

RIBBLE VALLEY BOROUGH COUNCIL

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date: 27 August 2013

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Dear Councillor

The next meeting of the **COMMUNITY SERVICES COMMITTEE** is at **6.30pm** on **TUESDAY, 3 SEPTEMBER 2013** in 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. Minutes of the meetings held on 21 May 2013 - copy enclosed.
3. Declarations of Interest (if any).
4. Public participation (if any).

DECISION ITEMS

- ✓ 5. Ribchester War Memorial – report of Director of Community Services – copy enclosed.
- ✓ 6. Clitheroe Food Festival – report of Director of Community Services – copy enclosed.

INFORMATION ITEMS

- ✓ 7. 2012/13 Year End Performance Report – report of Chief Executive – copy enclosed.
- ✓ 8. Off Site Charge in respect of Open Space Provision – report of Director of Community Services – copy enclosed.
- ✓ 9. Capital Monitoring 2013/14 – report of Director of Resources – copy enclosed.
- ✓ 10. Revenue Outturn 2012/13 – report of Director of Resources – copy enclosed.
- ✓ 11. Revenue Monitoring 2013/14 – report of Director of Resources – copy enclosed.
- ✓ 12. General Report of Director of Community Services – copy enclosed.
- 13. Reports from Representatives on Outside Bodies (if any).
 - a) Lancashire Waste Partnership – Councillor Ian Sayers.

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

- ✓ 14. Market Arrangements for the Sale of Collected Waste Paper and Cardboard - report of Director of Community Services – copy enclosed.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

meeting date: 3 SEPTEMBER 2013
title: RIBCHESTER WAR MEMORIAL
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: CHRIS HUGHES, HEAD OF CULTURAL & LEISURE SERVICES

1 PURPOSE

To consider a proposal by Ribchester Parish Council to site a war memorial on Council land.

2 BACKGROUND

2.1 We have been approached by the Parish Council, who are looking to provide a war memorial for the village of Ribchester.

2.2 A committee was recently established to explore the issues surrounding the project, the most important being its location.

3 CURRENT SITUATION

3.1 Having explored a number of sites across the village, the war memorial association has identified their preferred site as land to the rear of the Greenside Car Park (please see enclosed plan).

3.2 Other sites considered were:

- At the junction of Ribblesdale and Blackburn Road
- Opposite the Ribchester Arms on Blackburn Road
- At the entrance to the Playing Fields on Church Street

3.3 Greenside was chosen as the preferred site because of:

- its peaceful and natural setting
- its location is half way between the two village churches
- the car park to use as an off-road gathering space

4 ISSUES

4.1 The construction of the war memorial will require Planning permission, and, because of its proximity to the area designated as a scheduled ancient monument, may require additional consent, depending on the method of construction. This would be a matter for the Parish Council to deal with.

4.2 The car park at Greenside is also next to an area of public open space, owned by ourselves. Although there is no formal play equipment on the site, it is used by young people and families for recreational purposes. Members should, therefore, consider whether there is a potential clash with current and proposed use.

5 RISK ASSESSMENT

The approval of this report may have the following implications:

- **Resources** – there would be no costs incurred by the Council, if approved, either with the establishment of the war memorial, or its ongoing maintenance.
- **Technical, Environmental and Legal** – If approved, it would be preferable to agree a licence to occupy an agreed parcel of land. Given the nature of the project, this would be on a long term basis.
- **Political** – the profile of the First World War, in particular, will have an increased profile, with the 100th anniversary starting next year.
- **Reputation** - none

6 RECOMMENDED THAT COMMITTEE

Notes the contents of the report, and considers whether to agree, subject to any conditions, to the allocation of land at Greenside for the provision of a war memorial.

JOHN C HEAP

DIRECTOR OF COMMUNITY SERVICES

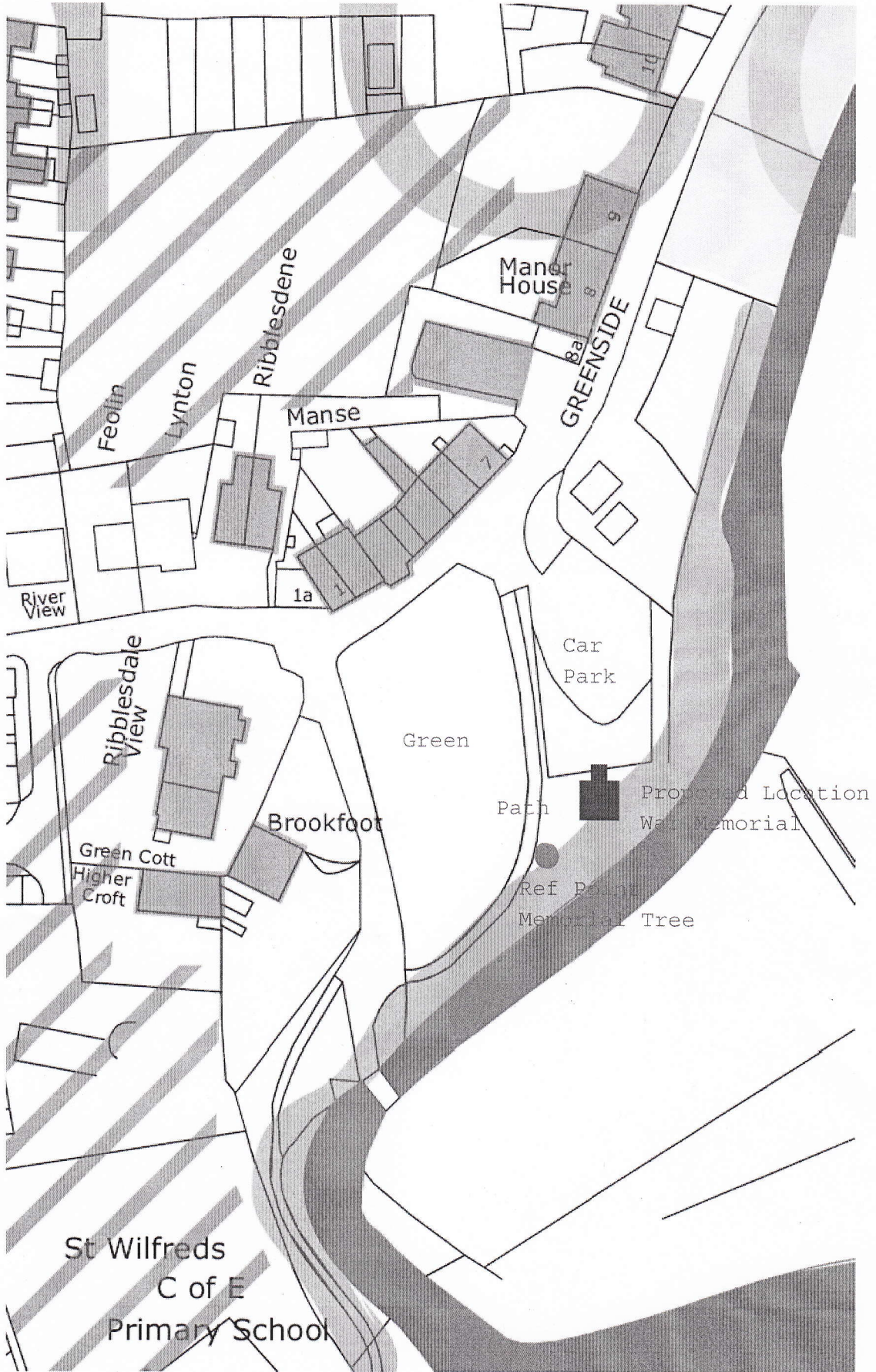
CHRIS HUGHES

HEAD OF CULTURAL & LEISURE SERVICES

For further information, please ask for Chris Hughes 01200 414479

Community Services 3.9.13/Ribchester War Memorial/Chris Hughes/IW

SITE PLAN IN REFERENCE TO AREA



RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

meeting date: 3 SEPTEMBER 2013
title: CLITHEROE FOOD FESTIVAL
submitted by: DIRECTOR OF COMMUNITY SERVICES
principal author: CHRIS HUGHES, HEAD OF CULTURAL AND LEISURE SERVICES

1 PURPOSE

1.1 To inform Members of the performance of this year's Food Festival and ask Committee for approval in principle to support next year's event.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – to sustain a strong and prosperous Ribble Valley, encompassing an objective to encourage economic development throughout the borough with a specific focus on tourism.

2 BACKGROUND

2.1 In September last year, Members received a report on the performance of the 2012 Food Festival.

2.2 Whilst recognising the success of the event in terms of visitor numbers and town centre trade, Members had concerns regarding the level of subsidy the event required.

2.3 In agreeing to support the 2013 festival, Committee asked that the Council have a greater influence over budgeting decisions and any financial issues be raised prior to the festival.

3 CURRENT SITUATION

3.1 The festival took place on Saturday, 10 August and like last year, was blessed with good weather.

3.2 The overall footprint of the festival increased this year to include King Street and Market Place. This allowed for an increase in the number of stalls and helped reduce the concentration of people on the market itself.

3.3 It is difficult to identify the actual number of people attending the event, due to a moving audience throughout the day but, judging by the demand on park and ride facilities, attendances were greater this year.

3.4 In order to assess where people came from and their views on the event, and future visits, the park and ride collected postcodes and Lancaster University asked visitors to complete a questionnaire. The results are not yet fully analysed and will therefore be reported to future committees.

4 ISSUES

4.1 In financial terms, there was a significant improvement from last year. The details of which are included later in the report.

4.2 As the festival grows in size and popularity, there is an increased pressure on the Council to provide 'back office' services. The key pressure points for this year's festival were:

- Park and ride staff
- Key stewards
- Street cleansing
- Toilet cleansing
- Road closures

4.3 If Committee agree to supporting further events then a more detailed analysis on the level of service the Council are able to provide will have to be carried out, in order to maintain the quality and safety of future festivals.

5 RISK ASSESSMENT

5.1 The approval of this report may have the following implications

- Resources – there was a significant improvement in the financial performance of this year's festival compared with the previous year (see Appendix 1). Although the final outturn is yet to be confirmed it is likely that this year's event will make a small surplus. This is mainly due to much tighter controls on expenditure. Income was also up slightly due to increased sponsorship, stall income and park and ride but attendances and chef demonstrations and tastings were down.
- Technical, Environmental and Legal – there is a need for a review of the road closure for next year in terms of the overall timetable and broader traffic management issues.
- Political – the Council were the single biggest supporter of the festival both in cash and in-kind terms but had a relatively low profile throughout the event. Members may wish to consider whether the profile should be raised. The relative roles of the Council and Food Festival Company are also still somewhat blurred and so consideration should be given to better quantify this.
- Reputation – the festival is growing in popularity and is very close to capacity in its current format. Consideration will need to be given to balance the need to generate revenue against customer experience.
- Equality & Diversity – No implications identified.

6 RECOMMENDED THAT COMMITTEE

6.1 Note the contents of the report and acknowledge the improved financial performance of the festival.

6.2 Consider the request to support next year's festival in principle subject to a clarification of roles and responsibilities, which would be reported to a future Committee meeting.

