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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, 23 AUGUST 2022** in the **Council Chamber, 13 Church Street, Clitheroe, BB7 2DD.**

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 - 8)
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. **RIBBLESDALE POOL FILTERS** (Pages 9 - 12)
Report of Director of Community Services enclosed.
6. **CAR PARKING** (Pages 13 - 18)
Report of Director of Community Services enclosed.

ITEMS FOR INFORMATION

7. **CLITHEROE FOOD FESTIVAL 2022** (Pages 19 - 20)
Report of the Director of Community Services enclosed.

8. **SWIMMING LESSONS RIBBLESDALE POOL** (Pages 21 - 22)
Report of the Director of Community Services enclosed.
9. **RV3G FACILITY UPDATE** (Pages 23 - 26)
Report of the Director of Community Services enclosed.
10. **SPORT ENGLAND UNITING THE MOVEMENT** (Pages 27 - 30)
Report of Director of Community Services enclosed.
11. **DRS, EPR AND COLLECTION CONSISTENCY CONSULTATIONS UPDATE** (Pages 31 - 36)
Report of Director of Community Services enclosed.
12. **REVENUE OUTTURN 2021/22** (Pages 37 - 64)
Report of Director of Resources enclosed.
13. **REVENUE MONITORING 2022/23** (Pages 65 - 82)
Report of Director of Resources enclosed.
14. **CAPITAL MONITORING 2022/23** (Pages 83 - 114)
Report of Director of Resources enclosed.
15. **GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES** (Pages 115 - 116)
Copy enclosed.
16. **MINUTES OF WORKING GROUPS**
None.
17. **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**
None.
18. **EXCLUSION OF PRESS AND PUBLIC**
None.

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

Agenda Item 2

Minutes of Community Services

Meeting Date: Tuesday, 24 May 2022, starting at 6.30 pm
Present: Councillor R Newmark (Chair)

Councillors:

S Atkinson	G Mirfin
D Birtwhistle	S O'Rourke
S Brunskill	S Rainford
S Carefoot	M Robinson
R Elms	J Schumann
S Fletcher	G Scott
A Humpheys	

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

34 APOLOGIES FOR ABSENCE

Apologies for the meeting were received from Councillor J Alcock.

35 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 9 March 2022 were approved as a correct record and signed by the Chairman.

36 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS

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

37 PUBLIC PARTICIPATION

There was no public participation.

38 APPOINTMENT TO WORKING GROUPS

The Chief Executive submitted a report asking committee to consider the reappointment of the working groups under the remit of this committee and their membership.

The two active working groups under the remit of this committee were for grants and car parking.

RESOLVED THAT COMMITTEE

Approve the following working groups and their membership for the 2022/23 municipal year

Grants – Councillors R Newmark, S Atkinson, J Alcock and S Fletcher
Car Parking – Councillors R Newmark, S Atkinson, G Mirfin and S O'Rourke

CAR PARKING

The Director of Community Services submitted a report seeking members' views on the changes to the car park ticket machines and informing committee of the current position of electric charging points.

He informed committee that investigations into funding opportunities were ongoing for electric charging points and a visit from the Energy Savings Trust had been arranged. The results of this would be reported to the car park working group.

He also informed committee that all the current machines can carry out all payment options with the addition of Apple Pay and Google Pay, however because of the rural location and lack of good mobile phone signal the machines at Dunsop Bridge and Slaidburn would remain as cash only. Investigations were ongoing with telecommunications contractors to try and find a way to enable the two particular car parks with the full suite of pay options.

Members discussed Apps that made paying for parking easier and signage to make the user aware that it was available. The question of a 'sports pass' to be made available for users of recreational facilities was also raised and would be considered again by the car park working group.

RESOLVED THAT COMMITTEE

1. Refer the results of the investigations from both the electric charging points and the parking machines to the car park working group for consideration, and
2. Delegate to the Director of Community Services, in consultation with the car park working group, decisions on the final specifications for the renewed infrastructure.

ARTS DEVELOPMENT AND RIBBLE VALLEY IN BLOOM GRANTS

The Director of Community Services submitted a report presenting the further recommendations of the working group in relation to the allocation of grants under the Recreation/Culture/Arts Development scheme. It also outlined the grants made under the Ribble Valley in Bloom scheme.

Members were reminded that some applications had required further evidence before they could be properly considered. That information had now been received and the working group had been consulted on this along with several new applications.

The working group had also considered the applications made under the Ribble Valley In Bloom scheme and agreed the recommendations made.

RESOLVED THAT COMMITTEE:

1. Endorse the recommendations of the working group outlined in the appendix for the Arts Development grants, and
2. Approve the grants as outlined made under the Ribble Valley in Bloom scheme.

CLITHEROE FOOD FESTIVAL

The Director of Community Services submitted a report updating committee on the preparations for this year's event.

Preparations were progressing well, and although some of the businesses that had attended previously were no longer trading, over 75% of the stalls had been booked. He reminded members that the number of non-food stalls had been capped to three in previous years but that given the Council's concern about/commitment to sustainability issues in our natural environment it was proposed to increase the number to ten in include stalls that supported environmental/sustainability themes.

He also informed committee that the costs of the festival would be higher than in previous years with the infrastructure, transport and staffing all seeing significant price rises. The income from the stalls does not cover the cost of staging the event that is free to attend.

Members discussed possible sponsorship and advertising of the event.

RESOLVED THAT COMMITTEE:

Agree to raise the number of non-food stalls from three to ten for the 2022 event.

42

CAPITAL OUTTURN 2021/22

The Director of Resources submitted a report reviewing the final outturn of the 2021/22 capital programme for this committee and seeking member approval for the slippage of some capital scheme budgets for the 2021/22 financial year to the 2022/23 financial year.

Actual expenditure on this committee's capital expenditure was £430,510 which was 72.8% of the revised estimate budget.

Seven of the twelve capital programme schemes were completed in-year and overall expenditure on these schemes was contained within the revised estimate budget approved in February 2022.

Slippage of £153,240 into 2022/23 was requested to fund completion of the five schemes not completed in 2021/22.

Members discussed the frameworks used for letting contracts and the need to keep communities informed of the timeframe of capital projects coming to fruition.

RESOLVED THAT COMMITTEE:

Approve the slippage of the following budgets into the 2022/23 capital programme

- Play Area Improvements 2021/22 - £80,600
- Play Area Improvements 2020/21 - £40,000
- Clitheroe Town Centre Car Park Scheme - £15,000
- Refurbishment of Bowling Green Café, Castle Grounds - £2,150
- Edisford Playing Pitches Drainage Works - £15,490

43

LONGRIDGE INVESTMENT PROJECTS

The Director of Community Services submitted a report for information updating members on several capital projects the Council was investing in to provide better facilities for Longridge residents.

These included Longridge Cricket Club, the Sports Club at the High School, Kestor Lane play area and access road and Mardale football pitches.

Further investment in the sport and leisure provision would take place as more S106 monies became available from the housing sites in Longridge.

44 LONGRIDGE PUMP TRACK

The Director of Community Services submitted a report for information updating members on the progress of this community project.

They were now a constituted group and were looking to investigate potential funding options before submitting the scheme for planning permission.

Committee were mindful that this was a scheme worth supporting in Longridge.

45 DRS, EPR AND COLLECTION CONSISTENCY CONSULTATION

The Director of Community Services submitted a report for information providing members with an update on Deposit Return Scheme, Extended Producer Responsibility and Collection Consistency consultations.

EPR places the cost of managing products once they reach end-of-life on to producers. The government dropped plans to make producers responsible for the cost of business waste until at least 2026/27 when a review will take place, and England and Northern Ireland will not make producers responsible for litter 'on the ground'. Implementation of EPR would also be delayed from 2023 to 2024 and glass would be excluded from the scope of the DRS scheme in England and Northern Ireland.

Responses to the consultation on consistent collections in England were yet to be published with a delay of the 2023 date likely. The EPR system would inform councils how much money they would receive, while consistency would tell them how to proceed.

46 GENERAL REPORT OF DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report for information on a variety of issues including the proposed town centre car park, refuse, town wells and tourism being transferred from the remit of Community Services to Economic Development. He also informed committee that litter bins were to have a sticker attached with a unique reference number for ease of reporting any issues.

47 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

48 EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 7.28 pm

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

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 23 AUGUST 2022
title: RIBBLESDALE POOL FILTERS
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: COLIN WINTERBOTTOM

1 PURPOSE

1.1 To provide Committee with an update on the capital project to replace the pool filters at Ribblesdale Pool and suggest a proposed amendment to the scheme.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives - In contributing to making lives safer and healthier
- Corporate Priorities - To ensure a well-managed council providing efficient services through identifying customer need and maximising use of resources.
- Other Considerations – to help to reduce future maintenance issues with the tiling and pool filters at the facility.

2 BACKGROUND

2.1 The Council has £44k allocated within the capital programme for the replacement of the three pool filters at Ribblesdale Pool, two provide water filtration for the main pool and one for the teaching pool. However, since that was submitted several years ago, the cost of replacement has risen to over £80k from the verbal estimates officers have received from suppliers recently.

2.2 The rationale for either seeking such an increase over the budget or carrying out this major piece of work on building that is 50 years old no longer makes economic sense.

2.3 The Council have had the filters inspected, with the idea of refurbishing them, which involves shot blasting them and relining them, but this is not viable, because the inspection assessed the thickness of the metal in the filters and although suitable for the purpose of filtering water, it is not recommended that they could withstand shot blasting and relining without risking damaging the metal shells of the filters and consequently filter failure.

2.4 An alternative proposal would be to replace the filter media. This comprises the layers of sand and stone in the filters which together with the chemicals used help to ensure the water quality meets the levels for safe bathing.

3 ISSUES

3.1 The pool facility is 50 years old and if the necessary funding were available to replace the filters, they would need to be cut up and removed from the plant room, because they are too big to remove in one piece. However new filters would not be a straight replacement it would require substantial amendment to the pipe work to accommodate a new design. All of which would take in the region of 2 months or more to complete, which even with available funding would make this year's window of opportunity impossible to achieve allowing for tenders to be drawn up and the time

to go to the market. (The work would be programmed for Nov/Dec) which historically is the quietest period for the pool.

- 3.2 Spending so much to replace an important aspect of the pool plant would not guarantee that a failure with another aspect of the building would not require an enforced closure of the building. Given the age of the facility, much of the work done in the past few years has been to replace failing equipment and plant needed to keep the building running.
- 3.3 The tiling in the pool was repaired some years ago, however some have had to be repaired in the intervening period and although these have been carried out using special waterproof compounds that can be applied underwater. The best and most cost-effective way to carry out this maintenance is with the pool closed and empty of water. Thereby allowing a thorough inspection of the pool tiling and a replacement programme to be carried out as needed. It also ensures work on the filters is not reliant on the valves alone to hold the water back from the pool reaching the plant room.
- 3.4 There is no guarantee that even if the necessary approval is granted for the change to the capital programme, the Council will be able to find a suitable firm to do the work as they are becoming booked for this historically busy time of the year for pool maintenance work. Therefore, the work may need to be moved to next year, which will inevitably see an overall rise in the budget needed to complete the work in a further 12 months time.
- 3.5 It is proposed that the capital funding allocated to new filters is split between replacement of the filter media (the sand and pebbles which are used to filter the water from the pool) and repairing pool tiles.
- 3.6 Estimates have been received for the media replacement, they range from £21k - £28k, although only 3 quotes have been obtained so far, simply because there is limited number of companies who will do the work and not everyone is available to do it the window the Council want it completed in. No quotes have yet been obtained for the tiling though it is expected that whatever balance remains from the filter contract would be spent on addressing the worst of the tiling issues. It is estimated that it will take two weeks to change the filter media, thus allowing the pool to be drained and the tiling work to be carried out at the same time

4. CONCLUSION

- 4.1 The work on the pool should be carried out to use the allocated capital budget as outlined in the report. The proposal although not guaranteeing that the life of the building itself will extend, for up to 5 years the filters themselves, barring any other failure with the actual filter shells themselves, should be in good working order.
- 4.2 The tile work will help reduce the risk of cut feet which can occur if the tiles become worn and damaged.

4 RISK ASSESSMENT

The approval of this report may have the following implications

- Resources - There is £44k currently in the Council's capital budget allocated for the replacement of pool filters. Quotes will need to be secured for both the replacement of filter media and any tiling repairs if Policy and Finance approve an amendment to the scheme. The average income per week in December is around £650. Swimming lessons will have ended by the start of the schedule work period.

- Technical, Environmental and Legal – These issues have been outlined in the report.
- Political – None Identified
- Reputation – The Council has only Ribblesdale Pool to meet the needs of the Borough's swimmers, any closure has an impact on their chosen activity. Without constant maintenance work the risk for the Council with a building over 50 years old, is that a complete failure of the fabric or equipment is heightened.

5 **RECOMMENDED THAT COMMITTEE**

- 5.1 Approve the proposed amendment to the capital programme outlined.
- 5.2 Ask Policy and Finance to amend the capital programme to enable the filter and tiling work to be completed as proposed.

MARK BEVERIDGE
HEAD OF CULTURAL AND LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information, please contact Mark Beveridge, 01200 425111

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE

DECISION

meeting date: TUESDAY, 23 AUGUST 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 the replacement of the parking machines.
- 1.3 To discuss the bicycle lockers on Chester Avenue Car Park.
- 1.4 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

2.1 Proposed New Car Park

- 2.1.1 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.
- 2.1.2 Members are reminded that the conclusion of the above survey was that plans were required to start making provision for additional parking in Clitheroe as the number of houses increased because although Clitheroe was within capacity most of the time, at peak times there was a growing problem.
- 2.1.3 During the Covid 19 pandemic national shopping habits had changed and people were shopping differently with many more doing it on-line, so a follow-up survey was commissioned to establish whether demand had changed locally.
- 2.1.4 A further Parking Study has been carried by officers this year. The study showed that although Lowergate car park reached capacity on Saturday none of the other short stay car parks reached more than 75% capacity at any other time.
- 2.1.5 The results were discussed at the Car Park Working Group meeting on the 4 July and the Group concluded that there was, presently, no need for extra town centre parking provision. However, it was agreed that LCC should be continued to be lobbied to assist in providing better easier access to the underutilised market car park.

2.2 Car Park Machines

2.2.1 Further to the Car Park report from May 22 consideration has now been given to the 2 manufacturers of parking machines presently used by the Council. The machine prices and payment solutions have now been discussed and agreed with the car park working group meeting 20 July.

2.2.2 The final decision is to replace all but 2 of the machines with the payment options including coins, contactless, apple and Google Pay. The two other machines are located in Dunsop Bridge and Slaidburn car parks where there is no mobile phone signal. These machines will be coin only machines with the option to alter to contactless machines at a time when the mobile phone signal improves.

2.2.3 Part of the capital scheme will include the provision of better signage promoting the use of Mi Permit, the pay by phone method of parking payments.

2.3 Cycle Lockers on Chester Avenue Car Park

2.3.1 When LCC handed back the park and ride bays on Chester Avenue they also left a number of cycle lockers. They are in a reasonable condition but potentially too small to house all types of cycles.

2.3.2 The Council have been approached by a resident who would like to rent one of the lockers and has stated that she is prepared to pay an annual fee.

2.3.3 The suggested system would be for the resident to pay an annual fee and provide their own lock for the locker.

2.3.4 No fee exists presently for this service.

3 RISK ASSESSMENT

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

- Resources – A Capital Bid is already approved for the replacement of the car parking machines.
- Technical, Environmental and Legal – None arising as a direct result of this report
- Political – There appears to be little political support for the delivery of additional car parking in Clitheroe.
- Reputation – Providing car park machines with a wider variety of payments will only enhance the reputation of the council
- Equality & Diversity – None arising as a direct result of this report

4 **RECOMMENDED THAT COMMITTEE**

4.1 Consider the recommendation of the Car Park Working Group to remove the provision of an extra car park in Clitheroe Town Centre from the capital programme and support officers lobbying LCC to assist in making the market car park more easily accessible.

4.2 Support the Car Park Working Group in their recommendation to replace the car park machines with new machines offering more payment methods.

- 4.3 Agree to the hiring out of the cycle lockers on Chester Avenue Car Park to residents and agree a nominal annual fee to be then included in fees and charges.

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

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NOTES OF THE CAR PARKING WORKING GROUP HELD ON MONDAY 4 JULY 2022 at 3.00pm

PRESENT:	Cllr S Atkinson	John Heap
	Cllr R Newmark	Adrian Harper
		Daniel Sutcliffe
		Olwen Heap

APOLOGIES – Cllr Ged Mirfin

MINUTES OF MEETING HELD ON 10 AUGUST 2021

These were approved as a correct record.

MATTERS ARISING FROM MINUTES

- With reference to the minute regarding Accrington Road, Whalley the Leader informed the officers that a local ward councillor had recently been contacted by Storey Homes (?) about planning permission on this site and the relevance of car parking issues in the village. It was important to remember that decisions are made by committee and not any individual.

DCS would inform DEDP of the issue.

- Adrian reported that body cams were available. A draft policy for their use was in process. Where required, the civil enforcement officers doubled up.

RESULTS OF CLITHEROE CAR PARKS OCCUPANCY SURVEY

John Heap reminded members that the conclusion of the 2018 survey was that plans were required to start making provision for additional parking in Clitheroe as the number of houses increased because although Clitheroe was within capacity most of the time, at peak times there was a problem.

During the Covid 19 pandemic national shopping habits had changed and people were shopping differently with many more doing it on-line, so a follow-up survey was commissioned to establish whether demand had changed locally.

Adrian Harper reported that the follow-up survey carried out showed that although Lowergate car park reached capacity on a Saturday none of the car parks (RV Offices and market) reached more than 75% capacity at any other time. There was therefore no (urgent) need for another car park in the town currently.

The Leader asked questions regarding the use of Geotech on the Castle field, or using the whole of the market area, including the car park (with matching surface) as an extended space for events. Ideas around the Atrium café were also discussed.

CAR PARK MACHINES

Adrian Harper gave a comparison on 2 systems (IPS and Flowbird) with usage options and costs(appendix). He informed the group that as there was no mobile signal in Dunsop Bridge or Slaidburn, the machines on these two car parks would be 'coins only' with the option to upgrade should it change (the Duchy may make improvements).

