

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **HEALTH & HOUSING COMMITTEE** is at **6.30pm** on **THURSDAY, 19 JANUARY 2012** at the **TOWN HALL, CHURCH STREET, CLITHEROE.**

I do hope you will be there.

Yours sincerely

CHIEF EXECUTIVE

To: Committee members (Copy for information to all other members of the Council)
Directors
Press

AGENDA

Part I – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. To approve the minutes of the last meeting held on 17 November 2011 – copy enclosed.
3. Declarations of Interest (if any).
4. Public Participation (if any).

FOR DECISION

5. References from Overview & Scrutiny Committee (if any).
- ✓ 6. Revised Revenue Budget 2011/2012 and Original Estimate 2012/2013 – report of Director of Resources – copy enclosed.

- ✓ 7. Revised Capital Programme 2011/2012 and Proposed Programme 2012/2013 – report of Director of Resources – copy enclosed.
- ✓ 8. Addressing Housing Needs – Housing Policy – report of Chief Executive – copy enclosed.

FOR INFORMATION

- ✓ 9. Warm Homes, Healthy People Fund 2011/2012 – report of Chief Executive – copy enclosed.
- ✓ 10. Get Britain Building – report of Chief Executive - copy enclosed.
- ✓ 11. Minutes of Health Working Group – copy for information.
- ✓ 12. General Report of the Chief Executive on Environmental Health Issues – report of Chief Executive – copy enclosed.
- 13. Reports from Outside Bodies (if any).

Part II - items of business **not** to be discussed in public

- ✓ 14. General Report – Grants – report of Chief Executive – copy enclosed.
- ✓ 15. Affordable Housing Update – report of Chief Executive – copy enclosed.

RIBBLE VALLEY BOROUGH COUNCIL
REPORT TO HEALTH AND HOUSING COMMITTEE

DECISION

Agenda Item No

meeting date: 19 JANUARY 2012
title: REVISED REVENUE BUDGET 2011/12 AND ORIGINAL ESTIMATE 2012/13
submitted by: DIRECTOR OF RESOURCES
principal author: NEIL SANDIFORD

1 PURPOSE

- 1.1 To agree a revised revenue budget for 2011/12, together with a draft revenue budget for 2012/13, for submission to Policy and Finance Committee.

2 BACKGROUND

- 2.1 The grant settlement for the next financial year was published on the 8 December 2011. This **confirmed** our formula grant for 2012/13 will be £2.902m which includes the second year of council tax freeze grant of £78,660. This is a reduction of 12.8% from that received for the 2011/12 financial year.
- 2.3 The two year settlement announcement last year was notably worse than had been anticipated for this council. The Government awarded 'transitional grant' to those authorities previously in receipt of Area Based Grant and other funding including Working Neighbourhoods Fund monies. However, as we did not receive such funding we are not entitled to this transition grant
- 2.4 This confirmed the need for the Council to identify substantial savings in its base budget. The management structure review in 2010/11 resulted in substantial savings, which greatly eased the financial position in which the council found itself for 2011/12 onwards.
- 2.5 Further substantial savings of over £600,000 were needed in order to achieve an affordable budget for 2012/13 onwards. A detailed review was been completed of all council services and on 22 November 2011 Policy and Finance Committee considered and approved a package of savings totalling around £645,000.
- 2.6 The proposed budget **within this report** for the next financial year 2012/13 represents the base budget for this committee **taking into account** the service review savings proposals that were approved at Policy and Finance Committee.

3 REVIEW OF 2011/12 REVENUE BUDGET

- 3.1 When the budget was prepared for the current year provision was made for increases in prices of 3%. A small allowance was included for a pay award for those earning below £21,000. However, no pay increase was awarded for 2011/12.
- 3.2 The revised budget is **£127,110** lower than the original estimate. This is increased to **£127,970** lower than the original estimate after allowing for transfers to and from earmarked reserves. A comparison between the original and revised budgets for each cost centre is shown below.

| Cost Centre | Cost Centre Name | Original Estimate 2011/12 £ | Movement in Expenditure £ | Movement in Income £ | Movement in Support Services £ | Movement in Capital Costs £ | Revised Estimate 2011/12 £ |
|-----------------------------|----------------------------|-----------------------------|---------------------------|----------------------|--------------------------------|-----------------------------|----------------------------|
| CTBEN | Council Tax Benefits Admin | 46,010 | 30,830 | -30,830 | -11,730 | | 34,280 |
| HGBEN | Housing Benefits Admin | 116,770 | 657,750 | -719,780 | -9,560 | | 45,180 |
| COMNL | Common Land | 9,150 | -50 | 0 | -1,960 | | 7,140 |
| CLCEM | Clitheroe Cemetery | 46,220 | -10 | -1,060 | -420 | | 44,730 |
| ENVGR | Grants & Subscriptions | 1,860 | -500 | 0 | 70 | | 1,430 |
| CLAIR | Clean Air | 6,050 | -4,500 | 0 | 30 | | 1,580 |
| DOGWD | Dog Warden & Pest Control | 96,840 | -3,250 | 730 | -4,950 | 10 | 89,380 |
| ENVHT | Environmental Health | 297,210 | -200 | 1,600 | -39,520 | | 259,090 |
| CLAND | Contaminated Land | 5,570 | 1,650 | 0 | 5,630 | | 12,850 |
| HSASS | Housing Associations | 13,630 | 0 | 0 | -580 | | 13,050 |
| HSADV | Housing Advances | 620 | -50 | 870 | -580 | | 860 |
| SUPPE | Supporting People | 4,410 | -19,850 | 22,000 | -250 | | 6,310 |
| CLMKT | Clitheroe Market | -24,690 | -540 | 5,410 | -2,240 | -3,100 | -25,160 |
| JARMS | Joiners Arms | 10,360 | -380 | -7,500 | -10 | -1,250 | 1,220 |
| HOMEQ | Homelessness General | 46,650 | -200 | 0 | 1,040 | | 47,490 |
| HOMES | Homelessness Strategy | -17,140 | -2,000 | 0 | -250 | | -19,390 |
| IMPGR | Improvement Grants | 28,650 | 0 | 2,000 | 530 | | 31,180 |
| HOMEE | Home Energy Conservation | 21,500 | -400 | 0 | 2,180 | | 23,280 |
| GRAGE | Non-Dwelling Rents | -15,070 | 0 | 2,230 | 960 | | -11,880 |
| HSTRA | Housing Strategy | 56,720 | 108,550 | -108,250 | 4,570 | | 61,590 |
| NET COST OF SERVICES | | 751,320 | 766,850 | -832,580 | -57,040 | -4,340 | 624,210 |

| ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES | | | | | | | |
|--|-------------------------|----------------|----------------|-----------------|----------------|---------------|----------------|
| | DEFRA – clean air grant | -4,500 | | | | | -4,500 |
| | Cemetery Extension | | 3,640 | | | | 3,640 |
| NET EXPENDITURE | | 746,820 | 770,490 | -832,580 | -57,040 | -4,340 | 623,350 |

3.3 The difference between the revised and original estimate is an estimated decrease in net spending of £130,350. The main reasons for this are identified below:

| | Movement in Expenditure £ | Movement in Income £ | Movement in Support Services £ | Movement in Capital Costs £ | Total Movement £ |
|---|------------------------------|-------------------------|-----------------------------------|--------------------------------|---------------------|
| CTBEN: Council Tax Benefits Administration | | | | | |
| Council Tax Rebates There has been an increase in the number of claimants. This cost will be recovered as additional subsidy (see below) | 30,830 | | | | |
| Council Tax Subsidy Additional subsidy to cover the cost of payments to additional claimants | | -30,830 | | | |
| Support Services Savings in the support service costs of Financial Services and Revenue Services are as a result of the Council's freeze on recruitment | | | -11,860 | | |
| Total Council Tax Benefits Administration | | | | | -11,860 |
| HGBEN: Housing Benefits | | | | | |
| Postages The decision to make payments by BACS rather than by cheque has reduced postage costs | -3,300 | | | | |
| Software Maintenance Proposed changes to the administration of benefits have precipitated some changes to software requirements. These costs have been covered by additional grant aid (see administration grant below) | 17,630 | | | | |
| Subscriptions A decision has been taken to withdraw from a service provider for a less expensive alternative | -1,700 | | | | |
| Publicity Reduced spending as a result of the freeze on non essential spending | -1,100 | | | | |
| Other Training Expenses Reduced spending as a result of the freeze on non essential spending | -2,000 | | | | |

| | Movement in Expenditure £ | Movement in Income £ | Movement in Support Services £ | Movement in Capital Costs £ | Total Movement £ |
|---|---------------------------------|----------------------------|--------------------------------------|-----------------------------------|---------------------|
| Rent Allowance Payments There has been a significant increase in the number of claimants this year. Additional costs are covered by subsidy (see below) | 650,200 | | | | |
| Support Services Savings in the support service costs of Financial Services, IT Services and Revenue Services are as a result of the Council's freeze on recruitment | | | -9,900 | | |
| Bank Charges A reduction in charges as a result of the change from the payment of benefits by cheque to BACS | -1,050 | | | | |
| Rent Allowances Subsidy Additional subsidy to cover the costs of additional payments to claimants plus the reinstatement of subsidy in relation to the recovery of overpayments | | -692,500 | | | |
| Administration Grant The Council has received additional grant to cover the cost of changed software requirements (see above). Also a small additional increase in administration subsidy and discretionary housing payments. | | -27,280 | | | |
| Total Housing Benefits | | | | | -71,000 |
| COMNL: Common Land | | | | | |
| Support Services Community Services Savings as a result of the Council's freeze on recruitment | | | -1,800 | | |
| Total Common Land | | | | | -1,800 |

| | Movement in Expenditure £ | Movement in Income £ | Movement in Support Services £ | Movement in Capital Costs £ | Total Movement £ |
|---|---------------------------------|----------------------------|--------------------------------------|-----------------------------------|---------------------|
| CLAIR: Clean Air | | | | | |
| DEFRA Grant Aid Non-recurring purchase of equipment. A scheme has been developed to meet the clean air grant programme from existing budgets, which will be funded from the reserve set aside for this purpose. | -4,500 | | | | |
| Total Clean Air | | | | | -4,500 |
| DOGWD: Dog Warden and Pest Control | | | | | |
| Support Services Savings on Chief Executive's Department as a result of the freeze in recruitment | | | -4,850 | | |
| There is a reduction in the recharge from grounds maintenance of £2,670 as anticipated time charged is likely to be less than first budgeted. | -2,670 | | | | |
| Total Dog Warden and Pest Control | | | | | -7,520 |
| ENVHT: Environmental Health Service | | | | | |
| Support Services The savings on Chief Executive's Department and Legal Services are as a result of the Council's freeze on recruitment | | | -39,890 | | |
| Environmental protection fees There has been a trend of improvements in pollution emissions by local industry over recent years. This trend has continued. | | 1,000 | | | |
| Course Fees Resourcing problems have prevented the development of this programme | | 2,000 | | | |
| Total Environmental Health Service | | | | | -36,890 |

| | Movement in Expenditure £ | Movement in Income £ | Movement in Support Services £ | Movement in Capital Costs £ | Total Movement £ |
|---|---------------------------------|----------------------------|--------------------------------------|-----------------------------------|---------------------|
| CLAND: Contaminated Land | | | | | |
| Software Maintenance The purchase of a licence to enable the development and use of a database of contaminated land | 1,650 | | | | |
| Support Services. Community Services. Reallocation of time to fulfil this statutory duty | | | 5,630 | | |
| Total Contaminated Land | | | | | 7,280 |
| SUPPE: Supporting People | | | | | |
| Handy Person Service The Council has acted as paymaster for LCC and grant aid received has been transferred to St Vincent's for the handyperson service. This arrangement has now ceased and grant is paid direct | -19,800 | | | | |
| LCC Handyperson Grant Payments are now paid direct to St Vincent's | | 22,000 | | | |
| Total Supporting People | | | | | 2,200 |
| CLMKT: Clitheroe Market | | | | | |
| Cleaner's Wages This post has been vacant for part of the year | -1,300 | | | | |
| Support Services Savings on Financial Services as a result of the freeze on recruitment | | | -1,130 | | |
| Depreciation The removal of the value of land from the charge has resulted in a reduced cost of depreciation | | | | -3,100 | |
| Cabin Rents There have been some cabin vacancies this year, which has reduced rental income | | 2,000 | | | |
| Stalls Have declined in use this year | | 4,000 | | | |
| Total Clitheroe Market | | | | | 470 |

| | Movement in Expenditure £ | Movement in Income £ | Movement in Support Services £ | Movement in Capital Costs £ | Total Movement £ |
|---|---------------------------------|----------------------------|--------------------------------------|-----------------------------------|---------------------|
| JARMS: Joiners Arms | | | | | |
| Service Charges/Supporting People Last year LCC indicated that the supporting people grant would be discontinued. This is the case and the grant will cease from 10 January 2012, a little later than expected. | | -7,500 | | | |
| Depreciation The removal of the value of land from the charge has resulted in a lower cost of depreciation. | | | | -1,250 | |
| Total Joiners Arms | | | | | -8,750 |
| HOMEG: Homelessness General | | | | | |
| Support Services A reassessment of time allocations has resulted in an increase in the charge to this service, particularly from the Chief Executive's Department | | | 3,030 | | |
| The recharge from Community Services has reduced as a result of the Council's decision to freeze recruitment | | | -1,470 | | |
| Total Homelessness General | | | | | 1,560 |
| HOMES: Homelessness Strategy | | | | | |
| Other Contact Payments Reduced spending as a result of the freeze on non essential spending | -2,000 | | | | |
| Total Homelessness Strategy | | | | | -2,000 |
| IMPGR: Improvement Grants | | | | | |
| Administrative Charges The impact of changes to the approval criteria for disabled grants has slowed the capital programme and the consequent recovery in fees. | | 2,000 | | | |
| Total Improvement Grants | | | | | 2,000 |

| | Movement in Expenditure £ | Movement in Income £ | Movement in Support Services £ | Movement in Capital Costs £ | Total Movement £ |
|--|---------------------------------|----------------------------|--------------------------------------|-----------------------------------|---------------------|
| HOME: Home Energy Conservation | | | | | |
| Support Services A reassessment of the time charged to this service has resulted in an increased charge, particularly from the Chief Executive's Department | | | 8,030 | | |
| There has been a reduction in the recharge from Community Services as a result of time charged from this service | | | -5,850 | | |
| Total Home Energy Conservation | | | | | 2,180 |
| GRAGE: Non Dwelling Rents | | | | | |
| HPPA mortgages Mortgages have now been repaid and the interest associated with these has now ceased | | 1,330 | | | |
| Total Non Dwelling Rents | | | | | 1,330 |
| HSTRA: Housing Strategy | | | | | |
| Warm Homes Healthy People Fund A successful bid has been made to the Department of Health for resources which aim to reduce death and morbidity amongst elderly households due to cold in the Ribble Valley. Up to 1,000 households will be provided with energy advice and a keep warm pack. Shown here is the grant and the associated expenditure | 108,250 | -108,250 | | | |
| Support Services A reassessment of the time charged to this service has resulted in an increased charge, particularly from the Chief Executive's Department | | | 4,580 | | |
| Total Housing Strategy | | | | | 4,580 |
| TOTALS | 769,140 | -832,030 | -55,480 | -4,350 | -122,720 |

