

RIBBLE VALLEY BOROUGH COUNCIL

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date: 9 October 2017

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Dear Councillor

The next meeting of the **HEALTH & HOUSING COMMITTEE** is at **6.30pm** on **THURSDAY, 19 OCTOBER 2017** at the **TOWN HALL, CHURCH STREET, CLITHEROE.**

I do hope you will be there.

Yours sincerely

CHIEF EXECUTIVE

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

AGENDA

Part I – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. To approve the minutes of the last meeting held on 7 September 2017 – copy enclosed.
3. Declarations of Pecuniary and Non-Pecuniary Interests (if any).
4. Public Participation (if any).

FOR DECISION

- ✓ 5. Public Spaces Protection Order Adoption – report of Chief Executive – copy enclosed.
- ✓ 6. Fire Protection Work Undertaken at the Joiners Arms – report of Chief Executive – copy enclosed.
- ✓ 7. Towards a Dementia Friendly Borough – report of Chief Executive – copy enclosed.

- ✓ 8. Review of Fees and Charges – report of Director of Resources – copy enclosed.
- ✓ 9. Capital Programme Review and New Bids – report of Director of Resources – copy enclosed.
- ✓ 10. Private Water Supplies – report of Chief Executive – copy enclosed.

FOR INFORMATION

- ✓ 11. Food Safety Raw Milk Survey – report of Chief Executive – copy enclosed.
- ✓ 12. Capital Monitoring 2017/2018 – report of Director of Resources – copy enclosed.
- ✓ 13. Revenue Monitoring 2017/2018 – report of Director of Resources – copy enclosed.
- ✓ 14. Notes of Health and Wellbeing Partnership dated 2 October 2017 – copy enclosed.
- 15. Reports on Representatives on Outside Bodies (if any).

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

FOR DECISION

None.

FOR INFORMATION

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

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 5

meeting date: THURSDAY, 19 OCTOBER 2017
title: PSPO ADOPTION
submitted by: MARSHAL SCOTT – CHIEF EXECUTIVE
principal author: HEATHER BARTON – HEAD OF ENVIRONMENTAL HEALTH SERVICES

1 PURPOSE

1.1 That Committee note the outcome of the public consultation and consider the adoption of Public Space Protection Orders (PSPO).

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To make people's lives safer and healthier.
- Corporate Priorities – Promotes health and wellbeing through supporting healthier communities, businesses and improving personal safety of individuals.
- Other Considerations – To promote healthier environment and lifestyle.

2 BACKGROUND

2.1 On 20 May 2017, Committee considered 8 proposals to make a PSPO and approved the commencement of a public consultation upon these.

2.2 As Committee was informed on 20 May 2017, the Council currently has 5 Dog Control Orders made under the Clean Neighbourhoods Act 2005. As a result of changes made to legislation, these will lapse at the end of October 2017. Section 59 of the Anti-Social Behaviour Crime and Policing Act 2017 is replacement powers to make 8 PSPO's.

2.3 The consultation ran from 3 July to 4 September 2017, Appendix 1. Committee is asked to consider the consultation response.

3 ISSUES

Consultation

3.1 The consultation included detailed correspondence with partners and groups, a press release and an on-line survey.

3.2 The Council were obliged to consult various bodies as part of the consultation process. Those bodies are set out below along with the responses received:

- Chief Constable – no response.
- Police and Crime Commissioner - no response.
- Lancashire County Council - no response.
- Parish/Town Councils – 13.
- Elected Members – 5.
- Residential groups – none.
- The Kennel Club.
- The Dogs Trust.

- RSPCA.
- Religious leaders – 3.
- Guide Dogs for the Blind.

3.3 A summary of consultation is set out in the table below. A summary of the public consultation is Appendix 2.

3.4 Although there was a large amount of public interest in the consultation it resulted in only 186 responses of which 31 were void due to incomplete information. This is in part due to an unofficial document circulated by a member of the public on social media which received 400 responses. For the avoidance of doubt these have been considered although not included in the table below.

3.5 The results obtained from the consultation are as follows:

Table 1 – Summary of Consultation Responses

PROPOSAL	SUPPORT	(%)	OBJECT	(%)	N/A	(%)
1	116	74	38	24	1	2
2	72	46	82	52	1	2
3	39	24	115	74	1	2
4	80	51	74	47	1	2
5	80	51	74	47	1	2
6	44	28	110	71	1	2
7	59	38	94	60	1	2
8	103	66	51	32	1	2

3.6 Dog Control Orders and the PSPO's remain to encourage responsible dog ownership and thereby:

- ensure a fair and a proportionate balance between the need of visitors so that they can equally enjoy the site of Ribble Valley;
- reduce the number of dog related incidents and complaints recorded each year;
- reduce the impact of dog control management on the resources.

The Proposals and Recommendations

3.7 The Council has considered each of the 8 proposed PSPO's; the evidence previously presented in respect of each and the result of the consultation, recommendation made in respect of each is set out below.

3.8 Committee will note that the intention of the proposals was to strike a balance between the needs of groups, families and individuals using the sports grounds for recreation and leisure and those using them as public open space, in particular dog walkers.

3.9 Not adopting the PSPO would mean that the Council would not have restrictive powers to deal with dog fouling within the district and no means of enforcement against irresponsible dog ownership.

Proposal 1 – Dog Fouling – PSPO01

Current position – under The Fouling of Land by Dogs (Ribble Valley) Order 2014, if a dog defecates upon designated land and the owner fails to remove the deposit forthwith, that persons shall be guilty of an offence and a fixed penalty notice served.

The formal consultation held by Ribble Valley Borough Council showed a 74% support for this proposal.

The on-line copy of the PSPO public consultation showed a 94.4% support for this proposal.

The Council considers that the proposed PSPO satisfies the requirements of the Act.

It is therefore recommended that a PSPO be made replicating the terms of the existing Order.

Proposal 2 – Dogs on Leads – Public Highways – PSPO02

Current position – there is currently no legal requirement for dogs to be kept on leads on public highways in the Ribble Valley.

The Ribble Valley Borough Council consultation response provided a 46% support. The on-line copy of the PSPO public consultation was 53.1% support.

Due to the lack of support received from partner agencies and in light of the consultation results the Council recommends that the proposal for Dogs on Leads on Public Highways is not adopted.

Proposal 3 - Dogs on Leads – Council Land – PSPO03

Current position – the Dogs on Leads (Ribble Valley) Order 2014 came into effect in 2014; this made it an offence if the dog in your charge is not on a lead in a designated area. The designated area being Clitheroe Cemetery.

The Ribble Valley Borough Council proposal for Dogs on Leads on Council Land showed a 24% support for the proposal. The on-line copy of the PSPO public consultation showed a 25.7% support.

Due to the lack of support received from partner agencies and the lack of support from the public for the addition of Council owned land, the Council recommends that the Council adopt a PSPO which replicates the terms of the Order namely that it purely includes the Clitheroe Cemetery.

Proposal 4 - Dogs on Leads by Direction – PSPO04

Current position – Dogs on Leads by Direction (Ribble Valley) Order 2012 is that is an offence if a dog in your charge is not put and kept on a lead of more than 1 metre in length, when directed by an authorised officer.

The Ribble Valley Borough Council consultation response showed a 51% support for this proposal. The on-line copy of the PSPO public consultation showed a 48.1% support for this proposal.

The Council considers that the proposal satisfies the requirements of the Act and recommended that the PSPO be made as proposed.

Proposal 5 - Number of Dogs – PSPO05

Current position – currently it is an offence to take more than 4 dogs on to any land with the administrative area of the Ribble Valley under The Dogs (Specified Maximum) (Ribble Valley) Order 2014.

The Ribble Valley Borough Council consultation response showed 51% support. The on-line copy of the PSPO public consultation showed a 51.4% support for this.

The Council considers that the proposal satisfies the requirements of the Act and recommendation that the PSPO be made as proposed.

Proposal 6 – Dog Exclusion Zones – PSPO06

Current position – there is currently no requirement under the dog control orders for dogs to be excluded from churchyards.

The Ribble Valley Borough Council consultation response showed a 28% support. The on-line copy of the PSPO public consultation showed a 19.4% support.

There was a mixed response from religious organisations and limited evidence to support this proposal. It is therefore recommended that proposal 6 is not adopted.

Proposal 7 – Dog Exclusion Zones – PSPO07

Current position – the Dog Exclusion (Ribble Valley) Order 2014 is to make it an offence to allow a dog in your charge to enter a dog exclusion area. This Order applies to any enclosed children’s play area, skate park, tennis court, basketball court, bowling green or putting green, sports pitch(es) and/or any other recreational facility.

The dog exclusion zone proposal for the Ribble Valley consultation response showed 38% support. The on-line copy of the PSPO public consultation showed 49.4% support.

The Council considers that the proposal satisfies the requirements of the Act and recommendation that the PSPO be made as proposed.

Proposal 8 – Means to Pick Up – PSPO08

Current position – there is currently no requirement for a person in charge of a dog to have the appropriate means to pick up dog faeces.

The Ribble Valley Borough Council consultation response showed 66% support for this proposal. The on-line copy of the PSPO public consultation showed an 87.9% support for this proposal.

The Council considers that the proposal satisfies the requirements of the Act and recommendation that the PSPO be made as proposed.

Making the Order

- 3.10 The PSPO will cease to have effect after 3 years unless reviewed in 2020 by Health and Housing Committee. If choose to make will last for 3 years and then review.
- 3.11 Any order would not apply to registered blind people, deaf people or people with disabilities who require trained assistance dogs or lack the physical ability to comply with the requirements of the Order.
- 3.12 If the Order is made the requirements for publicity are set out within Anti-Social Behaviour, Crime and Policing Act 2014 (Public Space Protection Orders) Regulations. The regulations require that where a Local Authority has made a PSPO, they must publish it on its website and erect such notices as it considers

sufficient to inform Members of the public that the PSPO has been made and the effect of such an Order.

3.13 If adopted the Council will for a period of one month after the introduction of PSPO's officers use discretion and adopt an informal educative approach to the enforcement of the new legislation. During that period a campaign will run aimed at alerting people to the new laws and engage with parishes particularly on the issue of replacement signs and patrolling of hotspots.

3.14 Any challenge to the PSPO must be made in the High Court by an interested person, within six weeks of it being made. If a challenge is made, the High Court can suspend the PSPO pending the verdict in part, or in totality. The High Court has the ability to uphold the PSPO, quash or vary it. This does not preclude others (such as national bodies) from seeking Judicial Review.

4 THE FUTURE

4.1 The maximum duration of a PSPO is three years. It is recommended that the PSPO's be in place for this period subject to any challenge.

4.2 There is provision that allows Councils to extend PSPO's by up to a further three years if they consider that it is necessary to prevent the original behaviour from occurring or reoccurring.

4.3 If new issues arise within the area where a PSPO is in force we may vary the terms of the Order at any time providing that we follow the procedures as set out in statutory guidance.

4.4 It is an offence for a person, without reasonable excuse to:

- do anything that is prohibited by a PSPO; or
- fail to comply with a requirement imposed under a PSPO.

4.5 Breaches may result in the service of a Fixed Penalty Notice (FPN); failure to pay the FPN may result in prosecution.

4.6 It is proposed that officers authorised to enforce these restrictions will include both Police and Council Officers and it is likely that we will be required to work closely with the Police to help to ensure appropriate controls.

4.7 Council Officers will have delegated authority from the Chief Executive at Ribble Valley Borough Council.

5 RISK ASSESSMENT

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

- Resources – Will need to be informally reviewed 12 months after adoption of the PSPO to assess the impact of the new Order and of any further resources required for its enforcement. Town and Parish Councils will also be consulted with regard to assisting the Council in monitoring areas within the parish and erecting signs.
- Technical, Environmental and Legal - The Director of the Chief Executive's Department has delegated power to take action under the relevant parts of the Anti-Social Behaviour, Crime and Policing Act and to authorise such other relevant officers to take action under the Act. Authorised officers will proceed to

court proceedings where such action is considered proportionate and in line with the Council's Enforcement Policy.

- Political – None.
- Reputation – Improved public safety will enhance the Council's reputation.
- Equality & Diversity – No implications identified.

6 RECOMMENDED THAT COMMITTEE

6.1 Having regard to the provision of Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 approve the adoption of the Public Space Protection Orders (PSPO) as set out in this report.

6.2 Authorise the Chief Executive to make the Order.

HEATHER BARTON
HEAD OF ENVIRONMENTAL HEALTH SERVICES

MARSHAL SCOTT
CHIEF EXECUTIVE

BACKGROUND PAPERS

(If any).

Appendices:

For further information please ask for Heather Barton, extension 4466.

HC/EL/19101702/H&H

APPENDIX 1

DOG CONTROL PUBLIC SPACE PROTECTION ORDER CONSULTATION

There are currently a number of dog control orders covering parts of the borough that require dogs to be held on leads or excluded. The new legislation under the Anti-Social Behaviour, Crime and Policing Act 2014 allows for the introduction of public space protection orders PSPOs which offer a more effective way of enforcing dog control in the Ribble Valley.

As a result we seek your views on a number of draft proposals to implement PSPOs in areas across the borough to replace the existing dog control orders.

If PSPOs are implemented, the fixed penalty notice is recommended to be £ paid and reduced to £ if paid within 7 days. There are four types of order being proposed at various locations across the borough and we estimate the consultation should take 15-20 minutes of your time.

Proposal 1 – Dog Fouling

Current position – under Dogs (Fouling of Land) Act 1996, if a dog defecates upon designated land and the owner fails to remove the deposit forthwith, that persons shall be guilty of an offence and a fixed penalty notice served.

Proposal – A PSPO enabling enforcement via an FPN to be paid within 7 days.

Support or object

Proposal 2 – dogs on Leads – public highways

Current position – there is currently no legal requirement for dogs to be kept on leads on public highways in the Ribble Valley.

Proposal – a PSPO enabling enforcement via a FPN requiring dogs to be kept on leads on local highways at all time. The public highway is an open ‘main road or thoroughfare, such as street, boulevard or parkway available to the public for travel or transportation’.

Support or object

Proposal 3 – Dog Exclusion Zones - Clitheroe Cemetery

Current position – there is currently under the dog control order a requirement for dogs to be excluded from the Clitheroe Cemetery.

Proposal – PSPO, reiterating that dogs are excluded from Clitheroe Cemetery at all times.

Support/Object – no comment

Proposal 4 – Council Car Park

Current position – there is currently no legal requirement for dogs to be kept on leads on Council car parks.

Proposal – PSPO, enabling enforcement via a FPN, requiring dogs to be kept on leads in Council car parks at all times, as a result of health and safety concerns due to vehicle movement.

Support or object

Proposal 5 – Children’s Play Areas and Multi use Games Areas (does not include football pitches)

Current position – there are numerous signs around children’s play areas and multi use games areas such as tennis courts, basketball courts etc requiring dogs to be kept out and under the dog control order that is enforced.

Proposal – A PSPO, enabling enforcement via a FPN, excluding dogs from all children’s play areas and multi use games areas.

Support/Object – no comment

Proposal 6 – Number of Dogs

Current position – there is currently a dog control order in place requiring X number of dogs to be kept on leads if exercised by one person.

Proposal – a PSPO, enabling enforcement via a FPN, limiting the number of dogs under the control of one person to remain at £X, increase/decrease no limit, no enforcement taken.

Are you a Ribble Valley Resident? Yes/No

If you are not a Ribble Valley resident, do you regularly visit the area? Yes/No

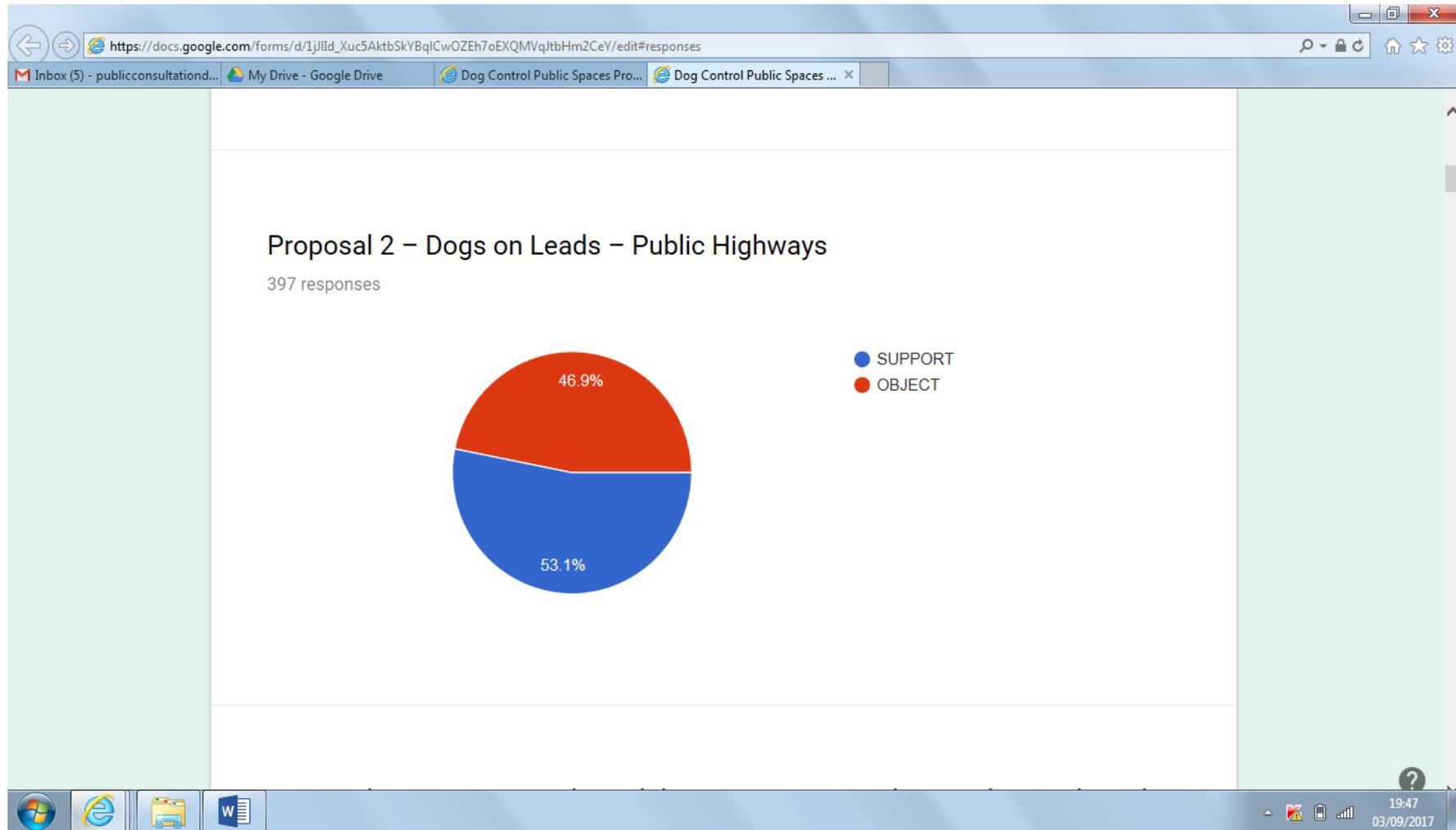
Do you own a business in the Ribble Valley? Yes/No

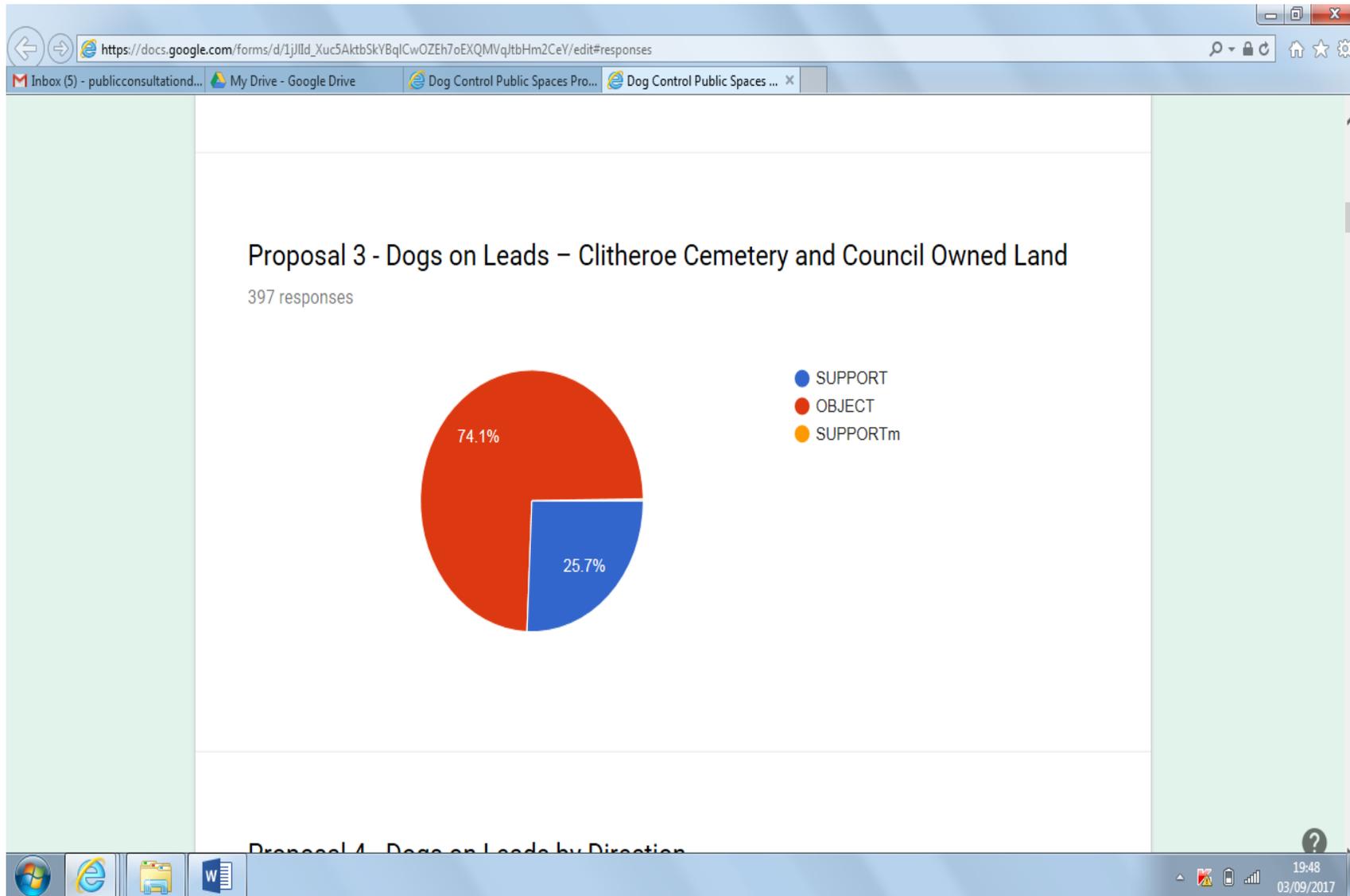
Are you a professional dog walker? Yes/No

