internal Staff Time		5,000
Total Capital Costs		1,221,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

The cost is based on a budget estimate of £45 per m2 for tarmac, which was obtained from a contractor who carried out some recent work for us patching an area in the Castle Grounds which had caused an accident and potential insurance claim. Some of the paths especially in Brungerley are rolled stone. There may be some funding which can be applied for in the Castle to address the issues of the steps around the Keep, but until an application is made it is not known how successful this would be.

Timescale for Completion

This is work which is best carried out in the Spring and Summer, because much of it is weather dependent. If approved it would be scheduled to be completed over three years. This is a list of sites:
 Edisford, Clitheroe
 Brungerley, Clitheroe
 Clitheroe Castle, Clitheroe
 Henthorn, Clitheroe
 Highmoor Park, Clitheroe
 John Smiths Playing Fields, Longridge
 Kestor Lane, Longridge
 Mardale, Longridge

Any Risks to Completion

It is unknown what increases may be applied to raw material costs over the next few years. It is impossible to predict, so this has to be a risk to the sum proposed.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign	£
Repair and Maintenance costs for 3 years - For the period when work is being undertaken the annual budget could be suspended, but would need to be reinstated to allow for ongoing maintenance at the end of the period.	-5,000
Changes to Revenue Costs	-5,000
Increased/Decreased Income - Enter <u>increases</u> with a minus sign	£
Changes to Revenue Income	0
Net Revenue Impact	-5,000

Capital Scheme Bid Form for 2026/27

Head of Service

Head Of Engineering Services

Capital Scheme Title

Edisford Public Conveniences Refurbishment

Brief Description of the Scheme

The public toilets at Edisford have become tired and dated. We have received complaints from the general public in relation to the condition of the facilities and that cleaning alone can no longer maintain the standard that is expected from the general public in the borough of the Ribble Valley. In order to meet the requirements expected we propose to complete the following works: provision of vinyl flooring, re-tiling, new laminate doors, panels and vanity units and general refurbishment.

Environmental Considerations and Green Credentials

The use of waterless urinals will reduce the water consumption onsite.

A Breakdown of Your Bid

Costs		£
Contractors		39,100
Internal Staff Time		300
Total Capital Costs		39,400
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

Approx 4 Weeks.

Any Risks to Completion

Extreme adverse weather conditions and lead times on some materials.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2026/27

Head of Service

Head Of Engineering Services

Capital Scheme Title

Bolton By Bowland Public Conveniences Refurbishment

Brief Description of the Scheme

The public toilets at Bolton By Bowland have become tired and dated. We have received complaints from the general public in relation to the condition of the facilities and that cleaning alone can no longer maintain the standard that is expected from the general public in the borough of the Ribble Valley. In order to meet the requirements expected we propose to complete the following works: provision of vinyl flooring, re-tiling, new laminate doors, panels and vanity units and general refurbishment.

Environmental Considerations and Green Credentials

Waterless urinals will reduce the water consumption.

A Breakdown of Your Bid

Costs		£
Contractors		37,800
Internal Staff Time		300
Total Capital Costs		38,100
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

Approx 4 weeks.

Any Risks to Completion

Adverse weather conditions and lead times on some of the materials. This will need to be considered before works commence.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2026/27

Head of Service

Head Of Engineering Services

Capital Scheme Title

Chatburn Public Conveniences Refurbishment

Brief Description of the Scheme

The public toilets at Chatburn have become tired and dated. We have received complaints from the general public in relation to the condition of the facilities and that cleaning alone can no longer maintain the standard that is expected from the general public in the borough of the Ribble Valley. In order to meet the requirements expected we propose to complete the following works: provision of vinyl flooring, re-tiling, new laminate doors, panels and vanity units and general refurbishment.

Environmental Considerations and Green Credentials

The use of waterless urinals will reduce the water consumption for the site.

A Breakdown of Your Bid

Costs		£
Contractors		13,600
Internal Staff Time		300
Total Capital Costs		13,900
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

Approx 3 weeks.

Any Risks to Completion

Extreme adverse weather conditions and lead times on materials will need to be considered before commencement of the works.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter decreases with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter increases with a minus sign		£
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2026/27

Head of Service

Head Of Engineering Services

Capital Scheme Title

Dunsop Bridge Public Conveniences Refurbishment

Brief Description of the Scheme

The public toilets at Dunsop Bridge have become tired and dated. We have received complaints from the general public in relation to the condition of the facilities and that cleaning alone can no longer maintain the standard that is expected from the general public in the borough of the Ribble Valley. In order to meet the requirements expected we propose to complete the following works: provision of new laminate doors, retiling, laminate panels and vanity units and general refurbishment.

Environmental Considerations and Green Credentials

The use of waterless urinals will reduce the water consumption on site.

A Breakdown of Your Bid

Costs		£
Contractors		11,900
Internal Staff Time		300
Total Capital Costs		12,200
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

Timescale for Completion

Approx 4 weeks.

Any Risks to Completion

Extreme adverse weather conditions and lead times on some materials.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign	£	
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign	£	
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2026/27

Head of Service

Head Of Engineering Services

Capital Scheme Title

Replacement of Refuse Collection Vehicle VE18 JXP

Brief Description of the Scheme

Scheme to replace VE18 JXP which will be 8 years old at the time of replacement. This vehicle is currently 3 years old and in the year 2026 will be at the end of its economic life. It will be replaced for a like for like model in accordance with the Vehicle and Mobile Plant replacement programme.

Environmental Considerations and Green Credentials

Electric RCVs are not an option due to the large rural nature of the borough.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		277,000
Total Capital Costs		277,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

2026/27.

Any Risks to Completion

Parts availability and covid restrictions.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
One-off disposal income likely from sale of current vehicle (amount TBC)		
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2026/27

Head of Service

Head Of Engineering Services

Capital Scheme Title

Replacement of Parking Van CX68 FCG

Brief Description of the Scheme

Scheme to replace the civil enforcement vehicle which will be 8 years old at the time of replacement. This bid is for the replacement of the existing vehicle CX68 FCG. This vehicle is currently 3 years old and in the year 2026 will be at the end of its economic life. It will be replaced for a like for like model in accordance with the Vehicle and Mobile Plant replacement programme. Price based on the last similar van replaced being the toilet van. Includes inflation and plywood inserts.

Environmental Considerations and Green Credentials

The electric version of this vehicle would be approx £34,000 incl inserts and inflation. This depends upon having the infrastructure to charge it.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		21,000
Total Capital Costs		21,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

None Identified

Timescale for Completion

2026/27.

Any Risks to Completion

Parts availability and covid restrictions.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
One-off disposal income likely from sale of current vehicle (amount TBC)		
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for **2026/27**

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Replacement of 2 x Ford Ranger Pick Ups (YR18 TVA & YR18 DXD)

Brief Description of the Scheme

The bid is for the replacement of both vehicles in 2026/27, when they will be 8 and 9 years old respectively. These are used to carry staff and machines around the Borough. They are used throughout the year. They are fitted with towbars, to pull the trailers necessary for moving equipment around which maximises the versatility of these vehicles.