4 2012/13 DRAFT REVENUE BUDGET

- 4.1 The three year forecast to Policy and Finance Committee in September highlighted the need for savings in the region of £600,000 in the 2012/13 financial year. There is continuing uncertainty surrounding the level of financial support the council will receive from the Government in future financial years, particularly following consultation papers on proposals to replace the current formula grant funding with an alternative based on the retention of business rates.
- 4.2 Due to this uncertainty, the three year forecast assumed a freeze on Government funding. Following the grant settlement in December, an updated budget forecast estimated the amount of savings needed for 2012/13 as £635,000. These figures will be updated further as detailed estimates are agreed by committees.
- 4.3 In addition, as always, there are a number of potential problems that will have a significant impact on the budget for 2012/13 and beyond. The immediate ones are:
- ❖ Future public sector funding
 - ❖ The continuing effect of the economic downturn on service income levels
 - ❖ The level of investment income received
- 4.4 As far as your budget is concerned, as stated earlier, the estimates have been prepared after allowing for savings from the service review savings package agreed at Policy and Finance Committee on 22 November 2011 and include provision for price increases of 2.5%. No allowance has been made for pay increases. Where possible budgets have been cash limited.
- 4.5 Whilst savings have been identified and incorporated into the base budget members are asked to consider any further potential areas for savings which they may be able to identify. These will be put forward for consideration by the Budget Working Group, be they for the 2012/13 budget or as proposals for any future years.

5 COMMITTEE SERVICE ESTIMATES

The following section summarises the budget impact of changes on each of this Committees cost centres at the foot of which is a resume of the cause of change.

5.1 COUNCIL TAX BENEFITS ADMINISTRATION

| Service Description | | | | | | | CTBEN |
|---|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p>District councils have a statutory duty to administer claims for Council Tax benefit. This involves producing forms for the public to complete and then processing them on a bespoke computer system once evidence of all income and savings have been verified. We are also required to investigate suspected fraudulent claims</p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To be a well managed council providing efficient services based on identified customer needs | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Transfer Payments | 2,261,000 | | | 29,000 | | | 2,290,000 |
| Support Services | 135,610 | | | | -10,410 | | 125,200 |
| Total Expenditure | 2,396,610 | 0 | 0 | 29,000 | -10,410 | 0 | 2,415,200 |
| Government Grants | -2,350,600 | | | -26,040 | | | -2,376,640 |
| Total Income | -2,350,600 | 0 | 0 | -26,040 | 0 | 0 | -2,376,640 |
| NET | 46,010 | 0 | 0 | 2,960 | -10,410 | 0 | 38,560 |
| Comments | | | | | | | |
| <p>An increase in the costs of Council Tax rebates has been covered by subsidy. However, the administrative support from DWP has been reduced by £2,960 this year. The reduction in support service costs of £10,410 is as a result of the Council restructure.</p> | | | | | | | |

5.2 HOUSING BENEFITS ADMINISTRATION

| Service Description | | | | | | | HGBEN |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p>District councils have a statutory duty to administer claims for Housing benefit. This involves producing forms for the public to complete and then processing them on a bespoke computer system once evidence of all rental income and savings have been verified. We are also required to investigate suspected fraudulent claims.</p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To be a well managed council providing efficient services based on identified customer needs | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Employee Related | 2,600 | | | -30 | | | 2,570 |
| Supplies and Services | 38,380 | 430 | 420 | 30 | -1,050 | -30 | 38,180 |
| Transfer Payments | 6,397,800 | 159,470 | 121,200 | 139,530 | | | 6,818,000 |
| Support Services | 235,270 | | | | -9,600 | | 225,670 |
| Total Expenditure | 6,674,050 | 159,900 | 121,620 | 139,530 | -10,650 | -30 | 7,084,420 |
| Government Grants | -6,557,280 | -159,120 | -120,930 | -181,840 | 0 | 0 | -7,019,170 |
| Total Income | -6,557,280 | -159,120 | -120,930 | -181,840 | 0 | 0 | -7,019,170 |
| NET | 116,770 | 780 | 690 | -42,310 | -10,650 | -30 | 65,250 |
| Comments | | | | | | | |
| <p>There has been a significant increase in the number of claimants for housing benefits which is continuing to rise. These costs are covered by subsidy although this is offset by a reduction of administrative support grant of £7,110. The surplus of grant is generated as the Council can claim for the collection of overpayments. Support service costs have reduced as a result of the Council's structure review, and the costs of supplies and services (bank charges) are less as a result of the transfer of benefit payments from cheques to BACS.</p> | | | | | | | |

5.3 COMMON LAND

| Service Description | | | | | | | COMNL |
|---|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>The Council has a responsibility for the management of the common land at Salesbury and Copster Green, and an overseeing role regarding common land in general.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To protect and enhance the existing environmental quality of our area | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Premises Related | 500 | | | | | | 500 |
| Supplies and Services | 100 | | | | | | 100 |
| Support Services | 8,550 | | | | -2,330 | | 6,220 |
| Total Expenditure | 9,150 | 0 | 0 | 0 | -2,330 | 0 | 6,820 |
| NET | 9,150 | 0 | 0 | 0 | -2,330 | 0 | 6,820 |
| Comments | | | | | | | |
| There has been a redirection of Community Services time allocated away from this service together with the effect of the Council's restructuring. | | | | | | | |

5.4 CLITHEROE CEMETERY

| Service Description | | | | | | | CLCEM |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>The Council provides a high quality municipal cemetery service at Clitheroe Cemetery, primarily for the residents of Ribble Valley. This includes traditional lawn burials and interment of ashes, woodland burial and also a remembrance arboretum.</i></p> <p><i>The Council is also responsible for several closed churchyards that have been entrusted to the Council within 12 months of their closure. These are St Bartholomew's at Chipping, St Mary Magdalene's and St James' at Clitheroe and a portion of St Mary's in Gisburn. This includes the grounds maintenance, upkeep of walls, fences, paths and the safety of headstones.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To protect and enhance the existing environmental quality of our area | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Premises Related | 56,410 | 280 | | | -20 | | 56,670 |
| Supplies and Services | 5,680 | | | | | | 5,680 |
| Support Services | 25,960 | | | | -110 | | 25,850 |
| Depreciation and Impairment | 2,920 | | | | | | 2,920 |
| Total Expenditure | 90,970 | 280 | 0 | 0 | -130 | 0 | 91,120 |
| Other Grants and Contributions | -10 | | | | | | -10 |
| Customer and Client Receipts | -44,740 | -1,060 | | -60 | | | -45,860 |
| Total Income | -44,750 | -1,060 | 0 | -60 | 0 | 0 | -45,870 |
| NET | 46,220 | -780 | 0 | -60 | -130 | 0 | 45,250 |
| Comments | | | | | | | |
| This service is expected to continue at a similar level to the previous year. | | | | | | | |

5.5 GRANTS AND SUBSCRIPTIONS – HEALTH AND HOUSING COMMITTEE

| Service Description | | | | | | | ENVGR |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <i>The Council pays several subscriptions to maintain membership of a number of organisations, such as ROSPA and UK Council's Against Fluoridation</i> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To help make people's lives safer & healthier | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Transfer Payments | 600 | | | | | | 600 |
| Support Services | 1,260 | | | | 610 | | 1,870 |
| Total Expenditure | 1,860 | 0 | 0 | 0 | 610 | 0 | 2,470 |
| NET | 1,860 | 0 | 0 | 0 | 610 | 0 | 2,470 |
| Comments | | | | | | | |
| This service is expected to continue at a similar level to the previous year. | | | | | | | |

5.6 CLEAN AIR

| Service Description | | | | | | | CLAIR |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <i>The Council is required to undertake periodic screening and assessment of local air quality. To meet the requirements, the Council undertakes local air quality monitoring. The last assessment identified the need to undertake further localised monitoring of NOx on Whalley Road, Clitheroe associated with traffic congestion.</i> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To help make people's lives safer & healthier | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Supplies and Services | 6,050 | | | -4,500 | | | 1,550 |
| Support Services | | | | | 30 | | 30 |
| Total Expenditure | 6,050 | 0 | 0 | -4,500 | 30 | 0 | 1,580 |
| NET | 6,050 | 0 | 0 | -4,500 | 30 | 0 | 1,580 |
| Comments | | | | | | | |
| A provision was made in the budget for the repayment of DEFRA grant aid (£4,500) as the original externally funded clean air scheme was discontinued. New schemes have been identified and the grant will be used for these. Repayment will not now be necessary. | | | | | | | |

5.7 DOG WARDEN AND PEST CONTROL

| Service Description | | | | | | | DOGWD |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>A dedicated pest control and dog warden service is provided in the Borough. The pest control service deals with the control and eradication of a range of public health pests in private residential and commercial premises and also the control and eradication of rodents within the public sewer system. The dog warden service deals with dog-related complaints, including stray dogs, dog fouling and noise arising from barking dogs.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To help make people's lives safer & healthier | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Premises Related | 25,080 | | | -4,000 | -3,280 | | 17,800 |
| Transport Related | 3,790 | 420 | | | | | 4,210 |
| Supplies and Services | 3,910 | 20 | | | | | 3,930 |
| Third Party Payments | 5,200 | 130 | | | | | 5,330 |
| Support Services | 69,460 | | | | 1,040 | | 70,500 |
| Depreciation and Impairment | 3,830 | | | | -1,810 | | 2,020 |
| Total Expenditure | 111,270 | 570 | 0 | -4,000 | -4,050 | 0 | 103,790 |
| Other Grants and Contributions | -2,890 | | | | | | -2,890 |
| Customer and Client Receipts | -7,540 | -190 | | | | -7,000 | -14,730 |
| Total Income | -10,430 | -190 | 0 | 0 | 0 | -7,000 | -17,620 |
| NET | 100,840 | 380 | 0 | -4,000 | -4,050 | -7,000 | 86,170 |
| Comments | | | | | | | |
| <p>Over the past two years additional resources have been provided through Performance Reward Grant, to improve the collection of dog waste. This programme has been completed and the income and expenditure budgets (£4,000) are removed. As part of the Council's services reviews, new charges have been introduced for the Pest Control Service. These are expected to raise additional income of £7,000 in 2012/13. Recharges from grounds maintenance for the collection of waste have reduced by £2,940 as actual time is less than anticipated.</p> | | | | | | | |

5.8 ENVIRONMENTAL HEALTH

| Service Description | | | | | | | ENVHT |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>These functions are principally regulatory and consist mainly of staff time spent on food control, health and safety work, nuisance complaint investigation, private water supply regulation, infectious diseases, Local Authority Pollution Prevention Control, air quality pollution problems, associated registration of premises and animal welfare licensing.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To help make people's lives safer & healthier | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Supplies and Services | 9,890 | 140 | | | | | 10,030 |
| Support Services | 305,750 | | | | -12,380 | | 293,370 |
| Total Expenditure | 315,640 | 140 | 0 | 0 | -12,380 | 0 | 303,400 |
| Customer and Client Receipts | -18,430 | -380 | | 1,020 | | | -17,790 |
| Total Income | -18,430 | -380 | 0 | 1,020 | 0 | 0 | -17,790 |
| NET | 297,210 | -240 | 0 | 1,020 | -12,380 | 0 | 285,610 |
| Comments | | | | | | | |
| <p>Lack of resources has prevented the development of courses for delivery to external bodies which has had the effect of reducing income levels. The significant change to service costs is the reduced recharge from Community services as a result of the Council restructuring.</p> | | | | | | | |