CHRIS HUGHES
HEAD OF CULTURAL AND LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Chris Hughes, extension 4479.

REF: CH/EL/030913/COMMUNITY SERVICES

Item of Income or Expenditure	Actual Summer 2012 £	Latest Outturn Forecast Summer 2013 £
EXPENDITURE		
Employee Related	2,358	2,978
Premises Related	7,806	6,877
Transport Related	870	1,200
Supplies and Services	26,688	17,298
Third Party	19,353	10,995
Total Expenditure	57,075	39,348
INCOME		
<u>Grants and Contributions</u>		
Total Sponsorship	-18,604	-23,250
<i>Total Grants and Contributions</i>	<i>-18,604</i>	<i>-23,250</i>
<u>Fees and Charges</u>		
Park and Ride	-2,820	-3,487
Stall Fees	-10,039	-12,305
Chargeable Events	-3,176	-1,718
Festival Guide Sales	-1,192	0
Advertising Revenue for Guide	-3,045	0
Other Income	0	-535
<i>Total Fees and Charges</i>	<i>-20,272</i>	<i>-18,045</i>
Total Income	-38,876	-41,295
NET LOSS/(-PROFIT)	18,199	-1,947
Loss from Summer 2012 Funded from Performance Reward Grant	-18,199	

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE

INFORMATION

Agenda Item No 7

meeting date: 3 SEPTEMBER 2013
title: 2012/2013 YEAR-END PERFORMANCE INFORMATION
submitted by: DIRECTOR OF RESOURCES
principal author: MICHELLE HAWORTH

1 PURPOSE

- 1.1 This is the year-end report of 2012/2013 that details performance against our local performance indicators.
- 1.2 Regular performance monitoring is essential to ensure that the Council is delivering effectively against its agreed priorities, both in terms of the national agenda and local needs.
- 1.3 Relevance to the Council's ambitions and priorities:
 - Community Objectives –
 - Corporate Priorities –
 - Other Considerations -Monitoring our performance ensures that we are both providing excellent services for our community as well as meeting corporate priorities.

2 BACKGROUND

- 2.1 Performance Indicators are an important driver of improvement and allow authorities, their auditors, inspectors, elected members and service users to judge how well services are performing.
- 2.2 A rationale has been sought for maintaining each indicator – with it either being used to monitor service performance or to monitor the delivery of a local priority.
- 2.3 The report attached at Appendix 1 comprises the following information:
 - The outturn figures for all local performance indicators relevant to this committee, reported by for each of the quarters of 2012/13. Some notes have been provided to explain significant variances either between the outturn and the target or between 2012/2013 data and 2011/2012 data. A significant variance is greater than 15% (or 10% for cost PIs).
 - Performance information is also provided for previous years for comparison purposes (where available) and the trend in performance is shown.
 - Targets for service performance for the year 2012/2013 are provided and a 'traffic light' system is used to show variances of actual performance against the target as follows: Red: Service performance significantly below target (i.e. less than 75% of target performance), Amber: Performance slightly below target (i.e. between 75% and 99% of target), Green: Target met/exceeded.
 - Targets have been provided for members to scrutinise for the following three years. A target setting rationale was sought from each Head of Service.
- 2.4 These tables are provided to allow members to ascertain how well services are being delivered against our local priorities and objectives, as listed in the Corporate Strategy.
- 2.5 Analysis shows that of the 16 indicators that can be compared to target:

- 50% (8) of PIs met target (green)
 - 50% (8) of PIs close to target (amber)
 - 0% of PIs missed target (red)
- 2.6 Analysis shows that of the 30 indicators where performance trend can be compared over the years:
- 37.5% (6) of PIs improved
 - 6.3% (1) of PIs stayed the same
 - 56.2% (9) of PIs worsened
- 2.7 Where possible audited and checked data has been included in the report. However, some data may be corrected following work of Internal Audit and before the final publication of the indicators on the Council's website. In addition, some of the outturn performance information has not been collected/not yet available before this report was produced.
- 2.8 Indicators can be categorised as 'data only' if they are not suitable for monitoring against targets – these are marked as so in the report.

3 GENERAL COMMENTS ON PERFORMANCE AND TARGETS

3.1 In respect of PIs for Culture, Recreation and Leisure Services, Chris Hughes, Head of Culture, Recreation and Leisure, has provided the following information regarding performance and targets:

- Whilst services continue to perform well there is a great deal of uncertainty about future funding for healthy lifestyles programmes from 2014/15 as responsibility has moved from PCT's to Public Health Lancashire.
- In terms of street cleansing, there may be implications due to reduced funding from LCC with regard to weed control and winter leaf clearance.

3.2 In respect of PIs for Engineering Services, Terry Longden, Head of Engineering Services, has provided the following information regarding performance and targets:

- **PI ES9 (NI 191) - Residual household waste per household** - The relatively steep increase in the weight of residual waste per household in the 3rd and 4th quarters of 2012/13 is a result of the directive that, contrary to established practice, leaves collected from the highway can no longer be recycled with other green waste, but have instead to be included in the residual waste.
- **PI ES10 (NI 192) - Percentage of household waste sent for reuse, recycling and composting** - The obvious knock-on effect of this directive is a corresponding reduction in the percentage of materials sent for composting.
- **PI ES1 - Number of reported missed collections per 100,000 population** - The number of missed bins collections continues to reduce. This improved performance, due to improved communications between the collection rounds and the contact centre and diligence on behalf of the crews, gives the Council one of the lowest and best rates in the country. Further improvements are anticipated as shown by the targets for future years.
- Year-end data for the following indicators is not yet available:
 - ◆ **PI ES6 (NI 185)** - CO2 reduction from local authority operations
 - ◆ **PI ES8a (NI194a)** - Air quality – % reduction in NOx emissions through local authority's estate and operations
 - ◆ **PI ES8b (NI194b)** - Air quality – % reduction in primary PM10 emissions through local authority's estate and operations

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources - None
- Technical, Environmental and Legal – None
- Political - None
- Reputation – It is important that correct information is available to facilitate decision-making.
- Equality & Diversity - None

5 CONCLUSION

5.1 Consider the 2012/2013 performance information provided relating to this committee.

PRINCIPAL POLICY AND
PERFORMANCE OFFICER









DIRECTOR OF RESOURCES

CM7-13/MH/AC
16 August 2013













BACKGROUND PAPERS:
MH/Community Committee/03.08.13

For further information please ask for Michelle Haworth.

APPENDIX 1

PI Status		Long Term Trends	
	Alert		Improving
	Warning		No Change
	OK		Getting Worse
	Unknown		
	Data Only		

Culture, Recreation and Leisure Services Performance Information 2012/2013

PI Code	Short Name	Type	2010/11	2012/13		2013/14	2014/15	2015/16	Current Performance	Trend
			Value	Value	Target	Target	Target	Target		
PI PS15	Rubbish or litter lying around is a big or fairly big problem	Percentage	19.8%	14%	15%		15%			
PI PS19	Abandoned or burnt out cars is a big or fairly big problem	Percentage	0.2%	0.2%	0.2%		0.2%			
PI PS20 (BV119a)	% satisfied with sports/leisure facilities	Percentage	57.8%	54.7%	60%		60%			
PI PS21 (BV119c)	% satisfied with museums and galleries	Percentage	47.4%	57.9%	50%		60%			
PI PS23 (BV119e)	% satisfied with parks and open spaces	Percentage	76.2%	73.9%	80%		75%			
PI PS7 (BV89)	Satisfaction with the council keeping public land clear of litter and refuse	Percentage	68.3%	73.8%	70%		75%			

PI Code	Short Name	Type	2011/12	H1 2012/13	H2 2012/13	2012/13		2013/14	2014/15	2015/16	Current Performance	Trend
			Value	Value	Value	Value	Target	Target	Target	Target		
PI CL6	Number of people joining physical activity programmes	Number	641	212	588	588	560	560	580	580		
PI CL7	Retention rate of people completing physical activity programmes	Percentage	69.00%	74.00%	73.50%	73.50%	68.00%	68.00%	68.00%	68.00%		
PI CL8	Percentage of people completing physical activity programmes who maintain healthy lifestyle changes after 6 months	Percentage	77.25%	76.00%	75.00%	75.50%	78.00%	78.00%	78.00%	78.00%		



Engineering Services Performance Information 2012/2013

Annual Indicators







PI Code	Short Name	Type	2011/12	2012/13		Annual 2013/14	Annual 2014/15	Annual 2015/16	Current Performance	Year to Year Trend
			Value	Value	Target					
PI ES6 (NI 185)	CO2 reduction from local authority operations	Percentage	2.4%	N/A	2.0%	2.0%	1.0%			
PI ES8a (NI 194a)	Air quality – % reduction in NOx emissions through local authority's estate and operations	Percentage	1.1%	N/A	1.0%	1.0%	1.0%			
PI ES8b (NI 194b)	Air quality – % reduction in primary PM10 emissions through local authority's estate and operations	Percentage	.8%	N/A	1.0%	1.0%	1.0%			



PI Code	Short Name	Type	2010/11	2012/13		Annual 2013/14	Annual 2014/15	Annual 2015/16	Current Performance	Year to Year Trend
			Value	Value	Target					
PI PS8 (BV90a)	Satisfaction with household waste collection	Percentage	87.7%	90.4%	90%		90%			
PI PS9 (BV90b)	Satisfaction with waste recycling	Percentage	83.6%	84.5%	85%		87%			

Half Yearly Indicators

PI Code	Short Name	Type	2011/12	H1 2012/13		H2 2012/13		2012/13		Annual 2013/14	Annual 2014/15	Annual 2015/16	Current Performance	Year to Year Trend
			Value	Value	Target	Value	Target	Value	Target					
PI ES5	Percentage of households receiving a three-stream collection service	Percentage	96.5%	96.4%	97%	96.4%	97%	96.4%	97%	97%	97%	97.5		

Quarterly Indicators

PI Code	Short Name	Type	2011/2012	Q1 2012/13		Q2 2012/13		Q3 2012/13		Q4 2012/13		2012/13		Annual 2013/2014	Annual 2014/2015	Annual 2015/2016	Current Performance	Year to Year trend
			Value	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target					
PI ES1	Number of reported missed collections per 100,000 population	Number	19	28	25	28	25	19	25	14	25	22	25	20	18	15		
PI ES2	Percentage of missed collections put right in 24 hrs	Percentage	97.5%	99%	96%	94%	96%	92%	96%	91%	96%	94%	96%	96%	96%	96%		
PI ES9 (NI 191)	Residual household waste per household	Number (kg)	479	125	119	123	119	147	119	153	119	548	475	515	498	472		

PI Code	Short Name	Type	2011/2012	Q1 2012/13		Q2 2012/13		Q3 2012/13		Q4 2012/13		2012/13		Annual 2013/2014	Annual 2014/2015	Annual 2015/2016	Current Performance	Year to Year trend
			Value	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target					
PI ES10 (NI 192)	Percentage of household waste sent for reuse, recycling and composting	Percentage	43.10%	42.16%	45.00%	42.73%	45.00%	32.22%	45.00%	29.31%	45.00%	36.61%	45.00%	40.00%	42.00%	45.00%		

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

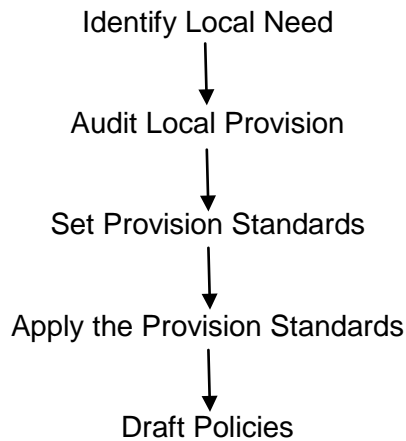
meeting date: 3 SEPTEMBER 2013
title: OFF-SITE CHARGE IN RESPECT OF OPEN SPACE PROVISION
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: COLIN WINTERBOTTOM, LEISURE & SPORTS DEVELOPMENT MANAGER

1 PURPOSE

- 1.1 To report on progress in identifying a framework for applying developer contributions towards off-site open space/facility provision.
- 1.2 Relevance to the Council's ambitions and priorities
- Council Ambitions – to make people's lives healthier and safer
 - Community Objectives – to be a well-managed Council, providing efficient services based on identified customer needs.
 - Corporate Priorities - to finalise the core strategy; to improve the health of people living and working in the area; to improve the opportunity for young people to participate in recreation and sporting activities.