Environmental Considerations and Green Credentials

Current vehicles are diesel. At the time of replacement hybrid and electric options will be explored.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		60,000
Total Capital Costs		60,000
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

Hiring in the equipment or leasing - neither make commercial sense given the time required to hire or lease.

Extending the life of the equipment - although it allows for the capital outlay to be deferred it will require a higher sum to be allowed for in the revenue account budget to cover the cost of repairs and breakdowns so does not make economic sense to follow this route.

Outsource the work to a contractor - not cost effective as we already have a workforce and the equipment to carry out the work and unless the Council were to outsource the whole of grounds maintenance, separating some of the work which this vehicle is used for would not be sensible or cost effective.

Timescale for Completion

Within the year the budget is allocated.

Any Risks to Completion

Availability of vehicles at the time of order and price rises for them between now and the date of order.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign	£	
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign	£	
One-off disposal income from sale of current vehicles (amount TBC)		
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for **2026/27**

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Replacement of Ro-Ro 7.5 tonne Truck PL66 HHZ

Brief Description of the Scheme

This machine is in the vehicle replacement programme and is due to be replaced in 26/27 because it will be 10 years old by then. This is a specialised vehicle used for the grounds maintenance section. It can carry a skip or a caged platform to move ride on machines used for cutting amenity areas of grass around the Borough. As with all machinery it is used intensively for the growing season which now extends from late March and some years until early November. If the life of the vehicle were to be extended, previous experience has shown that the cost of repairs to gain a marginal life span does not represent value for money.

Environmental Considerations and Green Credentials

At the current time this machine operates with diesel power. It may be at the point of purchase that a hybrid option may be available which will be investigated near to the year when replacement is due.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		76,000
Total Capital Costs		76,000
Funding (Please List Any External Funding Below)		£
		0
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

Hiring in the equipment or leasing - neither make commercial sense given the time required to hire or lease.
 Extending the life of the equipment - although it allows for the capital outlay to be deferred it will require a higher sum to be allowed for in the revenue account budget to cover the cost of repairs and breakdowns so does not make economic sense to follow this route.
 Outsource the work to a contractor - not cost effective as we already have a workforce and the equipment to carry out the work and unless the Council were to outsource the whole of grounds maintenance, separating some of the work which this vehicle is used for would not be sensible or cost effective.

Timescale for Completion

Within the year of replacement.

Any Risks to Completion

The principle issue will be the price at the time of purchase and potentially availability. Due to the impact of world wide supply and raw material issues, the cost provided is at a 2021 estimate and will need to be reviewed once closer to the purchase date when a more accurate one will be available. It may also be that by that time the availability of hybrid or pure electric machines may give choice to the Council.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter decreases with a minus sign		£
		0
Changes to Revenue Costs		0
Increased/Decreased Income - Enter increases with a minus sign		£
One-off disposal income from sale of current vehicle (amount TBC)		0
Changes to Revenue Income		0
Net Revenue Impact		0

Capital Scheme Bid Form for 2026/27

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Replacement of 110hp Gang Mower Tractor PO16 MZL

Brief Description of the Scheme

Replacement of Kubota 110hp tractor. This was purchased in 2016, and will be ten years old when replaced. In 2026, it is intended to replace it with a John Deere, which was the previous large tractor the Council had. Because the current machine has been a compromise, it is designed mainly for agricultural work. Our use requires the tractor to be able to be driven on the roads across the Borough to reach the sites where it is used to cut large open spaces or move other large equipment. It was purchased at the time because a John Deere was not within the budget that had been estimated in the replacement programme. It is used throughout the year, more intensively in the cutting season, but unlike the ride on machines it is used during the winter work period also. Even with annual maintenance, including replacement parts as necessary, the machine becomes more unreliable and requires more down time the older it becomes.

Environmental Considerations and Green Credentials

The current machine is diesel. At the time of ordering the replacement, hybrid / electric options will be explored.

A Breakdown of Your Bid

Costs		£
	Equipment/Materials	75,000
	Total Capital Costs	75,000
Funding (Please List Any External Funding Below)		£
	Total External Funding	0

Please detail other solutions that you have considered but dismissed.

Hiring in the equipment or leasing - neither make commercial sense given the time required to hire or lease.

Extending the life of the equipment - although it allows for the capital outlay to be deferred it will require a higher sum to be allowed for in the revenue account budget to cover the cost of repairs and breakdowns so does not make economic sense to follow this route.

Outsource the work to a contractor - not cost effective as we already have a workforce and the equipment to carry out the work and unless the Council were to outsource the whole of grounds maintenance, separating some of the work which this vehicle is used for would not be sensible or cost effective.

Timescale for Completion

Within the year the budget is made available.

Any Risks to Completion

The principle issue will be the price at time of purchase. The estimated cost is based on a verbal price from suppliers at 2021 prices and considering future inflation and will need to be reviewed once closer to the purchase date when a more accurate one will be available. It may also be that by that time the availability of hybrid or pure electric machines may give choice to the Council, which is likely to further increase the cost of the vehicle.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
	Changes to Revenue Costs	0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
	One-off disposal income from sale of current vehicle (amount TBC)	
	Changes to Revenue Income	0
	Net Revenue Impact	0

Capital Scheme Bid Form for 2026/27

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Replacement of Toro Flail Mower AF68 MSX

Brief Description of the Scheme

This is a ride on mower, purchased in 2018, used for amenity grass cutting. This bid is for replacement in 2026/27. It is road legal and can be driven to site. As with all grass cutting machinery it is used intensively during the cutting season. Although serviced annually the cost of extending it on the fleet is the extra cost of maintenance to keep it operational.

Environmental Considerations and Green Credentials

The current machine is diesel. However hybrid and electric versions are now being developed and should be available at the point of purchase. However their cost is unknown at this point, though likely to be at a significant premium on the current machinery.

A Breakdown of Your Bid

Costs		£
	Equipment/Materials	56,000
	Total Capital Costs	56,000
Funding (Please List Any External Funding Below)		£
	Total External Funding	0

Please detail other solutions that you have considered but dismissed.

Hiring in the equipment or leasing - neither make commercial sense given the time required to hire or lease.
 Extending the life of the equipment - although it allows for the capital outlay to be deferred it will require a higher sum to be allowed for in the revenue account budget to cover the cost of repairs and breakdowns so does not make economic sense to follow this route.
 Outsource the work to a contractor - not cost effective as we already have a workforce and the equipment to carry out the work and unless the Council were to outsource the whole of grounds maintenance, separating some of the work which this vehicle is used for would not be sensible or cost effective.

Timescale for Completion

Within the year of budget being available.