IPS was the favoured system for use by most ways to pay including coins, contactless, Apple and Google pay. Provision had been made in the 2022/23 capital programme for 21 machines to be replaced. This work would be commissioned once Community Services committee had approved the option.

SPORTS PASSES

The issue of providing sports passes had again been raised in Community Services committee. This had been considered by the working group on numerous occasions previously.

The main issues for not creating a concession were as follows:

- The car parks cannot be managed if tickets are not purchased;
- If it was done for users of Roefield then other users at Edisford (swimming pool, football, tennis etc) should also be eligible;
- If the offer was made in Clitheroe, it should also be made in Longridge (Mardale).

At the present time the Council was awaiting the funding review, and not looking to reduce any fees/income.

ANY OTHER BUSINESS

Highmoor Park car park – there was currently a dispute between neighbours regarding the use of the car park that had been brought to officers' attention by a ward councillor. As the car park was not currently covered by the Car Parking Order no enforcement was possible. Another officer would investigate any abandoned vehicles under different legislation. The ward councillors would be informed of the situation by the Leader.

NEXT MEETING

To be arranged as necessary.

Meeting closed at 3.05pm

RIBBLE VALLEY BOROUGH COUNCIL **REPORT TO COMMUNITY SERVICES COMMITTEE**

INFORMATION

meeting date: 23 AUGUST 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 staged in July 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

1.3 The food festival was staged on Saturday, 30 July 2022, and around 100 businesses and organisations attended. In size it was as large as the 2019 event, with even more entertainment this year.

1.4 Although the weather on the day was generally wet, large crowds visited the event and stall holders reported brisk business, many sold out of their products and at least one town centre business told the Council it had been their busiest ever trading day.

1.5 This was the first event staged follow a break of two years following the pandemic, but the absence appeared not to have diminished the demand by residents and visitors alike for the mixture of food, drink, and entertainment on offer.

1.6 The event is organised and managed by Ribble Valley Borough staff and together with volunteers on the day from Rotary and the Lions. Because it is a free to attend event it is not intended to cover its costs, it is staged to attract people to the Borough as well as providing a day out for residents to attend.

1.7 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. Many stall holders regard the event as the best organised of the ones they attend, which is testament to the planning and work of Council staff that goes into staging the event.

3 ISSUES

1.8 The event this year proved to especially difficult to organise because of the problems in getting suppliers for the services used to stage the event, such as buses and first aid for example. In addition, the costs associated with all these services and supplies was significantly higher in some cases than in 2019.

1.9 Park and ride was due to be staged solely from the Auction Mart site, however a sale was planned for the same day after the event had been planned so parking was split

between that site and Hanson's Cement who kindly let the Council use their staff car park on the day.

- 1.10 With less than a week to go before the event was planned to be staged, the marquee company which had been booked earlier in the year, informed the Council that it could not fulfil the order. The Council had to find a replacement at the very last minute, which in turn caused issues with Clitheroe Market traders on the Thursday before the event, because the replacement marquee company needed to set up earlier in the day. This meant the Market car park was unavailable for the whole day instead of from 2pm.
- 1.11 Although the weather was damp the crowds attending were higher than would have been predicted in advance. The issue of safety was not a concern this year, but that will be a consideration in future years especially if the event is held during fine weather. Because it is free to attend no tickets are sold and therefore predictions of crowd density cannot be made in advance, although provision for crowd safety must be made.

4. CONCLUSION

- 4.1 The staging of the 2022 was a success for the Council and the Borough as a whole. A review of the event will be carried out by officers as is the norm for such events, to learn from what worked and what did not this year.
- 4.2 The options for the event being staged over two days or on a Sunday to extend the trading week for the town, will form part of that review.
- 4.3 The outturn costs for the event will be available for the October cycle of meetings, when it will be taken to the Economic Development Committee, because the event in future will move from the remit of Community Services Directorate to Economic Development and Planning.

MARK BEVERIDGE
HEAD OF CULTURAL & LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS – CFF File

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

meeting date: 23 AUGUST 2022
title: SWIMMING LESSONS - RIBBLESDALE POOL
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: COLIN WINTERBOTTOM

1 PURPOSE

1.1 To provide Committee with an update on the provision of swimming instruction at Ribblesdale Pool.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives - In contributing to making lives safer and healthier
- Corporate Priorities - To ensure a well-managed council providing efficient services through identifying customer need and maximising use of resources.
- Other Considerations – None identified

2 BACKGROUND

2.1 The provision of swimming lessons from Ribblesdale Pool was suspended at the onset of the Co-vid pandemic in March 2020.

2.2 School Swimming lessons returned when Swimming Pools were allowed to re-open and schools programme has continued through Council employed instructors.

2.3 It had not been possible to re-instate swimming lessons for the public though due to the difficulties in recruitment either internally or through an external provider. However, after sustained efforts to recruit new teachers, a learn to swim programme for juniors aged from 4years upwards from new beginner to competent swimmer standard, will re-commence in September.

2.4 During the current summer holiday period, week-long crash course swimming lessons have also been organised for primary school aged children.

2.5 All Swimming Teachers are required to be a minimum of level 2 to satisfy the Pool's Normal Operating Procedures.

3 ISSUES

3.1 The re-introduction of swimming lessons has been possible through the recruitment and training of newly qualified Level 2 Swimming Teachers. Certain members of Pool staff have been supported by the Council through the Level 1 and Level 2 Swimming Teaching training pathway. This opportunity has been extended to them on the understanding that they deliver teaching at Ribblesdale Pool for at least the next two years as they progress their respective courses of further education.

3.2 The recruitment process is being assisted by Swim England and the Institute of Swimming (I.O.S.) and their Recruitment Academy programme. This process comprises of the I.O.S. undertaking advertising to identify potential candidates and for an individual enrolment fee of £79, they initiate a learner agreement which guarantees them training to level 1 and training to level 2 upon successful employer

sponsorship. So far Ribble Valley has identified three individuals through this pathway and by the commencement of courses in September, it is expected that they will all have achieved level 2 qualifications and will have undertaken some volunteer teaching practice in supporting the delivery of school lessons at the Pool.

- 3.3. The teachers are being allocated hours of cover according to personal availability and will work on a casual basis initially, though fixed-time contracts will be explored. The programme of lessons set to start in September is essentially the same in respect to the number and range of levels that were available pre-Covid, although it is anticipated that Pre-School lessons (ages 0-4 years), 1 to 1 lessons and adult lessons will also become available as appropriately qualified teachers become available and demand is identified. Those people that were enrolled on lessons before they were suspended have been invited to attend free teacher assessments to determine which level they should now resume at; and once they have been enrolled onto courses, it is intended to open the remaining places to new demand from the public.
- 3.4 The recruitment cost associated with the training up of the new identified personnel is being met from 2021-2 and the current 2022-3 Pool revenue budget. The cost to train a teacher via the recruitment academy to Ribble Valley as a host site is £966.67 per person. The annual expenditure on swimming teaching will reflect the increased pay award which raised the rate for both establishment and casual staff who work as swimming teachers. The annual income generation projection is anticipated to increase from Pre-Covid budget figure due to the intention to deliver more weeks of lessons per year; (increasing provision from 36 to 42 weeks).

4 CONCLUSION

- 4.1 A fundamental purpose for the Council to provide a swimming pool for the Borough is to give children and adults the opportunity to learn to swim. Given the proximity of rivers and open water in the Borough it could literally prove for some people a live saving skill.
- 4.2 In addition having swimming lessons ensures that young people in particular can use the pool on their own as our customers in future years, for both recreational and health benefits. It has taken some time to get to a position where the Council has been able to identify and train the necessary swimming teachers to be able to deliver the programme we are now embarking upon and the response from parents has been very encouraging.

COLIN WINTERBOTTOM
CULTURE AND LEISURE SERVICES MANAGER

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information, please contact Colin Winterbottom, ext 4588

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 23 AUGUST 2022
title: RV3G FACILITY UPDATE
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 RV3G facility at Edisford for the 2021/22 season

1.2 Relevance to the Council's ambitions and priorities:

- Corporate Objectives – To be a well-managed council providing efficient services. To help make people's lives safer and healthier based on identified customer needs.
- Community Objectives - To improve the health and wellbeing of people living and working in our area.

2 BACKGROUND

2.1 The Council opened the 3G pitch facility at Edisford in September 2019, however since that date the use has been impacted significantly by the pandemic which has seen intermittent closures and reduced use, in line with the relevant health guidance applying at the time.

2.2 The facility has proved to be very popular with a wide range of clubs, groups, and casual users. It has predominantly been used for football, though following the first lockdown, tennis proved very popular, when the indoor facility was unavailable.

2.3 During the 2021/22 season, the following clubs used the facility regularly – Langho FC, Chatburn FC, Clitheroe Wolves FC, Rimington FC, Whalley Juniors FC, Wilpshire Wanderers FC, Readstone United FC, Clitheroe FC, Waddington FC, Ribchester Rovers FC.

2.4 There were 16 regular casual group bookings and two walking football groups. Two regular football leagues staged their matches at the pitches: East Lancashire Junior Football League (Sunday), Accrington and District Junior Football League (Saturday)

2.5 Several coaching course and activity camps were held, plus ten events from the Schools Sport Partnership as well as ad hoc booking for matches by local senior schools.

2.6 The education room has been used by the Councils' Healthy Lifestyles Team for Escape Pain sessions, Heartwatch and Weight Management classes.

2.7 In terms of numbers the facility averages 400 participants per day this equates to 73% of the Monday to Friday slots, Friday being the quietest evening with only 33% slots being filled. This is not unusual because the clubs which are the primary users are involved in league matches on weekends.

2.8 RV3G facility is often praised by players from both resident and visiting teams for the quality of the playing surface and the facility overall. In part this is due to the original

design and the investment the Council made, allied to the maintenance which is necessary to keep the surface and the overall facility in the best condition. During the 21/22 season the pitch received 140 hours of maintenance, mainly consisting of drag brushing the surface in accordance with manufacturers guidance. Plus, the Council appointed a specialist contractor to carry out a further 20 hours of maintenance, this involved decompaction of the infill and specialist cleaning. This year 13 tonnes of infill rubber crumb was added to the pitches to ensure it meets the safety criteria and playability outlined by the manufacturer. The pitch lines were also repainted this year.

- 2.9 Due to the popularity of the facility, it exceeded the income target for the year achieving over £133k, around £25k higher than the revised budget expected. This in part is due to the creative programming which has been employed to maximise pitch use

3 ISSUES

- 3.1 As can be seen the pitch is a very popular facility, which leads to demand outstripping supply during the busiest periods. All clubs and regular casual users are asked each year to provide their requirements well in advance of the season commencing. Some clubs are very good and provide the information even ahead of the deadline the Council sets, others must be chased and are late with their requirements.
- 3.2 It has been reported to Committee previously that the Council seeks to book the youngest age players into the early bookable slots (5-7pm), which given that many clubs have players under 10 years old, ensures they are not being asked to play later into the evening. Of course, this means that other bookings are often pushed back further into the evening, which can result in some dissatisfaction, however there are only so many available bookable slots per hour and to accommodate as much of the demand as possible the Council must negotiate with the clubs and casual users to arrive at a mutually convenient arrangement.
- 3.3 One way the clubs can maximise their allocated slot on the main pitch is to utilise the main pitch so that they run multiple coaching sessions at one time. Some clubs are more effective than others at this, as the pitch can be divided to allow up to 6 sessions per hour, depending upon the age of the players being coached.
- 3.4 It is important to understand that price cannot be used as a way of controlling demand. The facility still must compete with other similar facilities and therefore from a user perspective they will compare our charges with other sites. Also, as the pitch ages, even with maintenance, seeking to recover ever higher fees will be resisted by users. Because of the intense use the pitch surfaces are subject to, especially in the football season, close monitoring of the surfaces will be maintained to see if this will reduce the lifespan before replacement surfaces are required.
- 3.5 At peak time the car park reaches capacity, with users from the pool, tennis and the sports centre all competing with the pitch users for space. This leads to people parking outside of the designated bays which in turn creates difficulty for other drivers trying to park.
- 3.6 The planned day time educational use is not happening this year, though the company seeking to run the BTec course is still optimistic for it commencing in September 2023.

4 CONCLUSION

- 4.1 RV3G has proved to be an excellent investment for the Borough, and the demand for space shows that the interest from users is not diminishing.

MARK BEVERIDGE
HEAD OF CULTURAL & LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 23 AUGUST 2022
title: SPORT ENGLAND UNITING THE MOVEMENT
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: COLIN WINTERBOTTOM LEISURE AND SPORTS DEVELOPMENT
MANAGER

1 PURPOSE

1.1 The report provides Committee with an overview of the latest Sport England Strategy, as it applies to the work of the Council in helping to residents to live an active and healthy life.

1.2 Relevance to the Council's ambitions and priorities

- Council Ambitions - To be a well-managed council providing efficient services. To help make people's lives safer and healthier based on identified customer needs.
- Community Objectives - To improve the health and wellbeing of people living and working in our area.
- To improve the opportunity for people to participate in recreational and sporting activity.
- To ensure that Ribble Valley remains a safe place to live. To combat rural isolation.

2 BACKGROUND

2.1 Sport England has recently released its 10-year vision to transform lives and communities through sport and physical activity. This document sets out how they propose to transform lives and communities through sport and physical activity.

2.2 The new strategy seeks to help the people and organisations recover from the challenges raised by Coronavirus (Co-vid 19) pandemic; to look beyond them and tackle the biggest issues of our next decade.

2.3 Sport England aims to ensure positive planning for sport, enabling the right facilities to be provided in the right places, based on robust and up-to-date assessments of need for all levels of sport and all sectors of the community.

3 ISSUES

3.1 The report draws on the overwhelming evidence that moving our bodies; through community sport, fitness, and physical activity, improves our lives, individually and collectively.

3.2 However, there is recognition that right now, the opportunities to get involved in sport and activity; and reap the rewards of being active, depend too much on your background, your gender, your bank balance, and your postcode.

3.3 There are deep-rooted inequalities which are at the very core of Uniting the Movement:

- Disabled people and people with a long-term health condition are twice as likely to be physically inactive than those without a disability or health condition.
- If you're in a lower socio-economic group (NS-SEC 6-8), you're more likely to be inactive than people in higher social groups.
- Women are less active than men, and this gender gap starts with girls being less active from a very young age.
- People from Asian and Black backgrounds are far more likely to be physically inactive than people who are White – a fact reinforced by Sport England's 2020 'Sport for All?' report.

3.4 So what is Sport England proposing to do?

They believe that it is a shared sense of what matters to us all that led to 5 big issues:

- (i) **Recover and reinvent-** Recovering from the biggest crisis in a generation and reinventing as a vibrant, relevant, and sustainable network of organisations providing sport and physical activity opportunities that meet the needs of different people.
- (ii) **Connecting Communities-** Focusing on sport and physical activity's ability to make better places to live and bring people together.
- (iii) **Positive Experiences** for children and young people- Unrelenting focus on positive experiences for all children and young people as the foundations for a long and healthy life.
- (iv) **Connecting with health and well-being-** Strengthening the connections between sport, physical activity, health, and wellbeing, so more people can feel the benefits of, and advocate for, an active life.
- (v) **Active Environments-** Creating and protecting the places and spaces that make it easier for people to be active.

By working together S.E. believes the five big issues in this strategy will have the most profound impact on increasing and sustaining activity levels across the nation.

3.5 S.E. believes that we need to create the right conditions for enabling this change: across the people, organisations, and partnerships with the potential to contribute and help turn our shared plans and ideas into action. The report refers to specific capabilities, information, approaches, and relationships that - used in the right way - will make progress possible. These are:

- 1 **Effective investment models**
The right kinds of investment, timed well and delivered skilfully can stimulate demand, provide opportunities to get active, enable innovation, encourage collaboration, reduce inequalities, and enable greater sustainability.
- 2 **Realising the power of people and leadership**
The people who spend their time helping others to be active are our most precious resource and their potential is limitless. They're the key to adopting and achieving the ambitions in this strategy.
- 3 **Applying innovation and digital**
Times are changing, and so are people's expectations. In the face of significant opportunity and change, it's critical innovation, including digital, is applied to the big issues that are holding many more people back from being active.

4 **High-quality data, insight and learning**

Key to collaborative action is a shared understanding of the opportunities and the challenges that we face together.

5 **Good governance**

Good governance, and a commitment to positive, effective, safe delivery of opportunities at every level is how intentions and ambitions are enshrined into ways of working.

3.6 The emergence of this latest strategic document presents an opportunity for local authorities to consider its contents and reflect upon the extent to which we can contribute as catalysts for this change identified in 3.5.

3.7 Alongside the Sport England strategy; The Local Government Association (LGA) offer Support to Councils in the form of a range of programmes and tools to help tackle the challenges and take advantage of the opportunities for Culture and Sport Improvement. As communities rebuild from COVID-19, local authorities are developing innovative place - based approaches to understand and respond to local needs. The LGA and Sport England have developed programmes to support officers and councillors to work with communities and partners to co-create approaches to complex challenges, such as health inequalities.

3.8. The LGA working with partners, Sport England, Arts Council England, English Heritage and the Chief Cultural and Leisure Officers Association (CLOA), have developed a web resource to provide guidance for councils and their partners on how to create a local outcomes framework for culture and sport. Developing shared local strategic outcomes is the key starting point in developing an approach for physical activity, sport and wellbeing, and Sport England advocates that local authorities and their partners undertake an understanding of local needs and priorities as the basis for producing a strategy which has the widest impact on the community and enables the development of sustainable and effective interventions in satisfying those needs.

3.9 The process proposed by Sport England involves 4 steps:

- (1) Develop and understanding of the wider local strategic outcomes.
- (2) Using a cross sector approach, identify local community needs and priorities.
- (3) Establish the contribution physical activity, sport & wellbeing can make.
- (4) Secure 'buy in' to the shared local strategic outcomes.