2 BACKGROUND

- 2.1 To provide more detail to the public open space elements of the core strategy, Committee formed a working group to carry out a review of existing provision, and identify any gaps in provisions that emerge as a result of more housing developments.
- 2.2 Any future negotiations between the Council and developers will have to be underpinned by a robust evidence base, which is able to withstand examination by planning inspectorate. If the evidence base is found to be deficient, this could lead to the plan being found unsound, and being incapable of drawing down potential off-site contributions from developers.
- 2.3 There have been changes in legislation restricting the application of Section 106 agreements. In 2010, new arrangements were introduced to clarify the relationship between Section 106 planning obligations and the Community Infrastructure Levy (CIL), in order to avoid the 'double charging' of developers. Section 106 contributions are now restricted to on-site, and site-specific issues, while CIL, charged to fund wider infrastructure projects that support growth and benefit the local community, is discretionary, if local authorities wish to adopt a charging schedule. The challenge is on arriving at a standard for all relevant types of off-site open space contributions.
- 2.4 A formulaic approach to identifying local held or standard charging system – subject to a local audit, and the setting of local standards - can create greater certainty for developers, and speed up the process of negotiation.
- 2.5 The methodology advocated under the Government's Planning Policy Guidance Note 17 'Planning for Open Space and Recreation (PPG17)', and its companion guide 'Assessing Needs and Opportunities' recommends the approach and stages, below:



3 CURRENT SITUATION/ISSUES

3.1 An assessment of the investment required to ensure that Sports and physical activity infrastructure will keep pace with increased demand, driven by an increase in the Borough's population through housing development has been arrived at through:

- Auditing existing facility provision
- Identifying needs for facilities and participation levels in activities
- Assessing the impact on current facility provision, in terms of the capacity to cope with an increase in numbers.
- Assessing provision in terms of quality (ie new or upgrade requirements) and accessibility to community use.

3.2 This has enabled key strategic facilities to be identified, which essentially serve the largest centres of population (Clitheroe, Longridge, and Whalley) and the provision and appreciation of overall costs.

3.3 In arriving at a formula to determine financial contributions towards the infrastructure, various options have been considered. The total cost of the identified open space or Sporting infrastructure requirement could be charged to developers according to:-

- (i) Property size
A scale of charges, based on property type, on the basis that larger houses would have more inhabitants, therefore creating a greater burden on infrastructure.
- (ii) Size of development
Using the Old District-wide Plan, with subsequent supporting community decisions, there is a framework for determining the level of Open Space expected on a given development.

Both these have limitations, and a preferred approach which now would appear to have been widely adopted, is to express contributions to facility / green space provision as unit costs per person.

3.4 There are standards of facility provision provided by Sport England and it is possible to equate a cost per person in providing the minimum level in each case, across the Borough. The table below shows how the unit costs per person have been constructed from the unit area the population of the Borough and the expected amount of provision to serve an area of Ribble Valley.

3.5 This is believed to equitably represent the amount that any new resident would be expected to contribute in accessing the sporting infrastructure irrespective of the proximity to their residence. So it is a charge applied to all occupants of new housing

and the developer contributions will be pooled and allocated to projects according to priority and deliverability at a point in time.

STANDARDS OF PROVISION

Item	Standard	Unit Cost	Unit Area	Notes Based upon facility dimensions/ area	Ribble Valley Actual Provision- (58,000 pop.)
Synthetic Pitch	0.03 per 1000 population 1.74 facilities based on 58,000 pop.	S.E cost of new=£660,000 for 1.74 facilities or £19.80 per person Cost of upgrade to 3G= £295,000 for 1.74 facilities or £8.85 per person	0.226m sq. per person	Sand based 106 x 71m fenced (7526 m sq.) and floodlit. 1.74 = 13,095 m sq.	2.0 facilities- 15, 052 sq. m or 0.23 m per person. Only 1 available to community use.
Sports Hall	80.7 m sq. per 1,000 pop. or 4,680.6 m sq. based on 58,000 pop. Or S.E calculator 15.2 courts / 3.8 Halls	S.E cost of new= £2,845,000 per facility x 3.8= £10,811,000 or £186.40 per person	0.0807m sq. per person	4 court S.Hall – S.E dimensions 34.5 x 20m or 690m sq.(S.E.1,530 m sq. (includes changing provision, reception)	12 facilities- (All in Educational settings)- 111.84 m sq.
Swimming Pool- Main	13.07 m sq. per 1,000 pop. or 758 m sq. based on 58,000 pop. 2.88 pools (25x10.5m)	S.E cost of new= £3,600,000 x 2.88 = or £179 per person	0.013m sq. per person	25 metre x 10.5m, 5 lane pool –262.5m sq.(S.E.1344 m sq. with ancillary provision; changing, reception).	2.0 Pools or 11.36 m sq. (1 in Educational restricted access)
Natural Turf- Grass Pitch	No standard NPFA- 16 m sq. per person. 1 Adult Pitch per 1,400 dwellings (2.4 per dwelling) = 3,360	S.E. cost of natural turf pitch –Senior = £75,000 and Youth = £65,000 and Mini = £25,000 Upgrade costs- (PPF Programme- see notes re typical budget costs- £40,000	No standard NPFA- 16 m sq. per person. Adult Pitch (Football)- One 2ha pitch per 1,400 dwellings. New Pitch = £22.32 rate per m sq. Upgrade = £11.90 rate per m sq. Junior Pitch (Football)- One 1ha pitch per 1,500 dwellings.	Senior Pitch- (107.9m x 71.3m= 7,693m sq.) Youth- (98.8mx62.2m= 6,141m sq.) Mini Football- (53mx 34.8m= (1,844m sq.)	Senior Pitches- 43 Youth and Mini-71 (17 Senior and 7 Junior not available to community use)

- 3.6 It is possible to set a charge for specific facility infrastructure contributions, as set out in the table above/below. These facilities are believed to represent greatest need, and are identified as either new, or upgraded provision. Other facilities ie Athletics facilities could be included in the same way and included as an off site charge if there was under provision and there was community need.

Whilst this provides a measure against overall provision across the Borough, it does not contain an accessibility standard (provision within a set distance for travelling time). It is expected that contributions would be made to the identified strategic sites as identified in the report to committee in January, and or those sites/ projects to be identified by local organisations and Parish Councils

- 3.7 Informal open space provision is more difficult to standardise, and, before being in a position to set a minimum quantity per person, and a charge relative to the cost of provision and maintenance of that space, more assessment must be undertaken.

Firstly, there will have to be agreement on the typology for off-site contributions for application to developments in Ribble Valley. There is good reason to suggest that a charge for Parks & Gardens, and provision for children and young people's space should be included, but access to informal green space, which is readily available across the Borough, and allotments / community gardens, may be excluded.

Whilst an audit of green space and playing areas has been produced in the form of actual locations, there has been no assessment made so far; to quantify the total area available, or as to the cost of providing parks and gardens, and play space for children and young people. As not all green space is under council control the assessment of the areas, identification of costs and priorities for provision needs to be produced in conjunction with the Parish Councils. The standards commonly adopted in expressing provision/ availability of Parks/ Gardens and Play Space is minimum quantity per person within a maximum straight line distance.

There can be significant variations in rates determined by authorities; For example Central Lancashire who have subjected their rates through a CIL process have set a cost per meter square for Parks and Gardens and Provision for children/ young people of £32 and £70 respectively compared to £122 and £280 in the case of North Warwickshire. As with Sporting infrastructure it is necessary to firstly determine a cost per meter square and then apply a local standard appropriate to the location ie Ribble Valley.

- 3.8 To get closer to a position were by the Council is able to justify the charging of off-site rates in respect to new developments and set a charging schedule there needs to more evidence of economic viability and community needs. There will also have to be a consultation process with the local communities regarding any proposed rates. At some stage it may be decided to subject any charging schedule to public examination (Planning Inspectorate). Whilst this is taking place negotiations with new developers are still able to continue in drawing down off-site contributions and which can give rise to open space improvements or facility provision within the immediate community area.

- 3.9 The next steps of the process in reaching a situation to be able to apply a standard charge per Open Space and Sporting Infrastructure are to:

- (i) Continue with the internal auditing and assessment of open space in terms of quantity, quality and accessibility, especially Parks& Gardens and play sites. Determine Open Space Standards in terms of quantity per person and an overall rate per square metre which is realistic / appropriate to this area, and add to those already produced for sporting infrastructure;-indoor sporting provision, swimming and artificial pitch facilities.

- (ii) Include parish councils in the audit/information-finding process, and request that they produce their own plans for local delivery / implementation. Parish councils are able to receive developer contributions towards off-site provision and this is especially relevant if new developments are planned in the more remote areas away from the three main recognised population areas.
- (iii) Consider how the standards are to be applied. Identify circumstances which may exempt developments from off site charges;- Sheltered accommodation for example. Determine weather charges should apply to an individual or per dwelling within each typology. Investigate the factors which would shape the setting of a local standard which might be applied to the charges in making them Ribble Valley Specific.
- (iv) Produce a Ribble Valley specific process, that determines forms of developer contributions (on-site and off-site) towards new or improved open space and recreation facilities. This will facilitate negotiations with developers and help to clarify the decision process as to whether off-site contributions are appropriate and which can be applied consistently to developers.