Any Risks to Completion

The principle issue will be the price at the time of purchase and potentially availability. Due to the impact of world wide supply and raw material issues, the cost provided is based on the price in 2018 inflated and will need to be reviewed once closer to the purchase date when a more accurate one will be available. It may also be that by that time the availability of hybrid or pure electric machines may give choice to the Council.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
One-off disposal income from sale of current vehicle (amount TBC)		
Changes to Revenue Income		0
Net Revenue Impact		0

Head of Service

Head of Cultural and Leisure Services

Capital Scheme Title

Replacement of Kubota Ride on Mower PO68 BBK

Brief Description of the Scheme

This machine was purchased in 2018 and by the time of replacement will be 8 years old. This would be at the upper end of the life cycle for such a machine. It is used through the cutting season across the Borough to cut grass on amenity areas, verges and those places where the larger machines cannot operate.

Environmental Considerations and Green Credentials

The current machine is diesel. At the time of replacement the options of hybrid and electric will be explored. Currently these options are not available.

A Breakdown of Your Bid

Costs		£
Equipment/Materials		24,500
Total Capital Costs		24,500
Funding (Please List Any External Funding Below)		£
Total External Funding		0

Please detail other solutions that you have considered but dismissed.

Hiring in the equipment or leasing - neither make commercial sense given the time required to hire or lease.
 Extending the life of the equipment - although it allows for the capital outlay to be deferred it will require a higher sum to be allowed for in the revenue account budget to cover the cost of repairs and breakdowns so does not make economic sense to follow this route.
 Outsource the work to a contractor - not cost effective as we already have a workforce and the equipment to carry out the work and unless the Council were to outsource the whole of grounds maintenance, separating some of the work which this vehicle is used for would not be sensible or cost effective.

Timescale for Completion

Within the year the budget is available.

Any Risks to Completion

World wide supply issues make it impossible to determine supply at the point of order and the impact this might have on prices.

Revenue Budget Implications - Income and Expenditure

Increased/Decreased Costs - Enter <u>decreases</u> with a minus sign		£
Changes to Revenue Costs		0
Increased/Decreased Income - Enter <u>increases</u> with a minus sign		£
One-off disposal income from sale of current vehicle (amount TBC)		
Changes to Revenue Income		0
Net Revenue Impact		0

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 11 JANUARY 2022
title: CLITHEROE TOWN WELLS
submitted by: CHIEF EXECUTIVE
principal author: MAIR HILL – HEAD OF LEGAL AND DEMOCRATIC SERVICES

1 PURPOSE

- 1.1 To refer the petition of the Town Wells Group to the Committee and seek Committee's agreement to defer consideration of this matter.
- 1.2 Relevance to the Council's ambitions and priorities
 - Community Objectives – To sustain a strong and prosperous Ribble Valley.

2 BACKGROUND

- 2.1 Committee will recall that the issue of ownership and maintenance of the Clitheroe Wells has been referred to this Committee on several occasions previously. As a result, the Council has registered its ownership of Stocks Well.
 - 2.2 A petition was presented to Full Council on 12 October 2021 by Mr R Hailwood on behalf of the Clitheroe Town Wells Group. The group requested that the Council take three steps to secure the lasting future of the wells:
 1. Refer the petition to Community Services Committee at the next available opportunity.
 2. Consider two possible legal bases for making valid the ownership of the Heald and St Mary's Wells.
 3. Consider the economic, community, heritage and tourism benefits of adopting the three wells.
 - 2.3 It was resolved by Full Council therefore that the petition be referred to Community Committee for further consideration as requested with the addition that both new and existing evidence be taken into account when considering the legal position. The matter was therefore included on the agenda for this meeting and a report was to be prepared setting out the current position based upon the information which the Council currently has.
 - 2.4 The Council has now been contacted by representatives of the Wells Group, who have confirmed that they have compiled further significant historical information which they would wish the Council to consider prior to taking any decision on this matter. They have therefore requested that Committee's consideration of this matter be referred to the next meeting of the Community Services Committee to allow sufficient time for them to present the information, and for it to be fully considered and legal advice be taken upon any implications it may have in terms of ownership.
- ### 4. ISSUES
- 4.1 In light of the above it is recommended that Committee agree that this matter be deferred to the next meeting of this Committee to accommodate the Wells Group's request and so that as resolved by Full Council, the matter be considered in light of all new and existing evidence.

5 RISK ASSESSMENT

5.1 The approval of this report may have the following implications

- Resources –None
-
- Technical, Environmental and Legal –The matter will be considered once all the additional information has been provided.
- Political – No implications identified.
- Reputation – Full and proper consideration of all the additional information to be provided will ensure that the Council’s reputation is enhanced.
- Equality & Diversity – No implications identified.

6 **RECOMMENDED THAT COMMITTEE**

6.1 Defer consideration of the petition presented by Clitheroe Town Wells Group to Full Council on 12 October 2021, until the next meeting of the Community Committee.

MAIR HILL
HEAD OF LEGAL DEMOCRATIC SERVICES

MARSHAL SCOTT
CHIEF EXECUTIVE

BACKGROUND PAPERS –

Reports to Community Committee dated 8 January 2019, 28 May 2019 and 3 September 2019

For further information, please ask for Mair Hill, extension 4418

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 9 JANUARY 2022
title: OPEN SPACE USE
submitted by: JOHN HEAP, DIRECTOR COMMUNITY SERVICES
principal author: MARK BEVERIDGE, HEAD OF CULTURAL SERVICES

1 PURPOSE

1.1 To seek a recommendation from Committee for the control of activities on and above the Council's Open Space areas.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives - To help make people's lives healthier and safer.
- Corporate Priorities - To sustain a strong and prosperous Ribble Valley.
- Other Considerations – To have a consistent approach for the use of our land.

2 BACKGROUND

2.1 The Council's open spaces are amenity areas used by all sections of the community. Generally, these spaces are used for walking, informal recreation, dog walking, picnics etc.

2.2 The areas include the Castle Grounds, Brungerley Park, Edisford River Bank, Kestor Lane, John Smiths, the football pitches and play areas, as well as many other plots of land across the Borough.

2.3 In recent times there have been increasing numbers of people asking for permission to carry out a range of activities including; drone flying (unmanned aerial vehicles, UAVs), metal detecting and personal trainers running their exercise classes on our land. These activities also probably happen without us being asked in advance as well.

2.4 At the current time if permission from the Council is sought by people to carry out any of the activities in 2.3, the answer has been that formal permission will not be granted on the basis that in giving such a permission then the Council could be held accountable if there is a problem arising from the activity.

2.5 When formal permission is given to an activity, be that a football match or an event on Council owned land, we issue a contract, whether that involves a fee being paid or not. This requires that the organisation that is then using a space does so in manner which is controlled, has insurance cover for the participants and agrees to the Council's conditions of use. None of this would apply to people who use the spaces informally, primarily because the Council unless notified of an issue would not be aware of every use of the open spaces and does not have the resources to police every area throughout the week.