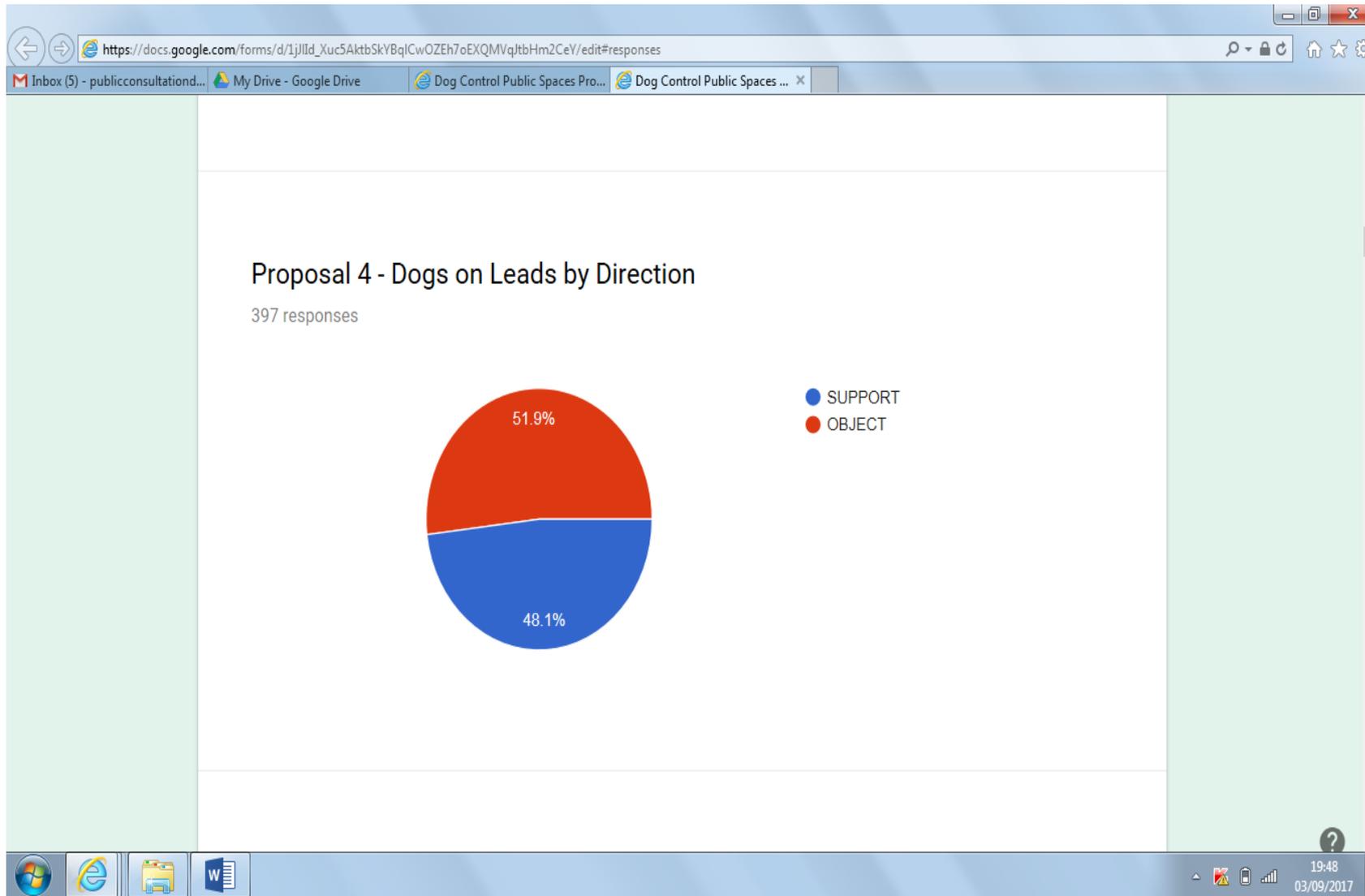
Do you own dogs? Yes/No

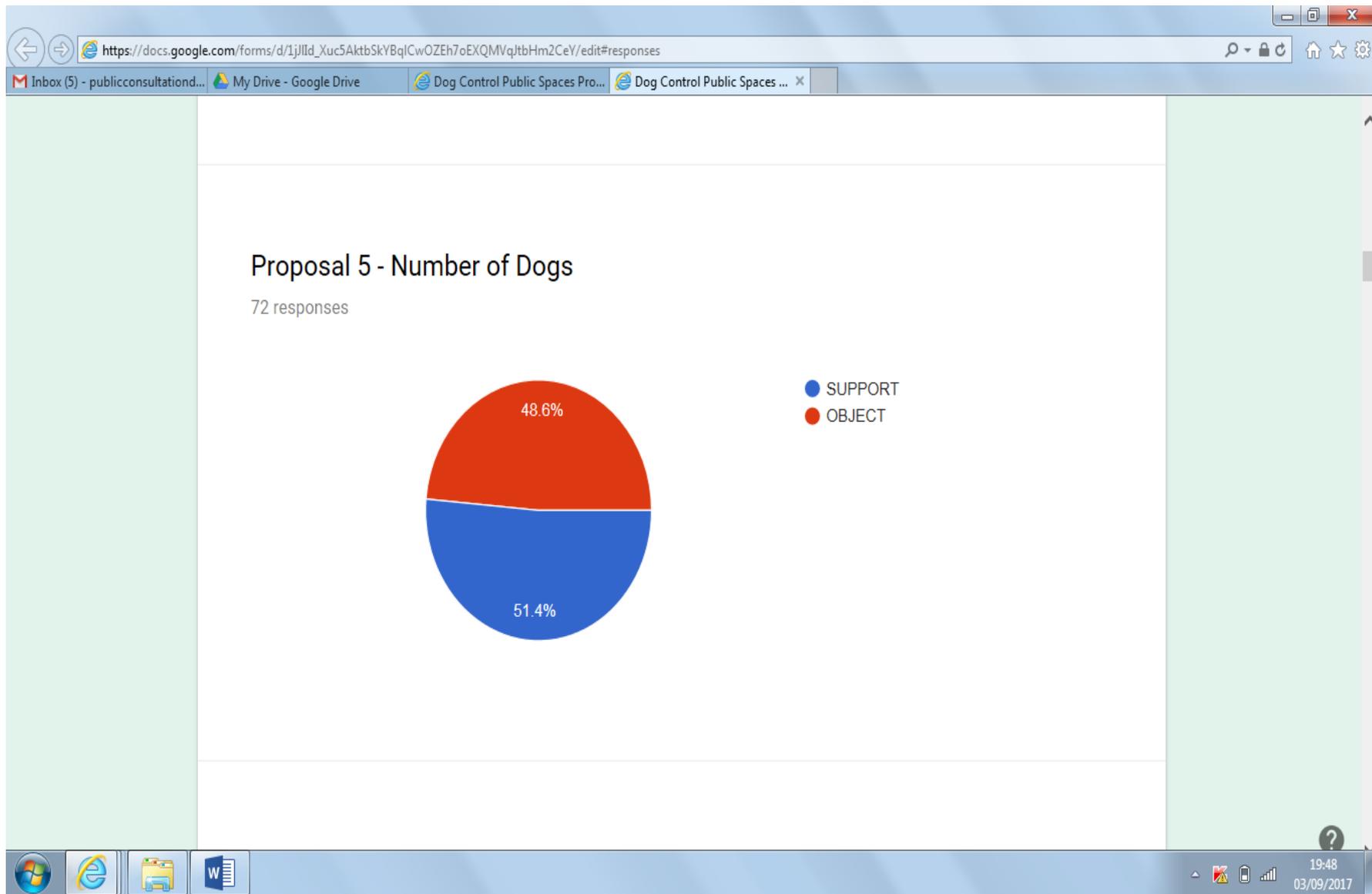
Please use the section below to provide sufficient feedback or comment on the draft proposals.

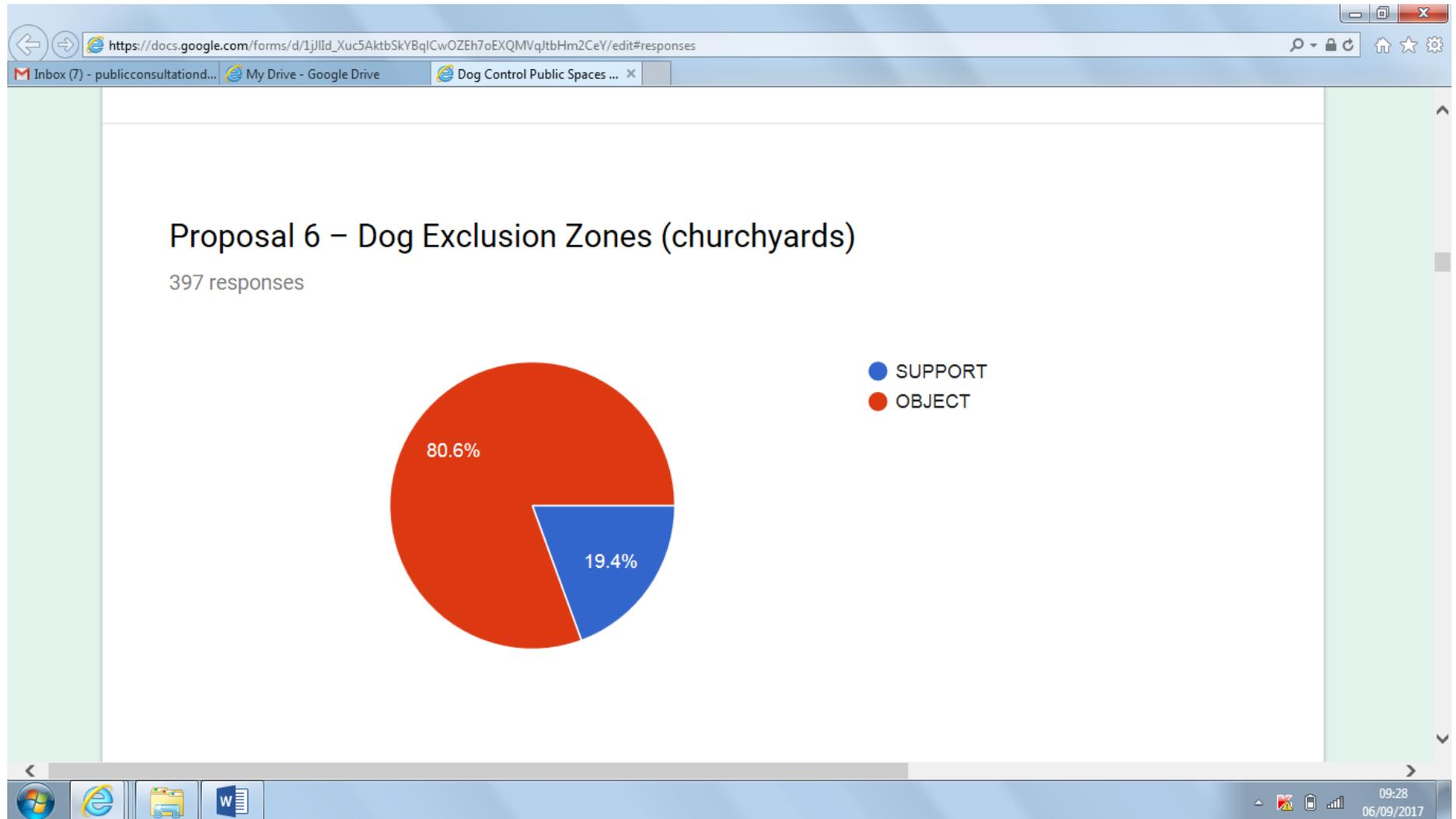
The screenshot shows a Google Forms interface in a web browser. The browser's address bar displays the URL: https://docs.google.com/forms/d/1jllld_Xuc5AktbSkYBqICwOZEh7oEXQMvqJtbHm2CeY/edit#responses. The browser tabs include 'Inbox (7) - publicconsultation...', 'My Drive - Google Drive', and 'Dog Control Public Spaces ...'. The form title is 'Dog Control Public Spaces Protection Order Public Consultation Q'. The interface shows 'RESPONSES' with a count of 397. A red banner at the top of the form area indicates 'Not accepting responses' with a toggle switch. Below this, a message for respondents states: 'This form is no longer accepting responses'. There are buttons for 'SUMMARY' and 'INDIVIDUAL'. The main content area is titled 'Ribble Valley Borough Council Dog Control PSPO Questionnaire' and features a section for 'Proposal 1 - Dog Fouling' with 395 responses. A pie chart shows the distribution of responses: 94.4% in support (blue) and 5.6% in objection (red). A legend identifies 'SUPPORT' as blue and 'OBJECT' as red. The Windows taskbar at the bottom shows icons for Internet Explorer, File Explorer, and Microsoft Word, along with the system clock displaying 09:25 on 06/09/2017.