4 RISK ASSESSMENT

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

- Resources – There are no direct financial implications associated with this report. Recognising that the Council will not be in a position to provide capital funds, facility investment to maintain and meet increasing future demand will need to be drawn from external funding sources. The potential to utilise commuted sums from section 106 agreements and possibly CIL in time, could help contribute significantly towards new and upgraded facilities. Currently this tends to involve the provision and or contribution to play facilities, and is restricted to the immediate locations. Larger development proposals and the introduction of a robust evidenced based charging policy can impact upon the strategic infrastructure.
- Technical, Environmental and Legal – The evidence base in assembling standards and charges in this report has largely been built upon Sport England guidelines and data sources. The methodology applied is also consistent with approved good practice as referenced in ‘improving culture, arts and sporting opportunities through planning’, and every attempt has been made and will continue to be made in anticipating potential challenges to the standards and charges.
- Political – as part of the planning process it is important that the council ensures that developers contribute to the improvement of infrastructure, where increased use puts pressure on existing capacity. The production of this Open Space Study will help to advise decisions as to how best to direct future funding towards open space, facilities and infrastructure.
- Reputation – The Council’s leadership role will be important in shaping future infrastructure. There are likely to be future development opportunities which require negotiation with schools, private sector and voluntary sector operators of facilities, as well as housing developers and it is anticipated that the evidence will help with decision making when challenged.

5 RECOMMENDED THAT COMMITTEE

Approves the action identified in 3.8 and 3.9 of this report, which is considered necessary by the Open Space Working Group in strengthening the evidence-base in charging for off-site developer contributions and determining a charging structure for Ribble Valley.

JOHN C HEAP
DIRECTOR OF COMMUNITY SERVICES

COLIN WINTERBOTTOM
LEISURE & SPORTS DEVELOPMENT MANAGER

For further information, please ask for Colin Winterbottom 01200 414588

Community Services 3.9.13/Off-site charge in respect of provision of Open Space/Colin Winterbottom/IW

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

Agenda Item No 9

meeting date: 3 SEPTEMBER 2013
 title: CAPITAL MONITORING 2013/14
 submitted by: DIRECTOR OF RESOURCES
 principal author: AMY JOHNSON

1 PURPOSE

1.1 To provide members with information relating to the progress of the approved capital programme for the period April to July 2013 with regards schemes which fall under the responsibility of this committee.

1.2 Relevance to the Council's ambitions and priorities:

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

2 BACKGROUND

2.1 In total 3 new schemes for this committee were approved by Policy & Finance Committee at their meeting in February 2013, totalling £593,000. Additional approvals totalling £234,000 have also been agreed since the start of financial year. In addition, not all planned expenditure for last year was spent by the end of the financial year and the balance of this, totalling £56,390 (which is known as slippage) has been transferred into this financial year.

2.2 The total of all of these elements makes a total planned capital spend for this Committee for the current year of £883,390, which is shown at Annex 1.

3 SCHEMES

3.1 The table below summarises the total approved programme together with actual expenditure to date. Annex 1 shows the full programme by scheme along with the budget and expenditure to date.

	BUDGET			EXPENDITURE	
	Original Estimate 2013/14	Slippage from 2012/13	Additional Approvals 2013/14	Total Approved Budget	Actual Expenditure as at end July 2013 (including commitments)
£	£	£	£	£	£
593,000	56,390	234,000	883,390	445,871	-437,519

3.2 To date 50% of the annual capital programme for this Committee has been spent, which is very pleasing for the first four months of the financial year.

3.3 The main variations to date are:

- **CALVG – Calderstones Village Green:** Work on the scheme has started. A programme for the completion of work has been developed and agreed – anticipated to be completed by end October 2013.
- **PLAYN – Play Area Improvements:** A condition survey has been completed, to identify required improvements.
- **RETWK – Retention of Weekly Collection of Residual Waste:** Vehicles (2 of) and bins have been procured through the Yorkshire Purchasing Organisation (YPO). It is anticipated that the scheme will be complete by the end of the current financial year.

4. CONCLUSION

4.1 Progress to date on the capital schemes is good, with 50% of the annual capital programme having been spent or committed.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM10-13/RB/AC
27 August 2013

For further background information please ask for Amy Johnson extension 4498.

BACKGROUND PAPERS – P & F Overall Capital Programme 2013-2016 report, 12th February 2013.

Community Services Committee – Capital Programme 2013/14

Cost Centre	Schemes	Original Estimate 2013/14 £	Slippage from 2012/13 £	Additional Approvals 2013/14 £	Total Approved Budget £	Actual Expenditure (including commitments) £	Variation to Date £
CALVG	Calderstones Village Green		38,460		38,460	643	-37,817
CARPK	Car Parks Rolling Programme		390		390	0	-390
CPLAY	Castle Grounds Play Area		10,440		10,440	9,774	-666
GVWYV	Replacement Vehicle PK06 VWY – Vauxhall Vivaro 2900 DTI LWB Panel Van	13,000			13,000	12,883	-117
PLAYN	Play Area Improvements	40,000			40,000	994	-39,006
PVEHS	Paper and Card Collection Vehicles (2 of)			24,000	24,000	23,226	-774
RETWK	Retention of weekly Collection of Residual Waste	540,000		210,000	750,000	393,467	-356,533
WMOOR	Whalley Moor Woodland Paths & Nature Trail		7,100		7,100	4,884	-2,216
	Total Community Committee	593,000	56,390	234,000	883,390	445,871	-437,519

Community Services Committee – Capital Programme 2013/14

CALVG Calderstones Village Green

Service Area: Cultural & Leisure Services

Head of Service: Chris Hughes

Brief Description:

Improvements to the village green at Calderstones Park.

Start Date, duration and key milestones:

Start Date – Feb 2013

Original Anticipated Completion Date – September 2013

Latest Anticipated Completion Date – October 2013

Financial Implications – CAPITAL

	£	Actual to end July £	Variance to end July £
Total Approved Budget 2013/14	38,460	643	-37,817
Actual Expenditure 2012/13	3,470		
ANTICIPATED TOTAL SCHEME COST	41,930		

Financial Implications – REVENUE

Committed sums of £81,925 have been received of which £41,930 has been assigned to the capital project. The remainder will be used to fund on going revenue upkeep.

Useful Economic Life

Not Applicable

Progress - Budget Holder Comments

July 2013: Work on the scheme has started. A programme for the completion of work has been developed and agreed – anticipated to be completed by end October 2013.

March 2013: The project was a late addition within the financial year as a result of the release of commuted sums relating to housing development. The nature of the work has meant that some elements have had to be profiled to take place during the summer to take advantage of potentially better weather.

Community Services Committee – Capital Programme 2013/14

CARPK Car Parks Rolling Programme

Service Area: Engineering Services

Head of Service: Terry Longden

Brief Description:

To resurface and upgrade the condition of the RVBC car park in Dunsop Bridge and to provide the infrastructure to facilitate pay and display charging.

Start Date, duration and key milestones:

Start Date - April 2012

Original Anticipated Completion Date – by end March 2012

Latest Anticipated Completion Date – December 2012 with release of retention December 2013.

Financial Implications – CAPITAL

	£	Actual to end July £	Variance to end July £
Total Approved Budget 2013/14	390	0	-390
Actual Expenditure 2012/13	30,617		
Actual Expenditure 2011/12	8,980		
ANTICIPATED TOTAL SCHEME COST	39,987		

Financial Implications – REVENUE

Original income generation from car park estimated at £4,000 pa. Increased use of the car park means that the anticipated annual income has risen to £6,000 p.a.

Useful Economic Life

Twenty Years

Progress - Budget Holder Comments

July 2013: The scheme is operating successfully. The retention payment of £392 to be released in December 2013 to financially complete the scheme.

March 2013: The scheme is complete. Retention monies to be paid in 2013/14.

September 2012: The surfacing of the car park was halted in June to allow United Utilities to undertake work on their water supply main that passes through the car park - thereby avoiding a potential excavation in the new surface by United Utilities. United Utilities have recently (12 October 2012) accepted that they can work around the surfacing and hence the surfacing works are now programmed for early November.

June 2012: Negotiations on the lease renewal are complete and the lease will be signed imminently. Surfacing of the car park and ancillary work will follow the completion of work by United Utilities on a water main crossing the site.

October 2011: Completion of this work is conditional upon the confirmation of a new twenty year lease with the landowner. A report on this is included on the agenda for this committee.

Community Services Committee – Capital Programme 2013/14

July 2011: The original agreement with the lease to facilitate the continued use of area of the Dunsop Bridge car park is no longer valid. New negotiations are ongoing. No work can commence until the new lease is confirmed.

CPLAY Castle Field Play Area

Service Area: Cultural & Leisure Services
Head of Service: Chris Hughes

Brief Description:

Improvements to play facilities in the castle field play area.

Start Date, duration and key milestones:

Start Date – Feb 2013

Original Anticipated Completion Date – May 2013

Latest Anticipated Completion Date – July 2013

Financial Implications – CAPITAL

	£	Actual to end July £	Variance to end July £
Total Approved Budget 2013/14	10,440	9,774	-666
Actual Expenditure 2012/13	15,851		
ANTICIPATED TOTAL SCHEME COST	26,291		

Financial Implications – REVENUE

None Expected

Useful Economic Life

The life expectancy varies, depending upon the type of equipment purchased. Intensity of use is also a factor.

Progress - Budget Holder Comments

July 2013: Project is now complete. Lead in times for equipment resulted in slight delays

March 2013: The project has been a combination of new equipment and repairs to existing equipment/wet pour. We have had to assess the level and cost of repair work before identifying a balance for the purchase of more new equipment.

Community Services Committee – Capital Programme 2013/14

GVWYV Replacement Vehicle PK06 VWY – Vauxhall Vivaro 2900 DTI LWB Panel Van

Service Area: Cultural & Leisure Services

Head of Service: Chris Hughes

Brief Description:

Replacement of grounds maintenance vehicle PK06 VWY.

Start Date, duration and key milestones:

Start Date – April 2013

Anticipated Completion Date – November 2013

Financial Implications – CAPITAL

	£	Actual to end July £	Variance to end July £
Total Approved Budget 2013/14	13,000	12,883	-117
ANTICIPATED TOTAL SCHEME COST	13,000		

Financial Implications – REVENUE

None Expected

Useful Economic Life

Dependent upon use of vehicle.

Progress - Budget Holder Comments

July 2013: Vehicle has been ordered.

PLAYN Play Area Improvements

Service Area: Cultural & Leisure Services
 Head of Service: Chris Hughes

Brief Description:

Provide a fund for maintaining and improving the Council's seventeen play areas.

Start Date, duration and key milestones:

Start Date – April 2013

Anticipated Completion Date – March 2014

Financial Implications – CAPITAL

	£	Actual to end July £	Variance to end July £
Total Approved Budget 2013/14	40,000	994	-39,006
ANTICIPATED TOTAL SCHEME COST	40,000		

Financial Implications – REVENUE

None Expected

Useful Economic Life

The life expectancy varies, depending upon the type of equipment purchased. Location and intensity of use is also a factor.

Progress - Budget Holder Comments

July 2013: A condition survey has been completed.

Community Services Committee – Capital Programme 2013/14

PVEHS Paper and Card Collection Vehicles (2)

Service Area: Refuse Collection

Head of Service: Terry Longden

Brief Description:

Purchase of two vehicles for the household collection of paper and card.

