

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **COMMUNITY SERVICES COMMITTEE** is at **6.30pm** on **TUESDAY, 30 OCTOBER 2018** in the **TOWN HALL, CHURCH STREET, CLITHEROE.**

I do hope you will be there.

Yours sincerely

CHIEF EXECUTIVE

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

AGENDA

Part I – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. Minutes of the meeting held on 4 September 2018 – copy enclosed.
3. Declarations of Pecuniary and Non-Pecuniary Interests (if any).
4. Public participation (if any).

DECISION ITEMS

- ✓ 5. Food Festival – report of Director of Community Services – copy enclosed.
- ✓ 6. Roefield Artificial Grass Pitch Proposal – report of Director of Community Services – copy enclosed.
- ✓ 7. The Future of Bring Sites – report of Director of Community Services – 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.

INFORMATION ITEMS

- ✓ 10. Capital Monitoring 2018-19 – report of Director of Resources – copy enclosed.
- ✓ 11. Revenue Monitoring 2018-19 – report of Director of Resources – copy enclosed.
- ✓ 12. Up and Active – report of Director of Community Services – copy enclosed.
- ✓ 13. General Report – report of Director of Community Services – copy enclosed.
- 14. Reports from Representatives on Outside Bodies (if any).

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

None.

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No

meeting date: 30 OCTOBER 2018
title: CLITHEROE FOOD FESTIVAL 2019
submitted by: DIRECTOR OF COMMUNITY
principal author: MARK BEVERIDGE

1 PURPOSE

1.1 To provide an update on how this year's event performed and seek a view regarding the Council's support for the 2019 event.

1.2 Relevance to the Council's ambitions and priorities:

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

2 BACKGROUND

2.1 The Council approved the 2018 Food Festival by members following receipt of a report to this committee at your meeting in January 2018 (minute 486; 04.01.18).

2.2 This Committee agreed to the proposals for previous events based on the condition that the Council would take the lead in organising the event, control the budget and that any future financial concerns were brought back to this committee for consideration.

3 THE 2018 FOOD FESTIVAL

3.1 The Council had sole responsibility for the 2018 event, following the disbandment of the Food Festival Company Ltd. The event was organised by Council officers and with help from staff who worked on the day, undertaking various roles, volunteers, plus the casual appointment of a previous employee.

3.2 The event was again very popular with both traders who attended and the public. However, some issues highlighted on the day by businesses in the town will need addressing for future editions. This year some new initiatives were tried; more street entertainers were booked, these were on a roving basis and were well received. We hired deck chairs to try to address the seating issue that has proved troublesome to find a suitable solution. In addition, an extra music area was provided. All seem to be well received.

3.3 For the event to be more than simply a very large market and to add to the atmosphere on the day, the use of street entertainers and music was seen to be important. This is an area that will need to develop for future editions and will require suitable budget provision.

3.4 The Clitheroe Food Festival contributes to our promotion of the area as a tourist destination and in our economic development role. Although there is limited hard evidence to support the economic impact of the event on the town. For some in the local business community it is a boom day and for others possibly one of their quietest of the year.

4 ISSUES

- 4.1 The amount of sponsorship attracted by the festival has fallen over the past 4 years. In 2015 - £27,900, 2016 - £19,500 and 2017 - £12,500, 2018 - £8,500, and although some sponsorship was achieved this year, it is far from guaranteed next year. The demands of sponsors does require time to satisfy, unsurprisingly they require different things in return for their funding. The sponsors were; Deli Solutions, Fort Vale Engineering, Bowland Brewery and Lloyd Colne BMW, each paying £2,000 and Ultraframe £500 for a stall space. For that sum, the principle sponsors received recognition in the paid advertising placed, banners, social media and media releases. Apart from Fort Vale, the rest were present on the day, Lloyd had some cars on display, Deli had a stand giving away produce and Bowland had their bus plus a bar.
- 4.2 The event despite large numbers of people attending will not generate sufficient income to cover the cost of staging it, simply because it is primarily a free to attend event. That has always been the case and there is no way to change it, other than securing a sponsor large enough that they cover the costs. In such a situation the Councils' role in delivery would be lost.
- 4.3 Other than sponsorship, income is generated from: stall holder fees, park and ride and selling tickets to attend demonstrations and food tastings. Some other festivals are able to charge for entry because they are in a closed area, such as a park or private land. The Clitheroe festival is held on the streets of the town. Whilst celebrity chefs have been used at some other ticketed events, Clitheroe would not be able to recoup the cost of buying one in for the day at a fee of upwards of £10k, unless a significant sponsor was prepared to support the event. The charge levied for a stall is in line with other similar events, therefore presents limited opportunity for increasing it much beyond inflation.
- 4.4 The true economic impacts of the event for the area are difficult to determine without a full study, the cost of which would be beyond the scope of the present Food Festival budget. Anecdotal evidence suggests that the festival gets visitors from further afield than the immediate areas, e.g. Manchester, Wales and Cumbria. However there is no reliable evidence to indicate the numbers from these areas. It is undoubtedly busy, how much more so than a normal Saturday shopping day is not possible to say. It is known that stall holders at the festival enjoy brisk trading and many end the day having sold out of the stock they bring.
- 4.5 For the past 2 years, the Council has organised the stallholders and layout, in addition to the logistics of staging the event. A previous employee agreed to help for this years' event on a casual basis and worked on this element. For the future, an in-house resource will need to be arranged or alternatively this will need to be bought from an external source.
- 4.6 The event is only one day, which both concentrates the attendance and limits the ability to spread the cost of staging it over two days. The reasons for staging it on one day are; the park and ride facility is only available to the event for a Saturday, the staff resources of the Council would be severely stretched to run it into a second day, without a greater input from external sources, security would be a significant issue with all the stalls set up with produce on the open street areas.
- 4.7 The marketing of the event was previously done externally, which cost £4,000 and the costs for advertising and printed material were an additional sum. This year the Council controlled all marketing/advertising spend and where it was spent. One magazine owner and a sponsor questioned the level of spend in the run up to the event, as they believed the amount of marketing was lower than in previous years, however both the amount spent on advertising and printed material was within broadly similar. The primary difference being the removal of previous fly posting

activity. The attendance overall for the 2018 event did not appear to be to be diminished by the approach taken to marketing this year by the Council.