3.10 In light of the latest Sport England strategy and supporting strategic guidance, and in the absence of existing Council strategic documents; (such as Leisure and or Cultural Strategy, Leisure Facilities Strategy); that serve in providing a focus for improving the health and wellbeing of Ribble Valley residents and in planning of new local facilities for sports and leisure. It is a timely opportunity to apply the process outlined in 3.9. in reviewing the direction of sport and leisure services.

3.11 There are no resource implications directly attached to this report, although depending upon the need identified for strategic documents required, bids would have to be made as part of the Council's budget setting process for funding to prepare and deliver some of these documents. It is unlikely that there will be any external funding available to help support external help, although Sport England, and Arts England do offer several resources and officer assistance to help authorities deliver some for these strategic documents. However, it is envisaged that there will also be a commitment of time by Council officers to lead the process of developing a local outcomes framework for sport and leisure. In the likelihood that external contractors are sought in the preparation of strategic documents such as: Leisure

and /or cultural strategy, Facilities Strategy, Playing Pitch Strategy, Open Spaces Strategy; then the respective procurement of contractors would be required.

4. CONCLUSION

- 4.1 A strategic review can help to ensure that future leisure facilities take environmental considerations into account. The application of best practice in producing a robust evidence base for strategic documents could also serve to strengthen the Council's legal position. For example; - in dealing with objections raised by Developers against Council decisions to invest towards new leisure projects. An Outcomes Framework for Sport will help make the case for continued investment of public money and will help in measuring and evidencing the difference the service makes and its contribution to local priorities. The process serves to improve the decision making in allocation of resources towards local strategic need.

COLIN WINTERBOTTOM
LEISURE & SPORTS
DEVELOPMENT MANAGER

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information, please contact Colin Winterbottom 01200 414588

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

meeting date: TUESDAY, 23rd AUGUST 2022
title: DRS, EPR AND COLLECTION CONSISTENCY CONSULTATIONS
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ADRIAN HARPER – HEAD OF ENGINEERING SERVICES

1 PURPOSE

1.1 To provide Members with an update on the above

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 consultations were launched for Extended Producer Responsibility (EPR) and Deposit Return Scheme (DRS) by DEFRA on the 24 March 2021 with a closing date of the 24 June.

2.1.1 **EPR:-** The proposals covered in this consultation were concerned with reforms to the packaging waste regulations. The current system of producer responsibility for packaging has been in place since 1997 but needs reform. Initial reforms were outlined in the first consultation, where governments signalled their intent to introduce EPR for packaging so that producers pay for the cost of packaging from cradle to grave.

2.1.3 **DRS:** - The consultation seeks views on proposals to introduce a DRS for drinks containers in England, Wales and Northern Ireland. It referred solely to deposit return schemes (for drinks containers explicitly) and not reward and return schemes. So, a system where you pay an upfront deposit, which you must return the container to redeem.

2.2 A second consultation was launched for Consistency of Collections by DEFRA on 7 May with a closing date of the 4 July 2021.

2.2.1 The consultation was concerned with having consistent recycling collections to improve the quantity and quality of municipal waste recycled in England and achieve a national recycling rate of 65% by 2035. It directly impacted on local authority waste services and was looking for proposals for all waste collection authorities to:

- Collect the same core set of dry recyclable materials from households.
- Have separate weekly food waste collections from households.
- Have separate minimum fortnightly collection of green waste (possibly free)

3 ISSUES

3.1 EPR

After months of deliberation, the government published its response to its consultation on extended producer responsibility (EPR) for packaging in late March.

EPR places the cost of managing products once they reach end-of-life on to producers. The response sets out the way in which the government and devolved nations will implement EPR across the UK

In a controversial move, the estimated costs to producers fell from £2.7 billion to £1.7 billion. This is down to two main factors. Firstly, the government dropped plans to make producers responsible for the cost of business waste until at least 2026/27, when there will be a review. Secondly, England and Northern Ireland will not make producers responsible for litter “on the ground”,

Other headline moves include delaying implementation of EPR from 2023 to 2024 and excluding glass from the scope of the deposit return scheme (DRS) in England and Northern Ireland, despite its inclusion in Wales.

3.2 LITTER

It is likely the government made the decision as a response to quite hard lobbying by producers who did not feel they should pay for “inappropriate behaviour by individuals”. Unfortunately, that will mean that the cost for the litter removal will fall again on local authorities.

3.3 CONSISTENCY

EPR is just one aspect of the government’s reforms. It has yet to publish its responses to the consultations on the DRS in England, Wales, and Northern Ireland and on consistent collections in England.

Update:

3.3.1 One of the biggest issues around consistent collections for this Council is the call for weekly separate collections of food.

3.3.2 The latest news from the government is that they will consider the mixing of 2 waste materials if a good case under TEP (Technically, environmentally, practicable) can be made. The last time the council collected food waste it was mixed with green waste. However, the council have recently been informed that Lancashire County Council, the disposal authority, that the weekly food waste will have to be collected separately.

3.3.3 When the council previously collected food waste the waste was limited to kitchen preparation and non-cooked items of food. The weekly food waste now proposed to be collected will include the above but also any other waste food including waste off the dining plates.

3.3.4 In order to do this this council will need to provide some form of kitchen caddies and decide whether or not to provide free biodegradable caddy liners and provide another external bin food waste. It is thought, at this time, that the vehicles presently used to

collect residual and recycling will not be suitable for food collection. Therefore, different vehicles, and potentially drivers, will need to be sourced.

- 3.3.5 Pilot schemes around the country have been carried out with varying success. The vehicles that have been used on the food collection have been smaller than the existing refuse vehicles but included some form of pod to contain the food-waste. (See Lancaster food waste trial below)
- 3.3.6 Presently, all the waste collected from the borough is taken to the Waste Transfer Station at Lincoln Way. From there LCC bulk transport it to their treatment premises. The paper from the borough is taken straight to the paper mill, currently in Rishton, because there is insufficient space at the Depot to store it and bulk transport it away.
- 3.3.7 The food waste is expected to be in a more mobile/liquid form than our existing residual stream and the storage requirements will be different to those of the current waste.
- 3.3.8 Lancashire Council have been made aware of this for the paper and now for the food. They have suggested that they attend the depot and give advice. If there is insufficient space for the proposed storage, then the collecting vehicles will need to deliver it to a facility provided by Lancashire County Council. (See appended email)
- 3.3.9 Originally it was thought that with local elections looming on the horizon the government will not publish its response until the end of May. However, the response is still not available.

The Lancaster food waste trial commenced in April 2021 and lasted for 6 months.

Weekly separate food waste collections took place on Mondays to 879 properties – the trial area had been chosen due to the diverse demographic of young families, retirees and executive homes. Residents had been provided with a 23-litre street caddy, 5 litre kitchen caddy and 2 rolls of compostable bags. The provision of bags had been very important to residents who had not wanted to provide their own and, although they could request as many bags as they required, the expense of this would need to be taken into account once the scheme was rolled out to all properties.

The collection round had taken in between 3.5 to 4 hours; the crew had no issues emptying the bins but sometimes had to go and look for them. The overall participation rate dropped to 36%, mainly due to an invasion of sand flies, and some residents stated they did not wish to take part in the trial for hygiene reasons, even though their residual bin would contain food waste. In addition, some residents did not understand it was a weekly collection or did not put the bins out in the same place each week. Environmental Health had been called in by residents, but no evidence could be found that the trial was the cause of the sand fly infestation. Regular trial participants had expressed a wish to continue with separate food waste collections permanently.

4 RISK ASSESSMENT

4.1 The report may have the following implications:

- Resources – The government has stated that local authorities would be reimbursed any capital costs that have been incurred to carry out the weekly food waste collection. However, no details have been provided to date. Revenue costs will need to be covered by the Council.

The legislation is leaning towards all collection authorities providing a free green waste collection. Presently RVBC is the only one in the county providing this service for free. Councils that are presently charging for the green waste collection are assuming that the government will reimburse them for the loss of revenue.

- Technical, Environmental and Legal – Investigation will be required into the types of vehicles and the associated storage required in order to collect and store the food waste
- Political – With the implementation of the weekly food waste collection there may need to be a change in the frequency of the residual collection.
- Reputation – None arising as a result of this report.
- Equality & Diversity – None arising as a result of this report.

5 RECOMMENDED THAT COMMITTEE

5.1 Note the report

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

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

REF: AH/COMMUNITY 230822

From: Adrian Harper <Adrian.Harper@ribblevalley.gov.uk>
Sent: 15 July 2022 14:47
To: Birch, John (WM) <John.Birch@lancashire.gov.uk>
Cc: Linda Boyer <Linda.Boyer@ribblevalley.gov.uk>
Subject: White Paper - weekly food collection

Hi John, I hope this finds you well.

A number of Council Members are becoming concerned about the consequences of the impending White Paper. I have been keeping them informed about the delays etc. but they have asked for an update at the next Community Committee Meeting in August.

I attended an APSE meeting at County Hall in May where there was a discussion about the weekly collection of food resulting from the White Paper. I understood from the discussion that the govt. were still considering whether or not the food must be a separate collection or could it be mixed with another waste.

Whether the govt decides if the waste can be collected separately or with green waste the ultimate decision, I believe, would lie with the Disposal Authority as to how or if they want to receive it.

It would be a relief to us as we are concerned as to how we would store the food ready to be taken by LCC bearing in mind the lack of space there is at the waste transfer station.

So, I suppose the question is: if the govt. allows, through the TEEP process, to collect food waste weekly mixed with green waste would LCC accept this or would they want the two materials collected separately?

Regards,

Adrian

Regards,

Adrian

Disclaimer

Tops for resident satisfaction – 79% of residents are satisfied with Ribble Valley as a place to live (Perception Survey 2018)

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Adrian Harper

From: Birch, John (WM) <John.Birch@lancashire.gov.uk>
Sent: 19 July 2022 15:02
To: Adrian Harper
Cc: Linda Boyer; Holden, Cat
Subject: RE: White Paper - weekly food collection

External Email

This email originated from outside Ribble Valley Borough Council. Do **NOT** click links or open attachments unless you recognize the sender and are sure the content within this email is safe.

Hi Adrian,

Hope you are well and enjoying the weather.

As you know there are so many unanswered questions as to what will the final requirements be and how will they be funded, although we do know the more efficient a process the more likely it will attract higher funding.

As things stand our waste processing strategy works on the basis that food waste will be collected separately and processed at either Farington or Thornton. Not only does it make the best use of our plants, but the power generated will offset our carbon and energy costs.

Should food waste be collected co-mingled with garden waste then the whole load would have to be composted to meet PAS 100 and ABPR standards which would add a significant cost per tonne to process co-mingled garden/food for what is essentially a small proportion of food waste.

I appreciate that as with many things what benefits us does not always benefit yourselves and vice versa. Obviously the landscape may change and we may be instructed to explore other options but the above is our current position.

Current modelling shows that you will collect between 2000 – 3000tpa. If it would be helpful I'm more than happy to come up to site to look at options for storage. There also other options too:

- Increased number of collections per day.
- Some of your rounds may actually be as easy to take to Farington directly
- If lucky we will be developing some facilities in East Lancashire and there may be economies of scale to bulk up at these facilities.

Nothing needs to be hard and fast at the moment but please let me know if you'd like me to come up and see you.

Regards

John Birch
Service Development Manager
Waste Service
Lancashire County Council
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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE

meeting date: 23 AUGUST 2022
 title: REVENUE OUTTURN 2021/22
 submitted by: DIRECTOR OF RESOURCES
 principal author: HELEN SEEDALL

1 PURPOSE

1.1 To report on the outturn for the financial year 2021/22 in respect of the Revenue Budget for this Committee.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – none identified
- Corporate Priorities – to continue to be a well-managed Council, providing efficient services based on identified customer need and meets the objective within this priority to maintain critical financial management controls, ensuring the authority provides council tax payers with value for money.
- Other Considerations – none identified

2 BACKGROUND

2.1 Our full Statement of Accounts were signed off for audit by the Director of Resources on 29 July 2022 and are now subject to audit.

2.2 The Statement of Accounts are expected to be submitted for approval to Accounts and Audit Committee at their meeting on 28 September 2022.

3 FINANCIAL INFORMATION

3.1 Shown below, by cost centre, is a comparison with the revised estimate. You will see an overall underspend of -£208,072 on the net cost of services. After transfers to and from earmarked reserves overall there is an underspend of -£207,695. This has been added to General Fund Balances.

3.2 In the table below are a number of services with a net cost of 'nil'. This is where services are fully recharged out to other service areas.

Cost Centre	Cost Centre Name	Revised Estimate 2021/22 £	Actual 2021/22 £	Variance £	Associated Earmarked Reserves Variance £	Net Variance £
COMMD	Community Services Department	0	0	0	0	0
HWREP	Highway Repairs	14,750	14,007	-743	0	-743
CULVT	Culverts & Water Courses	17,620	19,852	2,232	0	2,232
DRAIN	Private Drains	2,060	3,698	1,638	0	1,638
RIVBK	Riverbank Protection	3,480	3,481	1	0	1

Cost Centre	Cost Centre Name	Revised Estimate 2021/22 £	Actual 2021/22 £	Variance £	Associated Earmarked Reserves Variance £	Net Variance £
BUSSH	Bus Shelters	11,000	10,357	-643	0	-643
SEATS	Roadside Seats	7,480	7,155	-325	0	-325
SIGNS	Street Nameplates & Signs	9,390	3,400	-5,990	0	-5,990
STCLE	Street Cleansing	392,730	362,528	-30,202	-19,370	-49,572
VARIOUS	Public Conveniences	196,260	203,450	7,190	4,500	11,690
LITTR	Litter Bins	18,700	15,528	-3,172	0	-3,172
RCOLL	Refuse Collection	1,635,640	1,634,255	-1,385	-17,402	-18,787
RPBIN	Replacement Waste Bins	-13,840	-9,343	4,497	-4,497	0
PAPER	Waste Paper and Card Collection	149,470	115,392	-34,078	0	-34,078
TFRST	Waste Transfer Station	113,030	103,937	-9,093	0	-9,093
TRREF	Trade Refuse	-16,560	-324	16,236	-2,212	14,024
CRIME	Crime and Disorder	48,450	40,162	-8,288	6,998	-1,290
ARTDV	Art Development	38,495	31,202	-7,293	2,305	-4,988
PLATG	Platform Gallery	169,920	149,879	-20,041	7,400	-12,641
MUSEM	Castle Museum	264,800	270,937	6,137	0	6,137
MCAFE	Museum Cafe	35,930	33,191	-2,739	0	-2,739
VARIOUS	Car Parks	-129,490	-152,934	-23,444	0	-23,444
CCTEL	Closed Circuit Television	143,890	144,797	907	0	907
CFDFT	Clitheroe Food Festival 2022	4,715	86	-4,629	0	-4,629
LDEPO	Longridge Depot	730	0	-730	0	-730
SDEPO	Salthill Depot	5,060	0	-5,060	-152	-5,212
VARIOUS	Refuse Collection Vehicles	0	0	0	0	0
VARIOUS	Grounds Maintenance Vehicles	0	0	0	0	0
VARIOUS	Works Administration Vehicles	0	0	0	0	0
VARIOUS	Car Park Vehicles	0	0	0	0	0
VEHCL	Vehicle Workshop	0	0	0	0	0
VARIOUS	Plant	0	0	0	0	0
TWOWR	Two Way Radio	0	0	0	0	0
WKSAD	Works Administration	0	0	0	0	0
CARVN	Caravan Site	-12,260	-12,374	-114	0	-114
EDPIC	Edisford Picnic Area	-1,690	-2,340	-650	0	-650

Cost Centre	Cost Centre Name	Revised Estimate 2021/22 £	Actual 2021/22 £	Variance £	Associated Earmarked Reserves Variance £	Net Variance £
PKADM	Grounds Maintenance	-6000	-5730	270	-265	5
ROEBN	Roefield Barn	-170	-164	6	0	6
RVPRK	Ribble Valley Parks	558,200	547,455	-10,745	3,284	-7,461
RPOOL	Ribblesdale Pool	383,650	360,057	-23,593	0	-23,593
EALLW	Edisford All Weather Pitch	30,210	872	-29,338	0	-29,338
EXREF	Exercise Referral Scheme	67,290	54,558	-12,732	11,082	-1,650
TAFUT	Together an Active Future	0	0	0	0	0
SPODV	Sports Development	91,130	86,704	-4,426	3,109	-1,317
GRSRC	Grants & Subscriptions	1,110	762	-348	0	-348
XMASL	Xmas Lights/ RV in Bloom	3,720	3,347	-373	0	-373
RECU	Recreation Grants	57,540	51,886	-5,654	5,597	-57
CULTG	Culture Grants	6,110	6,098	-12	0	-12
SPOGR	Sports Grants	6,190	4,844	-1,346	0	-1,346
NET COST OF SERVICES		4,308,740	4,100,668	-208,072	377	-207,695

4 EARMARKED RESERVES

4.1 Reserves are important to local authorities as, unlike central government, we cannot borrow money over the medium term, other than for investment in assets, and we are required to balance our budgets on an annual basis.

4.2 Reserves can be held for three main purposes:

- A working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing;
- A contingency to cushion the impact of unexpected events or emergencies. This also forms part of general reserves;
- A means of building up funds or accounting for funds we are committed to spend (i.e. grants received), this is done through our earmarked reserves to meet known or predicted requirements; our earmarked reserves are accounted for separately but remain legally part of the General Fund.

4.3 The table below provides details of the Revised Estimate, our actual outturn and the impact in both cases on the movement in earmarked reserves. Full details are provided below of the earmarked reserves that have been impacted and the reasons for the movements.