Start Date, duration and key milestones:

Start Date – June 2013

Anticipated Completion Date – August 2013

Financial Implications – CAPITAL

	£	Actual to end July £	Variance to end July £
Total Approved Budget 2013/14	24,000	23,226	-774
ANTICIPATED TOTAL SCHEME COST	24,000		

Financial Implications – REVENUE

A revenue provision for the maintenance of these vehicles is included in the budget.

Useful Economic Life

The vehicles were manufactured in 2005 & 2006 and hence already 7 & 8 years old. The paper collection does not necessitate the use of a bin lift or a split body and hence these vehicles, whilst still somewhat complex, do not carry the additional load or have the same complexity of the triple-lifter twin-pack bodied vehicles that are used for the main refuse and recycling collections. It is not expected that the economic life of these used and already ageing vehicles will exceed another 3 years, making them 10 & 11 years old.

A report on the operation on the in-house paper and cardboard collection, including an appraisal of the vehicles after 6 months of use is to be prepared at the appropriate date.

Progress - Budget Holder Comments

July 2013: Vehicles purchased from the second hand market and modified to undertake the work, including re-spray in the RVBC livery. Vehicles in service from July.

Community Services Committee – Capital Programme 2013/14

RETWK Retention of Weekly Collection of Residual Waste

Service Area: Refuse Collection

Head of Service: Terry Longden

Brief Description:

Replacement of two refuse collection vehicles and the purchase of larger green bins to encourage residents to recycle compostable food waste within their garden waste.

Start Date, duration and key milestones:

Start Date – April 2014

Anticipated Completion Date – 4th Quarter 2013/14

Financial Implications – CAPITAL

	£	Actual to end July £	Variance to end July £
Total Approved Budget 2013/14	750,000	393,467	-356,533
ANTICIPATED TOTAL SCHEME COST	750,000		

Financial Implications – REVENUE

The new vehicles will be more fuel efficient, with fuel savings estimated at 15% (approx. £2,000 pa)

Useful Economic Life

This scheme is partly for the replacement of existing vehicles. The life of the new vehicles is anticipated to be 7 years as a front line vehicle with a further year as a cover vehicle, overall 8 years.

Progress - Budget Holder Comments

July 2013: Vehicles procured through the Yorkshire Purchasing Organisation (YPO) scheme. The first vehicle is due for delivery in the 3rd week of October, and the second in the 1st week of December 2013.

Procurement of the larger green-wheeled bins was delayed as a result of the confirmation of the YPO procurement framework. Delivery of the bins is now due to commence October 2013, to be completed late November.

WMOOR Whalley Moor – Woodland Paths and Nature Trails

Service Area: Community Development
 Head of Service: Chris Hughes

Brief Description:

The provision of paths, signage and public art in Whalley Moor Woodland. This scheme is fully supported by external grant funding.

Start Date, duration and key milestones:

Start Date – October 2011
 Original Anticipated Completion Date – May 2012
 Latest Anticipated Completion Date – September 2103

Financial Implications – CAPITAL

	£	Actual to end July £	Variance to end July £
Total Approved Budget 2013/14	7,100	4,884	-2,216
Actual Expenditure 2012/13	18,616		
Actual Expenditure 2011/12	11,419		
ANTICIPATED TOTAL SCHEME COST	37,135		

Financial Implications – REVENUE

None given.

Useful Economic Life

Ten years.

Progress - Budget Holder Comments

July 2013: Changes to the spending profile have been agreed between the Friends Group and Big Lottery, resulting in a delay to the completion of the project.

March 2013: The funding profile is based on when the grant was agreed, along with subsequent claims as the work is completed. This does not match with the Council's financial year (the Council is acting as accountable body for the project and not responsible for all its execution). The slippage requested represents the level of remaining approved funding available.

September 2012: Further expenditure to be agreed with The Friends Group with a view to complete the works by the end of March 2013.

June 2012: Installation of paths and associated landscape work is complete. Workshops with local schools to create public art pieces are currently taking place.

October 2011: This project is being achieved in conjunction with the Friends of Whalley Moor Woodland, who have secured funding through community spaces grant.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE

INFORMATION

Agenda Item No 10

meeting date: 3 SEPTEMBER 2013
 title: REVENUE OUTTURN 2012/13
 submitted by: DIRECTOR OF RESOURCES
 principal author: ROBIN BRAMHALL

1 PURPOSE

1.1 To report on the outturn for the financial year 2012/13 in respect of the Revenue Budget for this Committee.

1.2 Relevance to the Council's ambitions and priorities:

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

2 BACKGROUND

2.1 The Council's draft Statement of Accounts has been approved by the Accounts and Audit Committee, and audited by the Council's external auditors. The audited version of the accounts has been submitted to the Accounts and Audit Committee for approval at their meeting on 28 August. Confirmation of their approval will be provided at your meeting.

2.2 The information contained within the Statement is in a prescriptive format. However, the service cost information is being reported to Committees for their own relevant services in our usual reporting format in the current cycle of meetings

3 FINANCIAL INFORMATION

3.1 Shown below, by cost centre, is a comparison with the revised estimate. You will see an overall underspend of £143,610 on the net cost of services. After transfers to and from earmarked reserves the overall underspend is £105,835. This has been added to General Fund Balances.

Cost Centre	Cost Centre Name	Revised Estimate 2012/13 £	Actual 2012/13 £	Variation £
COMMD	Community Services Dept	0	0	0
HWAGY	Highways Agency	14,950	14,522	-428
HWREP	Highways Repairs	3,670	3,685	15
NHWAG	Non-Agency Highways Work	26,050	23,080	-2,970
CULVT	Culverts & Watercourses	21,140	16,322	-4,818
DRAIN	Private Drains	11,880	11,387	-493
RIVBK	Riverbank Protection	3,140	3,784	644
BUSSH	Bus Shelters	10,590	7,634	-2,956
SEATS	Roadside Seats	5,530	6,227	697

Cost Centre	Cost Centre Name	Revised Estimate 2012/13 £	Actual 2012/13 £	Variation £
SIGNS	Street Nameplates & Signs	34,460	31,244	-3,216
RIGHT	Public Rights of Way	-1,150	-5,167	-4,017
STCLE	Street Cleansing	299,010	292,285	-6,725
VARIOUS	Public Conveniences	204,420	178,929	-25,491
LITTR	Litter Bins	16,950	16,391	-559
RCOLL	Refuse Collection	1,059,640	1,063,926	4,286
RECYC	Recycling	110,230	81,754	-28,476
TFRST	Waste Transfer Station	80,360	80,082	-278
TRREF	Trade Refuse	-14,670	-9,105	5,565
CRIME	Crime and Disorder	63,310	62,880	-430
CRIMP	RV Crime Reduction Partnership	2,490	-2,986	-5,476
LNGCH	Longridge Civic Hall	17,000	9,181	-7,819
ARTDV	Art Development	24,430	24,249	-181
PLATG	Platform Gallery	126,460	123,438	-3,022
MUSEM	Castle Museum	194,290	187,410	-6,880
MCAFE	Museum Café	2,060	2,266	206
TURSM	Tourism	90,620	88,460	-2,160
VARIOUS	Car Parks	-112,620	-107,192	5,428
CCTEL	CCTV Equipment	107,330	102,758	-4,572
LDEPO	Longridge Depot	0	0	0
SDEPO	Salthill Depot	0	0	0
VARIOUS	Refuse Collection Vehicles	0	0	0
VARIOUS	Grounds Maintenance Vehicles	0	0	0
VARIOUS	Works Admin Vehicles	0	0	0
VEHCL	Vehicle Workshop	0	0	0
VARIOUS	Plant	-2,000	0	2,000
TWOWR	Two Way Radio	0	0	0
WKSAD	Works Administration	0	0	0
CARVN	Caravan Site	-6,420	-6,391	29
EDPIC	Edisford Picnic Area	-7,320	-7,534	-214
PKADM	Grounds Maintenance	0	0	0
ROEBN	Roefield Barn	50	50	0
RVPRK	Ribble Valley Parks	399,740	375,390	-24,350
RPOOL	Ribblesdale Pool	277,660	260,214	-17,446
EALLW	Edisford All Weather Pitch	-10,600	-11,183	-583
LNGYM	Longridge Gym	-490	7,330	7,820
CYCLS	Cycling	5,720	5,690	-30
EXREF	Exercise Referral Scheme	31,800	25,108	-6,692

Cost Centre	Cost Centre Name	Revised Estimate 2012/13 £	Actual 2012/13 £	Variation £
SPODV	Sports Development	89,240	80,368	-8,872
GRSRC	Grants and Subscriptions	25,680	25,182	-498
XMASL	Xmas Lights/RV in Bloom	4,080	6,030	1,950
RECUL	Recreation/Culture Grants	36,050	32,940	-3,110
CULTG	Culture Grants	4,310	4,250	-60
SPOGR	Sports Grants	6,910	7,480	570
NET COST OF SERVICES		3,255,980	3,112,370	-143,610
<u>Transfers to/from Earmarked Reserves</u>				
Contribution from XMAS Lights Reserve		-950	-1,980	-1,030
Contribution to Recreation and Culture Grants Reserve		0	3,010	3,010
Contribution from/to Community Safety Reserve Fund		-2,490	2,986	5,476
Contribution from Tourism Promotions Reserve Fund		-1,950	0	1,950
Contribution to Grant Funded Sports Development Fund		0	6,283	6,283
Contribution to Grounds Maintenance and Street Cleansing Training Fund		0	1,850	1,850
Contribution to CAD System Fund		0	3,000	3,000
Contribution to GIS Training Fund		0	1,250	1,250
Contribution to Refuse Collection Protective Clothing Fund		0	1,340	1,340
Contribution to Refurbishment of Works Vehicles Fund		0	3,930	3,930
Contribution to Capital Reserve		0	19,230	19,230
Contribution to Exercise Referral Reserve fund		9,360	847	-8,513
After transfers from/to earmarked reserves		3,259,950	3,154,115	-105,835

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

Service Area	Description of Variance	Amount £
VARIOUS Public Conveniences	Savings on repairs and maintenance of buildings – mainly due to reductions in staff and in staff working hours	-21,550

Service Area	Description of Variance	Amount £
RECYC Recycling	Recycling Credits – Whilst Lancashire County Council has been invoiced for this income the full value of the invoices has not yet been received. The recovery of this debt continues.	-30,590
RVPRK Ribble Valley Parks	Use of Commuted Sums – This relates to the release of S106 monies to the revenue account for onward transfer to finance capital expenditure	-19,230
RPOOL Ribblesdale Pool	Increased income from Clubs, Courses and Contracts together with a reduction in employee costs	-15,060

4 CONCLUSION

- 4.1 There have been a considerable number of variations in both income and expenditure during the year, and this has given rise to an overall underspending of £143,610 on the net cost of services. After transfers to and from earmarked reserves the overall underspend is £105,835. This has been added to General Fund Balances.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM8-13/RB/AC
27 August 2013

BACKGROUND PAPERS

Revised Estimates approved by Committee on 15 January 2013
Closedown Working Papers

For further information please ask for Robin Bramhall extension 4433.