3 ISSUES

- 3.1 The principal issue with the types of activities which we are asked about is they may have an impact on other users of the open spaces. For example, metal detecting although in many cases carried out by responsible people, can result in depressions in the land and in the worst case simply a hole, if the person chooses not to fill in where they dig, which in turn presents a risk to other users of the area. For UAV users they ought to be covered by CAA Regulations and have their own insurance, but not all will. For personal trainers they would be in receipt of fees for their services and other users of our open spaces in a similar situation are asked to pay a fee for use of the space.
- 3.2 The open spaces are covered by the Council's public liability insurance and for claims against the Council, negligence must be proved by the claimant. In all cases this is investigated by our insurers as they are the ones who must decide on the validity of the claims. In an average year we receive several insurance claims from the public using our land.
- 3.3 The issue for anything other than informal recreational use which is an activity which does not require our permission, is when the Council gives permission for specific activities when asked, this then places some responsibility on the Council in the event of a problem arising from that activity. Which is why if formal permission is given, we enter into a contract with the organiser.
- 3.4 For activities such as Park Run, we have given our permission and support to that activity as it offers considerable community benefit. For other events such as Fun Fairs or concerts at the Bandstand we either have a charge or accept some responsibility for the wider community benefit.
- 3.5 Whilst the Council has no wish to stop people using the open spaces for legal activities, the issue is their potential impact on the Council's liability as the landowner. The informal arrangement which has been in place to date does require to be formalised, to prevent any future issues with requests that may be submitted.
- 3.6 For areas such as the Castle Grounds, which has special status, permission for any metal detecting would only be granted in the event of a specific archaeological undertaking.

4. CONCLUSION

Drones

- 4.1 It is recommended that UAV flying should be prohibited over Council owned land, save where it can be demonstrated that it would reduce risks from working at height, as part of a building survey or linked to filming permission the Council grants for professional companies or news gathering purposes. In these instances an application to do so would be required to be submitted to the Council in advance to ensure that all necessary CAA Licences, insurances and qualifications are in place in advance. Many of our sites are close to other properties and granting permission may cause disturbance, annoyance or harassment to those occupants or the users of public open space. The implementation of these arrangements will assist in limiting this risk.

Metal Detecting

- 4.2 It is recommended that the Council prohibit all metal detecting on its land save where this is linked to a survey as part of an approved programme of archaeological investigation. A number of specific problems can arise from the

activity: damage to tree roots, plants and wildlife, creation of trip hazards and the loss of information as a result of the removal of artifacts from their original location. Also disturbance to listed parks such as Kestor Lane or protected sites such as the Castle grounds. The limitation on these activities would therefore reduce this risk. In the event of an archaeological investigation, an application would be required to be submitted in advance and that the Council could assess the risk of any damage being cause and so that the appropriate agreement could be put in place to ensure that the Council is properly indemnified in the event of any damage being caused.

Fitness Classes

- 4.3 There are various Acts of Parliament which encourage the use of Open Spaces for recreation, s.164 Public Health Act 1875, S.19 Local Government (Miscellaneous Provisions) Act 1976). However, where individuals or businesses are seeking to use the areas for organised classes, this must be regulated to minimise conflict between existing users and to ensure that such operators have the require qualifications and insurance. It is recommended therefore that the Council implement a permit system and a policy to such use.

5 RISK ASSESSMENT

- 5.1 The approval of this report may have the following implications.

- Resources – The administration of all events is part of one post in Community Services, therefore if the number of transactions were to increase significantly that work would exceed the staff resource available to carry it out. The Council does not have the resources to monitor all the of the open spaces and the types of activities which may be occurring.
- Technical, Environmental and Legal –The Legal department shall be consulted in the development of the recommended policies and procedures.
- Political – None in the context of this report
- Reputation – The public open spaces are a resource used by all sectors of the community both resident and visitors. Use by one group can and does sometime have an impact on others which is then the responsibility of the Council to resolve.
- Equality & Diversity – An equality impact assessment shall be completed in developing the policies and procedures referred to above.

6 RECOMMENDED THAT COMMITTEE

- 6.1 Approve the proposals set out in the report with regard to use of drones, metal detecting and fitness classes on Council owned land; and
- 6.2 Delegate authority to the Director of Community Services to prepare and carry out the relevant consultation upon the above policies.

MARK BEVERIDGE
Head of Cultural and Leisure Services

JOHN HEAP
Director of Community Services

For further information please ask for Mark Beveridge 01200 425111

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 9 JANUARY 2022
title: TaAF SCHEME OF DELEGATION
submitted by: JOHN HEAP, DIRECTOR COMMUNITY SERVICES
principal author: MARK BEVERIDGE, HEAD OF CULTURAL SERVICES

1 PURPOSE

- 1.1 To ask Committee to consider a scheme of delegation for the delivery of the project and commissioning of services from TaAF funding to facilitate development of the work.
- 1.2 Relevance to the Council's ambitions and priorities
 - Community Objectives - To help make people's lives healthier and safer.
 - Corporate Priorities - To sustain a strong and prosperous Ribble Valley.
 - Other Considerations – The grant scheme is a popular programme that helps groups in many cases gain external funding that benefits residents.

2 BACKGROUND

- 2.1 The Council is part of the Pennine Lancashire Sport England Local Delivery Pilot (locally called Together an Active Future, TaAF). This is one of 12 such pilots in England funded by Sport England the total funding allocation nationally is £100m over 5 years. These pilots range in size from Hornsea, with a population for a few thousand people to Greater Manchester with over 3 million. Sport England commissioned the pilots because data showed that over 37% of the population were inactive (less than the recommended 150 mins a week) and over 25% of people were doing less than 30 mins of activity a week. Previous programmes have been based around short term, target driven programmes and grant funding, and Sport England recognise this isn't the approach needed for a large proportion of the population. It was recognised that a different approach was needed to try and engage with these people and make a lasting impact.
- 2.2 TaAF consists of a 'Core' Team that works directly with Sport England and in turn supports and guides work within each locality. Each locality has developed its own workstreams based on existing demographic information and local insight, the first phase of TaAF is called Pathfinder, and is not focused on delivering programmes, although they can be developed during this phase. The primary aim is on working with and building relationships with our target communities and partners. The work we do is in line with 'design principles' that have been put in place by the core team and apply across Pennine Lancashire.
- 2.3 BwD Council are the accountable body for the TaAF funding, and it covers the following areas Ribble Valley, Pendle, Burnley, Rossendale, BwD and Hyndburn, in turn, each locality has a sub agreement with BwD to draw down its allocation. RVBC are then the accountable body for TaAF in Ribble Valley. Only monies that have been spent can be drawn down, with evidence of spending. There is budget allocated to RVBC for staffing; 1 full time community engagement officer and 1 PT locality lead 3 days a week. It is

their role to work with the TaAF core team and with Ribble Valley communities, ensuring that design principles are adhered to.

2.4 Approach and Purpose

- Understand the true reasons people are inactive – recognise we don't always know the reason and need to involve local people to find out.
- Make it easier for people to be active – work out how we can make what we already have, stronger, better connected, and easier for people to know about and get access.
- Deliver a learning pilot shaped by local people – involve people and learn what needs to change to make a difference. This is an opportunity for something to be shaped by the people it is here to help.
- Ensure there are strong lasting physical activity opportunities – not about short-term fixes or grant funding one off projects. What we do has to make a sustainable difference after the funding stops.
- All this work takes time and hence the Pathfinder phase.
- TaAF is a very different way of working, we have been given the opportunity to take time, involve people and learn what needs to be different to improve how active people are now, in the future, and then how to make that happen.