5.9 CONTAMINATED LAND

| Service Description | | | | | | | CLAND |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>The authority has a statutory duty under Part IIA of the Environmental Protection Act 1990 to produce a contaminated land strategy, setting out how it intends to identify and subsequently see remedied any land in its area that is considered to be contaminated.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To help make people's lives safer & healthier | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Supplies and Services | | | | 300 | | | 300 |
| Support Services | 5,620 | | | | 4,850 | | 10,470 |
| Total Expenditure | 5,620 | 0 | 0 | 300 | 4,850 | 0 | 10,770 |
| Customer and Client Receipts | -50 | | | | | | -50 |
| Total Income | -50 | 0 | 0 | 0 | 0 | 0 | -50 |
| NET | 5,570 | 0 | 0 | 300 | 4,850 | 0 | 10,720 |
| Comments | | | | | | | |
| <p>The Council has a legal responsibility to develop and maintain a register of contaminated land sites across the Borough. The reallocation of time from Community Services reflects this.</p> | | | | | | | |

5.10 HOUSING ASSOCIATIONS

| Service Description | | | | | | | HSASS |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>Enabling the delivery of affordable housing, working in partnership with Housing Associations to identify potential sites and support bids to assist delivery. Maintaining up to date housing needs surveys to ensure the correct tenure and type of housing is developed to meet housing need with appropriate Section 106 agreements to ensure they remain affordable.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| <p>To match the supply of homes in our area with the identified housing needs.</p> | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Support Services | 13,630 | | | | -190 | | 13,440 |
| Total Expenditure | 13,630 | 0 | 0 | 0 | -190 | 0 | 13,440 |
| NET | 13,630 | 0 | 0 | 0 | -190 | 0 | 13,440 |
| Comments | | | | | | | |
| <p>This services is expected to continue at a similar level to the previous year.</p> | | | | | | | |

5.11 HOUSING ADVANCES

| Service Description | | | | | | | HSADV |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>The council maintains a relatively small mortgage portfolio and this number is decreasing as mortgages are redeemed. Here are shown the software maintenance costs and support service costs associated with the administration of the Housing Advances.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| <p>To match the supply of homes in our area with the identified housing needs.</p> | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Supplies and Services | 200 | | | | | | 200 |
| Support Services | 1,510 | | | | -580 | | 930 |
| Total Expenditure | 1,710 | 0 | 0 | 0 | -580 | 0 | 1,130 |
| Customer and Client Receipts | -1,090 | | | 870 | | | -220 |
| Total Income | -1,090 | 0 | 0 | 870 | 0 | 0 | -220 |
| NET | 620 | 0 | 0 | 870 | -580 | 0 | 910 |
| Comments | | | | | | | |
| <p>This service is expected to continue at a similar level to the previous year.</p> | | | | | | | |

5.12 SUPPORTING PEOPLE

| Service Description | | | | | | | SUPPE |
|---|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>Supporting People is the funding stream which funds the support element of any supporting housing scheme. The service looks to ensure existing schemes continue to receive appropriate financial support and seeks to identify new areas of need and submit appropriate bids for new allocations.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| <p>To match the supply of homes in our area with the identified housing needs.</p> | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Employee Related | 50 | | | | | | 50 |
| Third Party Payments | 28,300 | | | -28,300 | | | 0 |
| Support Services | 4,360 | | | | -50 | | 4,310 |
| Total Expenditure | 32,710 | 0 | 0 | -28,300 | -50 | 0 | 4,360 |
| Other Grants and Contributions | -28,300 | | | 28,300 | | | 0 |
| Total Income | -28,300 | 0 | 0 | 28,300 | 0 | 0 | 0 |
| NET | 4,410 | 0 | 0 | 0 | -50 | 0 | 4,360 |
| Comments | | | | | | | |
| <p>The County Council have redirected the funding of the Handyperson service to St Vincent's, who are the provider, reducing income and expenditure by similar amounts.</p> | | | | | | | |

5.13 CLITHEROE MARKET

| Service Description | | | | | | | CLMKT |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p>The market site was redeveloped in 1995 to provide a modern facility with adjacent car parking. The market redevelopment reflected the Council's ongoing commitment to the importance of the market and recognising its supporting role in the continuing attraction of Clitheroe as a shopping centre. General retail markets are held on three days per week (Tuesday, Thursday and Saturday) with a collectors market held on Friday. Cabins are rented to market traders under contract arrangements.</p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To protect and enhance the existing environmental quality of our area | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Employee Related | 4,750 | 20 | | -200 | | -2,130 | 2,440 |
| Premises Related | 41,220 | 1,850 | | 900 | | | 43,970 |
| Supplies and Services | 3,940 | | | | | -1,000 | 2,940 |
| Support Services | 48,300 | | | | -17,370 | | 30,930 |
| Depreciation and Impairment | 6,190 | | | | -3,100 | | 3,090 |
| Total Expenditure | 104,400 | 1,870 | 0 | 700 | -20,470 | -3,130 | 83,370 |
| Customer and Client Receipts | -122,180 | -3,000 | | 3,500 | | | -121,680 |
| Miscellaneous Recharges | -6,910 | | | -510 | | | -7,420 |
| Total Income | -129,090 | -3,000 | 0 | 2,990 | 0 | 0 | -129,100 |
| NET | -24,690 | -1,130 | 0 | 3,690 | -20,470 | -3,130 | -45,730 |
| Comments | | | | | | | |
| <p>As part of the Council's service review alternative arrangements have been made for cleaning, and the vacant post has been taken out of the estimates. In addition, the marketing budget has been reduced by £1,000. There is also an anticipated reduction to income levels of £3,500 in relation to stalls, which is a continuation of the trend in 2011/12. The removal of the land element from the market valuation has had the effect of reducing capital charges by £3,100. There has been a redirection of the recharge from Chief Executive's following the Council's restructure, of £14,100.</p> | | | | | | | |

5.14 JOINERS ARMS HOMELESSNESS UNIT

| Service Description | | | | | | | JARMS |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>The Joiners Arms provides seven units of temporary accommodation; five of which are family units. The service oversees the allocation of the units and the ongoing engagement to ensure households do not remain in temporary accommodation for longer than the target length of stay of 7 weeks.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To match the supply of homes in our area with the identified housing needs. | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Premises Related | 2,150 | 40 | | -100 | | | 2,090 |
| Supplies and Services | 280 | 10 | | | | | 290 |
| Third Party Payments | 8,240 | | | | | | 8,240 |
| Support Services | 30 | | | | -10 | | 20 |
| Depreciation and Impairment | 5,000 | | | | -1,250 | | 3,750 |
| Total Expenditure | 15,700 | 50 | 0 | -100 | -1,260 | 0 | 14,390 |
| Miscellaneous Recharges | -5,340 | | | 5,340 | | | 0 |
| Total Income | -5,340 | 0 | 0 | 5,340 | 0 | 0 | 0 |
| NET | 10,360 | 50 | 0 | 5,240 | -1,260 | 0 | 14,390 |
| Comments | | | | | | | |
| <p>When the original estimate was prepared the County Council, who provide supporting people grant, indicated that funding would stop in July 2011. This has been confirmed and no income is anticipated for 2012/13. The removal of the land element from the depreciation charge has reduced the recharge to this service by £1,250.</p> | | | | | | | |

5.15 HOMELESSNESS GENERAL

| Service Description | | | | | | | HOME G |
|---|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>The Housing Needs Service provides advice and assistance to households that are facing homelessness. The advice is offered on an appointment basis available 9 until 5 Monday to Friday. It is often appropriate for home visits to be made to undertake the initial interview.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To match the supply of homes in our area with the identified housing needs. | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Supplies and Services | 450 | | | | | | 450 |
| Support Services | 46,200 | | | | 2,310 | | 48,510 |
| Total Expenditure | 46,650 | 0 | 0 | 0 | 2,310 | 0 | 48,960 |
| NET | 46,650 | 0 | 0 | 0 | 2,310 | 0 | 48,960 |
| Comments | | | | | | | |
| <p>A reallocation of time from Chief Executive's Department of £3,930 caused by the increasing homelessness needs during the recession has been offset by reductions from Community Services and Finance Services of £1,620.</p> | | | | | | | |

5.16 HOMELESSNESS STRATEGY

| Service Description | | | | | | | HOMES |
|---|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>The service provides the homeless prevention work, which includes provision of the tenancy protection scheme, referrals to floating support and mediation. Also included is the strategic work of the section in the development of the Homelessness Strategy, maintaining Homeless Forum and achievements towards the action plan.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To match the supply of homes in our area with the identified housing needs. | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Third Party Payments | 19,300 | | | | | | 19,300 |
| Support Services | 13,610 | | | | 830 | | 14,440 |
| Total Expenditure | 32,910 | 0 | 0 | 0 | 830 | 0 | 33,740 |
| Government Grants | -50,050 | | | | | | -50,050 |
| Total Income | -50,050 | 0 | 0 | 0 | 0 | 0 | -50,050 |
| NET | -17,140 | 0 | 0 | 0 | 830 | 0 | -16,310 |
| Comments | | | | | | | |
| <p>With the exception of some minor adjustment to support service costs, this service is expected to continue at a similar level to the previous year.</p> | | | | | | | |

5.17 IMPROVEMENT GRANTS

| Service Description | | | | | | | IMPGR |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p><i>The service administrates and oversees the delivery of the disabled facilities grant, landlord tenant grant and energy efficiency grants. All of these products enable homeowners and tenants to live in homes that meet the Decent Homes Standard and allow them to remain in their own home despite a decrease in mobility. Delivery of disabled facilities grants requires the greatest input from the service.</i></p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To match the supply of homes in our area with the identified housing needs. | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Support Services | 38,650 | | | | 1,390 | | 40,040 |
| Total Expenditure | 38,650 | 0 | 0 | 0 | 1,390 | 0 | 40,040 |
| Customer and Client Receipts | -10,000 | | | 2,000 | | | -8,000 |
| Total Income | -10,000 | 0 | 0 | 2,000 | 0 | 0 | -8,000 |
| NET | 28,650 | 0 | 0 | 2,000 | 1,390 | 0 | 32,040 |
| Comments | | | | | | | |
| <p>A change to the eligibility criteria for disabled facilities grant work has slowed the capital programme and the recovery of internal fees associated with it, reducing income by an estimated £2,000.</p> | | | | | | | |

5.18 HOME ENERGY CONSERVATION

| Service Description | | | | | | | HOMEE |
|--|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p>The service provides energy efficiency advice to households as to how to improve the energy efficiency of their home and reduce CO2 emissions. Grant assistance is available for households on income related benefit to top up the Warm Front grant scheme. Village purchasing of oil is to be piloted to reduce the cost and number of deliveries made to rural communities.</p> <p>Working in partnership with installers and energy providers, households in the borough are able to receive discounts on energy saving measures to their home. The service aims to raise the profile of renewable energy sources and their benefits, particularly in new build developments.</p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To make people's lives safer and healthier. | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Supplies and Services | 700 | | | | | | 700 |
| Support Services | 20,800 | | | | 190 | | 20,990 |
| Total Expenditure | 21,500 | 0 | 0 | 0 | 190 | 0 | 21,690 |
| NET | 21,500 | 0 | 0 | 0 | 190 | 0 | 21,690 |
| Comments | | | | | | | |
| This service is expected to continue at a similar level to the previous year. | | | | | | | |

5.19 NON-DWELLING RENTS

| Service Description | | | | | | | GRAGE |
|---|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p>This budget represents income received from ground rents and garage rents</p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| To be a well managed council providing efficient services based on identified customer needs | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Premises Related | 3,860 | | | -1,930 | | | 1,930 |
| Support Services | 8,100 | | | | 1,260 | | 9,360 |
| Total Expenditure | 11,960 | 0 | 0 | -1,930 | 1,260 | 0 | 11,290 |
| Customer and Client Receipts | -27,030 | -450 | | 7,570 | | | -19,910 |
| Total Income | -27,030 | -450 | 0 | 7,570 | 0 | 0 | -19,910 |
| NET | -15,070 | -450 | 0 | 5,640 | 1,260 | 0 | -8,620 |
| Comments | | | | | | | |
| <p>The sale of Henthorn garage site which accounts for almost one half of the garage stock, will impact on the cost of repairs and the collection of income and will result in an estimated net increased revenue cost of £5,640 this year.</p> | | | | | | | |

5.20 HOUSING STRATEGY

| Service Description | | | | | | | HSTRA |
|---|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| <p>The 'Moving on' Housing Strategy document sets out a delivery plan with six main objectives. The service works to achieve these objectives, which are all linked to two of the Council's ambitions – making people's lives safer and healthier & matching the supplies of homes in our area with the identified housing needs. The plan is updated regularly and the section achievements against the objectives are reported to the Housing Forum twice a year.</p> | | | | | | | |
| Link to Ambitions | | | | | | | |
| <p>To match the supply of homes in our area with the identified housing needs.</p> | | | | | | | |
| Budget Analysis | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| | £ | £ | £ | £ | £ | £ | £ |
| Third Party Payments | 4,810 | 120 | 120 | | | | 5,050 |
| Support Services | 51,910 | | | | 6,550 | | 58,460 |
| Total Expenditure | 56,720 | 120 | 120 | 0 | 6,550 | 0 | 63,510 |
| NET | 56,720 | 120 | 120 | 0 | 6,550 | 0 | 63,510 |
| Comments | | | | | | | |
| <p>An increase in the recharge from Chief Executive's Department reflecting the time allocated to the continuing response to housing needs during the recession is the principal cause of the increase in support service costs.</p> | | | | | | | |

