

# Public Document Pack



Ribble Valley  
Borough Council

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Dear Councillor

The next meeting of the **POLICY AND FINANCE** Committee will be held at **6.30 pm** on **TUESDAY, 13 FEBRUARY 2024** in the **Council Chamber**.

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**

There are no minutes requiring approval.

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**

## **ITEM FOR INFORMATION**

5. **PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT 2024/25** (Pages 3 - 8)

Report of the Director of Resources and Deputy Chief Executive enclosed.

## **ITEMS FOR DECISION**

6. **OVERALL REVENUE BUDGET 2024/25** (Pages 9 - 98)

Report of the Director of Resources and Deputy Chief Executive enclosed.

7. **OVERALL REVISED CAPITAL PROGRAMME 2023/24** (Pages 99 - 116)

Report of the Director of Resources and Deputy Chief Executive enclosed.

8. **FIVE YEAR CAPITAL PROGRAMME 2024/25 TO 2028/29** (Pages 117 - 134)

Report of the Director of Resources and Deputy Chief Executive enclosed.

9. **REVIEW OF POLLING DISTRICTS AND POLLING PLACES** (Pages 135 - 200)

Report of the Chief Executive enclosed.

10. **UK SHARED PROSPERITY FUND AND RURAL ENGLAND PROSPERITY FUND - NON CONTRACTING AUTHORITIES' PROCUREMENT THRESHOLDS** (Pages 201 - 204)

Report of the Director of Economic Development and Planning enclosed.

11. **REFERENCES FROM COMMITTEES**

None.

**ITEMS FOR INFORMATION**

12. **MINUTES OF WORKING GROUPS**

None.

13. **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

None.

14. **EXCLUSION OF PRESS AND PUBLIC**

There are no items under this heading.

Electronic agendas sent to members of Policy and Finance – Councillor Stephen Atkinson (Chair), Councillor Susan Bibby, Councillor David Birtwhistle, Councillor Louise Edge, Councillor Stewart Fletcher, Councillor Michael Graveston, Councillor Jonathan Hill, Councillor Stuart Hirst, Councillor Simon Hore (Vice-Chair), Councillor Kevin Horkin MBE, Councillor Lee Jameson, Councillor Richard Newmark, Councillor Simon O'Rourke, Councillor James (Jim) Rogerson and Councillor Aaron Wilkins-Odudu.

Contact: Democratic Services on 01200 414408 or [committee.services@ribblevalley.gov.uk](mailto:committee.services@ribblevalley.gov.uk)

## **RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE**

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meeting date: 13 FEBRUARY 2024  
title: PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT 2024/25  
submitted by: DIRECTOR OF RESOURCES  
principal author: JANE PEARSON

### **PURPOSE**

- 1.1 To inform members regarding the Government Policy Statement on Local Government Finance and also the Provisional Local Government Finance Settlement.

### **BACKGROUND**

- 1.2 On 5 December 2023 the Department for Levelling Up, Housing, Communities and Local Government (DLUHC) published a Policy Statement which sets out the government's intentions for the Local Government Finance Settlement for 2024 to 2025.

### **POLICY STATEMENT**

- 1.3 The statement suggested the Government intend to offer a similar finance settlement in 2024/25 as for the current year. The key messages outlined in the policy statement were;

#### **Reform**

- 1.4 The Government have said that they remain committed to a review of local government finance in the next parliament. However they have said they have listened to calls for stability and now is not the time for fundamental reform for example implementing the Review of Relative Needs and Resources or a reset of Business Rates Growth.

#### **Core Spending Power**

- 1.5 Core Spending Power will increase by a minimum of 3% before any decisions are taken locally on the level of council tax/use of reserves. This minimum increase will be provided by the Funding Guarantee. Last year the Government said this was a 'One-off Funding Guarantee'. The Funding Guarantee will be funded through the Services Grant

#### **Council Tax**

- 1.6 The Council tax referendum limit will remain at 2.99% or £5 whichever is higher for district councils.

#### **New Homes Bonus**

- 1.7 There will be another round of New Homes Bonus allocations for 2024/25 following the same methodology as previous years. As in 2023/24 however new rounds of NHB will not attract legacy payments. Legacy payments used to be for a six year period which was then reduced to 4 years and then stopped.

#### **Rural Services Delivery Grant**

- 1.8 This will remain at the same level as 2023/24.

### **Revenue Support Grant (RSG)**

- 1.9 Any remaining RSG will increase in line with CPI. There will be no negative RSG.

### **Services Grant**

- 1.10 This will continue to be reduced as in 2023/24.

### **Baseline Funding Levels**

- 1.11 Councils will be compensated as if business rate multipliers had increased by CPI. The Government have already announced in the Autumn Statement that the small business rate multiplier will be frozen at 49.9p. The Standard multiplier will be updated in April by September's CPI figure (6.7%) from 51.2p to 54.6p.

### **Business Rate Pooling**

- 1.12 The government will proceed with business rates pooling in 2024-25 where requested.

### **Reserves**

- 1.13 The government asks authorities to continue to consider how they can use their reserves to maintain services over this and the next financial year, recognising that not all reserves can be reallocated, and that the ability to meet spending pressures from reserves will vary between authorities.

### **2024/25 PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT**

- 1.14 The Secretary of State for DLUHC published the Provisional Local Government Grant Settlement on 18 December 2023. The consultation period ended on 15 January 2024 and it is expected the Final Settlement will be published early February 2024.
- 1.15 The key headline of the settlement is that the Government state they have provided a 6.5% increase in Core Spending Power nationally, with an increase in local government funding from £60.2bn to £64.1bn.

	<b>Core Spending Power</b>
2023/24	£60.198bn
2024/25	£64.100bn
Movement £	£3.902bn
Movement %	6.5%

- 1.16 It must be noted of the £4bn that is being made available, £2bn is additional funding and £1bn of this is directed towards children's and adult social care. Therefore, Ribble Valley does not see an increase of this scale.
- 1.17 The table below sets out the elements which make up Core Spending Power and compares the changes for Ribble Valley with the national position.



Core Spending Power	National Control Totals					Ribble Valley BC			
	2023/24	2024/25	Movement			2023/24	2024/25	Movement	
	£m	£m	£m	%		£m	£m	£m	%
Settlement Funding Assessment	15,671.121981	16,562.651386	891.529405	5.7%		1.453665	1.508544	0.054879	3.8%
Compensation for under-indexing the business rates multiplier	2,204.646591	2,581.303106	376.656516	17.1%		0.239342	0.294109	0.054767	22.9%
Council Tax	33,984.330656	36,062.241516	2,077.910859	6.1%		4.139603	4.342947	0.203344	4.9%
Improved Better Care Fund	2,139.824015	2,139.824015	0.000000	0.0%					
New Homes Bonus	291.260347	291.362944	0.102596	0.0%		0.506197	0.647509	0.141312	27.9%
Rural Services Delivery Grant	95.000000	95.000000	0.000000	0.0%		0.126574	0.126574	0.000000	0.0%
Social Care Grant	3,851.967868	4,543.967868	692.000000	18.0%					
Adult Social Care Market Sustainability and Imp Fund	562.000000	1,050.000000	488.000000	86.8%					
Adult Social Care Discharge Fund	300.000000	500.000000	200.000000	66.7%					
Services Grant	483.251267	76.882544	-406.368723	-84.1%		0.054777	0.008619	-0.046158	-84.3%
Grants rolled in	479.999997	0.000000	-479.999997	-100.0%					
One-off Funding Guarantee	133.314165	196.532912	63.218746	47.4%		0.773369	0.710563	-0.062806	-8.1%
Total	60,196.716887	64,099.766289	3,903.049402	6.5%		7.293527	7.638865	0.345338	4.7%

- 1.18 As the Government had set out in the Policy Statement the Funding Guarantee will continue for 2024/25. Ribble Valley's Funding Guarantee will be £711k which brings our funding up to the minimum increase in core spending power of 3%. Once the Government factor in their assumption that we will increase our council tax by the maximum amount possible (£5 on a band d charge) then our core spending power is £7.369m which is an increase of 4.7% on the current year, significantly less than the overall increase of 6.5%. Overall districts have seen a 4.9% increase.
- 1.19 However, it is important to remember that we made assumptions about funding levels in our budget forecast. Therefore it is more appropriate to compare our assumptions to the settlement to understand whether the council is truly better off. The table below shows the previous assumptions made when the budget forecast was updated in September, compared to the provisional settlement announcement:

Funding	2023/24	2024/25 Assumption in Budget Forecast	2024/25 Provisional Settlement	Movement from Assumption in September Budget Forecast		
	£m	£m	£m	£m	%	
Business Rate Baseline Funding Level	1.405077	1.405077	1.456737	0.051660	3.7%	
Revenue Support Grant	0.048588	0.048588	0.051807	0.003219	6.6%	
Council Tax	4.139603	4.306475	4.342947	0.036472	0.8%	
New Homes Bonus	0.506197	0.000000	0.647509	0.647509	N/A	
Rural Services Delivery Grant	0.126574	0.126574	0.126574	0.000000	0.0%	
Services Grant	0.054777	0.054777	0.008619	-0.046158	-84.3%	
One-off Funding Guarantee/Transitional Protection	0.773369	0.577149	0.710563	0.133414	23.1%	
<b>Total</b>	<b>7.054185</b>	<b>6.518640</b>	<b>7.344756</b>	<b>0.826116</b>	<b>12.7%</b>	
<i>outside of grant settlement:</i>						
Business Rate Growth	2.214875	2.000000	?			Depends on NNDR1 calculation

- 1.20 This table shows that overall the Council is £826k better off than expected when the budget forecast was prepared in September 2023.. As stated earlier this assumes that the council tax is increased by the maximum amount of £5.
- 1.21 Its important to remember that business rate growth falls outside the core government funding calculations. We have received the official designation from the Secretary of State to confirm that the Lancashire Business Rate Pool will continue in 2024/25 which is good news.

## **FINAL LOCAL GOVERNEMENT FINANCE SETTLEMENT**

- 1.22 At the date of writing this report the Final Local Government Finance Settlement had not been issued. This usually takes place in early February. If the announcement is made before 13 February 2024 I will update you at the meeting.
- 1.23 The Government have stated however that following the consultation exercise they have decided to:
- increase the minimum Core Spending Power increase before decisions are made locally on council tax from 3% to 4% in the Final Settlement.
  - Increase the Rural Services Delivery Grant
- 1.24 We welcome both of these changes. We anticipate however that the increase in the Rural Services Delivery Grant will in effect be netted off our Funding Guarantee. The increase in our Core Spending Power before decisions are made on council tax is good news.
- 1.25 We will not know the exact impact of these changes until the Final Grant Settlement is announced.

## **CONCLUSION**

- 1.26 The Provisional Grant Settlement indicates that the Council is £826k better off than predicted in September.
- 1.27 This is largely due to the fact the Government have continued with another round of New Homes Bonus Allocations for next year and also due to the continuation of the One-off Funding Guarantee.
- 1.28 We await the Final Grant Settlement announcement.

## **DIRECTOR OF RESOURCES AND DEPUTY CHIEF EXECUTIVE**

**PF14-24/JP/AC**  
**1 FEBRUARY 2024**

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## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO SPECIAL POLICY AND FINANCE COMMITTEE

meeting date: 13 FEBRUARY 2024  
title: OVERALL REVENUE BUDGET 2024/25  
submitted by: DIRECTOR OF RESOURCES  
principal author: JANE PEARSON

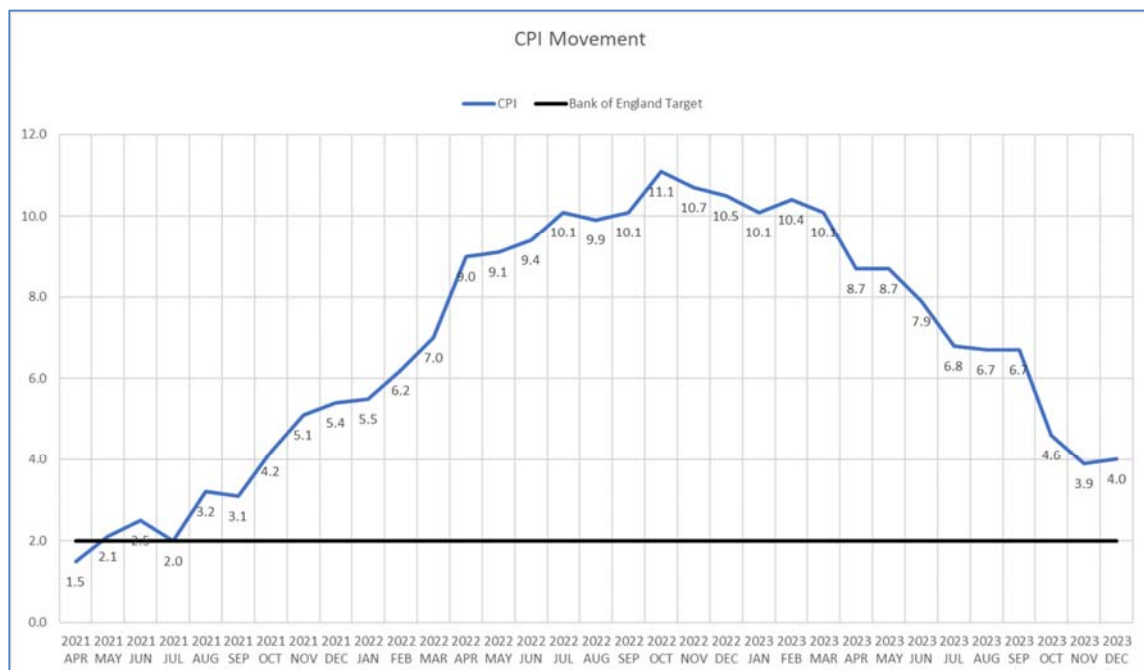
### 1 PURPOSE

- 1.1 To approve the revised revenue budget for 2023/24.
- 1.2 To consider and recommend a revenue budget and council tax requirement for 2024/25 to Full Council on 5 March 2024.

### 2 CURRENT YEAR'S REVISED BUDGET 2023/24

#### Background

- 2.1 At this time of year we revise the estimates for the current financial year in order to predict the likely outturn. In essence the Revised Estimate is the Council's latest forecast for the outturn on the current financial year's budget. This also assists us in preparing the original estimate for the coming financial year.
- 2.2 Committees, during this cycle, have reviewed their estimates and the reasons for any significant changes.
- 2.3 When we started the budget setting process for 2023/24 we were facing record levels of inflation at 10.1% in the 12 months to September 2022. We were also facing significantly higher utility costs for gas, electricity and fuel. Our Revised Estimate takes into account the changes in the level of inflation that we have experienced so far and assumptions upto the end of March 2024.



- 2.4 We decided to allow 5% for pay increases and price increase of 7.5% as we anticipated inflation would fall during the year.
- 2.5 The pay award for 2023/24 was settled at £1,925 per full time employee up to spinal column point 43, 3.88% for Heads of Service and 3.5% for Chief Officers. Overall the cost of the pay award for Ribble Valley was 6.5% which is around £170k above the 5% we had allowed for.
- 2.6 The revised budget forecasts that instead of taking £300k from general fund balances, as originally planned, we will be adding £1.505m. This is shown in the summary below.

<b>Committee</b>	<b>Original 2023/24 £</b>	<b>Revised 2023/24 £</b>	<b>Difference £</b>
Planning and Development	842,810	792,800	-50,010
Community Services	5,743,850	**4,957,760	-786,090
Economic Development	368,560	354,790	-13,770
Health and Housing	1,588,300	1,134,860	-453,440
Policy and Finance	3,050,040	2,883,230	-166,810
<b>Total of Committees</b>	<b>11,593,560</b>	<b>10,123,440</b>	<b>-1,470,120</b>
<b>Capital Adjustments:</b>			
Depreciation	-1,148,570	-1,018,640	129,930
Minimum Revenue Provision	102,634	102,634	0
<b>Total Expenditure</b>	<b>10,547,624</b>	<b>9,207,434</b>	<b>-1,340,190</b>
<b>Other Items</b>	<b>-4,115,792</b>	<b>-5,129,938</b>	<b>-1,014,146</b>
<b>Less Added to/(taken from) Earmarked Reserves</b>	<b>-459,219</b>	<b>90,127</b>	<b>549,346</b>
General Balances	<b>-300,000</b>	<b>1,504,990</b>	<b>1,804,990</b>
<b>Net Expenditure</b>	<b>5,672,613</b>	<b>5,672,613</b>	<b>0</b>
Parishes	577,048	577,048	0
<b>Budget Requirement</b>	<b>6,249,661</b>	<b>6,249,661</b>	<b>0</b>

\*\* Since reported to Community Committee extra costs for business rate appeals included and interest on business rates refunds moved to investment interest budget. Total adjustment £36,920

### Changes in Expenditure

- 2.7 Committee expenditure has fallen significantly by £1.470m. This is before the removal of depreciation, other items and appropriations to and from earmarked reserves of which there are many.
- 2.8 Service Committees have considered their detailed reports which give more information on the many forecast variations between the original estimate and the revised estimate, however the **main variations** are shown in Annex 1. In summary our position is much better than originally forecast due to the following:
- Investment income up by £896k due to higher interest rates and higher than expected available cash balances to invest.
  - Business rate refunds for the Clitheroe Castle Museum and also some car parks totalling £508k

- Utility costs being £496k lower than anticipated when we set the budget when there were many uncertainties regarding the impact of inflation and global issues on unit prices.

2.9 These total £1.9m and are very much one-off windfall savings which are unlikely to be repeated.

### **Movement in Business Rate Income**

2.10 A significant element of our income is Business Rate Growth. Our latest estimate of Ribble Valley's share of Business Rate income for the current year predicts the following;

	2023/24 Original Estimate £	2023/24 Revised Estimate £
<b>Calculation of Business Rate Retained Income</b>		
Billing Authority NNDR Income	15,791,193	15,791,193
LA share of NNDR income	6,316,477	6,316,477
Less Tariff	5,115,655	5,115,655
	1,200,822	1,200,822
Baseline Funding Level	1,405,077	1,405,077
<b>Retained Rates Income before levy</b>	-204,255	-204,255
Less Levy under pooling arrangements (10% paid to LCC)	-96,217	-102,401
Section 31 Grant	2,726,538	2,840,758
Add Renewable Energy	31,248	31,248
	<b>2,457,314</b>	<b>2,565,350</b>
Surplus/(Deficit) brought forward	-242,439	-242,439
<b>Total Business Rate Income</b>	<b>2,214,875</b>	<b>2,322,911</b>

2.11 Based on the latest position we expect in year to receive slightly more than originally estimated. This is after allowing for the deficit carried forward from 2022/23 of £242k. Some elements of the rate retention scheme are calculated on an accruals basis eg levies and section 31 grant whereas others (such as income) are 'fixed' at the start of the year based upon our NNDR1 return.

2.12 When setting the original budget we significantly increased the amount of business rate growth used to fund the revenue budget to £2m. In addition an amount of £1.173m will be transferred to the capital reserve fund to be used to fund schemes in the capital programme. Overall these result in a transfer **from** the business growth reserve of £1.168m.

	2022/23	2023/24	2023/24
	Actual	Original	Revised
	£	£	£
Business Rate Income	1,799,764	2,214,875	2,322,911
<b>Revenue</b>			
Used to support Revenue Budget	-795,549	-2,000,000	-2,000,000
To fund increase in Payline	-306,160		
HR Supplementary Estimate	-17,000		
To transfer to Volatility reserve		-318,000	-318,000
<b>Capital</b>			
Transferred to fund capital schemes	-174,805	-1,172,932	-1,172,932
Added/(taken) from BR Growth reserve	506,250	-1,276,057	-1,168,021
<b>Business Rate Growth Reserve</b>			
Opening Balance b/fwd	3,318,886	3,825,136	3,825,136
Closing Balance c/fwd	3,825,136	2,549,079	2,657,115
<b>Business Rate Volatility Reserve</b>			
Opening Balance b/fwd	1,682,000	1,682,000	1,682,000
Closing Balance c/fwd	1,682,000	2,000,000	2,000,000

### Movement in Earmarked Reserves

- 2.13 Annex 2 shows the forecasted transfers to and from earmarked reserves compared with the original estimate. In summary the net position is that we anticipate adding £90k instead of taking £459k from earmarked reserves in the current year. This generally reflects a delay in spending rather than a saving.

### Overall Changes

- 2.14 A summary of the changes between the original and revised estimate is shown below:

	Difference £000
Committees	-1,470
Depreciation	130
Other Items	-1,014
Use of Earmarked Reserves	549
<b>Net change</b>	<b>-1,805</b>

- 2.15 This shows that the Council is **£1.805m better off** compared with the original estimate. Therefore instead of taking **£300k** from general fund balances at the end of the year, based on these revised estimates the amount would be **£1.505m**. As stated earlier however, this is due to some large one-off windfall savings/extra income which are unlikely to be repeated.



### 3 THE LOCAL GOVERNMENT FINANCE SETTLEMENT 2024/25

#### Provisional Grant Settlement

- 3.1 The annual local government finance settlement is concerned with the distribution of revenue raised from business rates and other funding streams through Revenue Support Grant and Business Rates Retention.
- 3.2 The details of our provisional grant settlement are set out in the separate report elsewhere on your agenda. The table below summarises our position.

Provisional Settlement	2024/25 £m
Settlement Funding Assessment	1.508544
of which:	
Revenue Support Grant	0.051807
Baseline Funding Level	1.456737
New Homes Bonus	0.647509
Rural Services Delivery Grant	0.126574
Services Grant	0.008619
One-off Funding Guarantee	0.710563
<b>Total Government Funding</b>	<b>3.001809</b>

#### Settlement Funding Assessment

- 3.3 This is essentially the amount of base level funding we will receive from the Government as part of the grant settlement.

#### Rural Services Delivery Grant

- 3.4 This is a grant paid to the top quartile of local authorities on the basis of the super-sparsity indicator, in recognition of additional costs for rural councils.
- 3.5 Provisionally we know Ribble Valley will receive £126,574. However, in response to the grant consultation, the Government have announced an increase of £15m nationally to this grant pot. We await further details regarding exactly how much we will receive. This will be paid as a separate grant.
- 3.6 From 2017/18 onwards it was agreed this funding will be used to support our net revenue expenditure.

#### Services Grant

- 3.7 In 2022/23 the government introduced a “one-off services grant” for all councils to supplement other grants, now known as the Services Grant. This will be reduced in 2024/25.
- 3.8 Ribble Valley will receive £8,619.

#### Funding Guarantee

- 3.9 The Government have announced the ‘one-off’ funding guarantee for 2023/24 will continue in 2024/25. This is to ensure all councils receive at least a 3% increase in their core spending

power before local decisions are made on the level of council tax. Provisionally Ribble Valley will receive £710,563.

3.10 In response to the consultation however the Government have announced the funding guarantee will increase so that all councils will receive at least a 4% increase in their core spending power before local decisions are made on the level of council tax.

3.11 We await our final figure.

### **New Homes Bonus**

3.12 Based on the movement in our taxbase from October 2022 to October 2023 we will receive an allocation of £647,509 next year. We do expect to receive more than this when the final grant settlement is announced due to the Government using a lower number of affordable homes in our calculation than our actual figure.

### **Future Years Government Funding**

3.13 As we know there will be a UK Parliamentary Election at some stage this year. As parties produce their election manifestos their intentions regarding local government finance may become clearer. This would then enable us to update our budget forecast accordingly.

3.14 Given the time taken to formulate, consult and implement key financial reforms it is unlikely these would be in place before 2026/27. As such it seems reasonable to assume that we may receive a similar grant settlement for 2025/26.

### **Council Tax Referendum Criteria**

3.15 A referendum must be held where an authority's council tax increase is higher than the principles proposed annually by the Secretary of State and approved by the House of Commons.

3.16 For 2024/25 the Government have announced the following core referendum thresholds:

- A core referendum principle of up to 3% will apply to shire county councils, shire unitary authorities, metropolitan districts and London boroughs.
- Shire districts will have a referendum principle of up to 3% or £5, whichever is higher.
- Social care authorities will be able to set a 2 per cent adult social care precept without a referendum (in addition to the existing basic referendum threshold referred to above).
- Fire and Rescue Authorities will have a principle of up to 3 per cent.
- £13 for police authorities and police and crime commissioners including the Greater Manchester and West Yorkshire Combined Authorities' precepts.
- The non-police element of the Greater London Authority (GLA) will have a referendum principle of £24.26.
- Bespoke council tax referendum principles for Thurrock, Slough and Woking Borough Councils.
- There will be no referendum principles for mayoral combined authorities (MCAs) except where the Mayor exercises police and crime commissioner functions. In these cases the PCC principle will apply. There are no referendum principles for parish and town councils.

- 3.17 It is important when deciding on our council tax level for next year to consider the amount of income any change will generate. For indicative purposes the table below shows the increased income available to the Council for next year for a both a council tax freeze and a £5 increase on our Band D charge.
- 3.18 A £5 increase in our share of the Council Tax would result in a Band D tax amount of £170.69 (an increase of 3.02%). This would generate £126,603 each year in extra revenue. In addition, the increase in our taxbase generates a further £56,500.

	<b>Current Council Tax £</b>	<b>Council Tax increased by £5.00 £</b>
Band D Council Tax	165.69	170.69
Taxbase for 2024/25	25,321	25,321
= Council Tax Income 2024/25	4,195,436	4,322,041
Council Tax income 2023/24	4,138,936	4,138,938
Extra income from Council Tax	56,500	183,103
Of which due to increase in taxbase	56,500	56,500
Of which due to increase in council tax charge	0	126,603

- 3.19 As stated earlier this is our provisional grant settlement. The final grant settlement is usually announced early in February. Any differences will be reported at your meeting.

## 4 MAJOR INCOME SOURCES

### Council Tax

- 4.1 I have calculated the council taxbase in accordance with proper practices. Our council taxbase for 2024/25 is 25,321. This compares with the current taxbase of 24,980 in 2023/24.
- 4.2 A breakdown of the calculation showing the taxbase by parish is included in Annex 3.
- 4.3 Our current Band D tax is £165.69. We are currently in the bottom quartile of all district councils at 28th out of 164. Across Lancashire the position in 2023/24 is as follows.

Position out of 164 Districts	Authority	Average council tax 2023/24 excluding parish precepts (Band D)		
		£	£ change on 2022/23	% change on 2022/23
	<b>LANCASHIRE</b>			
28	Ribble Valley	165.69	5.00	3.11
85	Chorley	203.63	3.97	1.99
103	Fylde	218.89	-0.30	-0.14
105	Wyre	219.74	5.00	2.33
108	South Ribble	223.24	0.00	0.00
112	West Lancashire	224.92	6.53	2.99
136	Lancaster	249.18	7.23	2.99
145	Hyndburn	260.64	0.00	0.00
155	Pendle	289.92	8.42	2.99
159	Rossendale	299.49	8.69	2.99
161	Burnley	328.01	9.52	2.99
163	Preston	343.60	9.97	2.99

- 4.4 As shown above the maximum income from council tax we can rely on for 2024/25 is £4,322,041 based upon a £5 increase in Band D. If you were to decide to increase our Band D council tax, you can see from the above table, we would still have the lowest in Lancashire by a considerable margin.

### New Homes Bonus Scheme (NHB)

- 4.5 Whilst we were uncertain we would receive an allocation for next year, we know we will receive a one year allocation for £647,509. The bonus no longer consists of legacy payments for previous years. The threshold over which the bonus is paid remains at 0.4 per cent.
- 4.6 For a number of years the Government have strongly indicated there would be reforms to the New Homes Bonus Scheme. They also gave commitment to set out the future position of the scheme before the 2024/25 local government finance settlement. However we continue to remain in the dark as to the Government's intentions.
- 4.7 For many years our New Homes Bonus allocation represented a significant portion of our key funding.
- 4.8 Annex 4 shows the allocation of our NHB since the start of the scheme and how funding has been used to support both revenue and the capital programme.

## Business Rates (National Non Domestic Rates – NNDR)

- 4.9 We have now completed our NNDR1 return which were required to submit to the Government before 31 January 2024. This forms the basis of the payments we will make to central government and the major precepting authorities and ourselves next year. We obviously have to make assumptions about the potential of successful appeals, bad debts and also growth in our business rates base..
- 4.10 The Government have confirmed the designation of the Lancashire Business Rate Pool next year. As a member of the pool we anticipate our business rate income next year will be as follows:

	2023/24 Original Estimate £	2024/25 Original Estimate £
<b>Calculation of Business Rate Retained Income</b>		
Billing Authority NNDR Income	15,791,193	15,939,100
LA share of NNDR income	6,316,477	6,375,640
Less Tariff	5,115,655	5,272,407
	1,200,822	1,103,233
Baseline Funding Level	1,405,077	1,456,737
<b>Retained Rates Income before levy</b>	<b>-204,255</b>	<b>-353,504</b>
Less Levy under pooling arrangements (10% paid to LCC)	-96,217	-99,587
Section 31 Grant	2,726,538	3,108,877
Add Renewable Energy	31,248	79,791
<b>Total Business Rate Income to General Fund</b>	<b>2,457,314</b>	<b>2,735,577</b>
Surplus/(Deficit) brought forward	-242,439	195,981
<b>Total Business Rate Income</b>	<b>2,214,875</b>	<b>2,931,558</b>

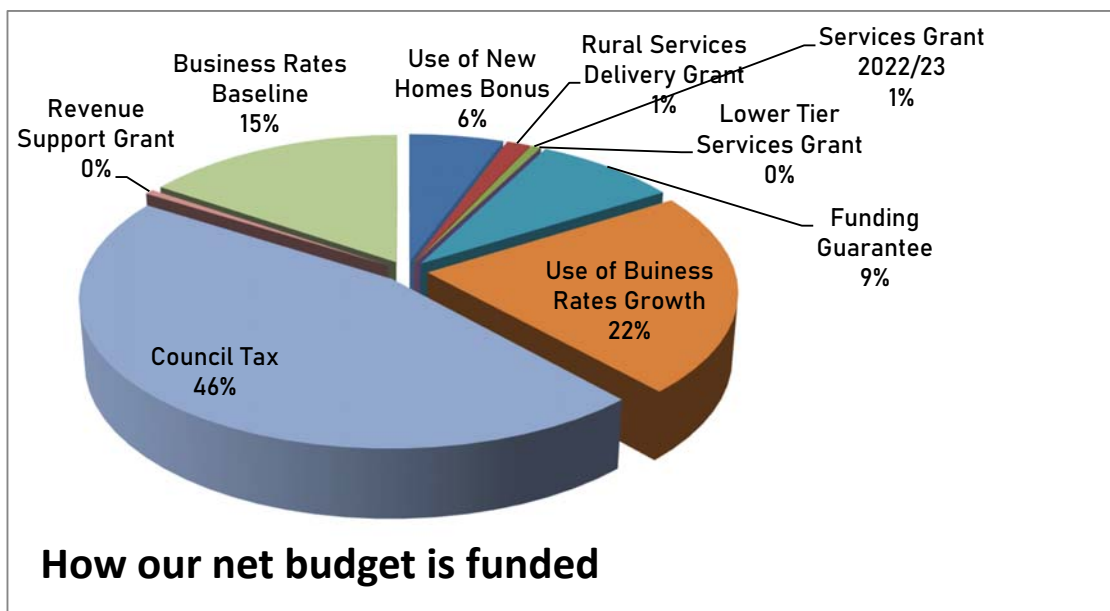
- 4.11 As a member of the Lancashire Business Rate Pool our share of the business rate income we will collect in our area is 40%. Under pooling arrangements, we will not be required to pay a levy on our growth to the Government however we will make a payment of 10% of our retained levy to Lancashire County Council.
- 4.12 Though we await the announcement of the Final Local Government Grant Settlement we anticipate that our final tariff and baseline figures will remain the same therefore we estimate that the total business rate growth income for next year will be £2,931,558. As per our budget forecast we plan to use £2m next year to fund the revenue budget and a further £500k to part fund the capital programme.

	2023/24 Original Estimate £	2023/24 Revised Estimate £	2024/25 Original Estimate £
Business Rate Income	2,214,875	2,322,911	2,931,558
<b>Revenue</b>			
Used to support Revenue Budget	-2,000,000	-2,000,000	-2,000,000
To transfer to Volatility reserve	-318,000	-318,000	0
<b>Capital</b>			
Transferred to fund capital schemes	-1,172,932	-1,172,932	-500,000
Added/(taken) from BR Growth reserve	-1,276,057	-1,168,021	431,558
<b>Business Rate Growth Reserve</b>			
Opening Balance b/fwd	3,825,136	3,825,136	2,657,115
Closing Balance c/fwd	2,549,079	2,657,115	3,088,673
<b>Business Rate Volatility Reserve</b>			
Opening Balance b/fwd	1,682,000	1,682,000	2,000,000
Closing Balance c/fwd	2,000,000	2,000,000	2,000,000

- 4.13 The volatility reserve now stands at £2m. This provides a safety net protection which we have had to forgo as a pool member. The Business Rate Growth Reserve can support both the revenue budget and the capital programme.

#### How our budget is financed

- 4.14 For illustration purposes I have shown below how the 2023/24 Original Budget was financed.



- 4.15 The pie chart shows for 2023/24 almost a half of our funding is dependent upon the outcome of the long awaited reforms to local government finances.

## 5 CORE SPENDING POWER

- 5.1 As part of the Local Government Finance Settlement the Government calculate in cash terms what each Council is to receive and compare it with the previous year. They assume council tax income on the basis that each Council increases council tax by the maximum permitted amount.
- 5.2 For 2024/25 the headline increase in Local Government spending power is 6.5%, with an increase in funding for Local Government from £60.2bn to £64.1bn. Ribble Valley's core spending power will increase by 4.7%, though we await details of the impact on our funding guarantee of the Government's announcement to ensure all councils will receive a 4% increase before decisions on council tax are made.
- 5.3 **It is important to note whilst New Homes Bonus is an element of our Core Spending Power, Business Rate Growth income is not and therefore we may not receive protection if baselines are reset in the future.**

### Our Core Spending Power

	2023/24 £m	2024/25 £m	Movement £m	%
Settlement Funding Assessment	1.453665	1.508544	0.054879	3.8%
Compensation for under-indexing the business rates multiplier	0.239342	0.294109	0.054767	22.9%
Council Tax	4.139603	4.342947	0.203344	4.9%
New Homes Bonus	0.506197	0.647509	0.141312	27.9%
Rural Services Delivery Grant	0.126574	0.126574	0.000000	0.0%
Services Grant	0.054777	0.008619	-0.046158	-84.3%
One-off Funding Guarantee	0.773369	0.710563	-0.062806	-8.1%
<b>Total</b>	<b>7.293527</b>	<b>7.638865</b>	<b>0.345338</b>	<b>4.7%</b>

- 5.4 We assume the Government continue to use our Core Spending Power as a basis for assessing our external funding and also that New Homes Bonus will cease after 2025/26. We have estimated that our Core Spending Power will increase by 2.5% in 2025/26 and beyond for the remaining years of the budget forecast.

## 6 COLLECTION FUND

- 6.1 The council tax is a combination of various factors, namely:
- ❖ The net spending requirements of -
    - ✧ Lancashire County Council
    - ✧ Lancashire Police and Crime Commissioner
    - ✧ Lancashire Combined Fire Authority
    - ✧ Ribble Valley Borough Council
    - ✧ The Parish Councils in our area
  - ❖ Surplus/deficit on the council tax share of the collection fund
  - ❖ Council tax base at Band D equivalent

- 6.2 The Business Rates Retention Scheme is also operated via the Collection Fund and therefore we also have a surplus or deficit in respect of Business Rates at the end of each financial year.
- 6.3 I have already assessed the potential surplus/deficit on the collection fund.
- 6.4 I estimate the Collection Fund will produce an overall surplus of £1,311,620 this year. This consists of a surplus for council tax of £821,668 and a surplus in respect of Business Rates of £489,952.
- 6.5 The Council Tax surplus will be shared amongst all the major precepting authorities in 2024/25. Our share of the surplus is £73,966.
- 6.6 The Business Rates surplus will be shared by Government, Lancashire County Council, Lancashire Combined Fire Authority and ourselves in 2024/25. Our share of the surplus is £195,981.
- 6.7 A statement showing the Collection Fund is attached at Annex 5.

**Local Council Tax Support Scheme (LCTS)**

- 6.8 After carrying out a consultation exercise it was agreed by Full Council in March 2022 that the 12% reduction in support to working age claimants be removed. This has been well received by our residents and it has been recommended by Policy and Finance Committee in January that the LCTS scheme for next year is updated to keep it in line with the Housing Benefit Scheme and continue to have no reduction in support to working age claimants.



## **7 REVENUE BUDGET 2024/25**

### **Base Budget Position**

#### **Introduction**

- 7.1 Committee budgets include provision for pay increases of 4% and price increases of 4%.
- 7.2 Back in September 2023 this Committee recognised that, based on our latest budget forecast and significant budget gap, setting a sustainable budget would be very challenging. You therefore gave the following guidance.
- Business Rate Pooling – agree that the Council expresses its preference to remain in the Lancashire Business Rates Pool.
  - Expenditure – Service Committees should be advised to examine their budgets carefully to see if any savings can be identified.
  - Income - Fees and charges should be increased by 4% which was the rate assumed for inflation.
  - Council tax - Depending on the capping principles announced by the Government, agree with the Budget Working Group's recommendation to base the Council's budget preparations for 2024/25 on a £5 increase in our band D charge
- 7.3 Fees and charges were reviewed by all service committees in Autumn and have generally been increased by 4%. The anticipated income as a result of these increases has been incorporated into the draft budget estimates.
- 7.4 All committees have now considered their draft budgets for next year.

#### **Provisional Base Position**

- 7.5 The provisional base position for next year as agreed by service committees is shown below, compared with the original budget for 2023/24.

	Original 2023/24 £	Original 2024/25 £ Agreed by Service Committees
<b>Committees</b>		
Planning and Development	842,810	936,690
Community Services	5,743,850	5,543,740
Economic Development	368,560	332,640
Health and Housing	1,588,300	1,550,450
Policy and Finance	3,050,040	2,982,510
	<b>11,593,560</b>	<b>11,346,030</b>
<b>Capital Adjustments:</b>		
Depreciation	-1,148,570	-1,205,530
Minimum Revenue Provision	102,634	100,469
<b>Total Expenditure</b>	<b>10,547,624</b>	<b>10,240,969</b>
<b>Other Items:</b>		
Interest - Earned	-450,000	-1,058,270
New Homes Bonus	-506,197	-647,509
Rural Services Delivery Grant	-126,574	-126,574
Services Grant	-54,777	-8,619
One-off Funding Guarantee	-773,369	-710,563
Contingency - Edisford Car Park	10,000	0
	<b>-1,900,917</b>	<b>-2,551,535</b>
Movements in Earmarked Reserves	-674,094	-249,130
Less use of Business Rates Growth	-2,000,000	-2,000,000
Baseline Funding Level	-1,405,077	-1,456,737
Revenue Support Grant	-48,588	-51,807
Collection Fund Surplus	-80,012	-73,966
Council Tax (25,321*£170.69)	-4,138,936	-4,322,041
<b>General Fund Balances</b>	<b>-300,000</b>	<b>?</b>
<b>Budget Surplus</b>	<b>0</b>	<b>-464,247</b>

- 7.6 This shows that, as per the budgets agreed by service committees at their January meetings, and after bringing in our grant settlement figures and increasing our council tax by the maximum amount possible (£5 on a band D property), we have a budget surplus of £464k. However this is before some important contingencies have been considered for 2024/25.

### Committee Expenditure

- 7.7 As shown overall Committee expenditure is set to fall by £248k. This contrasts with a significant increase in Committee expenditure of £2.439m when we set the original estimate for 2023/24.. Service Committees have received detailed budget reports setting out changes to the base budget for their Committee. Annex 6 gives the main reasons for each committee. In summary the key differences are due to:
- Reduction to base budgets due to falling inflation
  - Fall in utilities and energy costs.
  - Fall in level of planning fee income.

## Capital Adjustments

- 7.8 The total depreciation we are taking out of our committee estimates is increasing slightly from £1.046m to £1.105m.

## Movement of Other items

- 7.9 When we prepared our original estimate for 2023/24 we anticipated 'other items' would reduce our net budget by £1.901m however our draft budget for next year anticipates these will reduce our budget by £2.551m. This is a difference of £650k and can be explained below.

Movement on Other Items	£000
Higher investment interest expected to be received (£450k to £1.058m)	-608
Higher New Homes Bonus allocation (£506k to £647k)	-141
Reduction in Services Grant	46
Lower Funding Guarantee	63
Removal of contingency Edisford Car Park	-10
	<b>-650</b>

- 7.10 You will see by far the most significant movement is the increase in investment interest. It is difficult to predict when interest rates will fall.