2.5 To be successful, RV as with the other areas of Pennine Lancashire need to demonstrate to the core team and to Sport England that the design principles are embedded in the work which the Council does under the umbrella of this project. The focus is on test and learn and not delivery.

2.6 The staff working on TaAF need to ensure the work done makes a sustainable difference for Ribble Valley residents and for partners who will still be here when TaAF comes to an end.

2.7 The objective of the pilots is to change thinking and develop new ways of working. Unlike Sport England funding in the past, the pilots are aligned with new S.E. strategy and whereas previously an organisation would apply for funding for scheme, receive the funding and have an exit strategy built in on the basis then when funding finished the scheme might end with it. With the pilots, sustainability is a requirement. Also, because SE are asking to embed new ways of working with partners not previously involved with people being active.

2.8 All the pilots have struggled in getting people to understand that the funding available is not being grant based, nor provided to either support existing programmes of activity or fund something which has no sustainability to it.

2.9 TaAF consist of two parts, the Pathfinder element, which is the first phase aimed at gathering information and insight, working with identified themes or work streams prior to moving onto the Accelerator phase where the work identified in the Pathfinder is developed and expanded.

2.10 For RV, the themes are Mental Well-being, Rural Impact on Physical Activity, Schools and how they can help Physical Activity, Creating Connection Between Partners.

2.11 As with any funding award which the Council is in receipt of, groups believe there is the possibility their project or activity being funded as a result. Unfortunately, in this case believing that they can make applications to the Council for sums to help them, however that is not the way in which TaAF is set up to deliver the project. Sport England have made it quite clear that this is their money not that of the individual pilots to distribute as they see fit in some arbitrary manner. That said the decision making is designed to be locally based so SE are not expecting to be involved in deciding how

the funding is spent directly for the majority of work commissioned, what they do expect is the criteria set out being followed. However, RV as everyone else must, claim the money spent retrospectively and so a cautious approach is necessary to avoid the situation where funding is granted, and SE decide that it does not meet their criteria.

3 ISSUES

3.1 There is a requirement from Sport England that each area has a mechanism by which funding decisions can be made. So, for example in BwD, they have an overarching multi-agency health partnership which is linked with their health strategy, concerning eating well and moving more. Below that a scheme of delegation has been put in place to allow their TaAF lead officer, to provide funding to groups which have met the appropriate TaAF criteria up to £5k. Above this sum they have a scheme of delegation involving the Chair of the Health Partnership and a Steering Group of that multi-agency group to determine the funding request.

3.2 In RV we have the Health and Wellbeing Partnership chaired by Cllr Hindle. This would be a suitable vehicle to provide the governance for the project, although due to covid it has been unable to meet for some time.

3.3 Together an Active Future is owned and led by a collaboration of partners and residents in Ribble Valley. This has been made very clear by Sport England that it isn't a project owned by the Council or by one single organisation. With the above in mind, and with the backing of Sport England we have established a Together an Active Ribble Valley Partner Group. The group is made up of key partners who can help shape the work we do and collaborate to ensure any resources or support is used in the right way. The group is relatively new, and we are establishing a team agreement that will outline the agreed way of working, this needs to be aligned with a scheme of delegation allowing funding to be distributed appropriately and in accordance with the principles of TaAF.

4 PROPOSAL

4.1 In RV it is proposed that the Partnership Group consider the schemes for commissioning that arise from the consultation work in the Pathfinder and Accelerator phases of TaAF, the approval of these decisions would then be delegated to the Director of Community Services in consultation with the Chair and Vice Chair of Community Services and reported retrospectively as required to the Committee.

5 CONCLUSION

5.1 Sport England have recently published their strategy for the next 10 years, "Uniting the Movement", a main thrust of this is working at a local level and the outcomes of the Local delivery Pilots will help to develop this approach for their future funding models. This makes the status of the current pilots integral to the way that SE will develop in the future. For Pennine Lancashire this places the partnership in a unique position and therefore the role that TaAF can play both locally in helping our residents to be healthier and more active as well showing how we can work in partnership to deliver these outcomes makes the value of TaAF priceless.

6 RISK ASSESSMENT

6.1 The approval of this report may have the following implications.

- Resources – The funding which Sport England have made available has been agreed and this Council will enter into an agreement with BwD for the TaAF project.

Any funds which are draw down as part of this agreement are all external to the Council's base budget.

- Technical, Environmental and Legal – A legal agreement is a required part of the arrangement between BwD and RVBC for drawing down the funding allocation.
- Political – None arising as direct result of this report.
- Reputation – The award of Local Delivery Pilot status to Pennine Lancashire was and is a significant statement from Sport England, which emphasises the strength of the partnership working which exists in the area. It is unusual for RV to be the recipient of such external funding compared to our neighbours and this will have long term benefits for improving the health of residents.
- Equality & Diversity – This is inherent with the grant criteria.

7 **RECOMMENDED THAT COMMITTEE**

- 7.1 Approve the delegation for project commissioning to the Director of Community Services in consultation with the Chair and Vice Chair of Community Services as outlined.

Mark Beveridge
Head of Cultural and Leisure Services

John Heap
Director of Community Services

BACKGROUND PAPERS

None

For further information please ask for Mark Beveridge 01200 425111

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE

meeting date: 11 JANUARY 2022
 title: CAR PARKING REPORT
 submitted by: JOHN HEAP - DIRECTOR OF COMMUNITY SERVICES
 principal author: ADRIAN HARPER

1 PURPOSE

- 1.1 To update Members on current car parking issues.
- 1.2 To update Members on electric charging.
- 1.3 Relevance to the Council's ambitions and priorities:
 - Community Objectives – To sustain a strong and prosperous Ribble Valley.
 - Corporate Priorities – To ensure the best use of Council resources.

2 BACKGROUND

Proposed New Car Park

- 2.1 A Parking Study was carried out by officers in 2017. The report was submitted for information to the Car Park Working Group outlining the position with capacity on short stay car parks in Clitheroe Town Centre. The report indicated that usage was close to capacity at peak times on most car parks in the town centre. This issue was subsequently discussed at a number of the car park working group meeting discussing possible options.
- 2.2 Committee have been kept informed via minutes of the Car Park Working Group (November 2019 and August 2021) and an Information Paper at Community Committee (August 2021)
- 2.2 As it was a site that was already in the Council's ownership, a capital bid of £1.23 million 2020/21 was approved for a new deck to be placed at the Chester Avenue car park. A feasibility study was carried out and whilst the extra deck would have provided more parking, there were several issues that ruled it out.