6 SUMMARIES

6.1 The draft budget is summarised in two ways. First the analysis is by the cost of the service (objective) provided by the Committee and is shown in table (a) below. The second is by the type of expenditure and income (subjective) and is shown in table (b).

a) *Cost of Services Provided (Objective)*

| Cost Centre | Service Name | BUDGET ANALYSIS | | | | | | |
|-------------|----------------------------|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| | | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| CTBEN | Council Tax Benefits Admin | 46,010 | 0 | 0 | 2,960 | -10,410 | 0 | 38,560 |
| HGBEN | Housing Benefits Admin | 116,770 | 780 | 690 | -42,310 | -10,650 | -30 | 65,250 |
| COMNL | Common Land | 9,150 | 0 | 0 | 0 | -2,330 | 0 | 6,820 |
| CLCEM | Clitheroe Cemetery | 46,220 | -780 | 0 | -60 | -130 | -0 | 45,250 |
| ENVGR | Grants & Subscriptions | 1,860 | 0 | 0 | 0 | 610 | 0 | 2,470 |
| CLAIR | Clean Air | 6,050 | 0 | 0 | -4,500 | 30 | 0 | 1,580 |
| DOGWD | Dog Warden & Pest Control | 96,840 | 380 | 0 | 0 | -4,050 | -7,000 | 86,170 |
| ENVHT | Environmental Health | 297,210 | -240 | 0 | 1,020 | -12,380 | 0 | 285,610 |
| CLAND | Contaminated Land | 5,570 | 0 | 0 | 300 | 4,850 | 0 | 10,720 |
| HSASS | Housing Associations | 13,630 | 0 | 0 | 0 | -190 | 0 | 13,440 |
| HSADV | Housing Advances | 620 | 0 | 0 | 870 | -580 | 0 | 910 |
| SUPPE | Supporting People | 4,410 | 0 | 0 | 0 | -50 | 0 | 4,360 |
| CLMKT | Clitheroe Market | -24,690 | -1,130 | 0 | 590 | -17,370 | -3,130 | -45,730 |
| JARMS | Joiners Arms | 10,360 | 50 | 0 | 3,990 | -10 | 0 | 14,390 |
| HOMEG | Homelessness General | 46,650 | 0 | 0 | 0 | 2,310 | 0 | 48,960 |
| HOMES | Homelessness Strategy | -17,140 | 0 | 0 | 0 | 830 | 0 | -16,310 |

| Cost Centre | Service Name | BUDGET ANALYSIS | | | | | | |
|-----------------------------|--------------------------|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| | | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
| IMPGR | Improvement Grants | 28,650 | 0 | 0 | 2,000 | 1,390 | 0 | 32,040 |
| HOMEE | Home Energy Conservation | 21,500 | 0 | 0 | 0 | 190 | 0 | 21,690 |
| GRAGE | Non-Dwelling Rents | -15,070 | -450 | 0 | 5,640 | 1,260 | 0 | -8,620 |
| HSTRA | Housing Strategy | 56,720 | 120 | 120 | 0 | 6,550 | 0 | 63,510 |
| NET COST OF SERVICES | | 751,320 | -1,270 | 810 | -29,500 | -40,130 | -10,160 | 671,070 |

| ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES | | | | | | | | |
|---|-------------|----------------|---------------|------------|----------------|----------------|----------------|----------------|
| | DEFRA grant | -4,500 | | | 4,500 | | | 0 |
| NET COST OF SERVICES | | 746,820 | -1,270 | 810 | -25,000 | -40,130 | -10,160 | 671,070 |

b) **Type of Expenditure/Income (Subjective)**

| | Original Estimate 2011/12 | Inflation at 2.5% | Inflation above or below 2.5% | Unavoidable Changes to Service Cost | Support Services & Capital | Service Review Savings | Original Estimate 2012/13 |
|---------------------------------|---------------------------|-------------------|-------------------------------|-------------------------------------|----------------------------|------------------------|---------------------------|
| Employee Costs | 7,400 | 20 | 0 | -230 | 0 | -2,130 | 5,060 |
| Premises Costs | 129,220 | 2,170 | 0 | -5,130 | -3,300 | 0 | 122,960 |
| Transport Costs | 3,790 | 420 | 0 | 0 | 0 | 0 | 4,210 |
| Supplies and Services | 69,850 | 600 | 420 | -4,170 | -1,050 | -1,030 | 64,350 |
| Third Party | 65,580 | 250 | 120 | -28,300 | 0 | 0 | 37,920 |
| Transfer Payments | 8,659,400 | 159,470 | 121,200 | 168,530 | 0 | 0 | 9,108,600 |
| Support Services | 1,034,580 | 0 | 0 | 0 | -33,970 | 0 | 1,000,610 |
| Depreciation & Impairment | 17,940 | 0 | 0 | 0 | -6,160 | 0 | 11,780 |
| TOTAL EXPENDITURE | 9,987,760 | 162,930 | 121,740 | 130,700 | -44,480 | -3,160 | 10,355,490 |
| Government Grants | -8,961,930 | -159,120 | -120,930 | -203,880 | 0 | 0 | -9,445,860 |
| Other Grants and Reimbursements | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Customer & Client Receipts | -231,530 | -5,080 | 0 | 12,700 | 0 | -7,000 | -230,910 |
| Interest | -2,430 | 0 | 0 | 2,200 | 0 | 0 | -230 |
| Miscellaneous Recharges | -40,550 | 0 | 0 | 33,130 | 0 | 0 | -7,420 |
| TOTAL INCOME | -9,236,440 | -164,200 | -120,930 | -155,850 | 0 | -7,000 | -9,684,420 |
| NET COST OF SERVICES | 751,320 | -1,270 | 810 | -25,150 | -44,480 | -10,160 | 671,070 |

| ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES | | | | | | | |
|--|----------------|---------------|------------|----------------|----------------|----------------|----------------|
| DEFRA grant | -4,500 | | | 4,500 | | | 0 |
| NET COST OF SERVICES | 746,820 | -1,270 | 810 | -20,650 | -44,480 | -10,160 | 671,070 |

6.2 Net costs to this Committee have reduced by **£75,750** between years. This has been caused by;

- The Council Restructuring has resulted in a reduction in support service costs of £33,970 to this Committee.
- Government grants have increased as a result of the reinstatement of subsidy associated with the Council's management of benefit overpayments. The net effect of this amounts to an extra £35,350 this year.
- A further saving has occurred as a consequence of service review savings of £10,160.

7 FEES AND CHARGES

7.1 Fees and charges for this Committee were agreed in November 2011, and have been increased by 2½% or more if the increase could be sustained. Detailed rates are contained in the Council's fees and charges book and the new rates are applicable from 1 April 2012.

8 RECOMMENDED THAT COMMITTEE

8.1 Approve the revised budget for 2011/12.

8.2 Agree the revenue budget for 2012/13 and to submit this to the Special Policy and Finance Committee, subject to any further consideration by the Budget Working Group.

NEIL SANDIFORD
TECHNICAL ACCOUNTANT

HH1-12/NS/AC
9 DECEMBER 2011

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO HEALTH AND HOUSING COMMITTEE

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| DECISION |
|----------|

Agenda Item No

meeting date: 19 JANUARY 2012
 title: REVISED CAPITAL PROGRAMME 2011/12 AND PROPOSED PROGRAMME 2012/15
 submitted by: DIRECTOR OF RESOURCES
 principal author: NEIL SANDIFORD

1 PURPOSE

1.1 To approve the revised programme for the current year and also the future three-year capital programme for this Committee.

2 BACKGROUND

2.1 This report will review the following:

- i) The current year's programme.
- ii) Draft programme of schemes to be carried out in the following three years (2012/13 to 2014/15).

3 ORIGINAL PROGRAMME 2011/12 – CURRENT FINANCIAL YEAR

3.1 The original capital programme for the current year included schemes at a total estimated cost of £280,000.

3.2 At its meeting in July 2011 this committee approved the slippage of unspent budget from 2010/11 in to the 2011/12 financial year. This slippage related to 6 capital schemes and amounted to £119,230.

4 REVISING THE CURRENT YEAR'S PROGRAMME

4.1 We have now discussed in some detail the schemes in the programme with the budget holders and revised the programme to reflect likely expenditure this year. This is shown in Annex 1, alongside the original estimate.

4.2 Updated capital evaluation forms completed by the responsible officers for these schemes have been reported to committee in previous cycles.

4.3 In summary, the revised programme together with the original programme and expenditure to date is shown below:

| Budget Analysis | | | | | | Expenditure Analysis |
|--------------------------------|----------------------------|-----------------------------------|-------------------------------|-------------------------------|------------------------------|-----------------------------|
| Original Estimate 2011/12 £ | Slippage from 2010/11 £ | Additional Approvals 2011/12 £ | Total approved Budget 2011/12 | Revised Estimate 2011/12 £ | Budget Moved to 2012/13 £ | Actual to date 2011/12 £ |
| 280,000 | 119,230 | 101,250 | 500,480 | 393,280 | 103,560 | 155,477 |

- 4.4 As can be seen in the table above, a sizeable amount of the current year's budget is recommended for transfer to the 2012/13 financial year. This 2012/13 budget would then be in addition to the bid proposals listed further in this report. This action is recommended, as the service is currently unlikely to commit the current year's full budget by the end of March 2012.
- 4.5 The above table shows that only approximately 40% of the revised programme for this committee has been expended to date, even after transferring £103,560 of the budget to the 2012/13 financial year.
- 5 DRAFT PROGRAMME 2012/13 TO 2014/15
- 5.1 In August 2011, the Budget Working Group agreed a focus for the future capital programme, based on three years and split into categories of capital spend. At this time Heads of service were invited to submit scheme bids for the 2012/13 to 2014/15 programme.
- 5.2 Five new bids have been submitted for this Committee. Details of the bids have been attached at Annex 2 and include how each scheme links to the Council's ambitions.
- 5.3 The table below provides a summary of the new proposals that have been put forward.

| Scheme Title | 2012/13 £ | 2013/14 £ | 2014/15 £ | Total £ |
|--|----------------|----------------|----------------|----------------|
| Installation of Infrastructure at Clitheroe Cemetery Extension | 90,000 | | | 90,000 |
| Landlord and Tenant Grants | 100,000 | 100,000 | 100,000 | 300,000 |
| Disabled Facilities Grants | 150,000 | 150,000 | 150,000 | 450,000 |
| Energy Efficiency Grants | 2,000 | 2,000 | 2,000 | 6,000 |
| Renewable Energy Source Grants | 8,000 | 8,000 | 8,000 | 24,000 |
| Total | 350,000 | 260,000 | 260,000 | 870,000 |

- 5.4 It should be noted that this is a potential programme that will require further consideration by the Budget Working Group and by Policy and Finance Committee, who will want to ensure that it is affordable and achievable in both capital and revenue terms.
- 5.5 To this end, Corporate Management Team are due to meet to discuss the proposals within this report at the beginning of January 2012. Any feedback from this meeting will be provided to members verbally at the time of the Committee meeting.
- 5.6 Members should therefore consider the forward programme as attached and put forward any amendments they may wish to make at this stage, whilst being mindful of the limited capital resources that the council has available.

6 RECOMMENDED THAT COMMITTEE

- 6.1 Approve the revised capital programme for 2011/12 as set out in Annex 1.
- 6.2 Consider the future three-year programme for 2012/13 to 2014/15 as shown at paragraph 5.3 and attached at Annex 2, with any suggested amendments.



TECHNICAL ACCOUNTANT

HH2-12/NS/AC
15 DECEMBER 2011

**Health and Housing Committee
Revised Capital Programme 2011/12**

| Cost Centre | Scheme Description | BUDGET ANALYSIS | | | | | | EXPENDITURE ANALYSIS |
|-------------|---|--------------------------------|----------------|---------------------------|----------------------------|-----------------------|------------------------------|--------------------------|
| | | Original Estimate 2011/12 £ | Slippage £ | Additional Approvals £ | Total Approved Budget £ | Revised Estimate £ | Budget Moved to 2012/13 £ | Expenditure to Date £ |
| CMEXT | Clitheroe Cemetery Extension | | 4,590 | | 4,590 | 950 | | 948 |
| DISCP | Disabled Facilities Grants | 180,000 | 35,000 | | 215,000 | 165,000 | 50,000 | 96,304 |
| EEGRT | Energy Efficiency Grant | | 2,000 | | 2,000 | 2,000 | | 300 |
| FLDGR | Flood Grants | | | 101,250 | 101,250 | 101,250 | | 47 |
| LANGR | Landlord/Tenant Grants | 100,000 | 56,080 | | 156,080 | 111,080 | 45,000 | 53,206 |
| REPPF | Repossession Prevention Fund | | 13,560 | | 13,560 | 5,000 | 8,560 | 1,672 |
| RESGT | Renewable Energy Source Grants | | 8,000 | | 8,000 | 8,000 | | 3,000 |
| | Total Health and Housing Committee | 280,000 | 119,230 | 101,250 | 500,480 | 393,280 | 103,560 | 155,477 |

**Policy and Finance Committee
Proposed Three Year Capital Programme Bids**

RIBBLE VALLEY BOROUGH COUNCIL
Capital Programme Bids - 2012/13 to 2014/15

BID 1: *Installation of Infrastructure at Clitheroe Cemetery Extension*

Service Area: Clitheroe Cemetery

Head of Service: James Russell

Brief Description:

Provision of initial infrastructure to Clitheroe Cemetery extension in year 2012/13

Overriding aim/ambition that the scheme meets:

To protect and enhance the existing environmental quality of our area

Government or other imperatives to the undertaking of this scheme:

The scheme is an extension of the present site and will be undertaken to complement existing layout and facilities.