## Further Budget Considerations by the Budget Working Group

- 7.11 Following the consideration of budgets by service committees the Budget Working Group considered the items set out below:

Further budget considerations	£
UKSPF Project delivery support	48,640
External Heritage Advice	9,000
Castle Museum service – 12 month extra cost	88,460
Pay Contingency	200,000
Utility and Fuel Prices Contingency	200,000
	<b>546,100</b>

- £48k for helping to deliver the UKSPF projects – The Government allocate a % of our allocation towards capacity funding. We had assumed up to now this would be carried with existing resources. It is now apparent we need support to help deliver the projects.
- £9k for heritage advice which has not been included in committee base estimates. A report will be considered by Planning and Development Committee on 8 February 2024 requesting approval to continue with the current arrangements.
- Community Committee at its January meeting considered a report regarding the Castle Museum service. They have recommended to this committee that an extra budget of £88,460 is included in next year's budget to continue with the current arrangements and opening hours for 2024/25.
- A contingency for a pay increase above the 4% we have allowed for next year. North West Employers Association have advised that from 1 April 2024 the National Living Wage will be £11.44 which is only £0.15 below the lowest spinal column point on our pay grade. Currently the differential is £1.17 per hour. They believe that we will have to restore this differential when settling next year's pay award. We now anticipate therefore the award will once again be bottom loaded

perhaps repeating the pay award for the last two years of £1,925 minimum. This roughly equates to approximately a 6.4% increase which is 2.4% higher than the pay award allowed in our budgets. We propose setting aside £200k in contingency for this

- The budget for next year has seen large reductions for fuel and utility costs. World prices are still very volatile, exacerbated by problems in the middle east. We therefore need to be cautious in assuming these large savings and set aside an amount of £200k in a contingency in case of price increases.

7.12 The Budget Working Group have considered these additional budget items and recommend that they are added to the 2024/25 original estimate.

7.13 Specifically with regard to the Castle Museum they agreed the extra funding to pay the operator for 24/25 only, with the proviso that Community Committee review the options available beyond 24/25.

7.14 If you agree to these adjustments then the overall budget position is as follows:

	Original 2023/24	Original - as agreed by Committees 2024/25	Further Changes 2024/25	Final Original 2024/25
<b>Committees</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Planning and Development	842,810	936,690	9,000	945,690
Community Services	5,743,850	5,543,740	88,460	5,632,200
Economic Development	368,560	332,640		332,640
Health and Housing	1,588,300	1,550,450		1,550,450
Policy and Finance	3,050,040	2,982,510	48,640	3,031,150
	<b>11,593,560</b>	<b>11,346,030</b>	<b>146,100</b>	<b>11,492,130</b>
<b>Capital Adjustments:</b>				
Depreciation	-1,148,570	-1,205,530		-1,205,530
Minimum Revenue Provision	102,634	100,469		100,469
<b>Total Expenditure</b>	<b>10,547,624</b>	<b>10,240,969</b>	<b>146,100</b>	<b>10,387,069</b>
<b>Other Items:</b>				
Interest - Earned	-450,000	-1,058,270		-1,058,270
New Homes Bonus	-506,197	-647,509		-647,509
Rural Services Delivery Grant	-126,574	-126,574		-126,574
Services Grant	-54,777	-8,619		-8,619
One-off Funding Guarantee	-773,369	-710,563		-710,563
Contingency - Edisford Car Park	10,000	0		0
Contingency - Pay increases	0	0	200,000	200,000
Contingency - Fuel/Energy Costs	0	0	200,000	200,000
	<b>-1,900,917</b>	<b>-2,551,535</b>	<b>400,000</b>	<b>-2,151,535</b>
Movements in Earmarked Reserves	-674,094	-249,130		-249,130
Less use of Business Rates Growth	-2,000,000	-2,000,000		-2,000,000
Baseline Funding Level	-1,405,077	-1,456,737		-1,456,737
Revenue Support Grant	-48,588	-51,807		-51,807
Collection Fund Surplus	-80,012	-73,966		-73,966
Council Tax (25,321*£170.69)	-4,138,936	-4,322,041		-4,322,041
<b>General Fund Balances</b>	<b>-300,000</b>	<b>?</b>		<b>?</b>
<b>Budget Gap/(Surplus)</b>	<b>0</b>	<b>-464,247</b>	<b>546,100</b>	<b>81,853</b>

7.15 This would leave a budget gap of £81,853 which could be taken from general fund balances.

## 8 FUTURE BUDGETS 2025/26 to 2028/29

- 8.1 Given the future uncertainties it is important to have regard to the Council's forward budget forecast before setting a budget and commitments for next year. We have updated our Budget Forecast based upon our latest budget projections. We have taken a view of the potential Government Funding we could receive for the years to 2028/29. This is based on our spending power assumptions. It must be stressed these are very much estimates in the absence of any firm information from the Government.
- 8.2 As stated earlier we know that a general election will take place this year and therefore from 2025/26 a new Government will be in place who may have a different approach to local government finance.
- 8.3 In summary we have assumed the following in updating our budget forecast:

	<b>Pay increases</b>	<b>Price Inflation</b>	<b>Fees and Charges increase</b>	<b>Government Spending Power</b>
	4% plus £200k contingency	4% or contracted price plus £200k contingency	4%	actual as per grant settlement (to increase to 4%)
2024/25				
2025/26	2.5%	2.5%	2.5%	2.5%
2026/27	2.5%	2.5%	2.5%	2.5%
2027/28	2.5%	2.5%	2.5%	2.5%
2028/29	2.5%	2.5%	2.5%	2.5%

- 8.4 In addition we have also assumed:
- a 3% increase in our council tax going forward each year until 2028/29
  - a 1% increase in our taxbase each year
  - we will receive a funding guarantee/transitional protection from the Government to ensure a 2.5% increase in core spending power each year
  - £1m will be taken from general fund balances over the future 4 years.
  - no growth items are included.
  - any significant new burdens on the Council are fully funded.
- 8.5 The forecast also assumes that it would take some time for key finance reforms to be put in place. Therefore we estimate we could receive potentially £2.5m of business rate income in 2025/26. Following this however, the position is very uncertain and it may be that there is a reset of business rates and we do not benefit from the levels of growth we have seen in recent years.
- 8.6 This results in the following budget forecast:

# Budget Forecast 2024/25 to 2028/29

	2024/25 OE	2025/26	2026/27	2027/28	2028/29
	£	£	£	£	£
Net Budgeted Expenditure	10,537,939	10,789,134	11,237,638	11,594,354	11,884,212
Less Interest earned on investments	-1,058,270	-700,000	-500,000	-400,000	-200,000
<b>Net Budget</b>	<b>9,479,669</b>	<b>10,089,134</b>	<b>10,737,638</b>	<b>11,194,354</b>	<b>11,684,212</b>
<b>Less Funding</b>					
<b>Core Government Funding</b>					
Business Rates baseline	1,456,737	1,493,155	1,530,484	1,568,746	1,607,965
Revenue Support Grant	51,807	53,102	54,430	55,790	57,185
New Homes Bonus	647,509	650,000	0	0	0
Rural Services Delivery Grant	126,574	126,574	126,574	126,574	126,574
Services Grant	8,619	0	0	0	0
<b>Other Funding</b>					
Use of Business Rate Growth	2,000,000	2,000,000	1,000,000	1,000,000	1,000,000
Funding Guarantee	710,563	770,785	1,396,678	1,369,194	1,338,139
Potential Transitional Protection		0	0	0	0
Collection Fund Surplus	73,966	75,000	50,000	50,000	50,000
<b>Still to be funded</b>	<b>4,403,894</b>	<b>4,920,518</b>	<b>6,579,472</b>	<b>7,024,048</b>	<b>7,504,349</b>
<b>Council Tax Income:</b>					
Assumed Band D increasing by 3% pa	170.69	175.81	181.09	186.52	192.11
Assumed Taxbase increasing by 1% pa	25,321	25,574	25,830	26,088	26,349
<b>Precept (amount raised from council tax)</b>	<b>4,322,041</b>	<b>4,496,220</b>	<b>4,677,417</b>	<b>4,865,917</b>	<b>5,062,014</b>
Use of General Fund Balances	81,853	250,000	250,000	250,000	250,000
<b>Budget Gap</b>	<b>0</b>	<b>-174,298</b>	<b>-1,652,055</b>	<b>-1,908,131</b>	<b>-2,192,335</b>

8.7 In summary the annual budget shortfall is as follows:

	Budget Shortfall £
2024/25	0
2025/26	174,298
2026/27	1,652,055
2027/28	1,908,131
2028/29	2,192,335
<b>Total shortfall to be funded</b>	<b>5,926,819</b>

8.8 This is after taking £250k from general fund balances each year (£81k next year). **Importantly this assumes no recurring growth items are added to the revenue budget.**

8.9 Members can see that if our assumptions in our forecast prove correct we are close to a balanced budget position for 2025/26 but beyond that there are significant budget gaps predicted.

8.10 The deterioration in our position from 2026/27 onwards is largely due to our assumption that interest rates will fall, core government funding will fall and business rates will be reset.

### Savings Plan

8.11 When carrying out our Value For Money (VFM) assessment as part of our recent audit, our external auditors, Grant Thornton, recommended that the Council put in place a savings plan and if required transformation plan to address the estimated budget gaps in our forecast.

### Financial sustainability

**Key recommendation 1** The Council needs as a matter of priority to identify, document and approve a programme of savings and if required transformation, in order to address the budget gaps set out in the MTFS. The Council should consider the following as a means of achieving that, but does need to develop its own plan to achieve this in line with member approval:

- use the new corporate plan to identify its budget priorities and review service budgets.
- develop an understanding of the cost of delivering its core statutory services and discretionary spend where it meets clear Council priorities and identify any required reductions to non-essential spending
- consider the use of unit cost benchmarking to review the cost effectiveness of existing activities
- identify any discretionary activities for further consideration of related costs where these do not contribute to corporate plan priorities
- consult on service changes and future spending plans with the public and include public engagement annually as part of business planning
- assess the skills required to manage the programme and explore new ways of working.
- develop early ideas for savings with budget holders and present these members to enable members to see options and any potential impact of savings on residents across the service committee areas.

8.12 Clearly the outcome of the next General Election, which will take place later this year, will have a significant impact on the Council's finances in future years and any savings plan will have to consider the implications of a new Government.



## Productivity Plans

- 8.13 The Government have indicated that the Final Grant Settlement will include a requirement for local authorities to produce and submit a productivity plan before Parliament's summer recess. These may well duplicate some elements of a savings plan,

## Impact on Reserves

- 8.14 In the Provisional Grant Settlement the Government noted that whilst local authority reserves are falling, they remain significantly higher than prior to the pandemic. They stated that Government continues to encourage local authorities to consider, where possible, the use of their reserves to maintain services in the face of pressures.
- 8.15 Annex 7 shows our estimated earmarked reserves each year of our budget forecast to 2028/29. Please note this also includes the impact of decisions which have been put forward for consideration in the capital programme report which is the next item on your agenda.
- 8.16 In summary this is shown in the table below:

Balance at	Closing balances based on budget forecast	
	Earmarked Reserves £m	General Fund Balances £m
Actual at 31/03/2023	14.706	2.719
31/03/2024	13.296	2.719
31/03/2025	12.365	2.638
31/03/2026	12.265	2.388
31/03/2027	12.165	2.138
31/03/2028	12.065	1.888
31/03/2029	10.701	1.638

## 9 BUDGET WORKING GROUP

### Background

- 9.1 The Budget Working Group has considered the Council's financial position and overall budget position for both the current year and 2024/25.
- 9.2 They focussed on the uncertainties surrounding our future Government Funding, our level of council tax, the inflationary pressures we have been facing alongside global price uncertainties and carefully considered how we could set a budget for next year. They have made the following recommendations.

### Budget Recommendations

#### 1. 2023/24 predicted savings/extra income of £1.8m

The Budget Working Group carefully considered the significant savings expected on the current year's budget due to primarily extra investment income, a large business rate refund and falling utility prices. These indicate that instead of taking £300k from general fund balances to balance the budget we will have a windfall of £1.5m. As these savings/extra income are all of a one-off nature the Budget Working Group are keen to stress this windfall should not be used to fund on-going expenditure

**They recommend that £500k should be added to the 2024/25 capital programme to fund improvement works in the Castle Grounds and that the remaining £1m be set aside to fund one off items to be considered by the Budget Working Group/Policy and Finance Committee.**

#### 2. Further Budget Considerations 2024/25

The Budget Working Group considered the extra budget items which been identified since Service Committees have considered their base budgets for next year.

Further budget considerations	£
UKSPF Project delivery support	48,640
External Heritage Advice	9,000
Castle Museum service – 12 month extra cost	88,460
	<b>146,100</b>

**They recommend these are added to the 2024/25 budget.**

#### 3. 2024/25 Pay and Price Uncertainties

The Budget Working Group considered the draft budget provision for pay and utility costs in light of the global uncertainties in utility prices and also pay pressures due to the differential necessary above the minimum wage in the pay award agreed nationally for local government.

**That we add to our budget a £200k contingency for a potential pay increase above the 4% allowed for and a £200k contingency for utility and fuel increases above the amounts allowed for in our base committee estimates.**

#### 4. Council Tax

The Budget Working Group considered the extra income which would be brought in with a £5 increase in the Band D tax which would be £127k per annum.

**The BWG considered the level of our council tax at £165.69 for a Band D property and given the future budget pressures recommend a £5 increase in our Band D tax to £170.69 for 2024/25.**

#### 5. Investment Income

The level of investment income we will receive in future not only depends on the level of interest rates but also the level of balances we will have available to invest.

**They recommend we monitor closely interest rate changes during the year.**

#### 6. General Fund Balances

The BWG recommendations, if accepted, result in a budget gap of £81,853 for 2024/25 which could be taken from general fund balances.

**They recommend £81,853 is taken from general fund balances in 2024/25 to balance the budget.**

#### 7. Future Years

**Given the significant forecast deficit for future years, the financial pressures and remaining uncertainties the Budget Working Group recommend that they should continue to meet on a regular basis to review our budget position and consider ways in which a sustainable budget could be set. This would include the preparation of a savings plan.**

9.3 The above recommendations result in a balanced budget for 2024/25 as shown below:

	<b>Original 2024/25 £</b>
<b>Net Expenditure to be funded</b>	10,787,069
Less investment interest	-1,058,270
Less use of earmarked reserves	-249,130
<b>To be Funded</b>	<b>9,479,669</b>
Less Business Rates Baseline	-1,456,737
Revenue Support Grant	-51,807
New Homes Bonus	-647,509
Rural Services Delivery Grant	-126,574
Funding Guarantee	-710,563
Services Grant	-8,619
Collection Fund Surplus	-73,966
	<b>6,403,894</b>
Use of Business Rate Growth	-2,000,000
Council Tax Precept (£5 increase)	-4,322,041
Use of General Balances	-81,853
<b>Balance still to fund</b>	<b>0</b>

## **10 STATEMENT ON THE ROBUSTNESS OF THE ESTIMATES AND BALANCES AND RESERVES**

### **Introduction**

- 10.1 There is a legal requirement under Section 25 of the Local Government Act 2003 for the Council's Section 151 officer to report on the robustness of the budget and the adequacy of the Council's balances and reserves.
- 10.2 Annex 7 sets out my detailed assessment of the Robustness of the Estimates and Balances and Reserves

### **Conclusion**

- 10.3 In the light of the risk assessment and the details of the budget as set out in this report, which are based on the best information available at the time, and the strength of the Council's Internal Control Systems, it is my opinion as the Section 151 Officer that the budget estimates as presented for 2024/25 are robust, and the level of reserves and balances are adequate.
- 10.4 However, the Council faces significant budget gaps beyond 2025/26. Whilst the level of reserves is relatively high, the use of reserves to fund our budget gaps is not sustainable. The Budget Working Group needs to consider a savings and transformation plan in order to address how a balanced budget could be set beyond 2025/26.

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## 11 BUDGET WORKING GROUP RECOMMENDED REVENUE BUDGET 2024/25

- 11.1 If you agree to the Budget Working Group's recommendations, the resultant budget for 2024/25 is set out below. This would still leave £2.638m in general fund balances at the end of March 2025.

<b>Committee</b>	<b>Original 2023/24 £</b>	<b>Original 2024/25 £</b>
Planning and Development	842,810	945,690
Community Services	5,743,850	5,632,200
Economic Development	368,560	332,640
Health and Housing	1,588,300	1,550,450
Policy and Finance	3,050,040	3,031,150
<b>Total of Committees</b>	<b>11,593,560</b>	<b>11,492,130</b>
<b>Capital Adjustments</b>		
Less Depreciation (included in above)	-1,148,570	-1,205,530
Add Minimum Revenue Provision (MRP)	102,634	100,469
<b>Total Expenditure</b>	<b>10,547,624</b>	<b>10,387,069</b>
<b>Other Items</b>		
Interest - Earned	-450,000	-1,058,270
Rural Services Delivery Grant	-126,574	-126,574
Funding Guarantee	-773,369	-710,563
Services Grant	-54,777	-8,619
Contingency for Feasibility Study – Edisford Car Park	10,000	0
Contingency for pay increases	0	200,000
Contingency for utility and fuel increases	0	200,000
<b>New Homes Bonus</b>		
New Homes Bonus Allocation Received	-506,197	-647,509
<b>Business Rates</b>		
Retained Rates Income	204,255	353,504
Renewable Energy	-31,248	-79,791
Section 31 Grant for Business Rates	-2,726,538	-3,108,877
Pool Payments - Levy payable to LCC	96,217	99,587
Share of Business Rates Deficit/(Surplus)	242,439	-195,981
Transfer From/To Various Earmarked Reserves (Annex 7)	-459,219	682,428
<b>Net Expenditure</b>	<b>5,972,613</b>	<b>5,986,404</b>
Less taken from General Fund Balances	-300,000	-81,853
<b>Agreed budget for 2023/24</b>	<b>5,672,613</b>	
<b>Recommended budget for 2024/25</b>		<b>5,904,551</b>

## 12 BUDGET AND COUNCIL TAX REQUIREMENT

- 12.1 We are required as a billing authority, to make certain calculations regarding the budget and council tax requirement. Obviously the calculation is based upon the information set out above.

BUDGET AND COUNCIL TAX REQUIREMENT	
	£
RVBC Net Budget	5,904,551
Plus Parish Precepts (Annex 3)	627,676
	<b>6,532,227</b>
Less - Settlement Funding Assessment	-1,508,544
<b>Net Requirement Before Adjustments</b>	<b>5,023,683</b>
Council Tax Surplus	-73,966
<b>Council Tax Requirement (Including Parishes)</b>	<b>4,949,717</b>

## 13 CONCLUSION

- 13.1 The lack of a multi-year financial settlement together with inflation and interest rate uncertainty continue to make medium and longer term financial planning very challenging.
- 13.2 We have updated our Budget Forecast for the five year period to 2028/29 based on the assumptions set out in this report and shown in section 8. In summary we are potentially faced with the following budget shortfalls each year.

Budget Shortfall £	
2025/26	174,298
2026/27	1,652,055
2027/28	1,908,131
2028/29	2,192,335

- 13.3 This is based on many assumptions, not least our speculation as to the timing of reforms, level of any transitional protection and business rate growth.
- 13.4 It is important that the BWG continue to meet regularly to review the council finances carefully and consider a savings plan to address our future budget shortfalls.

## 14 ILLUSTRATIVE TOTAL COUNCIL TAX AT BAND D

14.1 Finally I have shown below our estimated total Band D council tax based on the latest information. I must stress these are indicative figures at this stage.

	Meeting Date to agree council tax	Actual Band D Council Tax 2023/24 £	Estimated Band D Council Tax 2024/25 £	change
Ribble Valley		165.69	170.69	3.02% (£5)
Parishes (average)		23.10	24.79	7.3%
Lancashire County Council	23/2/24	1,574.71	1,653.29	4.99%*
Police and Crime Commissioner	Mid/late feb	251.45	263.40	4.75%
Lancashire Combined Fire Authority	19/2/24	82.27	84.75	2.99%
		<b>2,097.22</b>	<b>2,196.92</b>	<b>4.75%</b>

\*Includes social care precept

## 15 RECOMMENDED THAT COMMITTEE

- 15.1 Approve the revised budget for 2023/24.
- 15.2 Approve the Budget Working Group's recommendations set out in Section 9 and set a budget and council tax requirement for 2024/25 as set out in Section 12.
- 15.3 Recommend the budget and council tax requirement to the Full Council meeting on 5 March 2024.
- 15.4 Ask the Budget Working Group to formulate the preparation of a savings plan to address the forecasted future budget deficits and report back to this Committee.

DIRECTOR OF RESOURCES AND DEPUTY CHIEF EXECUTIVE

PF13-24/JP/AC

6 February 2024

## LIST OF ANNEXES

ANNEX 1	VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24
ANNEX 2	REVENUE APPROPRIATIONS TO AND FROM EARMARKED RESERVES 2023/24
ANNEX 3	PARISH PRECEPTS
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ANNEX 6	MAIN REVENUE BUDGET VARIANCES 2023/24 OE TO 2024/25 OE
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**SPECIAL POLICY & FINANCE COMMITTEE  
VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

**COMMUNITY SERVICES COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
<p><b><u>COMMD: Community Services</u></b> Decreased salary costs mainly due to vacancy savings especially the post of Engineering Services Manager which has been vacant all year and the Principal Surveyor's post which has been vacant for a significant part of the year.</p>	-82,310
<p><b><u>Various: Car Parks</u></b> Reduction in business rates payable following a reduction in the rateable value of some of our car parks, mainly Railway View, Edisford and Lowergate along with a corresponding refunds in respect of previous years.</p>	-32,550
<p><b><u>Various: Car Parks</u></b> Increase in the use of credit/debit cards to pay for car parking. Following the upgrading of the pay and display machines most of the car parks are now able to receive payments by card.</p>	24,150
<p><b><u>Various: Car Parks</u></b> Higher than estimated income from car parking charges across the various sites, particularly at Edisford, Railway View and Lowergate. However partly off-setting this is a reduction in income mainly from Dunsop Bridge car park.</p>	-31,850
<p><b><u>EALLW: Edisford All Weather Pitch</u></b> Increase in income generated from the 3G pitch due to an increase in demand.</p>	-26,590
<p><b><u>MUSEM: Clitheroe Castle Museum</u></b> Reduction in business rates payable following several successful national legal cases challenging the methodology in the calculation of the rateable values of museum premises. Consequently Ribble Valley Borough Council has made a successful appeal and received business rates refunds dating back to the 2010 valuation list.</p>	-475,350
<p><b><u>PAPER: Paper Collection</u></b> The market price for the sale of paper has increased resulting in an increase to the estimated income to be received.</p>	-23,600

**SPECIAL POLICY & FINANCE COMMITTEE**  
**VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
<b><u>RCOLL: Refuse Collection</u></b> Increase to loaders and drivers wages as the increase in the pay award was higher than originally estimated and the vacancy savings budgeted for did not materialise.	35,920
<b><u>RCOLL: Refuse Collection</u></b> increased expenditure on additional temporary staff to cover for long term sickness along with the impact of additional annual leave and a vacant post.	53,250
<b><u>VARIOUS: Refuse Collection Vehicles</u></b> Reduction in diesel expenditure due to prices being lower than originally budgeted and an update to the forecast usage.	-94,290
<b><u>RPBIN: Replacement Bins</u></b> Estimated expenditure on the purchase of householder bins.	16,340
<b><u>RPBIN: Replacement Bins</u></b> Estimated income from the sale of householder bins. Income received is offset against expenditure incurred in the purchase of the bins (see above) and the balance transferred to an earmarked reserve to fund future purchases.	-26,230
<b><u>RPOOL: Ribblesdale Pool</u></b> Reduced instructors' salaries due to vacancy savings as a result of the difficulties in recruiting trained instructors, However this is more than offset by the extra temporary staffing costs below.	-24,070
<b><u>RPOOL: Ribblesdale Pool</u></b> Increase in use of temporary staffing to provide cover as a result of vacant posts of swimming instructors and a lifeguard. Also an above average need for temporary staff cover and an increase in the number of casual lifeguards used when there were operational problems with the pool's water filtration system.	47,920
<b><u>RPOOL: Ribblesdale Pool</u></b> To fund the implementation of energy saving measures at the pool suggested by consultants, including the replacement of the building management system that will enable staff to manage the systems and equipment that use energy in a more effective and controlled manner.	30,000
<b><u>RPOOL: Ribblesdale Pool</u></b> Decrease in electricity as the increase in the price of electricity is lower than allowed for in the original budget £37,800.	-37,800

**SPECIAL POLICY & FINANCE COMMITTEE  
VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
<p><b><u>RPOOL: Ribblesdale Pool</u></b> Decrease in gas expenditure is forecast at the pool. At the time when the 2023/24 budget was being prepared energy prices were volatile (and still are) due to world affairs, the average unit price assumed at Original Estimate was £0.2616 per kWh however we are now assuming the unit price to be £0.1539 per kWh. There has also been a reduction in gas usage, 1,629,715 kWh were assumed to be used in the Original Estimate compared to 1,057,554 kWh at Revised Estimate. Both of these elements result in savings at the revised estimate totalling £263,540.</p> <p>- Savings due to reductions in unit price per kWh has amounted to £113,870 and has been due to the ongoing volatility in world prices.</p> <p>- Savings due to reductions in usage reductions has amounted to £149,670.</p> <p>The usage reduction savings have largely been due to operational adjustments including</p> <ul style="list-style-type: none"> <li>- the Pool Hall ventilation system being turned down out of hours</li> <li>- adjustments made to the day-time air temperatures so that they are now at or below the water temperature.</li> <li>- use of pool covers</li> <li>- maintaining low humidity and temperatures overnight</li> </ul>	-263,540
<p><b><u>RPOOL: Ribblesdale Pool</u></b> Lower than estimated income from swimming lessons based on demand.</p>	29,500
<p><b><u>RPOOL: Ribblesdale Pool</u></b> Reduced estimated income from adult £13,890 and junior £15,700 admissions.</p>	29,590
<p><b><u>SDEPO: Salthill Depot</u></b> Increase in repairs and maintenance costs due to the necessity to replace the dust extractor unit to comply with Health and Safety regulations along with the heating and water boilers. This work is being funded by reduced expenditure on the repairs and maintenance of other sites.</p>	23,000

**SPECIAL POLICY & FINANCE COMMITTEE  
VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
<p><b><u>STCLE: Street Cleansing</u></b>            Allowed for in the original budget for 2023/24 was additional funding received in 2022/23 from Lancashire County Council for carrying out weed spraying on their behalf but being received too late to be spent in that year. As the conditions in winter are not suitable for weed spraying to be effective, it was to be used in 2023/24 after being set aside in an earmarked reserve for that purpose. However the additional budget included in 2023/24 for additional expenditure on weed spraying has not been required.</p>	-39,430
<p><b><u>STCLE: Street Cleansing</u></b>            Lancashire County Council have provided additional funds to support the public realm work carried out on their behalf to recognise increases in costs in recent years - weed spraying £45,400 and leaf clearance £19,440.</p>	-64,840
<p><b><u>TRREF: Trade Refuse Collection</u></b>            Lower estimated tipping charges payable to Lancashire County Council based upon the reduced estimated tonnages of trade waste to be collected, as there is less demand for the service.</p>	-30,370
<p><b><u>TRREF: Trade Refuse Collection</u></b>            Net reduction in estimated income from trade waste customers due to lower demand for the service.</p>	40,050
<p><b><u>WKSAD: Works Administration</u></b>            Expenditure incurred within this cost centre is recharged out to the departments who use the service. As significantly more time is forecast to be spent on capital schemes this will result in less time being spent on departmental jobs therefore reducing the recharge to these areas.</p>	102,110
<p><b><u>WKSAD: Works Administration</u></b>            Time spent by the Works Administration team on capital projects is recovered through a charge to the capital schemes. There is expected to be more time required to be spent on capital projects this year including the refurbishment of Mardale changing rooms.</p>	-38,460

**SPECIAL POLICY & FINANCE COMMITTEE  
VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

**ECONOMIC DEVELOPMENT COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
<b>ALBNM - Albion Mill</b> Reduction in rental income due to unoccupied units at Albion Mill. The units are currently being marketed by the property management company who manage the site and units on our behalf.	16,600
<b>INDDV - Economic Development</b> Lower requirement for use of the subscriptions budget in the current year.	-10,000
<b>INDDV - Economic Development</b> Decrease in support service costs mainly due to time being diverted to UK Shared Prosperity funded projects by Economic Development and Planning Services -£36,090 along with a reduction in staff time by Community Services -£3,030. The decrease being partly reduced by an increase in time spent by staff from the Chief Executives Department £6,860.	-32,410
<b>TURSM - Tourism &amp; Events</b> Increase to support service costs mainly due to an expected increase in staff time being spent in this area by Economic Development and Planning Services £16,310 and Resources Department £6,140. This is partly reduced by a decrease in staff time being spent by the Community Services due to the responsibility for Clitheroe Food Festival changing directorate - £7,050	15,460

**SPECIAL POLICY & FINANCE COMMITTEE  
VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

**HEALTH AND HOUSING COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
<p><b>VARIOUS - Support Services Recharges</b> Estimated net increase in support services recharges across most Health and Housing Committee cost centres, following a re-assessment of costs to date and time allocations in all support services areas.</p>	-74,940
<p><b>VARIOUS - Capital Charges</b> Reduced depreciation charges, largely as a result of delays to the completion of capital schemes, which had originally been anticipated would have been completed in 2022/23 (Clitheroe Market and Pest Control/Dog Warden Vans). There has also been the downward revaluation of some assets for accounting purposes at the close of the 2022/23 financial year, which has an impact on depreciation levels (again Clitheroe Market, and also the Joiners Arms)</p>	-30,230
<p><b>DOGWD - Dog Warden &amp; Pest Control</b> There has been a combination of a number of budget movements that contribute to the amounts shown here, but mainly:</p> <ul style="list-style-type: none"> <li>- Sewer baiting was previously done by the works administration team, but is now undertaken by the pest control officer -£7,560</li> <li>- reduced vehicle running costs as a result of the two new vehicles that have been delivered in year -£2,280</li> </ul>	-9,840
<p><b>CTBEN - Local Council Tax Support Administration</b> Policy and Finance Committee agreed a scheme where £45 would be allocated to each household in receipt of Local Council Tax Support where council tax liability is not nil. This government funding is to offset the costs of the scheme and was given to councils to allow the provision of such types of local reliefs. The cost in respect of this will fall on the Collection Fund rather than under this committee.</p>	-55,500

**SPECIAL POLICY & FINANCE COMMITTEE**  
**VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
<p><b>HOMES - Homelessness Strategy</b></p> <p>There have been a number of large budget movements in this service area:</p> <ul style="list-style-type: none"> <li>- Increase in number of evictions through private landlords coupled with neighbouring authorities no longer allowing us to access their hostel accommodation for single males has resulted in a higher level of spend in this area. A similar position is being seen across the whole of Lancashire +£13,270 (<i>additional costs</i>)</li> <li>- New grant payments in respect of grants to Ukrainian refugees in the prevention of homelessness. Funding has been received to support this grant scheme +£10,000 (<i>additional costs</i>)</li> <li>- A tenant housing deposit grant scheme budget has been reduced, as the terms of the grant are that it is recoverable through the raising of a debtor invoice, and so nets to nil -£3,000 (<i>reduced costs</i>)</li> <li>- Grant funding has been received from the Home Office to support any additional expenditure that the Council may have in relation to the Asylum Seekers Dispersal scheme -£22,500 (<i>additional income</i>)</li> <li>- New grant funding provided to help support homelessness issue in respect of Ukrainian refugees, but can also be used to help support other local homelessness pressures -£62,500 (<i>additional income</i>)</li> <li>- Housing rents income had been anticipated from the Clitheroe Temporary Housing Scheme, however this property is still being used in respect of homelessness +£8,500 (<i>reduced income</i>)</li> </ul>	-56,230

**SPECIAL POLICY & FINANCE COMMITTEE**  
**VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

**PLANNING AND DEVELOPMENT COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
<p><b><u>BCFEE: Building Control Fee Earning Account</u></b>  Demand for building control services this year has been lower than originally forecast, and as a result the income estimates for the year have been decreased at the draft revised estimate.</p>	29,580
<p>The annual net surplus or deficit from the building control fee earning service is set aside in a separate earmarked reserve under charging regulations. At revised estimate 2023/24 it is forecast that the service will be in a deficit position, with a further £19k being released from the earmarked reserve to support the service than originally estimated.</p>	-19,820
<p><b><u>ECPLA: Economic Development and Planning Department</u></b>  A full review of salary, national insurance and superannuation estimates has been undertaken at revised estimate. After adjusting for the 2023/24 pay award and departmental vacancy underspends the estimates have been reduced by £28k.</p>	-28,390
<p>Underspends above are partially offset by the cost of consultancy services that were engaged to help progress the new local plan following a prolonged vacancy in a key post during the previous financial year. This expenditure of £21k has been partially offset by release of funds previously set aside in earmarked reserves, leaving a net increase at revised estimate of £6k.</p>	6,400
<p><b><u>LPLAN: Local Plan</u></b>  Funds estimated to be expended on supplies and services to progress the new local plan are now expected to be £63k lower than originally estimated for the 2023/24 financial year, with these costs now falling into a future financial year.</p>	-63,170
<p>The budget available to support expenditures on the new local plan is set aside in earmarked reserves. As costs this year are now expected to be lower than originally estimated this has in turn reduced the release from earmarked reserves.</p>	63,170
<p><b><u>PLANG: Planning Control &amp; Enforcement</u></b>  Reduction to estimated planning application fee income for the year. This is after accounting for the minimum 25% increase in planning application fees that is to be implemented from 6th December 2023 (see December 2023 report to this committee for further information).</p>	31,000



**SPECIAL POLICY & FINANCE COMMITTEE  
VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
Demand for Pre-application advice is lower than that originally estimated.	12,650
Estimated consultancy costs for specialist Heritage Advice (approved by this Committee April 2023) and ecology advice for delivery of mandatory Biodiversity Net Gain (approved by this Committee December 2023).	10,040
Estimated release of Biodiversity Net Gain (BNG) new burdens grant funding that was received and set aside in earmarked reserves last financial year. This is to fund the cost of ecology advisors (above) and internal staffing costs for time spent preparing for the introduction of BNG.	-8,450
The planning section has generated savings on the cost of statutory planning notices by reducing both the size and frequency of newspaper notices.	-16,120
<b><u>Net support charges</u></b> Net reduction to estimated support charges at the draft revised estimate.	-30,720

**SPECIAL POLICY & FINANCE COMMITTEE  
VARIATIONS BETWEEN ORIGINAL AND REVISED ESTIMATE 2023/24**

**POLICY AND FINANCE COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Revised Estimate 2023/24
<p><b><u>Gas and Electricity</u></b> Decrease to the estimated cost of gas (-£75k) and electricity (-£26k) at the Council Offices and Civic Suite, mainly due to a reduction in unit rates compared to that estimated during the previous financial year during a time of extreme market volatility.</p>	-100,890
<p><b><u>UK Shared Prosperity Fund (UKSPF)</u></b> The council has received a grant of £19k to help with the cost of administering this year's UK Shared Prosperity Fund grant allocation. The draft revised budgets also account for <b>revenue</b> grant income and expenditures of £71k to UKSPF projects. Remaining grant of £26k from this year's allocation is to be set aside in earmarked reserves to be allocated to future schemes.</p>	-19,100
<p><b><u>Household Support Fund (HSUPF)</u></b> The council has received a grant of £24k to help with the cost of administering this year's Household Support fund. The draft revised estimates also allocate grant income of £216k to associated expenditures for the purchase of food vouchers for distribution to Ribble Valley residents (£209k) and other estimated miscellaneous direct costs (£8k).</p>	-24,000
<p><b><u>Council Tax (CLTAX)</u></b> The council is to receive a new burdens grant of £26k to help with the cost of administering the Energy Bills Support and Alternative Fuel Payment Alternative Funding grant schemes.  The funds are to be set aside in earmarked reserves to support the service with the cost of future software upgrades.</p>	<div style="text-align: center;">-25,930</div> <div style="text-align: center;">25,930</div>
<p><b><u>CEXEC: Chief Executives Department</u></b> Decrease to departmental salary, national insurance and superannuation costs. £13k of the reduction is the movement of budgets to Health and Housing Committee where expenditures for a post are now to be accounted for. The remainder is mainly due to vacancies within the environmental health section.  The estimated cost of engaging external consultants to ensure continuation of the environmental health section during a prolonged period of understaffing. To be funded from associated departmental underspends above.</p>	<div style="text-align: center;">-37,570</div> <div style="text-align: center;">24,000</div>

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**SPECIAL POLICY & FINANCE COMMITTEE**  
**REVENUE APPROPRIATIONS TO AND FROM EARMARKED RESERVES 2023/24**

<b>Earmarked Reserves</b>	<b>Revenue Transfers 2023/24 OE £</b>	<b>Revenue Transfers 2023/24 RE £</b>
<b><i>Reserves for Shorter Term Service Commitments</i></b>		
Audit Reserve Fund	0	-16,120
Refuse Collection	-6,530	13,890
Playing Fields Strategy Reserve	0	-16,130
Amenity Cleansing Reserve	-39,430	-10,820
<b>Total</b>	<b>-45,960</b>	<b>-29,180</b>
<b><i>Reserves to Smooth the Revenue Impact of Longer Term Cyclical Costs</i></b>		
Elections Fund	-130,000	-105,380
Revaluation of Assets Reserve	4,000	8,000
Pensions Triennial Revaluation Reserve	-6,233	2,500
<b>Total</b>	<b>-132,233</b>	<b>-94,880</b>
<b><i>Reserves for Trading or Business Units</i></b>		
Building Control Fund	-5,360	-25,180
<b>Total</b>	<b>-5,360</b>	<b>-25,180</b>
<b><i>Reserves for Sums Set Aside for Major Schemes such as Capital Projects</i></b>		
Capital	0	11,210
<b>Total</b>	<b>0</b>	<b>11,210</b>
<b><i>Reserves for Longer Term Strategic or Corporate Items</i></b>		
Repairs and Maintenance	0	-7,750
Post LSVT	-36,514	-36,514
Equipment Reserve	-6,560	-15,180
Planning Reserve	0	-3,600
Local Plan	-101,780	-53,210
Business Rates Volatility Reserve	214,875	322,911
<b>Total</b>	<b>70,021</b>	<b>206,657</b>
<b><i>Reserves for External Funding where Expenditure has yet to be Incurred</i></b>		
Performance Reward Grant	-53,187	-6,650
Crime Reduction Partnership Reserve	-14,910	-15,530
Exercise Referral Reserve	-23,580	-7,510
Housing Related Grants Reserve	-134,450	68,500
Community Right to Bid/Challenge	-45,124	-42,150
Neighbourhood Planning Reserve	-16,133	0
Parish Grant Reserve	-5,830	-10,000
Custom and Self Build Register Grant Reserve	-15,000	0
Brownfield Register Grant Reserve	-26,263	0
Cyber Resilience Grant Reserve	-11,210	-1,210
UKSPF Reserve	0	26,050
Electoral Integrity Reserve	0	-7,480
Bio Diversity Net Gain Reserve	0	-8,450
Energy Rebate Reserve		25,930
<b>Total</b>	<b>-345,687</b>	<b>21,500</b>
<b>Total of Movement Earmarked Reserves</b>	<b>-459,219</b>	<b>90,127</b>



**SPECIAL POLICY & FINANCE COMMITTEE  
PARISH PRECEPTS**

Band D Equivalent Tax Base	Parish Council	Parish Precept 2024/25	Parish Precept 2023/24	Increase/ (Decrease) in Precept	Band D Equivalent Tax 2024/25	Band D Equivalent Tax 2023/24	Increase/ (Decrease in Band D Tax) £	Increase/ (Decrease in Band D Tax) %
487	Aighton, Bailey & Chaigley	10,500	9,500	1,000	21.56	19.15	2.41	12.58%
201	Balderstone	4,000	3,500	500	19.90	17.33	2.57	14.83%
811	Barrow	28,341	22,692	5,649	34.95	29.36	5.59	19.04%
207	Bashall Eaves, Great Mitton & Little Mitton	1,750	1,624	126	8.45	7.96	0.49	6.16%
2,214	Billington & Langho	27,118	25,490	1,628	12.25	11.59	0.66	5.69%
492	Bolton by Bowland, Gisburn Forest & Sawley	20,000	24,000	-4,000	40.65	49.48	-8.83	-17.85%
75	Bowland Forest (High)	2,167	2,167	0	28.89	30.10	-1.21	-4.02%
82	Bowland Forest (Low)	1,400	1,200	200	17.07	14.81	2.26	15.26%
82	Bowland with Leagram	900	900	0	10.98	10.84	0.14	1.29%
403	Chatburn	11,940	11,372	568	29.63	28.01	1.62	5.78%
556	Chipping	12,500	11,500	1,000	22.48	21.14	1.34	6.34%
520	Clayton le Dale	4,000	3,000	1,000	7.69	5.75	1.94	33.74%
6,181	Clitheroe	144,868	133,029	11,839	23.44	22.12	1.32	5.97%
45	Dinckley	0	0	0	0.00	0.00	0.00	-
48	Downham	0	0	0	0.00	0.00	0.00	-
103	Dutton	1,000	600	400	9.71	5.61	4.10	73.08%
244	Gisburn	7,050	6,500	550	28.89	27.43	1.46	5.32%
358	Grindleton	9,460	8,800	660	26.42	24.72	1.70	6.88%