5 FINANCIAL PERFORMANCE

5.1 The final outturn for the Clitheroe Food Festival 2018 showed a deficit of £2,660 (Annex 1). This is considerably better than the forecast position that was presented to you at your meeting in January 2018, which predicted a deficit position of £15,230 and was prepared on the basis of no sponsorship monies being received.

5.2 There are a number of items that are not specifically charged to the running of the food festival, which are otherwise absorbed, such as officer time and use of various council assets.

5.3 As was the case last year, the net cost of the event will be funded from the earmarked reserve that has created from past surpluses, the intention in previously setting these aside being to fund any deficits, should they occur.

5.4 The resulting position on the reserve is summarised in the table below, alongside the movements from last year and the originally forecast position for the 2018 festival.

	Outturn Position Clitheroe Food Festival 2017 £	Forecast Position Clitheroe Food Festival 2018 £	Outturn Position Clitheroe Food Festival 2018 £
Expenditure	44,425	37,180	35,265
Income	-36,248	-21,950	-32,605
Net Cost of the Event	8,177	15,230	2,660

Food Festival Earmarked Reserve			
Opening Balance	-25,913	-17,736	-17,736
Funding of Net Cost of the Event	8,177	15,230	2,660
Closing Balance	-17,736	-2,506	-15,076

5.5 The better than expected outturn position was largely as a result of the sponsorship income that was secured which was not budgeted for, and was all from organisations that had supported the event in past years. In addition, savings made on running the festival, compared to previous years, however these should not be relied on in future years because it takes staff away from their primary work role to help with the festival. There remains £15,137 in the earmarked reserve to fund future food festivals.

5.6 One of the considerations of this report is whether the council agrees to undertake the organisation of the food festival event in 2019. It is anticipated at this stage that such costs would be similar to those of this year, with an ongoing requirement for sponsors to mitigate the cost falling on council taxpayers.

5.7 Should committee agree to the council undertaking the organisation of the food festival event in 2019, detailed budgets will be considered in line the council's normal budget setting process.

5.2 The Council contributed significantly in kind support to the event through staff and resources. This would be case again for 2019. In addition a grant of £5,000 was given to the event from the economic development budget and it is anticipated that this will continue.

5.3 A budget has been proposed (appendix A), based on the Council fully staging the event. The budget shows an actual deficit of £2,660, for 2018. It is proposed that this is met from the earmarked reserve.

6 RISK ASSESSMENT

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

- Resources – In the event that no further sponsorship income is received towards the food festival, the council has financial resources available to support a further year of the festival. This is achievable by using past surpluses seen on the food festival that were set aside at the time to help support the running of the festival in any year when resources may be more scarce.

Should sponsorship be secured there may be resources available in the earmarked reserve for further years. Should members be supportive, the food festival could be mainstreamed within the council's overall budget and supported as part of the overall costs of council services. However, the running of the food festival has further impacts for the council than financial resources, with a sizeable amount of staff time being directed to the event.

- Technical, Environmental and Legal – The success of the event in attracting people to Clitheroe makes safety a constant challenge given the limited street space available within the town. The event extended the full length of King Street this year. Development of the Clitheroe market in the future will require significant revisions to the way the festival is run and it would be sensible to have dialogue with the business community before any decisions were taken on the future layout of the festival, due to the impact on the town.
- Political – None.
- Reputation – The 2018 Festival was a well-run event which enhances the Council's reputation, it received considerable media coverage and the general feedback from attendees was very positive.
- Equality and Diversity – The festival is located on the streets of the town and all areas are accessible. Demonstrations are located in accessible buildings.

7 CONCLUSION

7.1 The Clitheroe Food Festival continues to exist because the Borough Council provides the staff resources for it to continue. There has been no indication that any other body or the private sector wish to take on the logistical issues with staging the largest one-day event in the Borough. Although the work which the Council has undertaken to underwrite the festival and provide event management of it, has not always been recognised by those attending it.

- 7.2 Going forward as a wholly run Council event, it will be the largest single event the Council runs annually and is a large commitment in terms of staff and financial resources.
- 7.3 The only real alternative to the Council running the event is for Event Company to be engaged to run it on behalf of the Council. The costs of which could be as much as £25,000, but the Council would still have to foot the costs of staging the event, the event company would simply manage the process and provide some staff on the day to help organise and ensure the Festival was safely staged.

8. RECOMMENDED THAT COMMITTEE

- 8.1 Note the report and decide if the 2019 event should be staged in light of the information provided in this report.

MARK BEVERIDGE
HEAD OF CULTURAL & LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS – CFF File

ANNEX 1
Clitheroe Food Festival Budget and Outturn

Clitheroe Food Festival	Actual 2017 £	Original Estimate 2018 £	Actual* 2018 £
EXPENDITURE			
EMPLOYEE RELATED			
Staffing Costs Before, During and After the Event	5,124	6,080	6,944
<i>total employee related</i>	5,124	6,080	6,944
PREMISES RELATED			
Marquees, Stalls and Staging for Town Centre Entertainment	10,248	10,460	8,263
Demonstration Venues	960	980	900
Portable Toilets	475	480	475
Park and Ride Facilities	670	820	670
<i>total premises related</i>	12,353	12,740	10,308
TRANSPORT RELATED			
Park and Ride Coach Hire	1,700	1,730	1,820
Hire of Van	0	50	0
<i>total transport related</i>	1,700	1,780	1,820
SUPPLIES AND SERVICES			
Advertising and Promotions Online and in Print	4,155	3,820	4,034
Printed Leaflets and Posters	2,604	2,620	2,043
Film	0	0	0
Town Crier - To make proclamations in week prior to festival	160	0	0
Postage	77	80	167
Volunteer T-Shirts	201	200	0
Sponsored Banners (Cost of)	1,180	0	0
On Street Entertainment	1,050	1,070	2,165
Two Way Radios for on the Festival Day	435	440	480
First Aid Provision	1,325	1,350	1,568
Festival Site Security	1,835	2,000	1,628
Children's Workshops	1,570	0	0
The Mad Science Funstations	800	820	550
Refreshments	289	300	405
AA Signs within Clitheroe and Perimeter	1,173	1,200	1,284
Traffic Management Signage and Coning	1,946	1,990	1,606
Other Directional Boards/Signage	218	230	0
Competition Prizes and Associated Costs	122	120	0
Other Miscellaneous Items	1,635	340	265
<i>total supplies and services</i>	20,775	16,580	16,193
THIRD PARTY PAYMENTS			
Beats for Cancer 50% Share of Flag Income	473	0	0
Food Festival Marketing - Latitude Studios Limited	4,000	0	0
<i>total third party payments</i>	4,473	0	0