When the existing land is used up, it will not be possible to continue to provide a cemetery service. Not undertaking this work will prevent safe and dignified access to the land for burials to be undertaken.

Improving service performance, efficiency and value for money:

None

Consultation:

None

Start Date, duration and key milestones:

As we obtained the land in 2010/11, it is necessary to commence structural work relatively quickly to enable the ground to recover and planting schemes to be put in place ready for when the current cemetery runs out of space.

Financial Implications – CAPITAL:

| Breakdown | 2012/13 £ | 2013/14 £ | 2014/15 £ |
|----------------------------------|--------------|--------------|--------------|
| Provision of site infrastructure | 90,000 | - | - |

Financial Implications – ANNUAL REVENUE:

| Breakdown | | £ |
|-------------------------------------|-------------------------------|---|
| Increased grounds maintenance costs | Unknown at this point in time | |

Useful economic life:

In excess of 60 years. The purchase of this land will ensure the long-term security and provision of this service to Ribble Valley residents. Exact capacity cannot be calculated until the land has been surveyed and confirmed as suitable and a suitable phased infra structure scheme has been developed.

Additional supporting information:

Currently we have only 90 burial plots available in the existing cemetery. We issue on average 25 exclusive burial rights per year, which indicates a likely remaining capacity of less than 4 years. The construction of infrastructure requires to be undertaken and for the site to have sufficient time for recovery before being brought into use. It is also likely that demand may increase as capacity reduces.

Clitheroe Cemetery is a well-used and necessary service, which provides a facility to Ribble Valley residents. It is the only municipal facility in Ribble Valley and in addition provides alternative burial choices e.g. woodland and arboretum.

Impact on the environment:

Every effort is made with service delivery to be environmentally conscious and sensitive. Recycling and improving wildlife habitats are implemented where possible.

Risk:

- **Political:** *Clitheroe Cemetery is a well-used and necessary local service. In the event of the cemetery not being extended the existing site will still require to be maintained by this Council.*
- **Economic:** *None*
- **Sociological:** *No alternative to current burial system.*
- **Technological:** *No alternative to current burial system.*
- **Legal:** *No alternative to current burial system.*
- **Environmental:** *No alternative to current burial system- environmental 'green' options provided.*

RIBBLE VALLEY BOROUGH COUNCIL
Capital Programme Bids - 2012/13 to 2014/15

BID 2: Landlord and Tenant Grants

Service Area: Housing Services

Head of Service: Colin Hirst

Brief Description:

To offer grant aid for the renovation of private sector properties with the condition that the units are affordable on completion and the Council has nomination rights. The scheme has operated successfully for over 10 years. The scheme is essential to provide affordable accommodation for move on from the temporary units.

Overriding aim/ambition that the scheme meets:

To match the supply of homes in our area with the identified housing needs

Government or other imperatives to the undertaking of this scheme:

The scheme renovates non-decent properties and on completion they meet Health & Safety and decency standards. Not continuing with the scheme would put pressure on the temporary accommodation, as households would be solely reliant on social housing for move on. This would result in the use of B & B's for temporary accommodation.

Improving service performance, efficiency and value for money:

The scheme provides affordable units, which provide households in housing need with a choice rather than total reliance on social housing. This improves the PI - 'length of stay in temporary accommodation'. The grant is the only incentive to encourage owners of empty properties to bring them back into use which is also a PI. The number of affordable homes delivered annually is also a PI.

Consultation:

Consultation includes landlords newsletters, housing forum held twice a year and regularly meeting with support staff.

Start Date, duration and key milestones:

The grants run in line with the financial year starting April 2012 – March 2013. From approval of grant the work must be complete within 12 months.

Financial Implications – CAPITAL:

| Breakdown | 2012/13 £ | 2013/14 £ | 2014/15 £ |
|----------------|--------------|--------------|--------------|
| Grant Payments | 100,000 | 100,000 | 100,000 |

Financial Implications – ANNUAL REVENUE:

| Breakdown | | £ |
|-----------|--|---|
| None | | - |

Useful economic life:

Not Applicable

Additional supporting information:

The scheme has run successfully for over 10 years and 77 affordable units have been developed/renovated through the scheme. We currently have nomination rights to 36 properties due to the approval of grants.

Impact on the environment:

All renovation work includes thermal comfort and affordable warmth measures.

Risk:

- **Political:** *Renovating existing housing to provide affordable is an effective way of meeting housing need.*
- **Economic:** *The current national economic status has had impact on the demand for housing advice. The number of households at risk of losing their property has also increased due to the economic climate.*
- **Sociological:** *None*
- **Technological:** *None*
- **Legal:** *Homelessness legislation is changing and an affordable private rented property will soon be deemed as a 'reasonable offer'. Therefore households will no longer be in a position to wait until a social housing property is offered.*
- **Environmental:** *The initiative encourages owners of empty property to bring them back into use, which significantly impacts, on the local environment.*

RIBBLE VALLEY BOROUGH COUNCIL
Capital Programme Bids - 2012/13 to 2014/15

BID 3: Disabled Facilities Grants

Service Area: Housing Services

Head of Service: Colin Hirst

Brief Description:

The scheme provides mandatory grant aid to adapt homes so elderly and disabled occupants can remain in their own home. The maximum grant is £30,000 and for adults is means tested. The grants can provide for minor adaptation for example the installation of a stairlift up to the provision of bathroom and bedroom extension.

Overriding aim/ambition that the scheme meets:

To match the supply of homes in our area with the identified housing needs

Government or other imperatives to the undertaking of this scheme:

The grants are mandatory; the council has a statutory duty to provide disabled facility grants.

Improving service performance, efficiency and value for money:

Provision of an adequate Disabled facilities grant budget ensures households can be offered assistance once a referral has been received.

Consultation:

Bi-monthly meetings are held with Occupational Therapists and regular contact with technical staff.

Start Date, duration and key milestones:

The disabled facilities grant budget operates on a financial year basis starting April 2012 – March 2013.

Financial Implications – CAPITAL:

| Breakdown | 2012/13 £ | 2013/14 £ | 2014/15 £ |
|---|--------------|--------------|--------------|
| Grant Payments | 150,000 | 150,000 | 150,000 |
| Government Funding (assuming continues at same level) | -109,000 | -109,000 | -109,000 |
| Net impact to the Council | 41,000 | 41,000 | 41,000 |

Financial Implications – ANNUAL REVENUE:

| Breakdown | | £ |
|-----------|--|---|
| None | | - |

Useful economic life:

Not Applicable

Additional supporting information:

The provision of disabled facilities grants is a statutory function of the Council. Ensuring a no-wait service is essential to address the housing needs of the borough - an ambition of the Council.

Impact on the environment:

All equipment is maintained and kept in the ownership of social services to enable it to be recycled where possible.

Risk:

- **Political:** *The population age of Ribble Valley occupants is increasing and therefore demand for the service will continue.*
- **Economic:** *A high % of applicants pass the means test in the current economic climate..*
- **Sociological:** *Increased expectation that disabled applicants will remain at home through adaptation of the property.*
- **Technological:** *Improvements in technology allow the specific needs of the applicants to be met.*
- **Legal:** *None*
- **Environmental:** *None*

RIBBLE VALLEY BOROUGH COUNCIL
Capital Programme Bids - 2012/13 to 2014/15

BID 4: Energy Efficiency Grants

Service Area: Housing Services

Head of Service: Colin Hirst

Brief Description:

To work in partnership with the Health Visitors (RV) and offer vulnerable families with children under 5 years, grant assistance to improve energy efficiency. The grant will include loft insulation and cavity wall insulation and other minor efficiency aids. To be available for Council Tax bands A – D only.

Overriding aim/ambition that the scheme meets:

To match the supply of homes in our area with the identified housing needs

Government or other imperatives to the undertaking of this scheme:

The energy efficiency rating for RV properties is in line with the national average but it is important to encourage energy efficiency improvements in dwellings.

Improving service performance, efficiency and value for money:

For households not able to afford renewable energy installation this is the only available offer to improve energy efficiency.

Consultation:

Recent meeting taken place with RV Health Visitors and Vice Chair of Health & Housing Committee.

Start Date, duration and key milestones:

The grant would operate annually, starting April 2012 – March 2013.

Financial Implications – CAPITAL:

| Breakdown | 2012/13 £ | 2013/14 £ | 2014/15 £ |
|----------------|--------------|--------------|--------------|
| Grant Payments | 2,000 | 2,000 | 2,000 |

Financial Implications – ANNUAL REVENUE:

| Breakdown | £ |
|-----------|---|
| None | - |

Useful economic life:

Not Applicable

Additional supporting information:

The initiative will address all energy inefficiencies within the property and tackle fuel poverty.

Impact on the environment:

The scheme is focused on reducing energy waste.

Risk:

- **Political:** *Reducing the carbon footprint of private sector housing is politically high profile.*
- **Economic:** *The scheme tackles fuel poverty amongst vulnerable families.*
- **Sociological:** *All society is more aware of fuel costs and inefficiencies.*
- **Technological:** *Technology improvements have increased the options available to households.*
- **Legal:** *None*
- **Environmental:** *The scheme impacts on a reduction in fuel waste.*

RIBBLE VALLEY BOROUGH COUNCIL
Capital Programme Bids - 2012/13 to 2014/15

BID 5: Renewable Energy Source Grants

Service Area: Housing Services

Head of Service: Colin Hirst

Brief Description:

To provide grant assistance to households currently using an unregulated fossil fuel source to change to use a renewable energy source. The maximum grant is £500 per household.

Overriding aim/ambition that the scheme meets:

To protect and enhance the existing environmental quality of our area

Government or other imperatives to the undertaking of this scheme:

No incentives for households to utilise renewable energy sources without this scheme.

Improving service performance, efficiency and value for money:

None

Consultation:

The scheme was discussed at the Housing Forum and the Energy Efficiency Forum September 2011.

Start Date, duration and key milestones:

The grant availability will run annually, starting April 2012 – March 2013.

Financial Implications – CAPITAL:

| Breakdown | 2012/13 £ | 2013/14 £ | 2014/15 £ |
|----------------|--------------|--------------|--------------|
| Grant Payments | 8,000 | 8,000 | 8,000 |

Financial Implications – ANNUAL REVENUE:

| Breakdown | £ |
|-----------|---|
| None | - |

Useful economic life:

Not Applicable

Additional supporting information:

The grant highlights the Council's commitment to energy efficiency and the importance of reducing the carbon footprint of residential homes.

Impact on the environment:

The scheme has a direct impact on the energy efficiency of private sector properties in the borough.

Risk:

- **Political:** *Political pressure to promote renewable energy sources.*
- **Economic:** *Fuel prices are predicted to increase substantially therefore putting increased pressure on households to consider other options.*
- **Sociological:** *All of society are aware of the pollution caused by fossil fuels.*
- **Technological:** *More options are available to households wishing to move to a renewable source.*
- **Legal:** *None*
- **Environmental:** *The use of renewable energy has a positive impact on the environmental impact of energy use in the home.*

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No.

meeting date: 19 JANUARY 2011
title: ADDRESSING HOUSING NEEDS – HOUSING POLICY
submitted by: CHIEF EXECUTIVE
principal author: RACHAEL STOTT

1 PURPOSE

1.1 For Committee to consider adopting the Addressing Housing Needs housing policy following a six-week consultation period.

1.2 Relevance to the Council's ambitions and priorities

- Council Ambitions – to seek to balance the housing market by matching the supply of affordable housing with identified needs.
- Community Objectives – to meet the identified housing needs in the borough and ensure fair access to services.
- Corporate Priorities – to be a well managed council.
- Other Considerations – none.

2 BACKGROUND

2.1 In March 2011, Committee agreed to broaden the scope of the Affordable Housing Memorandum of Understanding to address wider needs issues. The document was firstly considered by Planning and Development Committee and then for six weeks between June and August 2011 consultation was undertaken on this document. All comments received during this time were acknowledged and considered.

3 ISSUES

3.1 A summary of the responses and key messages taken from the consultation responses has been collated and is attached at appendix 1.

3.2 The memorandum was agreed in 2009 and since that date has been used as a material planning consideration in securing affordable units on any site over the specified thresholds.

3.3 The changes to the document have taken into account the recent social housing changes as reported to Committee. The document also seeks to address not only the issue of affordability in the borough but also addressing the identified housing needs of the elderly.

3.4 Ribble Valley have an ageing population which is projected to increase by 49% in the next 15 years. The market has failed to meet the housing needs of this age group and therefore it is proposed that accommodation appropriate for the elderly will be secured through a policy requirement. All elderly accommodation will be secured

through a Section 106 Agreement which will require units to be sold to households with a member over 55 years old and other local connection.

- 3.5 The provision of housing for the elderly has been a priority within the housing strategy for many years. However, very little accommodation has been developed by the market. The proposal is to seek 15% of units on sites over 30 units to be of a type to meet elderly requirements. The proposed revised document is attached at Appendix 2 for reference.