**SPECIAL POLICY & FINANCE COMMITTEE  
PARISH PRECEPTS**

Band D Equivalent Tax Base	Parish Council	Parish Precept 2024/25	Parish Precept 2023/24	Increase/ (Decrease) in Precept	Band D Equivalent Tax 2024/25	Band D Equivalent Tax 2023/24	Increase/ (Decrease in Band D Tax) £	Increase/ (Decrease in Band D Tax) %
52	Horton	0	0	0	0.00	0.00	0.00	-
77	Hothersall	1,400	1,400	0	18.18	18.42	-0.24	-1.30%
3,213	Longridge	94,077	88,602	5,475	29.28	27.95	1.33	4.76%
8	Mearley	0	0	0	0.00	0.00	0.00	-
993	Mellor	27,250	26,250	1,000	27.44	26.36	1.08	4.10%
20	Newsholme	0	0	0	0.00	0.00	0.00	-
140	Newton	2,250	1,500	750	16.07	10.56	5.51	52.18%
105	Osbaldeston	1,000	1,000	0	9.52	9.35	0.17	1.82%
48	Paythorne	0	0	0	0.00	0.00	0.00	-
110	Pendleton	1,900	1,800	100	17.27	16.51	0.76	4.60%
285	Ramsgreave	3,780	3,246	534	13.26	11.31	1.95	17.24%
585	Read	14,246	12,857	1,389	24.35	21.94	2.41	10.98%
675	Ribchester	13,826	11,826	2,000	20.48	17.57	2.91	16.56%
240	Rimington & Middop	6,500	6,500	0	27.08	27.43	-0.35	-1.28%
550	Sabden	16,846	16,356	490	30.63	29.21	1.42	4.86%
192	Salesbury	5,544	5,280	264	28.88	27.22	1.66	6.10%
498	Simonstone	8,400	8,400	0	16.87	16.80	0.07	0.42%
153	Slaidburn & Easington	2,050	2,050	0	13.40	13.06	0.34	2.60%
174	Thornley with Wheatley	1,500	1,500	0	8.62	8.62	0.00	0.00%



**SPECIAL POLICY & FINANCE COMMITTEE  
PARISH PRECEPTS**

Band D Equivalent Tax Base	Parish Council	Parish Precept 2024/25	Parish Precept 2023/24	Increase/ (Decrease) in Precept	Band D Equivalent Tax 2024/25	Band D Equivalent Tax 2023/24	Increase/ (Decrease in Band D Tax) £	Increase/ (Decrease in Band D Tax) %
37	Twiston	0	0	0	0.00	0.00	0.00	-
453	Waddington	22,905	20,828	2,077	50.56	46.18	4.38	9.48%
384	West Bradford	8,867	8,061	806	23.09	21.27	1.82	8.56%
1,914	Whalley	76,675	64,753	11,922	40.06	35.29	4.77	13.52%
1,086	Wilpshire	22,500	21,000	1,500	20.72	19.34	1.38	7.14%
177	Wiswell	9,166	7,965	1,201	51.79	44.75	7.04	15.73%
43	Worston	0	0	0	0.00	0.00	0.00	-
<b>25,321</b>	<b>Total</b>	<b>627,676</b>	<b>577,048</b>	<b>50,628</b>				



SPECIAL POLICY & FINANCE COMMITTEE  
USE OF NEW HOMES BONUS

Relates to:	Received in year																	
	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
2011/12	62,046	62,046	62,046	62,046	62,046	62,046												
2012/13		117,599	117,599	117,599	117,599	117,599												
2013/14			188,053	188,053	188,053	188,053	188,053											
2014/15				227,108	227,108	227,108	227,108											
2015/16					373,810	373,810	373,810	373,810										
2016/17						398,268	398,268	398,268	398,267									
2017/18							389,751	389,751	389,751	389,751								
2018/19								414,079	414,079	414,079	414,079							
2019/20									464,389	464,389	464,389	464,389						
2020/21										502,733								
2021/22											637,380							
2022/23												741,447						
2023/24													506,197					
2024/25														647,509				
2025/26															650,000			
	62,046	179,645	367,698	594,806	968,616	1,366,884	1,576,990	1,575,908	1,666,486	1,770,952	1,515,848	1,205,836	506,197	647,509	650,000	0	0	0
Allocated to date:																		
Revenue base	60,000	60,000	60,000	333,780	676,065	786,961	793,079	1,105,000	1,105,000	1,105,000	1,105,000	1,105,000	506,197	647,509	650,000	0	0	0
Revenue in year						6,000												
Capital	0	0	100,000	85,000	35,662	57,749	175,618	139,469	361,547	229,150	201,780	88,934	259,749	62,860	0	0	0	1,154,000
Adjustment	60,000	60,000	160,000	418,780	711,727	850,710	968,697	1,244,469	1,466,547	1,334,150	1,306,780	1,193,934	765,946	710,369	650,000	0	0	1,154,000
Unallocated	2,046	119,645	217,727	165,997	256,889	516,174	608,293	331,439	199,939	436,802	209,068	11,902	-259,749	-62,860	0	0	0	-1,154,000
Bal C/fwd	2,046	121,691	339,418	505,415	762,304	1,278,478	1,886,771	2,218,210	2,418,149	2,854,951	3,064,019	3,075,921	2,816,172	2,753,312	2,753,312	2,753,312	2,753,312	1,599,312

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**SPECIAL POLICY & FINANCE COMMITTEE  
COLLECTION FUND**

	<b>Original 2023/24 £</b>	<b>Revised 2023/24 £</b>
<b>Expenditure</b>		
Deficit Brought Forward:		
Business Rates	606,096.21	184,115.32
<b>Council Tax Precepts:</b>		
Lancashire County Council	39,336,255.80	39,336,255.80
Police & Crime Commissioner for Lancashire	6,281,221.00	6,281,221.00
Lancashire Combined Fire Authority	2,055,105.00	2,055,105.00
Ribble Valley incl Parishes	4,715,984.00	4,715,984.00
Allocation of <b>Council Tax Surplus</b> for Year:		
Ribble Valley	80,011.91	80,011.91
Lancashire County Council	666,605.00	666,605.00
Lancashire Combined Fire Authority	34,015.00	34,015.00
Police & Crime Commissioner for Lancashire	104,088.00	104,088.00
Cost of Collecting NNDR	96,710.00	96,710.00
Distribution of <b>Business Rates</b> :		
Central Government	7,895,597.00	7,895,597.00
Ribble Valley	6,316,477.00	6,316,477.00
Lancashire County Council	1,421,207.00	1,421,207.00
Lancashire Fire Authority	157,912.00	157,912.00
Enterprise Zone	169,603.00	139,370.00
Renewable Energy Schemes	31,248.00	31,248.00
Transitional Protection Payments	0.00	0.00
Overpayments of council tax benefit	0.00	3,050.00
NNDR - Bad Debts Provision	149,923.00	65,084.00
NNDR - Appeals Provision	725,197.00	564,306.00
Council Tax - Bad Debts Provision	395,883.20	100,000.00
	<b>71,239,139.12</b>	<b>70,248,654.03</b>
<b>Income</b>		
Surplus Brought Forward:		
Council Tax	884,719.91	881,107.00
<b>Allocation of Business Rates Deficit:</b>		
Central Government	303,049.00	303,049.00
Lancashire County Council	54,549.00	54,549.00
Lancashire Combined Fire Authority	6,061.00	6,061.00
Ribble Valley	242,437.21	242,437.21
Council Tax Income	52,784,449.00	53,288,043.00
Council Tax Benefits	0.00	7.00
DCLG - Family Annexes Discount Grant	0.00	15,000.00
Transitional Protection Payments due to the authority	1,971,601.00	1,923,095.00
Business Rates	14,992,273.00	14,832,787.00
	<b>71,239,139.12</b>	<b>71,560,274.21</b>
<b>CTAX - Surplus/Deficit) Carried Forward</b>	<b>0.00</b>	<b>821,668.29</b>
<b>NNDR - Surplus/Deficit) Carried Forward</b>	<b>0.00</b>	<b>489,951.89</b>
<b>Total Surplus/(Deficit)</b>	<b>0.00</b>	<b>1,311,620.18</b>

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**SPECIAL POLICY & FINANCE COMMITTEE  
MAIN REVENUE BUDGET VARIANCES 2023/24 OE TO 2024/25 OE**

**COMMUNITY SERVICES COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Original Estimate 2024/25
<p><b><u>VARIOUS: Standard Inflation</u></b> The impact of inflation applied to the budget forecast at 4% for pay, other costs and income.</p>	279,490
<p><b><u>STCLE: Street Cleansing</u></b> Additional funding received from Lancashire County Council to support public realm work carried out on their behalf for weed spraying and leaf clearance.</p>	-67,440
<p><b><u>RCVEH: Refuse Collection Vehicles</u></b> Decrease to estimated diesel costs to reflect an update to a reduction in the forecast price £62,500 and usage £11,970.</p>	-74,470
<p><b><u>RPOOL: Ribblesdale Pool</u></b> Decreased estimated expenditure on utilities including a forecast decrease in electricity expenditure £43,390 as the increase in the price of electricity is lower than allowed for in the original budget.</p> <p>Decrease in gas expenditure is forecast at the pool £286,760. At the time when the 2023/24 budget was being prepared energy prices were volatile due to world affairs, the average unit price assumed at Original Estimate 2023/24 was £0.2616. However, we are now assuming the unit price to be £0.1216.</p> <p>There has also been a reduction in gas usage; 1,629,715 kWh were assumed to be used in the Original Estimate for 2023/24 compared to 1,288,060 kWh at 2024/25. This reduction is due to operational adjustments including the Pool Hall ventilation system being turned down out of hours and adjustments made to the day-time air temperatures.</p>	-330,150

**SPECIAL POLICY & FINANCE COMMITTEE  
MAIN REVENUE BUDGET VARIANCES 2023/24 OE TO 2024/25 OE**

**ECONOMIC DEVELOPMENT COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Original Estimate 2024/25
<b>ALBNM - Albion Mill</b> Increased support service costs mainly due to an increase in estimated time to be spent in this area by officers of the Chief Executive's Department.	5,580
<b>INDDV - Economic Development</b> Decrease in support service costs mainly due to time to be spent by Economic Development and Planning staff being diverted to UK Shared Prosperity funded projects -£54,760 along with a reduction in staff time by Community Services - £3,030. Partly offsetting this is an increase in estimated time to be spent by staff from the Chief Executive's Department £8,290.	-49,530
<b>TURSM - Tourism and Events</b> Increased support service costs mainly due to an increase in time allocations of staff charged to this area from the Economic Development & Planning Department £12,800. Partly offsetting this is an estimated reduction in time spent in this area by staff from Community Services due to the responsibility for Clitheroe Food Festival changing directorate -£7,030.	6,330



**SPECIAL POLICY & FINANCE COMMITTEE**  
**MAIN REVENUE BUDGET VARIANCES 2023/24 OE TO 2024/25 OE**

**HEALTH AND HOUSING COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Original Estimate 2024/25 £
<b>VARIOUS - Support services recharges</b> Estimated net increase in support services recharges across most Health and Housing Committee cost centres, following a re-assessment of costs to date and time allocations in all support services areas.	91,190
<b>VARIOUS - Inflation</b> Estimated increase in the levels of inflation to be charged to individual cost centres. This includes the standard 4% allowed for in the budget forecast plus other variations in inflation to this standard rate.	-6,850
<b>VARIOUS - Savings</b> A number of savings have been identified as part of the budget process for the 2024/25 financial year. These are incidental savings on a wide range of service areas covering mainly items classed as supplies and services.	-7,620
<b>DOGWD - Dog Warden and Pest Control</b> Reduced costs through the Pest Control staff undertaking sewer baiting rather than Works Administration Service -£7,860  Reduced transport costs following delivery of the new Pest Control/Dog warden vans -£5,190	-13,050
<b>CLMKT - Clitheroe Market</b> Increase to the base budget for market income based on past income level trends	-14,090
<b>HOMES - Homelessness Strategy</b> Increase in number of evictions through private landlords coupled with neighbouring authorities no longer allowing us to access their hostel accommodation for single males has resulted in a higher level of spend in this area. A similar position is being seen across the whole of Lancashire. The increase to the budget reflects this in the base budget and is supported by other additional grant funding streams +£13,800.	13,800

**SPECIAL POLICY & FINANCE COMMITTEE**  
**MAIN REVENUE BUDGET VARIANCES 2023/24 OE TO 2024/25 OE**

Description	Movement from Original Estimate 2023/24 to DRAFT Original Estimate 2024/25 £
<b>HOMES - Homelessness Strategy</b> Adjustments to, and also additional, funding streams which are known of at this stage. Notably Asylum Dispersal Scheme funding -£22,500, Tenant Satisfaction Measures -£2,400 and an increase to the Homelessness Prevention Grant £-2,670.	-27,570
<b>HFORU - Homes For Ukraine</b> Removal of Homes For Ukraine budgets based on current forecast approved plans. This is offset by the same level of change to the budgeted movement from earmarked reserves. Funds remain in reserves should alternative plans be put forward and approved for 2024/25.	-113,640
<b>AWARM - Affordable Warmth</b> Budgeted expenditure here relates to the anticipate use of monies to be set aside at the end of the 2023/24 financial year. Extra grant funding is to be applied for in 2023/24 and any unspent funding in that year will be set aside for release in 2024/25. This budget is the use of that funding - so is offset by a movement in earmarked reserves for this same amount in funding.	46,480

**SPECIAL POLICY & FINANCE COMMITTEE  
MAIN REVENUE BUDGET VARIANCES 2023/24 OE TO 2024/25 OE**

**PLANNING AND DEVELOPMENT COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Original Estimate 2024/25
<b><u>VARIOUS: Standard inflation</u></b> Net standard inflationary increases of 4% applied to the Planning and Development Committee budgets.	33,580
<b><u>BCFEE: Building Control</u></b> Reduction to estimated building regulation fee income for next year due to a fall in demand levels.	11,020
Mainly because of the above the amount to be released from the building control earmarked reserve to support the service has increased when compared to the 2023/24 financial year.	-14,240
<b><u>ECPLA: Economic Development and Planning Department</u></b> Net increase to departmental salary, national insurance and superannuation budgets above standard budgeted inflation.	10,070
<b><u>LPLAN: Local Plan</u></b> Expenditure on supplies and services to progress the new local plan is estimated to be higher next year than at original estimate 2023/24. This is due to an update of when planned expenditures over the lifetime of the project are now likely to be incurred following review.	37,960
In January 2020 this committee approved a budget of £300k to support production of the new local plan. Remaining funds of £271k (at March 2023) are set aside in an earmarked reserve to fund expenditures in the years that they occur. The above estimated increase in expenditure next year therefore also increases the associated release from this earmarked reserve.	-37,960
<b><u>PLANG: Planning Control and Enforcement</u></b> <b><u>Planning application fee income</u></b> Additional inflation added to planning fee income following announcement that fees are to increase by a minimum of 25% from December 2023.	-113,400
Planning fee income is expected to be lower than the inflated base, mainly due to a reduction in the number of major planning applications being received. This movement of £135k reduces estimated planning fee income back to 2023/24 levels (i.e. reversal of standard and additional inflation).	135,000

**SPECIAL POLICY & FINANCE COMMITTEE  
MAIN REVENUE BUDGET VARIANCES 2023/24 OE TO 2024/25 OE**

Description	Movement from Original Estimate 2023/24 to DRAFT Original Estimate 2024/25
<b><u>Savings</u></b> The planning section has generated savings on the cost of statutory planning notices by reducing both the size and frequency of newspaper notices.	-16,770
<b><u>VARIOUS: Support Service Costs</u></b> There is a net decrease in support service costs charged to this committee following changes to various departmental cost allocations.	-9,340
<b><u>Capital</u></b> Net increase to the annual depreciation charge for this committee for various capital schemes.	10,640

**SPECIAL POLICY & FINANCE COMMITTEE  
MAIN REVENUE BUDGET VARIANCES 2023/24 OE TO 2024/25 OE**

**POLICY AND FINANCE COMMITTEE**

Description	Movement from Original Estimate 2023/24 to DRAFT Original Estimate 2024/25 £
<b><u>VARIOUS: Standard inflation</u></b> Net standard inflationary increase of 4% applied to the Policy and Finance Committee budgets.	195,290
<b><u>Gas and Electricity</u></b> Decreases to gas (-£80k) and electricity (-£43k) estimates at the Council Offices and Civic Suite, mainly due to the lowering of unit costs that were estimated during the 2022/23 financial year during a time of extreme market volatility.	-122,880
<b><u>Resources department direct employee costs</u></b> Net estimated increase to salary, national insurance and superannuation budgets above standard inflation of 4%. The inflated budget estimates have been adjusted to reflect salary scale point changes within grades, any approved changes to the establishment and the 2023/24 national pay award.	71,350
<b><u>Support Service Costs</u></b> There is a net decrease in support service costs charged to this committee following changes to various departmental cost allocations.	-62,510
<b><u>UK Shared Prosperity Fund (UKSPF)</u></b> Grant income of £50k to help with the cost of administering next year's UK Shared Prosperity Fund grant allocation. The draft revised budgets also account for <b>revenue</b> grant income and expenditure of £30k for UKSPF Business support for net zero transition and decarbonisation.	-50,050
<b><u>Council Tax (CLTAX)</u></b> Increase to software maintenance costs of £13k for the Citizen's Access software module (to enable e-billing, approved by this committee in January 2023) and increase in expenditure of £14k for the estimated cost of applying the 50% Ukraine local council tax discount.	27,160
<b><u>Estates (ESTAT)</u></b> Increase in estimated rental income following lease of council properties.	-25,500

**SPECIAL POLICY & FINANCE COMMITTEE  
MAIN REVENUE BUDGET VARIANCES 2023/24 OE TO 2024/25 OE**

Description	Movement from Original Estimate 2023/24 to DRAFT Original Estimate 2024/25£
<b><u>Capital</u></b> Increase to committee depreciation charges due to upwards revaluation of council buildings and review of estimates for capital schemes.	24,390
<b><u>Business Rates Liability</u></b> Increase above inflation to the annual cost of business rates at the Civic Suite (£3.8k) and Council Offices (£23.3k) due to an increase in the rateable value of the premises, partially offset by a reduction in liability in other areas following the lease of council owned property (-£5k).	22,570
<b><u>Savings</u></b> A number of savings have been proposed across various budgets within the committee.	-20,580

**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2023	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2024
		2023/24 RE	2023/24 RE	2023/24 RE	
		£	£	£	
<b><i>Reserves for Shorter Term Service Commitments</i></b>					
Community Services Committee Grants Fund	6,932	0	0	0	6,932
Audit Reserve Fund	24,547	0	-16,120	0	8,427
Refuse Collection	652	21,190	-7,300	0	14,542
Amenity Cleansing Reserve	77,469	0	-10,820	0	66,649
Ribble Valley News Reserve	10,400	0	0	0	10,400
Playing Pitch Strategy Reserve	16,125	0	-16,130	0	-5
Total Reserves for Shorter Term Service Commitments	136,125	21,190	-50,370	0	106,945
<b><i>Reserves to Smooth the Revenue Impact of Longer-Term Cyclical Costs</i></b>					
Elections Fund	163,897	52,490	-157,870	0	58,517
Revaluation of Assets Reserve	16,000	8,000	0	0	24,000
Pensions Triennial Revaluation Reserve	68,592	2,500	0	0	71,092
Total Reserves to Smooth the Revenue Impact of Longer Term Cyclical Costs	248,489	62,990	-157,870	0	153,609
<b><i>Reserves for Trading or Business Units</i></b>					
Building Control Fund	-16,187	0	-25,180	0	-41,367
Total Reserves for Trading or Business Units	-16,187	0	-25,180	0	-41,367
<b><i>Reserves for Sums Set Aside for Major Schemes such as Capital Projects</i></b>					
Capital	837,374	11,210	0	335,915	1,184,499
ICT Renewals	112,210	0	0	-24,241	87,969
Vehicle & Plant Renewals Reserve	51,035	0	0	-13,530	37,505
Total Reserves for Sums Set Aside for Major Schemes such as Capital Projects	1,000,619	11,210	0	298,144	1,309,973
<b><i>Reserves for Longer Term Strategic or Corporate Items</i></b>					
VAT Shelter Reserve	1,119,564	0	0	-313,842	805,722
Fleming VAT Claim	10,855	0	0	-5,451	5,404
Insurance	14,581	0	0	0	14,581
Repairs and Maintenance	11,970	0	-7,750	0	4,220
Post LSVT	36,514	0	-36,514	0	0
Restructuring Reserve	187,903	0	0	0	187,903
Equipment Reserve	85,031	0	-15,180	-13,500	56,351
Invest to Save Fund	250,000	0	0	0	250,000
Planning Reserve	29,453	0	-3,600	0	25,853
Housing Benefit Reserve	100,000	0	0	0	100,000
Business Rates Volatility Reserve	1,682,000	318,000	0	0	2,000,000
Business Rates Growth Reserve	3,825,134	2,322,911	-2,318,000	-1,172,932	2,657,113
New Homes Bonus Reserve	3,075,921	0	0	-259,749	2,816,172

**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2023  £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2024  £
		2023/24 RE	2023/24 RE	2023/24 RE	
		£	£	£	
Local Plan Reserve	285,663	0	-53,210	0	232,453
Total Reserves for Longer Term Strategic or Corporate Items	10,714,589	2,640,911	-2,434,254	-1,765,474	9,155,772
<b><i>Reserves for External Funding where Expenditure has yet to be Incurred</i></b>					
Performance Reward Grant	54,226	0	-6,650	0	47,576
Crime Reduction Partnership Reserve	26,425	0	-15,530	0	10,895
Exercise Referral and Up and Active Reserve	46,457	0	-7,510	0	38,947
Housing Related Grants Reserve	425,496	70,720	-2,220	0	493,996
Community Right to Bid/Challenge	45,124	0	-42,150	0	2,974
Grant Funded Sports Development	10,217	0	0	0	10,217
Neighbourhood Planning Reserve	16,133	0	0	0	16,133
Repossession Prevention Fund Reserve	28,491	0	0	0	28,491
Parish Grant Reserve	16,330	0	-10,000	0	6,330
Custom and Self Build Register Grant Reserve	15,000	0	0	0	15,000
Brownfield Register Grant Reserve	26,263	0	0	0	26,263
Cyber Resilience Grant Reserve	12,322	0	-1,210	0	11,112
Housing Benefits New Burden Grants Reserve	4,669	0	0	0	4,669
LCTS New Burdens Grant Reserve	8,370	0	0	0	8,370
Covid-19 Response	1,710,057	0	0	-33,410	1,676,647
Air Quality New Burdens Grant Reserve	11,710	0	0	0	11,710
Council Tax Energy Rebates Reserve	87,966	0	0	0	87,966
Electoral Integrity Reserve	7,483	0	-7,480	0	3
UK Shared Prosperity Fund Reserve	39,247	26,050	0	0	65,297
Business Rates Relief New Burdens	22,089	0	0	0	22,089
Biodiversity Net Gain Reserve	8,449	0	-8,450	0	-1
EBSS & AFP Alternative Funding New Burdens Reserve	0	25,930	0	0	25,930
Total Reserves for External Funding where Expenditure has yet to be Incurred	2,622,524	122,700	-101,200	-33,410	2,610,614



**SPECIAL POLICY & FINANCE COMMITTEE**  
**EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2023	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2024
		2023/24 RE	2023/24 RE	2023/24 RE	
		£	£	£	
Total of all Earmarked Reserves	14,706,159	2,859,001	-2,768,874	-1,500,740	13,295,546

**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund		Balance at 31 March 2024  £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2025  £
			2024/25 OE	2024/25 OE	2024/25 RE	
			£	£	£	
<u>Reserves for Shorter Term Service Commitments</u>						
Community Services Committee Grants Fund	6,932	0	0	0	6,932	
Audit Reserve Fund	8,427	0	0	0	8,427	
Refuse Collection	14,542	2,540	-9,330	0	7,752	
Amenity Cleansing Reserve	66,649	0	0	0	66,649	
Ribble Valley News Reserve	10,400	0	0	0	10,400	
Playing Pitch Strategy Reserve	-5	0	0	0	-5	
Total Reserves for Shorter Term Service Commitments	106,945	2,540	-9,330	0	100,155	
<u>Reserves to Smooth the Revenue Impact of Longer-Term Cyclical Costs</u>						
Elections Fund	58,517	50,000	0	0	108,517	
Revaluation of Assets Reserve	24,000	8,000	-20,000	0	12,000	
Pensions Triennial Revaluation Reserve	71,092	0	0	0	71,092	
Total Reserves to Smooth the Revenue Impact of Longer Term Cyclical Costs	153,609	58,000	-20,000	0	191,609	
<u>Reserves for Trading or Business Units</u>						
Building Control Fund	-41,367	0	-19,600	0	-60,967	
Total Reserves for Trading or Business Units	-41,367	0	-19,600	0	-60,967	
<u>Reserves for Sums Set Aside for Major Schemes such as Capital Projects</u>						
Capital	1,184,499	0	0	-718,104	466,395	
ICT Renewals	87,969	0	0	-63,400	24,569	
Vehicle & Plant Renewals Reserve	37,505	0	0	-37,500	5	
Total Reserves for Sums Set Aside for Major Schemes such as Capital Projects	1,309,973	0	0	-819,004	490,969	
<u>Reserves for Longer Term Strategic or Corporate Items</u>						
VAT Shelter Reserve	805,722	0	0	-231,388	574,334	
Fleming VAT Claim	5,404	0	0	0	5,404	
Insurance	14,581	0	0	0	14,581	
Repairs and Maintenance	4,220	0	0	0	4,220	
Post LSVT	0	0	0	0	0	
Restructuring Reserve	187,903	0	0	0	187,903	
Equipment Reserve	56,351	0	-598	0	55,753	
Invest to Save Fund	250,000	0	0	0	250,000	
Planning Reserve	25,853	0	0	0	25,853	
Housing Benefit Reserve	100,000	0	0	0	100,000	
Business Rates Volatility Reserve	2,000,000	0	0	0	2,000,000	

**SPECIAL POLICY & FINANCE COMMITTEE**  
**EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2024  £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2025  £
		2024/25 OE	2024/25 OE	2024/25 RE	
		£	£	£	
Business Rates Growth Reserve	2,657,113	2,931,558	-2,000,000	-500,000	3,088,671
New Homes Bonus Reserve	2,816,172	0	0	-62,860	2,753,312
Local Plan Reserve	232,453	0	-139,740	0	92,713
Total Reserves for Longer Term Strategic or Corporate Items	9,155,772	2,931,558	-2,140,338	-794,248	9,152,744
<b><u>Reserves for External Funding where Expenditure has yet to be Incurred</u></b>					
Performance Reward Grant	47,576	0	0	0	47,576
Crime Reduction Partnership Reserve	10,895	0	-4,910	0	5,985
Exercise Referral and Up and Active Reserve	38,947	0	-26,500	0	12,447
Housing Related Grants Reserve	493,996	0	-68,810	0	425,186
Community Right to Bid/Challenge	2,974	6,000	-5,450	0	3,524
Grant Funded Sports Development	10,217	0	0	0	10,217
Neighbourhood Planning Reserve	16,133	0	0	0	16,133
Repossession Prevention Fund Reserve	28,491	0	0	0	28,491
Parish Grant Reserve	6,330	0	0	0	6,330
Custom and Self Build Register Grant Reserve	15,000	0	-9,620	0	5,380
Brownfield Register Grant Reserve	26,263	0	0	0	26,263
Cyber Resilience Grant Reserve	11,112	98	-11,210	0	0
Housing Benefits New Burden Grants Reserve	4,669	0	0	0	4,669
LCTS New Burdens Grant Reserve	8,370	0	0	0	8,370
Covid-19 Response	1,676,647	0	0	0	1,676,647
Air Quality New Burdens Grant Reserve	11,710	0	0	0	11,710
Council Tax Energy Rebates Reserve	87,966	0	0	0	87,966
Electoral Integrity Reserve	3	0	0	0	3
UK Shared Prosperity Fund Reserve	65,297	0	0	0	65,297
Business Rates Relief New Burdens	22,089	0	0	0	22,089
Biodiversity Net Gain Reserve	-1	0	0	0	-1
EBSS & AFP Alternative Funding New Burdens Reserve	25,930	0	0	0	25,930

**SPECIAL POLICY & FINANCE COMMITTEE**  
**EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2024  £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2025  £
		2024/25 OE	2024/25 OE	2024/25 RE	
		£	£	£	
Total Reserves for External Funding where Expenditure has yet to be Incurred	2,610,614	6,098	-126,500	0	2,490,212
<b>Total of all Earmarked Reserves</b>	<b>13,295,546</b>	<b>2,998,196</b>	<b>-2,315,768</b>	<b>-1,613,252</b>	<b>12,364,722</b>

**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

EARMARKED RESERVES AND GENERAL FUND BALANCES					
General Fund	Balance at 31 March 2025	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2026
		2025/26	2025/26	2025/26	
	£	£	£	£	£
<u>Reserves for Shorter Term Service Commitments</u>					
Community Services Committee Grants Fund	6,932	0	0	0	6,932
Audit Reserve Fund	8,427	0	0	0	8,427
Refuse Collection	7,752	0	0	0	7,752
Amenity Cleansing Reserve	66,649	0	0	0	66,649
Ribble Valley News Reserve	10,400	0	0	0	10,400
Playing Pitch Strategy Reserve	-5	0	0	0	-5
Total Reserves for Shorter Term Service Commitments	100,155	0	0	0	100,155
<u>Reserves to Smooth the Revenue Impact of Longer- Term Cyclical Costs</u>					
Elections Fund	108,517	0	0	0	108,517
Revaluation of Assets Reserve	12,000	0	0	0	12,000
Pensions Triennial Revaluation Reserve	71,092	0	0	0	71,092
Total Reserves to Smooth the Revenue Impact of Longer Term Cyclical Costs	191,609	0	0	0	191,609
<u>Reserves for Trading or Business Units</u>					
Building Control Fund	-60,967	0	0	0	-60,967
Total Reserves for Trading or Business Units	-60,967	0	0	0	-60,967
<u>Reserves for Sums Set Aside for Major Schemes such as Capital Projects</u>					
Capital	466,395	0	0	0	466,395
ICT Renewals	24,569	0	0	0	24,569
Vehicle & Plant Renewals Reserve	5	0	0	0	5
Total Reserves for Sums Set Aside for Major Schemes such as Capital Projects	490,969	0	0	0	490,969
<u>Reserves for Longer Term Strategic or Corporate Items</u>					
VAT Shelter Reserve	574,334	0	0	-100,000	474,334
Fleming VAT Claim	5,404	0	0	0	5,404
Insurance	14,581	0	0	0	14,581
Repairs and Maintenance	4,220	0	0	0	4,220
Post LSVT	0	0	0	0	0
Restructuring Reserve	187,903	0	0	0	187,903
Equipment Reserve	55,753	0	0	0	55,753
Invest to Save Fund	250,000	0	0	0	250,000
Planning Reserve	25,853	0	0	0	25,853
Housing Benefit Reserve	100,000	0	0	0	100,000

**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2025 £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2026 £
		2025/26	2025/26	2025/26	
		£	£	£	
Business Rates Volatility Reserve	2,000,000	0	0	0	2,000,000
Business Rates Growth Reserve	3,088,671	2,500,000	-2,000,000	-500,000	3,088,671
New Homes Bonus Reserve	2,753,312	0	0	0	2,753,312
Local Plan Reserve	92,713	0	0	0	92,713
Total Reserves for Longer Term Strategic or Corporate Items	9,152,744	2,500,000	-2,000,000	-600,000	9,052,744
<b><u>Reserves for External Funding where Expenditure has yet to be Incurred</u></b>					
Performance Reward Grant	47,576	0	0	0	47,576
Crime Reduction Partnership Reserve	5,985	0	0	0	5,985
Exercise Referral and Up and Active Reserve	12,447	0	0	0	12,447
Housing Related Grants Reserve	425,186	0	0	0	425,186
Community Right to Bid/Challenge	3,524	0	0	0	3,524
Grant Funded Sports Development	10,217	0	0	0	10,217
Neighbourhood Planning Reserve	16,133	0	0	0	16,133
Repossession Prevention Fund Reserve	28,491	0	0	0	28,491
Parish Grant Reserve	6,330	0	0	0	6,330
Custom and Self Build Register Grant Reserve	5,380	0	0	0	5,380
Brownfield Register Grant Reserve	26,263	0	0	0	26,263
Cyber Resilience Grant Reserve	0	0	0	0	0
Housing Benefits New Burden Grants Reserve	4,669	0	0	0	4,669
LCTS New Burdens Grant Reserve	8,370	0	0	0	8,370
Covid-19 Response	1,676,647	0	0	0	1,676,647
Air Quality New Burdens Grant Reserve	11,710	0	0	0	11,710
Council Tax Energy Rebates Reserve	87,966	0	0	0	87,966
Electoral Integrity Reserve	3	0	0	0	3
UK Shared Prosperity Fund Reserve	65,297	0	0	0	65,297
Business Rates Relief New Burdens	22,089	0	0	0	22,089
Biodiversity Net Gain Reserve	-1	0	0	0	-1

**SPECIAL POLICY & FINANCE COMMITTEE**  
**EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2025 £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2026 £
		2025/26	2025/26	2025/26	
		£	£	£	
EBSS & AFP Alternative Funding New Burdens Reserve	25,930	0	0	0	25,930
Total Reserves for External Funding where Expenditure has yet to be Incurred	2,490,212	0	0	0	2,490,212
<b>Total of all Earmarked Reserves</b>	<b>12,364,722</b>	<b>2,500,000</b>	<b>-2,000,000</b>	<b>-600,000</b>	<b>12,264,722</b>

**SPECIAL POLICY & FINANCE COMMITTEE**  
**EARMARKED RESERVES AND GENERAL FUND BALANCES**

EARMARKED RESERVES AND GENERAL FUND BALANCES					
General Fund	Balance at 31 March 2026	Revenue Transfers	Revenue Transfers	Capital Transfers	Balance at 31 March 2027
		In - 2026/27	Out - 2026/27	OUT- 2026/27	
	£	£	£	£	£
<u>Reserves for Shorter Term Service Commitments</u>					
Community Services Committee Grants Fund	6,932	0	0	0	6,932
Audit Reserve Fund	8,427	0	0	0	8,427
Refuse Collection	7,752	0	0	0	7,752
Amenity Cleansing Reserve	66,649	0	0	0	66,649
Ribble Valley News Reserve	10,400	0	0	0	10,400
Playing Pitch Strategy Reserve	-5	0	0	0	-5
Total Reserves for Shorter Term Service Commitments	100,155	0	0	0	100,155
<u>Reserves to Smooth the Revenue Impact of Longer-Term Cyclical Costs</u>					
Elections Fund	108,517	0	0	0	108,517
Revaluation of Assets Reserve	12,000	0	0	0	12,000
Pensions Triennial Revaluation Reserve	71,092	0	0	0	71,092
Total Reserves to Smooth the Revenue Impact of Longer Term Cyclical Costs	191,609	0	0	0	191,609
<u>Reserves for Trading or Business Units</u>					
Building Control Fund	-60,967	0	0	0	-60,967
Total Reserves for Trading or Business Units	-60,967	0	0	0	-60,967
<u>Reserves for Sums Set Aside for Major Schemes such as Capital Projects</u>					
Capital	466,395	0	0	0	466,395
ICT Renewals	24,569	0	0	0	24,569
Vehicle & Plant Renewals Reserve	5	0	0	0	5
Total Reserves for Sums Set Aside for Major Schemes such as Capital Projects	490,969	0	0	0	490,969
<u>Reserves for Longer Term Strategic or Corporate Items</u>					
VAT Shelter Reserve	474,334	0	0	-100,000	374,334
Fleming VAT Claim	5,404	0	0	0	5,404
Insurance	14,581	0	0	0	14,581
Repairs and Maintenance	4,220	0	0	0	4,220
Post LSVT	0	0	0	0	0
Restructuring Reserve	187,903	0	0	0	187,903
Equipment Reserve	55,753	0	0	0	55,753
Invest to Save Fund	250,000	0	0	0	250,000
Planning Reserve	25,853	0	0	0	25,853
Housing Benefit Reserve	100,000	0	0	0	100,000



**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2026 £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2027 £
		2026/27	2026/27	2026/27	
		£	£	£	
Business Rates Volatility Reserve	2,000,000	0	0	0	2,000,000
Business Rates Growth Reserve	3,088,671	1,500,000	-1,000,000	-500,000	3,088,671
New Homes Bonus Reserve	2,753,312	0	0	0	2,753,312
Local Plan Reserve	92,713	0	0	0	92,713
Total Reserves for Longer Term Strategic or Corporate Items	9,052,744	1,500,000	-1,000,000	-600,000	8,952,744
<b><u>Reserves for External Funding where Expenditure has yet to be Incurred</u></b>					
Performance Reward Grant	47,576	0	0	0	47,576
Crime Reduction Partnership Reserve	5,985	0	0	0	5,985
Exercise Referral and Up and Active Reserve	12,447	0	0	0	12,447
Housing Related Grants Reserve	425,186	0	0	0	425,186
Community Right to Bid/Challenge	3,524	0	0	0	3,524
Grant Funded Sports Development	10,217	0	0	0	10,217
Neighbourhood Planning Reserve	16,133	0	0	0	16,133
Repossession Prevention Fund Reserve	28,491	0	0	0	28,491
Parish Grant Reserve	6,330	0	0	0	6,330
Custom and Self Build Register Grant Reserve	5,380	0	0	0	5,380
Brownfield Register Grant Reserve	26,263	0	0	0	26,263
Cyber Resilience Grant Reserve	0	0	0	0	0
Housing Benefits New Burden Grants Reserve	4,669	0	0	0	4,669
LCTS New Burdens Grant Reserve	8,370	0	0	0	8,370
Covid-19 Response	1,676,647	0	0	0	1,676,647
Air Quality New Burdens Grant Reserve	11,710	0	0	0	11,710
Council Tax Energy Rebates Reserve	87,966	0	0	0	87,966
Electoral Integrity Reserve	3	0	0	0	3
UK Shared Prosperity Fund Reserve	65,297	0	0	0	65,297
Business Rates Relief New Burdens	22,089	0	0	0	22,089
Biodiversity Net Gain Reserve	-1	0	0	0	-1

**SPECIAL POLICY & FINANCE COMMITTEE**  
**EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2026 £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2027 £
		2026/27	2026/27	2026/27	
		£	£	£	
EBSS & AFP Alternative Funding New Burdens Reserve	25,930	0	0	0	25,930
Total Reserves for External Funding where Expenditure has yet to be Incurred	2,490,212	0	0	0	2,490,212
<b>Total of all Earmarked Reserves</b>	<b>12,264,722</b>	<b>1,500,000</b>	<b>-1,000,000</b>	<b>-600,000</b>	<b>12,164,722</b>

**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

EARMARKED RESERVES AND GENERAL FUND BALANCES					
General Fund	Balance at 31 March 2027	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2028
		2027/28	2027/28	2027/28	
	£	£	£	£	£
<u>Reserves for Shorter Term Service Commitments</u>					
Community Services Committee Grants Fund	6,932	0	0	0	6,932
Audit Reserve Fund	8,427	0	0	0	8,427
Refuse Collection	7,752	0	0	0	7,752
Amenity Cleansing Reserve	66,649	0	0	0	66,649
Ribble Valley News Reserve	10,400	0	0	0	10,400
Playing Pitch Strategy Reserve	-5	0	0	0	-5
Total Reserves for Shorter Term Service Commitments	100,155	0	0	0	100,155
<u>Reserves to Smooth the Revenue Impact of Longer-Term Cyclical Costs</u>					
Elections Fund	108,517	0	0	0	108,517
Revaluation of Assets Reserve	12,000	0	0	0	12,000
Pensions Triennial Revaluation Reserve	71,092	0	0	0	71,092
Total Reserves to Smooth the Revenue Impact of Longer Term Cyclical Costs	191,609	0	0	0	191,609
<u>Reserves for Trading or Business Units</u>					
Building Control Fund	-60,967	0	0	0	-60,967
Total Reserves for Trading or Business Units	-60,967	0	0	0	-60,967
<u>Reserves for Sums Set Aside for Major Schemes such as Capital Projects</u>					
Capital	466,395	0	0	0	466,395
ICT Renewals	24,569	0	0	0	24,569
Vehicle & Plant Renewals Reserve	5	0	0	0	5
Total Reserves for Sums Set Aside for Major Schemes such as Capital Projects	490,969	0	0	0	490,969
<u>Reserves for Longer Term Strategic or Corporate Items</u>					
VAT Shelter Reserve	374,334	0	0	-100,000	274,334
Fleming VAT Claim	5,404	0	0	0	5,404
Insurance	14,581	0	0	0	14,581
Repairs and Maintenance	4,220	0	0	0	4,220
Post LSVT	0	0	0	0	0
Restructuring Reserve	187,903	0	0	0	187,903
Equipment Reserve	55,753	0	0	0	55,753
Invest to Save Fund	250,000	0	0	0	250,000
Planning Reserve	25,853	0	0	0	25,853
Housing Benefit Reserve	100,000	0	0	0	100,000