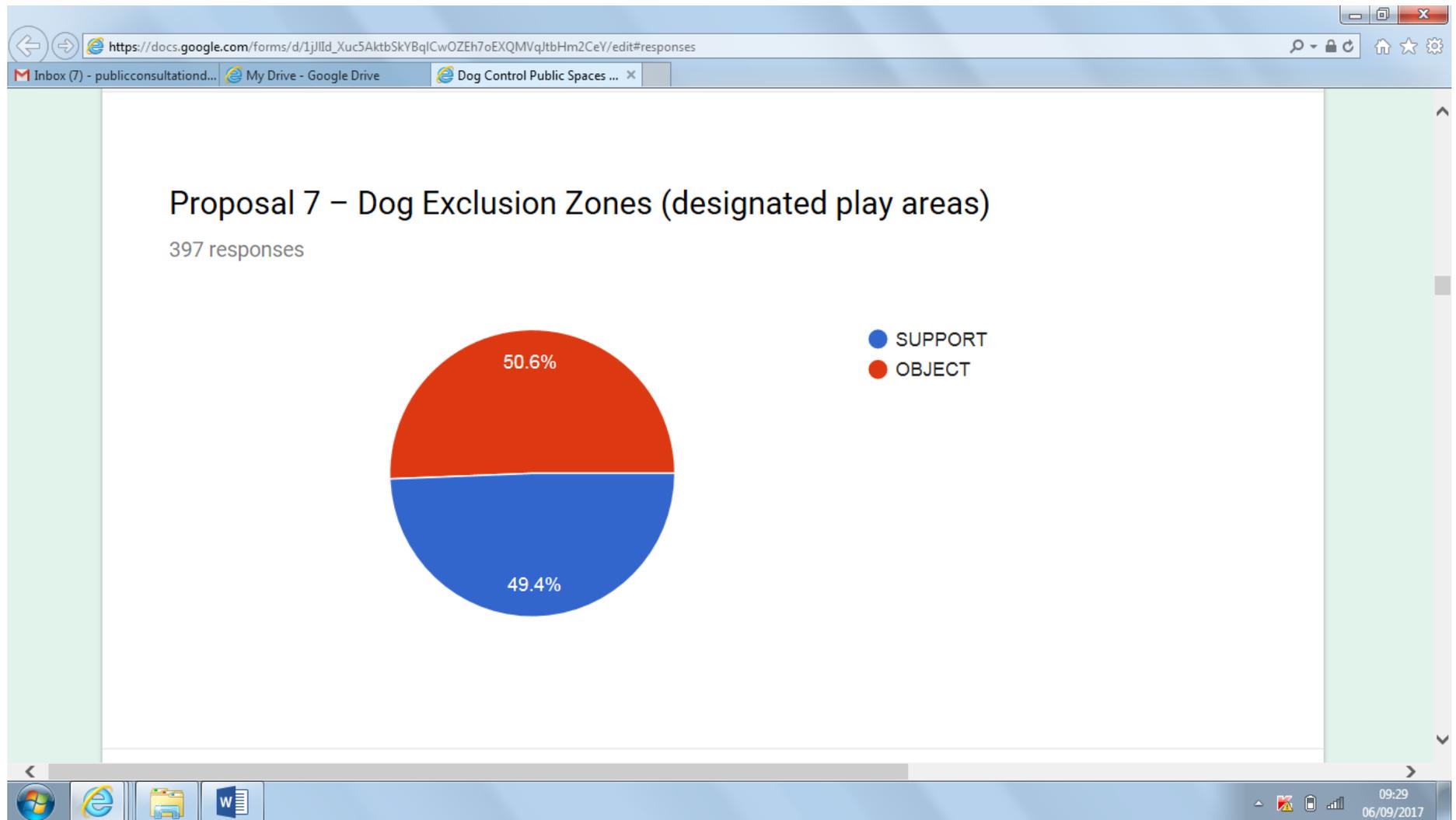


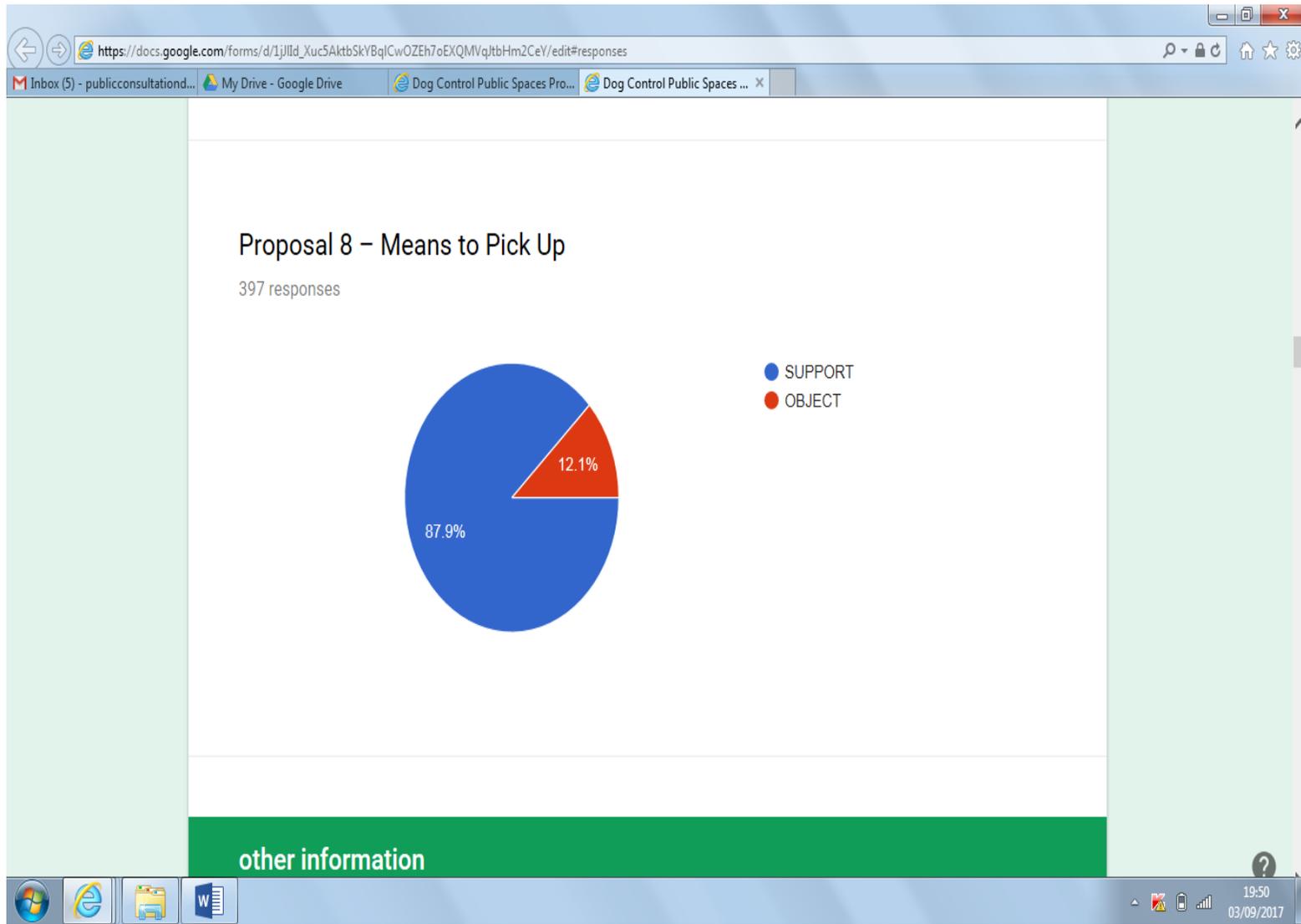


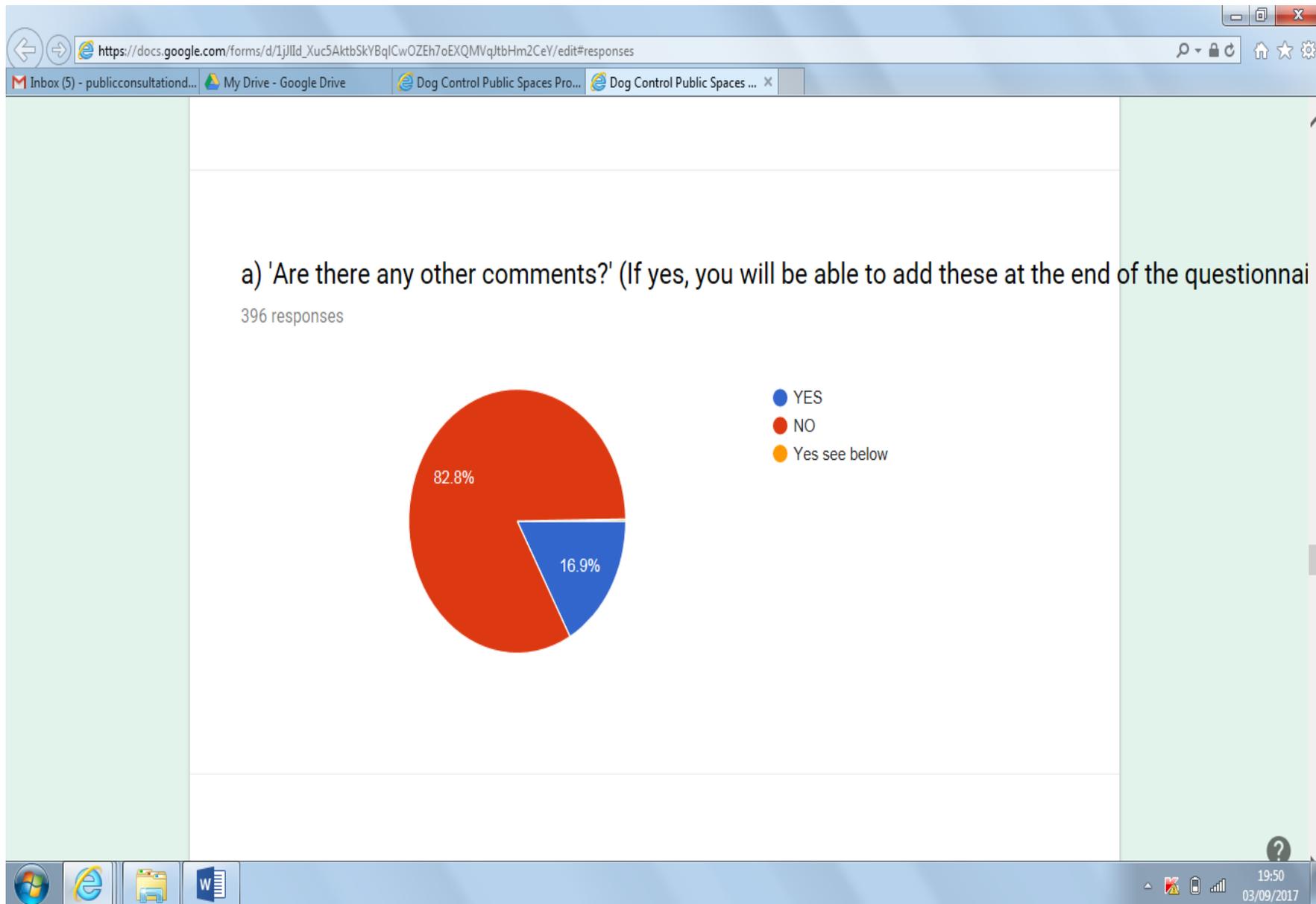


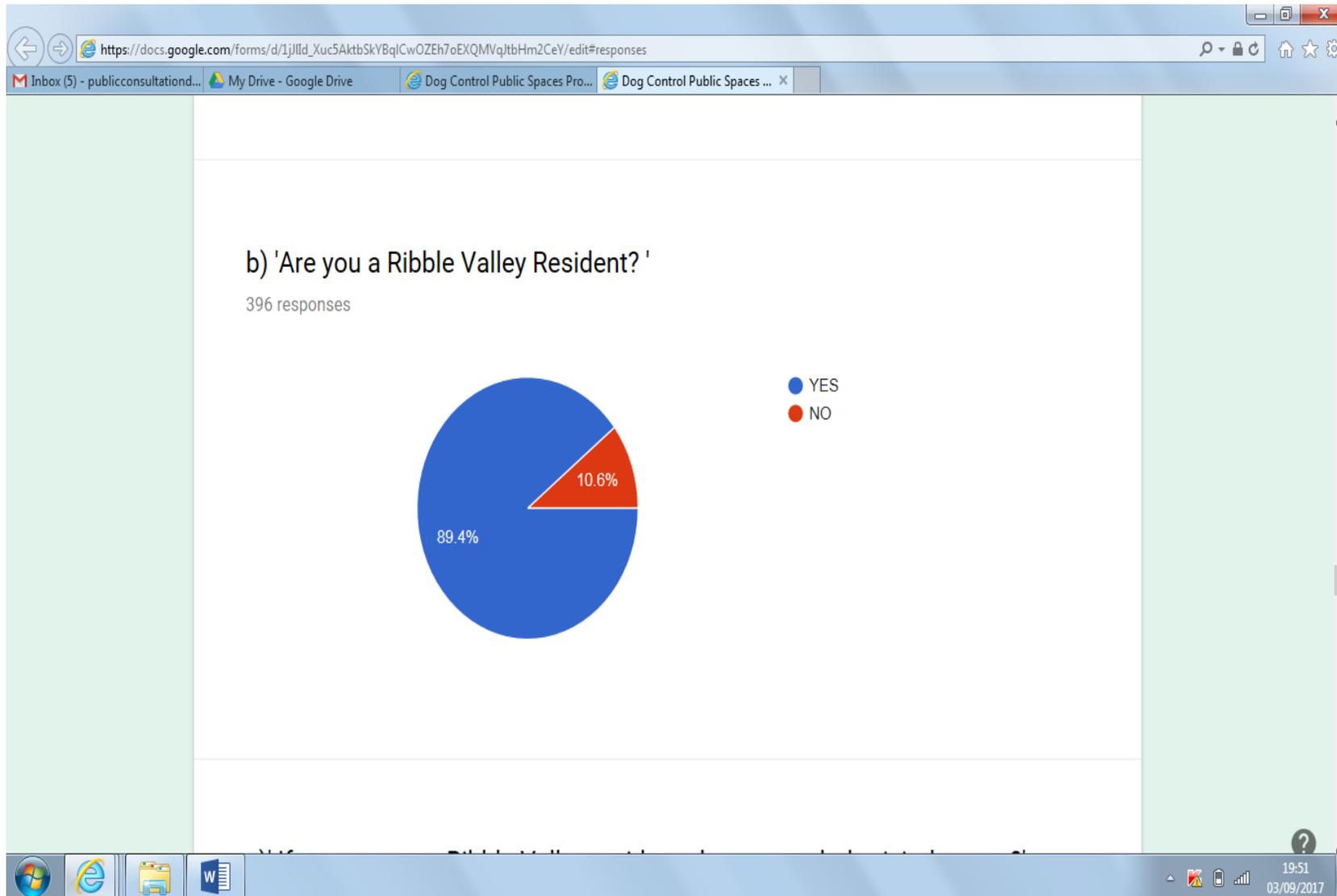


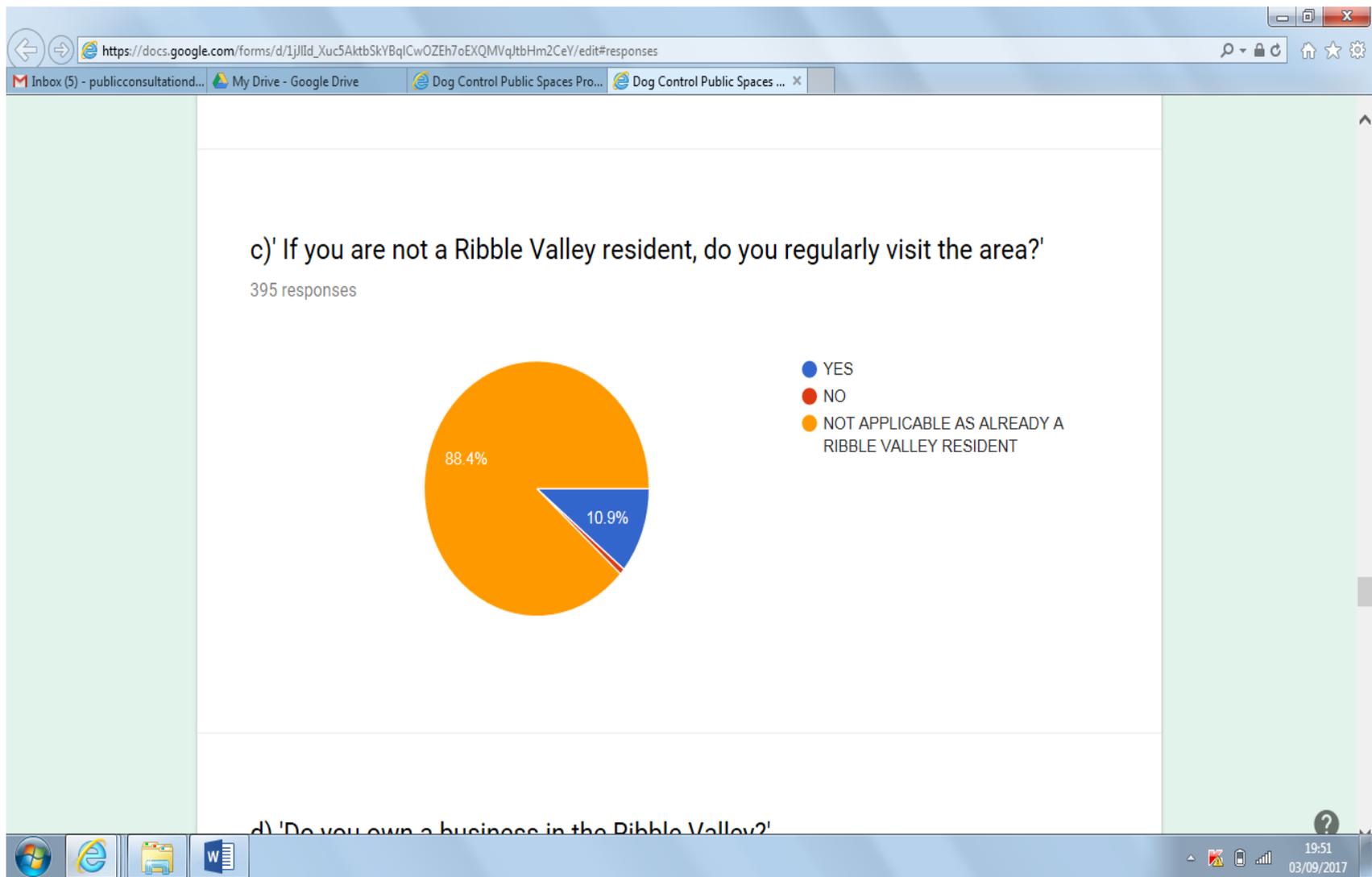


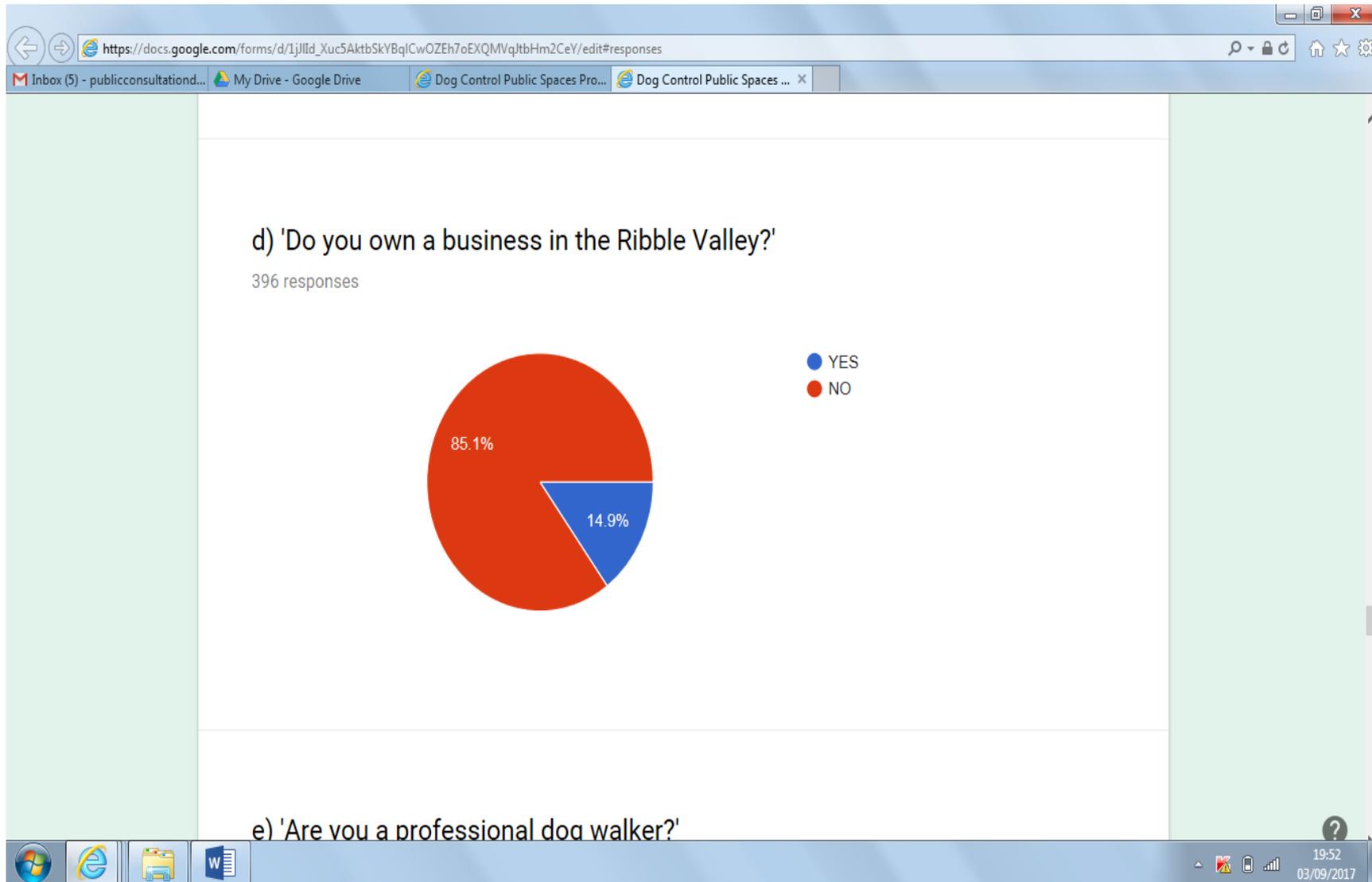


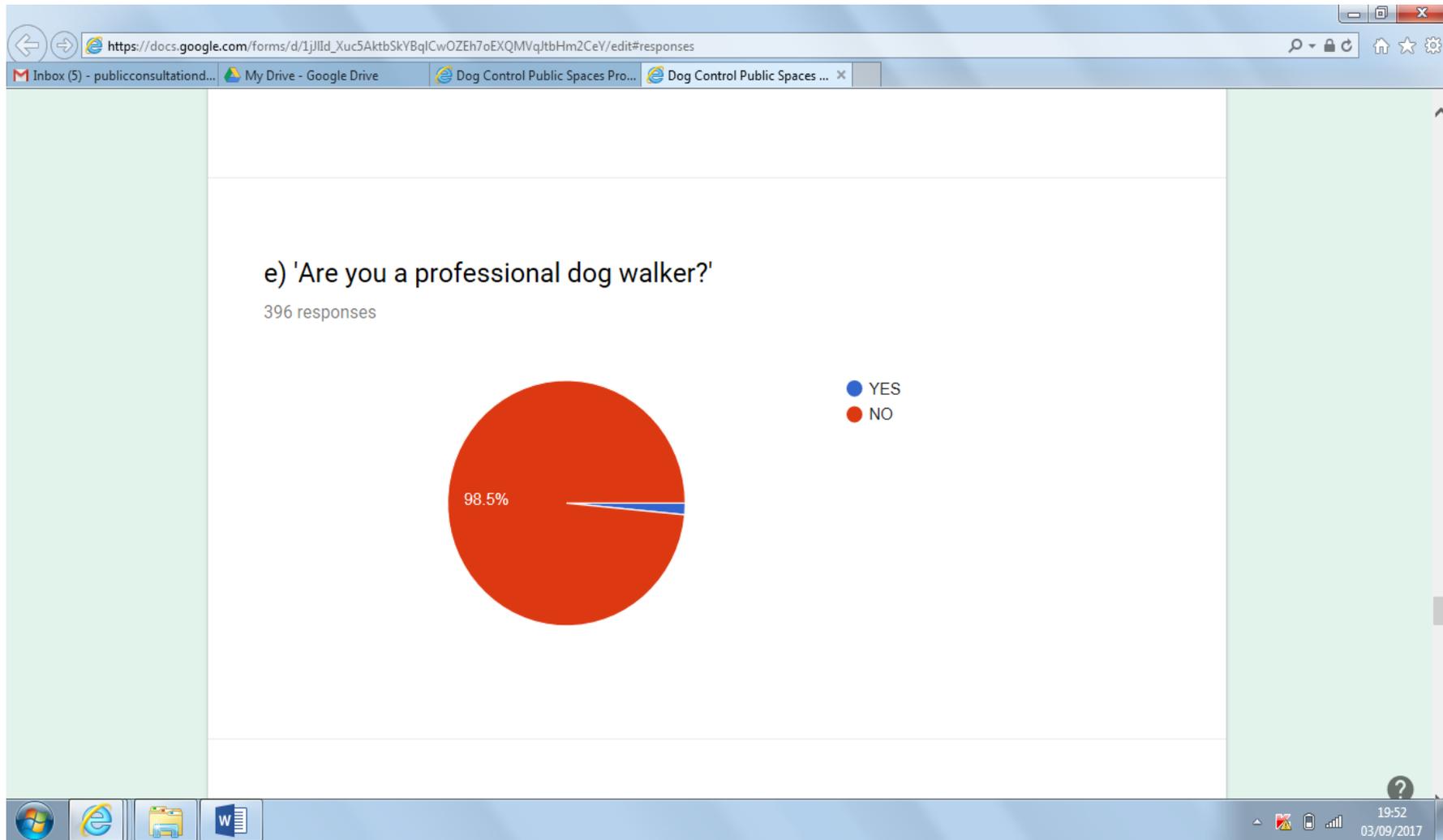














RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 6

meeting date: THURSDAY, 19 OCTOBER 2017
title: FIRE PROTECTION MEASURES AT THE JOINERS ARMS,
90 WHALLEY ROAD, CLITHEROE
submitted by: MARSHAL SCOTT – CHIEF EXECUTIVE
principal author: RACHAEL STOTT – HOUSING STRATEGY OFFICER

1 PURPOSE

- 1.1 To request approval to fund fire protection measures and extractor fan works at the Council's temporary accommodation, 90 Whalley Road, Clitheroe, from the repairs and maintenance earmarked reserve.
- 1.2 Relevance to the Council's ambitions and priorities:
- Community Objectives – Ensure Council owned accommodation meets all current fire protection guidance.
 - Corporate Priorities - To address housing needs across the borough.
 - Other Considerations – None.

2 BACKGROUND

- 2.1 following the sad events at Grenfell Tower and as this is the first year where the Council has taken back management of 90 Whalley Road (consisting of 7 flats), a fire risk assessment was undertaken on 27 June 2017. A copy of the full risk assessment is available on request from the surveyor's team.
- 2.2 In addition to this work, it was identified that extractor fans are required in 5 of the flats to ensure the newly installed fire detection system can work efficiently.

3 FINANCIAL IMPLICATIONS

- 3.1 Following the risk assessment the surveying team identified the fire protection works that were required. These works were started immediately to reduce any fire safety risks in the building, following approval of an initial virement to facilitate this. The majority of this work is completed.
- 3.2 The total value of the works required is estimated to be £14,500 and it is proposed to finance this through the use of the Repairs and Maintenance earmarked reserve (£30,000 as at 31 March 2017).
- 3.3 Approval of this additional £14,500 budget would be subject to approval by Policy and Finance Committee, if recommended by this Committee.

4 RISK ASSESSMENT

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

- Resources – The proposal is for work to be fully funded from the Repairs and Maintenance earmarked reserve which is set aside for such purposes.
- Technical, Environmental and Legal – A fire safety assessment has been undertaken and identified the fire safety risks and the necessary compliance work has been addressed ensuring the building meets all fire protection regulations.
- Political – Essential that any fire safety risks within the temporary accommodation are addressed as soon as possible.
- Reputation – All temporary accommodation should meet all fire safety standards.
- Equality & Diversity – None identified.

5 **RECOMMENDED THAT COMMITTEE**

- 5.1 Recommend to Policy and Finance Committee approval of a supplementary estimate of £14,500 for the fire protection and extractor fan works at 90 Whalley Road, Clitheroe - the additional budget to be funded from the Repairs and Maintenance earmarked reserve.

RACHAEL STOTT
HOUSING STRATEGY OFFICER

MARSHAL SCOTT
CHIEF EXECUTIVE

For further information please ask for Rachael Stott, extension 3235.

REF: RS/CMS/H&H/19 OCT 17

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No.

meeting date: THURSDAY, 19 OCTOBER 2017
title: TOWARDS A DEMENTIA FRIENDLY BOROUGH
submitted by: MARSHAL SCOTT, CHIEF EXECUTIVE
principal author: COLIN HIRST, HEAD OF REGENERATION AND HOUSING

1 PURPOSE

1.1 To consider the approach to becoming a dementia friendly Borough.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – The matters addressed in this report support the actions of the Council's Community Strategy to build on the dementia friendly initiative.
- Corporate Priorities – The Council has stated in the corporate strategy a desire to become a dementia friendly Borough which supports the aims of making people's lives healthier and safer.
- Other Considerations – None.

2 BACKGROUND

2.1 The Council has supported work on dementia for a number of years initiated through the work of the former Strategic Partnership and continued through the Community Strategy adopted by Policy and Finance Committee in October 2014. Work on becoming a dementia friendly Council was identified as a key area of action during the Year of Health and Wellbeing, which the Council coordinated during 2014/2015 and has continued to progress with a series of projects. In relation to dementia there was significant progress made in instigating activities and promoting community awareness and support for people with dementia. Progress on this was reported to Health and Housing Committee under the Year of Health and Wellbeing agenda in March 2014, Minute 665 refers. Following staff changes, work has focused on supporting partners in relation to dementia, compared to direct delivery by the Council.

2.2 The Council's actions in terms of delivering against the Community Strategy objective in developing the dementia friendly initiative has been to work alongside a number of partners to establish a Dementia Action Alliance for Ribble Valley through which the partners can deliver a range of initiatives, supporting people with dementia. Having a Dementia Action Alliance in place is recognised by the Alzheimer's Society as a key step in delivering a dementia friendly community and this places the Council with an advantage in terms of its dementia programme. The Ribble Valley Dementia Action Alliance is supported by the Council as a key partner, with the provision of secretariat services and facilitation of meetings. This has provided the Council the opportunity to deliver against its Community Strategy objective, developing dementia care and to participate in a range of activities that supports dementia care in the borough with a minimal resource implication to the Council.

2.3 The growing importance of supporting dementia care in the borough has been further recognised by the inclusion of the aim to become a dementia friendly borough within the Council's Corporate Plan. As Members will be aware a dedicated working group has been established to take forward the desire to become a dementia friendly Borough.

3 ISSUES

3.1 In seeking to support the creation of a dementia friendly borough it is important to recognise that it takes time to develop and implement measures to address dementia and support carers in the wider Ribble Valley community. Formal recognition of dementia friendly communities is governed by a process administered by the Alzheimer's Society who offer guidance and a recognised British Standard accredited pathway.

3.2 The Alzheimer's Society produced a number of guides for communities wishing to take forward or be part of a wider recognition as a dementia friendly area. The Society also publishes a series of foundation criteria for the recognition process which are recommended to be considered ahead of any application to become formally recognised. The Local Government Association has also produced specific guidance for Councils wishing to promote the dementia friendly community. Copies of the most relevant publications have been placed in the Members study on Level C. The following links can be used to view the documents.

https://www.alzheimers.org.uk/downloads/file/2885/guidance_for_communities_registering_for_the_recognition_process

https://www.alzheimers.org.uk/downloads/file/2886/foundation_criteria_for_the_recognition_process

<https://www.local.gov.uk/sites/default/files/documents/dementia-friendly-community-b7f.pdf>

3.3 A summary of the foundation criteria to meet the recognition process is attached at Appendix 1 to this report. There are a number of key steps in these criteria which need to be addressed in order to continue on the journey to become formally recognised as an accredited dementia friendly community. Critically, it is important to recognise that some of these key steps are either in place or can be readily addressed through existing partnership links. Further work will be required to establish the detailed actions required for the Council to progress towards recognition.

3.4 In addition to developing partnership working to meet the criteria and successful recognition with the community, there are also a number of Council specific issues to give consideration to as actions that specifically demonstrate the Council as an organisation is itself giving a commitment to being dementia friendly. This will cover all service areas of the Council and includes issues such as staff training, access and building layouts, clear signage communications and service design.

3.5 To date much of the work around supporting dementia has been achieved through the existing partnership role within the Council. In seeking to further develop the Council's work, around dementia, it needs to be recognised that there will need to be a wider consideration of resources to help deliver a programme of activities together with any implications longer term for expenditure on Council facilities and maintenance that will need to be borne in mind and programmed.

3.6 Dementia has been recognised as an area where the Council can clearly contribute to the wider wellbeing of the community, and indeed the Council has already made important steps in helping promote awareness. As can be seen from the materials referenced in this report, there are a number of areas where activities will need to be developed but significantly the Council also has the advantage of its previous foundation work and strong partnerships that will assist in delivering against the Council's identified corporate objective. The Council in any event can take a number of measures that will contribute to being dementia friendly, however if Members wish to progress towards formal recognition of being a dementia friendly borough, it is suggested that a detailed action plan and timeframe be developed under the auspices of the working group and that once a clearer picture of the wider resource implication are identified, that a further report is brought back to this Committee for detailed consideration.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – Existing work on dementia is accommodated through partnership work. There are no specific budgets established to deliver against any initiatives. Resource requirements will have to be considered as part of the Council's normal budgeting process.
- Technical, Environmental and Legal – No implications identified.
- Political – The desire to become a dementia friendly borough is a stated objective of the Council.
- Reputation – The Council in becoming a recognised dementia friendly Council will add to the Council's reputation as a community friendly organisation.
- Equality & Diversity – The measures outlined in this report will support the Council's ability to meet its obligations under the equality and diversity legislation.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Agrees to progress with formal recognition as a dementia friendly borough and that the Chief Executive be asked to prepare in conjunction with the working group a detailed action plan for further consideration.

COLIN HIRST
HEAD OF REGENERATION AND HOUSING

MARSHAL SCOTT
CHIEF EXECUTIVE

BACKGROUND PAPERS

See links above.

REF: CH/EL/191017

Dementia Friendly Communities Recognition Process

This process enables public recognition for work towards becoming dementia friendly.

It asks communities to commit to delivering change and is structured around two key documents:

- BSI Code of Practice for Dementia Friendly Communities – detailed guidance and structure around what dementia friendly looks like and key areas for action.
- Foundation Criteria for Dementia Friendly Communities – seven criteria which help a community understand the way their dementia friendly community should be structured.