4 RISK ASSESSMENT

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

- Resources – none.
- Technical, Environmental and Legal – elderly accommodation with a local connection would be secured through a Section 106 Agreement.
- Political – addressing housing needs of the elderly is an agreed priority within the housing strategy.
- Reputation – approval of the amendments to the housing policy result in requesting more from developers in the borough.

5 **RECOMMENDED THAT COMMITTEE**

- 5.1 Adopt the Addressing Housing Needs housing policy to ensure the most appropriate affordable units are delivered on sites and that it be treated as a material condition for the purpose of determining planning applications.

CHIEF EXECUTIVE

For further information please ask for Rachael Stott, extension 4567.

ADDRESSING HOUSING NEED CONSULTATION RESPONSES

Each response is summarised and states the number of respondents that made the comment.

- Accept that bungalows are the preferred elderly housing provision option, however due to their footprint size are not often developed and there is no reason not to accept two/three storey apartments with passenger lifts built to lifetime home standards. (10)
 - Restricting elderly provision to bungalows only was identified as an issue by 10 out of 25 of respondents. The proposed amendment to the document is to read;

5.1 The requirement for 15% of the units to be accommodation for the elderly built to lifetime homes standard with passenger lifts where necessary.
- Increase young person supported housing with high levels of support. (1)
 - Delivery of additional young person supported accommodation is being addressed through the Homeless Strategy working group in partnership with Supporting People.
- To offer empty property incentives. (2)
 - The council offers empty property incentives through the Landlord tenant grant initiative.
- SHMA states 50% of all development needs to be affordable but the housing policy requests 30% therefore appear to be meeting the needs of the developers rather than Ribble Valley inhabitants. (1)
 - Strategic Housing had a policy requiring 51% of all schemes to be affordable however when this target was in place there was no affordable housing delivered.
- The definition of affordable housing should be as per revised PPS3 not the one from Ribble Valley Housing Strategy. (2)
 - The Housing Strategy is reviewed annually at the Housing Forum any changes to the definition of affordable housing would be considered at the Forum.
- There is no justification for the 40% used as the maximum discount to be set and discounted sale properties. (1)
 - Any greater discount has proved not to be viable and it was agreed that developers need an alternative tenure rather than reliance on Registered Providers securing grant and providing shared ownership or affordable rent.

- We object strongly to the inflexible approach setting a 30% target for affordable housing on sites of 10 units plus and setting a minimum figure of 20%, which is contrary to PPS3 and NPPF. (?)
 - The target of 30% has been successfully achieved on sites since the introduction of the policy in 2009.

- The mention of live/work units is out of touch with the current market. (1)
 - Live work units are still part of current proposals.

- Commuted sums can be a useful alternative. (1)
 - The document does not rule out the use of commuted sums in lieu of on site delivery.

- If the housing needs of the elderly are not met within the Local Authority by other means, nursing homes etc, then this provision should be excluded from the affordable category and why should bungalows be treated any different? (1)
 - All forms of accommodation can be included within the affordable housing offer providing they are accommodation for the elderly AND affordable.

- Even when the lack of viability has been demonstrated the Council may consider a reduction. This is objected to most strongly as it contradicts the fundamental statement in existing and emerging national policy. (5)
 - The Council have agreed to accept a reduction to a minimum of 20% affordable provision. Delivery of affordable housing is a key ambition of the Council and therefore a minimum threshold must be set to ensure delivery.

- The reference to pepper potting should be removed. (2)
 - The document states pepper potting will be considered on a site-by-site basis.

- Before the document is fully endorsed and implemented by the Council a robust assessment of viability based on up to date housing needs surveys across the borough should be carried out. (1)
 - A Strategic Housing Market Assessment refresh is planned within the next 2 years.

- Introduction of an elderly persons requirement has not been underpinned by any viability assessment. The SHMA indicates the market is accommodating this demand and therefore it is contrary to guidance within PPS3. (7)
 - A viability assessment can only be undertaken on a working scheme once a proposal has been submitted.

- The phasing wording should be updated to allow flexibility in the approach on larger schemes as there is likely to be other up front infrastructure requirements which might preclude the provision of adhering to the 50% market with 100% affordable. (1)
 - Large schemes will be subdivided and the phasing approach applied to each section.

- The SHMA advises that further consultation is carried out with older people to explore the range of choices and options. (1)
 - Consultation within the RV Strategic Partnership Older Persons Group was carried out prior to the proposals.

- The Council has not produced an affordable housing viability assessment across the borough but will require applicants to justify providing a lower percentage of affordable housing through submission of financial data for independent assessment. (4)
 - The District Valuer will be used to assess any viability assessments to date and this process has been successful to date.

- To introduce an affordable housing levy on all developments. (1)
 - Delivery of affordable units is the priority rather than a levy or commuted sum.

- Reducing the threshold to below 10 units is not an appropriate approach. This may lead to a shortage of housing being delivered across the borough. (1)
 - Without applying a lower threshold in the villages there would be no affordable housing delivery outside the market towns.

- If the threshold is being increased from 3-5 then the hectares should be increased from 0.1 to 0.2 hectares. To change the document to read “in all other locations in the borough on developments of 5 or more on sites of 0.2 hectares the Council would seek 30% affordable units on the site”. (3)
 - Amending the site size to reflect the increased threshold is appropriate.

- The document should be withdrawn as part of the LDF evidence base and reviewed to comply with NPPF. (1)
 - The document has worked in securing affordable units for the past 2 years.

- Remove the minimum 20% affordable housing reference and decisions should be made on a site-by-site basis. (1)
 - Removing any fixed target of delivery weakens the Council's position in terms of securing the maximum number of affordable units.

ADDRESSING HOUSING NEED in RIBBLE VALLEY



HOUSING POLICY

ADDRESSING HOUSING NEED in RIBBLE VALLEY –HOUSING POLICY

1. Introduction

1.1 Everyone living in the Ribble Valley should have the opportunity of a decent and affordable home. The Council is committed to helping local people who cannot afford to buy or rent homes on the open market in the borough. A Corporate ambition of the Council is to, ' Match the Supply of Homes in the area with the Identified Housing Need'. It is especially looking to ensure that there are sufficient homes for local people who are in housing need. A key priority of the Sustainable Community Strategy 2007-2013, Corporate Plan and Housing Strategy is to maximise the supply of appropriate affordable housing. The availability of such housing impacts on the retention of skills in the borough and has a major influence upon the local economy and quality of life.

1.2 This document first adopted in July 2009 has been refreshed to take into account the radical changes introduced by the new government and the housing need issues other than affordability. Local decisions; a fairer future for social housing, sets out the new tenure models and funding for affordable housing. These changes will be set out in statute over time. This document provides information for registered providers, social landlords, landowners, developers, applicants, agents and council officers who are concerned with the provision of affordable housing. It seeks to clarify the approach that the Council will take in supporting the delivery of affordable housing. Following consultation with stakeholders and the public the amended document will be accepted as Council policy in relation to Affordable Housing and will be treated as a material consideration when determining planning applications.

This document seeks to address not only the issue of affordability in the borough but in addressing the identified housing need, the needs of the elderly will also take priority.

Ribble Valley has an ageing population, which is projected to increase by 49% in the next 15 years. The market has failed to meet the housing needs of this age group, and therefore accommodation appropriate for the elderly will be delivered through section 106 agreements.



1.3 The Addressing Housing Needs Policy intends to be both complimentary with and supplemental to, the relevant policies contained within the Development Plan for the area and will ultimately contribute to the emerging Local Development Framework. It also accords with national planning policy as contained in PPS3 (Planning Policy Statement 3 - Housing) and the Guidance on Delivering Affordable Housing Statement published by the CLG. The recently adopted North West Plan, The Regional Spatial Strategy (September 2008) provides the regional policy dimension on planning and provision of affordable housing and is an important component of the development plan for the area.

1.4 A more detailed definition of what constitutes affordable housing is given later in this policy (See Section 2) but it is broadly defined, as that which is accessible to people whose income does not enable them to afford to buy or rent property suitable for their needs in the open housing market. Despite the recent changes within the economy, house prices in the Ribble Valley are much higher than national averages. The average mean house price in 2009 is £211,026. The gross annual income needed for a mortgage is £54,264 and the ratio to house price income is 9.8 which is the highest in Lancashire. These statistics are reflected in the Council's Strategic Housing Market Assessment, and Housing Needs Surveys 2006-2011 that show that many people in the borough cannot afford to buy or rent on the open market. Even accounting for market falls the fact is that prices would have to fall and incomes rise significantly to bridge the gap that has developed.

2. Defining Affordable Homes

2.1 The term "affordable housing" embraces all forms of tenure, accommodation type and size of unit. The key element is the ability to afford. In Ribble Valley the following formal definition of affordable housing has been agreed as the basis of housing policy:

"housing, irrespective of tenure, ownership or financial arrangements, available to people who cannot afford to occupy homes generally available on the open market".

Source: Ribble Valley Housing Strategy.

2.2 The planning process can deliver affordable homes in a number of forms. The most common forms are described below:

2.2.1 Affordable Homes for Sale



To ensure that homes are affordable to the majority of people living in Ribble Valley they should be sold at a price that does not exceed;

- **3.5 times the mean of an individual's gross annual earnings**
- **or 2.9 times the gross median household earnings of those households identified as being in housing need in the parish.**

This is based on the calculation commonly used by mortgage lenders when assessing the household's suitability for a mortgage. Information on the income levels can be obtained from the Strategic Housing Section at Ribble Valley Borough Council. Applying a % discount to ensure households in need can secure a mortgage is calculated using the above formula and information from Housing Needs Surveys. The properties would be considered as Low Cost Homeownership Units.

A planning obligation in the form of a Section 106 Agreement would be used to maintain the discount on future sales and ensure that it is sold to those in housing need. In addition a registered social landlord or similar organisations may retain the freehold interest in such properties. These measures are intended to ensure that

such homes will remain affordable to eligible people in perpetuity. This form of provision is becoming increasingly difficult to deliver effectively especially in areas of high value as the levels of discount render schemes unviable. The council accept a discount of 40% from open market value as the % that would be applied. The council would require any proposed scheme to clearly demonstrate how local needs would be met and may require the developer to deliver an alternative form of provision in accord with local needs.

2.2.2 Affordable Homes for Shared Ownership

These schemes, delivered in partnership with a registered provider or similar, allow payments to be split between mortgage and rent. The percentage share of ownership will vary depending on the individual circumstances of the person or household in housing need. The household can gradually increase their % share to move towards outright ownership. In settlements of less than 3000 population, owners on a shared ownership model can only obtain a maximum 80% share as they do not have the legal right to increase to 100% ownership. The property will therefore remain a shared ownership property for future occupiers. Here, too, a planning obligation in the form of a S106 Agreement would be used to control occupancy of the properties. The reference to settlements for the purposes of this memorandum relates to villages as defined in the adopted local plan.

2.2.3 Affordable Homes for Rent

The introduction of the affordable rent model seeks to increase social rent to the higher level of up to 80% of market rent and removes the future provision of social rent. This shift in tenure provision by increasing the rental values will affect working households the most. The Council will always seek to ensure that the rent is within the Local Housing Allowance rates to ensure they are affordable. This also applies where a private developer develops properties available for rent. Where the Central Lancashire Local housing Allowance applies a 10% reduction will be imposed to ensure the units remain affordable to households not claiming housing benefit. The Council will control the level of rent that can be charged and set eligibility criteria to ensure that properties are let to local people in housing need usually through the use of a Section 106 Agreement in conjunction with the grant of Planning permission. The Strategic Housing Section can provide information on local housing allowances and eligibility.

3. Affordable Housing Thresholds

3.1 The Council will negotiate the provision of affordable housing on all qualifying housing developments as follows:

- In Longridge and Clitheroe on housing developments of 10 or more dwellings (or sites of 0.5 hectares or more, irrespective of the number of dwellings) the Council will seek affordable housing provision at 30% of units on the site.
- In all other locations in the borough on developments of 5 or more dwellings (or sites of 0.2 hectares or more irrespective of the number of dwellings) the council will seek 30% affordable units on the site.

- The Council will only consider a reduction in this level of provision to a minimum of 20% only where supporting evidence, including a viability appraisal fully justifies **a lower level of provision**.

4 Affordable Housing Tenure

- 4.1 Longridge and Clitheroe are the main market towns in the borough and the thresholds established recognise that they have the lowest income to house price ratio in the borough. The income to house price ratio falls to between 4 – 5 and generally where house prices are between 4 and 5 times income it has been considered possible to secure a mortgage.
- 4.2 Ribble Valley has the lowest provision of social housing in the North West with 0.7% of the total stock and an identified shortfall of 264 social rented units per year. The Councils therefore support the development of social rental and affordable rental.
- 4.3 It should be noted that the threshold of 10 in relation to dwellings is different from national guidance but reflects the circumstances of the Ribble Valley area as evidenced in the Strategic Housing Market Assessment.
- 4.4 The form of affordable housing to be provided and the mechanism by which it will be secured will be determined by negotiation between the Council and the developers. The housing type will be determined on a site-by-site basis using the housing needs information. This will take into account the extent and nature of local needs and have regard for location of the site relative to local services and facilities, access to public transport, scheme economics, and other planning objectives of the site. Any affordable housing provided under the terms of this policy should be available for those in local need to initial and successive occupiers for as long as the local need exists. Therefore in most circumstances it will be a requirement that a legally binding agreement (Section 106) is signed and conditions applied to ensure that initial and successive occupancy is restricted to members of the local community in housing need. A local occupancy cascade approach will be applied in all schemes. This approach means that if there is no interest or demand from those within the immediate Parish or who have a connection to the Parish then the catchment is widened to include neighbouring Parishes.
- 4.5 A planning application for a development which generates the requirement for affordable housing must be accompanied by a draft Section 106 agreement giving details of the affordable housing the applicant proposes to deliver. The starting point for negotiating affordable housing on qualifying sites in all locations is 30% of the total number of dwellings proposed. Where odd numbers of dwellings are proposed, the target would be rounded up to the nearest number eg on a development of 5 houses the Council would negotiate for two affordable houses. This target for provision will only be reduced where it can be demonstrated that at 30%, affordable housing provision is not financially viable. This will require the submission of a development appraisal as part of any application that will be subject to independent verification by the District Valuer (at the applicants cost).
- 4.6 For the purposes of assessing affordable housing the council



will include live/work properties as residential units when considering the qualifying threshold.