These were:

- the car park is a long stay car park, and the requirement was really for short stay, shopping purposes.
 - The car park is in a built-up area, and it is expected that there could be a number of planning objections as a result of nuisance
 - The entrance to the car park is along Chester Avenue and not ideal for the increase in traffic due to the extra deck – it is expected that LCC would object on highway grounds.
- 2.3 A second site is now being considered and a feasibility report on this site is being prepared. It is an area of grassland near the town centre which is not normally used as it is located beyond a row of mature trees and is very often boggy due to the standing water at that location.

- 2.4 Contact with the site owners has been difficult, during the Covid lockdown, and quite non-committal for a long time. However, they have asked a Surveying Company AJH Associates of Clitheroe to act on their behalf in the matter. I have been in touch, and they reported that “in principle the owner has no particular attachment to the land in question and it is not used.”
- 2.5 Contact has been made with Lancashire County Council, the Highway Authority, to ask what they would accept as an entrance to the site. They originally stated that they would prefer the creation of a 4th arm to the mini roundabout on the A671 Waterloo Road and a need for signals with pedestrian facilities. This would, in their opinion, provide a more secure and long-term network benefit.
- 2.6 However, the staff at LCC has now changed and their preferred solution now is a priority junction to the south of the roundabout with a right turn lane provision. LCC originally said that there were several housing sites that might be able to contribute to part fund the works. These sites include, Standen, Waddow and Highmoor.
- 2.7 Negotiations with LCC are ongoing but the stance seems to be changing regarding the possible funding being available for some of the necessary changes to the existing road network.
- 2.8 Internal discussions have taken place with colleagues in Planning about the new car park site. The response is that the proposed car park is within the conservation area and there are several constraints (conservation areas, loss of trees, impact on openness, visual impact) which could impact the amount of land which could be developed.
- 2.9 The car park could accommodate approximately 150 cars. Clearly, the capacity would be affected by the design issues arising from the site’s location being in a conservation area, but this is still a significant size for a car park.

Electric Charging Points

- 2.10 As Members are aware the Council have installed 14 electric charging points in the Council’s car parks. 4 in Railway View and 10 in Chester Avenue.
- 2.11 A decision made by Members at a previous Committee meeting that for the time being, the spaces could be used by non-charging cars if the drivers paid for the parking. The annual parking order was written in accordance with this decision.
- 2.12 The present take up of the charging facilities, particularly in Railway View car park, is increasing, but overall, the spaces are not being well used.
- 2.13 Officers are in the process of investigating the introduction of charging points at both the Council offices and the Depot. The points at the office would be under a scheme intended to encourage employers to install charging facilities for their staff. (Part funded by way of a government grant.)
- 2.14 A capital bid has been submitted for the introduction of the electric points at the depot to allow for the introduction of electric/hybrid vehicles and plant into the Council fleet. Unfortunately, the costs are likely to be substantial as the power supply to the depot will have to be increased substantially to operate the charging points. However, until the infrastructure is provided, we cannot proceed with changing the Council’s fleet.

4 RISK ASSESSMENT

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

- Resources – There is provision already in the capital programme for the construction of additional facilities. However, this budget was limited to a site that no longer appears viable. Before a new scheme can reasonably be costed some expenditure will be required on a District Valuer for the land in question; a transport planner to satisfy the requirements of Lancashire County Council and the necessary surveys to carry out the design of the car park.
- Technical, Environmental and Legal – None arising as a direct result of this report
- Political – There is political support for the delivery of additional car parking to meet the need in Clitheroe.
- Reputation – Enhance the reputation of the Council by providing the infrastructure for shoppers in Clitheroe town centre.
- Equality & Diversity – None arising as a direct result of this report

5 **RECOMMENDED THAT COMMITTEE**

5.1 Consider whether you wish officers to continue to investigate how additional parking can be delivered for Clitheroe, and if so, whether to ask Policy and Finance Committee to retain provision in the capital programme for new parking facilities (although not on the Chester Avenue site)

5.2 Support the staff in pursuing the introduction of more charging points in the council car parks.

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 11 JANUARY 2022
 title: WASTE COLLECTION PERFORMANCE
 submitted by: DIRECTOR OF COMMUNITY SERVICES
 principal author: LINDA BOYER, WASTE MANAGEMENT OFFICER

1 PURPOSE

- 1.1 To provide Members with an update on recycling performance.
- 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

Comparison of waste collection over last 3 years	18/19	19/20	20/22
Paper	1640	1366	1325
Green	3075	3443	3987
Recyclate	2474	2638	3556
Residual	15180	15421	16674
Residual kg/household	586	580	619

- 2.1 Throughout this period paper/cardboard collections have dropped by 20%, albeit the collections stopped for 2 months during the first lockdown in March 2020 and were severely decreased for months either side of the lockdown. It can be seen that the collections have not recovered since lockdown.
- 2.2 It is assumed that residents have either taken the paper to the HWRC (when open) or thrown it into the residual bin. As a result, tests on the residual waste have shown a high paper content and the amount of waste sent to landfill has increased by 10%.

3 ISSUES

General contamination

- 3.1 In years 18/19 and 19/20 contamination of residual waste has reduced from 14% to 5%. Our main contamination concern is paper/cardboard. The highest contamination was 8.58%, although this has now reduced to just over 3%, this is still the highest rate of contamination within the Lancashire boroughs.
- 3.2 Further investigation into the RVBC paper contamination has shown that a number of bins at Clitheroe market (15 x 1100 litres) have not only contained large quantities of paper and cardboard but the collection has been collected as residual waste and sent to landfill. A trial has taken place whereby some of the market bins have been labelled up as "card and paper only". This has been relatively successful and as a result the

paper has been collected separately and recycled. This will help increase the recycling, reduce the contamination in the residual, and send less waste to landfill.

- 3.3 Residents are frequently reminded that they can request additional paper sacks and/or put their paper/card in boxes for collection rather than putting it into the general waste bin.
- 3.4 With the number of new properties being built over the last couple of years, the paper collections should be increasing to above Covid levels but currently they are not.
- 3.5 Other contamination on the increase is the amount of hard plastic contained within the co-mingled collections, 7.31% where the target is no higher than 5%; also, the levels of plastic film is four times higher than the target level of 1%.
- 3.6 This could potentially all change when, or if, the White Paper is approved by Government as the material types collected increase so that the material types will change from being contamination to recycling.
- 3.7 Green waste tonnage over the same periods have increased by 30%, and the total recycling performance has improved from 34.6% for the last 2 years to 40% for the first half of 2021/22.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources - None
- Technical, Environmental and Legal – The increased recycling % can only be considered 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 in landfill rates can only be good for the authority.
- Equality & Diversity – None

5 RECOMMENDED THAT COMMITTEE

- 5.1 Ask officers to implement a strategy to promote the collection of paper to the levels before Covid and discourage the disposal of contaminants in the recycling stream.
- 5.2 Ask officers to implement within the current financial year.

LINDA BOYER
WASTE MANAGEMENT OFFICER

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Linda Boyer 01200 414467.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: TUESDAY 11th JANUARY 2022
title: TOOTLE HEIGHTS QUARRY TUNNEL, LONGRIDGE
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ADRIAN HARPER

1 PURPOSE

1.1 To provide Members with some background of the above tunnel.

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 entrance to the tunnel is located at the edge of John Smiths playing fields, the site of a former sidings for the Tootle Quarry railway. The site, including the tunnel was conveyed between British Transport Commission and The Urban District Council of Longridge.