	Revised Estimate 2021/22 £	Outturn £	Variance £	Reason for Movement on Earmarked Reserve
Committee Net Cost of Services	4,308,740	4,100,668	-208,072	
CPBAL/H330 Capital Reserve The capital reserve is a reserve where resources are set aside to fund future capital programme spend. Income from the sale of assets of a value less than £10,000 is credited to the revenue account and then transferred to this earmarked reserve.	12,600	14,194	1,594	Lower than estimated amount transferred to the reserve after allowing for costs associated with the disposal of refuse collection vehicle PK63 JZO -£1,422 and grounds maintenance vehicle PE60 KJJ -£270. Monies received from section 106 funding were added to the reserve to fund the capital scheme for drainage works at the Edisford pitches £3,286.
COBAL/H329 Community Safety The Community Safety Partnership Reserve is made up of monies set aside from underspends in previous year's promotional activities, to be used to fund future years promotional activities.	-7,280	-282	6,998	Expenditure on promotional activities was lower than estimated due to a delay in the installation of radio equipment at Whalley town centre. This resulted in a reduced requirement for the release of funding from the reserve.
COBAL/H384 Arts Development This reserve has been setup to carry forward unspent budget funding for arts projects which were delayed in 20/21 due to unforeseen circumstances.	-3,190	-3,185	5	Repairs to the paths on the Labyrinth amounting to £1,985 were unable to be carried out in 20/21 due to unavailability of some materials as a result of the pandemic, this work was completed in 21/22. A project to create online videos by artists £1,200 was also delayed and completed in 21/22. Both these were funded by monies set aside in 20/21 for this purpose.

	Revised Estimate 2021/22 £	Outturn £	Variance £	Reason for Movement on Earmarked Reserve
<p>COBAL/H368 Amenity Cleansing Reserve</p> <p>The Amenity Cleansing Reserve is where resources have been set aside to fund future amenity cleansing works, which were unable to be completed in year due to unforeseen circumstances.</p>	0	-19,370	-19,370	Following a year end review of earmarked reserves £19,370 has been released from the reserve previously set aside for carrying out a backlog of road sweeping.
<p>COBAL/H210 Recreation, Culture & Sports Grants</p> <p>Budgets are allocated for grants relating to Recreation and Culture, Arts Development, Arts Excellence, Sporting Excellence and Christmas Lights/Ribble Valley in Bloom.</p> <p>Due to timing differences from approval to distribution of grants, resources sometimes need to be set aside for distribution once schemes have been completed.</p>	-24,740	-16,843	7,897	<p>Payment of grants was lower due to cancellation or delays in the delivery of various community projects, which reduced the requirement for use of planned funding from the earmarked reserve of Recreational grants £5,597 and Arts Development grants £2,300.</p> <p>Also, the total approved by this committee in 21/22 for expenditure on Arts Excellence Grants included £920 to be funded from the reserve, this amount has now been transferred.</p>
<p>COBAL/H215 Parks Improvement Funding</p> <p>A reserve was established from an unspent government grant to fund improvements to parks.</p>	-4,100	-4,102	-2	Release of funding to carry out the completion of repairs to the Bowling Green Café to return it to a usable state.

	Revised Estimate 2021/22 £	Outturn £	Variance £	Reason for Movement on Earmarked Reserve
<p>COBAL/H282 Exercise Referral The Exercise Referral Reserve is where grant resources are set aside to fund future exercise referral initiatives.</p>	-1,950	9,132	11,082	£10,811 in Weight Management support was set aside at the end of the year mainly due to additional grant funding received too late in the year to be used effectively in 21/22. The amount required to be used from Cardiac Rehab funding was £589 less than estimated. In addition, £315 was required from monies set aside to fund expenditure on Best Foot Forward in 21/22.
<p>COBAL/H333 Refuse Collection The Refuse Collection Reserve is used to fund the cost of bin replacements and other cost pressures. Income from the sale of householder bins is transferred to this reserve and expenditure incurred in the purchase of these bins is funded from this reserve.</p>	11,170	-11,519	-22,689	There was a greater drawdown on the earmarked reserve to fund the increase in the purchase of waste bins. However, this was partially offset by an increase in the surplus generated from the bin hire scheme and the sale of householder bins. The additional net drawdown from the earmarked reserve was £22,689.
<p>COBAL/H335 Grounds Maintenance Tuition This reserve was established to carry forward unspent budget funding for Grounds Maintenance staff training that was delayed in 20/21 due to unforeseen circumstances.</p>	-1,780	-1,775	5	A driver training event that was booked in September 2020 could not be undertaken because of social distancing restrictions due to Covid-19. Funds set aside in 20/21 for this purpose were released in 21/22 as the training has now been carried out.

	Revised Estimate 2021/22 £	Outturn £	Variance £	Reason for Movement on Earmarked Reserve
<p>COBAL/H337 Equipment Reserve This reserve was established by setting aside budget underspends to fund equipment purchases.</p>	-6,820	4,007	10,827	<p>Release of funding set aside for the purchase of a new till system at the Platform Gallery £4,280 and a screen for the training room at Salthill Depot £2,692. There was a delay in the installation of a new sliding door at the Platform Gallery due to problems sourcing materials. As the work was not able to be carried out in 21/22 £7,400 from the resulting underspend in the Purchase of Equipment budget has been set aside to fund the new door in 22/23. The underspend on the Sports Development Promotional Activities budget £3,579 has been set aside to fund the purchase of a sports combi mobile cage for use at the Edisford Sports Complex that had been ordered in 21/22 but whose delivery was delayed until May 2022.</p>
<p>COBAL/H222 Grant Funded Sports Development The Grant Funded Sports Development Reserve is where grant resources are unspent in year and therefore set aside to fund future sports development activities</p>	0	-470	-470	<p>Following a year end review of earmarked reserves, the residual amount £470 has been released from the reserve previously set aside for carrying out a survey of sports pitches.</p>
<p>FNBAL/H328 Repairs and Maintenance Reserve</p>	-4,500	0	4,500	<p>The reserve was not required to fund essential works at Berry Lane toilets as was originally estimated.</p>
<p>Committee Net Cost of Services after Movements on Earmarked Reserves</p>	4,278,150	4,070,455	-207,695	

5 KEY MOVEMENTS FROM REVISED ESTIMATE TO OUTTURN

5.1 The main variations have been extracted and are shown with the Budget Holder's comments at Annex 1. However, a summary of the major variations is set out in the table below.

Service Area	Description of Variance	Amount £
Refuse Collection Vehicles Repairs and Maintenance	The expenditure on repairs and maintenance to refuse collection vehicles was higher than estimated for the year however, this has been a significant improvement compared to the overspend experienced in recent years. As in previous years a major contribution to this has been the need to hire replacement vehicles to ensure the waste collection service is carried out, whilst vehicles are being repaired: the cost during 2021/22 was £82,615.	£30,336
Refuse Collection Vehicles Tyres	There was a reduction in demand for replacement tyres compared to the amount estimated, this partly offsets the overspend on repairs and maintenance to refuse collection vehicles.	-£19,263
RCOLL Drivers Salaries	Savings resulted in refuse collection vehicle drivers' salary costs because of the difficulties in recruiting qualified Heavy Goods Vehicle drivers to fill vacant posts due to a national shortage. The underspend was partly offset by the requirement to use Agency Staff to provide cover.	-£22,768
RCOLL Agency Staff	Increased expenditure on Agency Staff was due to the necessity to provide cover for refuse collection vehicle drivers' vacant posts caused by the national shortage of qualified H.G.V. drivers.	£17,856
PAPER Sale of Materials	Increase in income from the sale of paper and cardboard collected for recycling due to an improvement in market tonnage prices in the second half of the year.	-£15,652
RPOOL Various Income	Following the lifting of restrictions to contain the pandemic, an upturn in usage of the pool has been experienced which has resulted in an increase in income including the following income streams: adult admissions -£7,278, junior admissions -£6,145, aqua fitness sessions -£2,873, Space card users -£2,188 and hire of baths -£1,496.	-£19,980
PKADM Use of Transport	Decreased use of transport cost due to expenditure on Grounds Maintenance vehicles being less than forecast mainly due to lower than estimated expenditure on repairs and maintenance required to be carried out by specialist outside firms.	-£25,234

Service Area	Description of Variance	Amount £
PKADM Recovery of Oncosts	Decreased recovery of costs through revenue schemes due to lower than estimated expenditure within Grounds Maintenance mainly due to spend on vehicles being less than estimated resulting in a lower use of transport cost.	£19,560
STCLE Sweeper Hire	An underspend resulted as the company contracted to carry out the road sweeping experienced difficulties obtaining H.G.V. drivers to operate their vehicles during the year, due to a national shortage, consequently less road sweeping was able to be carried out.	-£18,520
EALLW 3G Pitch Income	There was an increase in income from the hire of the 3G pitches due to a rise in demand by both adults -£9,252 and juniors -£16,187.	-£25,439

6 CONCLUSION

- 6.1 There have been a considerable number of variations in both income and expenditure during the year, and this has given rise to an overall underspending of -£208,072 on the net cost of services. After transfers to and from earmarked reserves there is an overall underspend of -£207,695.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM5-22/HS/AC
22 August 2022

BACKGROUND PAPERS

*Revised Estimates approved by Committee on 11 January 2022
Closedown Working Papers*

For further information please ask for Helen Seedall.

COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 21/22 VARIANCES

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<u>COMMD: Community Services Department</u>							
Staff vacancies have resulted in lower salary and employers pension costs compared to the estimate.	-£11,759				-£11,759		-£11,759
It has been necessary to use consultants to carryout surveying work in respect of disabled facilities due to a vacant post.	£2,436				£2,436		£2,436
Lower vehicle leasing costs due to the early return of a vehicle resulting in the refund of rental costs for the reduced rental period.	-£1,173				-£1,173		-£1,173
Decreased support service charges from other service areas due to reduced expenditure within those services.			-£1,819		-£1,819		-£1,819
Reduced support service charges to other service areas due to lower expenditure within this service area.			£13,179		£13,179		£13,179
Total Community Services Department	-£10,496		£11,360		£864		£864
<u>CULVT: Culverts & Water Courses</u>							
Increased expenditure due to internal drainage works at Mardale sports pitches.	£1,955				£1,955		£1,955
Total Roadside Seats	£1,955				£1,955		£1,955
<u>SIGNS: Street Nameplates & Signs</u>							
Lower than estimated expenditure on ordnance survey licence and maps.	-£2,623				-£2,623		-£2,623

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Increase in income received from the naming of new properties due to an increase in the number of new housing developments in the borough.		-£3,540			-£3,540		-£3,540
Total Street Nameplates & Signs	-£2,623	-£3,540			-£6,163		-£6,163
<u>STCLE: Amenity Cleansing</u>							
Savings to temporary staff as it was anticipated these would be required to carry out the backlog of road sweeping, however this was unable to take place due to the contractor experiencing driver shortages.	-£8,337				-£8,337		-£8,337
An underspend on sweeper hire occurred due to difficulties obtaining drivers by the contractor. Following a year end review of earmarked reserves £19,370 has been released from the reserve set aside for carrying out the backlog of road sweeping.	-£18,520				-£18,520	-£19,370	-£37,890
Lower demand during the year for repairs & maintenance to vehicles.	-£1,710				-£1,710		-£1,710
Reduced expenditure on purchase of equipment and materials mainly due to a reduction in requirement of litter pick sticks.	-£1,422				-£1,422		-£1,422
Total Amenity Cleansing	-£29,989				-£29,989	-£19,370	-£49,359
<u>VARIOUS: Public Conveniences</u>							
Overspend on repairs and maintenance to buildings includes works carried out at Slaidburn and Bolton by Bowland public conveniences.	£4,104				£4,104		£4,104
Water usage at the toilet facilities lower than estimated.	-£1,627				-£1,627		-£1,627

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Lower expenditure on rental of equipment than estimated.	-£1,162				-£1,162		-£1,162
Greater charge for cleaning the toilet facilities due to a charge required for the under recovery of Works Admin costs as a result of a high level of sickness absence.	£6,453				£6,453		£6,453
Total Public Conveniences	£7,768				£7,768		£7,768
<u>LITTR: Litter Bins</u>							
Underspend due to lower expenditure on replacement litter bins during the year.	-£3,919				-£3,919		-£3,919
Total Litter Bins	-£3,919				-£3,919		-£3,919
<u>RCOLL: Refuse Collection</u>							
Savings resulted from the difficulties in recruiting drivers to vacant posts. The underspend was partly offset by the requirement to use Agency Staff to provide cover.	-£22,768				-£22,768		-£22,768
Temporary staff are used to provide general cover for absences to carry out the waste collection service; there was a greater demand for their use during the year.	£2,754				£2,754		£2,754
Increased expenditure on Agency Staff was due to the necessity to provide cover for drivers' vacant posts caused by the national shortage of Heavy Goods Vehicle drivers.	£17,856				£17,856		£17,856
The reduction in expenditure on tuition costs was mainly due to the shortage of drivers, thereby it limited training opportunities.	-£4,731				-£4,731		-£4,731

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Reduced recharge of usage of depot due to lower net expenditure than estimated.	-£1,697				-£1,697		-£1,697
Reduction in software cost as no longer using the data system previously used.	-£2,700				-£2,700		-£2,700
Lower expenditure on publicity -£2,975 and promotional activities -£1,887 during 21/22.	-£4,862				-£4,862		-£4,862
Vehicle usage costs are higher than estimated mainly due to overspends on refuse vehicle maintenance during 2021/22 £44,155. However partially offsetting this are savings on tyres -£15,753 and the reduction of the HGV levy and road tax by the Government -£5,087.	£20,682				£20,682		£20,682
Increased expenditure on the purchase of householder waste bins due to an increase in the number of new properties. It is partly offset by income received from the sale of these bins (RPBIN – Chargeable Replacement Waste Bins). The cost is funded by monies set aside in the Refuse Collection Reserve.	£15,981				£15,981	-£15,981	£0
Decrease in support service charges from other service areas due to reduced expenditure within those services.			-£2,082		-£2,082		-£2,082
Increase in recharge to the cost of collection of trade waste due to increased costs and an increase in trade waste tonnage being a greater proportion of the overall waste tonnage.		-£12,116			-£12,116		-£12,116

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Increase in income received from the collection of household bulky waste due to greater demand for the service.		-£8,104			-£8,104		-£8,104
Total Refuse Collection	£20,515	-£20,220	-£2,082		-£1,787	-£15,981	-£17,768
<u>RPBIN: Replacement Waste Bins</u>							
Expenditure on the purchase of household bins partly offset by income from the sale of the bins. The deficit is funded by an earmarked reserve established towards funding future waste bin purchases.	£15,842	-£11,345			£4,497	-£4,497	£0
Total Replacement Waste Bins	£15,842	-£11,345			£4,497	-£4,497	£0
<u>PAPER: Waste Paper and Card Collection</u>							
Underspend on drivers' salaries costs mainly due to over estimation of employers National Insurance contributions.	-£3,577				-£3,577		-£3,577
Lower than estimated expenditure on vehicle costs mainly due to reduced requirement for repairs and maintenance to vehicles -£13,820 and tyres -£3,510 offset in part by an increase in expenditure on diesel £5,070.	-£13,430				-£13,430		-£13,430
There was a budget provision for hire of refuse vehicles should the paper refuse vehicles be off the road. This was not required during 2021/22, resulting in the underspend shown.	-£1,140				-£1,140		-£1,140

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Increase in income from the sale of paper and cardboard collected for recycling due to an improvement in tonnage prices in the second half of the year.		-£15,652			-£15,652		-£15,652
Total Waste Paper and Card Collection	-£18,147	-£15,652			-£33,799		-£33,799
<u>TFRST: Waste Transfer Station</u>							
A vacant post has resulted in lower salary costs compared to the estimate.	-£9,224				-£9,224		-£9,224
increase in temporary staff cost due to cover of the vacant post being provided from other departments.	£4,458				£4,458		£4,458
Lower recharge of transport usage due to lower repairs and maintenance costs to the Loadall Shovel.	-£3,572				-£3,572		-£3,572
Total Waste Transfer Station	-£8,338				-£8,338		-£8,338
<u>TRREF: Trade Refuse</u>							
Greater expenditure on equipment and materials due to the purchase of bins, including metal trade bins which are funded by a reserve established for this purpose.	£5,074				£5,074	-£2,253	£2,821
Increase in recharge of the cost of collection of trade waste due to increased refuse collection costs and an increase in trade waste tonnage being a greater proportion of the overall waste tonnage.	£11,045				£11,045		£11,045

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Decrease in income from commercial trade waste customers compared to forecast.		£4,672			£4,672		£4,672
Increase in demand for the collection of commercial waste in sacks.		-£1,613			-£1,613		-£1,613
The increase in demand for the collection of trade waste in sacks has also increased the income received from delivery charges for the sacks.		-£1,217			-£1,217		-£1,217
Total Trade Refuse	£16,119	£1,842			£17,961	-£2,253	£15,708
<u>CRIME: Crime and Disorder</u>							
Underspend on promotional activities due to a delay in the installation of radio equipment at Whalley town centre. This resulted in a reduced requirement for funding from the Crime Reduction Partnership Reserve.	-£8,000				-£8,000	£6,998	-£1,002
Total Crime and Disorder	-£8,000				-£8,000	£6,998	-£1,002
<u>ARTDV: Art Development</u>							
Lower than estimated expenditure on promotional activities as one of the planned projects did not develop.	-£4,080				-£4,080	£5	-£4,075
Expenditure on grants is lower than estimated as one of the approved arts development projects did not take place, therefore funding set aside in reserve was not required.	-£3,226				-£3,226	£2,300	-£926
Total Art Development	-£7,306				-£7,306	£2,305	-£5,001

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
PLATG: Platform Gallery							
Reduced requirement for temporary staff during the year at the Gallery.	-£1,918				-£1,918		-£1,918
Less expenditure on promotional activities than estimated.	-£1,908				-£1,908		-£1,908
Lower expenditure on the purchase of equipment and materials due to a delay in the delivery and installation of a new door at the Gallery. £7,400 has been transferred to an earmarked reserve to fund this in 22/23.	-£7,490				-£7,490	£7,400	-£90
Lower demand for postage during the year due to fewer returns of artists goods.	-£1,523				-£1,523		-£1,523
Reduction in expenditure on communication equipment due to a new data line provider to the gallery charging a lower rate.	-£1,860				-£1,860		-£1,860
The sales of goods at the gallery have exceeded the forecast.		-£2,108			-£2,108		-£2,108
Higher than estimated sales of artist goods.		-£2,261			-£2,261		-£2,261
Total Platform Gallery	-£14,699	-£4,369			-£19,068	£7,400	-£11,668
CFDFT: Clitheroe Food Festival 2022							
Expenditure on consultants to advise on safety at the Food Festival has been delayed until 22/23.	-£4,590				-£4,590		-£4,590
Total Clitheroe Food Festival 2022	-£4,590				-£4,590		-£4,590