Community Services Committee – Revenue Outturn 2012/13 Variances

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Community Services Department					
Reduction in employee costs due to staff vacancies in the last 4 months of the financial year, in relation to the Planning Section	-11,760				
Advertising – Only £100 of the Revised Budget was spent. Most vacancies remained unfilled, while the others were recruited to without incurring advertising costs	-1,410				
Increase in Recharge from Council Offices, following additional spending on Invest to Save Budget			8,420		
Reduced recharges from Support Services Departments following savings achieved in their Budgets			-12,190		
Income from Children’s Trust – additional grant received		-10,000			
Decrease in income from recharge to Capital Projects – less time than expected spent on capital schemes			5,260		
Decrease in income from recharges - reflecting reductions in expenditure outlined above			21,680		
Total Community Services Department					0

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Bus Shelters					
Repairs and Maintenance – expenditure limited to avoid overall overspending on repairs and maintenance across the Committee	-2,810				
Total Bus Shelters					-2,810
Street Nameplates and Signs					
Reduced recharge from Community Services Departments following savings achieved as the post of Planning Assistant was vacant for several months			-2,840		
Total Street Nameplates and Signs					-2,840
Non-Agency Highways Work					
Repairs and maintenance – this relates to the release of a contractors bond.	-2,840				
Total Non-Agency Highways Work					-2,840
Culvert and Watercourses					
Floods – none of the Budget provision of £4,550 was needed	-4,550				
Total Riverbank Protection					-4,550

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Public Rights of Way					
Additional income – from applicants requesting footpath diversions – this meets the associated staffing costs, and cost of advertisements.		-3,380			
Total Public Rights of Way					-3,380
Public Conveniences					
Repairs and maintenance of buildings – savings mainly due to reductions in staff, and in staff working hours	-21,550				
Cleaning Materials – Lower usage, reflecting lower number of conveniences and reduced opening hours	-1,030				
Consultants Fees – Provision was made for payments to external providers, but it was possible to deliver the service without the need to use the full Budget. A saving of this order should now be repeated in 2013/14	-4,160				
Total Public Conveniences				24	-26,740
Amenity Cleansing					
Employee costs – savings due to leave without pay and slightly lower level of overtime worked	-1,800				
Tuition Fees – planned course delayed, so savings will be transferred to earmarked reserve and carried forward to 2013/14	-1,820				
Diesel- lower usage, and the benefits of slightly lower prices	-1,020				
Total Amenity Cleansing					-4,640

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Refuse Collection					
Additional overtime costs partly offset by savings in wages and and tuition fees.	1,200				
Use of transport –additional costs on repairs and maintenance (especially on call-outs following electrical faults), partly offset as diesel prices were lower than expected, and reduced expenditure on tyres as fewer replacements were needed	5,040				
Protective clothing – slippage of 1 large order to 2013/14	-1,340				
Publicity – reduced requirement for 2012/13 only – savings will particularly offset additional transport costs	-5,360				
Reduced recharges from Support Services Departments following Budget savings.			-2,580		
Recycling Credits – lower level of green waste recycling, as the reduction due to leaves from the highway no longer being recycled was greater than expected		10,230			
Total Refuse Collection					7,190
Recycling					
Payment to contractor for paper collection for the year slightly lower than anticipated	-3,510				
Recycling credits – Reduced income as recycling volumes were lower than anticipated		5,550			
Recycling Credits – Whilst Lancashire County Council has been invoiced for this income the full value of the invoices has not yet been received. The recovery of this debt continues.		-30,590			
Total Recycling					-28,550
Trade Refuse					
Plastic sacks – additional supply needed in March 2013	2,460				

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Additional tipping charges due to higher tonnage of waste being collected	3,350				
Collection of Trade Waste -increased income as more properties have been served at the end of the year		-2,050			
Total Trade Refuse					3,760
Waste Transfer Station					
Employee costs – additional expenditure to provide cover due to sickness	2,320				
Use of transport – lower level than anticipated of expenditure on tyres for the year for the Loading Shovel	-2,110				
Total Waste Transfer Station					210
Community Safety Partnership					
Promotional Activities - reduced expenditure. Underspend set aside in an earmarked reserve for use in 2013/14	-5,760				
Total Community Safety Partnership					-5,760
Platform Gallery					
Employee costs – slight saving due to staff vacancy	-1,470				
Repairs and maintenance of buildings – underspending following a reassessment of expenditure on the Gallery Refurbishment.	-3,620				
Gas – considerable increased usage of gas due to cold weather	1,000				
Total Platform Gallery					-4,090

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Clitheroe Castle Museum					
Gas – considerable increased usage of gas due to the cold winter	1,210				
Curatorial Services – Reduced charge from LCC Museums service following the identification of further savings over and above those identified in the Budget	-6,870				
Total Castle Museum					-5,660
Tourism					
Publicity – lower requirement for 2012/13 only - savings will offset reduced Guide income	-1,890				
Visitor Guide Income – lower share of net receipts as the cost of producing the Guide was higher as additional pages were included		1,300			
Contributions and Donations – additional income re Witches Walk and Great Days out exhibition		-1,470			
Total Tourism					-2,060
Car Parks					
Grounds maintenance – reduced charge as less work was needed during the year	-2,610				
Retained contractors deposit at Church Walk Car Park	-2,960				
Car Park charges – across all of the Car Parks there was lower usage than expected between December and March, because of the poor weather		4,990			
Car Park Fines – Income much lower than anticipated in January to March due to staff sickness		5,560			
Total Car Parks					4,980
CCTV Equipment					
Repairs and maintenance of buildings –There was a deliberate saving here, to offset additional repairs and maintenance expenditure elsewhere	-2,150				

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Recharge from Market – reduced due to lower electricity water and cleaning materials usage	-1,390				
Total CCTV Equipment					-3,540
<i>Salthill Depot</i>					
Reduced recharges from Support Services Departments following savings achieved in their Budgets			-1,770		
Stores oncost – a higher value of items went through stores, so the stores oncost recovered increased too		-1,110			
Recharges to users – adjustment to reflect the reduced expenditure referred to above		2,880			
Total Salthill Depot					0
<i>Refuse Collection Vehicles</i>					
Repairs and maintenance – additional expenditure, particularly in relation to callouts due to electrical faults	10,170				
Diesel—prices during January, February and March were lower than expected and consumption was slightly lower	-4,170				
Tyres- fewer replacements needed	-2,160				
Recharge to Users. Increase to reflect additional costs outlined above		-3,840			
Total Refuse Collection Vehicles					0

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Grounds Maintenance Vehicles					
Vehicle Repairs & Maintenance- in 2012/13 the Council reaped the benefit from previous spending on machines as the repairs and maintenance requirement was much lower than anticipated	-6,740				
Diesel and Petrol - prices during January, February and March were lower than expected and consumption was slightly lower	-2,730				
Tyres- fewer replacements needed	-1,420				
Recharge to Users reduction to reflect savings		10,890			
Total Grounds Maintenance Vehicles					0
Works Vehicles					
Tyres – Only 3 tyres needed replacing during the year over 7 vehicles	-1,160				
Recharge to Users reduction to reflect savings		1,160			
Total Works Vehicles					0

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Works Administration					
Reduced Wages, National Insurance and Superannuation –due to staff vacancy	-3,340				
Increased overtime working – to cover vacancy	1,160				
Tuition Fees- only minimal requirements for training in 2012/13	-1,450				
Purchase of equipment and materials- lower requirement for 2012/13 only - savings will offset additional costs elsewhere	-2,770				
Recharge to capital schemes –additional capital work in the last 4 months of the year, particularly on the Improvements to Children’s Play Areas, led to a higher charge at the end of the year.		-1,680			
Increased recharge in connection with additional overtime working		-2,540			
Reduced recharge for works to reflect savings in expenditure		10,620			
Total Works Administration					0
Exercise Referral					
Employee costs- reduced hours worked by part-time staff	-2,170				
Car mileage payments – reduction in mileage of nearly 40% compared with 2011/12, particularly as a result of reduced staff hours	-1,520				
Total Exercise Referral					-3,690
Grounds Maintenance					
Tuition fees – Only first aid courses attended during the year	-1,910				
Vehicle Repairs & Maintenance- in 2012/13 the Council reaped the benefit from previous spending on machines as the repairs and maintenance requirement was much lower than anticipated	-6,740				
Diesel and Petrol - prices during January, February and March were lower than expected and consumption was slightly lower	-2,730				

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Tyres- fewer replacements needed	-1,420				
Trees, Seeds, Shrubs and plants – lower requirement, particularly towards the end of the year.	-1,130				
Increased recharge to Capital – Additional time required on the Calderstones scheme		-3,610			
Reduced recharge to users, following savings in expenditure		17,540			
Total Grounds Maintenance					0
<i>Ribble Valley Parks</i>					
Emergency Tree Works – Considerable extra expenditure in February and March particularly as a result of damage following storms	2,640				
Electricity- considerable increase in heating costs following cold winter	1,160				
Recharge from Grounds Maintenance – reduced charge following savings on grounds maintenance referred to above			-6,710		
Use of Commuted Sums – Transfer of funds to finance capital expenditure		-19,320			
Land Rents – Additional income in respect of the rent for Tennis Dome		-1,230			
Total Ribble Valley Parks					-23,460

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
<i>Ribblesdale Pool</i>					
Reduced employee costs due to staff vacancies and leave without pay	-5,350				
Reduced recharges from Support Services Departments following savings achieved in their Budgets			-1,270		
Hire of Baths – Clubs. Additional bookings made towards the end of the financial year		-2,270			
Courses- Higher take up of courses than in previous years		-3,370			
Contracts – Higher take up of contracts than in previous years, especially instead of individual adult admissions		-5,720			
Adult admissions – reduction in income as more swimmers are taking out contracts		2,920			
Total Ribblesdale Pool					-15,060
<i>Sports Development</i>					
Minimal expenditure on printing and stationery. Provision for expenditure on cycle map has been carried forward to 2013/14	-2,810				
Promotional expenditure - Funding set aside for mini soccer goals. Expenditure slipped to 2013/14 – so provision has been set aside	-2,620				
Decrease in Recharge from Community Services reflecting some leave without pay, and other savings achieved in those Departments			-2,260		
Total Sports Development					-7,690

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
<i>Xmas Lighting and Ribble Valley in Bloom</i>					
Increased grants - to be financed from Earmarked Reserve brought forward from 2011/12	1,980				
Total Xmas Lighting and Ribble Valley in Bloom					1,980
<i>Recreation and Culture Grants</i>					
Marginal fall in expenditure as some payments have slipped into 2012/13. Underspend transferred to Earmarked Reserve and carried forward to 2013/14.	-3,010				
Total Recreation and Cultural Grants					-3,010
	-119,450	-18,540	5,740	0	-132,250

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE

Agenda Item No 11

meeting date: 3 SEPTEMBER 2013
 title: REVENUE MONITORING 2013/14
 submitted by: DIRECTOR OF RESOURCES
 principal author: ROBIN BRAMHALL

1 PURPOSE

1.1 To let you know the position for the first four months of this year's revenue budget as far as this committee is concerned.