**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2027 £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2028 £
		2027/28	2027/28	2027/28	
		£	£	£	
Business Rates Volatility Reserve	2,000,000	0	0	0	2,000,000
Business Rates Growth Reserve	3,088,671	1,500,000	-1,000,000	-500,000	3,088,671
New Homes Bonus Reserve	2,753,312	0	0	0	2,753,312
Local Plan Reserve	92,713	0	0	0	92,713
Total Reserves for Longer Term Strategic or Corporate Items	8,952,744	1,500,000	-1,000,000	-600,000	8,852,744
<b><u>Reserves for External Funding where Expenditure has yet to be Incurred</u></b>					
Performance Reward Grant	47,576	0	0	0	47,576
Crime Reduction Partnership Reserve	5,985	0	0	0	5,985
Exercise Referral and Up and Active Reserve	12,447	0	0	0	12,447
Housing Related Grants Reserve	425,186	0	0	0	425,186
Community Right to Bid/Challenge	3,524	0	0	0	3,524
Grant Funded Sports Development	10,217	0	0	0	10,217
Neighbourhood Planning Reserve	16,133	0	0	0	16,133
Repossession Prevention Fund Reserve	28,491	0	0	0	28,491
Parish Grant Reserve	6,330	0	0	0	6,330
Custom and Self Build Register Grant Reserve	5,380	0	0	0	5,380
Brownfield Register Grant Reserve	26,263	0	0	0	26,263
Cyber Resilience Grant Reserve	0	0	0	0	0
Housing Benefits New Burden Grants Reserve	4,669	0	0	0	4,669
LCTS New Burdens Grant Reserve	8,370	0	0	0	8,370
Covid-19 Response	1,676,647	0	0	0	1,676,647
Air Quality New Burdens Grant Reserve	11,710	0	0	0	11,710
Council Tax Energy Rebates Reserve	87,966	0	0	0	87,966
Electoral Integrity Reserve	3	0	0	0	3
UK Shared Prosperity Fund Reserve	65,297	0	0	0	65,297
Business Rates Relief New Burdens	22,089	0	0	0	22,089
Biodiversity Net Gain Reserve	-1	0	0	0	-1

**SPECIAL POLICY & FINANCE COMMITTEE**  
**EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2027 £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2028 £
		2027/28	2027/28	2027/28	
		£	£	£	
EBSS & AFP Alternative Funding New Burdens Reserve	25,930	0	0	0	25,930
Total Reserves for External Funding where Expenditure has yet to be Incurred	2,490,212	0	0	0	2,490,212
<b>Total of all Earmarked Reserves</b>	<b>12,164,722</b>	<b>1,500,000</b>	<b>-1,000,000</b>	<b>-600,000</b>	<b>12,064,722</b>

**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2028	Revenue Transfers In - 2028/29	Revenue Transfers Out - 2028/29	Capital Transfers OUT- 2028/29	Balance at 31 March 2029
	£	£	£	£	£
<b><u>Reserves for Shorter Term Service Commitments</u></b>					
Community Services Committee Grants Fund	6,932	0	0	0	6,932
Audit Reserve Fund	8,427	0	0	0	8,427
Refuse Collection	7,752	0	0	0	7,752
Amenity Cleansing Reserve	66,649	0	0	0	66,649
Ribble Valley News Reserve	10,400	0	0	0	10,400
Playing Pitch Strategy Reserve	-5	0	0	0	-5
<b>Total Reserves for Shorter Term Service Commitments</b>	<b>100,155</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,155</b>
<b><u>Reserves to Smooth the Revenue Impact of Longer-Term Cyclical Costs</u></b>					
Elections Fund	108,517	0	0	0	108,517
Revaluation of Assets Reserve	12,000	0	0	0	12,000
Pensions Triennial Revaluation Reserve	71,092	0	0	-8,279	62,813
<b>Total Reserves to Smooth the Revenue Impact of Longer Term Cyclical Costs</b>	<b>191,609</b>	<b>0</b>	<b>0</b>	<b>-8,279</b>	<b>183,330</b>
<b><u>Reserves for Trading or Business Units</u></b>					
Building Control Fund	-60,967	0	0	0	-60,967
<b>Total Reserves for Trading or Business Units</b>	<b>-60,967</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-60,967</b>
<b><u>Reserves for Sums Set Aside for Major Schemes such as Capital Projects</u></b>					
Capital	466,395	0	0	0	466,395
ICT Renewals	24,569	0	0	0	24,569
Vehicle & Plant Renewals Reserve	5	0	0	0	5
<b>Total Reserves for Sums Set Aside for Major Schemes such as Capital Projects</b>	<b>490,969</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>490,969</b>
<b><u>Reserves for Longer Term Strategic or Corporate Items</u></b>					
VAT Shelter Reserve	274,334	0	0	-100,000	174,334
Fleming VAT Claim	5,404	0	0	-5,404	0
Insurance	14,581	0	0	0	14,581
Repairs and Maintenance	4,220	0	0	0	4,220
Post LSVT	0	0	0	0	0
Restructuring Reserve	187,903	0	0	0	187,903
Equipment Reserve	55,753	0	0	0	55,753
Invest to Save Fund	250,000	0	0	0	250,000
Planning Reserve	25,853	0	0	0	25,853
Housing Benefit Reserve	100,000	0	0	0	100,000

**SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2028 £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2029 £
		2028/29	2028/29	2028/29	
		£	£	£	
Business Rates Volatility Reserve	2,000,000	0	0	0	2,000,000
Business Rates Growth Reserve	3,088,671	1,500,000	-1,000,000	-500,000	3,088,671
New Homes Bonus Reserve	2,753,312	0	0	-1,154,000	1,599,312
Local Plan Reserve	92,713	0	0	0	92,713
Total Reserves for Longer Term Strategic or Corporate Items	8,852,744	1,500,000	-1,000,000	-1,759,404	7,593,340
<b><u>Reserves for External Funding where Expenditure has yet to be Incurred</u></b>					
Performance Reward Grant	47,576	0	0	-47,576	0
Crime Reduction Partnership Reserve	5,985	0	0	0	5,985
Exercise Referral and Up and Active Reserve	12,447	0	0	0	12,447
Housing Related Grants Reserve	425,186	0	0	0	425,186
Community Right to Bid/Challenge	3,524	0	0	0	3,524
Grant Funded Sports Development	10,217	0	0	0	10,217
Neighbourhood Planning Reserve	16,133	0	0	-16,133	0
Repossession Prevention Fund Reserve	28,491	0	0	0	28,491
Parish Grant Reserve	6,330	0	0	-5,830	500
Custom and Self Build Register Grant Reserve	5,380	0	0	-575	4,805
Brownfield Register Grant Reserve	26,263	0	0	-26,263	0
Cyber Resilience Grant Reserve	0	0	0	0	0
Housing Benefits New Burden Grants Reserve	4,669	0	0	0	4,669
LCTS New Burdens Grant Reserve	8,370	0	0	0	8,370
Covid-19 Response	1,676,647	0	0	0	1,676,647
Air Quality New Burdens Grant Reserve	11,710	0	0	0	11,710
Council Tax Energy Rebates Reserve	87,966	0	0	0	87,966
Electoral Integrity Reserve	3	0	0	0	3
UK Shared Prosperity Fund Reserve	65,297	0	0	0	65,297
Business Rates Relief New Burdens	22,089	0	0	0	22,089
Biodiversity Net Gain Reserve	-1	0	0	0	-1

**SPECIAL POLICY & FINANCE COMMITTEE**  
**EARMARKED RESERVES AND GENERAL FUND BALANCES**

General Fund	Balance at 31 March 2028 £	Revenue Transfers In -	Revenue Transfers Out -	Capital Transfers OUT-	Balance at 31 March 2029 £
		2028/29	2028/29	2028/29	
		£	£	£	
EBSS & AFP Alternative Funding New Burdens Reserve	25,930	0	0	0	25,930
Total Reserves for External Funding where Expenditure has yet to be Incurred	2,490,212	0	0	-96,377	2,393,835
<b>Total of all Earmarked Reserves</b>	<b>12,064,722</b>	<b>1,500,000</b>	<b>-1,000,000</b>	<b>-1,864,060</b>	<b>10,700,662</b>



SPECIAL POLICY & FINANCE COMMITTEE  
EARMARKED RESERVES AND GENERAL FUND BALANCES

General Fund Balances		2024/25	2025/26	2026/27	2027/28	2028/29
		£	£	£	£	£
Brought Forward		**2,719,398	2,637,545	2,387,545	2,137,545	1,887,545
Used		-81,853	-250,000	-250,000	-250,000	-250,000
Carried Forward		2,637,545	2,387,545	2,137,545	1,887,545	1,637,545

\*\*nb opening balance at 1/4/24 assumes the estimated underspend in 2023/24 is not added to General Fund Balances

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**SPECIAL POLICY & FINANCE COMMITTEE**  
**STATEMENT ON THE ROBUSTNESS OF THE ESTIMATES AND BALANCES AND RESERVES**

## **1 SECTION 25 REPORT**

### **Introduction**

- 1.1 There is a legal requirement under Section 25 of the Local Government Act 2003 for the Council's Section 151 officer to report on the robustness of the budget and the adequacy of the Council's balances and reserves.

### **Robustness of the Budget**

- 1.2 The Council must set a budget which is a realistic statement of its estimated income and expenditure for the coming year, based upon information currently available, The Council has a duty to take into account the demand for its services and the impact on council tax payers of meeting those demands.
- 1.3 Given the following good management practices and our sound financial control the Council has the platform and expertise to set a balanced budget. In order to ensure the Council sets a robust budget we follow the processes below;
- Accountancy staff carry out monthly budget monitoring in conjunction with budget holders and regularly report the outcomes to Corporate Management Team
  - Service Committees also receive regular budget monitoring reports.
  - Heads of Service are given responsibility for managing their budgets.
  - We prepare our financial plans using a base budget concept whereby any increases/reductions in the level of services are considered over and above the base budget and approval must be sought/virements requested.
  - The Budget Working Group consists of members and the Council's Corporate Management Team meets on a regular basis to make recommendations to officers and service committees in order to maintain a high level of control over our financial position and ensure we manage our finances strategically and effectively.
  - We prepare a minimum three year budget forecast and also a Medium Term Financial Strategy which considers our budget pressures in the medium to longer term

### **Budget Risks and Scenarios**

- 1.4 The table below sets out the key budget risks and scenarios we have considered and also how we intend to mitigate these risks.

**SPECIAL POLICY & FINANCE COMMITTEE**  
**STATEMENT ON THE ROBUSTNESS OF THE ESTIMATES AND BALANCES AND RESERVES**

<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation</b>
Significant reforms are made to local government finance.	Medium	Medium/High	Continue to feed into consultations and monitor Government indications.
Lack of clarity for future Government funding.	Medium	Medium	Reserves are in place to provide protection in the short/medium term.
Business Rate Retention Pooling Ceases.	Medium	High	Continue to feed into consultations and monitor Government indications.
Council exposed to economic downturn & reduced business rates income having forgone safety net protection under pooling arrangements.	Medium	Low	We have created and recently increased our Business Rate Volatility Reserve which currently stands at £2m to protect the Council against loss of BR income
Changes to Waste Services creates significant financial pressures (if not fully funded).	Medium	Medium	Initial announcements made include capital funding. Further new burdens funding will be expected.
Pay Increases are more than the 4% allowed for in 2024/25 or 2.5% in each year of the budget forecast. The National Joint Council Minimum Wage may be agreed at a higher rate than 4% purely to ensure there is enough headroom above the National Living Wage	High	Low	Pay contingency of £200k set aside in next year's budget.
Impact of Global events on utility costs. We have allowed 4% for general inflation next year and 2.5% in each year of the forecast thereafter.	Medium	Low	Utility and Fuel contingency of £200k set aside in next year's budget.
Significant reduction in council tax income due to impact of cost of living.	Low	Low	We will continue to monitor our collection rates and follow the Council's recovery processes.
Planning Fee Income fluctuations beyond the estimated base budget. Whilst fees have been increased nationally by 25% we are anticipating a reduction in our income due to lower numbers of major planning applications.	Medium	Low	We will continue to monitor application numbers.

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**STATEMENT ON THE ROBUSTNESS OF THE ESTIMATES AND BALANCES AND RESERVES**

### Sensitivity Analysis

- 1.5 We have calculated the sensitivity analysis of our key variables in order to quantify the potential financial impact on our budget

Return on Cash Investments						
Interest Rates are outside of the Council's control. Investment income will be closely monitored and the safety of the return on our investments is paramount. We will operate within our agreed Treasury Management Policies and Practices.						
	Average Rate of Return	Average cash balances invested				
		£20m	£23m	£26m	£28m	£30m
	Average investment income					
		000s	000s	000s	000s	000s
	2%	400	460	520	560	600
	3%	600	690	780	840	900
	4%	800	920	1,040	1,120	1,200
	5%	1,000	1,150	1,300	1,400	1,500
	6%	1,200	1,380	1,560	1,680	1,800
Pay Inflation						
Each 1% over the amount allowed for costs approximately						£92,000
General Inflation						
Each additional 1% of general inflation costs approximately.						£81,000
Fees and Charges						
The 2024/25 budget includes 4% for increases in fees and charges and 2.5% in future years. Each 1% fall in fees and charges would reduce income by.						£37,000
Council Tax Collection						
The Collection Fund assumes a collection rate of 99.25%. For the current year each 1% reduction in our collection rate would result in a loss of collection fund income of						£528,000

### Financial Resilience Index

- 1.6 The Chartered Institute of Public Finance and Accountancy (CIPFA) have produced a tool for considering financial resilience.
- 1.7 This Index is a comparative analytical tool to support good financial management and generate a common understanding of the financial position of Councils.. It is designed to support and improve discussions surrounding local authority financial resilience and shows a council's performance against a range of measures associated with financial risk.
- 1.8 The index has recently been updated to reflect the 2022/23 outturn data from local authorities. Whilst the index is not publicly available yet, the figures for Ribble Valley are shown below as an indication.. You will see Ribble Valley is at the lower end of the risk spectrum for indicators such as; level of reserves, reserves sustainability, change in reserves and interest payable as a proportion of net revenue expenditure. We are however

**SPECIAL POLICY & FINANCE COMMITTEE  
STATEMENT ON THE ROBUSTNESS OF THE ESTIMATES AND BALANCES AND RESERVES**

at the higher risk level for business rate growth and council tax income compared with net revenue expenditure.

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**Adequacy of Reserves**

- 1.9 The requirement for financial reserves is acknowledged in statute. Sections 31A, 32, 42A and 43 of the Local Government Finance Act 1992 require billing and precepting authorities in England and Wales to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement.
- 1.10 The Chartered Institute of Public Finance and Accountancy (CIPFA) issued Local Authority Accounting Panel (LAAP) bulletin 99 in July 2014 regarding Local Authority Reserves and Balances. This replaced bulletin 77 and gives important guidance to local authorities.
- 1.11 *CIPFA guidance states that:* when reviewing their medium term financial plans and preparing their annual budgets local authorities should consider the establishment and maintenance of reserves. These can be held for three main purposes:
- a working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing – this forms part of general reserves.
  - a contingency to cushion the impact of unexpected events or emergencies – this also forms part of general reserves.
  - a means of building up funds, often referred to as earmarked reserves to meet known or predicted requirements; earmarked reserves are accounted for separately but remain legally part of the General Fund.
- o In order to assess the adequacy of unallocated general reserves when setting the budget, it is crucial to take account of the strategic, operational and financial risks facing the authority. The assessment of risks should include external risks, such as flooding, as well as internal risks, for example, the ability to deliver planned efficiency savings.

**General Fund Balances**

- 1.12 At this stage general fund balances are estimated as follows:

	£000
Opening Balance 1 April 2023	2,719
Estimated Amount to be taken from Balances in 2023/24	0
<b>Estimated Balances in Hand 31 March 2024</b>	<b>2,719</b>

- 1.13 The level of balances to retain is a matter of professional judgement but should be set in the context of the authority's budget forecast and the risks facing the authority.
- 1.14 My view previously has been that the minimum level of General Fund Balances we should hold is £700,000. However last year due to uncertainties I recommended this be increased to £1m.
- 1.15 If our assumptions regarding our budget forecast prove correct we estimate General Fund Balances will stand at £1.638m at the end of 2028/29. This is shown at the end of Annex 7.



**SPECIAL POLICY & FINANCE COMMITTEE  
STATEMENT ON THE ROBUSTNESS OF THE ESTIMATES AND BALANCES AND  
RESERVES**

**Earmarked Reserves**

- 1.16 Annex 7 shows the Council's earmarked reserves together with any forecast movements for the current year 2023/24 through to 2028/29.
- 1.17 The earmarked reserves are set aside for a specific purpose. Our earmarked reserves categorised as "Reserves for Longer Term Strategic or Corporate Items" are available to support mainly the revenue budget but are also used to fund the capital programme.

**Conclusion**

- 1.18 In the light of the risk assessment and the details of the budget as set out in this report, which are based on the best information available at the time, and the strength of the Council's Internal Control Systems, it is the opinion of the Section 151 Officer that the budget estimates for 2024/25 are robust, and the level of reserves adequate.
- 1.19 However, the Council faces significant budget gaps beyond 2025/26. Whilst the level of reserves is relatively high, the use of reserves to fund our budget gaps is not sustainable. The Budget Working Group needs to consider a savings and transformation plan in order to address how a balanced budget could be set beyond 2025/26.

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## **Annex 9: Glossary of technical terms**

### **Baseline Funding Level**

The amount of an individual local authority's 2013-14 Settlement Funding Assessment provided through the local share of retained business rates income.

### **Business Rates Baseline (BRB)**

An authority's BRB is an estimate of the authority's business rates income generating ability determined on an individual basis at the outset of the Business Rates Retention system.

### **Business Rates Retention (BRR)**

Business rates are a tax on non-domestic properties. Billing authorities have a responsibility to issue bills and collect rates in their areas. Since 2013-14, local government has retained, as a whole, 50% of its business rates (excluding areas with increased Business Rates Retention arrangements). This income is subject to redistribution across local government via 'top-ups' and 'tariffs'.

### **Core Spending Power (CSP)**

A measure of the revenue funding available for local authority services. This includes council tax; business rates; Revenue Support Grant; New Homes Bonus; Social Care grants; and other grants.

This includes grant included for under-indexation of the Multipliers. This is an indicative notional number and is not to be seen as a real 'grant' – it is dealt with within the BRR system and the number in CSP is for indicative purposes only.

### **Council tax referendum principles**

These mark levels of council tax increases (either in percentage or cash terms) above which a local authority must hold a referendum, which allows residents to approve or veto the increase. The comparison is made between the authority's average Band D council tax level for the current financial year and the proposed average Band D for the next financial year.

### **New Homes Bonus**

The New Homes Bonus acts as an incentive to increase housing supply and spur growth. The level of funding for an area reflects additional housing supply in that

area. Most authorities receive some form of New Homes Bonus funding from central government.

### **Precept**

A council tax charge from local authorities which do not issue bills themselves. These include county councils, police and crime commissioners, fire and rescue authorities, the Greater London Authority, combined authority mayors, and town and parish councils. Billing authorities – usually shire district councils or unitary authorities – collect council tax on behalf of precepting authorities and pass the proceeds to them.

### **Revenue Support Grant**

Revenue Support Grant is paid from central government to authorities as part of their allocation through the Settlement Funding Assessment (SFA). It is in addition to their local share of business rates, as long as their Revenue Support Grant allocation through the SFA methodology has not fallen to, or below, zero.

### **Rural Services Delivery Grant**

Funding provided in recognition of the possible additional costs of delivering services in sparsely populated areas.

### **Safety Net**

Mechanism to protect any authority which sees its business rates income drop, in any year, by more than 7.5% below their baseline funding level for that year.

### **Settlement Funding Assessment**

A local authority's share of the local government spending control total comprising its Revenue Support Grant and its Baseline Funding Level for the year in question.

### **Small and Standard Business Non-Domestic Rating Multiplier**

Properties in England will have their business rates bill calculated using a small or standard multiplier. The rateable value threshold for the standard multiplier will remain £51,000.

### **Tariffs and Top-Ups**

Calculated by comparing at the outset of the business rate retention system an individual authority's business rates baseline against its baseline funding level. Tariffs and top-ups were fixed at the start of the system and have been indexed in line with the change in the small business rating multiplier up to and including 2023-24. From 2024-25 they will be adjusted in line with both the change of the small and the standard multiplier, accounting for the fact that authorities have different shares of properties subject to the small and standard multipliers. Tariffs and top-ups are

adjusted at revaluations to neutralise rises or falls in income resulting from changes in rateable value at local authority-level.

### **Tariff Authority**

An authority with a higher individual authority business rates baseline than its baseline funding level, and which therefore pays a tariff.

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## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO SPECIAL POLICY AND FINANCE COMMITTEE

meeting date: 13 FEBRUARY 2024  
title: OVERALL REVISED CAPITAL PROGRAMME 2023/24  
submitted by: DIRECTOR OF RESOURCES  
principal author: LAWSON ODDIE

### 1 PURPOSE

- 1.1 To consider and approve the Council's overall revised capital programme for 2023/24.
- 1.2 Relevance to the Council's ambitions and priorities:
- Community Objectives – none identified.
  - Corporate Priorities – to continue to be a well-managed council, providing efficient services based on identified customer needs.
  - Other Considerations – none identified.

### 2 BACKGROUND

- 2.1 The Council operate a capital programme, with a review undertaken every year to examine whether the programme still marries with our current and future plans.
- 2.2 As part of that review we also undertake a detailed examination of the current year's capital schemes to make any adjustments to the budgets, based on progress, and to ensure that they are included in the correct financial year, should any scheme delays be identified.

### 3 CURRENT APPROVED CAPITAL PROGRAMME 2023/24

- 3.1 The original capital programme for 2023/24 was approved by Full Council in March 2023. Since then, regular reports have been presented to all committees with regard to the progress of the capital programme. There have also been a number of further approvals and adjustments made during the year. As a result, the total approved budget for the Council's overall capital programme of 55 schemes is £6,925,330.
- 3.2 The table below provides a summary of the in-year movements, leading to the total approved budget:

Capital Programme 2023/24 movements	Scheme Count 2023/24	Budget 2023/24 £
Original Estimate 2023/24	18	1,629,840
Schemes and Budget Moved from 2022/23	15	3,002,670
<b>Total Original Estimate as per Budget Book</b>	<b>33</b>	<b>4,632,510</b>
Slippage from 2022/23	10	1,226,690
Additional Approvals in year 2023/24	9	1,046,830
Schemes Brought Forward	1	19,300
<b>Total Approved Budget 2023/24</b>	<b>53</b>	<b>6,925,330</b>

#### 4 REVISING THE 2023/24 CAPITAL PROGRAMME

- 4.1 We have now discussed each of the schemes in the capital programme with budget holders and reviewed the programme to reflect progress on schemes and estimated full year expenditure.
- 4.2 Following this review, the proposed revised estimate is £3,189,580 for 47 schemes, which is a reduction of £3,735,750 from the previously approved capital programme budget and a net reduction of 6 schemes. The detail around these movements is provided at Annex 1, but a summary is provided below:

<b>Capital programme 2023/24 Proposed Revised Estimate changes</b>	<b>Impact on number of Capital schemes in 2023/24</b>	<b>Impact on Capital Programme Budget 2023/24 £</b>
<b>Total Approved Budget 2023/24</b>	<b>53</b>	<b>6,925,330</b>
Schemes where full budget is proposed to be moved to 2024/25	-8	-1,952,050
Schemes where part of the budget is proposed to be moved to 2024/25	0	-1,728,760
Schemes where budget is proposed to be reduced in 2023/24	0	-87,310
Schemes where budget is proposed to be increased in 2023/24	0	19,100
New schemes added to the capital programme in 2023/24	2	13,270
<b>Proposed Revised Estimate Capital Programme 2023/24</b>	<b>47</b>	<b>3,189,580</b>

#### 5 FINANCING OF THE 2023/24 CAPITAL PROGRAMME

- 5.1 The capital resources to finance the capital programme for 2023/24 have also been revised, as shown in the table below.

	<b>Total Approved Budget Financing 2023/24 £</b>	<b>Proposed Changes £</b>	<b>Revised Estimate Budget Financing 2023/24 £</b>
<b>Capital Programme Budget</b>	<b>6,925,330</b>	<b>-3,735,750</b>	<b>3,189,580</b>
<b>RESOURCES</b>			
<b><u>Grants and Contributions</u></b>			
DLUHC - Disabled Facilities Grants	-1,201,040	517,430	-683,610
DLUHC - UK Shared Prosperity Fund	-823,380	247,130	-576,250
Changing Places Grant Funding	-204,000	68,000	-136,000
S106 Funding	-2,199,850	1,933,980	-265,870
<b><u>Usable Reserves</u></b>			
<b><i>Usable Capital Receipts</i></b>			
Usable Capital Receipts Reserve	-39,398	12,288	-27,110



	<b>Total Approved Budget Financing 2023/24 £</b>	<b>Proposed Changes £</b>	<b>Revised Estimate Budget Financing 2023/24 £</b>
<b><i>Earmarked Reserves</i></b>			
Capital Earmarked Reserve	-457,702	118,892	-338,810
Fleming VAT Reclaim Earmarked Reserve	-5,451	0	-5,451
ICT Repairs and Renewals Earmarked Reserve	-24,241	0	-24,241
VAT Shelter Earmarked Reserve	-451,260	137,418	-313,842
Vehicle Renewals Earmarked Reserve	-51,030	37,500	-13,530
Transparency Grant (Equipment) Earmarked Reserve	-13,500	0	-13,500
New Homes Bonus Earmarked Reserve	-259,749	27,080	-232,669
Covid New Burdens Earmarked Reserve	-31,000	-2,410	-33,410
Business Rates Growth Earmarked Reserve	-1,091,129	565,842	-525,287
<b><u>Borrowing</u></b>			
<b><i>Borrowing</i></b>			
Borrowing	-72,600	72,600	0
<b>Total of Resources Used</b>	<b>-6,925,330</b>	<b>3,735,750</b>	<b>-3,189,580</b>

- 5.2 Earmarked reserves are used to fund £1,500,740 of the 2023/24 proposed revised capital programme, with the balance of funding coming from usable capital receipts of £27,110 together with grants and contributions of £1,661,730.
- 5.3 The proposal maintains the Capital Earmarked Reserve at a level above £350,000. This recommended minimum balance allows for any emergencies to be met, should it be needed.
- 5 PERFORMANCE AGAINST THE PROPOSED 2023/24 REVISED CAPITAL PROGRAMME
- 6.1 Annex 1 shows the full capital programme, with the budget and actual expenditure including commitments at the end of January 2024 for each scheme. The summary position is shown below.

Committee	Original Estimate 2023/24 £	Budget Moved from 2022/23 £	Slippage from 2022/23 £	Additional Approvals 2023/24 £	Total Approved Budget 2023/24 £	Revised Estimate 2023/24 £	Budget Moved to 2024/25 £	Actual Expenditure including commitments as at end of January 2024 £
Community Services	616,310	479,440	53,950	321,510	1,471,210	960,410	440,170	618,908
Planning and Development	0	26,420	0	0	26,420	26,420	0	6,050
Policy and Finance	265,950	256,600	0	72,000	594,550	346,420	258,100	127,944
Health and Housing	747,580	2,112,860	1,006,190	34,290	3,900,920	1,243,830	2,652,580	718,753
Economic Development	0	54,750	0	0	54,750	54,750	0	0
UK Shared Prosperity Schemes	0	72,600	166,550	638,330	877,480	557,750	329,960	425,105
<b>OVERALL TOTAL</b>	<b>1,629,840</b>	<b>3,002,670</b>	<b>1,226,690</b>	<b>1,066,130</b>	<b>6,925,330</b>	<b>3,189,580</b>	<b>3,680,810</b>	<b>1,896,760</b>

6.2 At the end of January 2024 £1,896,760 had been spent or committed on capital programme schemes. This is 52% of the full year proposed revised capital programme budget.

### 6.3 RISK ASSESSMENT

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

- Resources – Approval of the proposed revised capital programme will see a total revised programme for 2023/24 of £3,189,580. It is proposed to move £3,680,810 of schemes and associated resources into 2024/25.
- Technical, Environmental and Legal – None.
- Political – None.
- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council.
- Equality and Diversity – Equality and diversity issues are examined as part of the capital bid appraisal process.

## 8 CONCLUSION

8.1 The proposed revised capital programme for 2023/24 is £3,189,580 for 47 schemes, which is a reduction of £3,735,750 from the previously approved capital programme budget and a net reduction of 6 schemes. The majority of this is accounted for by schemes moving to the 2024/25 financial year.

8.2 Earmarked reserves are used to fund £1,500,740 of the 2023/24 proposed revised capital programme, with the balance of funding coming from usable capital receipts of £27,110 together with grants and contributions of £1,661,730.

8.3 At the end of January 2024, £1,896,760 had been spent or committed on capital programme schemes. This is 52% of the full year proposed revised capital programme budget.

9 RECOMMENDED THAT COMMITTEE

9.1 Approve the overall revised capital programme for 2023/24.

HEAD OF FINANCIAL SERVICES

DIRECTOR OF RESOURCES AND  
DEPUTY CHIEF EXECUTIVE

PF15-24/LO/AC  
6 February 2024

For further background information please ask for Lawson Oddie.  
BACKGROUND PAPERS - None

**SPECIAL POLICY AND FINANCE COMMITTEE  
DETAILED BUDGET CHANGES FOR REVISED ESTIMATE**

<b>Scheme</b>	<b>Latest Position</b>	<b>Impact on number of Capital schemes in 2023/24</b>	<b>Impact on Capital Programme Budget 2023/24 £</b>
<b>Total Approved Budget 2023/24</b>		<b>53</b>	<b>6,925,330</b>
<b><u>Schemes where full budget is proposed to be moved to 2024/25</u></b>			
EDPDR: Edisford Playing Pitches Drainage Works	Work has been delayed due to the breakdown of our tractor which was needed to carry out the work. It had been hoped to carry out this work before the end of October 2023 but due to the weather this work will now take place in the spring when the ground conditions have improved to avoid causing damage to the surface with vehicles	-1	10,900
RVAYK: Replacement of Refuse Iveco Tipper (PO60 AYK)	Purchase of this vehicle is on-hold whilst a number of alternatives are trialled for suitability of the collection of the recently identified persistent organic pollutants waste stream. A new vehicle will be ordered January 2024, but is not expected to be delivered until the new financial year.	-1	46,000
WVWUC: Replacement of High Top Transit Van PJ63 WUC	This vehicle will be ordered as part of a framework contract this financial year, but is not expected to be delivered until the new financial year.	-1	34,500
AHLON: Affordable Housing - Longridge	Although an agreement has been drafted with Onward to deliver affordable units, it is unlikely that any money will be spent before the end of the 2023/24 financial year	-1	1,625,950
AIRCEN: Replacement Air Conditioning Units in Server Room	Due to the status of the existing air conditioning units it is proposed that this work be postponed until the 2024/25 financial year. This will also allow resources to be focused on the other ICT resource intensive schemes in 2023/24.	-1	10,700

**SPECIAL POLICY AND FINANCE COMMITTEE  
DETAILED BUDGET CHANGES FOR REVISED ESTIMATE**

<b>Scheme</b>	<b>Latest Position</b>	<b>Impact on number of Capital schemes in 2023/24</b>	<b>Impact on Capital Programme Budget 2023/24 £</b>
RREPS: Revenues and Benefits Replacement Server	Due to the condition of the server is proposed that the scheme be delayed until 2024/25. This will also allow ICT resources to be focused on other more pressing schemes.	-1	24,000
TECHF: Technology Forge Upgrade	A timeline for the work has yet to be agreed as we continue to wait for confirmation from the system provider on a number of issues. The work will be driven by their availability and will not be able to start until the 2024/25 financial year.	-1	27,400
CMIMP: Clitheroe Market Improvements	Based on the stage of the project the scheme will not be completed until the 2024/25 financial year	-1	172,600
	<b>Subtotal</b>	<b>-8</b>	<b>1,952,050</b>
<b><u>Schemes where part of the budget is proposed to be moved to 2024/25</u></b>			
CASKP: Castle Keep Lime Repointing Works and Repairs	The structural survey, in advance of the pointing works, has highlighted potential issues with localised stability resulting in the Keep being temporarily closed. The proposed remedial structural works will be incorporated into the restoration works which are expected to start March 2024 and take six months to complete.	0	301,770
LDASR: Longridge Depot 'Ambulance Shed' Refurbishment	All the work has been identified. Some will be undertaken by the Council's DSO team and some will be tendered. This scheme, whilst important to complete, is not high priority and has been re-programmed for June-August 2024.	0	47,000

**SPECIAL POLICY AND FINANCE COMMITTEE  
DETAILED BUDGET CHANGES FOR REVISED ESTIMATE**

<b>Scheme</b>	<b>Latest Position</b>	<b>Impact on number of Capital schemes in 2023/24</b>	<b>Impact on Capital Programme Budget 2023/24 £</b>
DISCP: Disabled Facilities Grants	Large number of schemes have been progressed, but further spend depends on Occupational Therapist referrals. Adaptations that are not dependant on an Occupational Therapist referral are being promoted again, albeit they are much lower in value. It is highly unlikely that all of the available funds would be spent in the 2023/24 financial year, so it is proposed that £517,430 is moved at this stage to the 2024/25 financial year, leaving £683,610 in the 2023/24 financial year.	0	517,430
EQSOS: Assisted Purchase Scheme	There has been uncertainty around this scheme for some time, with legal clarification sought on proposals. As a result, it is unlikely that the scheme will go ahead in the 2023/24 financial year, hence the request to move the budget to the 2024/25 financial year. A report on this is also included elsewhere on the agenda.	0	297,130
LANGR: Landlord/Tenant Grants	In the current climate, with interest rates as they are, and further legislation to give tenants added protections, the take up of the scheme has been poor. As a result, it is proposed to move a large proportion of the current approved budget for 2023/24 to the 2024/25 financial year. This will leave £54,640 in the 2023/24 financial year to fund any applications that may materialise.	0	112,490
TEMPH: Temporary Housing Scheme	Offers have been accepted for two properties, one in Longridge and one in Clitheroe. The legal section is currently progressing the purchase. Whilst purchase of the properties is budgeted to be completed in the 2023/24 financial, the remaining budget is proposed to be moved to the 2024/25 financial year to fund any works that are then needed on the purchased properties to make them fit for purpose.	0	99,580
BRKFT: Replacement of Brookfoot Footbridge, Ribchester	Topographical survey completed. Tree survey completed. A small number of trees to be felled Jan 2024 - Feb 2024. The Environment Agency have no resources 2023 - 2024 to assist, so the principal works will have to be delayed at least until July 2024, after the fish spawning season.	0	106,000

**SPECIAL POLICY AND FINANCE COMMITTEE  
DETAILED BUDGET CHANGES FOR REVISED ESTIMATE**

<b>Scheme</b>	<b>Latest Position</b>	<b>Impact on number of Capital schemes in 2023/24</b>	<b>Impact on Capital Programme Budget 2023/24 £</b>
COMLU: Council Offices Mains and LED Lighting Upgrade	The LED lighting works will be completed this financial year. The mains electrical work won't be undertaken until the next financial year due to the complexity of programming 'power-down' time to all the offices, particularly the IT office.	0	90,000
TWEVS: Townley Garden Event Space	Based on the stage of the project the scheme will not be completed until the 2024/25 financial year. However, a small amount of costs may be incurred in 2023/24	0	98,680
PMPTK: Pump Track, Longridge	Based on the stage of the project the scheme will not be completed until the 2024/25 financial year. However, a small amount of costs may be incurred in 2023/24	0	58,680
	<b>Subtotal</b>	0	<b>1,728,760</b>
<b><u>Schemes where budget is proposed to be reduced in 2023/24</u></b>			
CHPLT: Changing Places Toilet Scheme	The scheme has been reduced in size from 3 sites to 2 as it was not going to be possible to complete the schemes within the grant funding timescales. The reduction here reflects this.	0	-68,000
GMHYJ: Replacement Kubota Mower PO15 HYJ	After a review of machines available, it was decided to buy an ex-hire machine, which was available at a lower price. This has resulted in a reduction in the budget needed.	0	-6,720
PLAYW: Play Area Improvements 2022/23	A small residual amount of budget remained after the completion of the scheme.	0	-670
RPFST: Ribblesdale Pool Feasibility Study	Following a tendering exercise, the works are to be completed at a cost below that budgeted for. As a result the budget is being reduced at the revised estimate to reflect this.	0	-5,940

**SPECIAL POLICY AND FINANCE COMMITTEE  
DETAILED BUDGET CHANGES FOR REVISED ESTIMATE**

<b>Scheme</b>	<b>Latest Position</b>	<b>Impact on number of Capital schemes in 2023/24</b>	<b>Impact on Capital Programme Budget 2023/24 £</b>
SDGAR: Salthill Depot Garage - Replace Roller Shutter Doors and Rewire Garage	The scheme has been completed within budget and the residual balance is no longer needed.	0	-820
PVEYC: Replacement of Dog Warden Van PE64 EYC	The scheme is now completed resulting in the underspend shown.	0	-2,770
PVFJP: Replacement of Pest Control Van PK13 FJP	The scheme is now completed resulting in the underspend shown.	0	-2,220
MARDC: Mardale Car Park Resurfacing	Final scheme costs are slightly lower than anticipated	0	-170
	<b>Subtotal</b>	0	-87,310
<b><u>Schemes where budget is proposed to be increased in 2023/24</u></b>			
RPJET: Replacement Drain Jetter – trailer mounted	This scheme was brought forward to 2023/24 from the 2024/25 financial year due to urgency. The cost of replacement exceeded the budget allowed for the scheme, hence the adjustment needed.	0	4,400
RPKYK: Replacement of Refuse Collection Vehicle VN12 KYK	The cost of a replacement refuse vehicle marginally exceeded the budget, hence the adjustment needed.	0	1,410
JROOF: Joiners arms Roof Renewal	There has been a small overspend compared to the approved budget, but the scheme is now completed.	0	480
MOBCO: Updating Mobile Connectivity	The scheme was extended to include a number of elected members together with a number of other additions/changes	0	2,410



**SPECIAL POLICY AND FINANCE COMMITTEE  
DETAILED BUDGET CHANGES FOR REVISED ESTIMATE**

<b>Scheme</b>	<b>Latest Position</b>	<b>Impact on number of Capital schemes in 2023/24</b>	<b>Impact on Capital Programme Budget 2023/24 £</b>
MARCH: Mardale Playing Field Changing Rooms	Final scheme costs are higher than anticipated	0	7,700
TNSCP: Clitheroe Townscape Scheme (Castle Street)	Final scheme costs are slightly higher than anticipated.	0	2,700
	<b>Subtotal</b>	0	19,100
<b><u>New schemes added to the capital programme in 2023/24</u></b>			
FLPIP: Ribblesdale Pool Filter and Tile Works	These were residual works needed to complete a scheme from 2022/23. The adjustment here sees the addition of budget associated with the pool filter works.	1	5,710
COADM: Committee Administration IT System (Heads of Service IT Equipment)	There has been a small overspend compared to the approved budget, but the scheme is now completed.	1	7,560
	<b>Subtotal</b>	2	13,270
<b>Proposed Revised Estimate Capital Programme 2023/24</b>		<b>47</b>	<b>3,189,580</b>

**SPECIAL POLICY AND FINANCE COMMITTEE  
OVERALL REVISED CAPITAL PROGRAMME 2023/24**

Cost Centre	Scheme Name	Original Estimate 2023/24 £	Budget Moved from 2022/23 £	Slippage from 2022/23 £	Additional Approvals 2023/24 £	Total Approved Budget 2023/24 £	Revised Estimate 2023/24 £	Budget Moved to 2024/25 £	Actual Expenditure including Commitments as at end of January 2024 £
	<b>Community Services Committee</b>								
BGCAF	Refurbishment of Bowling Green Café - Castle Grounds			2,040		2,040	2,040	0	0
BLVPD	Berry Lane Toilets - Vandal Proof Design				45,000	45,000	45,000	0	18,348
CASKP	Castle Keep Lime Repointing Works and Repairs		307,600	19,170		326,770	25,000	301,770	25,067
CBAYS	Replacement of Concrete Bays to rear of Depot	32,400				32,400	32,400	0	0
CHPLT	Changing Places Toilet Scheme				204,000	204,000	136,000	0	915
EDPDR	Edisford Playing Pitches Drainage Works		10,900			10,900	0	10,900	0
FLPIP	Ribblesdale Pool Filter and Tile Work					0	5,710	0	5,712
GMHYJ	Replacement Kubota Mower PO15 HYJ	30,000				30,000	23,280	0	23,280
LDASR	Longridge Depot 'Ambulance Shed' Refurbishment	47,500				47,500	500	47,000	401
MARPD	Mardale Playing Pitches Drainage		80,440	-590	53,210	133,060	133,060	0	120,334
PLAYV	Play Area Improvements 2021/22			17,940		17,940	17,940	0	17,940

**SPECIAL POLICY AND FINANCE COMMITTEE  
OVERALL REVISED CAPITAL PROGRAMME 2023/24**

Cost Centre	Scheme Name	Original Estimate 2023/24 £	Budget Moved from 2022/23 £	Slippage from 2022/23 £	Additional Approvals 2023/24 £	Total Approved Budget 2023/24 £	Revised Estimate 2023/24 £	Budget Moved to 2024/25 £	Actual Expenditure including Commitments as at end of January 2024 £
PLAYW	Play Area Improvements 2022/23			11,740		11,740	11,070	0	11,069
PLYRP	Play Areas Refurbishment Programme	108,600				108,600	108,600	0	90,391
REPWB	Replacement of Refuse Wheelie Bins	14,000				14,000	14,000	0	13,997
RPFST	Ribblesdale Pool Feasibility Study	32,610				32,610	26,670	0	0
DRJET	Replacement Drain Jetter - trailer mounted				19,300	19,300	23,700	0	23,704
RPKYK	Replacement of Refuse Collection Vehicle VN12 KYK	246,200				246,200	247,610	0	247,606
RRUPS	Roof Renewal and upgrade to Parks Store Building in Castle Grounds	69,400				69,400	69,400	0	3,016
RVAYK	Replacement of Refuse Iveco Tipper (PO60 AYK)		46,000			46,000	0	46,000	0
SDGAR	Salthill Depot Garage - Replace Roller Shutter Doors and Rewire Garage			3,650		3,650	2,830	0	2,830
SPCRF	Sabden Public Conveniences Refurbishment	35,600				35,600	35,600	0	14,298
WWUC	Replacement of High Top Transit Van PJ63 WUC		34,500			34,500	0	34,500	0
	<b>Total Community Services Committee</b>	<b>616,310</b>	<b>479,440</b>	<b>53,950</b>	<b>321,510</b>	<b>1,471,210</b>	<b>960,410</b>	<b>440,170</b>	<b>618,908</b>