5 Accommodation for the Elderly.

5.1 Providing housing for the elderly has been a priority within the Housing Strategy for many years. However the market has not met the needs of the elderly and there preferred accommodation type. Therefore there is a requirement for 15% of large developments to be units for the elderly (over 55 yr olds) built to lifetime homes standard. This will be achieved by:

- on sites of 30 units or more a requirement for 15% of the units to be for the elderly,
- of the 15% elderly accommodation a minimum of 50% would be affordable and included within the affordable offer of 30%.
- The remaining 50% of the elderly accommodation could be market housing and be sold at market value or rent. A local connection requirement would be applied to these units.

For example;

Site of 60 units in total – will seek to achieve 30% affordable which would deliver 18 affordable units. In addition 15% must be accommodation for the elderly, which is 8 units that must be bungalows built to lifetime home standard. Of the 8 bungalows 50%, 4 in this case need to be affordable and can be included in the affordable offer of 18, a further 4 will be market value properties with a requirement that they are sold to households with a local connection.

6 Establishing Housing Needs

6.1 There is a clear need for affordable housing across all areas of the district. This is evidenced in the Strategic Housing Market Assessment 2008 and the Parish Housing Needs Surveys, which identify the number of households who are in unsuitable housing, and those who need to move to solve their housing problems but cannot afford to rent or buy even at the lowest market prices. The Council's Strategic Housing Market Assessment 2008 provides the evidence base upon which the overall level of need is determined. The assessment provides a comprehensive picture of the local housing market and subsequent needs and can be found on the Local Development Framework pages of the RVBC website. It is clear from the assessment that to meet housing need the council would need to deliver a level of housing in excess of the existing planned requirement set in the Regional Spatial Plan. Consequently to address the deficit, the Council anticipates that a high proportion (at least half) of new development needs to be affordable if it is to address this identified need and the corporate priorities.

6.2 In order to understand the needs of the district and to fully support housing strategy and planning objectives, Ribbles Valley Borough Council is committed to develop, monitor and provide up to date research on housing needs information. To this end the Council takes into account a variety of sources of information. Applicants should therefore ensure that they have considered this information when formulating their proposals. There are currently four main sources of information; these include:

- Housing needs information within the Strategic Housing Market Assessment 2008

- Housing Needs Surveys – over 90% of the borough is covered by an up to date Parish Housing Needs Survey
- Housing waiting list for social housing held by Ribble Valley Homes
- Affordable housing waiting lists for intermediate housing provision.

7 Commuted Sums

- 7.1 Government guidance stresses the importance of integrating different tenures throughout housing schemes in order to promote mixed and well-balanced communities and create more varied patterns of housing types and ownership. Therefore, where affordable housing is required as part of a proposed development, the first assumption is that this will be provided on site. The acceptance of commuted sums in lieu of on site provision may be considered where the developer can fully satisfy the Council as to the reasons why provision cannot be made on site. In general the Council will not consider commuted sums for sites outside Clitheroe and Longridge or where the ratio of house price to incomes is more than 7 (see appendix 2) unless there are clearly demonstrated special circumstances.
- 7.2 Where commuted sums are accepted, the amount payable per dwelling will be a sum equal to the difference between the highest value a partner RSL would be willing to purchase at (without grant) and an independent market valuation of the dwelling. Exceptionally, for example, where affordable housing will be delivered in a more suitable location, the provision maybe transferred to another site in the same locality. In such circumstances it must be in addition to any requirement for affordable housing generated by that site itself or by providing the affordable housing in the same locality. In both instances the same level and type of affordable housing should be provided as that required on the qualifying site although tenure will be determined primarily by the site's location. The mechanism for transfer of dwellings and payments of commuted sums will be secured through a Section 106 Agreement.
- 7.3 A commuted sum would be considered where housing needs of a parish had been met. When accepted a consultation exercise would be undertaken to agree the most appropriate use of the sum.

General Guidance

1. Site Size and Suitability

- 1.1 Area measurement – the Council will calculate the affordable housing requirement based on the gross development area in hectares of the red edge site boundary. The gross development area will exclude major distributor roads and existing driveways.

2. Number of Units

- 2.1 In terms of the qualifying number of units, ie 5 or 10 under the policy, the gross number will be used. Where dwellings are to be re-developed/replaced, the net additional dwellings created will determine the required provision. Existing dwellings that are proposed to be retained, refurbished or extended will also be excluded from the calculation.

Examples,

- if the proposal is for a conversion of one dwelling to four, negotiation will be based on the three new dwellings to be provided.
 - If the proposal is for the demolition of two dwellings and replacement with five, negotiation will be based on the three new dwellings to be provided.
 - If the proposal involves retention of one dwelling and erection of a further three, then negotiation will be based on the three new dwellings.
- 2.2 Where the number of units proposed is considered by the Council to be inappropriate for the site area, a revised scheme will be negotiated at a more appropriate density. This may mean the number of dwellings used in the calculation rises above the threshold needed to provide an element of affordable housing.
- 2.3 There may be circumstances where a site exceeds a qualifying threshold ie 5 or 10 dwellings but it is claimed that other requirements of the site make the provision of the affordable housing not viable. The Council has resolved to give priority to the provision of affordable housing when considering competing requirements being sought under a Section 106 agreement. The presumption should be that the Council is unlikely to accept “other requirements” as a reason for not providing affordable housing.
- ### 3. Division of Sites
- 3.1 To avoid the site area being sub-divided or otherwise reduced in area below the relevant threshold site size, the Council will have regard to whether there is scope for further development to be undertaken. A planning application for development which forms part of a more substantial potential development on the adjoining land will be treated as site of the overall size in relation to paragraph 1.1 of the policy.

4. Supported living, care and retirement accommodation

4.1 Supported living/care accommodation which is self contained and is specifically to be operated by a Housing Association will be exempt from the requirement of affordable housing provision. Need for this type of affordable accommodation will have to be demonstrated and the Council satisfied that the proposed development is generally one that is concerned with the giving of personal care to people occupying the properties. To this effect the development should preferably, be accepting referrals from Lancashire County Council, adult and community services. Alternatively the applicants own criteria for assessing potential residents should be approved by Lancashire County Council prior to planning permission being granted, to ensure all residents are in need of care. The issues of affordability are equally applicable to homes that are accompanied by the provision of care.

4.1.1 Phasing on Site.

To ensure the affordable units are delivered on the site in line with the market units the following phasing requirements will be included within the section 106 agreement. Where possible the Registered Provider will be party to the agreement however when this is not the case, the agreement with the Registered Provider is required for approval by the Council before any market properties are occupied. In addition once the development starts the agreement will require that, before 50% of the market units be completed on site that the affordable units are completed and ready for occupation.

5. Site suitability

5.1 Sites and buildings suitable for residential development which fall within the qualifying sizes set out in this policy will generally be considered by the Council as suitable for affordable housing be it for subsidised renting or low cost home ownership. The type of affordable housing to be provided will be determined through negotiation with the Housing Strategy Officer and will take into account the nature of housing need in location of the site relative to services.

6. Economics of provision

6.1 An applicant proposing to provide a level of affordable housing below the Council's 30% target will be required to carry out and submit a development appraisal with their planning application. Appraisals will be evaluated by the District Valuation Officer and treated in the strictest confidence. The appraisal should cover all costs and expected receipts arising from the development to provide a net residual valuation. Where this demonstrates that it is not financially viable to provide affordable housing at the level required by the Council, the Council may consider a reduction. In all cases the applicant will be required to meet the Council's costs for assessment by the District Valuer.

7. Design issues

7.1 In order to achieve mixed types of tenure throughout larger residential developments, the Council will not support the principle of grouping affordable housing units together in discrete locations. New residential developments should be designed so that affordable housing is pepper potted amongst the open market housing. It is accepted that, it may not always be practical to pepper pot individual housing units through a development. In such cases, smaller clusters of a size appropriate to the overall site size will be located throughout the development will be appropriate. Applicants are advised to contact the Planning Department and

Housing Strategy Officer at the pre-application stage in order to discuss an acceptable level of pepper potting for their proposed development.

- 7.2 The Council expects affordable housing to be built to the high standard of design, amenity and energy efficiency required of all residential accommodation. Affordable housing units provided within a residential development should be visually indistinguishable and of a similar size and quality to the open market housing. The units should be designed to suit the type of affordable housing that is required and built to the Homes and Communities Agency standards. Affordable housing units should be provided with car parking spaces in accordance with the Council's standards. Affordable units which form part a larger market site should not be denied access to parking spaces in order to maximise provision for higher value properties.
- 7.3 In the case of outline applications the Council will require details of the numbers and types of affordable housing to be provided. The agreed details will be set out in the draft Section 106 Agreement required as part of the planning application.

8. Partnership arrangements

- 8.1 The Council has a partnership arrangement with four partner Registered Social Landlords (RSLs). All have affordable housing stock within the borough and support the Council's further development of affordable units, working to the same financial parameters to ensure their homes are affordable to local people. Currently, Ribble Valley Borough Council's partner RSLs are

- Adactus
- Great Places
- Ribble Valley Homes
- St Vincent's

For full contact details for each RSL see Annex 2.

The Council strongly recommends that developers involve an approved partner registered social landlord in the development of affordable housing within private development sites.

9. Section 106 agreements.

- 9.1 The council has prepared draft Section 106 agreements for all tenure types that can be used as templates for new developments, reflecting any unique detail of a development. A draft Section 106 should be included with the planning application. The Strategic Housing Working Group will consider the draft and make their recommendations before the agreed Section 106 is taken before Planning Committee for approval.
- 9.2 A mortgagee in possession clause will only be acceptable as part of a Section 106 Agreement if the registered social landlord has demonstrated that one is required.

10. Contacts

10.1 Pre- Application advice

Developers should liaise with the Council at an early stage prior to the submission of planning applications. This will help to minimise delays in the Council's assessment of site suitability. On request the Strategic Housing Team and a partner RSL will give advice to developers preparing schemes on estimated purchase prices, which will vary on a site-by-site basis.

10.2 Addressing Housing Needs document clarification

For any further assistance or clarification of this addressing housing need policy, please contact Rachael Stott, Housing Strategy Officer or, Colin Hirst Forward Planning & Regeneration Manager for Planning or Regeneration related issues.

10.3 Specific Planning Applications

For queries on specific planning applications your first contact should be the Development Control Officer dealing with your proposal.

Rachael Stott

01200 414567

rachael.stott@ribblevalley.gov.uk

Colin Hirst

01200 414503

colin.hirst@ribblevalley.gov.uk

10.4 Review Procedure

The document will be reviewed annually at the Housing Forum. Health and Housing Committee will approve any proposed amendments before full consultation is undertaken.

APPENDIX 2

Adactus Housing Association

Turner House
56 King Street
Leigh
Lancashire
WN7 4LJ

T: 01942 608715

F: 01942 261538

Ribble Valley Homes

De Lacy House
Station Road
Clitheroe
BB7 2JT

T: 0800 111 4448

F: 01200421233

St Vincent's Housing Association

1stFloor
Metropolitan House
20BrindleyRoad
Old Trafford
Manchester
M16 9HQ

T: 0845 606 6565

F: 0161 772 2121

Great Places Housing Group

Southern Gate
729 Princess Road
Manchester
M20 2LT

T: 0161 447 5000

Appendix 3

Ratio of Mean house price to income by ward

| Ward | Mean Household | | Mean Price Ratio |
|---------------------------------|----------------|-----------------|------------------|
| | Income (£) | Mean price 2007 | |
| Aighton, Bailey and Chaigley | 39,384 | £320,056 | 8.1 |
| Alston and Hothersall | 35,304 | £179,672 | 5.1 |
| Billington and Old Langho | 38,394 | £269,374 | 7.0 |
| Bowland, Newton and Slaidburn | 32,403 | £412,734 | 12.7 |
| Chatburn | 32,843 | £221,496 | 6.7 |
| Chipping | 35,100 | £284,563 | 8.1 |
| Clayton-le-Dale with Ramsgreave | 38,334 | £257,127 | 6.7 |
| Derby and Thornley | 28,704 | £159,170 | 5.5 |
| Dilworth | 37,625 | £206,246 | 5.5 |
| Edisford and Low Moor | 30,281 | £141,875 | 4.7 |
| Gisburn, Rimington | 34,160 | £308,498 | 9.0 |
| Langho | 39,935 | £216,041 | 5.4 |
| Littlemoor | 26,854 | £178,567 | 6.6 |
| Mellor | 39,048 | £273,665 | 7.0 |
| Primrose | 30,989 | £141,484 | 4.6 |
| Read and Simonstone | 40,214 | £246,371 | 6.1 |
| Ribchester | 37,452 | £231,934 | 6.2 |
| Sabden | 36,345 | £159,398 | 4.4 |
| Salthill | 34,495 | £217,928 | 6.3 |
| St Mary's | 35,553 | £166,020 | 4.7 |
| Waddington and West Bradford | 35,194 | £277,905 | 7.9 |
| Whalley | 41,763 | £325,268 | 7.8 |
| Wilpshire | 45,184 | £257,146 | 5.7 |
| Wiswell and Pendleton | 39,092 | £320,567 | 8.2 |

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No.

meeting date: 19 JANUARY 2012
title: WARM HOMES, HEALTHY PEOPLE FUND 2011-2012
submitted by: CHIEF EXECUTIVE
principal author: RACHAEL STOTT

1 PURPOSE

1.1 To notify Committee of a successful bid for funding from the Department of Health. The fund is to support local authorities in the winter months to reduce the levels of deaths and morbidity in their local authority that are due to vulnerable people living in cold housing in partnership with their local community.