Clitheroe Food Festival	Actual 2017 £	Original Estimate 2018 £	Actual* 2018 £
<i>Total Gross Expenditure</i>	44,425	37,180	35,265
INCOME			
CUSTOMER AND CLIENT RECEIPTS			
Park and Ride Income	-4,201	-4,280	-4,140
Chargeable Events - Demos/Tastings	-639	-650	-432
Charges to Exhibitors	-11,783	-12,020	-14,358
Recharge to Clitheroe Festival of Food re Launch event	0	0	0
<i>total customer and client receipts</i>	-16,623	-16,950	-18,930
GRANTS REIMBURSEMENTS AND CONTRIBUTIONS			
Grant from Ribble Valley Borough Council	-5,000	-5,000	-5,000
Overs/Unders	0	0	75
Fair	0	0	-250
Sponsored Promotional Banners	-2,125	0	0
Total Sponsorship	-12,500	0	-8,500
<i>total grants reimbursements and contributions</i>	-19,625	-5,000	-13,675
<i>Total Gross Income</i>	-36,248	-21,950	-32,605
DEFICIT (to be funded from earmarked reserve)	8,177	15,230	2,660
Opening Balance on Earmarked Reserve	-25,913	-17,736	-17,736
DEFICIT (to be funded from earmarked reserve)	8,177	15,230	2,660
Closing Balance on Earmarked Reserve	-17,736	-2,506	-15,076

**Subject to final invoices being received for estimated value included above.*

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

DECISION

Agenda Item No.

meeting date: 30 OCTOBER 2018
title: ROEFIELD ARTIFICIAL GRASS PITCH PROPOSAL
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: MARK BEVERIDGE – HEAD OF CULTURAL AND LEISURE SERVICES

1 PURPOSE

1.1 To provide information on the options available to the Council to provide a new artificial surface at Roefield as sought by Committee in September 2018.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To sustain a strong and prosperous Ribble Valley.
- Corporate Priorities – To help make people's lives safer and healthier.
- Other Considerations – None.

2 BACKGROUND

2.1 Committee members will recall that at the September meeting a new proposal from the Lancaster Foundation and the newly formed Ribble Valley Community Sports Trust was discussed. The Committee declined the proposal and asked officers to prepare options for the Council to provide a new artificial surface facility at Roefield. This report provides those options.

2.2 The consensus view of Committee and officers throughout previous discussions on the Roefield project is that an improvement of AGP facilities is a good idea. Given the limitations of natural grass pitches in the North West during the winter time and the flexibility and intensive use which an AGP can be put to compared to grass.

2.3 The Council's existing artificial surface at Roefield is deteriorating and will, if not improved, ultimately become unfit to use and have to be closed and removed. This surface was refurbished with the assistance of Sport England funding in 2015, however the manufacturer has subsequently gone out of business, although at the time they were an approved supplier on the Sport England list.

2.4 The current provision is well used by a variety of clubs, casual bookings and schools, however there is no full size 3G playing pitch fully available for community use in the Borough. Something which the Football Association have themselves acknowledged to the Council and the many affiliated football clubs in the Borough.

2.5 A 3G facility refers to third generation and is the modern development of the original plastic and sand surfaces of the 1980s. The current generation of pitches use different yarns to replicate the play-ability of natural grass and have a rubber based compound for the infill, giving a more natural bounce and greater safety for players. Such pitches are now approved for all levels of play up to and including professional for both football and rugby.

- 2.6 Sport and leisure is not a statutory function for any Local Authority, the amount that is provided by individual authorities is dependent on a variety of factors. Although there is no question that there are health and other benefits from participating in sport and leisure, the financial pressure on local authorities in recent years has seen a number of Authorities close their facilities or if already delivered by a trust, significantly reduce or remove the subsidy previously provided to them, in order that other priority service can be maintained.

3. THE OPTIONS

There are 2 options available to the Council in respect of the provision of an artificial grass pitch (AGP) at Roefield:

- A. The Council undertake the building and operation of a single full-size 3G AGP and a refurbishment of the existing artificial surfaces at Roefield, which is part 3G and part multi-purpose.
- B. The Council undertake the building and operation of a full size 3G AGP and approximately half size 3G AGP, based on the existing area, which would remove the current multi-sports surface which is there. (Similar to what was proposed in September).

4. OPTION EVALUATION

- 4.1 In evaluating the options which involve a new build or refurbishment of the existing surface, officers have been in touch with local sports clubs and schools to try and establish what their needs would be and how these translate into demand. Any AGP unless part of an education site and used by the community outside the school day, will as is the case at Roefield have limited weekday use. Although that can be maximised through working with schools and community groups to develop use, it will not generate the demand or the income of peak time periods. Indeed, day time use will be a marginal benefit financially, because most schools for example will incur significant costs simply transporting their pupils to the site. Nonetheless, the benefits from both sports development, health and educational perspectives for the pupils are significant. The demand for bookings from clubs has for the purposes of evaluating the options been cautiously applied from a financial perspective, to avoid over stating likely income.
- 4.2 Both the options have an impact on the existing artificial cricket wicket. Following discussions with the current club they would be unconcerned by the loss of the current artificial wicket, if they had access to nets on an artificial surface. Such an arrangement could either be achieved by a complete new build with the associated costs of providing a new base, fencing etc. such an option would cost upwards of £45k, however, it is feasible to build it into option A below. It is not possible to play cricket on a 3G surface and neither is it feasible to put a mat down on such a surface to provide a wicket.
- 4.3 In the options outlined the specifications for the full size 3G surface are the same, it would allow football and rugby to be played, meeting the relevant safety requirements of both sports, by means of a shock-pad. (Though a pad is not a FA requirement for football at amateur level). For rugby it would be training only, including full contact, because there is no practical way of incorporating the goals alongside football which would be the predominant sport for the 3G surfaces. However it does allow for tag rugby to be played competitively.
- 4.4 The financial figures for the options take account of allowing 10% of the space for community use, which enables the Council to specifically help groups who would

otherwise may not be able to afford to hire the space; for example, working with the Youth service and the police to help provide diversionary activities for young people in the Borough which would extend beyond simply football. The provision of a large AGP allows for a range of activities to be provided year round largely unaffected by the weather.