It is recommended that communities spend at least three to six months undertaking dementia friendly work before applying for recognition.

In order to apply for recognition as ‘working towards becoming dementia friendly’ the community should be able to:

- Meet the Foundation Criteria (below)
- State what actions the community has taken to date
- State what plans or targets the community has for the future and how the community plans to meet them
- State how the community has involved people affected by dementia in this work

Foundation Criteria

1. ***Make sure you have the right local structure in place to maintain a sustainable dementia friendly community***
A local Dementia Action Alliance is the recommended model for this.
2. ***Identify a person or people to take responsibility for driving forward the work to support your community to become dementia friendly and ensure that individuals, organisations and businesses are meeting their stated commitments***
For example: Dementia Action Alliance chair, a Councillor/Parish Councillor or local business leader.
3. ***Have a plan to raise awareness about dementia in key organisations and businesses within the community that support people with dementia***
For example, leaflets, e-learning, Dementia Friends Champions or healthcare professionals.
4. ***Develop a strong voice for people with dementia living in your communities. This will give your plan credibility and will make sure it focuses on areas people with dementia feel are most important.***
Engage those with dementia and take their views on board.
5. ***Raise the profile of your work to increase reach and awareness to different groups in the community***
Develop a communications plan to spread the word of your dementia friendly communities plan or local Dementia Action Alliance to the wider community.
6. ***Focus your plans on a number of key areas that have been identified locally***
Identify two or three priorities based on local analysis and evidence e.g. transport or local business.
7. ***Have a plan in place or system to update on progress of your community after six months and one year***
Set out how you intend to report on progress towards becoming dementia friendly at six months and self-assess annually e.g. focus groups, research, mystery shopper, seeking opinions of local employees.

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 8

meeting date: 19 OCTOBER 2017
title: REVIEW OF FEES AND CHARGES 2018/19
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

- 1.1 To seek member approval on proposals to increase this Committee's fees and charges with effect from 1 April 2018.
- 1.2 These proposals are the first stage in the review of this Committee's budget for the forthcoming 2018/19 financial year.

2 BACKGROUND

- 2.1 The Council's fees and charges are reviewed on an annual basis as part of the budget setting process.
- 2.2 This report requests that members consider proposals for the increase in fees and charges for this Committee's services. Such charges would be implemented with effect from 1 April 2018 and would operate for the duration of the 2018/19 financial year.
- 2.3 The Council's latest budget forecast allows for a 2% inflationary increase in the level of income raised from fees and charges. The review aims to increase budgeted income for 2018/19 by this amount as a minimum.
- 2.4 After applying this percentage increase, proposed charges have generally been rounded up to minimise any problems with small change. This inevitably impacts on the individual percentage rise for each separate charge, particularly when the current charge is low.

3 ADVICE OF BUDGET WORKING GROUP

- 3.1 In August 2017, the Budget Working Group considered the overall three-year Budget Forecast. In summary the forecast shows a potential budget deficit for 2018/19 of £774k after taking £250k from general fund balances.
- 3.2 The key messages from Budget Working Group to officers and also for Committees to bear in mind when reviewing the fees and charges are:
 - Any charges should look to meet the costs of providing the services being used.
 - As an **absolute minimum** all fees and charges should be increased by 2%.
 - Where possible comparisons should be made to the charges being made by our neighbours in Lancashire – or wider if appropriate.
 - We should thoroughly review our services for areas where we are not charging – but where a charge may be made/be appropriate.

- As part of the review, we should be looking at innovative ways of charging.
- 3.3 The forecast includes an overall increase in income from fees and charges of 2%. Service committees are requested to review their fees and charges in order to achieve this targeted income.
- 3.4 The current budgeted income to be received from fees and charges which are set by this Committee is £199,410. A 2% increase on this total would therefore generate £3,988.

4 REVIEW OF FEES AND CHARGES

- 4.1 The review of fees and charges is co-ordinated by Financial Services, working together with Heads of Service and budget holders.
- 4.2 The following process was undertaken:
- Budget holders are provided with an indication of the fees and charges factoring in the Budget Working Group proposals.
 - Discussion meetings are then held between budget holders and Financial Services to enable the budget holders to propose a set of fees and charges for their services. This identified the fees that could be increased by the minimum 2% plus roundings and the fees that could be based on other factors. These other factors were consideration of covering the cost of the service provided, comparative fee levels at other authorities, any national requirements to follow for fee setting and/or any service areas where new fees could be introduced.

5 PROPOSED FEES AND CHARGES 2018/19

- 5.1 Following discussions a **proposed** set of fees and charges for implementation from 1 April 2018 has been produced for this Committee and is shown at Annex 1. This provides details of:
- the current charge for 2017/18
 - an estimate of the level of 2017/18 income raised by each charge (net of VAT)
 - the proposed charges for implementation from 1 April 2018
 - an indication of the potential income that may be achieved in 2018/19, should the proposals be agreed (net of VAT)
 - the percentage fee increases from 2017/18 to 2018/19; and
 - the date that each charge was last increased (they are all reviewed annually, but may not necessarily be increased).
- 5.2 If this Committee approves the recommended fees and charges shown in Annex 1, the estimated extra income raised is £27,310, an overall increase of 13.7%.
- 5.3 The indication of potential income shown above and shown throughout Annex 1 is provided for guidance purposes only and is based on past and current activity levels. No account is taken of any change in service use which may be influenced by a change in charge levels.
- 5.4 Work is still underway on forecasting income budget levels for 2018/19 and such budget proposals will be reported back to this Committee in January 2018 for approval.

5.5 Several of the proposed fees and charges for this Committee have been uplifted by 2% and rounded up to the next 10p, 50p or £1 to minimise any problems with small change.

5.6 However, given the more detailed review recommended by Budget Working Group for 2018/19, several of the proposed fees and charges have been set on a different basis to just an inflation increase and some new fees and charges have been proposed. These are explained in the following sections of the report.

6 CLITHEROE CEMETERY FEES

6.1 The cemetery fees and charges income received does not cover the full cost of running Clitheroe cemetery. Fees would have to rise significantly to cover the full costs of the service.

6.2 In addition, fees at Clitheroe cemetery are significantly lower than the average fees at other Lancashire cemeteries, as identified from the latest available fees and charges information on other councils' websites. Also, income generation guidance from the Chartered Institute of Public Finance and Accountancy confirms that councils are allowed freedom on the cemetery fee levels they set.

6.3 Given the above, fees could be increased significantly at Clitheroe cemetery and still be at the average of other Lancashire cemeteries. It is proposed that the Clitheroe cemetery fees for "Exclusive Burial Rights", "Interments", "Right to Erect Headstone" and "Right to Place Stone Plaque on Ashes Plot" fees are increased from the current fee levels to the average of other Lancashire cemeteries fees over two years, as follows – increase fees by half the difference in 2018/19 and move to the average level in 2019/20, subject to the fees and charges review policy that will be set for 2019/20. Members may wish to phase-in this increase over a longer period of time.

6.4 As part of the above, it is proposed that the Council introduce a reduced fee for Interments of children under 16 years old, including Interments of stillborn to 1 month. The current "No Charge" policy for Interments of stillborn to 1 month will be removed.

6.5 Please note, there is no change to the double fees policy for Exclusive Burial Rights and Interments for persons who are non-residents of the Ribble Valley.

6.6 The review identified some other cemetery services that the Council do not charge for and several other cemeteries do charge for. It is proposed that the Council introduces fees in these areas, as follows:

- Memorial bench – "At cost – materials plus officer time input".
- Copy of grave deed – £30.
- Search fee – £30.
- Certificate of burial/certificate of transfer/copy certificate – £40.

6.7 It is proposed that the following fees are re-set to ensure all costs are covered in each individual case, as follows:

- Cemetery Plaques and Removing/Refixing Headstones for Burials fees to be set at "At cost – materials".
- Commemorative Trees fee to be set at "At cost – materials plus officer time input".

- 6.8 It is proposed to remove the following fees, as explained below:
- Woodland Burials Tree and Wild Flower Planting, No Charge – This service is already included in the woodland burial service. Take out as no separate fee is charged.
 - Interments, Saturday Surcharge Funeral – Service no longer provided.
 - Interments, Saturday Surcharge Ashes Interment - Service no longer provided.
- 6.9 Overall, the increase in fees proposed will still not cover the full costs of running the Clitheroe cemetery service, but will ensure that fees are set at a comparable rate to other local cemeteries and will reduce the net cost of the service to the Council.
- 6.10 The table in Annex 2 shows the current 2017/18 cemetery fees, the average of other cemeteries fees, the proposed fees for 2018/19 and the basis on which they are proposed to be set. Also included is an example of what the 2019/20 fees may look like, if the same charging policy is continued into that year.

7 PEST CONTROL FEES

- 7.1 Bed bugs and cockroaches is an increasing area of work for pest control. The treatment and cost of providing this service is similar to rodents in that one treatment can include several visits. Nine other Lancashire authorities charge for this service and the average for the nine that charge is £82 for bedbugs and £51 for cockroaches. Thus, it is proposed that a new fee is introduced for treating cockroaches and bedbugs in line with the charges already in place for rodents, £45 per treatment and £90 per out of hours treatment.
- 7.2 Several other Lancashire authorities charge for each additional nest treated on the same wasps nest visit, at half the normal charge of a wasps nest visit. It is proposed that the Council introduce a new fee for this at half of the wasps and other insects single visit rate, £22.50.

8 ENVIRONMENTAL HEALTH LICENCES

- 8.1 The Council's licences fees were compared to other Lancashire authorities. This highlighted that most fees should be considered for an increase, except Street Trading Licence Class I, II and III licences and Caravan Site licences.
- 8.2 However, licences fees must cover costs only, so any increases must be supported by an analysis of the costs of granting licences, based on staff time costs, departmental on-costs and other on-costs. Costings undertaken for the relevant licences identified that in all cases the fees currently charged by the Council did not cover the full costs of granting the licences.
- 8.3 Therefore, it is proposed that fees are increased for the licences reviewed to levels that are in-line with the estimated costs of granting the licences or are at a slightly lower level that is at or around the average fee or highest fee set by other Lancashire authorities:
- Animal Boarding, Dog Breeding, Dangerous Wild Animals - £150.
 - Pet Shops - £125.
 - NEW Home Boarding/Doggy Day Care fee - £125.
 - Riding Establishments - £200.
 - Annual Zoo Compliance - £175.
 - Zoo 4 year renewal - £350.

- Acupuncture, Ear Piercing, Tattooing, Electrolysis - £165.
- 8.4 New fees were introduced in 2017/18 for Houses of Multiple Occupancy Licences. It is proposed that these fees be held at the same level in 2018/19 because they were introduced part way through 2017/18.
- 9 PRIVATE WATER RISK ASSESSMENT AND SAMPLING FEES
- 9.1 Five existing water sample analysis charges have been set to only recover the estimated direct lab fees and employee costs associated with these checks, in line with the national requirement to only cover these costs. In addition, other charges for risk assessments and other specified work are also set within national guidance levels.
- 10 FOOD HYGIENE INSPECTION RESCORE FEE
- 10.1 A new Food Hygiene Inspection Re-score fee was introduced in May 2017. It is proposed that the fee be held at the same level in 2018/19 because it was introduced part way through 2017/18.
- 11 FIXED PENALTY NOTICE CHARGES
- 11.1 Fixed Penalty Notice charges were approved by this Committee in May 2017. They are set within Government guidelines and do not vary from year to year by an inflation increase. Thus, the fees set in May 2017 will also apply in 2018/19.
- 12 ENVIRONMENTAL PERMIT REGULATIONS FEES
- 12.1 The Council is responsible for issuing permits and charging fees for certain industrial activities in line with fees set nationally by DEFRA. These cannot be set locally by the Council.
- 13 IMPROVEMENT GRANTS ADMINISTRATION CHARGES
- 13.1 The Disabled Facilities Grants administration charge is being changed to “% of Total cost in line with current DFG policy”, so that the fees and charges schedule is consistent with the current policy for the level of administration charges included in disabled facilities grants approvals.
- 14 RISK ASSESSMENT
- 14.1 The approval of this report may have the following implications:
- Resources – Fees and charges provide a key income source for the Council. Fees and charges also provide a mechanism to target concessions, and also to charge service users directly rather than allowing the financial burden of certain service provision to fall on the council tax.
 - Technical, Environmental and Legal – The Local Government Acts of 2000 and 2003 extended authorities’ powers to charge for discretionary services.
 - Political – none.
 - Reputation – Substantial increases to charges can generate adverse publicity.
 - Equality and Diversity – One of the aims of the fees and charges mechanism on many services is to pass on service concession in order to increase inclusivity.

15 CONCLUSION

15.1 The review of fees and charges for this Committee, for implementation from 1 April 2018, has been completed.

15.2 The proposed fees and charges for this Committee have been uplifted in line with the advice of the Budget Working Group. Given the more detailed review recommended by Budget Working Group, several of the proposed fees and charges have been uplifted on a different basis to just an inflation increase and some new fees and charges have been proposed.

15.3 If this Committee approves the recommended fees and charges, this Committee will meet the target 2% increase in budgeted income from fees and charges that was recommended by the Budget Working Group.

16 RECOMMENDED THAT COMMITTEE

16.1 Approve the fees and charges proposed for this Committee in Annex 1, for implementation from 1 April 2018.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH13-17/AC/AC
10 October 2017

For further information please ask for Andrew Cook.

BACKGROUND PAPERS – None

Health and Housing Committee – Proposed Fees and Charges 2018/19

CLITHEROE CEMETERY - CLCEM		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Exclusive Burial Rights	Grave Plot	CLCEM/8447u	Non Vatable	01 April 2017	385.00	680.00	615.00	1,090.00	59.74
	Grave Plot - New Extension	CLCEM/8447u	Non Vatable	01 April 2017	475.00	9,060.00	660.00	12,590.00	38.95
	Ashes Plot	CLCEM/8447u	Non Vatable	01 April 2017	98.00	2,100.00	257.00	5,510.00	162.24
	Ashes Plot - New Extension	CLCEM/8447u	Non Vatable	25 May 2017	133.00	0.00	274.00	0.00	106.02
	Woodland Burial	CLCEM/8747u	Non Vatable	01 April 2017	385.00	7,890.00	575.00	11,780.00	49.35
Woodland Burials	Tree and Wild Flower Planting	-	-	N/A	No Charge	0.00	Delete	Delete	Delete
Interments	Stillborn to 1 month	-	-	N/A	No Charge	0.00	Delete	Delete	Delete
	Child under 16 years old	CLCEM/8441u	Non Vatable	New Charge	New Charge	New Charge	164.00	New Charge	N/A
	3 depth	CLCEM/8441u	Non Vatable	01 April 2017	340.00	2,850.00	548.00	4,590.00	61.18
	2 depth	CLCEM/8441u	Non Vatable	01 April 2017	310.00	2,830.00	469.00	4,280.00	51.29
	1 depth (<i>Includes Woodland Burials</i>)	CLCEM/8441u	Non Vatable	01 April 2017	280.00	11,440.00	432.00	17,650.00	54.29
	Ashes (<i>Includes Woodland Burials</i>)	CLCEM/8441u	Non Vatable	01 April 2017	98.00	3,040.00	120.00	3,720.00	22.45
	Saturday Surcharge - Funeral	CLCEM/8441u	Non Vatable	01 April 2017	180.00	0.00	Delete	Delete	Delete
	Saturday Surcharge - Ashes Interment	CLCEM/8441u	Non Vatable	01 April 2017	93.00	0.00	Delete	Delete	Delete

Please Note: Fees are double (for purchase of burial rights and interment) for persons who are non-residents of the Ribble Valley

CLITHEROE CEMETERY - CLCEM		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Fees for Memorials	Provision of Foundation	CLCEM/8446n	VAT Inclusive	01 April 2017	90.00	0.00	92.00	0.00	2.22
	Right to Erect Headstone	CLCEM/8442u	Non Vatable	01 April 2017	125.00	2,650.00	148.00	3,140.00	18.40
	Right to Place Stone Plaque on Ashes Plot	CLCEM/8442u	Non Vatable	01 April 2017	35.00	480.00	64.00	880.00	82.86
	Cemetery Plaques	CLCEM/8445z	Non Vatable	01 April 2017	At Cost	1,340.00	At cost – materials	1,370.00	N/A
	Removing/Refixing Headstones for Burials	CLCEM/8599u	Non Vatable	01 April 2017	At Cost	0.00	At cost – materials	0.00	N/A
	Commemorative Trees	CLCEM/8508z	Non Vatable	24 October 2016	100.00	500.00	At cost - materials plus officer time input	510.00	N/A
	Memorial Bench		Non Vatable	New Charge	New Charge	New Charge	At cost - materials plus officer time input	New Charge	N/A
Other Cemetery charges	Search Fee		VAT Inclusive	New Charge	New Charge	New Charge	30.00	New Charge	N/A
	Copy of Grave Deed		VAT Inclusive	New Charge	New Charge	New Charge	30.00	New Charge	N/A
	Certificate of Burial / Certificate of Transfer / Copy Certificate		VAT Inclusive	New Charge	New Charge	New Charge	40.00	New Charge	N/A

PUBLIC HEALTH ACT BURIALS AND CREMATIONS - BURCR		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017 £	Budgeted Income Net of VAT for 2017/18 £	Proposed Charges for 2018/19 £	Indication of Potential Income Net of VAT for 2018/19 £	Percentage Increase in Charge %
Public Health Act funerals	Public Health Act Funerals officer time fees	BURCR/ 8576z	Non Vatable	24 October 2016	49.00	0.00	50.00	0.00	2.04

CLITHEROE MARKET – CLMKT		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Cabins	Tuesday, Thursday and Saturday - per week	CLMKT/8824n	VAT Inclusive	01 April 2017	54.70	99,290.00	55.80	101,290.00	2.01
	Use of Cabins (preparation purposes): Non Market Days	CLMKT/8824n	VAT Inclusive	01 April 2017	26.80	0.00	27.40	0.00	2.24
	Special Sunday Events	CLMKT/8824n	VAT Inclusive	01 April 2017	9.40	0.00	9.60	0.00	2.13
Stalls - Tuesday & Saturday	- 10 ft	CLMKT/8825n	VAT Inclusive	01 April 2017	18.20	2,570.00	19.00	2,680.00	4.40
	- 10 ft Third Stall Reduced Rate	CLMKT/8825n	VAT Inclusive	01 April 2017	9.10	10.00	9.50	10.00	4.40
	- 8 ft	CLMKT/8825n	VAT Inclusive	01 April 2017	14.80	7,080.00	15.50	7,410.00	4.73
	- 8 ft Third Stall Reduced Rate	CLMKT/8825n	VAT Inclusive	01 April 2017	7.40	930.00	8.00	1,010.00	8.11
Stalls - Sunday Events	Regular Contract Traders	CLMKT/8825n	VAT Inclusive	01 April 2017	9.90	0.00	10.50	0.00	6.06
	Non Contract Traders	CLMKT/8825n	VAT Inclusive	01 April 2017	19.80	0.00	20.50	0.00	3.54
Stalls - Thursdays	- 10 ft	CLMKT/8825n	VAT Inclusive	01 April 2017	9.20	310.00	9.50	320.00	3.26
	- 10 ft Third Stall Reduced Rate	CLMKT/8825n	VAT Inclusive	01 April 2017	4.60	0.00	5.00	0.00	8.70
	- 8 ft	CLMKT/8825n	VAT Inclusive	01 April 2017	7.40	150.00	8.00	160.00	8.11
	- 8 ft Third Stall Reduced Rate	CLMKT/8825n	VAT Inclusive	01 April 2017	3.70	100.00	4.00	110.00	8.11
Stalls - Friday	Flea Market	CLMKT/8825n	VAT Inclusive	01 April 2017	5.70	520.00	6.00	550.00	5.26

CLITHEROE MARKET – CLMKT		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017 £	Budgeted Income Net of VAT for 2017/18 £	Proposed Charges for 2018/19 £	Indication of Potential Income Net of VAT for 2018/19 £	Percentage Increase in Charge %
Pitches	Tuesday and Saturday - per day	CLMKT/8826n	VAT Inclusive	01 April 2017	14.80	3,750.00	15.50	3,930.00	4.73
	Thursday	CLMKT/8826n	VAT Inclusive	01 April 2017	7.40	10.00	8.00	10.00	8.11
	Special Sunday Events	CLMKT/8826n	VAT Inclusive	01 April 2017	19.60	0.00	20.00	0.00	2.04
Clitheroe Market Special Events	Special Events Fee	CLMKT/8885n	VAT Inclusive	01 April 2017	Price on application	0.00	Price on application	0.00	N/A

DOG WARDEN AND PEST CONTROL - DOGWD		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Pest Control	Commercial - Single Treatment Charge per hour, plus materials - minimum charge 1 hour	DOGWD/8696n	VAT Inclusive	24 October 2016	50.00	0.00	51.00	0.00	2.00
	Commercial - Annual Contract - Per Visit	DOGWD/8696n	VAT Inclusive	24 October 2016	36.10	4,270.00	36.90	4,360.00	2.22
	Domestic Single Treatment Charge (Rodents - up to 3 visits)	DOGWD/8725n	VAT Inclusive	24 October 2016	44.00	6,980.00	45.00	7,140.00	2.27
	Domestic Single Treatment Charge - Out of Hours (Rodents - up to 3 visits)	DOGWD/8725n	VAT Inclusive	24 October 2016	88.00	0.00	90.00	0.00	2.27
	Domestic Callout Charge - Per Visit (Unspecified reason - up to 3 visits)	DOGWD/8725n	VAT Inclusive	24 October 2016	44.00	200.00	45.00	200.00	2.27
	Domestic Single Treatment Charge - Public Health Pests (eg. cockroaches and bed bugs - up to 3 visits)	DOGWD/8725n	VAT Inclusive	New Charge	New Charge	New Charge	45.00	New Charge	N/A
	Domestic Single Treatment Charge - Public Health Pests (eg. cockroaches and bed bugs - up to 3 visits) - Out of Hours	DOGWD/8725n	VAT Inclusive	New Charge	New Charge	New Charge	90.00	New Charge	N/A
Non-Public Health Insect Treatment (eg. wasps, ants, flies, carpet beetles and fleas)	Wasps/Fleas/Ants/Other - Single Visit Charge during working hours	DOGWD/8412n	VAT Inclusive	24 October 2016	44.00	3,990.00	45.00	4,080.00	2.27
	Wasps/Fleas/Ants/Other - Each additional nest treated on same visit	DOGWD/8412n	VAT Inclusive	No Charge	No Charge	0.00	22.50	New Charge	N/A
	Wasps/Fleas/Ants/Other - Out of hours - Single Visit Charge	DOGWD/8412n	VAT Inclusive	24 October 2016	88.00	0.00	90.00	0.00	2.27

DOG WARDEN AND PEST CONTROL - DOGWD		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Pest Control Missed Appointments	Per missed appointment	DOGWD/8726n	VAT Inclusive	24 October 2016	44.00	670.00	45.00	690.00	2.27
Dog Bins Emptying - Post Mounted - one collection per bin per week	Commercial - per bin per week	DOGWD/8596n	VAT Inclusive	24 October 2016	7.50	0.00	8.00	0.00	6.67
	Parish Councils - per bin per week	DOGWD/8596n	VAT Inclusive	01 April 2017	4.20	1,070.00	4.50	1,150.00	7.14

DOG WARDEN AND PEST CONTROL - DOGWD - FIXED PENALTY NOTICES		Ledger Code	VAT	Date of Last Change	Charge from 25th May 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Dog control offences	Maximum full penalty	DOGWD/8631z	Non Vatable	25 May 2017	80.00	290.00	80.00	290.00	N/A
Dog control offences	Minimum discounted penalty	DOGWD/8631z	Non Vatable	25 May 2017	50.00	0.00	50.00	0.00	N/A