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<u>MCAFE: Museum Cafe</u>							
Lower expenditure on the purchase of equipment as the café has been closed throughout 21/22.	-£2,040				-£2,040		-£2,040
Total Museum Cafe	-£2,040				-£2,040		-£2,040
<u>MUSEM: Clitheroe Castle Museum</u>							
Reduced income from sale of goods due to fewer visitors to the museum.		£2,968			£2,968		£2,968
Reduced income from entrance fees due to fewer visitors.		£4,046			£4,046		£4,046
Total Clitheroe Castle Museum		£7,014			£7,014		£7,014
<u>VARIOUS: Car Parks</u>							
Increased expenditure on repairs and maintenance to the car parks mainly due to work on the flower bed walls at Chester Avenue Car Park.	£3,251				£3,251		£3,251
Savings on wastewater charges mainly relating to a refund received in respect of Church Walk Car Park being incorrectly charged to a higher band in previous years.	-£3,921				-£3,921		-£3,921
Underspend due to the feasibility study for a car park extension at Edisford Bridge not carried out.	-£10,000				-£10,000		-£10,000
Increased credit and debit card processing fees due to an increase in usage of cards as a payment method.	£3,554				£3,554		£3,554
Reduced recharge from Community Services due to lower expenditure within the department as detailed under COMMD.			-£1,385		-£1,385		-£1,385

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Higher than estimated income from car park charges due to increased usage. The main variances were increases to Lowergate -£5,628, Edisford -£3,538 and Ribchester Car Parks -£3,455, offset partly by reduced income at Church Walk Car Park £1,957.		-£11,648			-£11,648		-£11,648
Decrease in demand for parking permits.		£1,906			£1,906		£1,906
Reduction in rent for car park plots as car parking spaces are no longer being rented on North Street Car Park.		£1,796			£1,796		£1,796
Increase in the issue of fines during the year due to a rise in usage of the car parks.		-£5,693			-£5,693		-£5,693
Total Car Parks	-£7,116	-£13,639	-£1,385		-£22,140		-£22,140
<u>SDEPO: Salthill Depot</u>							
Expenditure on electricity was lower than estimated.	-£1,565				-£1,565		-£1,565
Decrease in support service charges to other service areas due to reduced expenditure.		£2,955			£2,955		£2,955
Increased stores oncost recovery due to an increase in stock issues from stores.		-£6,756			-£6,756		-£6,756
Total Salthill Depot	-£1,565	-£3,801			-£5,366		-£5,366

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<u>VARIOUS: Refuse Collection Vehicles</u>							
Overspend on refuse collection vehicle repairs and maintenance during the year. A significant cost was the requirement to use hire vehicles whilst our own vehicles were being repaired, to ensure the waste collection service was carried out: the cost during the year was £82,615. However, the overspend is much improved on the previous year.	£30,336				£30,336		£30,336
Reduced demand for replacement tyres compared to the amount estimated.	-£19,263				-£19,263		-£19,263
Lower than estimated expenditure on vehicle licences as the HGV road tax has been frozen.	-£4,624				-£4,624		-£4,624
Increased use of transport recharge to Refuse Collection (RCOLL) -£20,682 partially offset by reduction to Paper Collection (PAPER) £13,430 due to additional net costs as mentioned above.		-£7,252			-£7,252		-£7,252
Total Refuse Collections Vehicles	£6,449	-£7,252			-£803		-£803
<u>VARIOUS: Grounds Maintenance Vehicles</u>							
Vehicle repairs and maintenance demands lower than estimated.	-£3,305				-£3,305		-£3,305
Lower than estimated expenditure on repairs and maintenance required to be carried out by specialist outside firms.	-£12,285				-£12,285		-£12,285
Savings on diesel usage during the year.	-£4,456				-£4,456		-£4,456
Lower than estimated expenditure on tyres across the Grounds Maintenance fleet.	-£3,002				-£3,002		-£3,002

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Underspend due to no requirement of hire of plant during the year.	-£990				-£990		-£990
Reduced transfer of vehicle costs due to lower than estimated expenditure as detailed above.		£24,326			£24,326		£24,326
Total Grounds Maintenance Vehicles	-£24,038	£24,326			£288		£288
<u>VARIOUS: Works Administration Vehicles</u>							
Vehicle repairs and maintenance demands lower than estimated.	-£4,612				-£4,612		-£4,612
Demand for expenditure on tyres was lower than estimated.	-£970				-£970		-£970
Reduced transfer of vehicle costs due to lower than estimated expenditure as mentioned above.		£5,627			£5,627		£5,627
TOTAL Works Administration Vehicles	-£5,582	£5,627			£45		£45
<u>VEHCL: Vehicle Workshop</u>							
Lower maintenance demands of mechanical and electrical equipment than estimated.	-£563				-£563		-£563
Reduced use of vehicle cost mainly as a result of lower requirement for vehicle repairs and maintenance.	-£1,035				-£1,035		-£1,035
Savings on hire of plant during the year.	-£544				-£544		-£544
Underspend on supplies and services mainly purchase of equipment and materials -£729 and protective clothing -£518.	-£1,247				-£1,247		-£1,247
Decreased recovery of the workshop costs due to lower than estimated expenditure as mentioned above.		£5,019			£5,019		£5,019

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Total Vehicle Workshop	-£3,389	£5,019			£1,630		£1,630
<u>Various: Plant</u>							
Lower requirement for repairs and maintenance costs to the Loadall Shovel.		-£3,737			-£3,737		-£3,737
Reduced expenditure on repairs and maintenance to the Loadall Shovel has resulted in a higher recharge of costs to the Waste Transfer Station.		£3,572			£3,572		£3,572
Total Plant		-£165			-£165		-£165
<u>WKSAD: Works Administration</u>							
Underspend on salary costs as a result of vacancy savings.	-£1,205				-£1,205		-£1,205
Lower than estimated use of transport costs mainly due to underspends on vehicles repairs and maintenance.	-£4,592				-£4,592		-£4,592
Net underspend in Works Administration has contributed to a reduction in recovery of costs.		£1,950			£1,950		£1,950
Reduced recovery of costs of planned weekend overtime worked compared to estimate.		£3,810			£3,810		£3,810
Total Works Administration	-£5,797	£5,760			-£37		-£37
<u>PKADM: Grounds Maintenance</u>							
Lower salary costs as a result of vacancy savings.	-£7,443				-£7,443		-£7,443
Reduced recharge of usage of depot due to lower net expenditure than estimated.	-£5,126				-£5,126		-£5,126

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Spend on vehicles was less than estimated resulting in a lower use of transport cost, as mentioned previously (see Grounds Maintenance Vehicles).	-£25,234				-£25,234		-£25,234
Increased expenditure on equipment and materials due to the replacement of tools stolen from Longridge Depot.	£3,005				£3,005		£3,005
Expenditure was lower than estimated on trees and plants -£944 and fertilizers and insecticides -£410.	-£1,354				-£1,354		-£1,354
A net loss resulted on work carried out for external jobs as there were a greater number of hours spent carrying out the work than was anticipated.		£3,327			£3,327		£3,327
Decreased recovery through revenue schemes due to lower than estimated expenditure within this service area as outlined above.		£34,660			£34,660		£34,660
Increased oncost recovery through capital schemes, mainly due to a higher than estimated time spent working on the Play Areas.		-£1,067			-£1,067		-£1,067
Total Grounds Maintenance	-£36,152	£36,920			£768		£768
<u>RVPRK: Ribble Valley Parks</u>							
Overspend on repairs and maintenance to buildings was due to the rebuilding of a wall at Henthorn Park.	£4,809				£4,809		£4,809
Increased expenditure on repairs and maintenance to paths and grounds mainly due to footpath repairs in the Castle Grounds.	£2,144				£2,144		£2,144
Less demand for emergency tree work during the year.	-£1,270				-£1,270		-£1,270

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Lower usage of electricity than estimated.	-£1,434				-£1,434		-£1,434
Works carried out to the footpath at Towneley Gardens, Longridge funded by Section 106 monies.	£3,127				£3,127		£3,127
Underspend due to fewer hours spent on life belt checks.	-£1,193				-£1,193		-£1,193
The recharge from grounds maintenance for maintaining the borough's parks and open spaces was lower than estimated due to savings in the running costs of the service, particularly regarding the repairs & maintenance of grounds vehicles.	-£10,224				-£10,224		-£10,224
Release of Section 106 monies to fund works carried out at Towneley Gardens, Longridge -£3,127. Monies were also released for a capital scheme for drainage works at Edisford pitches -£3,284, the funds were subsequently transferred to the capital account for this purpose.		-£6,411			-£6,411	£3,284	-£3,127
Total Ribble Valley Parks	-£4,041	-£6,411			-£10,452	£3,284	-£7,168
<u>RPOOL: Ribblesdale Pool</u>							
Underspend of Duty Officers' salary costs due to vacancy savings: this has been offset by the need to use temporary staff to provide cover at the pool.	-£3,359				-£3,359		-£3,359
Increase in usage of temporary staff due to staff vacancies: this has partially been offset by salary savings due to vacancies.	£13,481				£13,481		£13,481
Underspend of Pool Attendants' salary costs due to vacancy savings: this has been offset by the need to use temporary staff to provide cover at the pool.	-£4,301				-£4,301		-£4,301

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Overspend on gas due to under estimation of usage £8,026, partially offset by savings in electricity due to lower than estimated regulatory charges -£1,778.	£6,248				£6,248		£6,248
Lower metered water usage at the pool than estimated.	-£3,269				-£3,269		-£3,269
Less requirement for purchase of equipment and materials -£1,668 and repairs to equipment -£1,117 at the pool.	-£2,785				-£2,785		-£2,785
Underspend in rental of equipment as a refund was received regarding the return of the old vending machines and the replacement vending machines being subject to a different arrangement, whereby the rental is free of charge.	-£1,002				-£1,002		-£1,002
Reduction in expenditure on communication equipment due to a new data line provider to the pool charging a lower rate.	-£1,030				-£1,030		-£1,030
It was intended for consultants to be used to assist in the recruitment of potential swimming instructors through Swim England however, this has been delayed until 2022/23.	-£4,000				-£4,000		-£4,000
Saving due to reduced promotional activities at the pool.	-£1,510				-£1,510		-£1,510
Increased income from school swimming lessons.		-£2,194			-£2,194		-£2,194
Increased demand for lifeguard courses as these were not able to be held during the pandemic due to restrictions in place at the time.		-£1,050			-£1,050		-£1,050

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
There has been an upturn in usage of the pool which has resulted in an increase in income including the following income streams: adult admissions -£7,278, junior admissions -£6,145, aqua fitness sessions -£2,873, Space card users - £2,188 and hire of baths -£1,496.		-£19,980			-£19,980		-£19,980
Increased usage of the pool has led to higher sales of goods.		-£1,134			-£1,134		-£1,134
Decrease in income as a result of reduced number of gym and swim sessions an arrangement with Roefield Leisure.		£2,208			£2,208		£2,208
Total Ribblesdale Pool	-£1,527	-£22,150			-£23,677		-£23,677
<u>EALLW: Edisford All Weather Pitch</u>							
Requirement for repairs and maintenance of the 3G pitch were lower than estimated.	-£1,151				-£1,151		-£1,151
Less demand for purchase of equipment and materials during the year.	-£1,795				-£1,795		-£1,795
Increase in income from the hire of the 3G pitches due to a rise in demand by adults -£9,252 and juniors -£16,187.		-£25,439			-£25,439		-£25,439
Total Edisford All Weather Pitch	-£2,946	-£25,439			-£28,385		-£28,385
<u>SPODV: Sports Development</u>							
Underspend on promotional activities was to be used to fund a sports combi mobile cage for use at the 3G pitch however, delivery was delayed until May 2022. Funds were set aside in an earmarked reserve to support the purchase in 2022/23.	-£3,579				-£3,579	£3,579	£0

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
Reduced recharge from Community Services due to lower expenditure within the department as detailed under COMMD.			-£817		-£817		-£817
Total Sports Development	-£3,579		-£817		-£4,396	£3,579	-£817
<u>EXREF: Exercise Referral Scheme</u>							
Reduced support service charges from other service areas due to reduced expenditure in those areas.			-£1,048		-£1,048		-£1,048
Additional grant funding received in respect of Weight Management not included in the estimate. As this was not able to be effectively used in 21/22 unspent funding has been set aside to be used to fund planned schemes in 22/23.		-£10,486			-£10,486	£10,811	£325
Total Exercise Referral Scheme		-£10,486	-£1,048		-£11,534	£10,811	-£723
<u>TAFUT: Together an Active Future</u>							
Underspend of salary costs due to vacancy savings.	-£1,411				-£1,411		-£1,411
Increased expenditure on contract payments for additional time spent on the delivery of the Active Lifestyle Hub.	£5,300				£5,300		£5,300
Higher than estimated Together an Active Future grant funding claimed due to additional time spent on the delivery of the Active Lifestyle Hub partially reduced by lower salary costs due to vacancy savings.		-£3,578			-£3,578		-£3,578
Total Together an Active Future	£3,889	-£3,578			£311		£311

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Charges £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
RECUL: Recreation/ Culture Grants							
Payment of grants lower due to cancellation or delays in the delivery of various community projects, this reduced the requirement for use of planned funding from the earmarked reserve.	-£5,610				-£5,610	£5,597	-£13
Total Recreation/ Culture Grants	-£5,610				-£5,610	£5,597	-£13
	-£138,952	-£61,539	£6,028	£0	-£194,463	-£2,127	-£196,590
				Total of other Variances	-£13,609	£2,504	-£11,105
				Total Variances for Community Services Committee (Net Cost of Services)	-£208,072	£377	-£207,695

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 23 AUGUST 2022
 title: REVENUE MONITORING 2022/23
 submitted by: DIRECTOR OF RESOURCES
 principal author: HELEN SEEDALL

1 PURPOSE

1.1 To let you know the position for the period April to June 2022 of this year's revenue budget as far as this committee is concerned.

1.2 Relevance to the Council's ambitions and priorities:

Community Objectives – none identified

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

Other Considerations – none identified.

2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period to the end of June. You will see an overall underspend of £24,284 on the net cost of services. Please note that underspends are denoted by figures with a minus symbol. After allowing for transfers to/from earmarked reserves the underspend is £18,628.

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
ARTDV	Art Development	37,620	6,757	4,735	-2,022	A
BUSSH	Bus Shelters	19,160	0	38	38	G
CARVN	Caravan Site	-9,070	0	0	0	G
CCTEL	Closed Circuit Television	158,530	11,050	12,636	1,586	G
CFDFT	Clitheroe Food Festival 2022	22,610	5,807	18,173	12,366	R
COMMD	Community Services Department	0	248,402	228,395	-20,007	R
CRIME	Crime and Disorder	57,580	850	113	-737	G
CULTG	Culture Grants	5,190	4,280	4,775	495	G
CULVT	Culverts & Water Courses	20,050	990	0	-990	G
DRAIN	Private Drains	2,250	589	-17	-606	G
EALLW	Edisford All Weather Pitch	45,790	-9,926	-13,727	-3,801	A
EDPIC	Edisford Picnic Area	-6,380	844	1,177	333	G

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
EXREF	Exercise Referral Scheme	76,140	1,796	-4,898	-6,694	R
GRSRC	Grants & Subscriptions - Community	1,110	0	0	0	G
HWREP	Highway Repairs	16,910	153	0	-153	G
LDEPO	Longridge Depot	-5,000	3,639	3,654	15	G
LITTR	Litter Bins	20,500	1,309	1,279	-30	G
MCAFE	Museum Cafe	24,420	2,825	6,309	3,484	A
MUSEM	Castle Museum	268,500	17,026	16,060	-966	G
PAPER	Waste Paper and Card Collection	248,600	27,904	5,883	-22,021	R
PKADM	Grounds Maintenance	0	-78,273	-83,105	-4,832	A
PLATG	Platform Gallery and Visitor Information	162,230	37,294	40,876	3,582	A
RCOLL	Refuse Collection	1,665,410	219,101	244,228	25,127	R
RECUK	Recreation Grants	34,910	6,500	6,650	150	G
RIVBK	Riverbank Protection	4,910	359	0	-359	G
ROEBN	Roefield Barn	-160	-113	-12	101	G
RPBIN	Chargeable Replacement Waste Bins	0	0	-5,599	-5,599	R
RPOOL	Ribblesdale Pool	316,910	23,340	65,885	42,545	R
RVPRK	Ribble Valley Parks	615,720	121,400	119,307	-2,093	A
SDEPO	Salthill Depot	0	16,966	6,101	-10,865	R
SEATS	Roadside Seats	8,900	702	0	-702	G
SIGNS	Street Nameplates & Signs	43,230	4,456	1,370	-3,086	A
SPODV	Sports Development	94,150	1,019	4,514	3,495	A
SPOGR	Sports Grants	6,220	3,774	3,900	126	G
STCLE	Street Cleansing	428,780	82,744	68,274	-14,470	R
TAFUT	Together an Active Future	200	42,159	39,932	-2,227	A
TFRST	Waste Transfer Station	114,570	33,277	32,257	-1,020	G
TRREF	Trade Refuse	-8,440	-408,097	-406,536	1,561	G
TWOWR	Two Way Radio	0	-2,995	-1,079	1,916	G
VARIOUS	Car Parks Vehicles	0	2,276	1,164	-1,112	G
VARIOUS	Grounds Maintenance Vehicles	0	31,231	19,183	-12,048	R
VARIOUS	Other Car Parks	31,670	15,432	8,336	-7,096	R
VARIOUS	Pay and Display Car Parks	-167,040	-32,181	-30,538	1,643	G
VARIOUS	Plant	0	10,564	12,145	1,581	G
VARIOUS	Public Conveniences	202,100	44,510	41,986	-2,524	A

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
VARIOUS	Refuse Collection Vehicles	0	148,840	154,966	6,126	R
VARIOUS	Works Administration Vehicles	180	10,267	1,746	-8,521	R
VEHCL	Vehicle Workshop	0	-9,817	-4,257	5,560	R
WBHEQ	Wellbeing & Health Equality	0	0	-1,562	-1,562	G
WKSAD	Works Administration	0	-24,958	-24,676	282	G
XMASL	Xmas Lights & RV in Bloom	3,860	516	261	-255	G
	Sum:	4,562,820	624,588	600,304	-24,284	

Transfers to/from Earmarked Reserves				
Clitheroe Food Festival	-8,530	-8,530	-8,530	0
Crime Reduction Partnership Reserve	-15,060	0	0	0
Refuse Collection Reserve	-5,820	-5,820	7,965	13,785
Exercise Referral Reserve	-6,550	0	0	0
Amenity Cleansing Reserve	-19,370	0	0	0
Equipment Reserve	0	0	-10,979	-10,979
Capital Reserve	0	0	2,850	2,850
Total after Transfers to/from Earmarked Reserves	4,507,490	610,238	591,610	-18,628

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

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

2.3 We have then extracted the main variations for the items included in the red shaded cost centres and shown them with the budget holder's comments and agreed action plans, in Annex 1.