It was originally considered that Ribble Valley BC were responsible for the maintenance of the part of the tunnel which passes from the portal at the edge of the playing fields to the edge of Chaigley Road with the remainder being the responsibility of Lancashire County Council as the tunnel supports their highways.

The structure was built as part of the Preston to Longridge Railway Company's line from Tootle Height Quarry in 1839 and the portal is Grade II listed.

The opposing end is located in a privately-owned caravan park and is currently blocked up and inaccessible to the general public.

Damage to the tunnel was found following a 6 monthly inspection regime by the Council's Engineers Section.

Following a report to CMT it was decided that a specialised company be employed to survey the tunnel and assess the damage and any necessary repairs.

Lancashire County Council were contacted to determine their responsibility for the tunnel as it is located under two adopted highways. They denied any responsibility as in their opinion the whole of the tunnel was the responsibility of the council.

At this point the Councils Legal team were approached to give an opinion. This was as follows:

The part of the tunnel that is within the ownership of RVBC was conveyed by a Conveyance dated 25 July 1960 made between British Transport Commission and The Urban District Council of Longridge, it extends up to the boundary with Higher Road and includes the adopted roadway that is now Chaigley Road and the land adjacent to 84 Chaigley Road that is the extent of RVBC ownership.

The 1960 Conveyance also provides reservation of Mines and Minerals and also “RESERVING to the Vendor a full right and liberty for the Vendor and its Successors in Title with or without workmen at all reasonable times to enter upon the property hereby conveyed and into the tunnel situate at the south easterly end thereof and under the adjoining road as shown by yellow colour on the said plan so long as the said tunnel is still in existence for the purpose of inspecting maintaining repairing and filling in that portion of the said tunnel which is under the adjoining property beyond the said road and also for the purpose of removing railway tracks in existence on the said property”.. this seems to confirm the continuing responsibility of the Vendor to the maintenance of the remainder of the Tunnel at that time.

The part of the tunnel under the adopted Higher Road is not shown as registered at Land Registry and the piece of Land adjacent to and on the east side of Higher Road is also not registered

The tunnel also extends as far as the Caravan Site which is registered under title number LA618599

The Tunnel Portal at the RVBC owned end is Grade 2 Listed by Historic England Former disused Tunnels, Bridges and other Assets of the former British Railways Board that had not been sold off or transferred to other Public Bodies or Public Authorities were previously vested in a Government owned Company called BRB (Residuary) Ltd which was abolished on 30 September 2013 via SI 2314 of 2013 when assets became the responsibility of various bodies such as Highways England Historical Railways Estate and others.

Historically parts of Assets that are not owned by Public Bodies / Authorities have been the responsibility of Highways England Historical Railways Estate.

Unfortunately, when Highways England Historical Railways Estates were contacted it was clear that they believed that they don't have any responsibility for the Tunnel and that the responsibility for the Tunnel is with RVBC for part of the Tunnel and some other unknown owner for the eastern part nearest the Caravan site and the council don't have any other evidence that it can put forward.

We have now concluded that the eastern end of the tunnel including the portal are the responsibility of the caravan site and we have written to them informing them of this fact. We have to date had no response.

As well as the eastern end of the tunnel and the portal being someone else's we have concluded that the retaining walls above the portal are the responsibility of either LCC or the caravan park. We have not yet notified them of this, but the walls need some attention.

3 ISSUES

3.1 The original inspection of the tunnel was carried out by the specialist consultant on the 5th June 2020.

The survey stated that if the elements of the tunnel belonging to others is removed then the costs for the works being the responsibility of the council would be in the region of £10k.

From the previous report there was also identified a potential problem with the portal foundation at the John Smiths end of the tunnel which would be the council's responsibility.

Following the CMT in July it was decided that the tunnel consultancy should be approached again, and a price obtained for the reinspection of the tunnel and also any investigation works that might be needed for the listed portal.

A quotation for another inspection to review the previous defects; the production of scheme drawings and specification in sufficient detail for the council to go out to tender for the remediation works was sought.

This will include the works necessary to the portal. It is noted that the remedial works required may affect the appearance of the portal and therefore may require listed building consent. The cost does not include the cost of the listed building consent application.

The costs for the above have been given as £4790.

Obviously, this does not include the actual works required to the tunnel and the portal, but it is the first step required to sort out the current issues.

The quotation does qualify that the works could be carried out in a years' time, but the recommendation is that the works go out to tender as soon as the council is able to secure the necessary funds to carry the works.

The follow up investigation works started on the 9th December 2021.

4 RISK ASSESSMENT

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

- Resources –The cost of the next inspection and works outlined above which will have to be found from existing budgets.
- Technical, Environmental and Legal – The Council are responsible for the integrity of the quarry tunnel and would be liable for any damages should it collapse.
- Political – None arising as a direct result of this report.
- Reputation –None arising as a direct result of this report.

5 CONCLUSION

5.1 Committee will note the contents of the report and the possibility of further works being necessary to keep the tunnel and the area of land it supports safe and sound.

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

For further information please ask for Adrian Harper on 01200 414523

REF: AH/COMMUNITY 110122

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

meeting date: 11 JANUARY 2022
 title: CLITHEROE FOOD FESTIVAL
 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 update on the event and the preparations being made for 2022.
- 1.2 Relevance to the Council’s ambitions and priorities:
 - Corporate Objectives – To sustain a strong and prosperous Ribble Valley.
 - Community Objectives - Provide an opportunity for local businesses to develop their market share with exposure to new consumers.

2 BACKGROUND

- 2.1 The food festival is being planned for Saturday, 30th July 2022, this report provides an update on the progress since the last Committee Meeting in October 2021.

3 ISSUES

- 3.1 A response from Clitheroe Auction Mart about the availability of their site for the park and ride has been received. They have accepted the Council’s request for use of their car park, however, there is a caveat. Depending upon the scale of their machinery sales which will be taking place shortly after the event, we may only have access to around 50% of the rear car park, which is the larger of the 2 areas they have. The machinery sales are something which the Auction have successfully developed in recent times, and this resulted in a loss of space in 2019 when a permanent fence was installed in the rear car park, to accommodate the machinery lots for their sales, this saw a reduction of around 200 car spaces at the time. If around 50% of that available space were to be lost, the capacity would be further reduced to perhaps 400 cars. Unfortunately, because the Auction Mart will not know until within a few weeks of the sale the size of space that they need, the Food Festival will not know what will be available for car parking until shortly before the event. Alternative options have been considered in the past for overflow parking, though nothing viable was an option then and no further large area of hard standing has been created in the meantime. One option which will be explored will be to find a field which could be prepared to act as the primary car park, however it needs to have good access from the A59 and provide a safe entry and exit point. Weather conditions would then be a significant factor if a field were used as the primary car park and if this option is chosen it may be necessary to lay temporary matting to provide a weatherproof surface to the ground for cars and pedestrians.
- 3.2 Following Committees’ recommendation to seek prices for external assistance for running the event, due to the limited staff resources now available for this major undertaking. Discussions have taken place with two companies who provide expertise in running other food festivals and events. Prices are being obtained from them for the cost of their help with the 2022 event.