ENVIRONMENTAL HEALTH - ENVHT		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Licences	Animal Boarding Establishments	ENVHT/8674u	Non Vatable	01 April 2017	90.00	1,030.00	150.00	1,720.00	66.67
	Home Boarding/Doggy Day Care		Non Vatable	New Charge	New Charge	New Charge	125.00	New Charge	N/A
	Dog Breeding Establishments (plus vets fees at cost)	ENVHT/8675u	Non Vatable	01 April 2017	65.00	60.00	150.00	140.00	130.77
	Pet Shops (plus vets fees at cost)	ENVHT/8676u	Non Vatable	01 April 2017	90.00	200.00	125.00	280.00	38.89
	Riding Establishments (plus vets fees at cost)	ENVHT/8677u	Non Vatable	01 April 2017	90.00	80.00	200.00	180.00	122.22
	Dangerous Wild Animals (plus vets fees at cost)	ENVHT/8678u	Non Vatable	01 April 2017	90.00	0.00	150.00	0.00	66.67
	Annual Zoo compliance audit (plus vets fees at cost)	ENVHT/8679u	Non Vatable	01 April 2017	150.00	210.00	175.00	250.00	16.67
	Zoo - 4 year renewal (plus vets fees at cost)	ENVHT/8679u	Non Vatable	01 April 2017	230.00	160.00	350.00	240.00	52.17
	Acupuncture	ENVHT/8680u	Non Vatable	01 April 2017	105.00	200.00	165.00	310.00	57.14
	Ear Piercing	ENVHT/8681u	Non Vatable	01 April 2017	105.00	0.00	165.00	0.00	57.14
	Tattooing	ENVHT/8682u	Non Vatable	01 April 2017	105.00	200.00	165.00	310.00	57.14
	Electrolysis	ENVHT/8683u	Non Vatable	01 April 2017	105.00	100.00	165.00	160.00	57.14
	Street Trading Consent - Classes I, II & III per annum	ENVHT/8430u	Non Vatable	01 April 2017	700.00	4,550.00	714.00	4,640.00	2.00
	Street Trading Consent Class V per Event	ENVHT/8430u	Non Vatable	01 April 2017	100.00	0.00	120.00	0.00	20.00
	Street Trading Consent Class IV			No Charge	No Charge	0.00	No Charge	0.00	N/A

ENVIRONMENTAL HEALTH - ENVHT		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Caravan Sites - Licences	First time - new (based on 12 hours)	ENVHT/8684u	Non Vatable	01 April 2017	455.00	0.00	465.00	0.00	2.20
	Annual (based on 6 hours)	ENVHT/8684u	Non Vatable	01 April 2017	230.00	0.00	235.00	0.00	2.17
	Amendment of site (based on 6 hours)	ENVHT/8684u	Non Vatable	01 April 2017	230.00	0.00	235.00	0.00	2.17
	Transfer (based on 4 hours)	ENVHT/8684u	Non Vatable	01 April 2017	150.00	0.00	153.00	0.00	2.00
Houses of Multiple Occupation Licences *	Grant of a new HMO Licence per dwelling, up to a maximum of 10 units of accommodation - For every unit above this, an extra £50 per unit	ENVHT/8685u	Non Vatable	25 May 2017	750.00	0.00	750.00	0.00	N/A
	2 Year HMO Licence Renewal per dwelling, up to a maximum of 10 units of accommodation - For every unit above this, an extra £50 per unit	ENVHT/8685u	Non Vatable	25 May 2017	750.00	0.00	750.00	0.00	N/A
	5 Year HMO Licence Renewal, up to a maximum of 10 units of accommodation - For every unit above this, an extra £50 per unit	ENVHT/8685u	Non Vatable	25 May 2017	750.00	0.00	750.00	0.00	N/A
	Variation of an HMO Licence	ENVHT/8685u	Non Vatable	25 May 2017	130.00	0.00	130.00	0.00	N/A

*** If licence applicant is a member of a landlord scheme, there is a 20% reduction in these licence fees**

ENVIRONMENTAL HEALTH - ENVHT		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Water Sample Risk Assessment and Analysis	Risk Assessment	ENVHT/8417u	Non Vatable	N/A	At cost, min £100, max £500	2,380.00	£100 minimum or at cost for additional time taken, up to maximum of £500	2,430.00	N/A
	Other Investigations	ENVHT/8417u	Non Vatable	N/A	At cost, max £100	0.00	At cost, max £100	0.00	N/A
	Small Water Supply**	ENVHT/8417u	Non Vatable	01 April 2017	58.00	1,830.00	66.00	2,080.00	13.79
	Large Water Supply - Audit Monitoring**	ENVHT/8417u	Non Vatable	01 April 2017	74.00	0.00	69.00	0.00	-6.76
	Large Water Supply - Check Monitoring**	ENVHT/8417u	Non Vatable	01 April 2017	77.00	130.00	76.00	130.00	-1.30
	Large Water Supply - Audit & Check Monitoring**	ENVHT/8417u	Non Vatable	01 April 2017	111.00	2,410.00	103.00	2,240.00	-7.21
	Bacteriological**	ENVHT/8417u	Non Vatable	01 April 2017	43.00	2,130.00	46.00	2,280.00	6.98
	Request/multi-bacteriological	ENVHT/8417u	Non Vatable	01 April 2017	4.10	130.00	4.20	130.00	2.44
	Granting an authorisation	ENVHT/8417u	Non Vatable	24 October 2016	At cost, max £100	0.00	At cost, max £100	0.00	N/A
	Carrying out works or measures that an owner has failed to carry out in accordance with an improvement notice	ENVHT/8417u	Non Vatable	24 October 2016	At cost - recovered in full from the owner	0.00	At cost - recovered in full from the owner	0.00	N/A

Please Note: ** These analysis charges are based on the cost of lab tests plus employee costs when the annual fee is set

ENVIRONMENTAL HEALTH - ENVHT		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Housing Enforcement Notice	Per notice	ENVHT/8689u	Non Vatable	01 September 2016	550.00	0.00	561.00	0.00	2.00
Immigration Inspection	Per inspection (3 hours minimum with hourly charge thereafter)	ENVHT/8687n	VAT Inclusive	26 May 2016	136.80 plus 45.60 per hour after 3 hours	0.00	139.80 plus 46.60 per hour after 3 hours	0.00	2.19
Removal of Unfit Food	Per hour or part hour	ENVHT/8519z	Non Vatable	01 April 2017	55.00	0.00	56.10	0.00	2.00
Food Hygiene Rating Scheme Rescore Inspection	Per Inspection	ENVHT/8763z	Non Vatable	25 May 2017	153.00	0.00	153.00	0.00	0.00
Exhumations Charges	Environmental Health Officer Attendance Fee	ENVHT/8583z	Non Vatable	24 October 2016	37.00	0.00	38.00	0.00	2.70
	Exhumation costs incurred by the Council	ENVHT/8583z	Non Vatable	24 October 2016	At cost, recovered in full from those requesting the exhumation	0.00	At cost, recovered in full from those requesting the exhumation	0.00	N/A

ENVIRONMENTAL HEALTH - ENVHT - FIXED PENALTY NOTICES		Ledger Code	VAT	Date of Last Change	Charge from 25th May 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Littering	Maximum full penalty	ENVHT/8629z	Non Vatable	25 May 2017	80.00	100.00	80.00	100.00	N/A
Littering	Minimum discounted penalty	ENVHT/8629z	Non Vatable	25 May 2017	50.00	0.00	50.00	0.00	N/A
Graffiti	Maximum full penalty	ENVHT/8638z	Non Vatable	25 May 2017	80.00	0.00	80.00	0.00	N/A
Graffiti	Minimum discounted penalty	ENVHT/8638z	Non Vatable	25 May 2017	50.00	0.00	50.00	0.00	N/A
Fly-posting	Maximum full penalty	ENVHT/8638z	Non Vatable	25 May 2017	80.00	0.00	80.00	0.00	N/A
Fly-posting	Minimum discounted penalty	ENVHT/8638z	Non Vatable	25 May 2017	50.00	0.00	50.00	0.00	N/A
Unauthorised distribution of free literature on designated land	Maximum full penalty	ENVHT/8638z	Non Vatable	25 May 2017	80.00	0.00	80.00	0.00	N/A
Unauthorised distribution of free literature on designated land	Minimum discounted penalty	ENVHT/8638z	Non Vatable	25 May 2017	50.00	0.00	50.00	0.00	N/A
Alarm noise: failure to nominate key-holder or to notify local authority of key-holder's details	Maximum full penalty	ENVHT/8634z	Non Vatable	25 May 2017	80.00	0.00	80.00	0.00	N/A
Alarm noise: failure to nominate key-holder or to notify local authority of key-holder's details	Minimum discounted penalty	ENVHT/8634z	Non Vatable	25 May 2017	50.00	0.00	50.00	0.00	N/A

ENVIRONMENTAL HEALTH - ENVHT - FIXED PENALTY NOTICES		Ledger Code	VAT	Date of Last Change	Charge from 25th May 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Nuisance parking	Maximum full penalty	ENVHT/8635z	Non Vatable	25 May 2017	100.00	0.00	100.00	0.00	N/A
Nuisance parking	Minimum discounted penalty	ENVHT/8635z	Non Vatable	25 May 2017	60.00	0.00	60.00	0.00	N/A
Abandoning a vehicle	Maximum full penalty	ENVHT/8636z	Non Vatable	25 May 2017	200.00	0.00	200.00	0.00	N/A
Abandoning a vehicle	Minimum discounted penalty	ENVHT/8636z	Non Vatable	25 May 2017	120.00	0.00	120.00	0.00	N/A
Fly-tipping	Maximum full penalty	ENVHT/8637z	Non Vatable	25 May 2017	400.00	0.00	400.00	0.00	N/A
Fly-tipping	Minimum discounted penalty	ENVHT/8637z	Non Vatable	25 May 2017	120.00	0.00	120.00	0.00	N/A
Failure to produce a waste transfer note	Maximum full penalty	ENVHT/8637z	Non Vatable	25 May 2017	300.00	0.00	300.00	0.00	N/A
Failure to produce a waste transfer note	Minimum discounted penalty	ENVHT/8637z	Non Vatable	25 May 2017	180.00	0.00	180.00	0.00	N/A
Domestic waste receptacle offences	Maximum full penalty	ENVHT/8637z	Non Vatable	25 May 2017	80.00	0.00	80.00	0.00	N/A
Domestic waste receptacle offences	Minimum discounted penalty	ENVHT/8637z	Non Vatable	25 May 2017	40.00	0.00	40.00	0.00	N/A
Industrial and commercial waste receptacle offences	Maximum full penalty	ENVHT/8637z	Non Vatable	25 May 2017	110.00	0.00	110.00	0.00	N/A
Industrial and commercial waste receptacle offences	Minimum discounted penalty	ENVHT/8637z	Non Vatable	25 May 2017	60.00	0.00	60.00	0.00	N/A

ENVIRONMENTAL HEALTH - ENVHT - FIXED PENALTY NOTICES		Ledger Code	VAT	Date of Last Change	Charge from 25th May 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Noise exceeding permitted level - domestic premises	Maximum full penalty	ENVHT/8634z	Non Vatable	25 May 2017	110.00	0.00	110.00	0.00	N/A
Noise exceeding permitted level - domestic premises	Minimum discounted penalty	ENVHT/8634z	Non Vatable	25 May 2017	60.00	0.00	60.00	0.00	N/A
Noise exceeding permitted level - licensed premises	Maximum full penalty - no discount allowed	ENVHT/8634z	Non Vatable	25 May 2017	500.00	0.00	500.00	0.00	N/A

ENVIRONMENTAL HEALTH - ENVHT - LOCAL AIR POLLUTION PREVENTION AND CONTROL FEES (LAPPC)

The Council is responsible for issuing permits and charging fees for certain industrial activities under the Pollution Prevention Control element of the Environmental Permitting Regulations (EPR) 2010.

[The current fees can be seen here](#)

CONTAMINATED LAND - CLAND		Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
					£	£	£	£	%
Enquiry		CLAND/8623n	VAT Inclusive	01 April 2017	77.40	0.00	79.00	0.00	2.07

IMPROVEMENT GRANTS - IMPGR	Ledger Code	VAT	Date of Last Change	Charge from 1st April 2017	Budgeted Income Net of VAT for 2017/18	Proposed Charges for 2018/19	Indication of Potential Income Net of VAT for 2018/19	Percentage Increase in Charge
				£	£	£	£	%
Administration Charges for Disabled Facilities Grants	IMPGR/8716m	Non Vatable	N/A	5% of Total Cost	4,100.00	% of Total cost in line with current DFG policy	4,190.00	N/A
Administration Charges for Housing Improvement Grants	IMPGR/8717n	VAT Inclusive	N/A	5% of Total Cost + VAT	2,360.00	5% of Total Cost + VAT	2,410.00	N/A

TOTAL BUDGETED INCOME FROM FEES AND CHARGES SET BY THIS COMMITTEE	199,410	226,720	
EXTRA TOTAL BUDGETED INCOME GENERATED		27,310	13.7%

Basis for proposed Clitheroe Cemetery fees and charges 2018/19

Fees		RVBC 2017/18 Fee £	Average of other Cemeteries £	2018/19 proposed fee £	2019/20 fee (subject to 19/20 guidance) £	Basis of fee set
Exclusive Burial Rights	Grave Plot	385	845	£615	£845	Increase fees to average of other Cemeteries fees over two years. Increase by half the difference in 2018/19 and move to the average level in 2019/20, subject to fees and charges review policy for 2019/20.
	Grave Plot - New extension	475	845	£660	£845	
	Ashes Plot	98	416	£257	£416	
	New Ashes Plot	133	416	£274	£416	
	Woodland Burial	385	765	£575	£765	
Woodland Burials	Tree and wild flower planting	No charge	0	Delete	Delete	N/A
Interments	Stillborn to 1 month	No charge	105	Delete	Delete	N/A
	Child under 16		328	£164	£328	Increase fees to average of other Cemeteries fees over two years. Increase by half the difference in 2018/19 and move to the average level in 2019/20, subject to fees and charges review policy for 2019/20.
	3 depth	340	757	£548	£757	
	2 depth	310	627	£469	£627	
	1 depth (includes Woodland Burials)	280	585	£432	£585	
	Ashes (Includes Woodland Burials)	98	141	£120	£141	
	Saturday Surcharge - Funeral	180	754	Delete	Delete	N/A
	Saturday Surcharge - Ashes Interment	93	75	Delete	Delete	N/A
Non-resident charge	Burial Rights & Interments	Plus 100%	Plus 100% in some cases, NIL in others	Plus 100%	Plus 100%	No change re non-residents policy

Fees		RVBC 2017/18 Fee £	Average of other Cemeteries £	2018/19 proposed fee £	2019/20 fee (subject to 19/20 guidance) £	Basis of fee set
Fees for memorials	Provision of Foundation	90	0	£92	£94	Increase by 2% - old plot only
	Right to Erect Headstone	125	171	£148	£171	Increase fees to average of other Cemeteries fees over two years. Increase by half the difference in 2018/19 and move to the average level in 2019/20, subject to fees and charges review policy for 2019/20.
	Right to Place Stone Plaque on Ashes Plot	35	93	£64	£93	
	Cemetery Plaques	At Cost	58	At cost - materials	At cost - materials	At cost - because costs vary
	Removing/Refixing Headstones for Burials	At Cost	100	At cost - materials	At cost - materials	At cost - because costs vary
	Commemorative Trees	100	291	At cost - materials plus officer time input	At cost - materials plus officer time input	At cost - because costs vary
	Memorial bench inclusive of plaque		717	At cost - materials plus officer time input	At cost - materials plus officer time input	At cost - because costs vary
Other Cemetery Charges	Search Fee		24	£30	£31	Costed per Cemetery Officer - 1 hour input
	Copy of grave deed		50	£30	£31	Costed per Cemetery Officer - 1 hour input
	Certificate of burial/ certificate of transfer/ copy certificate		40	£40	£41	Costed per Cemetery Officer – 1.33 hours input

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 9

meeting date: 19 OCTOBER 2017
 title: CAPITAL PROGRAMME REVIEW AND NEW BIDS
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

1 PURPOSE

- 1.1 To recommend the proposed future five-year capital programme (2018/19 to 2022/23) for this Committee.

2 BACKGROUND

- 2.1 This report will review the schemes that were approved in the capital programme in February 2017, for the financial years 2018/19 to 2021/22. Also, new bids received from Heads of Service for the year 2022/23 are presented for consideration. No bids have previously been requested for this final year of the five year capital programme.
- 2.2 In the same manner as previous years, all Heads of Service were asked to submit new capital bids for 2022/23 bearing in mind the limited financial resources that are available to finance the capital programme.

3 REVIEW OF THE CAPITAL PROGRAMME 2018/19 TO 2021/22

- 3.1 For Health and Housing Committee there were originally four schemes that were already approved for 2018/19 to 2021/22. A summary of these previously approved schemes is provided below.

Health and Housing Committee Schemes	2018/19 £	2019/20 £	2020/21 £	2021/22 £	TOTAL £
Disabled Facilities Grants <i>(Indicative: Scheme value to be adjusted to match actual in-year funding received)</i>	161,000	161,000	161,000	161,000	644,000
Landlord Tenant Grants	50,000	50,000	50,000	50,000	200,000
Replacement of Pest Control Van (PK13 FJP)			13,500		13,500
Replacement of Dog Warden Van (PE64 EYC)				13,500	13,500
Total of Approved Schemes	211,000	211,000	224,500	224,500	871,000

- 3.2 Heads of Service have not requested any changes to these previously approved schemes for 2018/19 to 2021/22.
- 3.3 Please note, the Disabled Facilities Grants scheme is fully funded by Central Government and is set at a level equal to the Central Government grant received for this purpose, as at the time of setting the budget. Should the Central Government allocation in any of the above years be higher or lower than that shown above, then the scheme budget will be adjusted accordingly. No other scheme has any associated external funding.

4 NEW CAPITAL BIDS FOR THE PERIOD 2022/23

4.1 Heads of Service were also asked to put forward new bids for 2022/23. For this Committee two bids have been submitted, which are further yearly bids for the Disabled Facilities Grants and Landlord/Tenant Grants schemes, as shown in the table below.

Health and Housing Committee Schemes	2022/23 £
Bid 1: Disabled Facilities Grants	161,000
Bid 2: Landlord/Tenant Grants	50,000
Total of New Bids Submitted	211,000

4.2 Further details of the scheme bids are shown in Annex 1.

4.3 There will likely be Central Government funding towards the Disabled Facilities Grants scheme, as has been the case in past years.

4.4 Committee should therefore consider the new scheme bids. Members are also asked to put forward any amendments to the bids that they may wish to make at this stage.

4.5 It must be noted that other committees will be receiving similar reports for the new scheme bids. Bids from all committees will finally be considered alongside each other by the Budget Working Group and Policy and Finance Committee against the limited financial resources that are available to finance the capital programme.

5 APPROVED SCHEMES AND CAPITAL PROGRAMME BIDS FOR 2018/19 TO 2022/23

5.1 The table below provides a summary of the financial impact of currently approved capital programme schemes and also those bids that have been received from Heads of Service for 2022/23 (subject to approval).

2018/19 £	2019/20 £	2020/21 £	2021/22 £	2022/23 £	TOTAL £
211,000	211,000	224,500	224,500	211,000	1,082,000

6 RISK ASSESSMENT

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

- Resources – The **new bids** that have been submitted for this Committee would require funding of £50,000 from Council resources, with the balance of £161,000 being identified as funded by the government for Disabled Facilities Grants in 2022/23.
- Technical, Environmental and Legal – None.
- Political – None.
- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council.
- Equality and Diversity – Equality and Diversity issues are examined as part of the capital bid appraisal process.

7 CONCLUSION

7.1 There are currently four schemes in the capital programme for the period 2018/19 to 2021/22 for this Committee, totalling £871,000.

7.2 There have been two new capital scheme bids for 2022/23, totalling £211,000. The Disabled Facilities Grants scheme would likely be fully funded by Central Government and has been included at an indicative value of £161,000 per annum. The final scheme budget will be set to match the actual Central Government grant funding received in-year.

8 RECOMMENDED THAT COMMITTEE

8.1 Consider the proposed five-year capital programme for 2018/19 to 2022/23 above and agree any amendments they wish to make.

8.2 Recommend to Policy and Finance Committee a future five-year capital programme for this Committee's services.

SENIOR ACCOUNTANT
HH12-17/AC/AC
9 October 2017

DIRECTOR OF RESOURCES

For further background information please ask for Andrew Cook.

BACKGROUND PAPERS – None

Health and Housing Committee

New Capital Bids Received – 2022/23

BID 1:	Disabled Facilities Grants
Service Area:	Housing
Submitted by:	Colin Hirst

Brief Description of the Scheme:

The scheme provides mandatory grant aid to adapt homes so older and disabled occupants can remain in their own home. The grants can provide for minor adaptation, for example the installation of a stair lift, up to the provision of a bathroom and bedroom extension.

Revenue Implications:

None.

Timescale for Completion:

The Disabled Facilities Grants budget operates throughout the financial year.

Any Risks to Completion:

The population age of Ribble Valley occupants is increasing and therefore demand for the service will continue, but with finite resources.

The scheme is dependent on the level of funding awarded by the government.

Capital Cost:

2022/23 £	
Grant payments	161,000

Please Note: The value above is indicative only and the final scheme budget will be set to match the actual government grant funding received in-year.

Health and Housing Committee
New Capital Bids Received – 2022/23

BID 2:	Landlord/Tenant Grants
Service Area:	Housing
Submitted by:	Colin Hirst

Brief Description of the Scheme:

The scheme match funds a landlord's investment in a property in return for an affordable rental property. Conditions of the grant are nomination rights and a set rent level in line with LHA. The scheme is crucial for move on accommodation for families in the hostel as the social housing waiting list is so long. The scheme is also used to bring empty properties back into use.

Revenue Implications:

None.

Timescale for Completion:

The Landlord/Tenant Grant budget operates throughout the financial year.

Any Risks to Completion:

Potential for over demand for the scheme.

Capital Cost:

	2022/23 £
Grant payments	50,000

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 10

meeting date: 19 OCTOBER 2017
title: PRIVATE WATER SUPPLIES
submitted by: MARSHAL SCOTT, CHIEF EXECUTIVE
principal author: MATTHEW RIDING, ENVIRONMENTAL HEALTH OFFICER

1 PURPOSE

- 1.1 To update Members on the action taken by Ribble Valley Borough Council in order to improve the quality of private water supplies throughout the borough.
- 1.2 To highlight both recent and proposed changes to private water supplies legislation and their implications for this authority.
- 1.3 To consider and approve the funding for a radon survey of 11 high/ moderate risk private water supplies throughout the borough.
- 1.4 Relevance to the Council's ambitions and priorities
 - Community Objectives – Health and wellbeing.
 - Corporate Priorities – To help make people's lives safer and healthier.
 - Other Considerations – None.