2.4 The main variations for items included in the amber shaded cost centres are shown with budget holders' comments at Annex 2.

- 2.5 In summary the main areas of variance which are **unlikely** to rectify themselves by the end of the financial year are summarised below:

Description	Variance to end June 2022 £
Ribblesdale Pool (RPOOL) – Due to difficulties in securing sufficient trained instructors it has not been possible to offer swimming lessons to the general public. Training of new instructors has been provided and lessons are expected to recommence in September 2022 however, it is not expected that the income lost during this period will be regained.	35,145
Trade Refuse Collection (TRREF) – There has been a reduction in demand for the commercial waste collection service due to a combination of some businesses having closed down, following the impact of the pandemic, and others using alternative providers £22,608. However, partly offsetting this is an increase in income for the collection of waste from charitable and not for profit organisations -£10,655. Take up of the bin hire scheme has been higher than estimated however, as invoices are raised for the year there may yet be some cancellations or credit notes issued -£13,024. After expenditure on trade waste bins the surplus/deficit will be transferred to/from an earmarked reserve.	-1,071
Community Services Department (COMMD) – An underspend on salary costs has occurred due to vacancy savings along with the transfer of the Tourism & Events Officer to Economic Development. The salary costs are now being reported under Economic Development and Planning however, the salary is currently budgeted within Community Services. This will be changed at Revised Estimate time.	-16,982
Chargeable Replacement Waste Bins (RPBIN) – Income received from the sale of householder bins partly offset by expenditure incurred in the purchase of the bins, the surplus/deficit will be transferred to/from an earmarked reserve.	-5,599

3 CONCLUSION

- 3.1 The comparison between actual and budgeted expenditure shows an underspend of £24,284 for the first four months of the financial year 2021/22. After allowing for transfers to/from earmarked reserves the underspend is £18,628.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM6-22/HS/AC
5 August 2022

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
COMMD/0100	Community Services Department/Salaries	720,450	180,255	163,273	-16,982	Vacancy savings along with the transfer of the Tourism & Events Officer to Economic Development. The salary costs are now being reported under Economic Development and Planning however, the salary is budgeted within Community Services.	The budget will be adjusted at revised estimate to incorporate the transfer of the Tourism & Events Officer to Economic Development and Planning.
PAPER/8297n	Waste Paper and Card Col/Sale of Equipment/Material	-17,310	-2,887	-25,024	-22,137	Income higher than forecast due to increase in the waste paper price per tonne collected.	The budget will be reviewed at revised estimate.
PKADM/8903z	Grounds Maintenance/Oncost	-595,410	-148,971	-155,523	-6,552	Recoverable hours worked during this period is more than estimated resulting in a higher rate of oncosts recovery.	An assessment of oncosts recovered to date will be carried out at revised estimate and the budgets amended accordingly.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
PLATG/2881	Platform Gallery and Vis/Purchase of Equipment &	2,270	569	8,204	7,635	Includes the purchase of a new door delayed in 21/22 due to problems in sourcing materials.	The purchase of the door is being funded from £7,400 set aside in an earmarked reserve for this purpose.
RCOLL/0130	Refuse Collection/Temporary Staff	11,780	2,946	12,967	10,021	It has been necessary to use additional temporary staff to cover for long term sickness absenteeism along with the impact of additional annual leave.	The budget will be reviewed at revised estimate.
RCOLL/0160	Refuse Collection/Drivers Wages	271,750	67,991	75,306	7,315	There has been a low level of staff turnover, below the level allowed for in the budget. This has resulted in the overspend shown. This may change as the year progresses.	The budget will be reviewed at revised estimate.
RHXKA/2602	VU62 HXK Dennis Refuse D/Vehicle Repairs & Mainte	15,000	3,750	9,698	5,948	Overspend due to the necessity to use hire vehicles to support the refuse collection service whilst vehicles are off the road being repaired.	Expenditure will continue to be monitored and a review of repairs and maintenance of the vehicle fleet carried out at revised estimate.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RJXPA/2602	VE18 JXP Dennis Refuse D/Vehicle Repairs & Mainte	11,980	2,997	8,651	5,654	Repairs include new controller for the 30% side on the Terberg bin lifter as the previous one had been corrupted.	Expenditure will continue to be monitored and a review of repairs and maintenance of the vehicle fleet carried out at revised estimate.
RKYKA/2602	VN12 KYK Dennis Refuse D/Vehicle Repairs & Mainte	31,900	7,980	2,069	-5,911	Lower than estimated repairs carried out on this refuse collection vehicle to date.	Expenditure will continue to be monitored and a review of repairs and maintenance of the vehicle fleet carried out at revised estimate.
RPBIN/2896	Chargeable Replacement W/Light Tools & Equipment	0	0	6,263	6,263	Cost of bins that are provided to householders.	Income received will be offset against expenditure incurred in the purchase of the bins and the surplus/deficit transferred to/from an earmarked reserve.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RPBIN/8297n	Chargeable Replacement W/Sale of Equipment/Material	0	0	-11,862	-11,862	Income from the sale of householder bins.	Income received will be offset against expenditure incurred in the purchase of the bins and the surplus/deficit transferred to/from an earmarked reserve.
RPOOL/0130	Ribblesdale Pool/Temporary Staff	50,850	12,464	24,482	12,018	It has been necessary to use additional temporary staff to provide cover for maternity leave, long term sickness absenteeism along with the swimming instructors.	Savings experienced in salary costs, particularly of instructors will offset the overspend.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RPOOL/0210	Ribblesdale Pool/Instructors Wages	43,880	10,971	1,635	-9,336	Salaries are lower than estimated due to vacant posts.	Due to difficulties in recruiting qualified instructors the training of new instructors has been carried out. Currently they are reported under temporary staff, but it is expected a contractual arrangement will be agreed.
RPOOL/8542I	Ribblesdale Pool/Courses	-114,650	-35,060	85	35,145	Due to difficulties in securing sufficient trained instructors it has not been possible to offer swimming lessons to the general public.	Training of new instructors has been provided and lessons are expected to recommence in September 2022.
RVPRK/5056	Ribble Valley Parks/Grounds Maintenance	421,630	105,491	113,288	7,797	Recoverable hours worked by the Grounds Maintenance team is higher than estimated.	An assessment of oncosts recovered to date will be carried out at revised estimate and the budgets amended accordingly.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RVPRK/8805I	Ribble Valley Parks/Land Rents	-14,580	-5,071	-15,708	-10,637	Additional income received in respect of the hiring of the Castle Field compared to the estimate.	The budget will be adjusted at revised estimate to include the additional income.
SDEPO/8907z	Salthill Depot/Stores Oncost	-56,890	-14,234	-22,772	-8,538	Higher than estimated stores issues resulted in an increase in recovery of oncosts.	The budget will be reviewed at revised estimate to reflect the appropriate recovery of costs.
STCLE/2637	Street Cleansing/Hire of Plant	146,480	20,890	13,923	-6,967	Savings due to less sweeping being carried out. The contractor for the mini sweeper retired and we did not receive any tenders from contractors to carry out this work.	The undertaking of sweeping is currently being reviewed.
TAFUT/0100	Together an Active Future/Salaries	24,460	6,117	0	-6,117	The underspend is due to vacancy savings.	The budget will be reviewed at revised estimate.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
TAFUT/3079	Together an Active Future/Other Contract Payments	0	0	5,670	5,670	Increase in expenditure is the delivery of the Together an Active Future rural workstream. This will be reimbursed by grant funding on the next claim later in the year.	A budget will be introduced at revised estimate for both the expenditure and grant income.
TRREF/8411z	Trade Refuse/Trade Waste Collection (Commercial)	-309,680	-309,680	-287,072	22,608	Reduction in demand for the service due to a combination of some businesses having closed down and others using alternative providers.	The budget will be reviewed at revised estimate, taking into consideration the issue of actual and estimated future credit notes.
TRREF/8595z	Trade Refuse/Trade Waste Collection (Charitable)	-73,070	-73,070	-83,725	-10,655	Invoices have been raised for the full year, however it is expected there will be some cancellations during the year causing credit notes to be issued.	The budget will be reviewed at revised estimate, taking into consideration the issue of actual and estimated future credit notes.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
TRREF/8597n	Trade Refuse/Bin Hire Scheme	-2,220	-2,220	-15,244	-13,024	Take up of the bin hire scheme is higher than estimated when the budget was prepared. As invoices are raised for the year there may yet be some cancellations or credit notes issued.	The budget will be reviewed at revised estimate, taking into consideration the issue of actual and estimated future credit notes.
VEHCL/8900z	Vehicle Workshop/Oncost 100%	-130,600	-31,344	-25,699	5,645	Fewer productive hours worked to date has resulted in a lower recovery of costs.	An assessment of oncosts recovered to date will be carried out at revised estimate and the budgets amended accordingly.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
CFDFT/3267	Clitheroe Food Festival 2022/Signage	4,200	4,200	6,566	2,366	Additional signage has been used to improve communications to the public.
CHUCP/8420n	Church Walk Car Park/Car Park Charges	-99,790	-23,291	-19,371	3,920	Car park usage has been lower than estimated.
COMMD/0108	Community Services Department/National Insurance Salaries	83,260	18,910	16,695	-2,215	Vacancy savings along with the transfer of the Tourism Officer to Economic Development. The salary costs are now being reported under Economic Development and Planning however, the salary is budgeted within Community Services.
COMMD/0109	Community Services Department/Superannuation Salaries	124,070	31,041	28,118	-2,923	Vacancy savings along with the transfer of the Tourism Officer to Economic Development. The salary costs are now being reported under Economic Development and Planning however, the salary is budgeted within Community Services. This will be adjusted at revised estimate.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
EHKNA/8297n	PK60 HKN Ford Ranger/Sale of Equipment/Materials	0	0	-3,000	-3,000	Monies received for the sale of the vehicle not included in the budget. The sale proceeds less disposal costs will be transferred to the earmarked capital reserve.
EXREF/8582n	Exercise Referral Scheme/Rechargeable Works (VATable)	0	0	-2,875	-2,875	Monies received in respect of Cardiac Rehab funding which has been continued for an additional year.
LOWCP/8420n	Lowergate Car Park/Car Park Charges	-75,470	-17,714	-14,976	2,738	Car park usage has been lower than estimated.
MCAFE/8718l	Museum Cafe/Catering Concession	-15,550	-3,888	0	3,888	The Museum Café is currently closed and is expected to remain so for the current financial year.
RCOLL/2896	Refuse Collection/Light Tools & Equipment	8,040	8,040	12,898	4,858	Increased expenditure on the purchase of householder waste bins. It is partly offset by income received from the sale of these bins (RPBIN – Chargeable Replacement Waste Bins). The cost is funded by monies set aside in the Refuse Collection Reserve.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
RCRKA/2602	SY11 CRK Dennis Refuse D/Vehicle Repairs & Mainte	30,690	7,677	5,075	-2,602	Lower than estimated repairs carried out on this refuse collection vehicle to date.
RDKAA/2612	VN17 DKA Dennis Disposal/Diesel	22,480	5,622	8,702	3,080	Higher than estimated diesel usage for this vehicle.
RJZPA/2612	PK63 JZP Mercedes/Diesel	24,870	6,218	3,677	-2,541	Lower than estimated diesel usage for this vehicle.
RKYKA/2612	VN12 KYK Dennis Refuse D/Diesel	28,940	7,233	9,653	2,420	Higher than estimated diesel usage for this vehicle.
RPOOL/85311	Ribblesdale Pool/School Swimming Lessons	-30,110	-10,027	-13,033	-3,006	Demand for school swimming lessons higher than estimated.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
RPOOL/8532l	Ribblesdale Pool/Hire of Baths - Clubs	-42,730	-42,730	-38,969	3,761	Reduction in hours the pool is being hired by swimming clubs.
RPOOL/8572n	Ribblesdale Pool/Junior Admissions	-56,920	-12,966	-10,839	2,127	Income is lower than estimated due to decrease in participation.
RPOOL/8904l	Ribblesdale Pool/Parent and Child Swimming	-13,420	-3,358	0	3,358	Currently unable to deliver Parent and Child swimming lessons due to an inability to obtain a suitably qualified instructor.
RVPRK/8530n	Ribble Valley Parks/Filming Fee	0	0	-2,000	-2,000	Fees received in respect of the filming of 'Greatest Days' not established at budget preparation.
SHOVL/2612	JCB Waste Master Loadall/Diesel	6,770	1,693	4,219	2,526	Due to a change in regulations, the Loadall is no longer eligible to be run on red diesel but has to use regular diesel, which is more expensive.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
SPODV/3277	Sports Development/Promotional Activities	3,710	618	4,015	3,397	Purchase of a sports combi mobile cage for use at Edisford Sports Complex, delivery delayed in 21/22. To be funded from reserve by monies set aside in 21/22 for this purpose £3,579.
STCLE/2636	Street Cleansing/Hire of Transport	12,610	12,610	9,597	-3,013	Extension of lease of three vehicles at a reduced rental rate for 1 year whilst option to procure replacements are investigated.

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 23 AUGUST 2022
 title: CAPITAL MONITORING 2022/23
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

1 PURPOSE

1.1 To report the progress on this Committee's 2022/23 capital programme for the period to the end of June 2022.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – none identified.
- Corporate Priorities – to continue to be a well-managed council, providing efficient services based on identified customer need.
- Other considerations – none identified.

2 2022/23 CAPITAL PROGRAMME BACKGROUND

2.1 Fifteen capital schemes for this Committee's original estimate budget, totalling £2,280,500, were approved by the Policy and Finance Committee and Full Council at their meetings in February 2022 and March 2022 respectively. This included fourteen new schemes for 2022/23 and one scheme that had been moved from the 2021/22 capital programme to the 2022/23 capital programme.

2.2 Five capital schemes were not completed by 31 March 2022 and had some unspent budget available at that date. The total unspent budget of £153,240 on those schemes, known as slippage, has been moved into the 2022/23 capital programme budget, after approval by this Committee in May 2022.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of nineteen schemes is £2,433,740. This is shown at Annex 1.

3 CAPITAL MONITORING 2022/23

3.1 The table below summarises this Committee's capital programme budget, expenditure to date and remaining budget, as at the end of June 2022. Annex 1 shows the full capital programme by scheme. Annex 2 shows scheme details, financial information and budget holder comments to date for each scheme.

Original Estimate 2022/23 £	Budget Moved from 2021/22 £	Slippage from 2021/22 £	Additional Approvals 2022/23 £	Total Approved Budget 2022/23 £	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
1,065,500	1,215,000	153,240	0	2,433,740	422,310	2,011,430

3.2 At the end of June 2022 £422,310 had been spent or committed. This is 17.4% of the annual capital programme budget for this Committee.

3.3 Of the nineteen schemes in the capital programme at the end of June 2022:

- one scheme is complete
- sixteen schemes are currently expected to be completed in-year; and
- it is unclear whether two of the schemes will be completed in-year.

3.4 Progress on the schemes with the largest remaining budgets is as follows:

- **Play Area Improvements 2022/23 (£42,223):** This budget is for routine improvement works, based on regular playground checks and/or insurance condition surveys, and any enhanced improvement works required in-year. Work undertaken to date includes surfacing at Kestor Lane play area and new springers at John Smiths play area. Further works will be planned throughout the year and at this stage it is expected that the budget will be spent in-year.
- **Replacement of Refuse Wheelie Bins 2022/23 (£13,000):** Replacement bins covered by the capital budget are to be ordered throughout 2022/23 and the spend covered by the capital scheme budget should be completed in-year.
- **Castle Keep Lime Repointing Works and Repairs (£327,300):** External consultants are being engaged to advise on how to undertake the work required on this scheme, given this is an ancient and listed building. Quotes have been received and the preferred consultants will be selected in the near future. At this stage it is unclear if the main scheme works will be completed in 2022/23.
- **Replacement of Refuse Iveco Tipper (PO60 AYK) (£46,000):** Officers are working up the replacement vehicle specification with some supplier input. Once specified, the replacement vehicle will be ordered. At this stage it is expected that the purchase will be completed in-year.
- **Ribblesdale Pool Filter and Pipework Replacement (£44,000):** The initial scheme plan was for replacement of the pool filter and pipework. Options other than replacement are currently being considered for this scheme, given the cost involved in full replacement and because a capital bid has been put forward to replace Ribblesdale Pool at some point in the future. A report on this is included elsewhere on this meeting's agenda. Subject to the way forward agreed, it is expected that this scheme will be completed in-year.
- **Replacement Football Goals (£16,000):** Quotes are currently being obtained with the aim of the goals being purchased for September 2022.
- **Replacement of High Top Transit Van (PJ63 WUC) (£34,500):** Officers are working up the replacement vehicle specification with some supplier input. Once specified, the replacement vehicle will be ordered. At this stage it is expected that the purchase will be completed in-year.
- **Salthill Depot Garage – Replace Roller Shutter Doors and Rewire Garage (£20,820):** The roller shutter doors have been installed. The rewire specification is being worked up currently, so quotes can be obtained for the work. At this stage it is expected that the rewire work will be completed in-year.
- **Replacement of Pay and Display Machines (£123,800):** The specification of the replacement machines has been worked up based on requirements discussed with the Car Park Working Group. A report on the approach to replacing the machines is included elsewhere on this meeting's agenda. Subject to agreement by members, at this stage it is expected that the scheme will be completed in-year.