1.2 Relevance to the Council's ambitions and priorities:

- ❖ In accordance with corporate performance and improvement plan objective 2, "to maintain critical financial management and controls" this report provides members with information arising from the budget monitoring exercise for the first four months of 2013/14.

2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period. You will see an overall underspend of £9,373 on the net cost of services.

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of period £	Actual including Commitments to the end of the period £	Variance £	
COMMD	Community Services Department	-16,800	407,804	411,230	3,426	A
HWAGY	Highways Agency	15,470	344	0	-344	G
HWREP	Highway Repairs	3,260	172	0	-172	G
NHWAG	Non-Agency Highways Work	26,830	0	0	0	G
CULVT	Culverts & Water Courses	19,680	1,100	778	-322	G
DRAIN	Private Drains	11,680	-66	-103	-37	G
RIVBK	Riverbank Protection	3,210	396	27	-369	G
BUSSE	Bus Shelters	16,940	2,352	765	-1,587	G
SEATS	Roadside Seats	5,670	780	639	-141	G
SIGNS	Street Nameplates & Signs	32,260	1,000	643	-357	G
RIGHT	Public Rights of Way	4,770	6,320	724	-5,596	R
STCLE	Street Cleansing	320,520	138,281	133,168	-5,113	R
VARIOUS	Public Conveniences	188,210	68,626	75,354	6,728	R

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of period £	Actual including Commitments to the end of the period £	Variance £	
LITTR	Litter Bins	16,390	2,154	1,821	-333	G
RCOLL	Refuse Collection	1,075,090	143,793	138,523	-5,270	R
RECYC	Recycling & Waste Awareness	105,080	-3,963	6,557	10,520	R
TFRST	Waste Transfer Station	79,320	33,364	32,881	-483	G
TRREF	Trade Refuse	-21,130	-127,180	-136,603	-9,423	R
*PAPER	Waste Paper Collection	36,310	11,318	5,737	-5,581	R
CRIME	Crime and Disorder	75,420	3,170	150	-3,020	A
CRIMP	RV Crime Reduction Partnership	24,000	584	598	14	G
CCTEL	CCTV Equipment	113,880	56,422	55,245	-1,177	G
LNGCH	Longridge Civic Hall	17,000	0	0	0	G
ARTDV	Art Development	28,510	7,538	6,018	-1,520	G
PLATG	Platform Gallery	112,840	27,849	28,774	925	G
MUSEM	Castle Museum	204,730	-69,889	-67,257	2,632	A
MCAFE	Museum Café	910	-2,931	223	3,154	A
TURSM	Tourism	99,850	10,118	10,000	118	G
VARIOUS	Car Parking	-99,980	-13,035	-16,749	-3,714	A
LDEPO	Longridge Depot	0	5,167	4,997	-170	G
SDEPO	Salthill Depot	-290	18,292	20,359	2,067	A
VARIOUS	Refuse Collection Vehicles	0	120,318	111,473	-8,845	R
VARIOUS	Grounds Maintenance Vehicles	0	17,095	19,175	2,080	A
VARIOUS	Works Administration Vehicles	0	7,770	10,139	2,369	A
VARIOUS	Plant	0	2,908	3,358	450	G
TWOWR	Two Way Radio	0	-1,698	-2,159	-461	G
VEHCL	Vehicle Workshop	-900	-4,927	-5,330	-403	G
WKSAD	Works Administration	-1,840	-49,769	-47,992	1,777	G
CARVN	Caravan Site	-6,520	0	1,332	1,332	G
EDPIC	Edisford Picnic Area	-7,730	-9,163	-8,178	985	G
PKADM	Grounds Maintenance	-3,340	-69,430	-71,303	-1,873	G
ROEBN	Roefield Barn	50	-18	-13	5	G

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of period £	Actual including Commitments to the end of the period £	Variance £	
RVPRK	Ribble Valley Parks	406,570	103,564	122,284	18,720	R
RPOOL	Ribblesdale Pool	269,820	29,086	20,956	-8,130	R
EALLW	Edisford All Weather Pitch	-10,820	-5,478	-4,647	831	G
CYCLS	Cycling	5,880	0	0	0	G
EXREF	Exercise Referral Scheme	40,430	32,341	29,303	-3,038	A
SPODV	Sports Development	85,120	9,624	11,015	1,391	G
GRSRC	Grants & Subscriptions - Community	26,980	0	-90	-90	G
XMASL	Xmas Lights & RV in Bloom	3,220	636	0	-636	G
RECUL	Recreation and Culture Grants	36,940	22,001	21,985	-16	G
SPOGR	Sports Grants	7,590	0	0	0	G
CULTG	Culture Grants	6,470	3,940	3,500	-440	G
Total:		3,357,550	938,680	929,307	-9,373	
Transfers to/From Earmarked reserves						
Exercise Referral Scheme		-5,260	0	0	0	
Total after Transfers to/from Earmarked Reserves		3,352,290	938,680	929,307	-9,373	

2.2 Following problems with the increased cost of paper collection, the Council approved a supplementary estimate of £30,000 for the additional costs between April and June 2013, and agreed to bring the service in house from 1 July 2013 (new cost centre – PAPER)

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

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

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

Description	Variance to end July 2013 £
Community Services Department (COMMD) – additional expenditure on salaries, as the expected level of vacancies hasn't been achieved, and an additional post has been filled	6,976
Public Conveniences (VARIOUS) - repair and maintenance higher due to additional expenditure at Castle Field, Woone Lane, Berry Lane and Slaidburn	8,457
Recycling & Waste Awareness (RECYC/PAPER) – Private Contract payments – additional costs as contract much more expensive. Brought back in-house with effect from 1 July 2013	20,020
Ribble Valley Parks (RVPRK) – Additional expenditure on Repairs and Maintenance – particularly in respect of the Bowling Green, Castle Grounds, and at Roefield	17,261
Refuse and Paper Collection (RCOLL/PAPER) – Savings in staffing costs due to vacancies, and delays in filling posts	-16,205
Trade Refuse (TRREF) - additional contract income re wheeled bins.	-12,867
Recycling Credits (RECYC) – invoices raised, however the full value has not yet been paid by Lancashire County Council. This debt will continue to be pursued.	-7,811
Public Rights of Way (RIGHT) – income from footpath diversion orders – likely to be eventually offset by expenditure	-5,094
Children's Trust Grant (COMMD) – additional income	-5,000
Car park charges (VARIOUS) – increased income, mainly at Edisford and Ribchester, probably because of the good weather in July	-9,856

3 CONCLUSION

- 3.1 The comparison between actual and budgeted expenditure shows an underspend of £9,373 for the first four months of the financial year 2013/14.
- 3.2 For this Committee the majority of the variances are favourable to the Council.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM9-13/RB/AC
27 August 2013

**Community Services Committee
Budget Monitoring to the End of July 2013 – Red Variances**

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
COMMD/0100	Community Services Department/Salaries	910,750	308,378	315,354	6,976	The Budget assumes 2% vacancies. There have been none so far this year, and in addition a further post has been filled	Monitor expenditure closely to ensure overall budget for the year is not overspent
COMMD/8039z	Community Services Department/Childrens Trust Grant	-20,000	-10,000	-15,000	-5,000	Additional grant re Summer Holiday Activities	Monitor expenditure to ensure that the additional grant is fully used
VARIOUS/8420n	Car Parks/ Car Park charges income	-276,600	-94,864	-104,720	-9,856	Significant increase in income during July, because of the fine weather, and particularly at Edisford Car Park	Continue to closely monitor income, as poor weather will have a negative effect on income
PAPER/0100-0169	Paper/ Wages, NI, Supn etc	100,380	11,146	3,361	-7,785	Delay in filling posts on transfer of operation from Viridor. Balance of work carried out by existing Refuse Collection staff	Monitor staffing levels for the remainder of the financial year

**Community Services Committee
Budget Monitoring to the End of July 2013 – Red Variances**

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
VARIOUS/ 2402	Conveniences/ Repairs and maintenance of buildings	80,150	22,623	31,080	8,457	Additional expenditure particularly at Castle Field, Woone Lane, Berry Lane and Slaidburn	Monitor expenditure closely to ensure overall budget for the year is not overspent
RCOLL/ 0150-0169	Refuse Collection/Drivers and Loaders wages etc	625,410	211,195	202,775	-8,420	Savings in Drivers and Loaders wages etc. due to staff vacancies. However, pay award still to be processed	Monitor expenditure closely to ensure overall expenditure for the whole year is contained within the budget.
RECYC/ 3074	Recycling & Waste Awareness/Private Contract Payments	108,360	13,890	33,910	20,020	Previous contract ended at 31st March 2013. Contract extension to end June much more expensive.	Contract terminated at 30th June 2013, and service to be brought in-house, with hoped for significant savings
RECYC/ 8431z	Recycling/ Recycling Credits	-28,440	-18,981	-26,792	-7,811	Recycling credit for paper claimed at higher rate. As LCC are extremely unlikely to pay at this rate, this "extra" income will almost certainly need to be written off	Assume this additional income will not be received, and view budget in this light

**Community Services Committee
Budget Monitoring to the End of July 2013 – Red Variances**

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
TRREF/ 8411z	Trade Refuse/ Contracts	-111,210	-111,210	-124,077	-12,867	Invoices already raised exceed the annual Budget, but there may be some reductions to these bills during the year, and as the take up is higher than expected, there will undoubtedly be an increase in Tipping Fees	Monitor income to see how much the annual Budget will be exceeded by
RIGHT/ 8586n	Public Rights of Way/ Footpath Diversion Orders	0	0	-5,094	-5,094	Income re several diversion orders not budgeted for.	Monitor expenditure to ensure that the additional income is fully used

**Community Services Committee
Budget Monitoring to the End of July 2013 – Red Variances**

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RVPRK/2402	Ribble Valley Parks/ Repairs and maintenance of Buildings	20,110	6,513	23,774	17,261	Expenditure has taken place in respect of double glazed windows (£8,308) and remedial repairs (£3,132) at the Bowling Green café. In addition, considerable time has been spent by Works Admin at the Castle grounds and at Roefield.	Budget holder advised that in the light of expenditure incurred and further orders placed, the Budget will certainly be overspent, and that areas of saving should be identified elsewhere to offset this.
VEHCL/8900z	Vehicle Workshop/Oncost 100%	-87,520	-29,196	-23,566	5,630	Reduced recharge as costs are lower due to vacancy	Budget holder advised that in the light of expenditure incurred and further orders placed, overall expenditure will be lower but costs recovered will be lower too.

Community Services Committee Budget Monitoring to the End of July 2013 – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
COMMD/ 2089	Community Services Department/ Non Recurring Purchases of Equipment	0	0	2,709	2,709	No Budget - but to be met from Earmarked Reserve created in 2012/13
COMMD/ 2971	Community Services Department/ Printing & Stationery	5,840	1,948	4,433	2,485	Additional expenditure relates to Summer Activity Booklet - financed from £5,000 additional grant
VARIOUS/ 2612	Refuse Collection Vehicles/Diesel	205,670	60,283	55,871	-4,412	Lower than anticipated price of diesel, and slightly lower consumption of fuel
RPOOL/ 0100-0229	Ribblesdale Pool/ staffing Costs		102,488	99,597	-2,891	Savings due to staff vacancies, but pay award for year still to be processed
RPOOL/ 8532I	Ribblesdale Pool/ Hire of Baths/Clubs	-31,800	-31,800	-35,602	-3,802	Budgeted income for the full year has already been exceeded - mainly due to additional bookings on a Saturday. This income may be slightly reduced during the year if individual booked days are cancelled
RPOOL/ 8542I	Ribblesdale Pool/Courses	-93,910	-32,867	-35,045	-2,178	Greater take up of courses than in 2012/13.