- 4.5 The illustrative baseline income figure which has been used to give a feel for the likely financial performance of the pitches, is the one provided by the RVCST and Lancaster partnership previously. The partnership put considerable work into their proposal, therefore it makes sense to use their work, as officers are at an early stage of more detailed planning. Members will have seen the helpful correspondence from the partnership which offers the Council the benefit of the work they have undertaken on their proposal so far.

4.6 Option A

This would provide a full size AGP, all 3G, plus refurbishment of the existing space with a combination of 3G and a multi purpose surface. Retention of the existing space, refurbished with new fencing, lighting and surfaces is more cost effective than rebuilding a new area from scratch. This option would seek to address the operating issues experienced on the existing surface to avoid any potential run off from the grass areas leading to contamination of the surfaces with mud and silt. Having two areas of 3G and a multi-purpose surface allows for football, cricket, tennis, netball, hockey and basketball to be played, some competitively others as training.

The downside of this option is that the existing space does not meet the FA requirements to accommodate small side games (5v5 or 7v7). It is large enough for casual football and training which takes place now and the full size pitch provides the space for these to be played. The upside is that having a multi-purpose surface provides for a wider range of activities than 3G can provide for. This would enable a larger cross section of the community to benefit from the investment than would be case with 3G alone.

The outline capital cost for this is £853k

4.7 Option B

This would see the existing facility replaced with a new surface one of a similar size though specifically just 3G, allowing two 7v7 or one 9v9 games to be accommodated, plus a full size AGP. It does not require the existing surface to be made larger, though it does remove the option of a multi-sport surface as the new surface would be 3G entirely. This restricts the type of activity to those which are compatible with 3G, from a community development and access perspective this is not as flexible as option B. It does of course provide more playing surface for football in particular.

The outline cost for this is £799k

- 4.8 Of the two options outlined the one which is felt to provide the greatest community benefit is option A, because it incorporates a multipurpose surface allowing for a wider range of activities to be played, though either of the options will improve significantly upon the existing provision and enhance the provision for sport and recreation in the Borough.

- 4.9 Neither of these options includes toilet provision which was an identified concern that emerged during discussions about the proposal before Committee in September. This might be something which members wish to consider as part of a scheme the Council may embark on.

5 CAPITAL PROGRAMME IMPLICATIONS

- 5.1 Two proposals have been provided within this report for consideration by members. Subject to the considerations and observations of members it is proposed to develop the preferred option of members into a firm capital scheme for further consideration by Policy and Finance Committee.
- 5.2 A high level outline of the capital costs have been included within the report, and further consideration will need to be made by Policy and Finance committee on how this is financed, be that from earmarked reserves, borrowing, or any external funding should that be shown to be available. Initial indications as shown in section 4 are that external funding seems unlikely.

6 REVENUE IMPLICATIONS

- 6.1 Early indications are that the revenue costs of both options will be very similar. Further detailed work will need to be undertaken to sit alongside the detailed capital scheme proposal that is submitted to Policy and Finance Committee.
- 6.2 Indications at this stage are that income may be in the region of just over £100,000 per annum, with recurring annual revenue costs of approximately £60,000, excluding depreciation and internal staff recharges and support services.
- 6.3 This is a very early indicative picture, and much more detailed work will need to be undertaken before your next meeting.

7 OTHER ISSUES

- 7.1 The project will be a facility for the whole Borough, and, although the location may not be convenient for clubs in Whalley or Longridge, for example, we would hope to work closely with them in terms of programming.
- 7.2 If the Council choose to build a new facility the existing one would be maintained until the commencement of the contract to build. It may be possible depending upon the programme of work established by the successful contractor and option chosen, for the existing facility to be maintained until the full size AGP was constructed, thus enabling a facility to be offered throughout the construction period.

8 RISK ASSESSMENT

The approval of this report may have the following implications:

- Resources – It is likely that any capital scheme that results from the two proposals that have been put forward to committee for consideration will be funded from earmarked reserves, borrowing, or any external funding should that be shown to be available.
- Technical, Environmental and Legal – these will be brought to your next meeting, depending upon which option, if any, is chosen to be progressed.
- Reputation – The provision of sport is not a statutory requirement for local authorities. However following the decision of the Committee in September there has been considerable adverse social media comments made about the Council, with regard to the outcome. Yet the Council has over the last few years sought to improve the grass pitch provision through the purchase of new goals, investment in machinery to improve drainage on pitches and public open spaces, new line marking machines and the investment to improve the previous sand based

surfaces with the current 3G surface at Roefield. The debate which began following the initial offer by the Lancaster Foundation over two years ago, has undoubtedly led to the current situation and provides an opportunity for the Council, if it wishes, to respond in a very positive manner, by investing in a project which would when built offer residents across the Borough the chance to access the very best in facilities.

- Equality and Diversity – Both options are fully inclusive.

9 RECOMMENDED THAT COMMITTEE

- 9.1 Considers the report and options contained, and determines which, if any, it would like to recommend to Policy and Finance to be considered as a capital bid for 2019/20.
- 9.2 Considers whether a further development including toilet facilities should be explored and brought to a future meeting of Committee.

MARK BEVERIDGE
HEAD OF CULTURAL AND LEISURE SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS

None.

For further information, please contact Mark Beveridge 01200 414479

Ref: Community Services 30.10.18 / MB

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

meeting date: TUESDAY, 30 OCTOBER 2018
title: THE FUTURE OF BRING SITES
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ADRIAN HARPER – HEAD OF ENGINEERING SERVICES

1 PURPOSE

1.1 To consider the future of Council bring sites in the borough.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To sustain a strong and prosperous Ribble Valley.
- Corporate Priorities – To protect and enhance the existing environmental quality of our area.

2 BACKGROUND

2.1 Following the recommendation of Community Services Committee on 4 September regarding the future of bring sites in the borough, a letter was sent to all relevant Parish Councils on 12 September requesting their views.

3 ISSUES

3.1 Three responses have been received:

Chipping:

The bins did not present any problems to the car park or surrounding area.