- **Clitheroe Town Centre Car Park Scheme (£1,230,000):** A review of the need for additional car parking spaces in Clitheroe has been undertaken and the results have been considered by the Car Park Working Group. A report including a recommendation on the next steps for this scheme is included elsewhere on this meeting's agenda, so at this stage it is unclear if the scheme will be completed in 2022/23.

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.

- **Mardale Playing Pitches Drainage (£80,440):** Tenders for this work were expected to be returned by 5 August 2022 and the tender specification requires the work to be completed by the end of September 2022. Officers will provide an update on progress to members at the Committee meeting on 23 August 2022.
- **Play Area Improvements 2021/22 (£17,940):** This budget 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. The Kestor Lane improvement scheme is also being part-funded by the Play Area Improvements 2020/21 budget. The works on the Kestor Lane and Clitheroe Castle schemes have been ordered from the appointed contractor and at this stage it is expected that the works will be complete by the end of October 2022.

Initial tender prices received for the works at Highfield Road and Highmoor Park were higher than the £17,940 budget available for these play areas, so a further round of quotes is to be obtained for installation of a revised set of play equipment to match the budget available. At this stage it is expected that these works will still be completed in-year.

- **Edisford Playing Pitches Drainage Works (£15,490):** Further works on the cut off drain are required and these are still to be programmed. The main pitch drainage works will be specified and procured once the cut off drain works are completed and the remaining budget available is confirmed. The remaining sum will likely provide for some drainage works but may not cover drainage works for the full pitch. At this stage it is expected that this scheme will be completed in-year.

4 OTHER ISSUES

- 4.1 With regard to the **Replacement of Refuse Collection Vehicle (PK63 JZP)** scheme, the new refuse collection vehicle being purchased in 2022/23 was initially planned to replace refuse collection vehicle VN12 KYK. However, it will instead replace refuse collection vehicle PK63 JZP, which is in a poor state of repair. Refuse collection vehicle VN12 KYK will now be replaced in 2023/24, which is when refuse collection vehicle PK63 JZP was previously planned to be replaced.
- 4.2 There is a combined overspend of £3,000 on the following two schemes to replace mowers, **Replacement of John Deere Mower 4x4 (PE15 YVK)** and **Replacement of Kubota Mower PN09 KXP**. The overspend is due to inflation price increases for the mowers in 2022/23. Funding for the extra £3,000 budget on these schemes will be identified and reported to this Committee when the revised estimate budget is set in January 2023.

5 CONCLUSION

- 5.1 At the end of June 2022 £422,310 had been spent or committed. This is 17.4% of the annual capital programme budget for this Committee.
- 5.2 Of the nineteen schemes in the capital programme at the end of June 2022, one scheme is complete, sixteen schemes are currently expected to be completed in-year and it is unclear whether two of the schemes will be completed in-year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM4-22/AC/AC
5 August 2022

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

Community Services Committee - Capital Programme 2022/23

Cost Centre	Scheme	Original Estimate 2022/23 £	Budget Moved from 2021/22 £	Slippage from 2021/22 £	Additional Approvals 2022/23 £	Total Approved Budget 2022/23 £	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
PLAYW	Play Area Improvements 2022/23	45,000				45,000	2,777	42,223
REPWB	Replacement of Refuse Wheelie Bins 2022/23	13,000				13,000	0	13,000
CASKP	Castle Keep Lime Repointing Works and Repairs	327,300				327,300	0	327,300
RVAYK	Replacement of Refuse Iveco Tipper (PO60 AYK)	46,000				46,000	0	46,000
HTGMW	Replacement of Hustler Trimstar Mower x 2 (rvbc017 and rvbc018)	14,000				14,000	13,300	700
DGVYVK	Replacement of John Deere Mower 4x4 (PE15 YVK)	25,000				25,000	26,500	-1,500
DGMKXP	Replacement of Kubota Mower PN09 KXP	25,000				25,000	26,500	-1,500
FLPIP	Ribblesdale Pool Filter and Pipework Replacement	44,000				44,000	0	44,000
FGOAL	Replacement Football Goals	16,000				16,000	0	16,000
RVHXX	Replacement of Refuse Collection Vehicle (PK63 JZP)	246,000				246,000	245,831	169
WVWUC	Replacement of High Top Transit Van PJ63 WUC	34,500				34,500	0	34,500
SDGAR	Salthill Depot Garage - Replace Roller Shutter Doors and Rewire Garage	25,000				25,000	4,180	20,820
PDMAC	Replacement of Pay and Display Machines	123,800				123,800	0	123,800
PDECK	Clitheroe Town Centre Car Park Scheme		1,215,000	15,000		1,230,000	0	1,230,000
MARPD	Mardale Playing Pitches Drainage	80,900				80,900	460	80,440
PLAYV	Play Area Improvements 2021/22			80,600		80,600	62,660	17,940
PLAYU	Play Area Improvements 2020/21			40,000		40,000	40,000	0

Community Services Committee - Capital Programme 2022/23

Cost Centre	Scheme	Original Estimate 2022/23 £	Budget Moved from 2021/22 £	Slippage from 2021/22 £	Additional Approvals 2022/23 £	Total Approved Budget 2022/23 £	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
BGCAF	Refurbishment of Bowling Green Café - Castle Grounds			2,150		2,150	102	2,048
EDPDR	Edisford Playing Pitches Drainage Works			15,490		15,490	0	15,490
Total Community Services Committee		1,065,500	1,215,000	153,240	0	2,433,740	422,310	2,011,430

Community Services Committee – Capital Programme 2022/23

Play Area Improvements 2022/23

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Brief Description of the Scheme:

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

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

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

Revenue Implications:

None – Existing service.

Timescale for Completion:

Within the budget year.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	45,000	2,777	42,223
ANTICIPATED TOTAL SCHEME COST	45,000		

Progress – Budget Holder Comments:

June 2022: This budget is for routine improvement works, based on regular playground checks and/or insurance condition surveys, and any enhanced improvement works required in-year. Work undertaken to date includes surfacing at Kestor Lane play area and new springers at John Smiths play area. Further works will be planned throughout the year and at this stage it is expected that the budget will be spent in-year.

Community Services Committee – Capital Programme 2022/23

Replacement of Refuse Wheelie Bins 2022/23

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

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

This scheme will cover a selection of bin sizes and colours. The choice of the size of the bins will depend on any possible service changes made each year. There are approximately 27,000 properties receiving a 3 stream waste collection comprising 3 bins.

Revenue Implications:

None.

Timescale for Completion:

Throughout the financial year.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	13,000	0	13,000
ANTICIPATED TOTAL SCHEME COST	13,000		

Progress – Budget Holder Comments:

June 2022: Replacement bins covered by the capital budget are to be ordered throughout 2022/23 and the spend covered by the capital scheme budget should be completed in-year.

Community Services Committee – Capital Programme 2022/23

Castle Keep Lime Repointing Works and Repairs

Service Area: Ribble Valley Parks

Submitted by: Adrian Harper

Brief Description of the Scheme:

The Castle Keep is the main landmark of the Ribble Valley, dominating the skyline, and its appearance forms the first impression to all visitors or residents of the borough when visiting the local area. It is essential that this historic landmark is maintained to a high standard to reflect the Council's efforts to continually provide and improve outstanding service to the residents of the borough, to continue attracting tourism to the borough and make sure this historic monument is around for future generations.

The Castle Keep's condition is depreciating each year, due to the prominent location of the building it is exposed to all weather conditions. Historically there has been minor patch repair works but none in recent years and never to the scale that was required.

Following the survey of the Castle Keep it has been noted that the following works are required;

Internal Works:

De-weed walls and treat with weed-killer.

Remove capping from wall tops, reforming a new capping with St Astier Hourdex.

Remove cement pointing from the internal walls.

Repointing with lime mortar.

Replace lower level capping with Hourdex.

Supply and fit new steel stair door (in same style).

Supply and fit steel support brace to main flag pole member.

External Works:

Remove weeds and growths, treating with weed-killer.

Remove cement pointing from the walls and re-pointing with Lime Mortar where affected.

Carefully extract badly repaired stonework and carry out new stone repairs.

Supply and fit 1 new section of anti-climb railing to suit due to bent and broken bars.

Repaint steel guardrails within openings.

Re-set 1 set of 6 number steps by remove, cleaning out and re-bedding.

Lighting:

Replace existing Keep lighting for LED, reducing consumption by 70%.

Revenue Implications:

Replacement of the Castle Keep lighting will reduce electrical consumption at the Castle Keep by 70%.

Timescale for Completion:

April 2022: Listed building consent. Schedule monument consent.

July 2022: Tender and undertake programme of works.

September 2022: Scaffold Design.

Community Services Committee – Capital Programme 2022/23

March 2023: Commencement of works.

September 2023: Completion.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	327,300	0	327,300
ANTICIPATED TOTAL SCHEME COST	327,300		

Progress – Budget Holder Comments:

June 2022: External consultants are being engaged to advise on how to undertake the work required on this scheme, given this is an ancient and listed building. Quotes have been received and the preferred consultants will be selected in the near future. At this stage it is unclear if the main scheme works will be completed in 2022/23.

Community Services Committee – Capital Programme 2022/23

Replacement of Refuse Iveco Tipper PO60 AYK

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

Scheme to replace the refuse tipper vehicle which will be 12 years old at the time of replacement.

This scheme is for the replacement of the existing vehicle PO60 AYK, which will be at the end of its economic life in 2022. It will be replaced for a like for like model in accordance with the Vehicle and Mobile Plant replacement programme.

Revenue Implications:

None.

Timescale for Completion:

Not known at this time.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	46,000	0	46,000
ANTICIPATED TOTAL SCHEME COST	46,000		

Progress – Budget Holder Comments:

June 2022: Officers are working up the replacement vehicle specification with some supplier input. Once specified, the replacement vehicle will be ordered. At this stage it is expected that the purchase will be completed in-year.

Community Services Committee – Capital Programme 2022/23

Replacement of Hustler Trimstar Mower x 2 (rvbc017 and rvbc018)

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

These are two pedestrian mowers, purchased in 2015, they have life span of 5-6 years. The machines will be 7 years old when replaced in 2022/23. The machines are used for carrying out grass cutting of small amenity areas where the larger ride on machines will not fit. Even with annual maintenance, including replacement parts as necessary, the machines become more unreliable and require more down time the older they become.

Revenue Implications:

None.

Timescale for Completion:

2022/23.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	14,000	13,300	700
ANTICIPATED TOTAL SCHEME COST	13,300		

Progress – Budget Holder Comments:

June 2022: SCHEME COMPLETE. The mowers had been delivered and paid for by May 2022.

Community Services Committee – Capital Programme 2022/23

Replacement of John Deere Mower 4x4 (PE15 YVK)

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

This mower is due for replacement in the 2022/23 financial year. It is now planned to replace this mower with a Kubota, because the Kubota has out front cutting decks. The John Deere has the deck under the machine which no longer suits the work we do, because it means staff have to then use a strimmer or pedestrian machine to finish off the grass, because it cannot get into the areas an out-front machine can. The scheme budget has been updated to allow the purchase of a powerful enough 39hp machine which is the nearest equivalent to our existing 38hp machine.

Revenue Implications:

None.

Timescale for Completion:

Within the budget year allocated.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	25,000	26,500	-1,500
ANTICIPATED TOTAL SCHEME COST	26,500		

Progress – Budget Holder Comments:

June 2022: The mower has been delivered and the scheme will be complete when payment is made. The £1,500 overspend is due to inflation price increases for the mower in 2022/23. Funding for the extra £1,500 budget will be identified and reported to this Committee when the revised estimate budget is set in January 2023.

Community Services Committee – Capital Programme 2022/23

Replacement of Kubota Mower PN09 KXP

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

This mower is due for replacement in the 22/23 financial year in line with the vehicle and plant replacement programme. The scheme budget has been updated to allow the purchase of a powerful enough 39hp machine which is the nearest equivalent to our existing 38hp machine.

Revenue Implications:

None.

Timescale for Completion:

Within the budget year allocated.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	25,000	26,500	-1,500
ANTICIPATED TOTAL SCHEME COST	26,500		

Progress – Budget Holder Comments:

June 2022: The mower has been delivered and the scheme will be complete when payment is made. The £1,500 overspend is due to inflation price increases for the mower in 2022/23. Funding for the extra £1,500 budget will be identified and reported to this Committee when the revised estimate budget is set in January 2023.

Community Services Committee – Capital Programme 2022/23

Ribblesdale Pool Filter and Pipework Replacement

Service Area: Ribblesdale Pool

Submitted by: Mark Beveridge

Brief Description of the Scheme:

To replace existing water filters which are heavily corroded and would be replaced with 3 smaller composite filters. The existing original ones are metal and the corrosive nature of the water has left them in a poor state. Although they can be shot blasted and coated, there is no real guarantee available on the length of time this work would give to the filters before they would need to be replaced. The existing pipe work is all cast iron and is in a very poor state of repair, the water supply to the teaching pool for example pushes bits of corroded pipework into the pool on a regular basis which has to be removed and leads to staining of the tiles and grout which were cleaned during the major refurbishment of the changing rooms undertaken in 2016/17.

Revenue Implications:

One-off lost revenue from a 6 week closure, estimate = £50,000.

Timescale for Completion:

It is estimated it would take 6 weeks to carry out the work which would be scheduled for the end of year period - December 2022 and January 2023.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	44,000	0	44,000
ANTICIPATED TOTAL SCHEME COST	44,000		

Progress – Budget Holder Comments:

June 2022: The initial scheme plan was for replacement of the pool filter and pipework. Options other than replacement are currently being considered for this scheme, given the cost involved in full replacement and because a capital bid has been put forward to replace Ribblesdale Pool at some point in the future. A report on this is included elsewhere on this meeting's agenda. Subject to the way forward agreed, it is expected that this scheme will be completed in-year.

Community Services Committee – Capital Programme 2022/23

Replacement Football Goals

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Brief Description of the Scheme:

To replace existing football pitch goals with roll away type goals. Some pitches currently do not have these goals and this bid would ensure most Council pitches are provided with them. The state of the goals provides concern because of the instances around the country where failure of the posts has caused injury to members of the public. Also, the provision of roll away type goals means that the pitches are then protected from unauthorised use.

Revenue Implications:

None.

Timescale for Completion:

Goals would be ordered and delivered over the summer period ready for use at the commencement of the football season.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	16,000	0	16,000
ANTICIPATED TOTAL SCHEME COST	16,000		

Progress – Budget Holder Comments:

June 2022: Quotes are currently being obtained with the aim of the goals being purchased for September 2022.

Community Services Committee – Capital Programme 2022/23

Replacement of Refuse Collection Vehicle (PK63 JZP)

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

This scheme is for the replacement of Refuse Collection Vehicle PK63 JZP. It will be replaced with a like for like model in accordance with the vehicle and plant replacement programme.

Note - The new refuse collection vehicle being purchased in 2022/23 was initially planned to replace refuse collection vehicle VN12 KYK. However, it will instead replace refuse collection vehicle PK63 JZP, which is in a poor state of repair. Refuse collection vehicle VN12 KYK will now be replaced in 2023/24, which is when refuse collection vehicle PK63 JZP was previously planned to be replaced.

Revenue Implications:

None.

Timescale for Completion:

2022/23.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	246,000	245,831	169
ANTICIPATED TOTAL SCHEME COST	245,831		

Progress – Budget Holder Comments:

June 2022: The vehicle was delivered in June 2022, but snagging issues raised with the supplier need rectifying before the vehicle is paid for in-year.

Community Services Committee – Capital Programme 2022/23

Replacement of High Top Transit Van PJ63 WUC

Service Area: Vehicle Workshop

Submitted by: Adrian Harper

Brief Description of the Scheme:

This is the replacement of vehicle PJ63 WUC, used by the garage operatives. The vehicle will be 9 years old at the time of replacement and replacement is in accordance with the vehicle and mobile plant replacement programme.

Revenue Implications:

None.

Timescale for Completion:

2022/23.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	34,500	0	34,500
ANTICIPATED TOTAL SCHEME COST	34,500		

Progress – Budget Holder Comments:

June 2022: Officers are working up the replacement vehicle specification with some supplier input. Once specified, the replacement vehicle will be ordered. At this stage it is expected that the purchase will be completed in-year.

Community Services Committee – Capital Programme 2022/23

Salthill Depot Garage – Replace roller shutter doors and rewire garage

Service Area: Salthill Depot

Submitted by: Adrian Harper

Brief Description of the Scheme:

The aim of this scheme is to replace the garage roller shutter doors at the Salthill Depot and re-wire the garage.

The garage is the only original building at the Salthill Depot site that has not undertaken improvements since moving there in 1999. The roller shutter doors on the garage have come to the end of their economic life. The wiring in the garage also requires upgrading along with the light fittings. If both these items are not undertaken they will create a burden on the repairs and maintenance budget.

It is proposed that the garage is to be rewired, upgrading the existing light fittings with a more energy efficient fitting and installing electric roller shutter doors to improve the security of the garage.

Revenue Implications:

Reduce breakdown/call out costs = -£800 saving per annum.

Timescale for Completion:

April 2022: Out to tender, June/July 2022: Complete works.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	25,000	4,180	20,820
ANTICIPATED TOTAL SCHEME COST	25,000		

Progress – Budget Holder Comments:

June 2022: The roller shutter doors have been installed. The rewire specification is being worked up currently, so quotes can be obtained for the work. At this stage it is expected that the rewire work will be completed in-year.