**SPECIAL POLICY AND FINANCE COMMITTEE  
OVERALL REVISED CAPITAL PROGRAMME 2023/24**

Cost Centre	Scheme Name	Original Estimate 2023/24 £	Budget Moved from 2022/23 £	Slippage from 2022/23 £	Additional Approvals 2023/24 £	Total Approved Budget 2023/24 £	Revised Estimate 2023/24 £	Budget Moved to 2024/25 £	Actual Expenditure including Commitments as at end of January 2024 £
	<b><i>Planning &amp; Development Committee</i></b>								
PLANN	Planning Portal Link and Planning System Update		26,420			26,420	26,420	0	6,050
	<b>Total Planning &amp; Development</b>	<b>0</b>	<b>26,420</b>	<b>0</b>	<b>0</b>	<b>26,420</b>	<b>26,420</b>	<b>0</b>	<b>6,050</b>
	<b><i>Policy &amp; Finance Committee</i></b>								
PARCN	Replacement Air Conditioning Units in Server Room	10,700				10,700	0	10,700	0
BRKFT	Brookfoot Footbridge, Ribchester- Replacement of Bridge		110,000			110,000	4,000	106,000	615
COADM	Committee Administration IT System (HoS Surface Pros)					0	7,560	0	7,560
COMLU	Council Offices Mains and LED Lighting Upgrade	97,750				97,750	7,750	90,000	4,005
CYBER	Cyber Security Solutions Refresh	62,100				62,100	62,100	0	0
ERECR	E-Recruitment System (including On-boarding)	44,000				44,000	44,000	0	40,920
FINOS	Financials Server Operating System				13,500	13,500	13,500	0	13,500
ITINF	ICT Infrastructure Refresh - TANGIBLE		116,600			116,600	116,600	0	0

**SPECIAL POLICY AND FINANCE COMMITTEE  
OVERALL REVISED CAPITAL PROGRAMME 2023/24**

Cost Centre	Scheme Name	Original Estimate 2023/24 £	Budget Moved from 2022/23 £	Slippage from 2022/23 £	Additional Approvals 2023/24 £	Total Approved Budget 2023/24 £	Revised Estimate 2023/24 £	Budget Moved to 2024/25 £	Actual Expenditure including Commitments as at end of January 2024 £
MOBCO	Updating Mobile Connectivity				31,000	31,000	33,410	0	33,412
NTWRK	Network Infrastructure - TANGIBLE		30,000			30,000	30,000	0	0
RREPS	Revenues and Benefits Replacement Server	24,000				24,000	0	24,000	0
TECHF	Technology Forge Upgrade	27,400				27,400	0	27,400	0
TOWNB	Towneley Buildings Roof Repairs				27,500	27,500	27,500	0	27,932
	<b>Total Policy &amp; Finance Committee</b>	<b>265,950</b>	<b>256,600</b>	<b>0</b>	<b>72,000</b>	<b>594,550</b>	<b>346,420</b>	<b>258,100</b>	<b>127,944</b>
	<b><i>Health &amp; Housing Committee</i></b>								
AHLON	Affordable Housing - Longridge		1,625,950			1,625,950	0	1,625,950	0
CLIAH	Clitheroe Affordable Housing Scheme			8,370		8,370	8,370	0	0
DISCP	Disabled Facilities Grants	393,000		773,750	34,290	1,201,040	683,610	517,430	446,371
EQSOS	Assisted Purchase Scheme		422,130			422,130	125,000	297,130	0
FTBGR	First Time Buyers Grants			92,330		92,330	92,330	0	57,654

**SPECIAL POLICY AND FINANCE COMMITTEE  
OVERALL REVISED CAPITAL PROGRAMME 2023/24**

Cost Centre	Scheme Name	Original Estimate 2023/24 £	Budget Moved from 2022/23 £	Slippage from 2022/23 £	Additional Approvals 2023/24 £	Total Approved Budget 2023/24 £	Revised Estimate 2023/24 £	Budget Moved to 2024/25 £	Actual Expenditure including Commitments as at end of January 2024 £
JROOF	Joiners Arms Roof Renewal			6,410		6,410	6,890	0	6,888
LANGR	Landlord/Tenant Grants	50,000		117,130		167,130	54,640	112,490	4,639
PVEYC	Replacement of Dog Warden Van PE64 EYC		32,500	4,100		36,600	33,830	0	33,831
PVFJP	Replacement of Pest Control Van PK13 FJP		32,280	4,100		36,380	34,160	0	34,157
Page 114 200MPH	Temporary Housing Scheme	304,580				304,580	205,000	99,580	135,213
	<b>Total Housing Committee</b>	<b>747,580</b>	<b>2,112,860</b>	<b>1,006,190</b>	<b>34,290</b>	<b>3,900,920</b>	<b>1,243,830</b>	<b>2,652,580</b>	<b>718,753</b>
	<b>Economic Development Committee</b>								
ECDVI	Economic Development Initiatives		54,750			54,750	54,750	0	0
	<b>Total Economic Development Committee</b>	<b>0</b>	<b>54,750</b>	<b>0</b>	<b>0</b>	<b>54,750</b>	<b>54,750</b>	<b>0</b>	<b>0</b>
	<b><i>UK Shared Prosperity Fund and Rural England Prosperity Fund</i></b>								
CMIMP	Clitheroe Market Improvements		72,600		100,000	172,600	0	172,600	0
MARCH	Mardale Playing Field Changing Rooms			64,880		64,880	72,580	0	72,577

**SPECIAL POLICY AND FINANCE COMMITTEE  
OVERALL REVISED CAPITAL PROGRAMME 2023/24**

Cost Centre	Scheme Name	Original Estimate 2023/24 £	Budget Moved from 2022/23 £	Slippage from 2022/23 £	Additional Approvals 2023/24 £	Total Approved Budget 2023/24 £	Revised Estimate 2023/24 £	Budget Moved to 2024/25 £	Actual Expenditure including Commitments as at end of January 2024 £
MARDC	Mardale Car Park Resurfacing			46,670	3,330	50,000	49,830	0	49,828
CSIMP	Castle Street Improvements			55,000	245,000	300,000	302,700	0	302,700
TWEVS	Townley Garden Event Space				100,000	100,000	1,320	98,680	0
ROESP	Roefield Spinning Room				80,000	80,000	80,000		0
PMPTK	Pump Track, Longridge				60,000	60,000	1,320	58,680	0
EVCPs	Electric Vehicle Charging Points Scheme				50,000	50,000	50,000	0	0
	<b>Total UK Shared Prosperity Fund</b>	<b>0</b>	<b>72,600</b>	<b>166,550</b>	<b>638,330</b>	<b>877,480</b>	<b>557,750</b>	<b>329,960</b>	<b>425,105</b>
<b>TOTALS</b>		<b>1,629,840</b>	<b>3,002,670</b>	<b>1,226,690</b>	<b>1,066,130</b>	<b>6,925,330</b>	<b>3,189,580</b>	<b>3,680,810</b>	<b>1,896,760</b>

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## **RIBBLE VALLEY BOROUGH COUNCIL REPORT TO SPECIAL POLICY AND FINANCE COMMITTEE**

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meeting date: 13 FEBRUARY 2024  
title: FIVE-YEAR CAPITAL PROGRAMME 2024/25 – 2028/29  
submitted by: DIRECTOR OF RESOURCES  
principal author: LAWSON ODDIE

### **1 PURPOSE**

- 1.1 To provide members with details of the existing approved capital programme schemes for 2024/25 to 2027/28.
- 1.2 The report also asks members to consider the bids that have been received for inclusion in the capital programme for inclusion in the 2028/29 financial year.
- 1.3 Should committee agree with the proposals in this report, members are asked to recommend a capital programme to Full Council on 5 March 2024.

### **2 DEVELOPING THE FIVE-YEAR CAPITAL PROGRAMME 2024-29**

- 2.1 Before a capital programme can be agreed upon, consideration needs to be given to whether it is:
  - Affordable, both in capital and revenue terms
  - Achievable in terms of staff resources and timescales
  - In line with Council priorities
- 2.2 In the same manner as the previous financial year, all Heads of Service were asked to submit capital bids.
- 2.3 Schemes have previously been approved for the 2024/25 to 2027/28 financial years.
- 2.4 For new proposed schemes in 2028/29, bid forms have been completed for each scheme, providing such details as the revenue implications, environmental implications, full capital costs, any risks to completion and details of timescales.
- 2.5 The proposals that are put forward by Heads of Service in their bids are based on a variety of sources such as:
  - Past discussions that have taken place at service committees
  - Known current service pressures
  - Anticipated future service pressures
  - Central Government expectation
  - Specific funding received from Central Government
  - Legislative requirements
- 2.6 Details of the bids were reported to service committees in the January cycle of meetings. At this stage service committee approval was sought for the bids, with any proposed amendments, deletions or additions.
- 2.7 It was also highlighted to each service committee that the other service committees would also be receiving similar reports for the new scheme bids and that these would finally be considered alongside each other by the Budget Working Group and then by Policy and Finance Committee.

- 2.8 The bids have been considered by the Budget Working Group on 24 January and 1 February together with Corporate Management Team and a number of amendments have been put forward, which are now recommended for approval by this Special meeting of Policy and Finance Committee, and for onward approval by Full Council on 5 March.

### 3 STARTING POINT

- 3.1 In developing the final proposed Five-Year Capital Programme there are a number of elements that have been pulled together to get to the starting point of the various reviews by Budget Working Group and Corporate Management Team:

- Previously approved schemes for 2024/25 - 2027/28.
- New scheme bids for 2028/29 and the three previously mentioned schemes in 2024/25.
- Impacts from producing the 2023/24 Revised Estimate through schemes moved to 2024/25.
- Resources that are already approved, or resources that are expected with some certainty (i.e. Disabled Facility Grant funding)

- 3.2 In addition to the above items, there are also a further three schemes that are included in the 2024/25 financial year as new schemes:

Scheme Title	Scheme Details	Scheme Value for 2024/25 £
<b>Council Office Solar Panels</b>	This scheme had already been agreed in principle by Policy and Finance Committee in March 2023, to be funded from the Invest to Save Earmarked Reserve. However, a further report was due to be taken to committee providing more details on a proposed scheme prior to a budget being approved. This report will now be taken to the April meeting of Policy and Finance Committee, but in the interim a nominal budget of £95K (based on quotes) has been included here in 2024/25	95,000
<b>Ribblesdale Pool Main Pool Covers</b>	This scheme is for replacement pool covers for the main pool at Ribblesdale Pool. This is following a successful bid for funding of £25K. As such a scheme of £25K is included here and there is funding to fully support this scheme.	25,000
<b>Food Waste Collections</b>	This scheme is in respect of the capital new burdens funding for food waste collections. The funding allocated to this council is £588,540, and a scheme matching this funding has been included here for 2024/25.	588,540
		<b>708,540</b>

- 3.3 Furthermore, the earlier revenue budget report discusses the predicted savings/extra income of £1.8m for 2023/24. A recommendation in that agenda item is that £500K should be added to the capital programme to fund improvement works in the Castle Grounds. This report has been prepared on the assumption that the recommendation is approved and as such the scheme has been included in the 2024/25 financial year at this stage.

- 3.4 The table below brings together all these elements as a starting point.

	2024/25 £	2025/26 £	2026/27 £	2027/28 £	2028/29 £	TOTAL £
Previously Approved Schemes	1,154,480	1,425,240	1,378,280	1,535,900	0	5,493,900
Additional UKSPF Schemes Approved	324,150	0	0	0	0	324,150
Adjustments to the above following budget holder review	-15,980	0	0	0	0	-15,980
New Scheme Bids	708,540	0	0	0	2,693,060	3,401,600
Scheme of Work in the Castle Grounds	500,000	0	0	0	0	500,000
Schemes Moved to 2024/25 from 2023/24 (See revised estimate report)	3,680,810	0	0	0	0	3,680,810
<b>Total Schemes</b>	<b>6,352,000</b>	<b>1,425,240</b>	<b>1,378,280</b>	<b>1,535,900</b>	<b>2,693,060</b>	<b>13,384,480</b>
Approved or Expected Resources	-6,352,000	-1,425,240	-1,378,280	-1,535,900	-429,000	-11,120,420
<b>Excess Schemes or Shortfall in Resources</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,264,060</b>	<b>2,264,060</b>

3.5 As can be seen from the table above, there is a gap between the resources that are approved for use, and the number and cost of schemes put forward for 2028/29.

#### 4 REVIEW OF THE SCHEMES

4.1 The next stages of the review involved examining the schemes to see which should be included in a future capital programme. It must be borne in mind that the addition of further resources were not considered at this stage. The first stage was to review the schemes to ensure that they were merited with being taken forward to the financing stage.

4.2 The review took place with Budget Working Group and Corporate Management Team, and also took consideration of any feedback from service committees.

4.3 This is a process that involves various considerations, including, but not exclusively:

- Whether the bid is adequately informed, or whether further investigation is needed
- Priority
- Alternatives
- Affordability
- Officer Capacity
- Other potential funding streams/scheme routes

4.4 The schemes were supported by Budget Working Group and the only proposed changes were in respect of two schemes that fell under Health and Housing committee, being:

- the Landlord/Tenant Grant scheme be retained at existing levels of £50K rather than the proposal of £100K. This also reflected the current difficulties being experienced in attracting applicants to this grant fund.
- the proposed scheme of £350,000 for Three flats to provide single person temporary accommodation was removed.

4.5 Having completed the review of schemes the position on the capital programme resulted in the position shown in the summary below:

<b>Committee</b>	<b>2024/25 £</b>	<b>2025/26 £</b>	<b>2026/27 £</b>	<b>2027/28 £</b>	<b>2028/29 £</b>	<b>TOTAL £</b>
Community Services	2,084,410	793,340	891,680	1,023,140	1,800,060	<b>6,592,630</b>
Economic Development	0	0	0	0	0	<b>0</b>
Health and Housing	3,166,080	443,000	443,000	443,000	493,000	<b>4,988,080</b>
Planning and Development	0	0	0	0	0	<b>0</b>
Policy and Finance (including UKSPF schemes)	1,101,510	188,900	43,600	69,760	0	<b>396,560</b>
<b>Total of Schemes</b>	<b>6,352,000</b>	<b>1,425,240</b>	<b>1,378,280</b>	<b>1,535,900</b>	<b>2,293,060</b>	<b>12,984,480</b>
Approved or expected resources	-6,352,000	-1,425,240	-1,378,280	-1,535,900	-429,000	<b>-11,120,420</b>
<b>Shortfall in Resources</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,864,060</b>	<b>1,864,060</b>

4.6 The next step was the examination of resources that were needed to finance the schemes in the proposed capital programme.

## 5 FINANCING THE PROPOSED CAPITAL PROGRAMME

5.1 For 2028/29 there are approved or expected resources shown, totalling £429,000. These relate to:

- Government Funding for Disabled Facilities Grants (Better Care Fund): £393,000
- Choice-based lettings scheme IT system provider contributions: £36,000

5.2 In establishing the funding that should be used for the remaining £1,864,060 gap in financing for the capital programme, the focus has been on the Council's Earmarked Reserves, being one of the few resources available to the council.

5.3 The total proposed resources to fund the 2028/29 schemes are summarised in the table below.

<b>Proposed Resources</b>	<b>£</b>
<b>Shortfall in Resources</b>	<b>1,864,060</b>
Custom and Self-Build Register Grant Reserve	-574
Neighbourhood Planning Reserve	-16,133
Brownfield Register Grant Reserve	-26,263
Performance Reward Grant	-47,577
Parish Grant Reserve	-5,830
Pensions Triennial Revaluation Reserve	-8,279
Fleming VAT Reserve Balance to Capital Reserve	-5,404
VAT Shelter	-100,000
Business Rate Growth Reserve	-500,000
New Homes Bonus	-1,154,000
<b>Remaining Shortfall in Resources</b>	<b>0</b>

## 6 FINAL PROPOSAL

- 6.1 The previous two sections have examined the schemes that are proposed for inclusion in the forward capital programme, being achievable and affordable, and the resources that can be relied upon to finance the capital programme.
- 6.2 The work on reviewing the schemes and available funding has resulted in the capital programme summarised below and shown in detail at Annex 1. It is this capital programme that is recommended for approval.
- 6.3 The proposal maintains the Capital Earmarked Reserve at a level above £350,000 over the life of the capital programme. This recommended minimum balance allows for any emergencies to be met, should it be needed.

<b>Proposed Five Year Capital Programme</b>	<b>2024/25 £</b>	<b>2025/26 £</b>	<b>2026/27 £</b>	<b>2027/28 £</b>	<b>2028/29 £</b>	<b>TOTAL £</b>
Community Services	2,084,410	793,340	891,680	1,023,140	1,800,060	<b>6,592,630</b>
Economic Development	0	0	0	0	0	<b>0</b>
Health and Housing	3,166,080	443,000	443,000	443,000	493,000	<b>4,988,080</b>
Planning and Development	0	0	0	0	0	<b>0</b>
Policy and Finance (including UKSPF schemes)	1,101,510	188,900	43,600	69,760	0	<b>1,403,770</b>
<b>Total of Schemes</b>	<b>6,352,000</b>	<b>1,425,240</b>	<b>1,378,280</b>	<b>1,535,900</b>	<b>2,293,060</b>	<b>12,984,480</b>
<b>Grants and Contributions</b>						
Disabled Facility Grant Funding	-910,430	-393,000	-393,000	-393,000	-393,000	<b>-1,965,000</b>
Choice-based lettings scheme IT system provider contributions	0	0	0	0	-36,000	<b>-36,000</b>
Section 106 Monies	-1,933,980	0	0	0	0	<b>-1,933,980</b>
Sport England Funding for Pool Covers	-25,000	0	0	0	0	<b>-25,000</b>
DEFRA Funding for Food Waste New Burdens	-588,540	0	0	0	0	<b>-588,540</b>
UK Shared Prosperity Funding	-581,510	0	0	0	0	<b>-581,510</b>
<b>Total Grants and Contributions</b>	<b>-4,039,460</b>	<b>-393,000</b>	<b>-393,000</b>	<b>-393,000</b>	<b>-429,000</b>	<b>-5,647,460</b>
<b>Earmarked Reserves</b>						
Business Rates Growth Earmarked Reserve	-1,062,552	-500,000	-500,000	-500,000	-500,000	<b>-3,062,552</b>
VAT Shelter Earmarked Reserve	-231,388	-100,000	-100,000	-100,000	-100,000	<b>-631,388</b>
New Homes Bonus Earmarked Reserve	-76,610	0	0	0	-1,154,000	<b>-1,230,610</b>
Capital Earmarked Reserve	-641,802	0	0	0	0	<b>-641,802</b>
ICT Renewals Earmarked Reserve	-63,400	0	0	0	0	<b>-63,400</b>
Vehicle Renewals Earmarked Reserve	-37,500	0	0	0	0	<b>-37,500</b>

<b>Proposed Five Year Capital Programme</b>	<b>2024/25 £</b>	<b>2025/26 £</b>	<b>2026/27 £</b>	<b>2027/28 £</b>	<b>2028/29 £</b>	<b>TOTAL £</b>
Invest to Save Earmarked Reserve	-95,000	0	0	0	0	<b>-95,000</b>
Custom and Self Build Register Grant Reserve	0	0	0	0	-575	<b>-575</b>
Neighbourhood Planning Reserve	0	0	0	0	-16,133	<b>-16,133</b>
Brownfield Register Grant Reserve	0	0	0	0	-26,263	<b>-26,263</b>
Performance Reward Grant	0	0	0	0	-47,576	<b>-47,576</b>
Parish Grant Reserve	0	0	0	0	-5,830	<b>-5,830</b>
Pensions Triennial Revaluation Reserve	0	0	0	0	-8,279	<b>-8,279</b>
Fleming VAT Earmarked Reserve	0	0	0	0	-5,404	<b>-5,404</b>
<b>Total Earmarked Reserves</b>	<b>-2,208,252</b>	<b>-600,000</b>	<b>-600,000</b>	<b>-600,000</b>	<b>-1,864,060</b>	<b>-5,872,312</b>
<b>Usable Capital Receipts</b>						
Usable Capital Receipts	-31,688	-432,240	-385,280	-542,900	0	<b>-1,392,108</b>
<b>Total Usable Capital Receipts</b>	<b>-31,688</b>	<b>-432,240</b>	<b>-385,280</b>	<b>-542,900</b>	<b>0</b>	<b>-1,392,108</b>
<b>Borrowing</b>						
Borrowing	-72,600	0	0	0	0	<b>-72,600</b>
<b>Total Borrowing</b>	<b>-72,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-72,600</b>
<b>Total Resources</b>	<b>-6,352,000</b>	<b>-1,425,240</b>	<b>-1,378,280</b>	<b>-1,535,900</b>	<b>-2,293,060</b>	<b>-12,984,480</b>
<b>Shortfall in Resources</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 7 CONCLUSION

7.1 Most schemes for 2024/25 and 2027/28 were already approved in the existing capital programme. A number of schemes have been moved from the 2023/24 financial year to 2024/25 (see previous report), together with the associated resources to fund them.

7.2 In 2024/25 there are 3 additional schemes:

1. Scheme already approved in principle by Policy and Finance Committee subject to a further report to committee (to be reported March 2024). Now included for £95,000 based on quotes received.
2. Scheme for £25,000 for Pool Covers which is funded by grant awarded by Sport England.
3. Scheme for £588,540 for Food Waste Collections new burdens funded from grant received from DEFRA for this purpose.

7.3 Furthermore, it is assumed that the £500k for the Castle Grounds scheme as recommended in the revenue budget report will be approved and this is included in the 2024/25 financial year.

7.4 Heads of Service have put forward their capital programme bids. Service committees have since considered the bids that were put forward and all were supported.

7.5 A review of the schemes has been undertaken by Budget Working Group and Corporate Management Team. The proposed capital programme should be both achievable and affordable.

## 8 RISK ASSESSMENT

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

- Resources – Approval of the capital programme will see further **internal** resources used of £1,864,060 in 2028/29. The total of all schemes for the proposed 5-year capital programme is £12,984,480.
- Technical, Environmental and Legal – None.
- Political – None.
- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council.
- Equality and Diversity – Equality and diversity issues are examined as part of the capital bid appraisal process.

## 9 RECOMMENDED THAT SPECIAL POLICY AND FINANCE COMMITTEE

9.1 Recommend to Council the Capital Programme for 2024/25 to 2028/29 as set out in Annex 1.

HEAD OF FINANCIAL SERVICES

DIRECTOR OF RESOURCES

PF12-24/LO/AC

5 February 2024

# PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

CAPITAL SCHEMES	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
	£	£	£	£	£	£
<b><u>COMMUNITY SERVICES COMMITTEE</u></b>						
Play Areas Refurbishment Programme	111,320	114,100	116,950	119,880		<b>462,250</b>
Replacement of Refuse Wheelie Bins	14,500	15,000	15,500	15,500		<b>60,500</b>
Replacement of Refuse Collection Vehicle VN65 WHR	281,000					<b>281,000</b>
Replacement of Refuse Collection Vehicle VN17 DKA		288,000				<b>288,000</b>
Replacement of Refuse Collection Vehicle VE18 JXP			295,000			<b>295,000</b>
Replacement of Refuse Collection Vehicle VF19 CUV				302,000		<b>302,000</b>
Replacement of Paper Collection Vehicle SY11 CRK		63,000				<b>63,000</b>
Replacement of Paper Collection Vehicle VO13 UVV		63,000				<b>63,000</b>
Replacement of 2 Scag Mowers (rvbc014 + rvbc015) and 1 Scag 4x4 Mower (rvbc016)	26,000					<b>26,000</b>
Replacement of Kubota Mower PO67 BNV	33,320					<b>33,320</b>



## PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

CAPITAL SCHEMES	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
	£	£	£	£	£	£
Replacement of JCB Loadall		135,000				135,000
Replacement of Fork Lift Truck		20,000				20,000
Replacement of Parking Van CX68 FCG			21,000			21,000
Replacement of 2 x Ford Ranger Pick Ups (YR18 TVA & YR18 DXD)			67,000			67,000
Replacement of Ro-Ro 7.5 Tonne Truck PL66 HHZ			76,000			76,000
Replacement of 110hp Gang Mower Tractor PO16 MZL			108,000			108,000
Replacement of Toro Flail Mower AF68 MSX			64,000			64,000
Replacement of Kubota Ride On Mower PO68 BBK			32,000			32,000
Replacement of Car Parking Van MM19 WEK				21,000		21,000
Replacement of Multi-Use Refuse Collection Vehicle PF18 JUC				181,000		181,000
Replacement of Petrol Powered Hand Tools and Blowers with Battery Powered Units				56,000		56,000
Replacement of Kubota Mini Digger, Breaker and Trailer				48,000		48,000

## PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

CAPITAL SCHEMES	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
	£	£	£	£	£	£
Replacement of Iveco Daily Tail Lift Tipper PL68 HRO				75,000		75,000
Replacement of High Top Long Wheel Based Van CX17 GZE				53,000		53,000
Dunsop Bridge Public Conveniences Refurbishment	12,850					12,850
Edisford Public Conveniences Refurbishment		42,240				42,240
Bolton-By-Bowland Public Conveniences Refurbishment			41,900			41,900
Chatburn Public Conveniences Refurbishment				15,680		15,680
Car Parks Resurfacing Rolling Programme	51,710	53,000	54,330	55,690		214,730
Ribblesdale Pool Fire Alarm Upgrade				20,490		20,490
Re-laying of Roadway to the Castle Keep				44,500		44,500
Ribblesdale Pool Barrier and Safety Fencing				15,400		15,400
Castle Keep Lime Repointing Works and Repairs <b>MOVED FROM 2023/24</b>	301,770					301,770
Edisford Playing Pitches Drainage Works <b>MOVED FROM 2023/24</b>	10,900					10,900

## PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

CAPITAL SCHEMES	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
	£	£	£	£	£	£
Longridge Depot 'Ambulance Shed' Refurbishment <b>MOVED FROM 2023/24</b>	47,000					<b>47,000</b>
Replacement of Refuse Iveco Tipper (PO60 AYK) <b>MOVED FROM 2023/24</b>	46,000					<b>46,000</b>
Replacement of high Top Transit Van PJ63 WUC <b>MOVED FROM 2023/24</b>	34,500					<b>34,500</b>
Ribblesdale Pool Main Pool Covers <b>NEW SCHEME FOLLOWING RECEIPT OF FUNDING</b>	25,000					<b>25,000</b>
Food Waste Collections <b>NEW SCHEME FOLLOWING RECEIPT OF FUNDING</b>	588,540					<b>588,540</b>
Brungerley Park Fences and Paths					99,900	<b>99,900</b>
Clitheroe Castle Paths and Steps					43,100	<b>43,100</b>
Replacement of Charterhouse Verti Drain Machine					40,400	<b>40,400</b>
Replacement of Iveco truck with Hook Lift 5.5 tonne PE19 AUK					58,400	<b>58,400</b>
Fence and gates around Edisford playing pitches					57,900	<b>57,900</b>
Replacement of High Top Transit Van ML70FNS					57,200	<b>57,200</b>

## PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

CAPITAL SCHEMES	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
	£	£	£	£	£	£
Immants Shock Wave Machine					24,100	<b>24,100</b>
Replacement of John Deere Front Loader Tractor PN69 UEP					35,600	<b>35,600</b>
Replacement litter bins					45,000	<b>45,000</b>
Replacement of Mini Tractor with Electric Utility Vehicle					32,600	<b>32,600</b>
Replacement of Pegasus Gang Mower					38,800	<b>38,800</b>
Replacement of artificial surface on RV3G					541,300	<b>541,300</b>
Replacement of 2 Trimstar Pedestrian Mowers					17,500	<b>17,500</b>
Replacement of Car Park Vehicle MM19 WEK					36,100	<b>36,100</b>
Replacement of Garwood Refuse Collection Vehicle PF18 JUC					148,400	<b>148,400</b>
Replacement of Vehicle VX70 ZGE					328,300	<b>328,300</b>
Car Parks Resurfacing Rolling Programme					57,080	<b>57,080</b>
Replacement of Refuse Wheelie Bins					15,500	<b>15,500</b>

## PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

CAPITAL SCHEMES	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
	£	£	£	£	£	£
Play Areas Refurbishment Programme					122,880	122,880
Improvement Works in Castle Grounds	500,000					500,000
<b>Total Community Services Committee</b>	<b>2,084,410</b>	<b>793,340</b>	<b>891,680</b>	<b>1,023,140</b>	<b>1,800,060</b>	<b>6,592,630</b>
<b><u>ECONOMIC DEVELOPMENT COMMITTEE</u></b>						
						0
<b>Total Economic Development Committee</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>HEALTH AND HOUSING COMMITTEE</u></b>						
Disabled Facilities Grants	393,000	393,000	393,000	393,000	393,000	1,965,000
Disabled Facilities Grants <b>MOVED FROM 2023/24</b>	517,430					517,430
Landlord/Tenant Grants	50,000	50,000	50,000	50,000	50,000	250,000
Landlord/Tenant Grants <b>MOVED FROM 2023/24</b>	112,490					112,490
Drainage to New Section of Clitheroe Cemetery	70,500					70,500

## PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

CAPITAL SCHEMES	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
	£	£	£	£	£	£
Affordable Housing - Longridge	1,625,950					1,625,950
Assisted Purchase Scheme	297,130					297,130
Temporary Housing Scheme	99,580					99,580
Choice Based Lettings Scheme - IT System					50,000	50,000
<b>Total Health and Housing Committee</b>	<b>3,166,080</b>	<b>443,000</b>	<b>443,000</b>	<b>443,000</b>	<b>493,000</b>	<b>4,988,080</b>
<b><u>PLANNING AND DEVELOPMENT COMMITTEE</u></b>						
						0
<b>Total Planning and Development Committee</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>POLICY AND FINANCE COMMITTEE</u></b>						
Replacement PCs	70,600					70,600
Firewall Refresh	23,700					23,700
Council Offices Fire Alarm Upgrade				69,760		69,760

## PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

CAPITAL SCHEMES	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
	£	£	£	£	£	£
Software Upgrade for Regulatory Services		188,900				188,900
Replacement ICT Equipment for Councillors			43,600			43,600
Replacement Air Conditioning Units in Server Room <b>MOVED FROM 2023/24</b>	10,700					10,700
Brookfoot Footbridge, Ribchester - Replacement Bridge <b>MOVED FROM 2023/24</b>	106,000					106,000
Council Offices Mains and LED Lighting Upgrade <b>MOVED FROM 2023/24</b>	90,000					90,000
Revenues and Benefits Replacement Server <b>MOVED FROM 2023/24</b>	24,000					24,000
Technology Forge Upgrade <b>MOVED FROM 2023/24</b>	27,400					27,400
Council Office Solar Panels <b>NEW SCHEME PREVIOUSLY APPROVED IN PRINCIPLE</b>	95,000					95,000
<b>Total Policy and Finance Committee</b>	<b>447,400</b>	<b>188,900</b>	<b>43,600</b>	<b>69,760</b>	<b>0</b>	<b>749,660</b>
<b><u>UK SHARED PROSPERITY FUND</u></b>						
Clitheroe Market Improvements <b>MOVED FROM 2023/24</b>	172,600					172,600
Towneley Garden Event Space <b>MOVED FROM 2023/24</b>	98,680					98,680

PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

CAPITAL SCHEMES	2024/25	2025/26	2026/27	2027/28	2028/29	TOTAL
	£	£	£	£	£	£
Pump track, Longridge <b>MOVED FROM 2023/24</b>	58,680					58,680
Barrow Community Space	199,150					199,150
Barrow Community Space Car Park	25,000					25,000
Whalley Education Foundation	100,000					100,000
<b>Total UK Shared Prosperity Fund</b>	<b>654,110</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>654,110</b>
<b>Total for all Committees</b>	<b>6,352,000</b>	<b>1,425,240</b>	<b>1,378,280</b>	<b>1,535,900</b>	<b>2,293,060</b>	<b>12,984,480</b>

FINANCING	2024/25	2025/26	2026/27	2027/28	2028/29	2028/29
	£	£	£	£	£	£
<u><b>Grants and Contributions</b></u>						
Government Funding for Disabled Facilities Grants	-910,430	-393,000	-393,000	-393,000	-393,000	<b>-2,482,430</b>
S106 for Affordable Housing	-1,933,980					<b>-1,933,980</b>



## PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

FINANCING	2024/25	2025/26	2026/27	2027/28	2028/29	2028/29
	£	£	£	£	£	£
UK Shared Prosperity Funding	-581,510					<b>-581,510</b>
Capital New Burdens Funding for Food Waste Collections	-588,540					<b>-588,540</b>
Sport England Funding for Pool Covers	-25,000					<b>-25,000</b>
Choice-based lettings scheme IT system - Contributions from Providers					-36,000	<b>-36,000</b>
<b>Total Grants and Contributions</b>	<b>-4,039,460</b>	<b>-393,000</b>	<b>-393,000</b>	<b>-393,000</b>	<b>-429,000</b>	<b>-5,647,460</b>
<b><u>Earmarked Reserves</u></b>						
Business Rates Growth Reserve	-1,062,552	-500,000	-500,000	-500,000	-500,000	<b>-3,062,552</b>
VAT Shelter Reserve	-231,388	-100,000	-100,000	-100,000	-100,000	<b>-631,388</b>
New Homes Bonus Reserve	-76,610				-1,154,000	<b>-1,230,610</b>
Capital Reserve	-641,802					<b>-641,802</b>
ICT Repairs and Renewals Reserve	-63,400					<b>-63,400</b>
Vehicle Repairs and Renewals Reserve	-37,500					<b>-37,500</b>
Invest to Save Earmarked Reserve	-95,000					<b>-95,000</b>
Custom and Self Build Register Grant Reserve					-575	<b>-575</b>
Neighbourhood Planning Reserve					-16,133	<b>-16,133</b>

## PROPOSED FIVE-YEAR CAPITAL PROGRAMME AND FINANCING – 2024/25 TO 2028/29

FINANCING	2024/25	2025/26	2026/27	2027/28	2028/29	2028/29
	£	£	£	£	£	£
Brownfield Register Grant Reserve					-26,263	-26,263
Performance Reward Grant					-47,576	-47,576
Parish Grant Reserve					-5,830	-5,830
Pensions Triennial Revaluation Reserve					-8,279	-8,279
Fleming VAT Reserve Balance to Capital Reserve					-5,404	-5,404
<b>Total Earmarked Reserves</b>	<b>-1,708,252</b>	<b>-600,000</b>	<b>-600,000</b>	<b>-600,000</b>	<b>-1,864,060</b>	<b>-5,372,312</b>
<b><u>Usable Capital Receipts</u></b>						
Usable Capital Receipts	-31,688	-432,240	-385,280	-542,900	0	-1,392,108
<b>Total Usable Capital Receipts</b>	<b>-31,688</b>	<b>-432,240</b>	<b>-385,280</b>	<b>-542,900</b>	<b>0</b>	<b>-1,392,108</b>
<b><u>Borrowing</u></b>						
Borrowing	-72,600	0	0	0	0	-72,600
<b>Total Borrowing</b>	<b>-72,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-72,600</b>
<b>Total Financing</b>	<b>-6,352,000</b>	<b>-1,425,240</b>	<b>-1,378,280</b>	<b>-1,535,900</b>	<b>-2,293,060</b>	<b>-12,984,480</b>

## **RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY & FINANCE COMMITTEE**

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meeting date: TUESDAY, 13 FEBRUARY 2024  
title: REVIEW OF POLLING DISTRICTS AND POLLING PLACES  
submitted by: CHIEF EXECUTIVE  
principal author: MAIR HILL – HEAD OF LEGAL AND DEMOCRATIC SERVICES

### 1. PURPOSE

1.1 To consider the recommendations arising from the Council's Polling District and Polling Place Review 2024 and make recommendations to Full Council.

1.2 Relevance to the Council's ambitions and priorities:

- |                          |   |  |
|--------------------------|---|--|
| • Council Ambitions -    | } |  |
| • Community Objectives - | } | The Council aims to be a well managed Council. The electoral process is a vital part of the Council's role within the community it serves. |
| • Corporate Priorities - | } |  |
| • Other Considerations - | } |  |

### 2 BACKGROUND

2.1 Section 18 of the Representation of the People Act 1983 (as amended) ("Act") sets out the requirements for the review of polling districts and polling places for parliamentary elections.

2.3 The following definitions are given in the Act:

- A Polling District is a geographical area created by the sub-division of a UK parliamentary constituency for the purposes of a UK parliamentary election.
- A Polling Place is the building or area in which polling stations will be selected by the ((Acting)) Returning Officer.
- A Polling Station is the room or area within the polling place where voting takes place.

2.4 Whilst the review is confined to Polling Districts and Polling Places for Parliamentary Constituencies, the Electoral Commission advises that as polling districts and polling places for other elections are based on UK parliamentary polling arrangements, the requirements of any other elections that are held within the local authority area should be taken into consideration as part of the review. There is a requirement to consult the ((Acting)) Returning Officer (Parliamentary Elections). The ((Acting)) Returning Officer for Local Government Elections in the Ribble Valley Borough Council area is the Council's Chief Executive. There is also a requirement to consult the (Acting) Returning Officer for each constituency which forms wholly or part of the area. Whilst currently, Ribble Valley Borough and the parliamentary constituency are contiguous, at the next general election the new Pendle and Clitheroe Constituency will fall partly within the Ribble Valley area. The (Acting) Returning Officer for that Constituency has been consulted therefore as part of this review.

- 2.5 The Electoral Commission has published a guidance document 'Reviews of Polling Districts, Polling Places and Polling Stations' ('Guidance') which the Council has referred to in conducting its review.
- 2.6 The Council's Electoral and Licensing Officer has completed a review of each polling place and station as recommended in the Guidance, and so has thoroughly assessed their accessibility, and suitability.

### Consultation

- 2.9 The review was undertaken in accordance with the relevant legislation and Guidance and commenced on 5 January 2024 with the publication of the Notice of Review and information provided on the Council's website.
- 2.10 The Consultation period ran from 5 January 2024 until 2 February 2024. Copies of the Notice and information on where documents could be found were sent to all Councillors, County Councillors, Parish Councils, local representatives of each political party, the (Acting) Returning Officer for the future Pendle and Clitheroe Constituency and groups with expertise in accessibility issues. A press release was also issued, social media posts were used to publicise the review and copies of the Notice and information of the existing polling districts and polling places was made available in Clitheroe, Longridge and Whalley Libraries.
- 2.11 The Consultation allowed electors of the Ribble Valley and other interested parties to make representations in relation to the size and boundaries of the polling districts, and/or the location and suitability of polling places.
- 2.12 The ((Acting)) Returning Officer's comments were published; sent to all persons listed in paragraph 2.10 above and placed in the Clitheroe, Longridge and Whalley libraries.

## 3 ISSUES

- 3.1 Six responses were received during the consultation periods which are detailed below and in **Appendix 1**. These responses and the comments of the (Acting) Returning Officer have been considered in full. The recommendations in respect of each of these are as follows:

### Polling District - DF Langho

- 3.2 Having considered the consultation response relating to the ease of access to Mytton Fold on foot it is recommended that the polling place revert to its previous location of St Mary's RC Church Hall, York Lane, Langho Blackburn BB6 8DW. This polling location is accessible, and the location is more central for those attending to vote on foot.

### Polling District - CO Chatburn

- 3.3 Having considered the (Acting) Returning Officer's representations and those received in the consultation, it is proposed that the polling place revert to its previous location of Chatburn Methodist Church Hall, 2 Pendle Avenue, Chatburn, Clitheroe BB7 4AX.

### Polling District – CV3 Whalley Nethertown

- 3.4 Having considered the (Acting) Returning Officer's representation, that of the (Acting) Returning Officer for the future constituency of Pendle and Clitheroe and those received in the consultation, it is proposed that Whalley Nethertown have a separate

polling place. Ideally, this would be within the ward. However, consider thorough considered the geography of the ward and in view of the requirements needed for a polling place to be accessible, it has been determined that there is no suitable place within the ward. It is proposed therefore that the separate polling place be at Whalley Library, 1 Abbots Croft, Whalley, Clitheroe BB7 9RR. This location meets all the requirements for a polling place and is located nearer to the Nethertown Ward boundary than the previous polling place or other possible locations.

- 3.5 The proposal for each polling district and place are set out in the schedule appended to this report as **Appendix 2**, Committee is asked to approve these and recommend their adoption to Full Council.

- 3.12 It is also proposed that the Officer Scheme of Delegation within the Constitution be amended so that the following be delegated to the Chief Executive:

*“To keep polling districts and polling places under review and amend any such arrangements (following consultation with the Local Ward Member(s) where there is an operational need, prior to the next compulsory District Review.”*

This delegation would not negate the need for periodic reviews between compulsory reviews but would allow the Chief Executive to make change at short notice if there was an operational need. Committee is asked to recommend this addition to the delegation scheme for adoption by to Full Council.