They stated that they are used by the village hall for the disposal of glass from charity events at the village hall. This glass should be disposed of via their trade collection service and not be used as a free option.

The village hall manager has been asked to contact ourselves when the bins need emptying to enable RVBC to have some monitoring in place regarding the use/collection of the glass. This was agreed.

Between 11 January and 12 September the glass bins have been emptied once, collecting 1.8 tonne.

Sabden:

Following a parish meeting a request was made that the bins remain, except the textiles bin as the school in the village offers a similar recycling service.

The Parish Council believe they are a popular service for residents without a blue bin
Between 11 January and 12 September the glass bins have been emptied 3 times, collecting 4.89 tonne. There are approximately 60 properties without access to kerbside recycling.

Ribchester:

The Parish Council responded that the site which is located next to playing fields is a well-used facility particularly in the summer months and bank holidays.

Between 11 January and 12 September the glass bins have been emptied once, collecting 1.52 tonne.

No responses have been received from Worston (pub car park), Slaidburn, Pendleton (pub car park), Newton (pub car park), Downham and Bolton-by-Bowland. Sainsbury's in Clitheroe were not contacted.

4 RISK ASSESSMENTS

The approval of this report may have the following implications:

- Resources – It is not expected, either from the Council's experience or the experience of neighbouring authorities, that this will result in increased fly tipping.
- Technical, Environmental and Legal – None.
- Political – None.
- Reputation – None.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Retain the bring sites as requested by Chipping, Sabden and Ribchester and close the remaining parish bring sites. Sainsbury's in Clitheroe will be consulted to ask if they would be willing to operate the site themselves.

5.2 Ask officers to analyse the collection figures for the remaining car park sites in Clitheroe to ascertain which sites are suitable to retain. Alternative arrangements to those presently used will be made to collect at the sites retained.

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

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

REF: Adrian Harper Community Services 30.10.18

RIBBLE VALLEY BOROUGH COUNCIL
REPORT TO COMMUNITY SERVICES COMMITTEE

DECISION

Agenda Item No 8

meeting date: 30 OCTOBER 2018
title: REVIEW OF FEES AND CHARGES
submitted by: DIRECTOR OF RESOURCES
principal author: AMY JOHNSON

1 PURPOSE

- 1.1 To seek member approval on proposals to increase this committee's fees and charges with effect from 1 April 2019.
- 1.2 These proposals are the first stage in the review of this committee's budget for the forthcoming 2019/12 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 the 1 April 2019 and would operate for the duration of the 2019/20 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 2019/20 by this amount as a minimum.
- 2.4 After applying this percentage increase, proposed charges have generally been rounded up or down 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 September 2018, the Budget Working Group considered the overall three-year Budget Forecast. In summary the forecast shows a potential budget deficit for 2019/20 of £101k after taking £250k from general fund balances.
- 3.2 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 £1,257,850 (including trade waste collection income). A 2% increase on this total would therefore generate £25,157.

4 REVIEW OF THE FEES AND CHARGES

- 4.1 The review of the fees and charges is coordinated by financial services, working together with heads of service and budget holders.

4.2 The following process was taken:

- Budget holders are provided with an indication of the fees and charges factoring in a 2% increase.
- A discussion meeting is then held between budget holder and financial services to enable the budget holder to propose a set of fees and charges for their services. This may depend on where there is a national requirement or service specific reason for setting a fee or charge different from a 2% increase.

4.3 With regards commercial trade refuse collection charges a significant element of the charge relates to the recovery of disposal costs levied by Lancashire County Council – our element has been increased by a minimum of 2%. Lancashire County Council's element has been increased by 1.05%. Charitable trade waste collection does not invoke any disposal costs levied by Lancashire County Council and has therefore been increased by a minimum 2%.

4.4 Following discussions a **proposed** set of fees and charges for implementation from 1 April 2019 has been produced for this committee and is shown at Annex 1. This annex provides details of:

- the current charge for 2018/19
- an estimate of the level of 2018/19 income raised by each charge (Net of VAT)
- the proposed charges for implementation from 1 April 2019
- an indication of the potential income that may be achieved in 2019/20, should the proposals be agreed (Net of VAT)
- the resulting percentage increase from 2018/19 to 2019/20
- Date that each charge was last increased (they are all reviewed annually, but may not necessarily be increased)

4.5 The indication of potential income which is 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. The proposed increases in all service areas have largely been rounded up to the nearest 10p to minimise any problems with small change.

4.6 The income levels shown for commercial trade waste collection include an element that is payable to Lancashire County Council in the form of tipping charges. The indicated potential income will be offset slightly by the value of tipping charges payable.

4.7 Work is still underway on forecasting income budget levels for 2019/20 and such budget proposals will be reported back to this committee in January 2019 for approval.

5 NEW FEES AND CHARGES

5.1 Several new charges have been identified, summarised below:

Charge	Proposed Charge (£)
Trade Refuse – Administration fee for a change of trade waste contract part way through the financial year <i>Charge brought in to offset the administration burden of changing the frequencies of collection part way through the financial year.</i>	£20
Trade Refuse – Pack of 10 Sacks or Stickers for Trade Waste (Commercial) <i>Ability for trade waste customers to purchase a lower quantity of sacks. The current quantity of 50 sacks may take a small business several years to utilise.</i>	£15
Trade Refuse – Pack of 10 Sacks or Stickers for Trade Waste (Charitable) <i>Ability for trade waste customers to purchase a lower quantity of sacks. The current quantity of 50 sacks may take a small business several years to utilise.</i>	£10
Trade Refuse – Charge for the delivery of Sacks or Stickers (Commercial or Charitable) <i>Trade sacks are delivered as required by the customer. Charge to cover the burden of delivery and to encourage customer collection.</i>	£5
Trade Refuse – Event hire bin rental (per bin, per event) <i>Rental fee for a trade waste bin for event hire. This fee has been previously charged based upon the bin hire fee (already included with the Fees & Charges), however a specific event hire fee has been introduced for clarification.</i>	£1.60
Edisford All Weather Pitch - Hire of Edisford Pavilion (including changing room) for registered groups – juniors – per day <i>Daily hire fee of the Pavillion (including changing rooms) for registered junior sport groups.</i>	£30
Edisford All Weather Pitch - Hire of Edisford Pavilion (including changing room) for registered groups – juniors – per half day <i>Half day hire fee of the Pavillion (including changing rooms) for registered junior sport groups.</i>	£15
Ribble Valley Parks – Daily coaching rate – grass pitches – per pitch <i>Daily fee for the hire of a grass pitch for daily coaching activities.</i>	£25