1.2 Relevance to the Council's ambitions and priorities

- Council Ambitions – To seek to balance the housing market by matching the supply of affordable homes with identified needs.
- Community Objectives – To meet the identified housing needs in the borough and ensure fair access to services.
- Corporate Priorities – To be a well managed Council.
- Other Considerations - None

3 ISSUES

3.1 There is evidence that the annual cost to the NHS due to cold private housing alone is over 850 million.

3.2 The submitted bid looked to tackle the problems of cold housing through the following initiatives available to vulnerable households in receipt of an income related benefit or through referrals from a qualifying agency:

Warm home packs to include electric blanket, shawl, slipper voucher, night light, and flask.

In addition to the packs, radiator reflector panels and internal draft proofing will be offered to be installed by the Council.

3.3 Along with the packs, households will be given energy efficiency advice by trained Age Concern volunteers.

3.4 In addition to the packs, utility bills advice sessions will be offered to ensure vulnerable households are on the best tariff.

3.5 A thermal imaging camera is also to be hired to provide a visual aid to demonstrate heat loss from the home. The bid also included funding for additional staff hours to deliver the scheme. John Barber will work an extra day per week from January to March.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – the amount allocated was £108.251. The full amount of the bid submitted.
- Technical, Environmental and Legal – Engineering services staff will provide any technical support.
- Political – none.
- Reputation – Ribble Valley has a higher than average older persons population and therefore the initiative is particularly important for Ribble Valley. The award is the second largest in Lancashire.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Be kept informed of the initiative.

CHIEF EXECUTIVE

For further information please ask for Rachael Stott, extension 4567

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No.

meeting date: 19 JANUARY 2012
title: GET BRITAIN BUILDING
submitted by: CHIEF EXECUTIVE
principal author: RACHAEL STOTT

1 PURPOSE

1.1 To inform Committee of a new fund 'Get Britain Building', to unlock stalled sites that have planning permission.

1.2 Relevance to the Council's ambitions and priorities

- Council Ambitions – To meet the identified housing needs of the households of the borough.
- Community Objectives – To achieve a balanced housing market.
- Corporate Priorities - None
- Other Considerations - None

2 BACKGROUND

2.1 'Get Britain Building' is intended to unlock stalled sites that have planning permission. The programme is intended to address difficulties in accessing development finance faced by some householders and help bring forward marginal sites.

2.2 Funding will be made available by the government for the programme on the basis that it is recoverable. The programme will operate by making direct investments in specific projects through loans to address cash flow issues or take an equity stake.

2.3 The Homes and Communities Agency will contact local authorities to seek their view on each application. The Strategic Housing Working Group will consider any applications received by Ribble Valley Borough Council and each application will be reported to the next Health and Housing Committee.

2.4 The Homes and Communities Agency are now inviting bids for the fund and for more details please look at the following link or discuss with Rachael Stott 01200 414567

http://www.homesandcommunities.co.uk/sites/default/files/r-work/get_Britain_building_programme_prospectus.pdf

3 ISSUES

3.1 The grant will only be secured where the Local Authority supports the application.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – Potential investment in the borough to bring forward schemes.
- Technical, Environmental and Legal - none
- Political - none
- Reputation - none

5 RECOMMENDED THAT COMMITTEE

5.1 Note the contents of the report and that the Strategic Housing Working Group will consider any applications.

CHIEF EXECUTIVE

For further information please ask for Rachael Stott, extension 4567.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No.

meeting date: THURSDAY 19 JANUARY 2012
title: GENERAL REPORT
submitted by: CHIEF EXECUTIVE
principal author: JAMES RUSSELL, HEAD OF ENVIRONMENTAL HEALTH SERVICES

1 PURPOSE

1.1 To inform Committee of relevant issues which have arisen since the last meeting.

1.2 Relevance to the Council's ambitions and priorities:

- Council Ambitions – The following reports generally relate to the Council's ambitions to make people's lives healthier and safer.

2 FLOOD PROTECTION GRANT UPDATE - RIBCHESTER

2.1 Further to my report to the last meeting of Committee, I am pleased to report that the survey of each property has now been undertaken and a report is being produced for each. In addition, a Flood Fair has been organised for the residents and businesses of Ribchester for Friday, 13 January, to be held between 5 and 8pm, to engage and inform people as to protection measures.

2.2 Subject to agreement with the occupiers, a tender document will subsequently be produced for an agreed scheme of works for completion by 31 March 2012. We continue to work closely with the Environment Agency to deliver a 'Fit and Forget' scheme subject to sufficient funding being available.

3 CLITHEROE MARKET - UPDATE

3.1 Further to my report to the previous meeting of Committee, I am pleased to report the ongoing elevated attendance at the Friday Flea Markets. In November, 7/8 traders attended weekly which reduced in December to 3/4 a week rather than the 3 traders in previous years. However, in December, several of the Friday traders attended on a Thursday instead.

3.2 We shall continue with the reduced charge of £5 to the end of the financial year.

3.3 Following a recent legal case, the Valuation Office Agency (VAO) has recently reviewed and changed the business rating for market cabins, with the result that Clitheroe Market cabin holders have received a letter from them advising that from the end of January 2012, the system will change with the trader being responsible for payment of a business rate for their individual cabins, rather than the Council being liable for the entire site.

3.4 A meeting was organised and held with a delegation of traders on Thursday, 5 January, when the changes were explained, supported by an officer from the VOA. Application forms were also issued to traders for a 'small business relief exemption to payment', which lasts until March 2013, which if not extended, will then reduce to a level of 50% relief.

4 ENVIRONMENT AGENCY/HPA LIAISON MEETING

- 4.1 A liaison meeting was scheduled to take place in early December. However, the meeting was cancelled with agenda items to be taken forward to either be incorporated in the next Hanson Cement liaison meeting in March, where possible, or to the next Environment Agency liaison scheduled for June 2012.

5 UPDATE ON PEST CONTROL INCOME

- 5.1 I am pleased to report that income from the introduction of the extended pest control service charges has resulted in the additional income in the order of £740 between the beginning of October and 31 December.
- 5.2 Feedback from residents has generally been positive and understanding of the measures, with, as would be expected, a few residents electing to receive advice and undertake their own treatments initially, in order to avoid incurring the related charges.
- 5.3 The service continues to be provided by one part time officer on a 3-day per week basis. A number of options are being pursued with regard to meeting any increase in demand and to deal with wasp nest service demands during the summer months. Due to the considerably milder winter experienced to date, compared to the previous two years and in the event it continues, it is highly likely that we shall receive a higher than average demand for treatments in the forthcoming summer.

6 PRIVATE WATER SUPPLIES UPDATE

- 6.1 I am pleased to report the achievement of the 2011 end of calendar year target for sampling of the programmed Private Water Supplies for commercial and multiple domestic systems. A total of 45 systems have been visited with a range of samples being procured and submitted for analysis. The necessary DWI annual return will be completed and submitted by the deadline of 31 January 2012 as required.
- 6.2 It is intended to commence the new requirement for Risk Assessments of these supplies in 2012, following the lead officer Matthew Riding, attending a training course on the 24 January.

7 FOOD INSPECTION UPDATE

- 7.1 I am pleased to report the significant improvement of food premise inspections achieved in the last quarter. To date a total of 196 inspections has been achieved to the end of December. The remaining 115 category A - C's (Higher Risk) are programmed to be completed by end of February, with every effort then being made to complete as many of the remaining 100 D and E (low risk) premises as possible by 31 March 2012.

CHIEF EXECUTIVE

For further information please ask for James Russell on 01200 414466.

MINUTES OF THE HEALTH WORKING GROUP HELD ON WEDNESDAY, 4 JANUARY 2012 at 6pm

PRESENT: Cllr S Hirst – Chairman
Cllr R Elms
Cllr R Newmark
Cllr M Robinson
Cllr M Ranson

Marshal Scott
Olwen Heap

Karen Wilson – CE Calderstones Partnership NHS Foundation Trust
Phil Mileham – Ribblesdale Practice Manager, Clitheroe

APOLOGIES

Apologies for absence were received from Cllr B Hilton.

MINUTES

These were approved as a correct record.

KAREN WILSON – CHIEF EXECUTIVE – CALDERSTONES PARTNERSHIP NHS FOUNDATION TRUST

Stuart introduced Karen Wilson who gave a brief insight into the workings of Calderstones. She felt that although people were aware of the history of Calderstones they were not sure of the type of facility it now is, in that it is fit for modern provision for people with learning disabilities. It is also the largest employer in RV, employing 1700 staff (1200 of which are in RV) and covers an intake area of 6000 square miles, stretching from Manchester to Lancaster and to the N Yorkshire border. They have a total of 252 beds across the organisation.

Their main services are for people with forensic learning disabilities, (that are in the criminal system), autism and personality disorders and deal mainly with adults (16+). They have an inpatient service that moves into supported living (usually in 3 – 4 years time). There are wards that are covered 24/7 as well as those that are supported in their own homes remotely. Access to employment and education support is also given. Treatments include mental illness, psychological illness and specialist support for women with learning difficulties.

Phil raised concerns about the future funding of people in Calderstones in that they do not all originate in Ribble Valley and may well become a drain on resources under the NHS reforms if they are to be funded by local practices in the RV. Karen reported that forensic cases are covered and that other cases are based on area of residence so although there will be an impact it may not be as bad as feared. The rules are still blurred at the moment. Karen and Phil would keep in touch and meet separately to discuss issues.

Karen circulated a paper outlining the vision and strategy for Calderstones, giving details of the care service and types of service lines available. The paper also highlighted the key dynamics for the future health and social care of people with intellectual disabilities. Calderstones is also involved with a national evaluation of personal health budgets.

Plans for the future include

- Growth in specialist areas
- Expansion geographically
- Research and evidence
- Personalised care and support that supports healthy lifestyles for people with learning disabilities

Marshal asked if there were ways in which RVBC could help raise the profile of Calderstones so that people were not afraid of it, but aware of its positive aspects. Karen would like positive press about the great achievements and possibly some help with rebranding the name.

Karen welcomed all present to have a look round the facility.

Stuart thanked Karen for attending the meeting and invited her to return again in the future.

UPDATE ON CLITHEROE HOSPITAL

Jackie Hadwen submitted a paper updating the group on the position regarding the redevelopment of Clitheroe Community Hospital (Colne Health Centre and Great Harwood Health Centre). Further progress could not be made until there was a significant degree of assurance about the financial position for NHS East Lancashire in 2012/13. The schemes would then require robust business cases to be developed carrying assurances beyond the 2012/13 financial year. Earliest consideration would not be before February 2012 with the overall programme aiming to clear all approvals including formal engagement and planning by the end of September 2012. The case remains that it is the intention to progress all three schemes at the same time – with no priority order, and that the PCT is committed to trying to ensure that these schemes get the approvals they need and their future determined prior to 31.3.13 when the PCT will be disestablished.

The group felt that Jackie should be invited to attend a future meeting once the financial issues had been addressed.

Phil raised concerns about the current situation at the hospital regarding GP cover. GPs currently admit patients as do the acute hospitals (for recuperation). It used to be that all but 4 beds were for RV residents but now the patients were mainly referred from the hospitals and were not residents of RV. He felt that the function of Clitheroe as a Community hospital was being jeopardised and it was becoming an East Lancs Hospital Trust satellite.

LANCASHIRE DEMENTIA SERVICES

A letter was circulated from Dr Jim Gardner, Medical Director of the PCT Cluster Dementia Executive Lead regarding the planned changes to mental health services and the planned statutory public consultation in early 2012 regarding proposed improvements to dementia services.

Phil felt that there was still an unmet need in RV regarding treatment for dementia and many have to access services outside the RV. Local services should be given ongoing support.

INFORMATION ITEMS

The following documents were circulated for information

- Cabinet report LCC – East Lancs Joint Dementia Commissioning Strategy
- Minutes of the Oral Health Liaison Group
- Later Life Newsletter

AOB

Marshal reported that it looked like the new CCG would be based on East Lancashire although Ribblesdale practice was still pushing for control of its own budget.

Bridget had been appointed to sit on the overall LCC Health and Well Being Board. It was important that Borough Councils be represented on this board. It was still unknown as to whether there would also be Borough based Health and Well Being Boards below this level. All agreed it was important to fight for local boards to ensure Ribble Valley had a say in Health & Well Being.

DATE OF NEXT MEETING

The date of the next meeting would be notified.

Meeting finished 7.20 pm