- 3.3 The use of Event Owl as the portal for managing exhibitors has been agreed, enabling the Council to use that software tool for those interested in applying to use. The portal will be opened towards the end of January early February for a period of several weeks and then a selection made of the stalls which will be accepted for the event.
- 3.4 Whilst some other events operators in the borough fly post the area with banners and signs on fences and street furniture without permission, this is illegal and so is not something the Borough Council can condone for its' own event. In recent years the use of banners has been restricted to the Council's own car parks and buildings in the run up to the event that will happen again for 2022.
- 3.5 The marketing of the event will focus on some limited paid for advertising in Lancashire Life and the Clitheroe Advertiser and the Lancashire Journal. The primary channel will be social media, which will be generated by the Councils' own I.T and communications staff.
- 3.6 Ninety-six per cent of event organisers are suffering from staff shortages, according to a survey by the National Outdoor Events Association (NOEA), on behalf of the Department for Culture Media and Sport (DCMS). The report also found that, of this number, 51 per cent said they struggled to find staff, with a further 38 per cent reporting that trained staff was the primary issues.
- 3.7 This survey was undertaken by NOEA following requests from Government departments to understand the nature of difficulty the industry is currently experiencing when it comes to staffing. As well as struggling with existing shortages, 83 per cent of respondents also predict that the issues will plague the whole of 2022. This situation is likely to impact the Food Festival, which is why officers are being proactive now to try and put in place measures to help mitigate this situation.

4. RISK ASSESSMENT

- 4.1 The approval of this report may have the following implications:
- Resources – To date the Council has underwritten the cost of staging the Food festival. With limited sponsorship and being free to attend, the event cost has risen sharply is likely to rise further as the demands of staging it safely increase. The budget for 2022 is attached (appendix 1), however it is likely that the costs incurred will rise as prices are sought from suppliers, plus no account has yet been made for the costs which might be incurred from the use of an external company to help with aspects of the event.
 - Technical, Environmental and Legal - The success of the event in attracting people to Clitheroe makes safety a constant challenge given the limited street space available within the town. The Council as the event organiser is legally obliged to run a safe event and would be held accountable by the Health and Safety Executive if an incident occurred leading to injuries or worse.
 - Political – none in the context of the report
 - Reputation - The Council has a high reputation for delivering an excellent event according to the feedback from stall holders and many attendees. That is based on the professional approach taken to the planning and delivery of previous food festivals, The Tour of Britain Cycle Race and The Freedom of the Borough March.

- Equality and Diversity – The festival is located on the streets of the town and all areas are accessible. Demonstrations if staged, are in accessible buildings.

5. RECOMMENDED THAT COMMITTEE

5.1 Note the report.

MARK BEVERIDGE
HEAD OF CULTURAL & LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS – CFF File

Clitheroe Food Festival 2022

CRFDF	0100	Salaries	2,280
CRFDF	0108	National Insurance Salaries	190
CRFDF	0130	Temporary Staff	4,680
CRFDF	2402	Repair & Maintenance - Buildings	1,580
CRFDF	2446	Rent of Buildings	1,260
CRFDF	2636	Hire of Transport	2,100
CRFDF	2637	Hire of Plant	12,250
CRFDF	2881	Purchase of Equipment & Materials	790
CRFDF	2885	Plastic Sacks	80
CRFDF	2895	First Aid Requisites	1,780
CRFDF	2942	Refreshments	440
CRFDF	2961	Protective Clothing	30
CRFDF	2981	Postages	180
CRFDF	2991	Communication Equipment	580
CRFDF	3267	Signage	4,200
CRFDF	3277	Promotional Activities	14,710
CRFDF	3305	Security	1,780
CRFDF	8420n	Car Park Charges	-4,810
CRFDF	8576z	Contributions & Donations	-5,000
CRFDF	8724n	Masterclasses and Tutored Tastings - VAT	-540
CRFDF	8805l	Land Rents	-310
CRFDF	8827n	Food Festival Stalls (VATable)	15,640

Total

22,610

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 11th JANUARY 2022
title: GENERAL REPORT
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: KATHERINE RODGERS, ARTS DEVELOPMENT OFFICER,
COLIN WINTERBOTTOM, CULTURAL & LEISURE SERVICES
MANAGER

1 PURPOSE

To update committee on a variety of developments in sports, arts and community development and performance of the Platform Gallery.

2 PLATFORM GALLERY UPDATE

- 2.1 The Exhibition Programme features the popular 'Northern Star' which runs up until Christmas and sales have picked up gradually following a sluggish return by visitors post covid shut down. The impact of the pre-Christmas changes to covid regulations will be assessed in the analysis of the December sales.

The up-coming exhibitions next year are;

Connecting Crafts: 24 January– 19 March

The Platform Gallery's first exhibition of the year brings together two established Crafts of Printmaking and Ceramics through revered Northern Craft organisations; the Northern Potters Association and 10 Strong Artists. It is the aim of this exhibition to highlight and showcase the wealth of talented artists that belong to these organisations and the wider goal of the gallery to connect visitors with local contemporary makers and their crafts

Craft Open: 4 April – 18 June

The Platform Gallery's annual exhibition, known for highlighting the wealth of talented craft makers surrounding the Platform Gallery. Connecting visitors with local contemporary makers and their crafts.

Lancashire Makers: 11 July – 3 September - An opportunity to showcase local makers.

- 2.2 A new till system was introduced during October to improve efficiency and remove some of the paper based administrative tasks. Staff received the necessary training to operate the computerised system provided by North West Business Machines, and the 'bedding in' phase has required some changes to ways of working. However, support from I.T. has been very helpful to ensure that the system works effectively and adapts to the specific requirements of the Gallery.

3 RIBBLESDALE POOL

- 3.1 Whilst school swimming lessons continue to be available in helping to deliver this important life skill for children in the Borough, it has not been possible to re-commence the full internal learn to swim scheme, due to continuing difficulties with recruiting teachers.

An arrangement has been agreed with Swim England; who are supporting the training and development of new teachers through level 1 and 2 qualifications. The courses are to be organised and provided at Ribblesdale Pool, and if interest emerges then it is hoped to have instructors in place by February/ March of next year.

4 CONCLUSION

- 4.1 The Platform Gallery continues to progress towards pre-pandemic business – but slowly.
- 4.2 Staffing difficulties at Ribblesdale Pool remain a concern, although it is hoped that the recent pay review will help in attracting applicants for vacant posts.

KATHERINE RODGERS
ARTS DEVELOPMENT OFFICER

COLIN WINTERBOTTOM
LEISURE & CULTURAL
SERVICES MANAGER

JOHN C HEAP
DIRECTOR OF COMMUNITY SERVICES

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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