Charge	Proposed Charge (£)
Ribblesdale Pool – Educational Activities – Aqua Fitness – Space Card <i>Aqua Fitness attendance fee for a Space Card holder (previously Freedom Card).</i>	£3.60

6 CAR PARKING CHARGES

6.1 The table below offers a broad contextual summary on car parking charges over the last few years:

Financial Year	
2018/19	All charges were increased broadly in line with the budget forecast and rounded up to the nearest 10p.
2017/18	All charges were increased broadly in line with the budget forecast and rounded up to the nearest 10p.
2016/17	All charges were increased broadly in line with the budget forecast and rounded up to the nearest 10p.
2015/16	All charges were increased with the exception of the 'up to 1 hour' charge which continued to be frozen at the level set in April 2008 All other parking charges increased broadly in line with the budget forecast and rounded up to the nearest 10p.
2013/14 - 2014/15	All car park charges frozen
2008/09 – 2012/13	Short stay parking charges - 'up to 1 hour' and 'up to 2 hours' frozen. Over this time period there was also an increase in VAT from 17.5% to 20% which was absorbed. All other parking charges increased broadly in line with the budget forecast.

- 6.2 The proposed increases in all service areas have largely been rounded up to the nearest 10p to minimise any problems with small change. As previously mentioned this can impact on the individual percentage rise for each separate charge.
- 6.3 This is particularly evident in the service area of car parking, where some existing charges are comparatively small and a 10p increase would be expressed as a very high percentage increase, although low in monetary terms.
- 6.4 In order to meet the 2% increase in fees and charges given in the guidance from Budget Working Group, only selected bands of charges are proposed to be increased, details given below and in Annex 1. An alternative with all charges increasing would substantially over achieve on the target increase of 2%, but is shown as an alternative at Annex 2.
- 6.5 The suggested fees and charges included at Annex 1 are based on an increase to charges in the following price bands:
- Short Stay – increase the ‘up to 2 hours’ price band by 10p, with the exception of Edisford car park where the ‘up to 3 hours’ price band is increased by 10p. Charges in all other price bands frozen at the 2018/19 fee.
 - Long Stay – increase the ‘up to 4 hours’ price band by 10p (and also bringing any other out of sync charges back in line). Charges in all other bands frozen at the 2018/19 fee.
- 6.6 A further option is included at Annex 2 which increases all car park charges by 2% and then rounded up to the nearest 10p.
- 6.6 An option to increase charges by 5p has not been included due to potential problems with small change for car park users.
- 6.7 The table below provides a summary of **purely** the financial impact of the two options detailed in paragraphs 6.5 & 6.6 (not exclusive) options:

Short Stay	Budgeted Income 2018/19 £	Increase 'up to 2 hours' by 10p, Edisford – increase 'up to 3 hours' by 10p. All other charges frozen (as shown in Annex 1) £	Increase all charges by 2% and rounding up to the nearest 10p (as shown in Annex 2) £
Up to 30 minutes (Edisford only)	2,620	0	660
Up to 1 hour	86,430	0	10,800
Up to 2 hours	115,160	5,780	8,410
Up to 3 hours	73,680	590	2,840
Up to 5 hours (Edisford only)	6,180	0	210
Over 5 hours (Edisford only)	1,250	0	30
Up to 10 hours	4,350	0	100
Long Stay	Budgeted Income 2018/19 £	Increase 'up to 4 hours' by 10p. All other charges frozen plus selected increases in 'up to 10 hours' to bring all charges within that price band in line (as shown in Annex 1)	Increase all charges by 2% and rounding up to the nearest 10p (as shown in Annex 2)
Up to 1 hour (Sabden, Chipping, Dunsop Bridge, Ribchester & Slaidburn)	7,830	0	0
Up to 4 hours	56,490	4,040	4,040
Up to 8 hours (Sabden, Chipping, Dunsop Bridge, Ribchester & Slaidburn)	10,350	0	470
Up to 10 hours (Chester Avenue, Holden Street, North Street, Whalley Road, Mitchell Street, Mardale Road)	16,910	100	770
Coaches – Ribchester & Slaidburn Up to 4 hours	250	0	10
Coaches – Ribchester & Slaidburn Up to 8 hours	80	0	0
TOTAL	381,580		
Total Potential <u>Additional</u> Income from Car Parking		10,510	28,340
Total Potential Overall <u>Additional</u> Committee Income		88,550	106,380
Total Percentage Increase in Car Park Charges		2.75%	7.43%
Overall Total Committee Percentage Increase		7.04%	8.46%

The table above does not forecast any potential impact on usage, positive or otherwise, from the stated option

6.8 The overall potential additional income from the proposed fees and charges 2019/20 shows an increase above the 2% guideline given by the Budget Working Group. There are a number of items that have contributed to this position:

- This is particularly due to a number of small charges that have been increased, but which due to roundings have resulted in a higher percentage income increase.
- Rationalisation of trade waste collection charges to reflect the tonnages collected per waste receptacle
- Reassessment of some prices at Ribblesdale Pool to reflect the actual cost of providing the service.
- Increases to fishing permit income to bring all similar charges in line.

7 RISK ASSESSMENT

7.1 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.

8 CONCLUSION

8.1 Work has been undertaken by financial services, heads of service and budget holders in reviewing the fees and charges operated by this committee. This review has now been completed as part of the budget process, for implementation from 1 April, should the proposals be approved.

8.2 The latest budget forecast shows a potential budget deficit for 2019/20 of £101k after taking £250k from general fund balances, and makes an assumption that an overall increase of 2% in income from fees and charges is achieved.