Community Services Committee Budget Monitoring to the End of July 2013 – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
RPOOL/ 8571n	Ribblesdale Pool/ Adult Admissions	-75,590	-26,108	-23,362	2,746	Lower level of attendances than in 2012/13. This needs to be monitored closely.
STCLE/ 2637	Street Cleansing/ Hire of Plant	97,230	97,230	92,970	-4,260	This takes account of the contract for the full year, but additional plant may be hired as required later in the year
VEHCL/ 0101-0315	Vehicle Workshop/wages, NI, Superannuation, etc.	60,710	20,244	15,937	-4,307	Savings due to vacancy
WKSAD/ 8900z and 8920z	Works Administration/Oncost	-213,600	-94,811	-90,089	4,722	Lower recharge to reflect lower wages costs
SPODV/ 2971	Printing & Stationery	0	0	3,438	3,438	Expenditure carried over from 2012/13 - to be met from Earmarked Reserve also carried over

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

meeting date: 3 SEPTEMBER 2013
title: GENERAL REPORT
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
principal author: TERRY LONGDEN, HEAD OF ENGINEERING SERVICES
PETER McGEORGE, WASTE MANAGEMENT OFFICER
TRACY BALKO, HEALTH & FITNESS DEVELOPMENT OFFICER
KATHERINE RODGERS, ARTS DEVELOPMENT OFFICER

1 PURPOSE

To update on the development of the in-house paper and cardboard collection, progress in providing larger green wheeled bins, current work within Healthy Lifestyles, and activities at the Platform Gallery.

2 UPDATE – IN-HOUSE PAPER AND CARDBOARD COLLECTION SERVICE

As approved by the previous meeting of this committee, the Council's in-house refuse and recycling service took over the fortnightly collection of the waste paper and cardboard from residential properties in the borough from 1st July 2013. This service was previously being undertaken by a private contractor.

The in-house operation utilises more efficient collection routes within the collection days than the previous operator, and hence the collection vehicle is now calling at some properties earlier in the working day than with the contractor's times. During the first collection cycle, arrangements were made with individuals who reported that they were affected by this initial variation to either collect their paper on that occasion later in the day, or to issue the resident with an additional white sack so that paper could be retained for collection on the next cycle.

Publicity in the local press reminding residents to present their white sacks for collection for 7:30 AM on their defined collection day is slowly being effective. This publicity has, however, prompted requests from over 200 residents who want to join the collection service. The requisite white sacks and collection calendars have been forwarded to all these residents. The collection crews will also supply white sacks direct to any resident who asks to join the initiative. It has also been noticed that there has been a marked reduction in the number of householders who request a white sacks to replace those lost after emptying, as the current collection crews are leaving emptied bags in more secure places than the previous regime.

Further publicity to encourage residents to participate in the service is being prepared.

It is important to note that the collections will be completed on the defined collection days, and this improvement in the reliability of the service will lead to an increase in the tonnage of paper collected. A further proposal is to eventually collect the paper and cardboard from properties on the same day that their wheeled bins are emptied.

At the time of writing, four fortnightly cycles of the collection have been completed. The increase in tonnage collected is still small, at 5% over the monthly tonnage collected by the contractor. Of significance, however, is that the tonnage of paper collected per month reduced by over 8% in the last 3 months of the contractor operated service. This steep rate of decline has been stopped and reversed.

As highlighted in the report to the May meeting of the Community Services Committee, a detailed evaluation of the in-house operation, to include the financial details, is to be presented to committee after 6 months of the operation of the in-house Service.

3 LARGER GREEN BIN SCHEME

Members are advised that the Tender for the supply and delivery of larger 240 litre green wheeled bins has been awarded to MGB Plastics Ltd, and that the total cost for the scheme is within budget.

The delay by Yorkshire Purchasing Organisation (YPO) in resolving issues with their new Framework Agreement has resulted in extending the completion date for our scheme. Delivery of the larger bins will now commence on Monday 28 October 2013, with completion programmed for Friday 29 November 2013

Publicity and promotion of the scheme is continuing, with officers taking every opportunity to raise residents' awareness of the scheme.

In an effort to determine the number of non-gardened properties wishing to receive a green wheeled bin for their compostable food waste, and to encourage those who wish to "opt out", letters are to be sent within the next few weeks, requesting residents to let us know as soon as possible.

4 RVBC HEALTHY LIFESTYLES

Innovation Funding - Best Foot Forward Programme: Healthy Lifestyles have been successful in a funding bid to run a pilot Community Falls Prevention programme. This was an Innovation bid through Ribblesdale Clinical Commissioning Group (CCG), and was one of only three successful bids. Healthy Lifestyles will take patients from the Falls Management programme at Clitheroe Hospital, and will also take people identified by their GP or Practice Nurse to be 'at risk' of falling. Last year in Ribble Valley, there were 59 falls-related hip fractures amongst the over 65s. The cost to treat one single hip fracture is around £13,000, not including aftercare, so this amounts to over £750,000 in total. The Best Foot Forward Programme will work with the East Lancashire Hospital Trust (ELHT) Falls Team to help contribute to a reduction in falls and falls-related fractures. If the pilot is successful, it will be mainstreamed with a view to rolling out across East Lancashire.

Year of Health and Well Being – A Healthy Active Lifestyle: To launch Ribble Valley's Year of Health and Well Being, 11 Borough Councillors have signed up to a Healthy Active Lifestyle Programme. They have pledged to lose weight through eating a healthier diet, and being more active. RVBC Healthy Lifestyles Team will be guiding the recruits through their programme and, together, we have set an overall target of losing a minimum of 5% body weight by the end of November 2013.

5 ARTS DEVELOPMENT ROUNDUP OF ACTIVITY AUGUST 2013

Spot On Lancashire

Arts Development continues to support Spot On Lancashire to deliver their work within Ribble Valley. Spot On works with volunteers in isolated communities, promoting professional theatre, dance music, and theatre shows, for everyone to enjoy. This autumn's programme is now available, see their website for more information www.spotonlancashire.co.uk

Grindleton Pavilion – The Boy Who Cried Wolf – Children
Downham Village Hall – Static – Theatre
Slaidburn Village – Twelve Miles From Nowhere – Theatre
Whalley Village Hall – Twelve Miles From Nowhere – Theatre
Tosside Community Hall – Six Impossible Things – Theatre
Mellor Brook Community Centre – 1000 Years of Music – Music

In addition to their regular autumn and spring programmes, we also supported them to develop work with the Blaize Theatre Company and the local community. Young people of the Hodder Valley, Bowland Youth Club, and Slaidburn Youth Club, and members of the local community, worked with Blaize to create a theatrical production, using the Gisburn Forest's Stephen Park as its backdrop. There were four performances, and opportunities for the public to get involved in creative workshops at Tosside Community Hall prior to the performances. The "Gisburn Forest Guy" was the idea of local young people, who took part in a Preston Guild production commissioned for 2012 event.

All of this is made possible, thanks to support from Arts Council England Grants For the Arts, Spot On Lancashire, Ribble Valley Borough Council, Champion Bowland, and the Forestry Commission.

Ribble Valley Jazz Festival

Arts Development supported 2013's Ribble Valley Jazz Festival. Our contribution was to help develop new aspects of the festival for this year's programme. The areas of development were Rural Outreach, bringing the "Clitheroe"-based festival into the more rural communities of Ribble Valley, and Youth Music encouraging the development of new talent in the borough.

Kiln and Canvas

Kiln and Canvas is a new contemporary art market managed by Jenny Eaton, a Ribble Valley-based artist. In April 2013, their first market was held at Whitewell Social Hall, featuring works by eleven acclaimed ceramicists and artists from the North West. By contributing towards the promotion of this first event, we have supported a new event to develop within the borough.

Ribble Valley Art Studios

Ribble Valley Art Studios is an exciting new independent initiative in the heart of Clitheroe. The studios provide affordable studio spaces for local artists, opportunities to exhibit in its gallery, and participate in collaborative projects. They offer studio spaces, exhibition and curating opportunities, as well as workshops, professional development, skill sharing, and peer support. Room available for hire by arts practitioners and learning providers. A contribution was given towards a marketing campaign to raise their profile across the Ribble Valley.

Arts Promotion

We continue to support and promote the Arts across the Ribble Valley. I am currently working with other departments across the council to develop the What's On / Events section of the RVBC website. Once developed this will be a valuable tool in letting people know the wide variety of activity and events available here in the Ribble Valley, for both residents and visitors. I continue to use the Social Networks Facebook and Twitter to market events, and promote opportunities across the borough. I update the RVBC – Arts Development web page, and am developing the Ribble Valley Arts website to be an informative directory of Arts-based organisations and individuals, giving the public clear and direct access to the Ribble Valley creative community.

Cloudspotting

This year, we have supported the Cloudspotting Music Festival, an independent Music, Food, and Beer Festival. By supporting the festival this year, we have helped the festival to develop its audience, and improve the artistic range of performance art on offer by securing Arts Council funding. This year, they are in their third year and trying their new venue, moving from Mitton to Stephen Park, Gisburn.

Platform Gallery - support and development

Arts Development continues to support the Platform Gallery and Visitor Information Centre. Now that the merged service has been up and running for over a year, I will work alongside the Platform Gallery and Visitor Information Supervisors, and the Leisure and Sports Development Manager, to analyse its successes and failures, to review and

improve its development. Arts Development will be promoting the hire of the Education Gallery, to ensure the space has a varied programme of activity, maximising its income potential.

Other current Arts Development projects;

Community Rail
Ribcaged Theatre Company – Development support
Lancashire Museums – programming Stewards Gallery Clitheroe Castle Museum,
Bowland Arts - AONB 50th Anniversary 2014
Arts on Prescription
Ribble Valley Arts needs survey
Arts Excellence Grants
Public Art Maintenance

6 CONCLUSION

These are recent developments and events within Community Services.

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TERRY LONGDEN
HEAD OF ENGINEERING SERVICES

PETER McGEORGE
WASTE MANAGEMENT OFFICER

TRACY BALKO
HEALTH & FITNESS DEVELOPMENT OFFICER

KATHERINE RODGERS
ARTS DEVELOPMENT OFFICER

For further information:

Larger Green Bin Scheme - Peter McGeorge 01200 414467
Healthy Lifestyles – Tracy Balko 01200 414484
Arts Development – Katherine Rodgers 01200 414556
or arts.development@ribblevalley.gov.uk
Katherine currently works Wednesdays and Thursdays.

Community Services 3 Sept 13/General Report
Terry Longden / Peter McGeorge / Tracy Balko / KatherineRodgers / IW