#### 4 RISK ASSESSMENT

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

- Resources – N/A.
- Technical, Environmental and Legal – As set out in the body of the report the Council has a duty to carry out the review.
- Political – N/A.
- Reputation – N/A.

#### 5 RECOMMENDED THAT COMMITTEE

- 5.1 Approve the proposals for polling districts and polling places in the Ribble Valley Parliamentary constituency as set out at Appendix 2 and recommend their adoption to Ful Council.
- 5.2 Recommend to Full Council for amendment of the Officer delegation scheme as set out in paragraph 3.12.

MAIR HILL  
HEAD OF LEGAL AND DEMOCRATIC SERVICES

MARSHAL SCOTT  
CHIEF EXECUTIVE

#### BACKGROUND PAPERS

- 1 Review Documents to be viewed on the Council's website.

For further information please ask for Mair Hill, extension 4414

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REVIEW OF POLLING DISTRICTS AND POLLING PLACES AND POLLING STATIONS 2024

SURVEY RESPONSES

No	ID	Start time	Completion time	Email	In what capacity are you responding?	Polling District Reference	Which polling district / place would you like to comment on?	Please add any comments you would like to make about the proposals regarding their suitability, accessibility or other issues: Please do not include any sensitive or personal information
1	3	1/8/24 11:26:20	1/8/24 11:42:37	anonymous	Ribble Valley Borough councillor	DE - Billington and DF - Langho	Polling districts DF and DE	1. In respect of DF, the polling place could be much more centrally located than Mytton Fold Hotel. Even though the location is very comfortable in many respects, the average voter without a car has a much longer walk than any possible location in the centre of Langho. Admittedly, there are not too many alternatives to suggest, but St. Marys R.C. Church Hall in York Lane was previously much better located for walking voters - could Ribble Valley enquire about the current situation at this location ?  2. It would improve transparency if the Parish Description for DE polling place was 'Billington Ward, Billington & Langho', to clearly distinguish it from DF, correctly described as 'Langho Ward, Billington & Langho'.
2	4	1/9/24 15:47:45	1/9/24 15:49:07	anonymous	Member of the public	SJ	Newton in Bowland	Newton village hall seems to suit all requirements as it is. I wouldn't like to see any change.
3	5	1/17/24 11:29:53	1/17/24 11:30:40	anonymous	Member of the public	DD	Ramsgreave	Happy with existing arrangements in our ward
4	6	1/18/24 11:00:43	1/18/24 11:03:27	anonymous	Other	CV3	Whalley Nethertown	There was no provision for a polling station in the ward even though mobile polling stations were provided in other wards. Electors had to travel into the centre of Whalley to vote. It is also a really good idea to give the electors the correct ward to vote in.
5	7	1/18/24 19:34:45	1/18/24 19:50:38	anonymous	Ribble Valley Borough councillor	CO	Chatburn.	I would like the Polling Station in Chatburn to be returned to the Methodist Chapel off Downham Road. It is ideal with plenty of room and easy access with no steps. The Village Hall on Downham Road which has been used in recent Elections is difficult to access, with the steps at the front door very awkward because of the proximity of the Bus Stop and being near to the road. Also exiting the Village Hall through the back door can be difficult. A move back to the Chapel would make sense on Health and Safety grounds and would make it easy for residents to cast their vote.
6	8	1/22/24 8:22:33	1/22/24 8:27:46	anonymous	Member of the public		All/Clitheroe area	Considering that there are a number of places in Clitheroe where access is unstable (steep, wobbly, gravelly tarmac, etc), consideration needs to be given for this. For example, steep paths with no handrails & uneven surfaces. There is also the added "fashion" of people taking dogs everywhere which is disruptive to careful walking for others, so maybe some controls on this, for example, dog parking point outside. Finally, for car parking, in Clitheroe there are many areas where vehicles park close to road ends making driving hazardous every day, extra consideration might be needed near polling stations, as it appears that there is poor awareness of how parked vehicles create blind spots for other drivers.

EMAIL RESPONSES

No	ID	Start time	Completion time	Email	In what capacity are you responding?		Which polling district / place would you like to comment on?	Please add any comments you would like to make about the proposals regarding their suitability, accessibility or other issues: Please do not include any sensitive or personal information
7		2/1/24 0:00:00		Y	Acting Returning Officer future Parliamentary Constituency Pendle and Clitheroe	CV3	Parliamentary Constituency of Pendle and Clitheroe - Whalley Nethertown	Thank you for your email regarding the Polling District and Polling Place Review. No comment to make relating to the polling places which fall within the future parliamentary constituency of Pendle and Clitheroe other than agreeing with the representations of the Returning Officer in relation to the ward of Whalley Nethertown as we feel it could be confusing for voters at a polling station that also has an election for the Ribble Valley Parliamentary Constituency and that an alternative venue should be considered for Whalley Nethertown.

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Ribble Valley  
Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

# REVIEW OF POLLING DISTRICTS AND POLLING PLACES AND POLLING STATIONS 2024

## Introduction

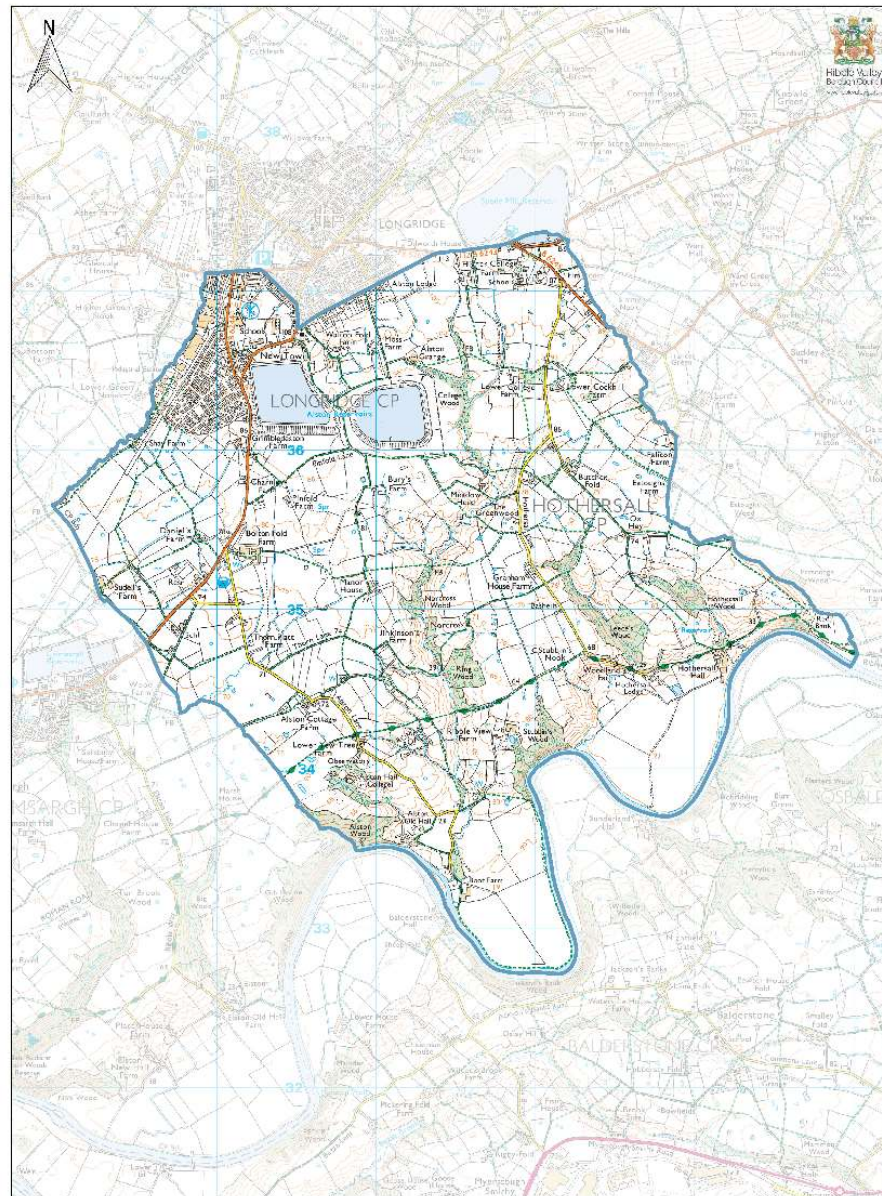
Within each local authority area, legislation requires councils to carry out reviews of the Polling Districts and Polling Places in that area. The Ribble Valley Borough Council area is divided into polling districts, with one or more polling districts making up a Ward, and with a polling place being an area or building within a polling district in which a polling station is situated.

The Electoral Registration and Administration Act 2013 governs the timings of compulsory reviews. The next compulsory review is due to commence in the 16-month period beginning on 1 October 2023. A council can conduct a review at any time, but it will still have to conduct a full review during the compulsory timeframe.

This document has been distributed to disability groups, charities, political parties, Ward Councillors, Parish Councils and County Councillors. The proposals within this document will be consulted on, and comments received will be considered before final recommendations are made.

## Polling District and Polling Station Review 2024: Including (Acting) Returning Officer's Representation

Ward	Alston and Hothersall								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters, and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer representation	Consultation Response	(Acting) Returning Officer Final recommendation
Alston	Alston Ward, Longridge Town Council	Uckton Rooms, St Lawrence Church, 2 Lower Lane, Longridge PR3 3SL	Yes	2086	261	1825	No comment	No comments received	No changes to be made to the Polling District or Polling Place
CX1 Hothersall	Hothersall	Uckton Rooms, St Lawrence Church, 2 Lower Lane, Longridge PR3 3SL	Yes	113	24	88	No comment	No comments received	No changes to be made to the Polling District or Polling Place



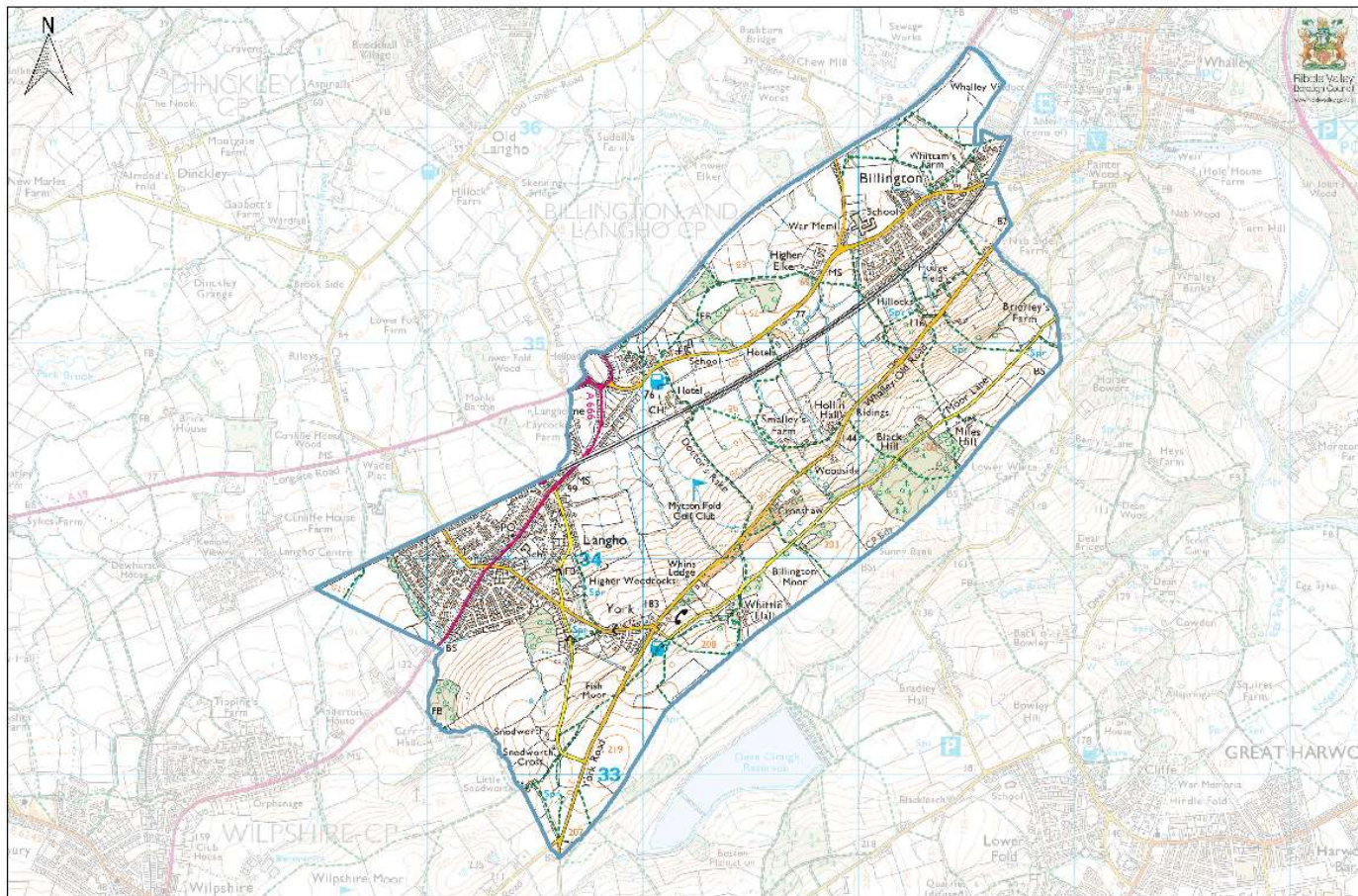
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### Alston & Hothersall Ward

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Ward	Billington & Langho								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer Final Recommendations
DE Billington	Langho Ward, Billington & Langho	Portakabin, adjacent to Hodgefield, Billington Gardens, Billington, BB7 9LU	Yes	926	84	842	No comment	It would improve transparency if the Parish Description for DE polling place was 'Billington Ward, Billington & Langho', to clearly distinguish it from DF, correctly described as 'Langho Ward, Billington & Langho'	The comment received relates to the description of the Parish and not the Polling Place. No changes to be made to the Polling District or Polling Place
DF Langho	Langho Ward, Billington & Langho	Mytton Fold Hotel, Whalley Road, Langho, Blackburn BB6 8AB	Yes	1625	206	1419	No comment	In respect of DF, the polling place could be much more centrally located than Mytton Fold Hotel. Even though the location is very comfortable in many respects, the average voter without a car has a much longer walk than any possible location in the centre of Langho. Admittedly, there are not too many alternatives to suggest, but St. Marys R.C. Church Hall in York Lane was previously much better located for walking voters - could Ribble Valley enquire about the current situation at this location?	Having considered the consultation response and an assessment of the building, its location and accessibility to voters by foot it is proposed that the Polling Place revert to St Mary's Hall R.C York Ln, Langho, Blackburn BB6 8DW



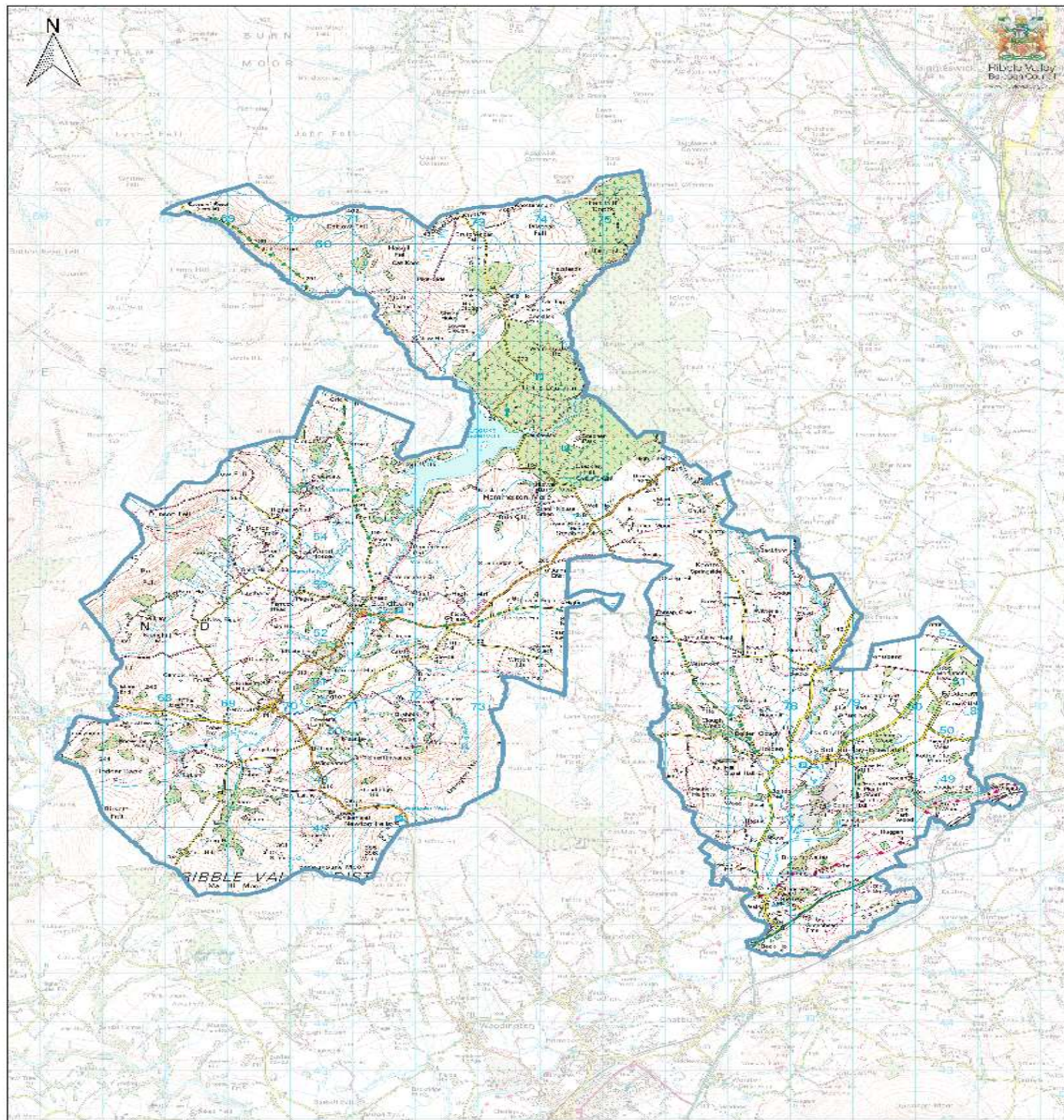


Scale: 1:15,340 **Billington & Langho Ward**

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Ward	Bowland								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer final recommendations
<b>SD</b> Bolton By Bowland	Bolton By Bowland Gisburn Forest and Sawley	Bolton By Bowland Village Hall, Main Street, Bolton By Bowland BB7 4NS	Yes	406	34	372	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>SJ</b> Newton in Bowland	Newton in Bowland	Newton in Bowland Village Hall, Dunsop Bridge Road, Newton in Bowland BB7 3DZ	Yes	236	18	218	No comment	Newton village hall seems to suit all requirements as it is. I wouldn't like to see any change.	No changes to be made to the Polling District or Polling Place
<b>SJ</b> Sawley	Bolton By Bowland, Gisburn Forest and Sawley	Sawley Village Hall, The Old School, Sawley, BB7 4LE	Yes	284	31	253	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>S11</b> Easington	Easington Ward, Slaidburn & Easington	Slaidburn Village Hall, The Green, Slaidburn BB7 3ES	Yes	49	5	44	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>S12</b> Slaidburn	Slaidburn Ward, Slaidburn & Easington	Slaidburn Village Hall, The Green, Slaidburn BB7 3ES	Yes	229	11	218	No comment	No response received	No changes to be made to the Polling District or Polling Place





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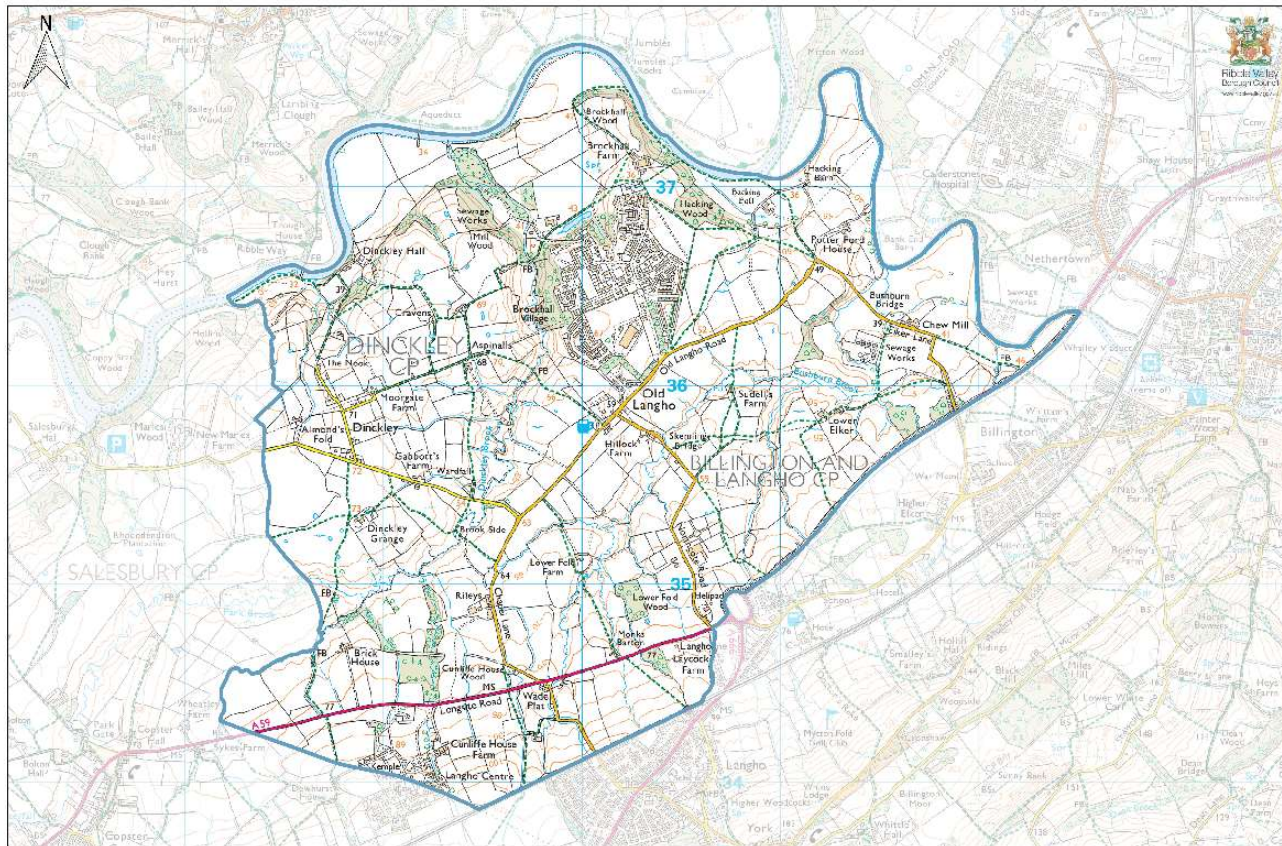
**Bowland Ward**

Date: 27 Apr 2018

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Ward	Brockhall & Dinckley								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters, and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer final recommendations
<b>DK</b> Brockhall and Old Langho	Old Langho Ward, Billington & Langho	The Avenue Hotel, Brockhall, Brockhall Village, Old Langho, BB6 8AY	Yes	1224	164	1160	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>DG</b> Dinckley	Dinckley	The Avenue Hotel, Brockhall, Brockhall Village, Old Langho, BB6 8AY	Yes	86	16	70	No comment	No response received	No changes to be made to the Polling District or Polling Place



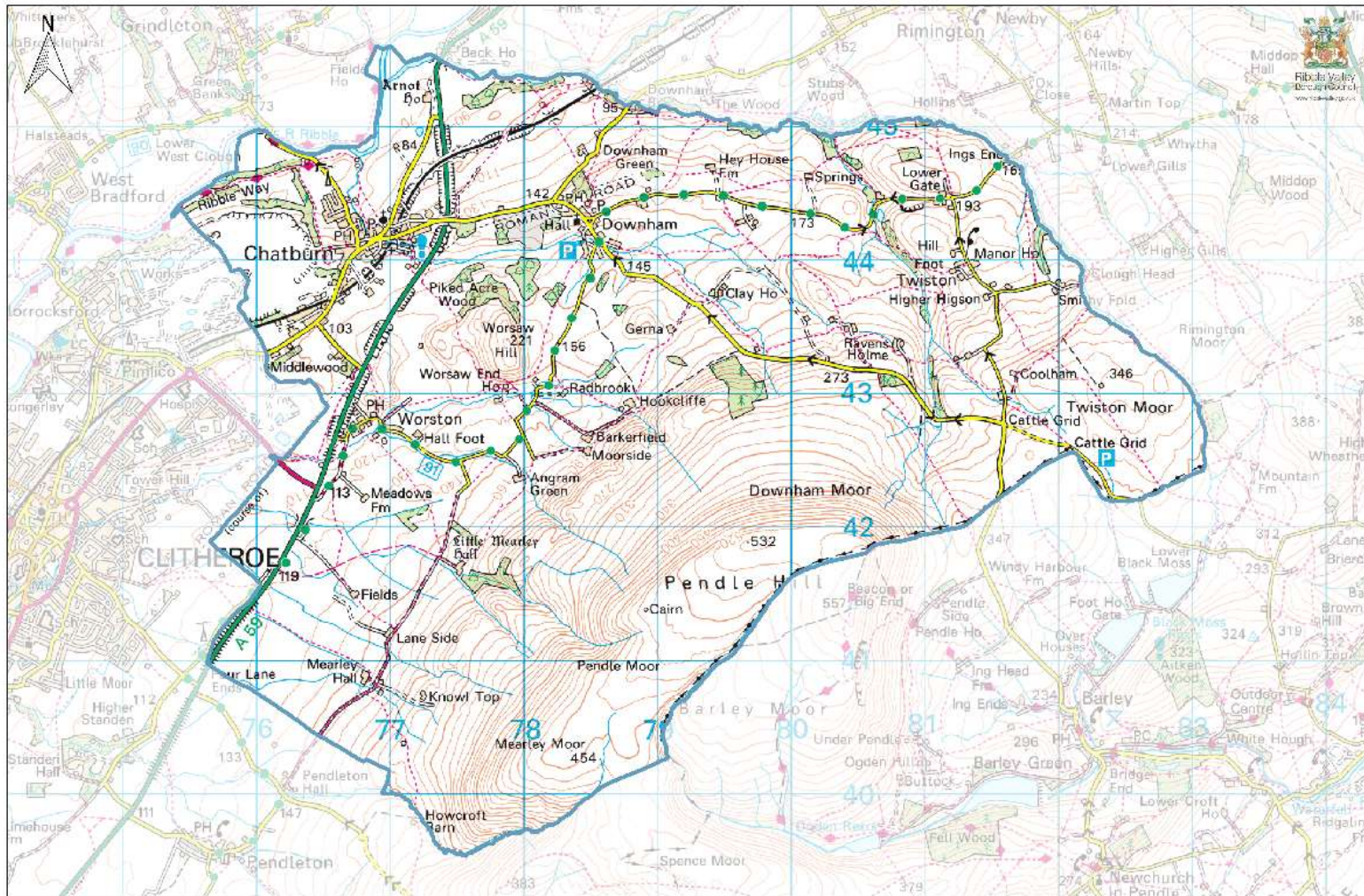
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**Brockhall & Dinckley Ward**

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Ward	Chatburn								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Pendle & Clitheroe County Constituency								
Polling District letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representation	Consultation Response	(Acting) Returning Officer final recommendation
Chatburn	Chatburn	Chatburn Village Hall, Downham Road, Chatburn BB7 4AU.	Yes	872	88	784	The Methodist Chapel has been used previously and which is in a better location as it is set back from the main road.	I would like the Polling Station in Chatburn to be returned to the Methodist Chapel off Downham Road. It is ideal with plenty of room and easy access with no steps. The Village Hall on Downham Road which has been used in recent Elections is difficult to access, with the steps at the front door very awkward because of the proximity of the Bus Stop and being near to the road.	Polling place to be relocated to Chatburn Methodist Church Hall, 2 Pendle Ave, Chatburn, Clitheroe BB7 4AX

								Also exiting the Village Hall through the back door can be difficult. A move back to the Chapel would make sense on Health and Safety grounds and would make it easy for residents to cast their vote.	
<b>CP1</b> Downham	Downham	Downham Village Hall, Pendle Road, Downham, BB7 4BR	Yes	102	12	98	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>CP2</b> Twiston	Twiston	Downham Village Hall, Pendle Road, Downham, BB7 4BR	Yes	60	13	49	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>CU1</b> Worston & Mearley	Worston & Mearley	Worston Mission Rooms, West Lane, Worston, Clitheroe BB7 1AQ	No	14	1	13	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>CU2</b> Worston	Worston & Mearley	Worston Mission Rooms, West Lane, Worston, Clitheroe BB7 1AQ	No	72	5	67	No comment	No response received	No changes to be made to the Polling District or Polling Place





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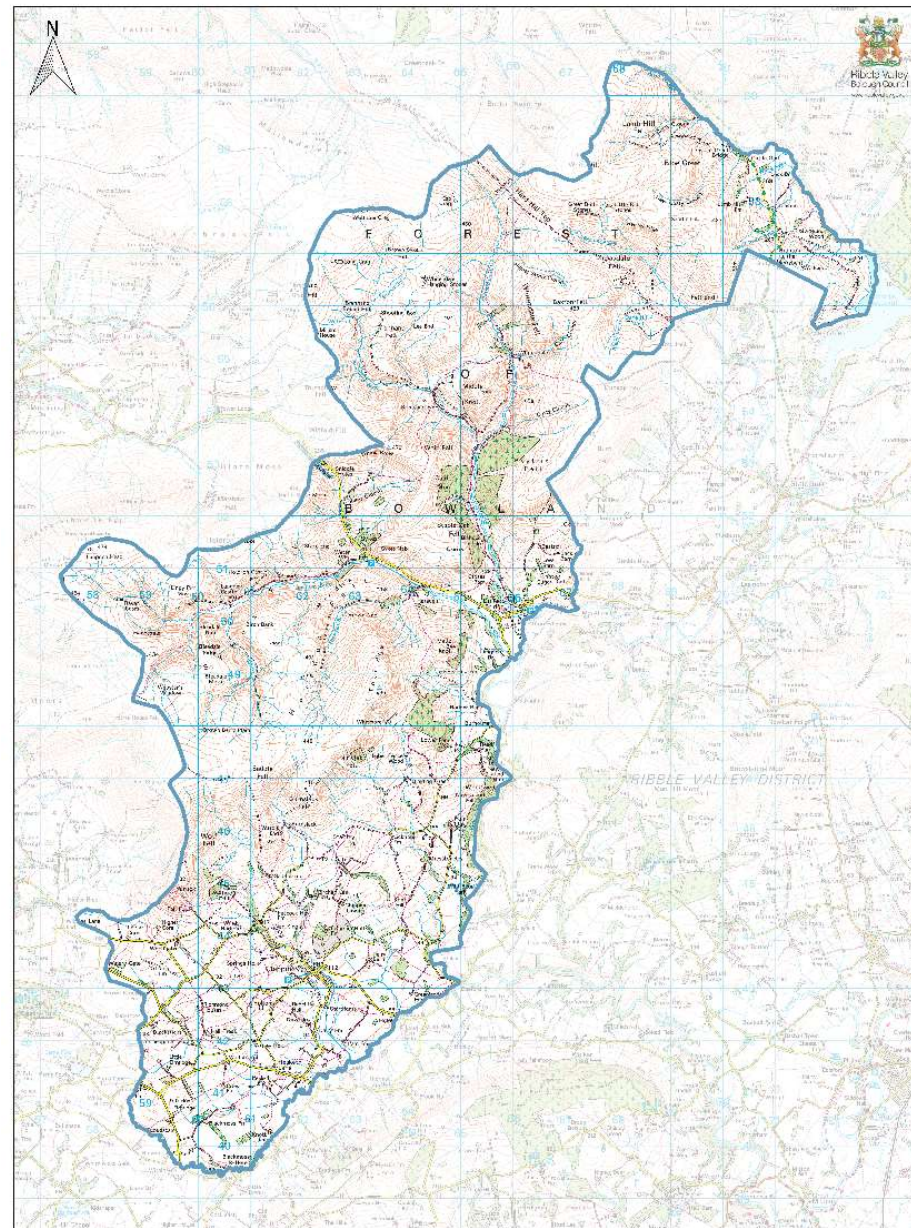
Chatburn Ward

Date: 27 Apr 2018

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Ward	Chipping								
Parliamentary Constituency pre - boundary review	Ribbles Valley County Constituency								
Future Parliamentary Constituency	Ribbles Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
<b>CM1</b> Bowland	Bowland Ward, Bowland with Leagram	Chipping & District Memorial Hall Garstang Road, Chipping PR3 2QH	Yes	55	9	46	No Comment	No response received	No changes to be made to the Polling District or Polling Place
<b>CM2</b> Leagram	Leagram Ward, Bowland with Leagram	Chipping & District Memorial Hall Garstang Road, Chipping PR3 2QH	Yes	81	7	74	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>CM3</b> Chipping	Chipping	Chipping & District Memorial Hall Garstang Road, Chipping PR3 2QH	Yes	905	101	804	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>SG</b> Bowland Forest Higher Division	Bowland Forest Higher Division	Dunsop Bridge Village Hall, Trough Road, Dunsop Bridge BB7 3BG	Yes	121	12	109	No comment	No response received	No changes to be made to the Polling District or Polling Place





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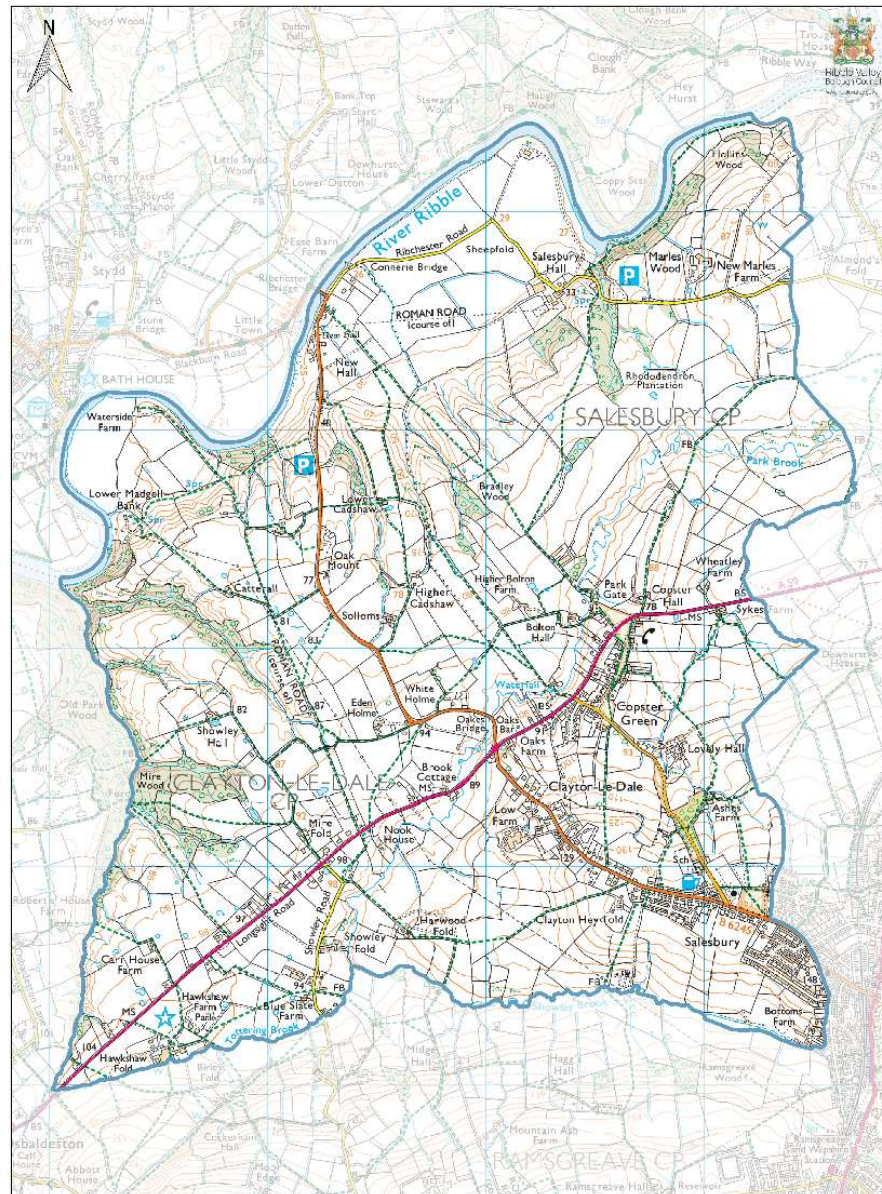
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### Chipping Ward

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Ward	Clayton Le Dale & Salesbury								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
<b>DH</b> Clayton-Le Dale Page 156	Clayton-Le-Dale	Salesbury Memorial Hall, Ribchester Road Clayton-Le-Dale BB1 9HT	Yes	1043	136	907	No comment	No response received	No changes to be made to the Polling District or Polling Place
Salesbury	Salesbury	Salesbury Memorial Hall, Ribchester Road Clayton-Le-Dale BB1 9HT	Yes	334	45	289	No comment	No response received	No changes to be made to the Polling District or Polling Place





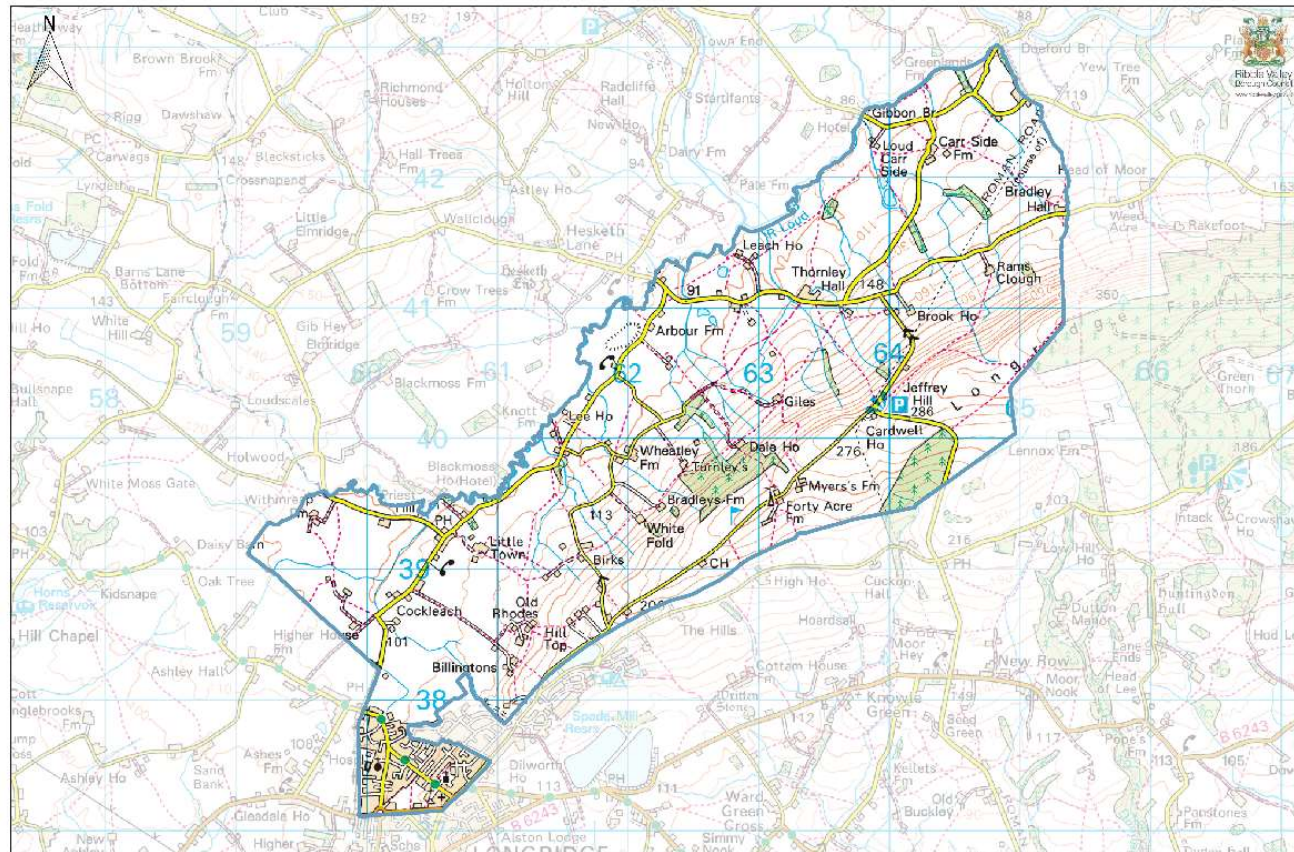
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Date: 27 Apr 2018