9 RECOMMENDATION THAT COMMITTEE

9.1 Consider the level of fees and charges to be levied for this committee for 2019/20.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

For further information please ask for Amy Johnson

Community Services – Review of Fees and Charges

RIBBLESDALE POOL (RPOOL)		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Space Card	Concession Adult (17 - 64 years) Annual Fee	RPOOL/8454n	VAT Inclusive	01 April 2018	3.40	170.00	3.50	180.00	2.94
	Concession Junior Annual Fee	RPOOL/8454n	VAT Inclusive	1 April 2018	2.30	20.00	2.40	20.00	4.35
	Concession Adult (65 years plus)	RPOOL/8454n	VAT Inclusive	01 April 2018	2.30	40.00	2.40	40.00	4.35
	Concession Family Annual Fee	RPOOL/8454n	VAT Inclusive	01 April 2018	6.90	110.00	7.10	110.00	2.90
	Lost/Replacement Cards	RPOOL/8454n	VAT Inclusive	01 April 2018	2.50	0.00	2.60	0.00	4.00
Admissions	Staff	RPOOL/8571n	VAT Inclusive	01 April 2018	2.20	55,960.00	2.30	58,500.00	4.55
	Adult (17 - 64 years)	RPOOL/8571n	VAT Inclusive	01 April 2018	4.20	830.00	4.30	850.00	2.38
	Adult - Pre Swim (17 - 64 years)	RPOOL/8571n	VAT Inclusive	01 April 2018	2.80	14,170.00	2.90	14,680.00	3.57
	Aqua Fitness Pre Swim	RPOOL/8571n	VAT Inclusive	01 April 2018	1.80	40.00	1.90	40.00	5.56
	Adult Concession Space Card (17 - 64 years)	RPOOL/8571n	VAT Inclusive	01 April 2018	2.80	2,300.00	2.90	2,380.00	3.57
	Family Ticket (2 Adults - 17 - 64 years and 2 Juniors)	RPOOL/8571n	VAT Inclusive	01 April 2018	12.40	60.00	12.70	60.00	2.42
	Family Ticket (2 Adults - 17 - 64 years and 2 Juniors) 12 for 10	RPOOL/8571n	VAT Inclusive	01 April 2018	124.00	700.00	127.00	720.00	2.42
	Up & Active Swim	RPOOL/8571n	VAT Inclusive	01 April 2018	2.80	150.00	2.90	160.00	3.57

RIBBLESDALE POOL (RPOOL)		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
	Babies (3 years and less)	RPOOL/8572n	VAT Inclusive	01 April 2018	1.40	4,030.00	1.50	4,320.00	7.14
	Adult (65 years plus)	RPOOL/8572n	VAT Inclusive	01 April 2018	2.80	9,800.00	2.90	10,150.00	3.57
	Disabled Person	RPOOL/8572n	VAT Inclusive	01 April 2018	2.80	980.00	2.90	1,020.00	3.57
	Junior (Roefield Holiday Leisure Club)	RPOOL/8572n	VAT Inclusive	01 April 2018	2.80	490.00	2.90	510.00	3.57
	Junior (3 - 16 years)	RPOOL/8572n	VAT Inclusive	01 April 2018	2.80	36,000.00	2.90	37,290.00	3.57
	Adult (65 years plus)/Junior - Pre swim	RPOOL/8572n	VAT Inclusive	01 April 2018	1.80	570.00	1.90	600.00	5.56
	Adult (65 years plus)/Junior Concession Space Card	RPOOL/8572n	VAT Inclusive	01 April 2018	1.80	210.00	1.90	220.00	5.56

Spectator		RPOOL/8573n	VAT Inclusive	01 April 2018	1.00	630.00	1.10	690.00	10.00
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Educational Activities	Aqua Fitness	RPOOL/8544I	Non Vatable	01 April 2018	5.00	3,950.00	5.10	4,030.00	2.00
	Aqua Fitness - Space Card	RPOOL/8544I	Non Vatable	New Charge	New Charge	New Charge	3.60	N/a	N/a
	Aqua Fitness - Up & Active	RPOOL/8544I	Non Vatable	01 April 2018	3.50	0.00	3.60	0.00	2.86
	Aqua Fitness (12 for 10)	RPOOL/8544I	Non Vatable	01 April 2018	50.00	1,460.00	51.00	1,490.00	2.00
	Aqua Fitness - Up & Active (12 for 10)	RPOOL/8544I	Non Vatable	01 April 2018	35.00	0.00	36.00	0.00	2.86
	Aqua Fitness - Space Card (12 for 10)	RPOOL/8544I	Non Vatable	01 April 2018	35.00	1,920.00	36.00	1,970.00	2.86

RIBBLESDALE POOL (RPOOL)		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Space Card Contracts	Adult (12 for 10)	RPOOL/8543n	VAT Inclusive	01 April 2018	42.00	11,290.00	43.00	11,560.00	2.38
	Adult (65 years plus) (12 for 10)	RPOOL/8543n	VAT Inclusive	01 April 2018	28.00	4,960.00	29.00	5,140.00	3.57
	Junior (12 for 10)	RPOOL/8543n	VAT Inclusive	01 April 2018	28.00	1,140.00	29.00	1,180.00	3.57
	Disabled Person (12 for 10)	RPOOL/8543n	VAT Inclusive	01 April 2018	28.00	0.00	29.00	0.00	3.57
	Up & Active (12 for 10)	RPOOL/8543n	VAT Inclusive	01 April 2018	28.00	20.00	29.00	20.00	3.57
Space Swimmer Saver - Annual	Staff	RPOOL/8543n	VAT Inclusive	01 April 2018	188.20	0.00	192.00	0.00	2.02
	Adult (17-64 years)	RPOOL/8543n	VAT Inclusive	01 April 2018	310.10	270.00	316.40	280.00	2.03
	Junior	RPOOL/8543n	VAT Inclusive	01 April 2018	210.20	0.00	214.50	0.00	2.05
	Adult (65 years plus)	RPOOL/8543n	VAT Inclusive	01 April 2018	210.20	550.00	214.50	560.00	2.05
Space Swimmer Saver - Half Year	Staff	RPOOL/8543n	VAT Inclusive	01 April 2018	101.20	0.00	102.00	0.00	0.79
	Adult (17-64 years)	RPOOL/8543n	VAT Inclusive	01 April 2018	160.00	1,090.00	163.20	1,110.00	2.00
	Junior	RPOOL/8543n	VAT Inclusive	01 April 2018	110.00	0.00	112.20	0.00	2.00
	Adult (65 years plus)	RPOOL/8543n	VAT Inclusive	01 April 2018	110.00	90.00	112.20	90.00	2.00
Space Swimmer Saver - Monthly	Adult (17-64 years)	RPOOL/8543n	VAT Inclusive	01 April 2018	31.10	3,890.00	31.80	3,980.00	2.25
	Junior	RPOOL/8543n	VAT Inclusive	01 April 2018	21.10	70.00	21.60	70.00	2.37