Community Services Committee – Capital Programme 2022/23

Replacement of Pay and Display Machines

Service Area: Car Parks

Submitted by: Adrian Harper

Brief Description of the Scheme:

The Council takes payment of off-street car parking charges from the motorist either through an annual contract or through a cash payment to the on-site pay and display parking machines. These machines (23 in total on the Council's 19 chargeable sites) currently accept payment by cash or mobile phone. In August 2017, it was resolved to replace three of these with new machines that enable customers to purchase tickets using debit/credit cards. Maintenance issues with the existing machines currently occur infrequently but these are likely to continue to increase as the machines continue to age. The estimated cost of replacing the remaining 20 of the Council's existing machines with the latest model is estimated to cost £123,800.

Revenue Implications:

None.

Timescale for Completion:

8 weeks.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	123,800	0	123,800
ANTICIPATED TOTAL SCHEME COST	123,800		

Progress – Budget Holder Comments:

June 2022: The specification of the replacement machines has been worked up based on requirements discussed with the Car Park Working Group. A report on the approach to replacing the machines is included elsewhere on this meeting's agenda. Subject to agreement by members, at this stage it is expected that the scheme will be completed in-year.

Community Services Committee – Capital Programme 2022/23

Clitheroe Town Centre Car Park Scheme

Service Area: Car Parks

Submitted by: Adrian Harper

Budget moved from 2021/22:

The original capital scheme proposal was for the installation of a second car parking deck on the current Chester Avenue car park, with the potential of adding a further 100 car parking spaces and was named "Installation of a Second Parking Deck on Chester Avenue Car Park".

Since then, the option of a second parking deck at Chester Avenue car park is no longer being pursued, given planning issues relating to that site. Therefore, another site option has been considered for Clitheroe town centre car parking.

At the stage of setting the 2021/22 revised estimate capital programme the second site option was still being considered. Given this, there was the possibility of some initial feasibility study spend only in 2021/22. Therefore, in January 2022 this Committee approved the move of the majority of the scheme budget, £1,215,000, to the 2022/23 financial year and the 2021/22 revised estimate for the scheme was reduced to £15,000. This Committee also agreed that the scheme should be renamed "Clitheroe Town Centre Car Park Scheme".

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.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Original Estimate 2022/23	0		
Budget Moved from 2021/22	1,215,000		
Slippage from 2021/22	15,000		
Total Approved Budget 2022/23	1,230,000	0	1,230,000
ANTICIPATED TOTAL SCHEME COST	1,230,000		

Progress – Budget Holder Comments:

June 2022: A review of the need for additional car parking spaces in Clitheroe has been undertaken and the results have been considered by the Car Park Working Group. A report including a recommendation on the next steps for this scheme is included elsewhere on this meeting's agenda, so at this stage it is unclear if the scheme will be completed in 2022/23.

March 2022: There was no initial feasibility spend in 2021/22, but work was on-going on the site assessment. The unspent £15,000 budget will be added to the £1,215,000 budget already moved to 2022/23 on this scheme, to ensure the full scheme budget of £1,230,000 is available in 2022/23.

Community Services Committee – Capital Programme 2022/23

November 2021: 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.

August 2021: Officers are currently looking into the other site option for additional parking, including the site issues which must be considered further before the option is considered in detail by the Car Parking Working Group. Given this, it is unclear whether any expenditure will take place on this scheme in 2021/22.

July 2021: The option of a second parking deck at Chester Avenue is no longer being pursued, given planning issues relating to that site. Officers are now considering another option for additional parking, but this has some site issues which must be considered further before the option is considered in detail by the Car Parking Working Group. Given this, it is unclear whether any expenditure will take place on this scheme in 2021/22.

November 2020: At this stage, officers are considering two options for additional parking, those being Chester Avenue car park and another site in Clitheroe that officers are negotiating with the site owners. Negotiations on the second site were stalled by Covid-19 and officers are currently attempting to re-start these. Once some form of agreement is reached on the second site a feasibility study will be carried out on both sites and submitted to Policy and Finance Committee for consideration before any capital works are planned.

Given the above, the scheme will not take place in 2020/21. It is recommended that the 2020/21 revised estimate for the scheme is reduced to nil and the £1,230,000 scheme budget is moved to the 2021/22 financial year.

July 2020: At this stage, officers are considering two options for additional parking, those being Chester Avenue car park and another site in Clitheroe that officers are negotiating with the site owners. Once some form of agreement is reached on the second site a feasibility study will be carried out on both sites and submitted to Policy and Finance Committee for consideration before any capital works are planned. At this stage, it is unlikely that this scheme will be completed in-year.

Community Services Committee – Capital Programme 2022/23

Mardale Playing Pitches Drainage

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Brief Description of the Scheme:

This scheme is to improve the drainage of the playing pitches at Mardale and is to be funded by the s106 money which the Council has received from the developer for the Dilworth development in Longridge. Mardale playing pitches are well used by local teams. The playing pitches have historically been subject to flooding, resulting in the loss of many games during the winter period. This has a direct impact on the health of the local youngsters involved, as well as creating a backlog of games for all teams using the pitches.

The intention is to let a contract to complete an extensive drainage scheme which will help with the removal of water into a nearby water course. This will make the pitches playable for longer periods during wet weather. The aim would be for work to commence on site in May 2022, because it would not be practical or sensible to try and carry out the extensive groundwork needed for the new scheme during the winter period.

There is one full size pitch, one intermediate, one 9v9 and two 7v7 pitches accommodated at the site.

Revenue Implications:

None.

Timescale for Completion:

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

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Total Approved Budget 2022/23	80,900	460	80,440
ANTICIPATED TOTAL SCHEME COST	80,900		

Progress – Budget Holder Comments:

June 2022: Tenders for this work were expected to be returned by 5 August 2022 and the tender specification requires the work to be completed by the end of September 2022. Officers will provide an update on progress to members at the Committee meeting on 23 August 2022.

Community Services Committee – Capital Programme 2022/23

Play Area Improvements 2021/22

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The regular Play Area Improvements budget for 2021/22 was £40,000 and £40,740 was spent in 2021/22.

The budget was increased in 2021/22 by £80,600 for work at specific play areas, as follows:

In June 2021 the budget was increased by £62,660 when Policy and Finance Committee approved the following specific improvement work to be funded from s106 contributions:

- £30,000 to be added to the £40,000 budget in the 2020/21 Play Area Improvements budget for an improvement scheme at Kestor Lane play area, Longridge.
- £32,660 for an improvement scheme at the Castle Grounds play area, Clitheroe.

In September 2021 the budget was increased by £17,940 when Policy and Finance Committee approved budget for installation of new equipment at Highfield Road and Highmoor Park play areas. The additional budget was funded by s106 contributions.

These additional specific improvement works were still to be completed at 31 March 2022.

Revenue Implications:

None – Existing service.

Timescale for Completion:

2021/22.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Original Estimate 2022/23	0		
Slippage from 2021/22	80,600		
Total Approved Budget 2022/23	80,600	62,660	17,940
Actual Expenditure 2021/22	40,740		
ANTICIPATED TOTAL SCHEME COST	121,340		

Community Services Committee – Capital Programme 2022/23**Progress – Budget Holder Comments:**

June 2022: This budget 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. The Kestor Lane improvement scheme is also being part-funded by the Play Area Improvements 2020/21 budget. The works on the Kestor Lane and Clitheroe Castle schemes have been ordered from the appointed contractor and at this stage it is expected that the works will be complete by the end of October 2022. Initial tender prices received for the works at Highfield Road and Highmoor Park were higher than the £17,940 budget available for these play areas, so a further round of quotes is to be obtained for installation of a revised set of play equipment to match the budget available. At this stage it is expected that these works will still be completed in-year.

March 2022: £40,740 was spent on the regular in-year play areas improvement works, resulting in a minor £740 overspend. The three specific improvement schemes were put out to competition simultaneously in March 2022, so no work was completed on the schemes in-year.

Contracts will be awarded in May 2022 for the schemes at Kestor Lane and Clitheroe Castle. However, the prices received for the works at Highfield Road and Highmoor Park were higher than the £17,940 budget available for these play areas, so a further round of quotes will be sought for installation of a revised set of play equipment to match the budget available.

November 2021: The Kestor Lane play area and Clitheroe Castle play area improvement schemes and installation of new equipment at Highfield Road and Highmoor Park play areas 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.

August 2021: £80,600 of this budget 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. At this stage it is expected that the work will be put out to tender at the end of October 2021. The current aim is for the schemes to be completed within this financial year, but the actual delivery of the works will be dependent on tender process timescales, preferred contractor availability, speed of equipment supply and the weather over the winter period. Thus, at this stage there is no certainty that the works will be completed in-year.

The rest of the budget, £40,000, 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 work is now complete and the work at Calderstones is close to completion. The remaining budget of £8,393 is for the continuing in-year routine improvement works and it is expected that this budget will be used in 2021/22.

July 2021: Some significant equipment replacement and refurbishment works have already been completed or ordered in 2021/22 at Proctors Field and Calderstones play areas and in-year routine improvement works continue. However, there has been no spend to date on the specific improvement schemes at Kestor Lane play area, £30,000, and Clitheroe Castle play area, £32,660. The work on these schemes is being put out to tender and the schemes specification and tender documentation is being worked up by officers currently. The current aim is for the schemes to be completed within this financial year.

The rest of the remaining budget, £8,727, relates to budget planned for in-year routine improvement works across various play areas, based on officer and/or insurance condition surveys. This work will continue in-year and it is expected that the budget will be used in 2021/22.

Community Services Committee – Capital Programme 2022/23

Play Area Improvements 2020/21

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Brief Description of the Scheme:

This £40,000 budget was moved from 2020/21 to 2021/22 to be used to help fund £70,000 of specific improvement works at Kestor Lane play area, Longridge. The rest of the scheme funding, £30,000, is from the 2021/22 Play Area Improvements budget.

These specific improvement works were still to be completed at 31 March 2022.

Revenue Implications:

None – Existing service.

Timescale for Completion:

2020/21.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Original Estimate 2022/23	0		
Slippage from 2021/22	40,000		
Total Approved Budget 2022/23	40,000	40,000	0
Actual Expenditure 2021/22	0		
ANTICIPATED TOTAL SCHEME COST	40,000		

Progress – Budget Holder Comments:

June 2022: The Kestor Lane scheme is being funded by this £40,000 budget and £30,000 of the Play Area Improvements 21/22 budget. The works on the Kestor Lane scheme have been ordered from the appointed contractor and at this stage it is expected that the work will be complete by the end of October 2022.

March 2022: The scheme was put out to competition in March 2022, so no work was completed on the scheme in-year. The contract will be awarded in May 2022 for the scheme.

November 2021: The scheme is being put out to tender. 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.

Community Services Committee – Capital Programme 2022/23

August 2021: The Kestor Lane scheme, funded by this £40,000 budget and £30,000 of the Play Area Improvements 21/22 budget, is being put out to tender along with some other improvement works. At this stage it is expected that the work will be put out to tender at the end of October 2021. The current aim is for the scheme to be completed within this financial year, but the actual delivery of the works will be dependent on tender process timescales, preferred contractor availability, speed of equipment supply and the weather over the winter period. Thus, at this stage there is no certainty that the works will be completed in-year.

July 2021: There has been no spend to date on the specific improvement scheme at Kestor Lane play area. The work is being put out to tender and the scheme specification and tender documentation is being worked up by officers currently. The current aim is for the scheme to be completed within this financial year.

November 2020: It was initially planned that £12,000 of the 2020/21 play areas budget plus the £28,000 play areas budget moved from 2019/20 in January 2020 was to be spent on a large refurbishment scheme at Kestor Lane play area in Longridge in 2020/21. However, this scheme will not take place this financial year and will need to be moved to 2021/22. This is because the companies we would seek quotes from are still not operating at full capacity due to Covid-19 lockdown periods in-year and staff furlough. This meant getting meaningful quotes from them and then arranging work would have been problematic before the winter period and carrying out groundworks over the winter period is not satisfactory for large play installations.

Given the above, it is recommended that the revised estimate for the Play Area Improvements 2020/21 scheme is reduced to nil and the £40,000 scheme budget is moved to the 2021/22 financial year to fund the Kestor Lane refurbishment. This will still leave £30,830 available from the Play Area Improvements 2019/20 budget to fund other play area improvement works in 2020/21.

July 2020: It was estimated that £12,000 of this 2020/21 budget plus the £28,000 play areas budget moved from 2019/20 was to be spent on a large refurbishment scheme at Kestor Lane play area in Longridge. However, at this stage it is expected the work will need to be moved to 2021/22, because the companies we would seek quotes from are still not operating at full capacity due to Covid-19 and staff furlough. This means getting meaningful quotes from them and then arranging work before the winter period cannot be guaranteed and carrying out groundworks over the winter period is not satisfactory for large play installations.

After taking out the budget set aside for Kestor Lane above, there is £30,830 budget available for other improvement works in 2020/21, being £28,000 from this budget plus £2,830 budget slippage from the Play Area Improvements 2019/20 scheme. Payments so far in 2020/21 are for routine improvement works at play areas in Whalley, Longridge and Ribchester, plus time input from the Amenity Cleansing Manager. Further work in-year will be focussed on routine improvement works, based on officer and/or insurance condition surveys, and some enhanced improvement works. These will be planned from September 2020 onwards.

Community Services Committee – Capital Programme 2022/23

Refurbishment of Bowling Green Café – Castle Grounds

Service Area: Bowling Green Cafe

Submitted by: Mark Beveridge

Brief Description of the Scheme:

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

In March 2021, Policy and Finance Committee approved bringing forward the Refurbishment of Bowling Green Café in Castle Grounds capital scheme from 2023/24 to 2021/22, with a budget of £45,000, so that work could be undertaken promptly to return the café to a state where it can be let for a business to operate from and the area around the café is returned to a condition where many people can enjoy that green space safely.

Some works were still outstanding on the scheme at 31 March 2022. Budget slippage of £2,150 was moved into 2022/23.

Revenue Implications:

Refurbishment allows the café to be let to a new concession holder, providing rental income from 2021/22 onwards.

Timescale for Completion:

By Christmas 2021.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Original Estimate 2022/23	0		
Slippage from 2021/22	2,150		
Total Approved Budget 2022/23	2,150	102	2,048
Actual Expenditure 2021/22	42,843		
ANTICIPATED TOTAL SCHEME COST	44,993		

Progress – Budget Holder Comments:

June 2022: The estimated cost of the outstanding hand rail works on this scheme is higher than the £2k budget left available. Additional budget funding for the higher cost of the works will be confirmed by the Head of Service before the works are commenced in-year.

Community Services Committee – Capital Programme 2022/23

March 2022: The work on the café and surrounding area was substantially completed in-year and the café has been let. There are still some minor external works to be completed on the café and it is proposed to fit a handrail on the steps adjacent to the café. These works are expected to be completed in Summer 2022, dependent on supply of materials. Slippage of £2,150 into 2022/23 is requested to fund these remaining works.

August 2021: The kitchen works have been agreed with the new café concession holder and have commenced. The kitchen works and other final works are still planned for completion before Christmas 2021.

July 2021: The majority of the scheme work has been completed by July 2021. New kitchen work and some final mainly external works are currently planned for completion before Christmas 2021. The new kitchen work will be undertaken following consultation with the new café concession holder.

Community Services Committee – Capital Programme 2022/23

Edisford Playing Pitches Drainage Works

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Brief Description of the Scheme:

Works planned to improve the drainage of the levelled Edisford grass pitch created from the spoil of the synthetic pitch installation in 2019, namely:

- Installation of drainage to extend the usable time the pitch can be played on in Winter.
- Installation of a cut off drain to prevent surface water run-off onto a nearby path.

This budget is funded by S106 monies.

This scheme was approved in November 2021. Work on the scheme started in 2021/22, but some works were still outstanding at 31 March 2022. Budget slippage of £15,490 was moved into 2022/23.

Revenue Implications:

None identified.

Timescale for Completion:

2021/22 financial year.

Capital Cost:

	£	Actual Expenditure including commitments as at end of June 2022 £	Remaining Budget as at end of June 2022 £
Original Estimate 2022/23	0		
Slippage from 2021/22	15,490		
Total Approved Budget 2022/23	15,490	0	15,490
Actual Expenditure 2021/22	3,286		
ANTICIPATED TOTAL SCHEME COST	18,776		

Progress – Budget Holder Comments:

June 2022: Further works on the cut off drain are required and these are still to be programmed. The main pitch drainage works will be specified and procured once the cut off drain works are completed and the remaining budget available is confirmed. The remaining sum will likely provide for some drainage works but may not cover drainage works for the full pitch. At this stage it is expected that this scheme will be completed in-year.

Community Services Committee – Capital Programme 2022/23

March 2022: Initial work on the cut off drain has been completed in 2021/22 but further works are required on the cut off drain and these are still to be programmed. The main pitch drainage works have not been undertaken yet because these will be specified and procured once the cut off drain works are completed and the remaining budget available is confirmed. The remaining sum will likely provide for some drainage works but may not cover drainage works for the full pitch.

The further work required is expected to be undertaken in 2022/23, but actual dates are to be confirmed, subject to completion of the cut off drain work and availability of contractors and favourable weather conditions for the main pitch drainage works.

November 2021: 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.

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

meeting date: 23 AUGUST 2022
title: GENERAL REPORT
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
ADRIAN HARPER, HEAD OF ENGINEERING SERVICES

1 PURPOSE

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

2 CLITHEROE TOWN WELLS

Following the Community Committee in March officers and members of the Clitheroe Town Wells group have carried out a survey on all three wells. The reports have been circulated to the Wells Group. Works identified on all three wells mainly comprised patch mortar repairs and removal of vegetation in an effort to avoid further deterioration of the structures.

The extent of the works to the Stock Well are being agreed with the Council's Conservation Officer and will be carried out shortly.

3 CAR PARKING CHARGING POINTS

Officers are investigating funding or grant opportunities . However, Members bids for capital schemes to provide these facilities are still waiting approval.

4 CLIMATE CHANGE WORKING GROUP

At their meeting on 21st July 2022, the Climate Change Working Group identified four priorities for action:

- Charging points for electric vehicles on car parks
- Solar panels on Council buildings
- Electrifying the Council fleet, and
- Tree planting

Officers are updating the figures used last year in preparing for the current year's budget where they relate to these priorities.

JOHN C HEAP
DIRECTOR OF COMMUNITY SERVICES

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

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