### Clayton-le-Dale & Salesbury Ward

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Ward	Derby & Thornley								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
<b>CH2</b> Derby	Derby Ward, Longridge Town Council	Longridge Civic Hall, Calder Avenue, Longridge Preston PR3 3HJ	Yes	2253	227	2026	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>CN</b> Thornley	Thornley with Wheatley	Ferraris Country House, Chipping Lane, Thornley, Longridge PR3 2TB	Yes	273	42	231	No comment	No response received	No changes to be made to the Polling District or Polling Place





Scale: 1:24,126

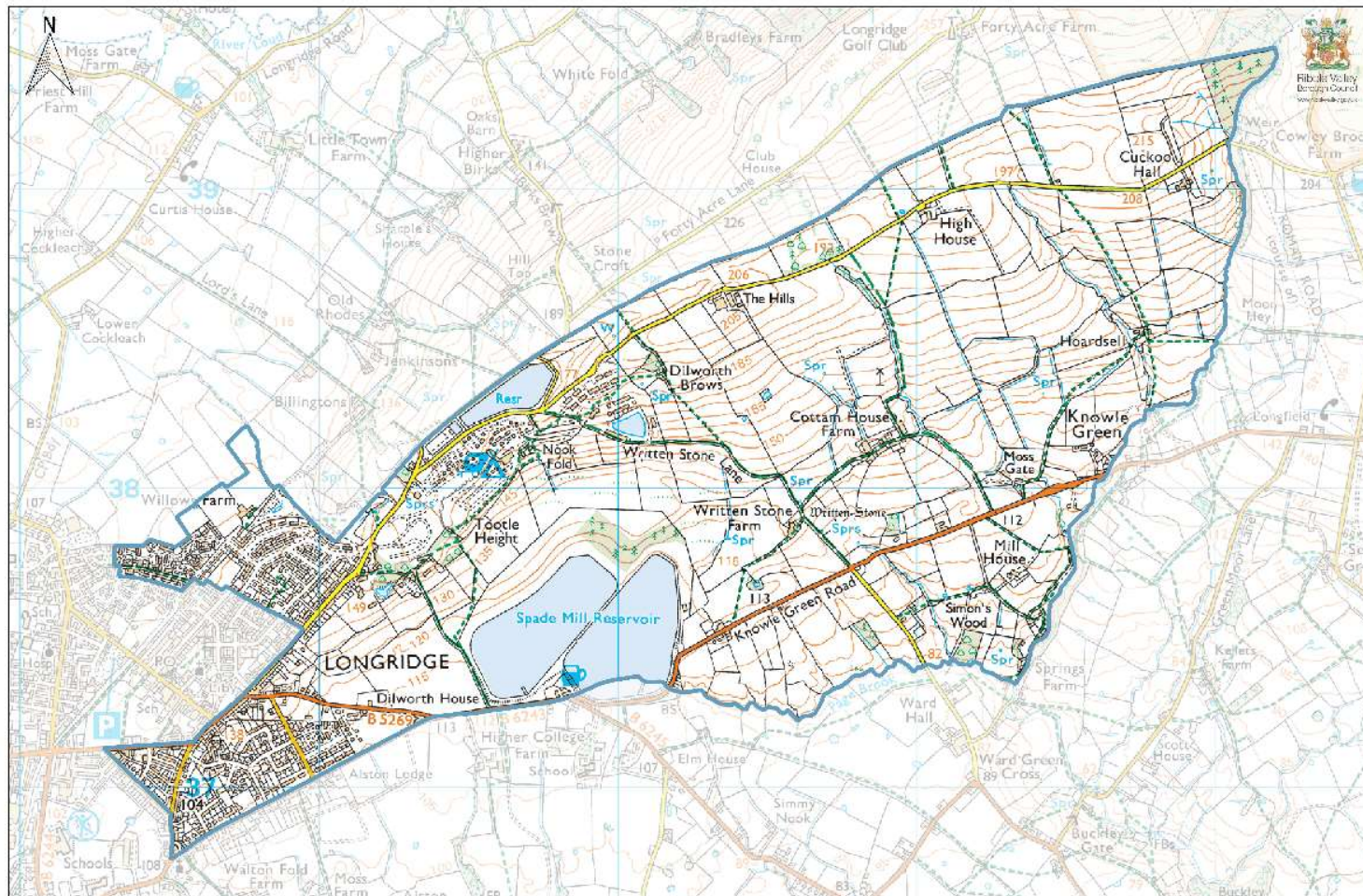
Derby & Thornley Ward

Date: 27 Apr 2018

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Ward	Dilworth								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters, and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
11 Dilworth	Dilworth Ward, Longridge Town Council	Longridge Civic Hall, 1 Calder Avenue, Longridge Preston PR3 3HJ	Yes	2283	263	2020	No comment	No response received	No changes to be made to the Polling District or Polling Place





Scale: 1:11,091

Date: 27 Apr 2018

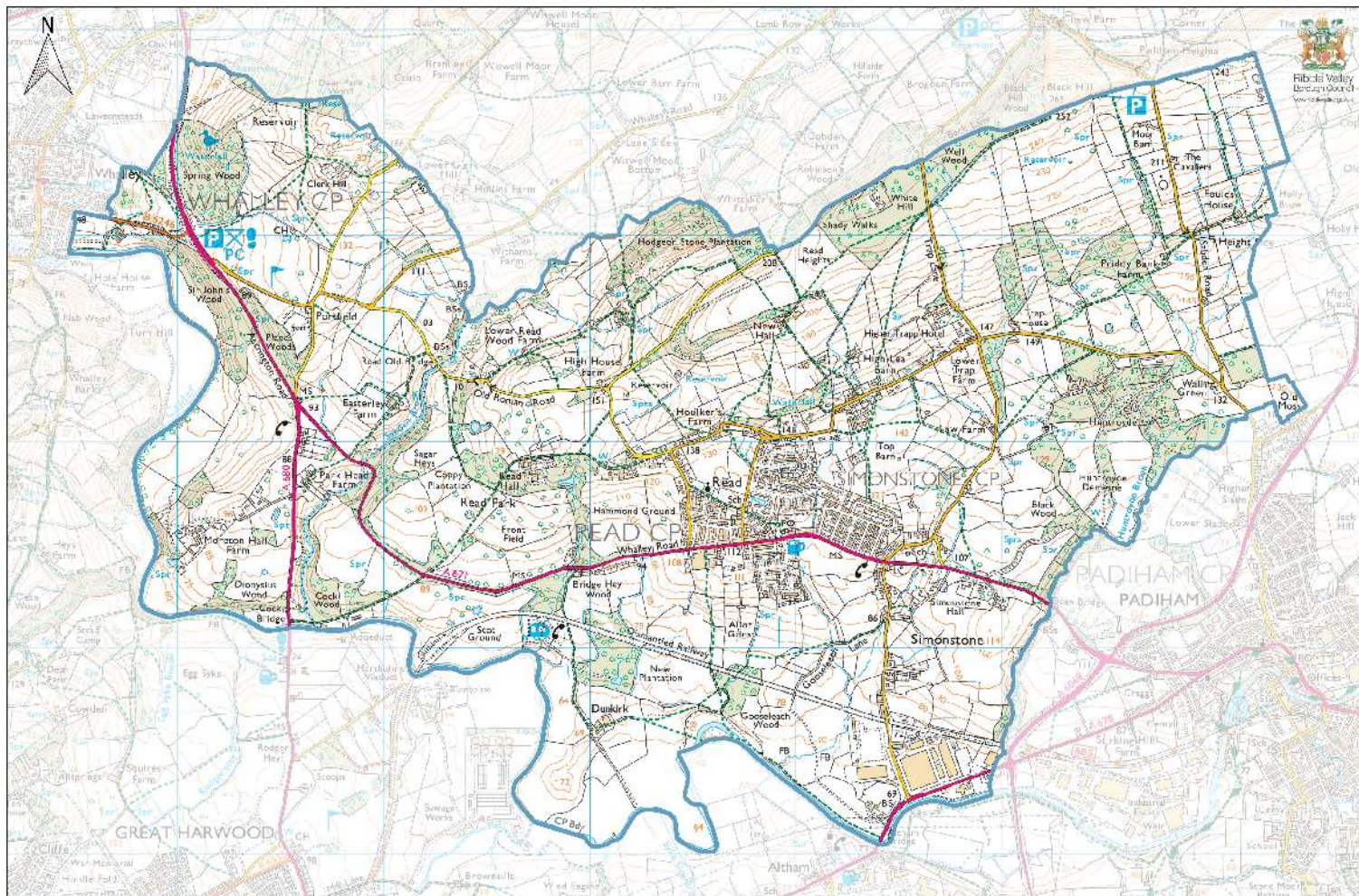
**Dilworth Ward**

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Ward	East Whalley, Read & Simonstone								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Pendle and Clitheroe County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer final recommendations
Read	Read	Read & Simonstone Village Hall, East View, Read BB12 7HR	Yes	1124	109	1015	No comment	No response received	No changes to be made to the Polling District or Polling Place
CV2 East Whalley	East Whalley Ward, Whalley	Read & Simonstone Village Hall, East View, Read BB12 7HR	Yes	76	10	66	No comment	No response received	No changes to be made to the Polling District or Polling Place
CY Simonstone	Simonstone	Old C of E School, School Lane, Simonstone, Burnley BB12 7PS	Yes	981	133	848	No comment	No response received	No changes to be made to

									the Polling District or Polling Place
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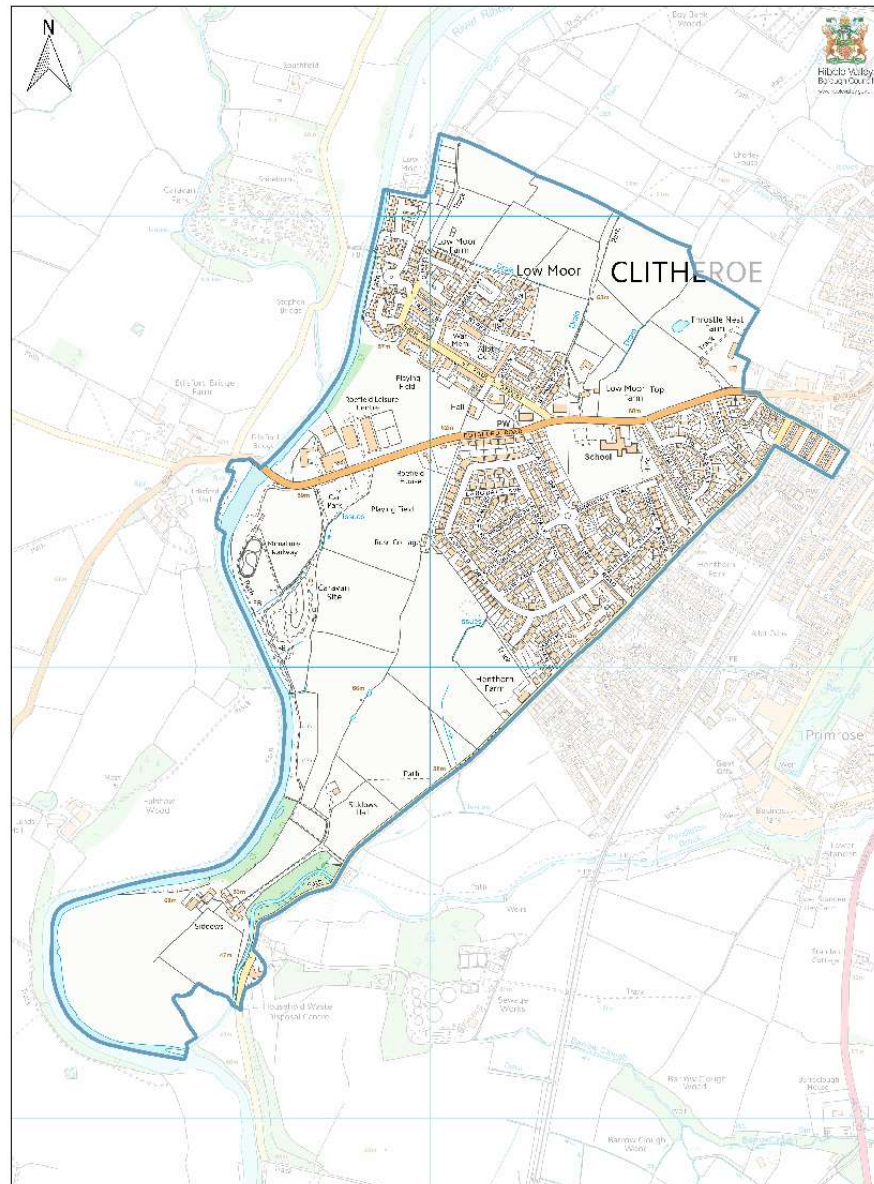
East Whalley, Read & Simonstone Ward

Date: 27 Apr 2018

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Ward	Edisford and Low Moor								
Parliamentary Constituency pre - boundary review	Ribbles Valley County Constituency								
Future Parliamentary Constituency	Pendle and Clitheroe County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer final recommendations
CA Edisford	Edisford and Low Moor Ward, Clitheroe Town Council	Henthorn Community Centre, Hazel Grove, Clitheroe BB7 2PY	Yes	1934	182	1752	No comment	No response received	No changes to be made to the Polling District or Polling Place
CB Low Moor	Edisford and Low Moor Ward, Clitheroe Town Council	St Ann's Court Low Moor, Clitheroe BB7 2NW	Yes	848	106	742	No comment	No response received	No changes to be made to the Polling District or Polling Place



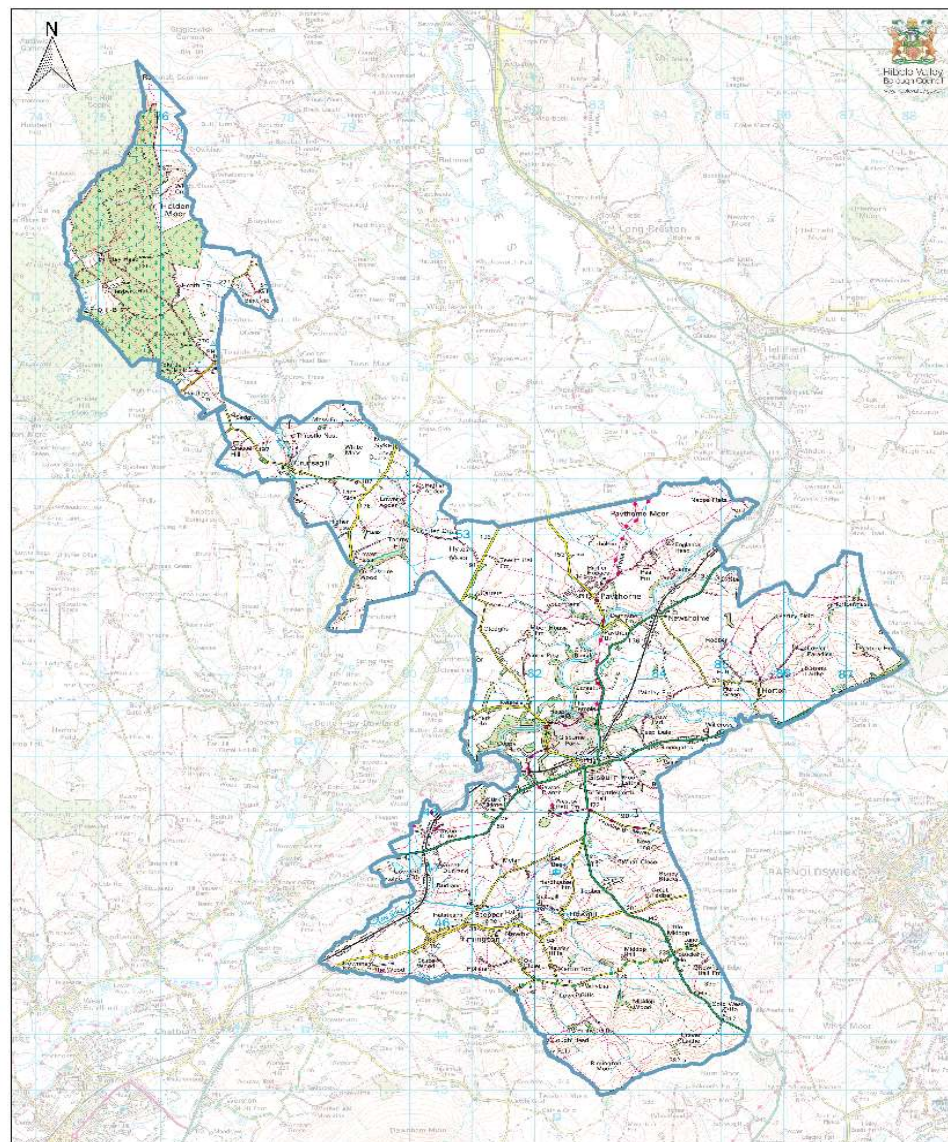
Scale: 1:6,749 Edisford & Low Moor Ward

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Ward	Gisburn & Rimington								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and names 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
<b>SE</b> Gisburn Forest	Bolton By Bowland, Gisburn Forest and Sawley	Tosside Community Hall, Tosside, Skipton BD23 4SQ	Yes	113	14	99	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>SK1</b> Gisburn	Gisburn	Gisburn Festival Hall, Bentlea Road, Gisburn, Clitheroe BB7 4ET	Yes	450	44	406	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>SK2</b> Horton	Horton	Gisburn Festival Hall, Bentlea Road, Gisburn, Clitheroe BB7 4ET	Yes	91	13	78	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>SL1</b> Middop	Middop Ward, Rimington & Middop	Rimington Memorial Institute, Stopper Lane, Rimington Clitheroe BB7 4DU	Yes	40	7	33	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>SL2</b> Rimington	Rimington Ward, Rimington & Middop	Rimington Memorial Institute, Stopper Lane, Rimington Clitheroe BB7 4DU	Yes	346	44	302	No comment	No response received	No changes to be made to the Polling District or

									Polling Place
<b>SM1</b> Newsholme	Newsholme and Paythorne	Paythorne Methodist Chapel, Kiln Lane, Paythorne, Clitheroe BB7 4JD	No	35	1	34	The building entrance has a small step which cannot be overcome with a ramp. Due to the location however, there is no other viable alternative.	No response received	No changes to be made to the Polling District or Polling Place
<b>SM2</b> Paythorne	Newsholme and Paythorne	Paythorne Methodist Chapel, Kiln Lane, Paythorne, Clitheroe BB7 4J	No	71	10	61	The building entrance has a small step which cannot be overcome with a ramp. Due to the location however, there is no other viable alternative.	No response received	No changes to be made to the Polling District or Polling Place





Scale: 1:52,803  
Date: 27 Apr 2018

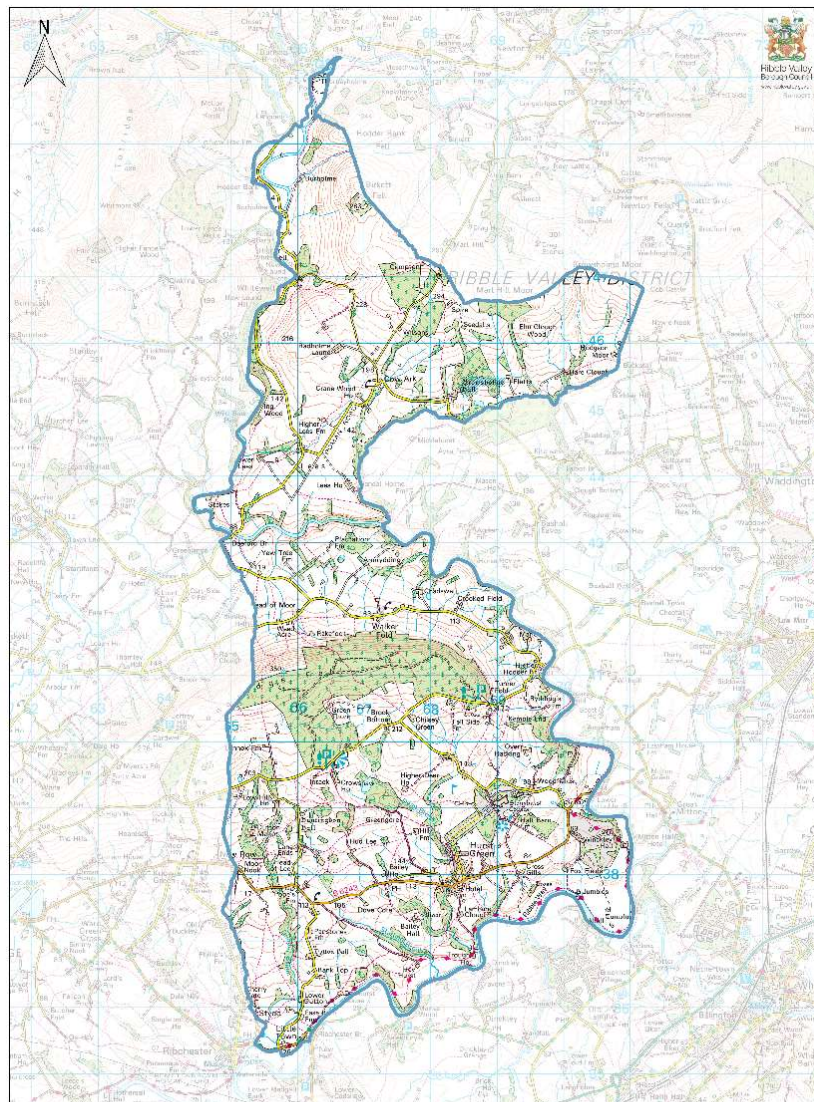
### Gisburn & Rimington Ward

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Ward	Hurst Green & Whitewell								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
<b>CK</b> Hurst Green/Stonyhurst	Hurst Green & Stonyhurst Ward, Aigton, Bailey & Chaigley	ABC Memorial Hall, Avenue Road, Hurst Green, Clitheroe BB7 9QQ.	Yes	578	68	510	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>CH</b> Chaigley	Chaigley Ward, Aigton, Bailey & Chaigley	Bashall Eaves Village Hall, Clitheroe Road, Bashall Eaves BB7 3DA	Yes	169	23	146	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>CW</b> Dutton	Dutton	Dutton Hall, Gallows Lane, Dutton PR3 3XX	No	161	21	140	The building is not accessible due to shallow steps at the entrance. This can be overcome by the provision of a ramp.	No response received	No changes to be made to the Polling District or Polling Place
<b>SH</b> Bowland Forest Lower Division	Bowland Forest Lower Division	Whitewell Social Club, Forest of Bowland Clitheroe	Yes	124	10	114	No comment	No response received	No changes to be made to

		BB7 3AT							the Polling District or Polling Place
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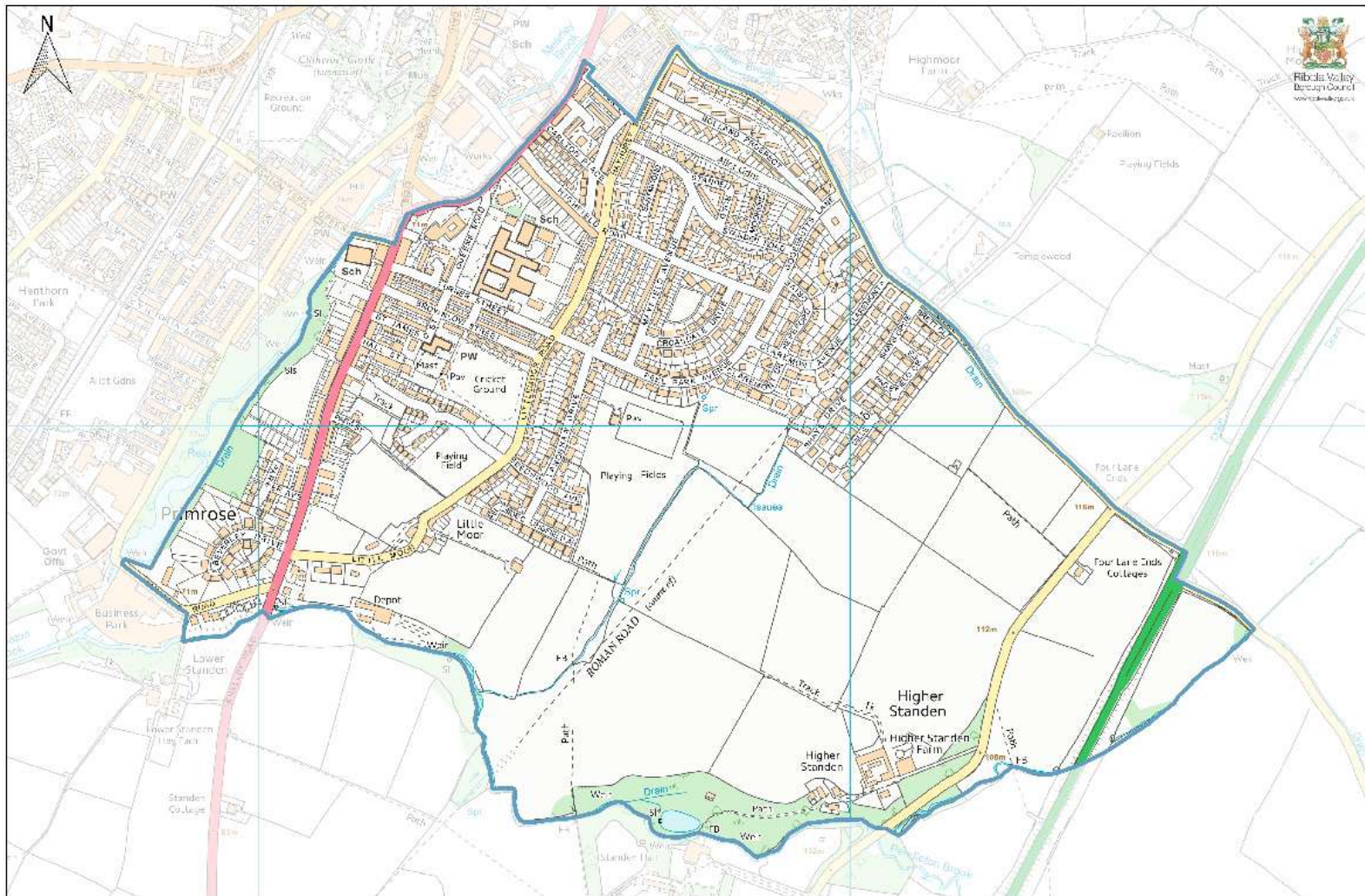




Scale: 1:42,643      Hurst Green & Whitewell Ward  
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Ward	Littlemoor								
Parliamentary Constituency pre - boundary review	Ribbles Valley County Constituency								
Future Parliamentary Constituency	Pendle and Clitheroe County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
CE Littlemoor	Littlemoor Ward, Clitheroe Town Council	St James's Church, St James's Street, Clitheroe BB7 1HH	Yes	2671	300	2371	No comment	No response	No changes to be made to the Polling District or Polling Place



Scale: 1:5,605

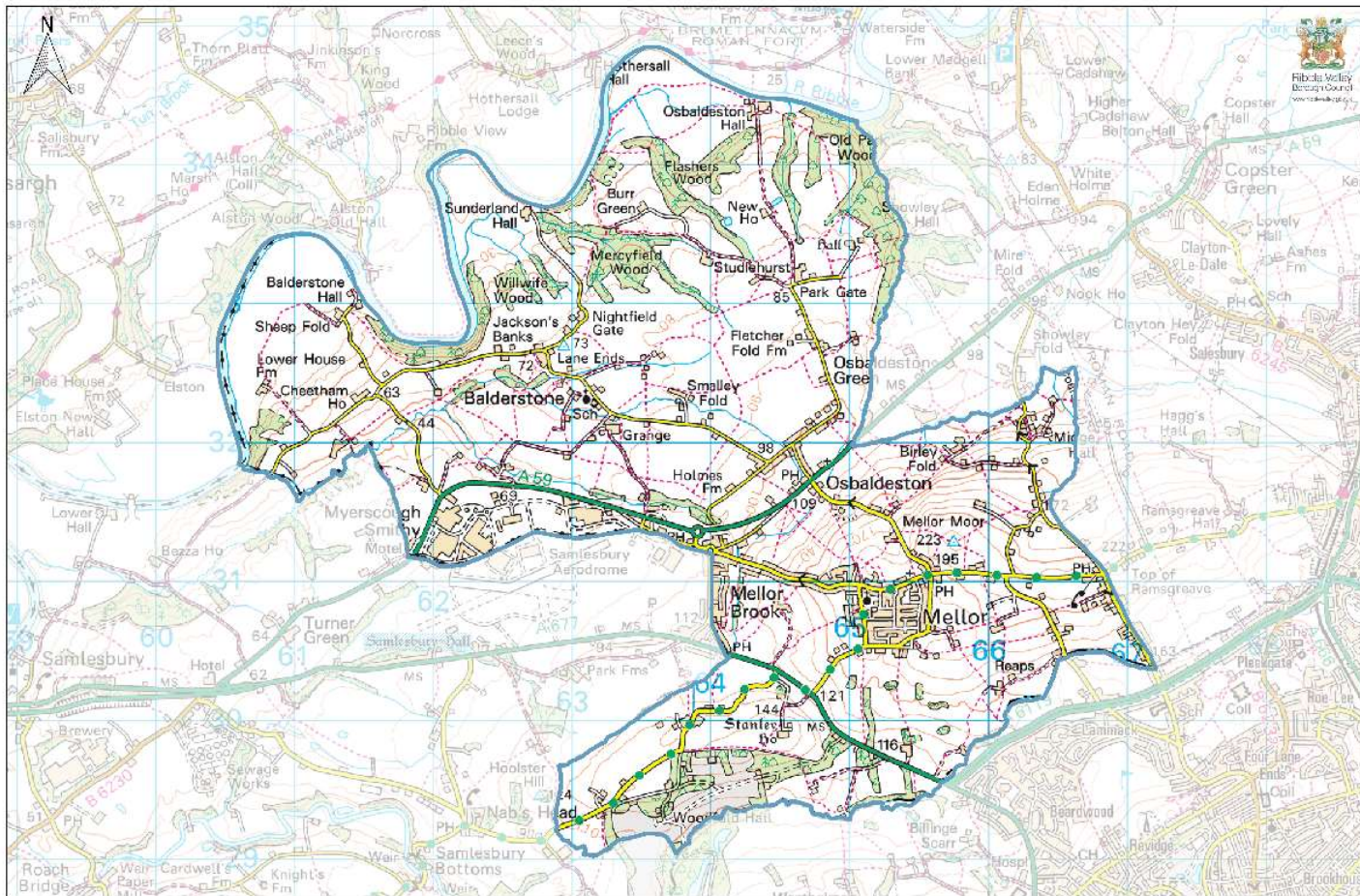
Littlemoor Ward

Date: 27 Apr 2018

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Ward	Mellor								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
DA Balderstone	Balderstone	Mellor Brook Community Centre, Whalley Road Mellor Brook BB2 7PS	Yes	320	58	262	No comment	No response	No changes to be made to the Polling District or Polling Place
DB Mellor	Mellor	Mellor Village Hall Mellor Lane, Mellor BB2 7EW	Yes	1828	305	1523	No comment	No response	No changes to be made to the Polling District or Polling Place
DC Osbaldeston	Osbaldeston	St Mary's Church, Longsight Road, Osbaldeston	Yes	141	20	121	No comment	No response	No changes to be made to the Polling District or Polling Place





Scale: 1:23,839

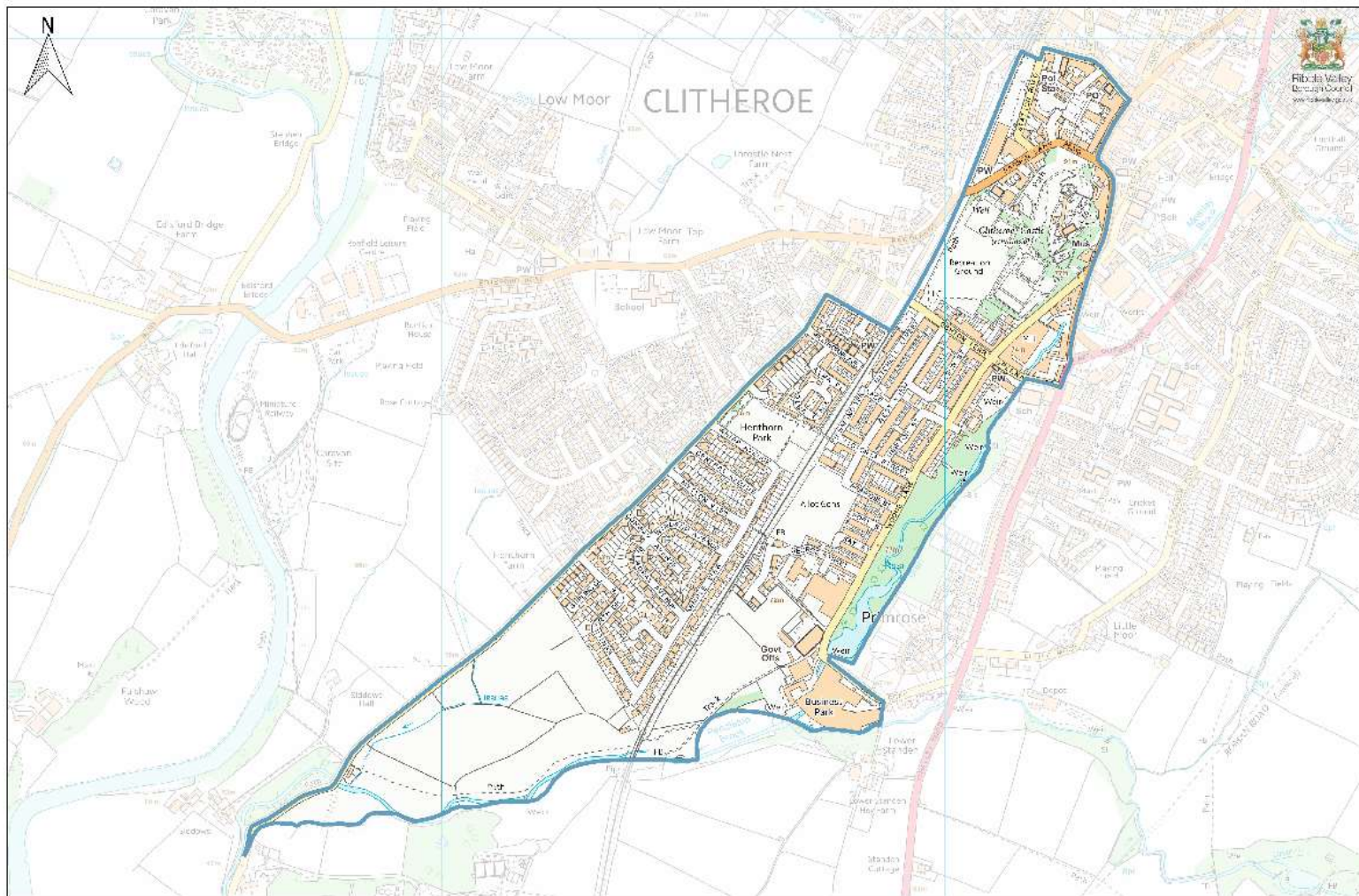
**Mellor Ward**

Date: 27 Apr 2018

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Ward	Primrose								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Pendle and Clitheroe County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer final recommendations
CF Primrose	Primrose Ward, Clitheroe Town Council	Clitheroe Community Church, Millthorne Avenue, Clitheroe BB7 2LE	Yes	2599	230	2369	No comment	No response received	No changes to be made to the Polling District or Polling Place





Scale: 1:6,564

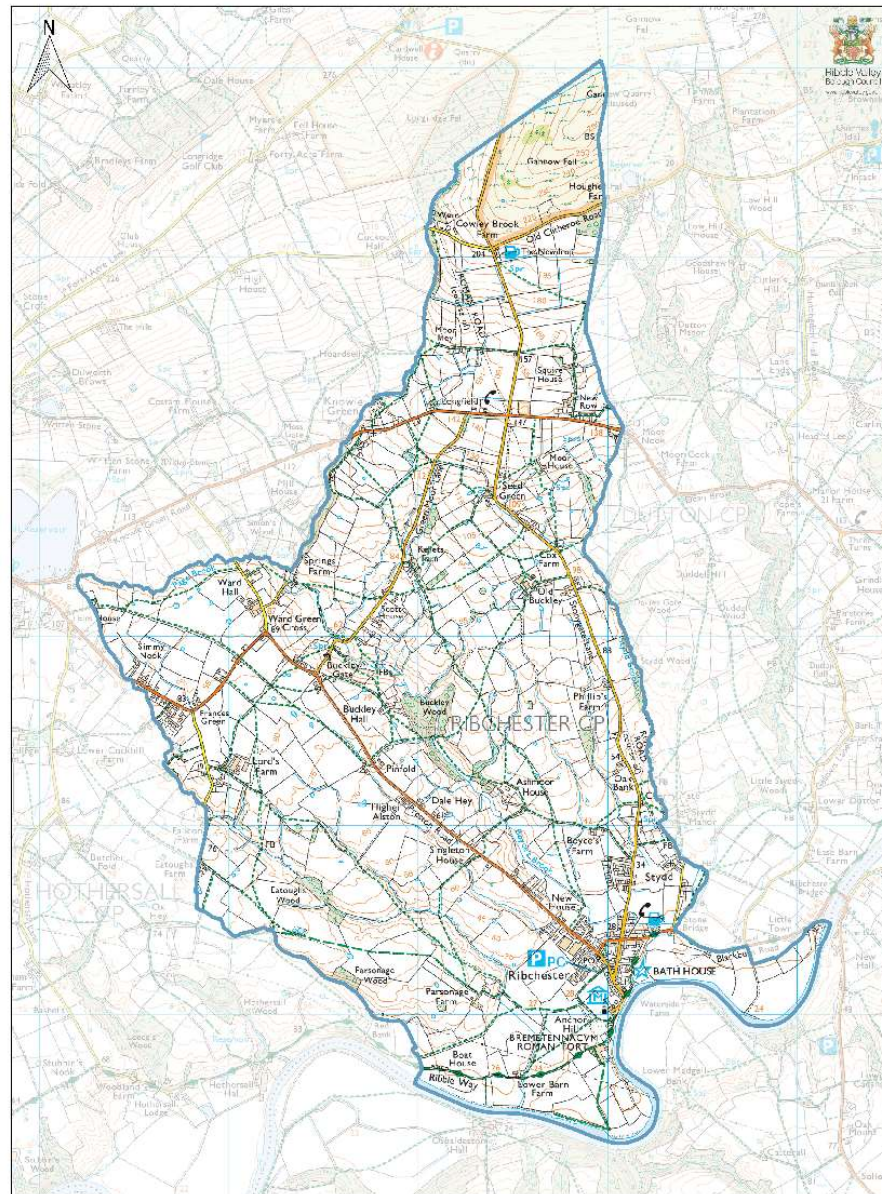
**Primrose Ward**

Date: 27 Apr 2018

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Ward	Ribchester								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
<b>CX2</b> Ribchester	Ribchester	Ribchester Sports & Social Club, Church Street, Ribchester PR3 3YE	Yes	1192	134	1058	No comment	No response received	No changes to be made to the Polling District or Polling Place





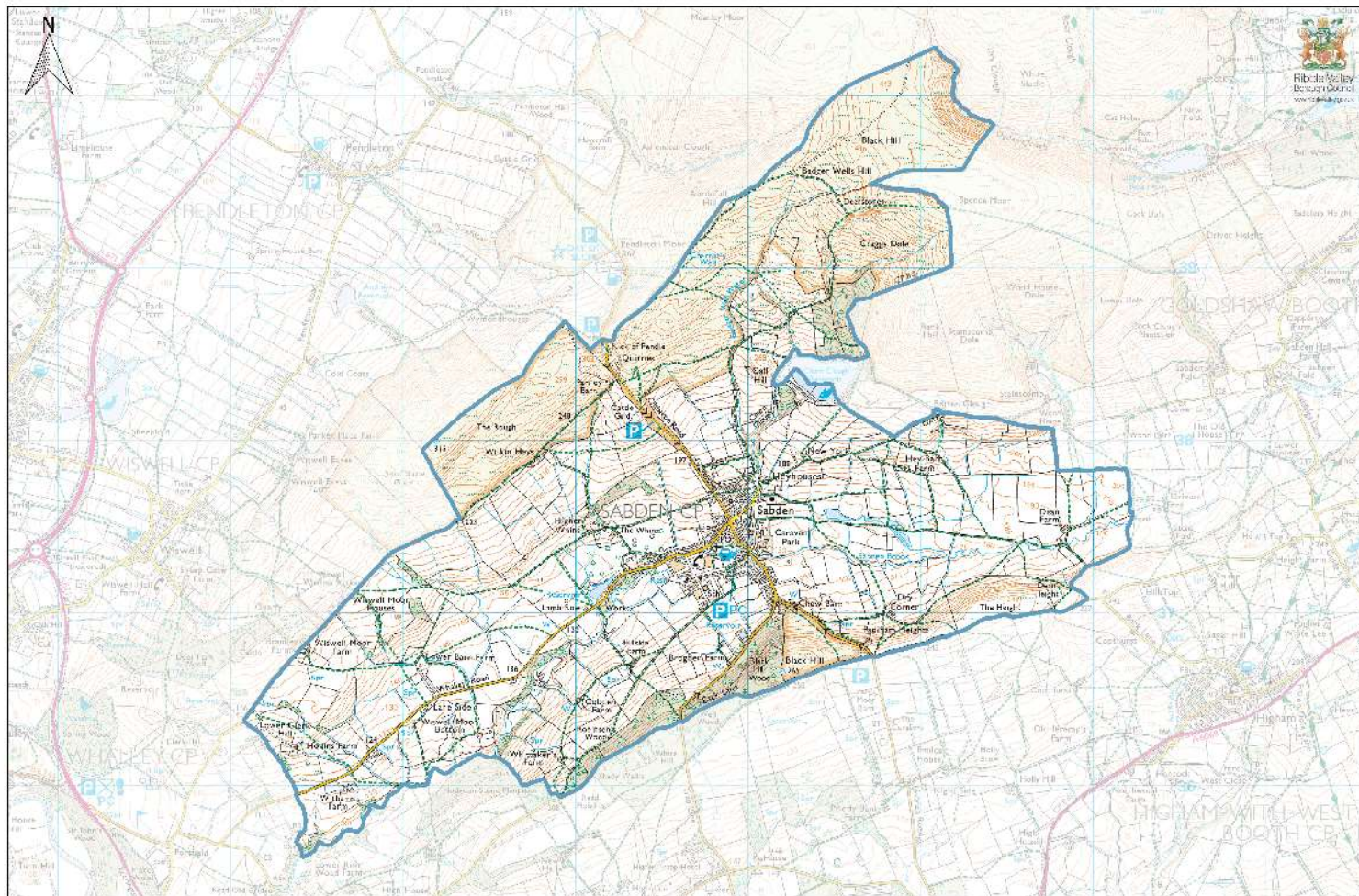
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Date: 27 Apr 2018