2 BACKGROUND

- 2.1 Private water supplies are any supplies that are not provided by a statutory water undertaker or a licensed water supplier. There are currently 312 private supplies within the Ribble Valley and approximately 39,000 throughout England.
- 2.2 Origins and circumstances of private supplies are highly variable. For example, the source of the supply can be a well or borehole (groundwater) that draws water from an aquifer, there may be an underground spring that emerges on the surface in one or more places, or a supply may be abstracted from a surface water source, such as a lake, river or stream. In many cases the identity of an owner, or person responsible for a private supply is known, but in other cases there may be no reliable legal documentation, or historical records of the development of the supply have been lost.
- 2.3 The source of private supplies can also vary in quality, particularly following heavy rain. Some supplies are treated satisfactorily to remove impurities, while others have inadequate treatment, or none. Supplies with inadequate or no treatment are a serious risk to human health when contaminated following rainfall events.
- 2.4 The greatest risk to human health is caused by contamination of a private supply with pathogenic micro-organisms, such as *Cryptosporidium*, *Campylobacter*, *Giardia* and *Escherichia coli* (E.coli) O157. All those who drink water contaminated by micro-organisms are at risk of infection. However, the risk of illness caused by a contaminated private supply is likely to be greater for people who are exposed to the supply irregularly, for example occasional visitors, guests at hotels, guest-houses,

bed and breakfast establishments and people staying in rented holiday accommodation.

- 2.5 In rural areas the most likely cause of microbiological contamination is animal faecal matter which has entered water sources from land where farm or wild animals graze. The risk is particularly high at times of heavy rain when water runs directly off the land into inadequately protected shallow wells, springs, streams and lakes. Another source of microbiological contamination are discharges from cesspits and septic tanks that store and treat domestic sewage.
- 2.6 Although a supply contaminated by micro-organisms poses the greatest risk to human health, non-microbiological (chemical) contamination can also be a health risk in some cases. For example, naturally occurring arsenic in groundwaters in certain parts of the country.
- 2.7 Private supplies can also become contaminated post treatment, during distribution to and within premises. Common causes of contamination during distribution to premises are ingress of surface water when there is low pressure or loss of pressure in the distribution system and leaching of chemicals from inappropriate materials used in the pipe work. Common causes of contamination within premises are dissolving of metals from plumbing systems, particularly when old lead pipes or storage tanks are still present, where inappropriate solders have been used and microbiological contamination from unhygienic fittings such as taps.
- 2.8 The introduction of the Private Water Supplies Regulations 2009 was significant as for the first time, local councils were required to undertake a risk assessment and sampling programme of all private supplies within their area (with the exception of those supplies serving a single dwelling which only required monitoring at the request of the owner or occupier).
- 2.9 Risk assessment is a proactive approach identifying potential hazards to human health. This involves surveying the supply, from the source through to point-of-use, to identify factors that could lead to contamination of the supply. The information is then used to manage the risks through a multi-barrier approach, involving source protection, treatment of the source water and management of the distribution network to prevent contaminants from entering the supply. The regulations require each supply (excluding single private domestic dwellings) to undergo a risk assessment every five years.
- 2.10 The regulations classified private supplies into three categories dependent on the number and type of premises served:-
 1. Large supplies: applies to large domestic supplies of 10 m³ per day (or serving 50 or more persons) and private supplies of any size that are used as part of a commercial or public activity;
 2. Small supplies: applies to domestic supplies that provide less than 10 m³ per day;
 3. Single dwelling supply: discretionary whether to monitor or carry out risk assessment.

3 PRIVATE WATER SUPPLIES IN THE RIBBLE VALLEY

- 3.1 The 312 private supplies within the Ribble Valley serve approximately 600 premises, the majority of which are domestic properties. There are currently 38 large supplies, 80 small supplies and 194 single dwelling supplies.

- 3.2 The number of private supplies in the Ribble Valley has steadily increased over the past few years mainly due to the large number of barns that have been converted into residential accommodation in remote locations not supplied by mains water. Also, some of the large commercial establishments have transferred from United Utilities mains to their own private borehole for financial reasons. Interestingly, the number of borehole supplies has more than doubled since 2001 (when 73 were recorded) and now account for 50 per cent of all private supplies in the Ribble Valley.
- 3.3 The initial programme of work has now been completed and 118 private supplies have been risk assessed and sampled for both bacteriological and chemical parameters. The sampling results confirm that 46 supplies (39%) were contaminated with the faecal indicator organism, E.coli, resulting in boil water notices being issued to 145 properties.
- 3.4 The results also show that 40 supplies (34%) failed to meet at least one of the chemical parameters sampled, although the majority of these cause aesthetic rather than health related problems. Many supplies contain high levels of Iron and Manganese. Iron may result in the water appearing brown and can cause problems such as staining laundry, whilst Manganese may cause dark staining, for example, a dripping tap on a white enamel bath.
- 3.5 The risk assessments have identified a wide range of problems due to unprotected springs, insecure tanks, leaking pipework etc. The responsible person for each supply has been sent a letter instructing them to carry out supply improvement measures within a defined time frame. Two poor quality spring supplies have already been disconnected and the properties are now connected to the mains, whilst another supply has switched from spring to borehole. Several boil water notices have already been revoked following the installation of a suitable Ultra-Violet (UV) water treatment plant.

4 NEW DUTIES/POWERS PLACED ON LOCAL AUTHORITIES

- 4.1 The Private Water Supplies Regulations were amended last year and now require local authorities to monitor private supplies that serve individual rented properties (excluding long-term agricultural tenancies). Monitoring of these supplies will comprise of an annual water sample plus a risk assessment every five years.
- 4.2 There is also now a requirement for local authorities to determine an appropriate monitoring strategy for radon in water, according to the risk of it being present in a private supply. Radon is a naturally occurring radioactive gas released from rocks and soils. The majority of the Ribble Valley is designated a radon affected area and attached, at Appendix 1, is a radon information leaflet that is available on our website.
- 4.3 On the advice of Public Health England, the Drinking Water Inspectorate (DWI) has recently issued revised guidance to local authorities about radon in water and also provided radon hazard information for all known groundwater supplies (boreholes & wells) throughout the country. The DWI have identified 135 private supplies within the Ribble Valley which originate from either a high or moderate risk aquifer (includes three different rock types).
- 4.4 Whilst I am concerned that this appears to be a large number of private supplies potentially at risk of radon contamination in the Ribble Valley, these figures must be put into context by considering the published sampling data for radon in water in England and Wales. Over 300 samples have been taken from 124 public water

supply sources and not one has exceeded the regulatory specified value of 100 Bq/l (the vast majority of results were below 50 Bq/l). It must also be noted that the risk of exposure from radon in private supplies comes from inhalation rather than by ingestion, by breathing in radon decay products when they are released to indoor air due to normal household uses of water such as showering and bathing.

- 4.5 The cost of a radon water sample is relatively expensive (£90.95 laboratory fee) and officers consider it would be inappropriate at this stage for the Council to require all 135 groundwater supplies to be tested for radon, as the full sampling costs would be recharged to the supply user. Therefore, in order to comply with the new regulations, it is proposed that an initial survey of 11 high/ moderate risk supplies be undertaken throughout the next 12 months, at cost to the authority of £1000.45, to establish whether or not there is a problem with radon in water in the Ribble Valley. Following this, should the results indicate any cause for concern, we will immediately review the situation and consider initiating a more comprehensive sampling programme for all remaining high/ moderate risk supplies in our area (at cost to the supply user).

5 CONSULTATION ON THE DRAFT PRIVATE WATER SUPPLIES (ENGLAND) (AMENDMENT) REGULATIONS 2017

- 5.1 On 12 September 2017, the Department for Environment Food & Rural Affairs (DEFRA) issued a 6 week consultation on the draft 2017 Regulations. The consultation concerns proposed amendments to the 2016 Regulations, primarily to transpose the requirements of Commission Directive (EU) 2015/1787, so that the principles of risk based sampling and analysis of drinking water from private supplies are aligned with those of the World Health Organisation (WHO).

- 5.2 In the long-term, the principle of risk based sampling will help to justify future lower level monitoring for Large private water supplies. However, for the next 3 years, there will be a significant financial impact for the 38 Large supplies within our area, as a comprehensive monitoring programme will be required for a much greater number of parameters.

- 5.3 The other key proposals are:

- changes to the level of fees local authorities can charge for all activities relating to carrying out their duties with respect to private water supplies, enabling full cost recovery.
- provide local authorities with the powers to perform remedial work where there is a risk to health and a notice has not been complied with.
- requirement for all sampling staff to be accredited within 2 years.

- 5.4 Following consultation, the final draft of the regulations will be laid before Parliament in late 2017. Officers will develop and report to Committee any updated approaches to risk assessment, sampling and charging if the final regulations issued by DEFRA require changes to be made to the Council's current approach.

6 RISK ASSESSMENT

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

- Resources – A significant amount of staff time will be needed to comply with and for enforcing this legislation.

- Technical, Environmental and Legal – Legal input will be required where enforcement action is necessary.
- Political – Rural households will be affected through increased fees and treatment costs.
- Reputation – Important that private water supply consumers are fully informed of the changes in the legislation and are informed of the new requirements.
- Equality & Diversity – no implications identified.

7 RECOMMENDED THAT COMMITTEE

- 7.1 Agree for the Council to fund the cost of £1000.45, for the initial radon survey of 11 high/ moderate risk private water supplies throughout the borough.
- 7.2 Authorise the Council's Head of Environmental Health to write to all known properties served by private water supply, informing them of the recent changes introduced by The Private Water Supplies (England) Regulations 2016, concerning both monitoring of single rented property supplies and also radon in water (see Appendix 2 for draft letters/pamphlets).
- 7.3 Agree for an article to be included in the spring 2018 Ribble Valley newsletter, outlining the most recent changes to be introduced by The Private Water Supplies (England) (Amendment) Regulations 2017.

MATTHEW RIDING
ENVIRONMENTAL HEALTH OFFICER

MARSHAL SCOTT
CHIEF EXECUTIVE

For further information please ask for Matthew Riding, extension 4470

REF: Author/typist/committee/date

[Home](#) / [Environmental Services](#) / Radon in Ribble Valley

Radon in Ribble Valley

Radon is a naturally occurring radioactive gas which is formed by the decay of small amounts of uranium present in all rocks and soils. It has no taste, smell or colour.

Outdoors, radon becomes diluted to very low levels and is of little concern. However, indoors radon can be drawn in through cracks and gaps in the ground floor of properties and levels of the gas can build up to a higher concentration. In such cases, radon can pose a serious risk to health.

People who are exposed to higher (elevated) levels of radon are more likely to get lung cancer (much more if they are smokers as well). This is because radon decays to minute radioactive particles which can be breathed in, thus damaging the lining of the lungs and irradiating the surrounding tissue.

It is estimated that radon causes 1,000-2,000 lung cancer deaths each year in the United Kingdom.

How is Radon detected and measured?

Radon is normally measured over a three month period, using two small devices provided by Public Health England (PHE). Its concentration is measured in becquerels per cubic metre of air (Bqm^{-3}) and PHE recommends that radon levels should be reduced in homes where the annual average concentration is more than 200 Bqm^{-3} . This figure is known as the Action Level and has been endorsed by the government. The average level in the UK is 20 Bqm^{-3} .

A radon measurement kit (two detectors) costs £49.80 (including VAT) and can be ordered by telephone from PHE (01235 822622). Payment can be made by credit or debit card.

It is extremely difficult to identify those properties which may have high concentrations of the gas, as levels can fluctuate significantly between adjoining dwellings. This may be due to a number of factors, including the geological characteristics of the ground beneath buildings, details of construction and the habits of the occupants.

Simple measures such as increasing ventilation within a property are often successful in reducing levels of the gas. However, in exceptional cases, a radon sump may be required.

Radon affected areas

On 12 November 2007 an updated Radon Atlas was published jointly by The Health Protection Agency (HPA) and The British Geological Survey (BGS).

This updated Atlas differs significantly from its predecessors, as Radon Affected Areas are now grouped into 1km grid squares (the atlas shows the highest probability banding found in each 1km grid square). It combines the results of an extensive national sampling programme with detailed geological maps, which has resulted in a large increase in the number of designated Radon Affected Areas (both locally

and nationally). More significantly, over 90% of the Ribble Valley is now designated as a Radon Affected Area.

The main advantage of this advanced data set is that it provides a radon probability banding for each individual property in England and Wales, with a valid postcode.

Therefore, for a fee of £3.90 (inc VAT) any individual can carry out a search for a particular property on the UK radon website www.ukradon.org to show:

- Whether a property is located in a Radon Affected Area.
- The estimated probability of the property being above the Action Level.
- Whether radon protection is required for new buildings and extensions at the property location.

Action taken by Ribble Valley Borough Council

Since 1999, we have surveyed a total of 198 properties for radon gas. The majority of these properties were selected either because of their location within a Radon Affected Area or due to the underlying geology.

The results are summarised below:

Radon concentration in the Ribble Valley

Radon Concentration (Bqm ³)	0-99	100-199	>200	Total number of dwellings
Barrow	1	-	-	1
Billington	2	-	-	2
Bolton-by-Bowland	8	-	-	8
Chatburn	16	7	-	23
Chipping	1	-	-	1

Radon Concentration (Bqm ³)	0-99	100-199	>200	Total number of dwellings
Clitheroe	19	2	1	22
Downham	3	1	-	4
Grindleton	55	23	11	89
Holden	4	4	2	10
Horton	1	-	-	1
Langho	2	-	-	2
Longridge	2	-	-	2
Mellor	2	-	-	2
Mitton	3	-	-	3
Newton	2	2	2	6
Ramsgreave	1	-	-	1
Ribchester	1	-	-	1
Simonstone	1	-	-	1
Sawley	5	2	2	9
Slaidburn	1	-	-	1
Stonhurst	1	-	-	1

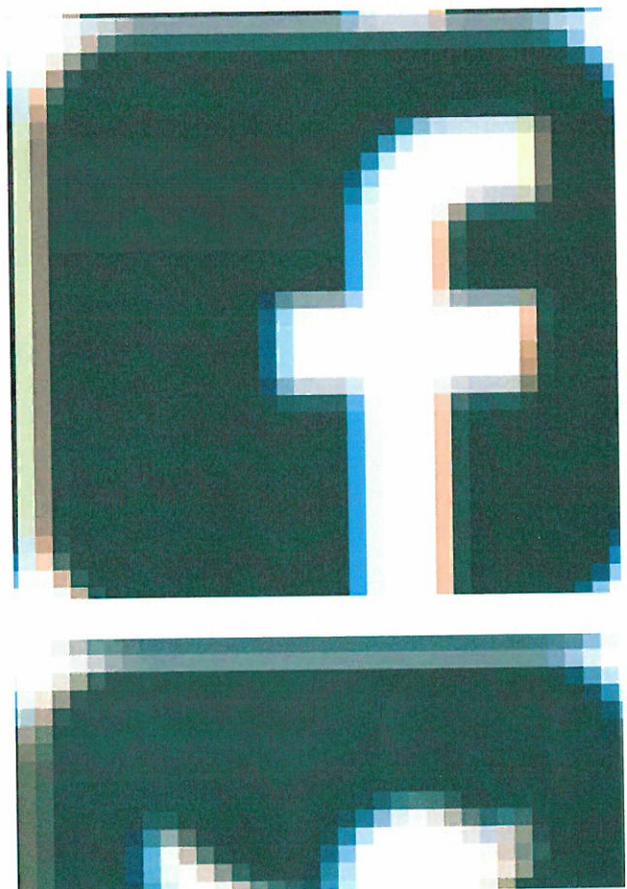
Radon Concentration (Bqm ³)	0-99	100-199	>200	Total number of dwellings
Waddington	4	-	-	4
Whalley	2	-	-	2
Wilpshire	2	-	-	2
TOTAL	139	41	18	198

The significant findings of these results reveals that out of 89 dwellings surveyed within the Grindleton area, 11 exceeded the Action Level, whilst a further 23 had an elevated radon concentration of between 100 and 200Bqm³.

The remaining seven failures were observed in the villages of Holden (2); Newton (2); Sawley (2) and one in Clitheroe itself.

If you wish to purchase a property in any of the above areas we recommend you ask the vendor whether they have already had a radon gas test undertaken and for a copy of the results.

Share this page:



RIBBLE VALLEY BOROUGH COUNCIL

please ask for: Matthew Riding
direct line: 01200 414470
e-mail: matthew.riding@ribblevalley.gov.uk
my ref: MR/ PWS
your ref:
date: October 2017

Council Offices
Church Walk
CLITHEROE
Lancashire BB7 2RA

Switchboard: 01200 425111
Fax: 01200 414487
www.ribblevalley.gov.uk

Dear Sir/ Madam,

**THE PRIVATE WATER SUPPLIES (ENGLAND) REGULATIONS 2016
RE: SURVEY OF PRIVATE WATER SUPPLIES SERVING RENTED
PROPERTIES IN THE RIBBLE VALLEY.**

The purpose of this letter is to inform you about some recent changes to the legislation governing private water supplies and, more importantly, to let you know about how these may affect you. It is extremely important that you read the booklet enclosed so that you fully understand what these legislative changes will mean to you as a private water supply user.

Our records indicate that your supply originates from a spring, well or borehole and serves just your own property. Until now, there has been no requirement for local authorities to monitor single domestic private water supplies unless requested. However, in certain circumstances, the amended regulations now require local authorities to monitor supplies to **rented** properties (this excludes long-term agricultural tenancies).

In order to help update our records and ensure we are holding accurate information, please can you confirm the following details:-

- your name
- your address
- your telephone number
- state whether your property is rented or owner-occupied. If rented, please provide details of your landlord.
- state whether your supply receives any form of treatment

You can provide this information either by email
matthew.riding@ribblevalley.gov.uk or by post.

The new regulations also require local authorities to monitor supplies for radioactive substances including radon. Radon is a naturally occurring radioactive gas released from rocks and soils. The majority of the Ribble Valley is designated a radon affected area and if you would like to find out more about radon, Public

Health England have an excellent radon website www.ukradon.org which also includes a specific section about radon in private water supplies.

You can also find out more information about radon in the Ribble Valley by going onto the Council's own website www.ribblevalley.gov.uk (follow link:-Environmental Services>Radon in the Ribble Valley). If you do not have access to the internet, please contact my colleague Adele Little on her direct line, 01200414464, who will arrange to send you the required information by post.

Finally, please don't hesitate to contact me on my direct line, 01200414470, if you've any concerns regarding your private water supply.

Yours faithfully

MATTHEW RIDING
ENVIRONMENTAL HEALTH OFFICER (HOUSING)

RIBBLE VALLEY BOROUGH COUNCIL

please ask for: Matthew Riding
direct line: 01200 414470
e-mail: matthew.riding@ribblevalley.gov.uk
my ref: MR/ PWS
your ref:
date: October 2017

Council Offices
Church Walk
CLITHEROE
Lancashire BB7 2RA

Switchboard: 01200 425111
Fax: 01200 414487
www.ribblevalley.gov.uk

Dear Sir/ Madam,

THE PRIVATE WATER SUPPLIES (ENGLAND) REGULATIONS 2016

Firstly, may I thank you for your co-operation so far which has enabled Ribble Valley Borough Council to complete its initial sampling and risk assessment programme of all private water supplies located within our area (with the exception of single dwelling supplies). Your assistance has been very much appreciated and has significantly helped us update and improve our records on the quality of private water supplies throughout our area.

The main purpose of this letter is to inform you about some recent changes to the legislation governing private water supplies and, more importantly, to let you know how these may affect you. The other reason is to update you about the Council's proposed action plan for securing additional improvements to those supplies where problems have been previously identified.

It is extremely important that you read the booklet enclosed so that you fully understand what these legislative changes will mean to you as a private water supply user.

To summarise, the amended regulations now require the majority of private water supplies serving rented properties to be sampled annually (this excludes long-term agricultural tenancies). There is also a requirement for local authorities to monitor supplies for radioactive substances including radon.

Radon is a naturally occurring radioactive gas released from rocks and soils. The majority of the Ribble Valley is designated a radon affected area and if you would like to find out more about radon, Public Health England have an excellent radon website www.ukradon.org which also includes a specific section about radon in private water supplies.

You can also find out more information about radon in the Ribble Valley by going onto the Council's own website www.ribblevalley.gov.uk (follow link:-Environmental Services>Radon in the Ribble Valley). If you do not have access to the internet,

please contact my colleague Adele Little on her direct line, 01200414464, who will arrange to send you the required information by post.

Throughout the next 12 months, I will be re-visiting as many private supplies as possible to ascertain whether any of the necessary improvements identified from your supply's risk assessment have been completed. It is my intention to focus initially on those supplies that have previously received a Regulation 18 Boil Water Notice from the Council, due to the confirmed presence of E coli.

In order to further help me prioritise our scheduled work, it would be extremely useful if you could inform me whether there have been any improvements recently undertaken on your supply including the installation of any water treatment equipment. You can provide this information either by email matthew.riding@ribblevalley.gov.uk or by post.

Finally, please don't hesitate to contact me on my direct line, 01200414470, if you've any concerns regarding your private water supply. Thanks again for your continued co-operation.

Yours faithfully

MATTHEW RIDING
ENVIRONMENTAL HEALTH OFFICER (HOUSING)



Ribble Valley
Borough Council

www.ribblevalley.gov.uk

GUIDANCE ON THE PRIVATE WATER SUPPLIES REGULATIONS



Private Water Supplies

A private water supply is any water supply which is not provided by a water utility company. The source of the supply may come from:

- wells
- boreholes
- springs
- rivers or streams
- lakes or ponds

The supply may serve just one property or several properties through a network of pipes.

Private Water Supplies (England) Regulations 2016

The Private Water Supplies Regulations were introduced in January 2010 and require local councils to undertake a risk assessment and sampling programme of all private supplies in their area. This is to ensure that private water supplies meet the same quality standards as mains water. The council charge for this work (please refer to the charges table on the back page).

Risk assessment is a proactive approach identifying potential hazards to human health. The information analysed in the assessment is recorded in a report specific to your private water supply. It allows action to be taken to manage risks through a multi-barrier approach, involving source protection, treatment of the source water and management of the distribution network to prevent contaminants entering the supply system.

The amended regulations now require local authorities to monitor private supplies that serve individual rented properties (this excludes long-term agricultural tenancies). There is also now a requirement for the majority of private supplies that serve rented properties to be sampled annually. Single-property supplies that serve an owner-occupied dwelling will only be risk assessed and sampled upon request of the owner. Local authorities must also monitor supplies for radioactive substances including radon.

Radon

Radon is a naturally occurring radioactive gas released from rocks and soils. The majority of the Ribble Valley is designated a radon affected area and if you would like to find out more about radon, Public Health England have an excellent radon website www.ukradon.org which also includes a specific section about radon in private water supplies. You can also find out more information about radon in the Ribble Valley by going onto the Council's own website www.ribblevalley.gov.uk (follow link:-Environmental Services>Radon in the Ribble Valley).

Local authorities are now required to determine an appropriate monitoring strategy for radon in water, according to the risk of it being present in a private supply. The Drinking Water Inspectorate (DWI) has provided radon hazard information for all known groundwater supplies (boreholes & wells) throughout our borough and have identified 135 supplies which originate from either a high or moderate risk aquifer (includes three different rock types). Whilst I am concerned that this appears to be a large number of private supplies potentially at risk of radon contamination in the Ribble Valley, these

figures must be put into context by considering the published sampling data for radon in water in England and Wales. Over 300 samples have been taken from 124 public water supply sources and not one has exceeded the regulatory specified value of 100 Bq/l (the vast majority of results were below 50 Bq/l).

The cost of a radon water sample is very expensive (£129) and I believe it would be inappropriate at this stage for us to require all 135 groundwater supplies to be tested for radon, as the full sampling costs would be recharged to the supply user. Therefore, in order to comply with the new regulations, Ribble Valley Borough Council are proposing to undertake an initial survey of 11 high/ moderate risk supplies throughout the next 12 months, to establish whether or not there is a problem in our area. Following this, should the results indicate any cause for concern, we will immediately notify you and initiate a more comprehensive sampling programme for radon in water.

Risk Assessments

The regulations require each supply (excluding owner-occupied single dwellings) to undergo a risk assessment every five years, to determine how regularly the supply needs to be tested and for which parameters (i.e. which types of bacteria, chemicals etc). This involves surveying the supply, from the source through to point-of-use, to identify factors that could lead to contamination of the supply. Factors influencing sampling requirements include the type of source (borehole, well etc), how well it is protected, the treatment methods in place, the number of people served by the supply and the intended use of the water.

Risk assessments are normally carried out by prior appointment. Where possible details of what needs to be inspected/considered will be provided prior to the site visit. This is to ensure that the owner or occupier has the opportunity to arrange access to the various parts of the water system, arrange for someone with detailed knowledge of the system to attend, and generally reduce the amount of time we are required to be on site, thereby also reducing the cost.

Sampling

Samples from private water supplies will normally be taken from a consumer's kitchen tap and then sent for analysis at an accredited and approved laboratory. The sampling frequency and the extent of analysis needed will depend on the results of the risk assessment.

Larger supplies (using more than 10 m³ water per day and serving 50 or more persons) and those serving commercial premises are required to undergo regular 'check monitoring', as well as 'audit monitoring' on a less frequent basis.

Small supplies (using less than 10 m³ water per day and serving less than 50 persons) are monitored at least once every five years and more frequently if shown to be necessary by the risk assessment.

Investigations

Any sample that fails to meet the prescribed concentrations laid out in the Private Water Supplies Regulations must have an investigation to determine the reason for the failure

and to identify what action is needed to improve the supply. This may mean further sampling being conducted at the source, holding tanks and/or other parts of the infrastructure to assist the investigation. In complex cases, it may be necessary to engage a specialist water engineer.

If a wholesome supply cannot be achieved through implementing physical changes to the supply network, the water will require treatment before use. A wide range of treatment options are available.

Notices

In the event of failure, where a supply is found to be 'unwholesome' or a 'risk to human health', a notice will be served on any relevant person either prohibiting or restricting the supply, as appropriate. A relevant person may include:- all users of the supply; owners of tenanted properties; any relevant landowners and any person who exercises powers of management for the supply.

The notice will be specific for each supply and can be appealed against in a Magistrate's Court and/or by appeal to the Secretary of State, but the notice will remain in force until either it has been complied with or it is suspended by the courts/Secretary of State

Charges

The Council will charge the costs of carrying out their duties under these regulations to those responsible for the supply. Where part of a shared supply is used by some commercial activity, e.g. bed and breakfast, pub, camp site, the charges may be divided between the commercial and non-commercial properties proportionally.

A breakdown of the council's charges in respect of private water supplies for 2017/18 is shown below. These charges are subject to change on an annual basis.

Activity	Charge
Risk Assessment	At cost to a maximum of £500 (minimum of £100)
Full sample (Check & Audit parameters)	£111.00
Check sample	£77.00

Audit sample	£74.00
Small Supply sample	£58.00
Bacteriological sample	£43.00
Additional Bacteriological sample	£4.10
Radon sample	£129.00
Investigation	At cost to a maximum of £100

Contact us

Email: matthew.riding@ribblevalley.gov.uk
Tel: 01200 414470

Ribble Valley Borough Council, Church Walk, Clitheroe, Lancashire, BB7 2RA

For further information visit: www.ribblevalley.gov.uk or
dwi.defra.gov.uk/consumers/advice-leaflets/PWS-newregs

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 11

meeting date: 19 OCTOBER 2017
title: FOOD SAFETY. RAW MILK SURVEY
submitted by: CHIEF EXECUTIVE
principal author: HEATHER BARTON, HEAD OF ENVIRONMENTAL HEALTH SERVICES

1 PURPOSE

- 1.1 To inform Committee of the emerging health risk associated with an increase in the sale and consumption of unpasteurised “raw” milk in the Ribble Valley.
- 1.2 To inform Committee of the work carried out this year by the Food Safety Team to identify suppliers of raw cows drinking milk (RCDM) who are failing to ensure that their product meets the microbiological criteria for raw milk and is free from disease causing bacteria.
- 1.3 Relevance to the Council’s ambitions and priorities
 - Community Objectives – To promote and support health, environmental, economic and social well-being of people who live, work and visit the Ribble Valley.
 - Corporate Priorities – To promote healthier environment and lifestyle.

2 BACKGROUND

- 2.1 Most milk and cream is pasteurised. Pasteurisation is a process of heat treatment intended to kill bacteria and prevent food poisoning. If milk is unpasteurised, it is often called raw milk. Unpasteurised or ‘raw’ milk and ‘raw’ cream may contain harmful bacteria that cause food poisoning, including *Campylobacter*, *Salmonella* and *Escherichia coli*. Infants and children are specifically advised not to consume unpasteurised milk and cream as they are particularly vulnerable to food poisoning. *Escherichia coli* (*E.coli*) in particular, has the potential to cause severe, life threatening illness in young children.
- 2.2 The majority of raw drinking milk produced and sold in the UK is from cows. The sale of RCDM in England is on the increase due to the perceived health benefits and it is increasingly being sold via the internet and through vending machines.
- 2.3 In the past 12 months there has been an increase from 1 producer/retailer of RCDM in the Ribble Valley to 4.
- 2.4 Enforcement of food law at these premises is split between this Authority and the Food Standards Agency.
- 2.5 There is currently limited baseline data on the frequency of foodborne outbreaks associated with the consumption of raw drinking milk.

- 2.6 A previous study of unpasteurised cows' milk, carried out by the Public Health Laboratory Service in 1996/1997, showed that 41 of 1097 samples (3.7%) were contaminated with potentially pathogenic bacteria (including *Salmonella* in 5 samples, *Campylobacter* in 19 samples and *E. coli* O157 in 3).
- 2.7 Routine testing of 274 raw milk samples supplied by Local Authorities or the Dairy Hygiene Inspectorate to Public Health England laboratories in 2013 and 2014 indicated the presence of *Listeria* species in 10% of samples and borderline levels of coagulase positive staphylococci (between 100 and 10,000 cfu/ml) in 31% of samples, but pathogens (*Campylobacter*, *Salmonella* and *E. coli* O157) were not detected in any samples except from a single farm associated with an outbreak investigation (*Salmonella* was detected in three bulk milk samples from this premises).
- 2.8 A recent outbreak of *Campylobacter* has been associated with raw milk sold from an on-farm vending machine near Kendal with 12 confirmed and 53 probable cases. It is important to note that the farm was testing in accordance with The Food Safety and Hygiene (England) Regulations 2013 (as amended) which specifies testing for aerobic colony count and coliforms only. Samples that had been tested had been deemed satisfactory as they met the requirements of these test parameters. However, *Campylobacter* was present and the tests carried out didn't provide evidence that these samples actually presented a risk.
- 2.9 In response to a number of cases of *E. coli* O157 potentially associated with the consumption of raw milk the FSA recommends that children and vulnerable people do not consume milk that has not been heat-treated. It is a legal requirement for farms to label milk with a health warning and display notices when the milk is sold outside of the packaging (e.g. in café's). In the recent *Campylobacter* outbreak in the North West, poor labelling was highlighted.

3 ISSUES

- 3.1 All four of the producers in the Ribble Valley have had unannounced samples taken from them by the Environmental Health Section.
- One of the producers was found to have *Campylobacter* in the milk and 4 cases of food poisoning were linked to these premises.
 - One of the producers was found to have *Salmonella dublin* in the milk. This was directly linked to an infant case of salmonellosis.
 - One of the producers was found to have Shiga toxin producing *E.coli* in the milk. We are unaware of any illness associated with this incident.
 - One of the producers had coliform levels above the legal maximum limit.

In all incidents the Food Standards Agency made sure that the premises ceased the production of RCDM until a joint investigation and enhanced sampling took place.

As of this date three of the producers remain closed.

- 3.2 Worryingly the investigations revealed that two local nurseries and a local primary school had been supplying RCDM to their children. This prompted Public Health England and Lancashire County Council to write to all schools and nurseries warning of the health risks associated with RCDM (Appendix 1).

4 RISK ASSESSMENT

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

- Resources – There are no immediate implications but Committee is asked to recognise the ongoing demands on the service.
- Technical, Environmental and Legal – There may be legal implications should there be fatalities or serious injury linked to the consumption of RCDM. This authority has a statutory duty to ensure that food supplied in its district is safe to consume.
- Political – There may be political implications should there be fatalities or serious injury linked to the consumption of RCDM
- Reputation – There may be implications for the Authority's reputation should there be fatalities or serious injury linked to the consumption of RCDM.
- Equality & Diversity – No implications identified.

5 RECOMMENDED THAT COMMITTEE

5.1 Acknowledge the increase in the sale of RCDM in the Ribble Valley, and the potential health risks that this can pose to our residents.

5.2 Support the continued focus on this high risk food sector.

HEATHER BARTON
HEAD OF ENVIRONMENTAL HEALTH SERVICES

MARSHAL SCOTT
CHIEF EXECUTIVE

BACKGROUND PAPERS

Appendix 1 - Letter to schools and nurseries warning of the health risks associated with RCDM

For further information please ask for Heather Coar, extension 4466.



Public Health
England



Food
Standards
Agency
food.gov.uk

Lancashire
County
Council 

Local Health Protection Team

Tel: 0344 225 0562 - Option 2

www.gov.uk/phe

Lancashire County Council

www.lancashire.gov.uk

Dear Childcare Provider,

RE: Unpasteurised Milk

We are writing to you to provide information on an issue that has come to our attention regarding the consumption of unpasteurised raw milk by young children and to remind you that schools, nurseries and childminders are prohibited from providing raw milk to young children within their care irrespective of whether parental consent has been provided. This is due to the risks associated with the consumption of raw milk, particularly for vulnerable groups such as young children.

Public Health England, the Food Standards Agency and the local authority have been following up cases of food poisoning across Cumbria & Lancashire, the likely cause of which in a number of cases has been the consumption of unpasteurised raw milk. We have also identified several instances where local childminders, nurseries and schools have provided unpasteurised raw milk directly to the children in their care, either as a regular part of their day, or following visits to farms that may provide raw milk.

Legislation states that raw milk may only be sold directly to consumers by registered milk production holdings authorised to produce and sell raw milk. Schools, nurseries and childminders are reminded that they are prohibited from providing raw milk to children within their care, irrespective of whether parental consent has been provided.

Most milk and cream sold and consumed in UK is pasteurised. Pasteurisation is a process of heat treatment intended to kill bacteria and prevent food poisoning. If milk is unpasteurised, it is often called raw milk. Unpasteurised or 'raw' milk and 'raw' cream may contain harmful bacteria that cause food poisoning, including *Campylobacter*, *Salmonella* and *Escherichia coli*.

Infants and children are specifically advised not to consume unpasteurised milk and cream as they are particularly vulnerable to food poisoning^{i,ii}. *Escherichia coli* in particular has the potential to cause severe, life threatening illness in young childrenⁱⁱⁱ.

While it is important for children to understand where their food comes from, and outdoor activities & visits to farms can contribute to this, teachers and carers need to be aware of the risks and measures they need to take to minimise them.^{iv}

If you have any further questions, please don't hesitate to contact the health protection team on the number above.

Yours Sincerely,



Mark McGivern
Consultant in Health Protection
Public Health England



Dr Sakthi Karunanithi MD MPH FFPH
Director of Public Health and Wellbeing
Lancashire County Council

ⁱ <http://onlinelibrary.wiley.com/doi/10.2903/j.efsa.2015.3940/abstract>

ⁱⁱ <https://www.food.gov.uk/business-industry/farmingfood/dairy-guidance/rawmilkcream>

ⁱⁱⁱ <https://www.gov.uk/government/collections/vero-cytotoxin-producing-escherichia-coli-vtec-guidance-data-and-analysis>

^{iv} https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/322846/Farm_visits_avoiding_infection.pdf

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 12

meeting date: 19 OCTOBER 2017
title: CAPITAL MONITORING 2017/18
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

1.1 To provide this Committee with information relating to the progress of the approved 2017/18 capital programme, for the period to the end of August 2017.

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 Two new schemes for this Committee, totalling £211,000, were approved by the Policy and Finance Committee and Full Council at their meetings in February 2017.

2.2 Since approval of the budget for this Committee it was confirmed that the Disabled Facilities Grants (DFGs) funding for 2017/18 was £297,106. The DFGs scheme budget was initially set at £161,000 on the basis that this would be changed to reflect the DFGs funding that was received. Therefore, the DFGs original estimate was confirmed as £297,110 and this Committee's original estimate capital programme was increased by the difference of £136,110 to £347,110.

2.3 In addition to the original estimate, the following changes have been made so far in 2017/18:

- The Clitheroe Market Improvements scheme, totalling £175,000, was put on hold in 2016/17 and the scheme budget was moved from 2016/17 to the 2017/18 capital programme.
- Not all planned capital budgets for 2016/17 were spent on three schemes. The unspent balance of this, £210,190, is known as slippage. This slippage has been transferred into the 2017/18 capital programme budget.
- A new scheme, Remaining Share of Alma Place Property, with a budget of £26,670, was approved to be added to the 2017/18 capital programme in June 2017.
- Additional Affordable Warmth – Capital Grants ring-fenced funding was received from Lancashire County Council in-year. This has increased the budget for that scheme by £10,250, as reported to this Committee on 7 September 2017.

2.4 As a result of the above, the total approved budget for this Committee's capital programme of five schemes is £769,220. This is shown at Annex 1.

3 CAPITAL MONITORING 2017/18

3.1 The table below summarises this Committee's capital programme budget, expenditure to date and variance, as at the end of August 2017. Annex 1 shows the full capital programme by scheme. Annex 2 shows scheme details, financial information and budget holder comments to date for each scheme.

BUDGET					EXPENDITURE	
Original Estimate 2017/18 £	Budget Moved from 2016/17 £	Slippage from 2016/17 £	Additional Approvals 2017/18 £	Total Approved Budget 2017/18 £	Actual Expenditure and Commitments as at end of August 2017 £	Variance as at end of August 2017 £
347,110	175,000	210,190	36,920	769,220	131,693	-637,527

3.2 At the end of August 2017 £131,693 had been spent or committed. This is only 17.1% of the annual capital programme budget for this Committee.

3.3 The Remaining Share of Alma Place Property scheme has been completed and spend on the Affordable Warmth – Capital Grants scheme is in line with the current budget available.

3.4 The main reasons for the underspend on the full year budget to date are:

- **Disabled Facilities Grants (-£391,506):** Committed expenditure at the end of August 2017 was £75,734, based on six schemes approved prior to this financial year and nine schemes approved so far in 2017/18. There are a further seventeen applications awaiting approval and six applications working towards approval following recommendation referrals received from Occupational Therapists. All these schemes can be funded from the remaining 2017/18 budget.

Further applications are expected in-year and we have seen an increase in referrals now that Lancashire County Council have appointed additional Occupational Therapists, but the budget may not be fully committed in-year, based on the level of applications received to date against the level of funding received from DCLG this year and the high level of slippage carried forward from 2016/17.

More applications will be received if we get confirmation that the Council's new "DFG adaptations grants" and "provision to allow a discretionary grant above the current DFG maximum" proposed schemes meet the regulations for use of Disabled Facilities Grants monies.

- **Landlord/Tenant Grants (-£59,620):** One scheme for £15,900 has been completed, but there is a lower level of commitments against budget than expected because a previously proposed scheme is not currently able to go ahead. Housing officers are now encouraging new applications for schemes in-year. One potential application is being considered currently.
- **Clitheroe Market Improvements (-£175,000):** The scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme.

4 AFFORDABLE WARMTH – CAPITAL GRANTS 2017/18 FUNDING BID

4.1 Lancashire County Council have confirmed to Housing officers that the Council can bid for up to £21,684 of further Affordable Warmth – Capital Grants funding in 2017/18. This funding is ring-fenced for use on affordable warmth capital grants only. A bid is currently being prepared. We will report to the next Committee meeting on whether the bid has been successful or not. If it is successful, the additional funding will be added to the Affordable Warmth – Capital Grants scheme budget.

5 CONCLUSION

5.1 At the end of August 2017 £131,693 had been spent or committed. This is only 17.1% of the annual capital programme budget for this Committee.

5.2 The Remaining Share of Alma Place Property scheme has been completed.

5.3 Spend on the Affordable Warmth – Capital Grants scheme is in line with the current budget available.

5.4 The Disabled Facilities Grants budget may not be fully committed in-year, based on the level of applications received to date against the budget available.

5.5 The Landlord/Tenant Grants scheme has a lower level of commitments against budget because a previously proposed scheme is not currently able to go ahead. Housing officers are now encouraging new applications for schemes in-year.

5.6 The Clitheroe Market Improvements scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH11-17/AC/AC
4 October 2017

For further information please ask for Andrew Cook.

BACKGROUND PAPERS – None.

Health and Housing Committee – Capital Programme 2017/18

Cost Centre	Scheme	Original Estimate 2017/18 £	Budget Moved from 2016/17 £	Slippage from 2016/17 £	Additional Approvals 2017/18 £	Total Approved Budget 2017/18 £	Actual Expenditure and Commitments as at end of August 2017 £	Variance as at end of August 2017 £
CMIMP	Clitheroe Market Improvements	0	175,000	0	0	175,000	0	-175,000
DISCP	Disabled Facilities Grants	297,110	0	170,130	0	467,240	75,734	-391,506
LANGR	Landlord/Tenant Grants	50,000	0	25,520	0	75,520	15,900	-59,620
CWARM	Affordable Warmth – Capital Grants	0	0	14,540	10,250	24,790	13,392	-11,398
PURAP	Remaining Share of Alma Place Property	0	0	0	26,670	26,670	26,667	-3
	Total Health and Housing Committee	347,110	175,000	210,190	36,920	769,220	131,693	-637,527

Individual Scheme Details and Budget Holder Comments

Clitheroe Market Improvements

Service Area: Housing and Regeneration

Head of Service: Colin Hirst

Brief Description of the Scheme:

The Clitheroe Market Improvements scheme bid for 2016/17 was initially approved in 2015, before the separate market re-development scheme plans were announced. There is now no need to progress the Clitheroe Market Improvements scheme in its original format because the market re-development scheme aims to improve Clitheroe Market for the future.

The Clitheroe Market Improvements scheme remains in the capital programme for now, but the detail of the scheme will be reviewed to take into account and complement the way forward decided for the market re-development scheme.

Revenue Implications:

Not known at this stage.

Timescale for Completion:

Not known at this stage.

Capital Cost:

	£	Actual Expenditure and Commitments as at end of August 2017 £	Variance as at end of August 2017 £
Original Estimate 2017/18	0		
Budget Moved from 2016/17	175,000		
Total Approved Budget 2017/18	175,000	0	-175,000
ANTICIPATED TOTAL SCHEME COST	175,000		

Progress - Budget holder comments:

August/September 2017: No change - The Clitheroe Market Improvements scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme.

July 2017: No change - The Clitheroe Market Improvements scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme.

December 2016: The Clitheroe Market Improvements scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme.

September 2016: The Clitheroe Market Improvements scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme.

July 2016: No change to May 2016 comments.

May 2016: The Clitheroe Market Improvements scheme budget was initially approved in 2015, before the Clitheroe Market Development scheme plans were announced. The detail of the Clitheroe Market Improvements scheme will be reviewed to take into account and complement the final plans for the Clitheroe Market Development scheme. No expenditure will take place until that detail has been confirmed.

Individual Scheme Details and Budget Holder Comments

Disabled Facilities Grants

Service Area: Housing and Regeneration

Head of Service: Colin Hirst

Brief Description of the Scheme:

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

Revenue Implications:

Existing service – no change

Timescale for Completion:

The disabled facilities grant budget operates on a financial year basis, April to March each year.

Capital Cost:

	£	Actual Expenditure and Commitments as at end of August 2017 £	Variance as at end of August 2017 £
Original Estimate 2017/18	297,110		
Slippage from 2016/17	170,130		
Total Approved Budget 2017/18	467,240	75,734	-391,506
ANTICIPATED TOTAL SCHEME COST	467,240		

Progress - Budget Holder Comments

August/September 2017: Committed expenditure at the end of August 2017 was £75,734, based on six schemes approved prior to this financial year and nine schemes approved so far in 2017/18. There are a further seventeen applications awaiting approval and six applications working towards approval following recommendation referrals received from Occupational Therapists. All these schemes can be funded from the remaining 2017/18 budget.

Further applications are expected in-year and we have seen an increase in referrals now that Lancashire County Council have appointed additional Occupational Therapists, but the budget may not be fully committed in-year, based on the level of applications received to date against the level of funding received from DCLG this year and the high level of slippage carried forward from 2016/17. More applications will be received if we get confirmation that the Council's new "DFG adaptations grants" and "provision to allow a discretionary grant above the current DFG maximum" proposed schemes meet the regulations for use of Disabled Facilities Grants monies.

July 2017: Committed expenditure at the end of July 2017 was £65,664, based on six schemes approved prior to this financial year and eight schemes approved so far in 2017/18. There are a further eleven applications awaiting approval and three applications working towards approval following recommendation referrals received from Occupational Therapists. All these schemes can be funded from the remaining 2017/18 budget. Further applications are expected in-year but the budget is unlikely to be fully committed in-year, based on the level of applications received to date against the level of funding received from DCLG this year and the high level of slippage carried forward from 2016/17.

There may be an increase in schemes approved and completed in-year as a result of the following:

- *There are two large schemes being considered by Occupational Therapists currently and it is hoped that these may be recommended, approved and delivered as soon as possible.*
- *Lancashire County Council have now appointed additional Occupational Therapists (there are now four in post in East Lancashire). This may drive an increase in applications.*
- *If we get confirmation that the Council's new "DFG adaptations grants" and "provision to allow a discretionary grant above the current DFG maximum" proposed schemes meet the DCLG regulations for use of DFG monies, then more eligible applications will be received.*

Individual Scheme Details and Budget Holder Comments

Landlord/Tenant Grants

Service Area: Housing and Regeneration

Head of Service: Colin Hirst

Brief Description of the Scheme:

The scheme match funds a landlord's investment in a property in return for an affordable rental property. Conditions of the grant are nomination rights and a set rent level in line with LHA. The scheme is crucial for move on accommodation for families in the hostel as the social housing waiting list is so long. The scheme is also used to bring empty properties back into use.

Revenue Implications:

Existing service – no change

Timescale for Completion:

The grant budget operates on a financial year basis, April to March each year.

Capital Cost:

	£	Actual Expenditure and Commitments as at end of August 2017 £	Variance as at end of August 2017 £
Original Estimate 2017/18	50,000		
Slippage from 2016/17	25,520		
Total Approved Budget 2017/18	75,520	15,900	-59,620
ANTICIPATED TOTAL SCHEME COST	75,520		

Progress - Budget Holder Comments

August/September 2017: One scheme for £15,900 has been completed. Housing officers are now encouraging new applications for schemes in-year and one potential application is being considered currently.

July 2017: One scheme for £15,900 was approved at the end of July 2017 and there was one other potential application in the pipeline. However, the low level of commitments against budget is due to a combined three property application for £47,700 failing to gain planning approval, so this scheme is unlikely to go ahead in 2017/18. Housing officers will now encourage applications for smaller schemes in-year.

Individual Scheme Details and Budget Holder Comments

Affordable Warmth – Capital Grants

Service Area: Housing and Regeneration

Head of Service: Colin Hirst

Brief Description of the Scheme:

A grant scheme funded by Lancashire County Council in 2016/17, to allow the Council to provide sustainable heating and insulation grants to eligible applicants. The funding provided can only be spent for this purpose. Further funding is expected in 2017/18.

Revenue Implications:

None

Timescale for Completion

Throughout the financial year – April to March

Capital Cost:

	£	Actual Expenditure and Commitments as at end of August 2017 £	Variance as at end of August 2017 £
Original Estimate 2017/18	0		
Slippage from 2016/17	14,540		
Additional Approval 2017/18	10,250		
Total Approved Budget 2017/18	24,790	13,392	-11,398
ANTICIPATED TOTAL SCHEME COST	24,790		

Progress - Budget holder comments:

August/September 2017: Committed expenditure at the end of August 2017 was £13,392, based on six grants approved in 2016/17 and nine grants approved so far in 2017/18. The additional Affordable Warmth – Capital Grants funding from Lancashire County Council has been received. This has increased the budget to £24,790, as reported to Health and Housing Committee on 7 September 2017.