### Ribchester Ward

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Ward	Sabden								
Parliamentary Constituency pre - boundary review	Ribbles Valley County Constituency								
Future Parliamentary Constituency	Pendle and Clitheroe County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
CJ Sabden	Sabden	St Mary's Parochial Hall 49 Whalley Road, Sabden BB7 9DZ	Yes	1237	108	1129	No comment	No response received	No changes to be made to the Polling District or Polling Place



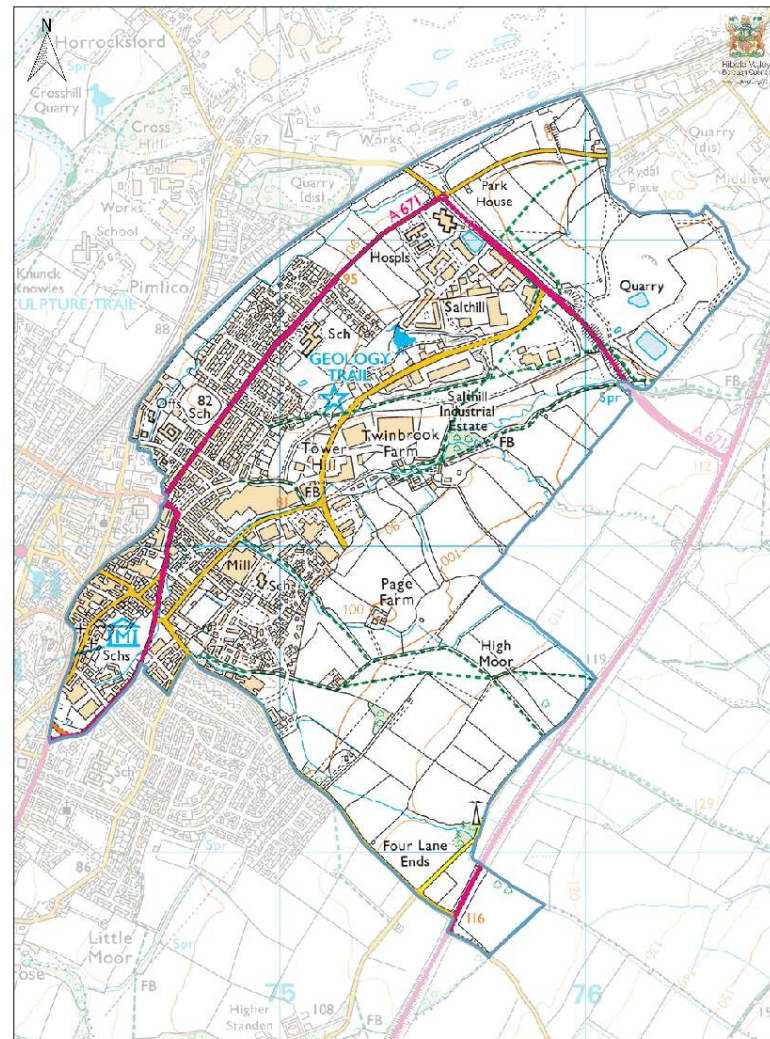
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Date: 27 Apr 2018

### Sabden Ward

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Ward	Salthill								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Pendle and Clitheroe County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
Salthill	Clitheroe Town Council – Salthill Ward	Clitheroe Football Club, Shawbridge Street, Clitheroe BB7 1NA	Yes	2607	346	2261	No comment	No response received	No changes to be made to the Polling District or Polling Place



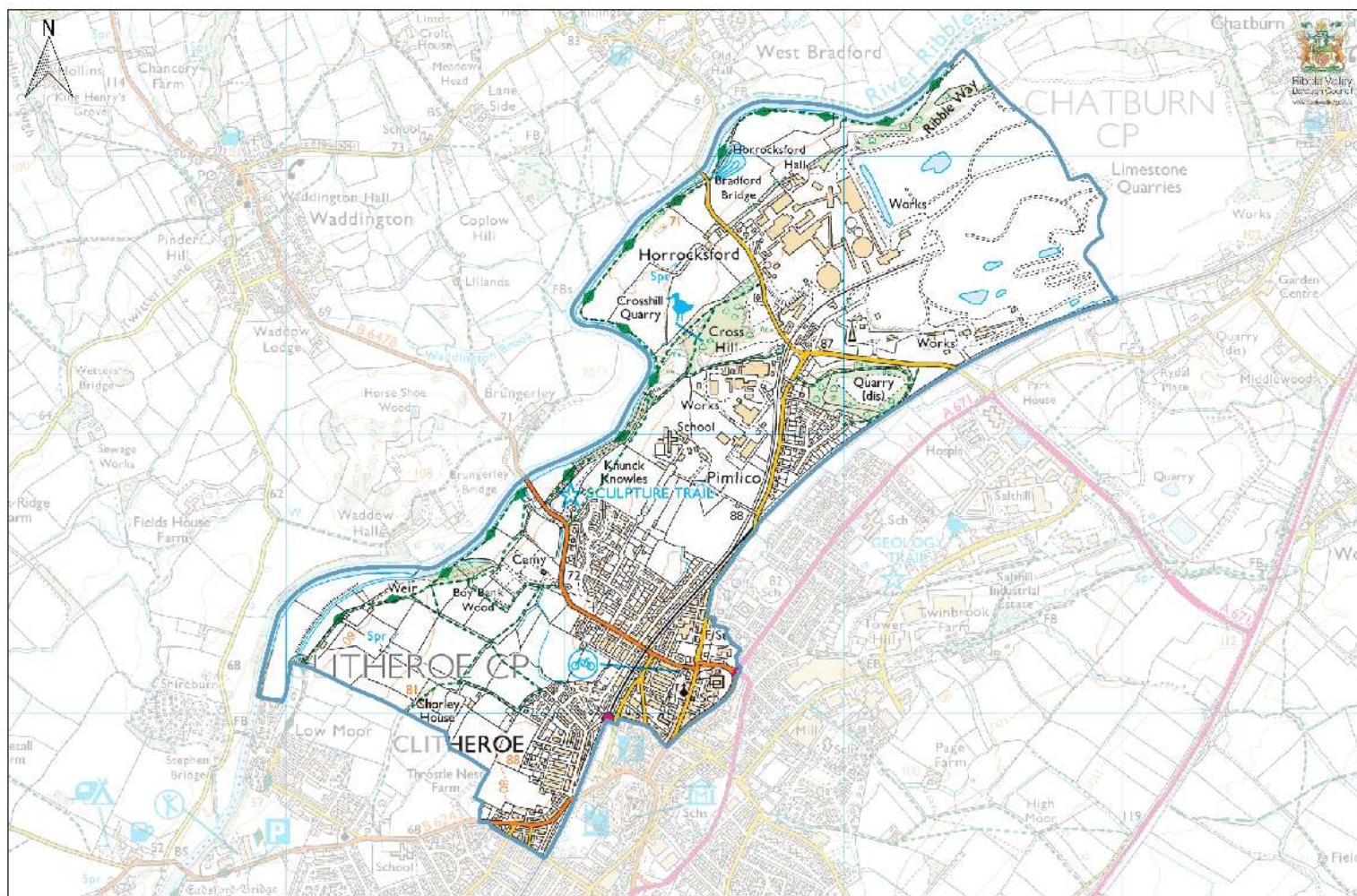


Scale: 1:8,729  
Date: 27 Apr 2018

### Salthill Ward

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Ward	St. Mary's								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Pendle and Clitheroe County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
St Mary's	St Mary's Ward, Clitheroe Town Council	St Mary Magdalen's Church, Church Street, Clitheroe BB7 2DD	Yes	2525	397	2128	No comment	No response received	No changes to be made to the Polling District or Polling Place



Scale: 1:11,853

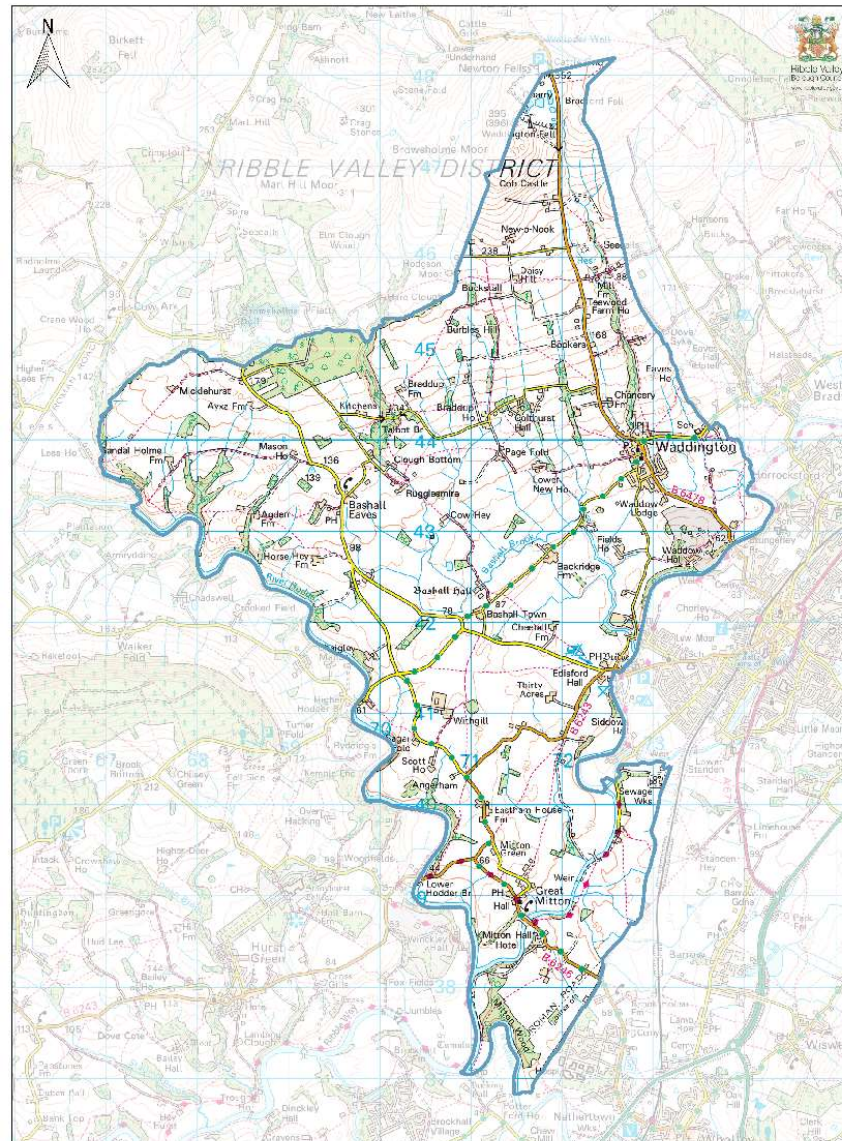
St Mary's Ward

Date: 27 Apr 2018

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Ward	Waddington, Bashall Eaves and Mitton								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
<b>SC</b> Waddington	Waddington	St Helen's Church Edisford Road, Waddington BB7 9PH	Yes	847	106	741	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>BE</b> Bashall Eaves	Bashall Eaves Ward, Bashall Eaves & Mitton	Bashall Eaves Village Hall, Clitheroe Road, Bashall Eaves BB7 3DA	Yes	142	13	129	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>CT2</b> Little Mitton	Little Mitton Ward, Bashall Eaves & Mitton	All Hallows Church, Church Lane, Mitton BB7 9PH	Yes	27	6	21	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>SB</b> Mitton	Great Mitton Ward, Bashall Eaves & Mitton	All Hallows Church, Church Lane, Mitton BB7 9PH	Yes	180	21	159	No comment	No response received	No changes to be made to the Polling District or Polling Place



Scale: 1:32,236

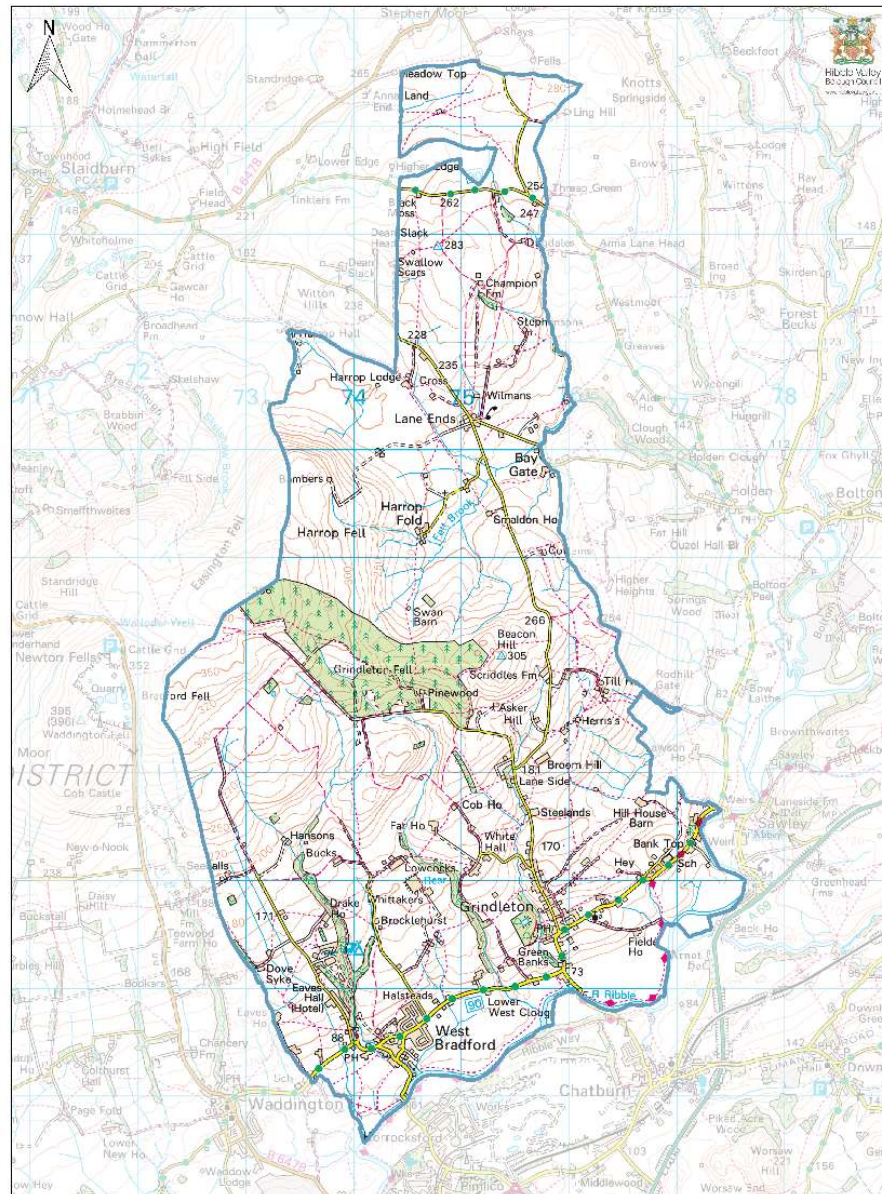
Date: 27 Apr 2018

Waddington, Bashall Eaves & Mitton Ward

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Ward	West Bradford & Grindleton								
Parliamentary Constituency pre - boundary review	Ribbles Valley County Constituency								
Future Parliamentary Constituency	Ribbles Valley County Constituency								
Polling District, letters and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer final recommendations
<b>SN</b> Grindleton 1	Grindleton	Grindleton Pavillion, Sawley Road, Grindleton BB7 4QS	Yes	527	42	485	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>W</b> West Bradford	West Bradford	West Bradford Village Hall, Grindleton Road, West Bradford BB7 4TE	Yes	693	66	627	No comment	No response received	No changes to be made to the Polling District or Polling Place
<b>SO</b> Grindleton 2	Grindleton	Harrop Chapel, Harrop Fold, Bolton By Bowland BB7 4TN	Yes	98	15	83	No comment	No response received	No changes to be made to the Polling District or Polling Place



Scale: 1:28,501

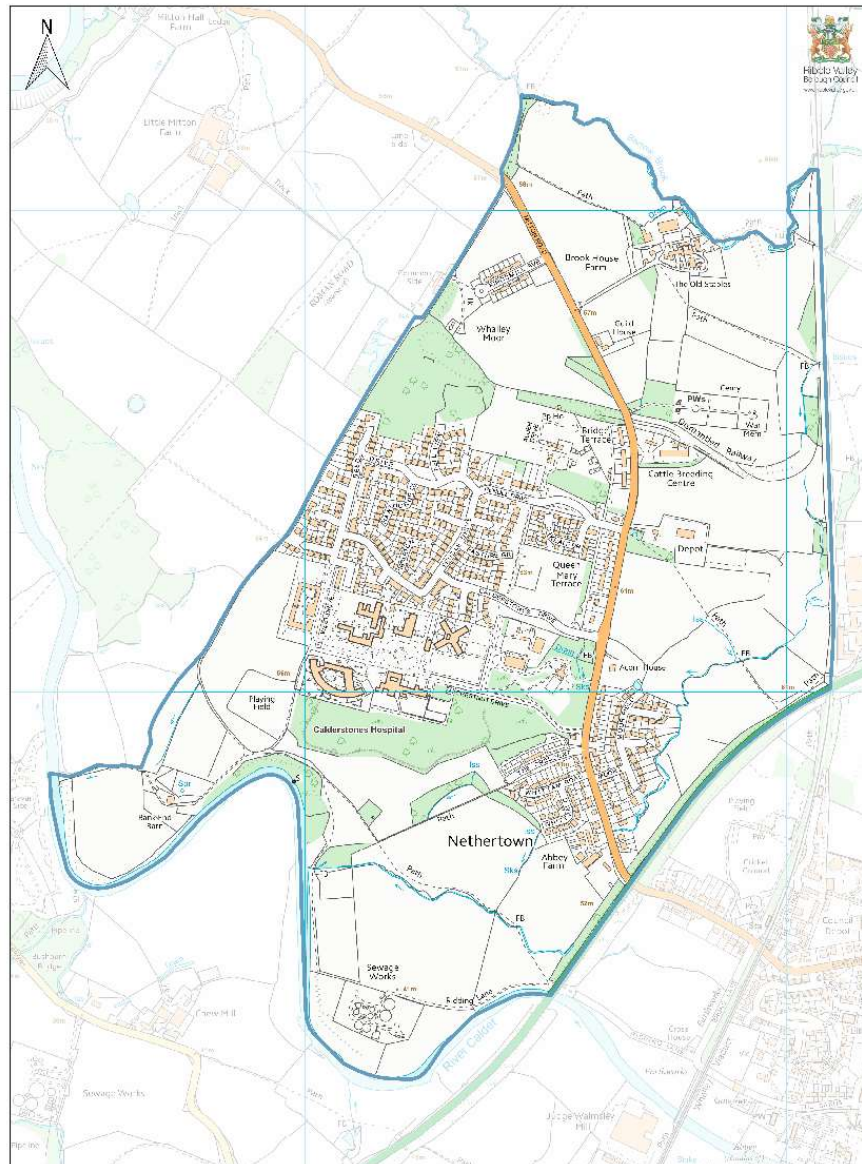
Date: 27 Apr 2018

### West Bradford & Grindleton Ward

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Ward	Whalley Nethertown								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters, and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer Representations
Whalley Nethertown	Nethertown Ward, Whalley	Whalley Village Hall, Accrington Road, Whalley, BB7 2TD	No	1101	137	964	It could be confusing for voters at a station that also has elections for the Pendle and Clitheroe Constituency. An alternative polling venue should be considered for Whalley Nethertown.	There was no provision for a polling station in the ward even though mobile polling stations were provided in other wards. Electors had to travel into the centre of Whalley to vote. It is also a really good idea to give the electors the correct ward to vote in.	I have considered all locations in the Ward of Nethertown and there is no suitable location to place a mobile polling place, which would also have adequate disabled parking and which would be easily accessible by foot. I consider however that
								....the Acting Returning Officer, Rose Rouse and myself have	

								<p>inspected the Schedule document and have no comment to make relating to the polling places which fall within the future parliamentary constituency of Pendle and Clitheroe other than agreeing with the representations of the Returning Officer in relation to the ward of Whalley Nethertown as we feel it could be confusing for voters at a polling station that also has an election for the Ribble Valley Parliamentary Constituency and that an alternative venue should be considered for Whalley Nethertown</p>	<p>the Ward of Nethertown should have a separate polling place for the reasons set out in my earlier representation. My final recommendation is that this be at Whalley Library, 1 Abbotts Croft, Whalley, Clitheroe BB7 9RR. Whilst this is not in the Ward it is significantly nearer the Ward boundary, has sufficient disabled parking and is accessible.</p>
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Scale: 1:6,222

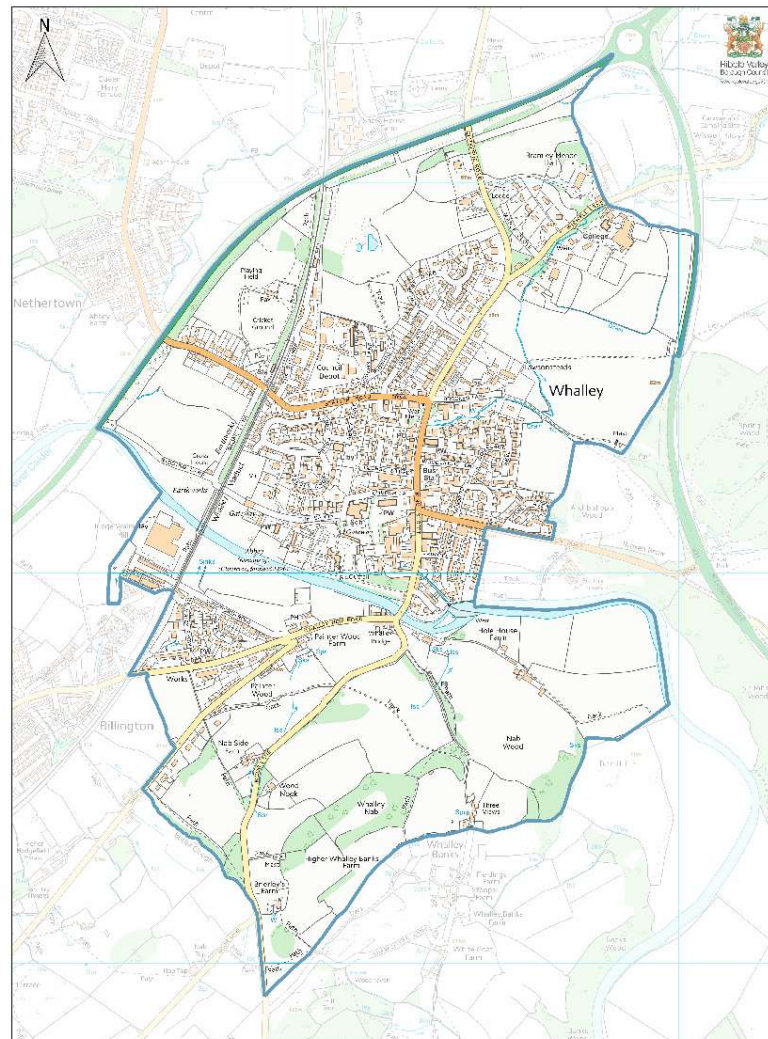
### Whalley Nethertown Ward

Date: 27 Apr 2018

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Ward	Whalley & Painter Wood								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Pendle & Clitheroe County Constituency								
Polling District, letters and name, 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation response	(Acting) Returning Officer final recommendations
Whalley Abbey	Whalley Abbey Ward, Whalley	Whalley Village Hall, Accrington Road, Whalley, BB7 9TD	Yes	1902	194	1706	No comment	No response received	No changes to be made to the Polling District or Polling Place
DE2 Painter wood	Painter Wood Ward, Billington and Langho	Whalley Village Hall, Accrington Road, Whalley, BB7 9TD	Yes	477	45	432	No comment	No response received	No changes to be made to the Polling District or Polling Place



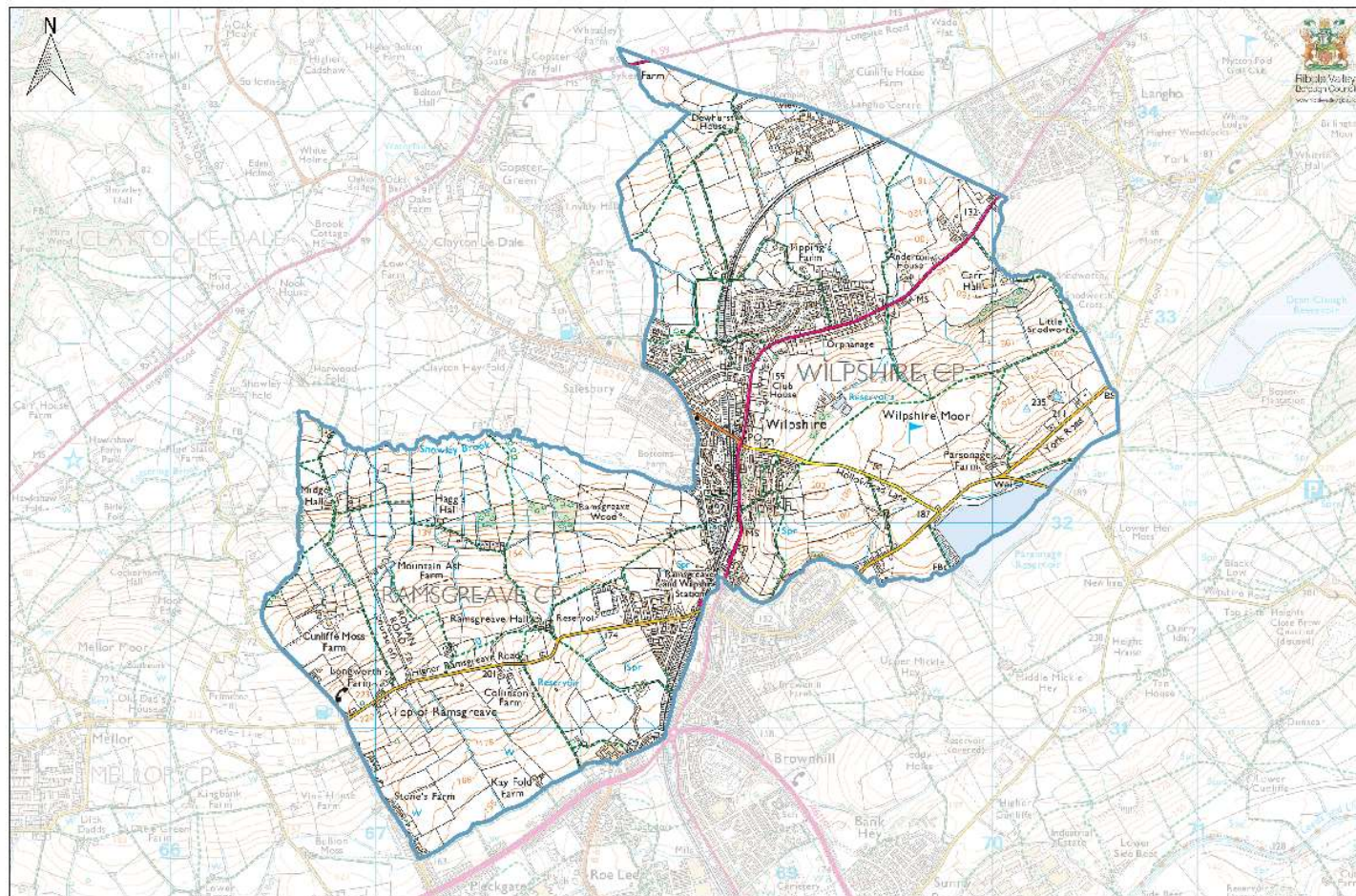
Scale: 1:6,842  
Date: 27 Apr 2018

### Whalley & Painter Wood Ward

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Ward	Wilpshire & Ramsgreave								
Parliamentary Constituency pre - boundary review	Ribble Valley County Constituency								
Future Parliamentary Constituency	Ribble Valley County Constituency								
Polling District, letters and name, 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer final recommendations
DD Wilpshire	Wilpshire	Wilpshire Methodist Church, Ribchester Road, Wilpshire BB1 9HU	Yes	2003	281	1722	No comment	No response received	No changes to be made to the Polling District or Polling Place
DD Ramsgreave	Ramsgreave	Portakabin, Ramsgreave, Blackburn BB1 9BH	Yes	595	75	520	Whilst not ideal, there is no other viable option in the vicinity and the portacabin is due to inclusion of ramp	Happy with existing arrangements in our ward	No changes to be made to the Polling District or Polling Place





Scale: 1:16,106

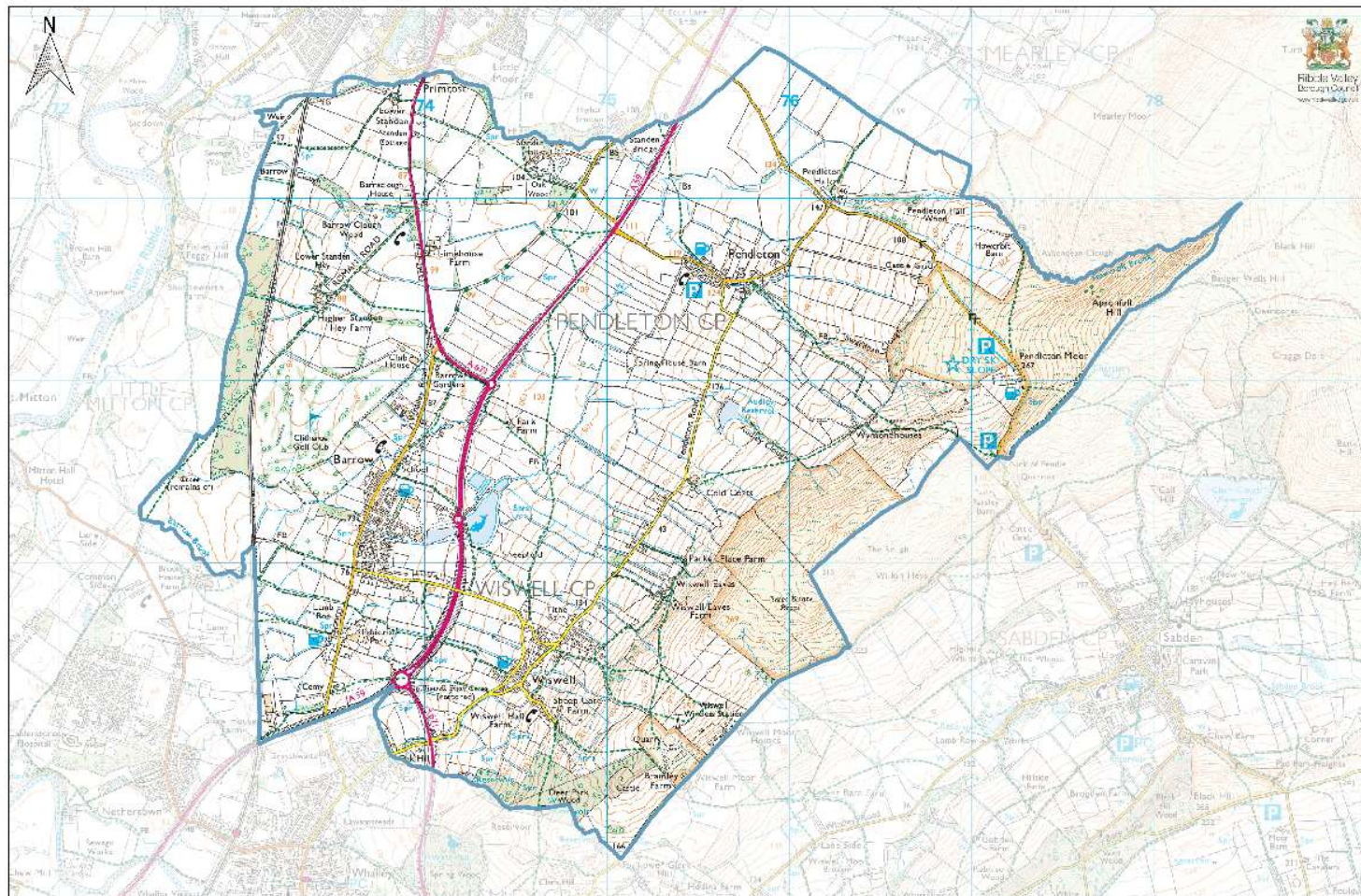
## Wilpshire & Ramsgreave Ward

Date: 27 Apr 2018

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Ward	Wiswell & Barrow								
Parliamentary Constituency pre - boundary review	Ribbles Valley County Constituency								
Future Parliamentary Constituency	Pendle & Clitheroe County Constituency								
Polling District, letters, and name 1 December 2023	Parish	Polling place	Disabled Access	Total Electorate	Postal Voters	Voters in person	(Acting) Returning Officer Representations	Consultation Response	(Acting) Returning Officer final recommendations
CS Wiswell	Wiswell	Portakabin, Adjacent to Coronation Gardens, Wiswell	Yes	252	24	228	Whilst not ideal, there is no other viable option in the vicinity and the portacabin is accessible due to inclusion of ramp.	No response received	No changes to be made to the Polling District or Polling Place
CS Pendleton	Pendleton	Pendleton Village Hall, Main Street, Pendleton BB7 1PT	Yes	103	1	102	No comment	No response received	No changes to be made to the Polling District or Polling Place
CQ Barraclough	Pendleton	Barrow Primary School, Old Row, Barrow BB7 9AZ	Yes	75	16	59	No comment	No response received	No changes to be made to the Polling District or Polling Place
CT1 Barrow	Barrow	Barrow Primary School, Old Row, Barrow BB7 9AZ	Yes	1468	169	1299	No comment	No response received	No changes to be made to the Polling District or Polling Place
CT3 Lamb Roe	Whalley	Barrow Primary School, Old Row, Barrow BB7 9AZ	Yes	338	39	299	No comment	No response received	No changes to be made to the Polling District or Polling Place





Scale: 1:18,188

Wiswell & Barrow Ward

Date: 27 Apr 2018

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## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

meeting date: 13 FEBRUARY 2024  
 title: UK SHARED PROSPERITY FUND AND RURAL PROSPERITY FUND – NON CONTRACTING AUTHORITIES’ PROCUREMENT THRESHOLDS  
 submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING  
 principal author: NICOLA HOPKINS – DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

### 1 PURPOSE

1.1 To seek Committee approval to confirm the procurement thresholds relating to non-contracting authorities awarded a grant through either the UK Shared Prosperity Fund (UKSPF) or the Rural Prosperity Fund (REPF).

1.2 Relevance to the Council’s ambitions and priorities:

- Community Ambitions-
  - To sustain a strong and prosperous Ribble Valley
  - To help make people’s lives safer and healthier
- Corporate Objectives –
  - To work with our partners to ensure that the infrastructure in the Ribble Valley is improved
  - To promote stronger, more confident, and more active communities throughout the borough

### 2 BACKGROUND

2.1 The guidance on procurement issued by the Government as part of the UKSPF <https://www.gov.uk/guidance/uk-shared-prosperity-fund-procurement-8> includes the following statement:

8.5 Where non-contracting authorities are involved in UKSPF project delivery, they should adopt such policies and procedures that are required in order to ensure that value for money has been obtained in the procurement of goods or services funded by the Grant. This should include adopting the following minimum procedures unless different thresholds have been approved internally via the LLAs appropriate internal governance process, such as Cabinet:

Value of contract	Minimum procedure
£0 - £2,499	Direct award
£2,500 - £24,999	3 written quotes or prices sought from relevant suppliers of goods, works and / or services
Over £25,000	Formal tender process

### **3 CONTRACTING/NON-CONTRACTING AUTHORTIES**

- 3.1 Under Public Procurement law, public authorities and bodies governed by public law are classed as Contracting Authorities. Other organisations would fall to be considered Non-Contracting Authorities for both UKSPF and REPF.
- 3.2 Following the decision of this Committee on 7th November 2023 and 23rd January 2024 grant agreements are being prepared for the projects being supported by UKSPF. The provision of a grant to both Whalley Educational Foundation and Roefield Leisure will involve non-contracting authorities in the delivery of UKSPF schemes. The current procurement thresholds for non-contracting authorities, as set out above, are stricter than the Council's thresholds.
- 3.3 Council officers have been working on the basis that to ensure consistency with the Council's own Contract Procedure Rules and, importantly, the schemes approved are delivered within the tight timescale of the UKSPF requirements, we would use the same thresholds set out in our own Contract Procedure Rules
- 3.4 Whilst agreed at officer level this now needs to be formally approved by members. Committee are therefore asked to approve the thresholds set out in Annex 1.
- 3.5 If approved the attached guidance will be uploaded to our website.

### **4 RISK ASSESSMENT**

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

- Resources – N/A
- Technical, Environmental and Legal – Legal services have been consulted and their comments are incorporated into the body of the report.
- Political - N/A
- Reputation- N/A
- Equality and Diversity – Committee has chosen to spend the majority of the UKSPF on the communities and place priority by enhancing community facilities and ensuring access for all. It is considered that the projects identified above meet our Public Sector Equality duties.

### **5 RECOMMENDED THAT COMMITTEE**

- 5.1 Approve the procurement thresholds for non-contracting authorities involved in delivering projects either through UKPSF or REPF as set out in Annex 1.

NICOLA HOPKINS  
DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

The Fund's procurement route applies to any organisation that is not a Contracting Authority under the Public Procurement Regulations.

### Procurement Contract Thresholds

#### UKSPF and REPF Procurement Route for Private Organisations

Threshold	Estimated Contract Value	Requirements / Procedure	Audit Requirements (Evidence)
Below £10,000	< £10,000	May be made without written competitive quotations as long as the Contract is not part of a larger Contract. However, it must still be ensured that the best price is secured and value for money is maintained, and as such it may be desirable to obtain quotes in order to gain that assurance.	<ul style="list-style-type: none"> <li>•Copies of emails issued to all suppliers</li> <li>•Price comparisons/considerations</li> </ul>
£10,001 - £100,000	£10,001 - £100,000	At least 3 written quotations must be obtained. It is advised that a greater number of quotes may need to be sought in order to ensure that three as a minimum are returned.	<ul style="list-style-type: none"> <li>•Copies of emails issued to all suppliers</li> <li>•Price comparisons/considerations</li> <li>•Evidence of evaluation undertaken</li> <li>•Evidence of notification to successful and unsuccessful suppliers</li> <li>•Evidence of Contract issued</li> </ul>
£100,001 +	£100,001 +	Must be subject to competitive tender	<p><b>Either evidence of:</b></p> <p>(1)at least 21 days' public notice has been given, stating the nature and purpose of the Contract, inviting tenders, providing web links to electronic versions of all contract documents and stating the last date when tenders will be received, on:</p> <ul style="list-style-type: none"> <li>•the organisations website and optionally a local newspaper and/ or appropriate trade journals</li> <li>•the Government's webpage 'Contracts Finder'. In the case of those contracts with an estimated value in excess of the Public Contracts Regulations threshold, the opportunity must also be published on the Government's 'Find a Tender' webpage.</li> </ul>

The Fund's procurement route applies to any organisation that is not a Contracting Authority under the Public Procurement Regulations.

			<p>Or</p> <p>(2) Use of a suitable Procurement Framework to procure the contract</p>
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- If unable to source the required number of quotations, you must keep supporting evidence and a record of the suitably justified reasons why you were unable to source the potential suppliers/ providers.
- If only one provider/ supplier available or feasible (for example unique, specialised/ customised equipment or services, only available from one company) you must keep records and evidence to explain and justify the reasons for concluding that there are no alternative providers for the desired product or specification and that competition is absent (this will be tested in subsequent audits).

#### Useful points:

- Minimum 21 days advertisement required for all opportunities advertised via electronic tender portals. Other means, timescale for response to be reasonable commensurate with works required.
- No standstill period required to be adhered too.
- Variations to contract must be in relation to the contract, such as unforeseen works. Records of all variations must be kept and duly authorised. As a guide, each variation to not exceed 15% of contract value.
- Retain all evidence documentation as noted in table above for future audit and record keeping requirements.