Note - Lancashire County Council have also confirmed that the Council can bid for £21,684 of further Affordable Warmth – Capital Grants funding in 2017/18. A bid is currently being prepared.

July 2017: Committed expenditure at the end of July 2017 was £11,985, based on six grants approved in 2016/17 and eight grants approved so far in 2017/18. The initial budget, based on slippage from 2016/17, is highly likely to be spent in-year.

Note - Lancashire County Council have paid the Council a further £10,251 of 2016/17 Affordable Warmth – Capital grant monies in 2017/18. This is money that the Council was unable to claim in 2016/17 under the original rules of the scheme. The Council can use this for further affordable warmth grant payments in 2017/18, subject to budget approval by Committee.

Individual Scheme Details and Budget Holder Comments

Remaining Share of Alma Place Property

Service Area: Housing and Regeneration
Head of Service: Colin Hirst

Brief Description of the Scheme:

To complete the purchase of the leasehold on a one bedroom flat, 16 Alma Place, to be used as accommodation to help the Council discharge its homelessness duty. The property can be used as move-on accommodation which is let under licence and aimed at single people under 35. The Council already owns two thirds of the leasehold for this property, so is purchasing the remaining one third share.

Revenue Implications:

Initial enabling works and purchases – to be funded by DCLG Single Homelessness Initiative and Flexible Homelessness Support grants.

On-going costs planned to be covered by rental income each year.

Timescale for Completion:

Summer 2017

Capital Cost:

	£	Actual Expenditure and Commitments as at end of August 2017 £	Variance as at end of August 2017 £
Original Estimate 2017/18	0		
Additional Approval 2017/18	26,670		
Total Approved Budget 2017/18	26,670	26,667	-3
ANTICIPATED TOTAL SCHEME COST	26,670		

Progress - Budget holder comments:

July 2017: Scheme complete - The purchase of the remaining share of the leasehold for the property was completed on 19 July 2017.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 13

meeting date: 19 OCTOBER 2017
 title: REVENUE MONITORING 2017/18
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

1 PURPOSE

1.1 To provide this Committee with information relating to the progress of the 2017/18 revenue budget, as at the end of August 2017.

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, whilst ensuring the Council provides council tax payers with value for money.
- Other Considerations – none identified.

2 REVENUE MONITORING 2017/18

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate budget for the period April 2017 to August 2017. You will see an overall underspend of £3,547 on the net cost of services, as at the end of August 2017. After allowing for transfers to and from earmarked reserves, there is an overspend of £35,087. Please note that underspends and additional income are denoted by figures with a minus symbol.

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £	
APLAC	Alma Place Unit	5,170	5,170	4,717	-453	G
AWARM	Affordable Warmth	0	0	250	250	G
CLAIR	Clean Air	2,810	702	200	-502	G
CLAND	Contaminated Land	8,990	0	0	0	G
CLCEM	Clitheroe Cemetery	59,950	8,879	5,728	-3,151	A
CLMKT	Clitheroe Market	-46,220	-93,219	-102,307	-9,088	R
COMNL	Common Land	2,360	277	467	190	G
CTBEN	Localised Council Tax Support Admin	111,770	-19,649	-21,437	-1,788	G
DOGWD	Dog Warden & Pest Control	98,840	3,855	3,548	-307	G

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £	
ENVHT	Environmental Health Services	293,200	-2,483	-1,982	501	G
HGBEN	Housing Benefits	128,770	343,457	396,581	53,124	R
HOMEE	Home Energy Conservation	13,170	173	0	-173	G
HOMES	Homelessness Strategy	72,000	-4,152	-32,465	-28,313	R
HSASS	Housing Associations	6,670	215	830	615	G
HSTRA	Housing Strategy	51,880	6,475	5,598	-877	G
IMPGR	Improvement Grants	73,670	-2,695	-930	1,765	G
JARMS	Joiners Arms	25,710	6,982	-6,967	-13,949	R
SHARE	Shared Ownership Rents	-1,230	-1,230	-1,227	3	G
SUPPE	Supporting People	11,880	1,160	0	-1,160	G
UCRED	Universal Credit	9,400	0	-234	-234	G
Total Health and Housing Committee		928,790	253,917	250,370	-3,547	
Transfers to/(from) Earmarked Reserves						
Government Housing Grants Reserve - Prevention of Rough Sleeping		-130	0	0	0	
Government Housing Grants Reserve - Single Homelessness Initiative Support Grant		-1,450	-1,450	-1,450	0	
Government Housing Grants Reserve - Flexible Homelessness Support Grant		0	0	26,280	26,280	
Equipment Reserve - Joiners Arms Furniture Sinking Fund		0	0	12,604	12,604	
Equipment Reserve - Local Council Tax Support s31 New Burdens Funding		-2,800	-2,800	-2,800	0	
Equipment Reserve - Dog Control Order Signs		0	0	-250	-250	
Total after transfers to/(from) Earmarked Reserves		924,410	249,667	284,754	35,087	

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

2.2 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.

2.3 The main variances between budget and actuals on individual budget codes within cost centres have also been highlighted and explained, as follows:

- Red budget code variances (£5,000 or more) are shown with the budget holder's comments and agreed actions in Annex 1.
- Amber budget code variances (£2,000 to £4,999) are shown with the budget holder's comments in Annex 2.

2.4 The main reasons for the £35,087 overspend to the end of August 2017, after transfers to and from earmarked reserves, are as follows:

- **Housing Benefits Rent Allowance payments and grant (+£69,481):** Rent Allowance payments to date are £33,337 higher than anticipated at Original Estimate, after adjusting for recovery of housing benefits overpayments to date. Also, Rent Allowance grant subsidy income is £36,144 lower than anticipated when the Original Estimate budget was prepared. The lower income received is in line with estimates prepared for 2017/18 DWP Initial Estimate grant purposes.

In practice, any higher Rent Allowance payments made in year will be reflected in more Rent Allowance subsidy grant income claimed from the DWP at year-end, as Rent Allowance payments are broadly funded by subsidy received, after adjusting for recovery of housing benefits overpayments and non-cash transactions. This means there is no significant Rent Allowance overspend in practice, at this stage.

- **Housing Benefits administration funding (-£11,000):** Additional funding received in-year from the DWP that was not anticipated at Original Estimate, covering Right Benefit Initiative, Discretionary Housing Payments administration and Implementing Benefit Cap Changes. This additional funding will be taken to General Fund balances at year-end, unless spent on relevant areas in-year.
- **Housing Benefits Discretionary Housing Payments funding (-£4,293):** Actual Discretionary Housing Payments grant funding is higher than estimated at Original Estimate, because the Council was not notified of the yearly funding level until after the budget was set. The budget will be updated at Revised Estimate stage to reflect this additional income and it is likely that more discretionary housing payments will be made in-year, given the increased funding.
- **Clitheroe Market increased income and other underspends (-£9,088):** Cabins income is £4,820 higher than budgeted for because occupancy levels to date are higher than estimated. In addition, there is increased income from market special events and underspends to date in areas such as repairs and utilities costs. Note - Actual cabin income to date includes all cabins income invoiced for the full year in April 2017, so if any cabin holder leaves in-year the cabins income will drop if there is a vacant period for that cabin.

2.5 Other points to note from the variance review are as follows:

- The Joiners Arms repairs and maintenance overspend to date, +£4,445, will not rectify itself in-year. This is because further costs have been incurred in September 2017, mainly on additional fire safety work, so the amount spent so far this year is already higher than the full year's budget. Further works will also be required during the rest of 2017/18. Therefore, this Committee are requested to approve a Supplementary Estimate budget for additional fire safety and extractor fan work, financed from the Repairs and Maintenance earmarked reserve, in a separate report elsewhere on this agenda. Further to this, the repairs and maintenance budget will be updated for other repairs overspends at Revised Estimate stage
- Environmental Health Private Water Samples reduced income, +£3,697, may be difficult to catch up across the rest of the financial year. The Environmental Health team will review work plans to see if more staff resources can be put into private water risk assessments and sampling for the rest of the year to minimise the reduction in income received so far. This is dependent on this Committee approving the Council's approach to incorporating RADON risk in the new risk assessment round, as set down in a separate report elsewhere on this agenda.
- The DCLG Flexible Homelessness Support Grant and Joiners Arms Furniture Sinking Fund additional income received will be set aside in earmarked reserves at year-end, unless spent on relevant areas in-year.

3 CONCLUSION

3.1 The comparison between actual expenditure and budget for this Committee at the end of August 2017 shows an overspend to date of £35,087, after allowing for transfers to and from earmarked reserves.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH10-17/AC/AC
3 October 2017

BACKGROUND PAPERS: None

For further information please ask for Andrew Cook

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year £	Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HOMES/8759z	Homelessness Strategy/DCLG - Flexible Homelessness Support Grant	-13,720	-13,720	-40,000	-26,280	R	DCLG Flexible Homelessness Support Grant received from DCLG for 2017/18, which was not known about when the 2017/18 Original Estimate was set. Some of this grant has already been used to fund enabling works at the new Alma Place homelessness unit and fire safety work at Joiners Arms.	<p>These funds will be used to support relevant homelessness prevention spend in-year. For example, an amount will be used to cover the difference between rent rebates paid on behalf of people in Joiners Arms by the Council and the reduced housing benefits subsidy levels that can be claimed by the Council to support these payments, following a change in DWP benefits rules from 1 April 2017.</p> <p>Any unspent amounts at year-end will be set aside in earmarked reserves. The budget will be updated for this at Revised Estimate.</p>

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year £	Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
JARMS/8605z	Joiners Arms/Other Income	0	0	-12,644	-12,644	R	Mainly due to £12,604 received from Ribble Valley Homes for the Furniture Sinking Fund, when management of Joiners Arms transferred to the Council. It is for purchasing of basic furniture and equipment at Joiners Arms and is a reserve.	The budget will be updated for this and a process will be put in place re how we spend this fund and top up the fund at Revised Estimate. Any unspent amounts at year-end will be set aside in earmarked reserves.
JARMS/8802u	Joiners Arms/Dwelling Rents	-17,100	-7,129	-13,277	-6,148	R	This is due to: - Occupancy at Joiners Arms being higher than expected for the year to date; and - Both rent and service charge income is included in this code to date. The reduced income on the Service Charges budget (see JARMS/8615z below) partly offsets the increased income included here. The rent and service charge income to date is £1,273 higher than the combined budgets for dwelling rents and service charges. However, income can fluctuate within Joiners Arms throughout the year, due to the demand-led and short-term nature of the tenancies.	The budget will be updated for this at Revised Estimate stage.

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year £	Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HGBEN/8758z	Housing Benefits/DWP - Right Benefit Initiative	0	0	-5,000	-5,000	R	This is additional DWP funding for Right Benefit Initiative work in-year that was not anticipated at Original Estimate. This income is to fund additional RTIs referrals work that the Council will undertake in-year.	The budget will be updated at Revised Estimate stage to reflect this income.
HGBEN/4652	Housing Benefits/Rent Allowance Payments	6,626,900	3,167,657	3,200,994	33,337	R	Rent Allowance payments to date are slightly higher than anticipated at Original Estimate, after adjusting for recovery of housing benefits overpayments to date. Any higher payments at year-end will be reflected in more Rent Allowance subsidy grant income received at year-end, as expenditure is broadly funded by subsidy received (see HGBEN/8002z below). This means there is no significant overspend in practice, at this stage.	Budget to be amended at Revised Estimate, in line with the Mid-Year Estimate claim prepared for DWP grant purposes.

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year £	Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HGBEN/8002z	Housing Benefits/Rent Allowances Grant	-6,662,760	-2,777,704	-2,741,560	36,144	R	Rent Allowance grant subsidy income is lower than anticipated when the Original Estimate budget was prepared. The reduced income is in line with estimates prepared for 2017/18 DWP Initial Estimate grant purposes. The level of subsidy received at year-end will broadly cover the Rent Allowance payments made in-year (see HGBEN/4652 above). This means there is no significant overspend in practice, at this stage.	Budget to be amended at Revised Estimate, in line with the Mid-Year Estimate claim prepared for DWP grant purposes.

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year £	Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £		Reason for Variance
CLMKT/8824n	Clitheroe Market/Cabins	-99,290	-99,290	-104,110	-4,820	A	Cabins income is higher than budgeted for because occupancy levels to date are higher than estimated. Note - The actual includes all cabins income invoiced for the full year in April 2017, so if any cabin holder leaves in-year, then the cabins income will drop if there is a vacant period for that cabin.
HGBEN/8060z	Housing Benefits/DWP - Discretionary Housing Payments Income	-33,750	-11,253	-15,546	-4,293	A	Actual Discretionary Housing Payments grant funding is higher than estimated at Original Estimate, because the Council was not notified of the yearly funding level until after the budget was set. The budget will be updated at Revised Estimate stage to reflect this additional income.
CLCEM/5056	Clitheroe Cemetery/Grounds Maintenance	50,640	21,111	17,428	-3,683	A	Less work by the Grounds Maintenance team to date, compared to budget. This will be partly due to less interments than expected.
HGBEN/8765Z	Housing Benefits/DWP - Discretionary Housing Payment Administration	0	0	-3,592	-3,592	A	This is additional funding received in-year, that was not anticipated at Original Estimate, to reflect the burden on the Council of administering Discretionary Housing Payments in-year. The budget will be updated at Revised Estimate stage to reflect this income.
HGBEN/8026z	Housing Benefits/DWP - LA Data Sharing (LADS) IT Costs	0	0	-3,133	-3,133	A	Additional funding from the DWP to pay for one-off expenditure on revenue system updates to support local authority IT data sharing with the DWP (see HGBEN/2809 below). It was not anticipated at Original Estimate stage. The budget will be updated at Revised Estimate stage to reflect this income.

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year £	Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £		Reason for Variance
HGBEN/8690z	Housing Benefits/DWP - Implementing Benefit Cap Changes	0	0	-2,408	-2,408	A	This is additional funding received in-year, that was not anticipated at Original Estimate, to reflect the work the Council will do to implement the benefit cap changes. The budget will be updated at Revised Estimate stage to reflect this income.
CLCEM/8441u	Clitheroe Cemetery/Interment Fees	-20,160	-8,401	-5,456	2,945	A	Lower interments income than anticipated, due to the normal year-on-year variations in the numbers of interments. The budget will be updated at Revised Estimate stage to reflect this change in income levels.
HGBEN/2809	Housing Benefits/Non Recurring Purchases of Equipment etc	0	0	3,133	3,133	A	Unbudgeted one-off expenditure for revenue system updates to support local authority IT data sharing with the DWP. It was not anticipated at Original Estimate stage. It was requested by and was fully funded by the DWP in-year (see HGBEN/8026z above). The budget will be updated at Revised Estimate stage to reflect this expenditure.

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year £	Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £		Reason for Variance
ENVHT/ 8417u	Environmental Health Services/Private Water Samples	-9,000	-3,755	-58	3,697	A	<p>No risk assessments have been carried out on the new risk assessment round so far this year, mainly because the approach to incorporating RADON risk has still to be decided. This has also meant no monitoring visits/samples carried out to date. This lost income may be difficult to catch up across the rest of the financial year.</p> <p>A separate report elsewhere on this agenda will request this Committee to approve the Council's approach to incorporating RADON risk in the new risk assessment round. If approved, the Environmental Health team will review work plans to see if more staff resources can be put into private water risk assessments and sampling for the rest of the year to catch up on testing and minimise the reduction in income received in-year.</p> <p>The budget will be updated at Revised Estimate to reflect the latest work plans.</p>
HGBEN/ 8007z	Housing Benefits/HRA Rent Rebate Grant	-31,000	-12,923	-8,795	4,128	A	<p>Rent Rebate grant subsidy income is lower than anticipated when the Original Estimate budget was prepared. The reduced income is in line with estimates prepared for 2017/18 DWP Initial Estimate grant purposes. The budget will be updated at Revised Estimate, in line with the Mid-Year Estimate claim prepared for DWP grant purposes.</p>

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year £	Budget to the end of August 2017 £	Actual including Commitments to the end of August 2017 £	Variance £		Reason for Variance
JARMS/2402	Joiners Arms/Repair & Maintenance - Buildings	17,880	7,226	11,671	4,445	A	<p>The repairs budget for Joiners Arms was a broad estimate as this is the first year of the Council taking back the management of the unit. More repairs and enabling works than expected have been required to date in essential areas such as additional fire safety and compartmentalisation work, updating of all fire alarm equipment, cutting off the gas supply and re-tarmacing the external areas around the building. Further costs have also been incurred in September to date, mainly on additional fire safety work, so the amount spent in-year so far is higher than the full year repairs budget. Further works will also be required in-year.</p> <p>This Committee are requested to approve a Supplementary Estimate budget for additional fire safety and extractor fan work in a separate report elsewhere on this agenda. The additional budget will be financed from funds set aside in the Repairs and Maintenance earmarked reserve.</p> <p>In addition, this budget will be updated for any further areas of repairs overspends at Revised Estimate stage, along with the overall Joiners Arms budget position and the overall Repairs & Maintenance budgets for all Council properties.</p>
JARMS/8615z	Joiners Arms/Service Charges	-11,700	-4,875	0	4,875	A	<p>Service Charges income is all accounted for in the Dwelling Rents code (see JARMS/8802u above). The budget will be updated for this at Revised Estimate stage.</p>

HEALTH & WELLBEING PARTNERSHIP

Meeting Date: Monday, 2 October 2017 at 4.00pm

PRESENT:	Councillor B Hilton – Chairman	Colin Hirst
	Councillor S Bibby	Joseph Hildred
	Councillor S Brunskill	
	Councillor M Fenton	
	Phil Mileham	

	AGENDA ITEM	ACTION
1	<p><u>Apologies</u></p> <p>Apologies were received from Councillors R Newmark and M Robinson, Marshal Scott, Dianne Hartley (LCC) and K Hamer.</p>	
2	<p><u>Minutes</u></p> <p>The minutes of the meeting held 6 July 2017 were approved as a true record.</p>	
3	<p><u>Matters Arising</u></p> <p>a) It was agreed that the draft Lancashire Health and Wellbeing Strategy be distributed to Members electronically.</p> <p>b) Joseph produced and distributed copies of the booklet produced for the Health and Wellbeing Showcase and wider events on healthy living in the Ribble Valley, identifying how the Council supports health and wellbeing in the community. There was discussion on inclusion of certain emergency contact details (noting that there can be different approaches in different CCGs), appropriate publicity and distribution, and the font size for future print runs.</p>	
4	<p><u>Update on the Lancashire Health and Wellbeing Board</u></p> <p>Bridget reported on the meeting of the Lancashire Health and Wellbeing Board held in early September 2017, at which a number of high powered issues had been considered.</p> <p>She reported specifically on the improvement in better care funding which had been increased in 2017 to £122m and £235m in 2018. This in turn had increased the amounts available to district Councils for disabled facility grants. She explained the impact of delayed discharge from hospital and the penalties that could arise. Issues had arisen in the past due to a shortage of occupational therapists, but it was hoped that this situation may improve following the recruitment of four occupational therapists for Hyndburn and Ribble Valley. The increase in funding was for three years, ending in 2020.</p> <p>Lancashire County Council had introduced intensive care teams, who can visit patients for up to 3/4 times daily following discharge from hospital for a period of up to five days. Bridget reported that these teams had been appointed and were in place across Lancashire.</p>	

	<p>Bridget further reported on the preparation of the Lancashire County Council Adult Social Care Winter Plan to reflect the services in place and the social care planning and response to winter pressures.</p> <p>Bridget also requested that a summary, prepared by SAKTHI of the poor health outcomes in Lancashire as at August 2017, be circulated.</p>	
5	<p><u>Update on the Lancashire County Council Health Scrutiny Committee</u></p> <p>Bridget reported the most recent meeting had concentrated on the sustainability transformation plans. The STP Board was not in fact a statutory body but the organisations within it were statutory. A refresh of the STP was to take place, without providers being on the board, for which non-executive directors were sought. This would be led by Dr Amanda Doyle. This would not conflict with the Health and Wellbeing Board.</p> <p>Issues to be addressed included life expectancy, the impact of poverty on health, recruitment problems in the NHS, financial resources and the nature of demands attempting to change the focus from the NHS to self-sustaining care.</p>	
6	<p><u>Feedback on Lancashire County Council's Childrens Services Scrutiny Committee</u></p> <p>Stella reported, that due to changes at LCC, local children's partnerships were to be dissolved. Further clarification was to be sought from Mark Beveridge who chairs the Board for Hyndburn, Ribble Valley and Rossendale. Stella outlined the agenda items from the two meetings of the Scrutiny Committee that she had attended, and explained that the system does not seem to be cohesive. At local level, issues included a lack of formal arrangements for contact by LCC with young people (it had been reported that in one area the traffic warden was the main point of contact), and a downturn in the voluntary sector (possibly with the enhancement of CRB/DBS requirements). Use of community centres need to be enhanced. Youth Council input had highlighted concerns regarding mental health, sexual health issues, a lack of places for young people to go (eg youth clubs) and the cost for young people being a barrier to access to youth provision.</p>	
7	<p><u>Update on Older Peoples Champions Work</u></p> <p>Sue reported on the focus on addressing loneliness and isolation for all ages, with young people being encouraged to meet and support older people and the establishment of meeting places for older people. There had been an initiative by the late Jo Cox MP, with her friends and colleagues promoting the ongoing work through a parliamentary commission.</p> <p>Sue also highlighted the work of Silverline, the service set up as a follow up to Childline – to provide support for older people. Help and company could be available through 30 minute regular telephone chats on a weekly basis and through a penpal scheme.</p> <p>Sue also briefly reported on networking with schools, churches and supermarkets in relation to dementia. Champions were needed to deliver appropriate sessions.</p>	

8	<p><u>Primary Care Home Model and Update on a Ribblesdale Community Partnership</u></p> <p>Phil reported on the progress of a Ribblesdale Community Partnership in the 9 or so months since it was established. A core group had been formed, and the partnership was gathering momentum. Issues which had been identified for addresses locally included problems of dementia and loneliness and the frail elderly. There was a large gap in relation to mental health provision, and Lancashire Care Foundation Trust were invited to the next meeting. Locally, sexual health services had been withdrawn and Inspire were no longer in Clitheroe for drugs and alcohol support.</p> <p>The partnership had received a presentation from Paul Gott on the Community Navigator Service, which had similarities with the CVS, but provided support and signposting.</p> <p>A public and staff survey had been conducted. Although there was a low response rate, results had been helpful in identifying the public perception of a lack of local services. It was intended to extend the survey by a Vox Pop in the town centre.</p> <p>The Primary Care Home model was a national model to encourage groups of GP practices to work in collaboration as a network, in developing projects and training rather than working in isolation.</p>	
8	<p><u>Other Business</u></p> <ul style="list-style-type: none"> • Local Delivery Plan – Joseph reported that this could be the natural success of the Health Audit, and he and Colin would liaise on this. • It was suggested that Paul Gott (of the Community Navigator Service) present to a future meeting. • Arising out of the Lancashire County Council winter plan, there was discussion of employers paying for their staff to receive flu vaccinations. • There was consideration of a health workshop to inform Councillors – possibly in the New Year – and the possibility that SAKTHI might present at such an event. 	
9	<p><u>Date of Next Meeting</u></p> <p>The dates of future meetings, likely to be in late November 2017, January 2018 and February/March 2018 will be circulated.</p>	
	<p>The meeting closed at 6.08pm.</p>	