RIBBLESDALE POOL (RPOOL)		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
	Adult (65 years plus)	RPOOL/8543n	VAT Inclusive	01 April 2018	21.10	1,230.00	21.60	1,260.00	2.37
	Up & Active	RPOOL/8543n	VAT Inclusive	01 April 2018	21.10	20.00	21.60	20.00	2.37
	Swim & Gym (Roefield Members) Admissions	RPOOL/8543n	VAT Inclusive	01 April 2018	3.00	7,610.00	3.10	7,860.00	3.33
	Swim & Gym (Roefield Members) Concession	RPOOL/8543n	VAT Inclusive	01 April 2018	2.10	2,240.00	2.20	2,350.00	4.76
Swimming Lessons	Half hour - Junior Concession - Group Lesson	RPOOL/8542I	Non Vatable	01 April 2018	4.00	1,220.00	4.10	1,250.00	2.50
	Half hour – Junior - Group Lesson	RPOOL/8542I	Non Vatable	01 April 2018	5.10	101,820.00	5.30	105,810.00	3.92
	Half hour – Adult (17-64 years) - Group Lesson	RPOOL/8542I	Non Vatable	01 April 2018	6.50	0.00	6.70	0.00	3.08
	Half hour – Adult Concession Space Card - Group Lesson	RPOOL/8542I	Non Vatable	01 April 2018	5.10	0.00	5.30	0.00	3.92
	Half hour – Adult (65 years plus) Concession Space Card - Group Lesson	RPOOL/8542I	Non Vatable	01 April 2018	5.10	Delete	Delete	Delete	Delete
	Half Hour - One to One - Adult (17 - 64 years)/Junior	RPOOL/8542I	Non Vatable	01 April 2018	18.00	1,680.00	18.50	1,730.00	2.78
	Half Hour - One to One Adult (65 years plus)/Junior Concession	RPOOL/8542I	Non Vatable	01 April 2018	14.00	170.00	14.30	170.00	2.14
	Half hour - Parent & Toddler	RPOOL/8542I	Non Vatable	01 April 2018	7.00	0.00	8.00	0.00	14.29

RIBBLESDALE POOL (RPOOL)		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Hire of Main Pool - for Galas (Includes lifeguard)	School/Galas – 3 hours	RPOOL/8534n	VAT Inclusive	01 April 2018	199.00	330.00	203.00	340.00	2.01
	School/Gala – extra hour	RPOOL/8534n	VAT Inclusive	01 April 2018	66.50	0.00	67.90	0.00	2.11
Club Hire of Pools (Including lifeguard)	Main Pool per hour - Club	RPOOL/8532i	Non Vatable	01 April 2018	55.20	37,960.00	56.40	38,790.00	2.17
	Small Pool per hour - Club	RPOOL/8532i	Non Vatable	01 April 2018	25.50	0.00	26.10	0.00	2.35
	Both Pools per hour - Club	RPOOL/8532i	Non Vatable	01 April 2018	80.50	0.00	82.20	0.00	2.11
	Lane Hire per hour - Club	RPOOL/8532i	Non Vatable	01 April 2018	22.80	1,140.00	23.30	1,170.00	2.19
Hire of Main Pool (Includes lifeguard)	Per hour – Casual	RPOOL/8533n	VAT Inclusive	01 April 2018	71.70	70.00	73.20	70.00	2.09
	Per hour - Triathlon	RPOOL/8533n	VAT Inclusive	01 April 2018	105.80	0.00	108.00	0.00	2.08
Hire of Small Pool - (Includes lifeguard)	Per hour - Casual	RPOOL/8533n	VAT Inclusive	01 April 2018	53.70	200.00	54.80	200.00	2.05
	Per hour - Triathlon	RPOOL/8533n	VAT Inclusive	01 April 2018	80.50	0.00	82.20	0.00	2.11
Hire of Both Pools - (Includes lifeguard)	Per hour - Casual	RPOOL/8533n	VAT Inclusive	01 April 2018	124.10	0.00	126.60	0.00	2.01
	Per hour - Triathlon	RPOOL/8533n	VAT Inclusive	01 April 2018	186.10	860.00	189.90	880.00	2.04
Hire of Lane	Per hour - Casual Adult	RPOOL/8533n	VAT Inclusive	01 April 2018	28.10	0.00	28.70	0.00	2.14
	Per hour - Casual Adult (65 years plus)/Junior	RPOOL/8533n	VAT Inclusive	01 April 2018	22.80	0.00	23.30	0.00	2.19
	Per hour - Triathlon	RPOOL/8533n	VAT Inclusive	01 April 2018	43.10	0.00	44.00	0.00	2.09

RIBBLESDALE POOL (RPOOL)		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Large Pool Party with Aquarun	Maximum 20 people - 3 lifeguards	RPOOL/8533n	VAT Inclusive	01 April 2018	120.00	4,260.00	122.40	4,350.00	2.00
Small Pool Float Party	Maximum 20 people - 1 lifeguard	RPOOL/8533n	VAT Inclusive	New Charge	55.00	0.00	56.10	0.00	2.00
Large Pool Float Party	Maximum 40 people - 2 lifeguards	RPOOL/8533n	VAT Inclusive	01 April 2018	95.00	160.00	96.90	160.00	2.00
Extra Lifeguard	Per hour	RPOOL/8533n	VAT Inclusive	N/A	20.00	0.00	20.40	0.00	2.00

School Use	Per 35 min - with 2 Instructors	RPOOL/8531I	Non Vatable	01 April 2018	65.30	25,390.00	66.70	25,930.00	2.14
	Per 35 min - with 1 Instructor	RPOOL/8531I	Non Vatable	01 April 2018	56.40	0.00	56.40	0.00	0.00
	Per 45 min - with 2 Instructors	RPOOL/8531I	Non Vatable	01 April 2018	83.90	0.00	85.60	0.00	2.03
	Per 45 min - with 1 Instructor	RPOOL/8531I	Non Vatable	01 April 2018	72.50	0.00	72.50	0.00	0.00
	Extra Instructor	RPOOL/8531I	Non Vatable	01 April 2018	17.00	880.00	26.60	1,380.00	56.47

School Hire of Pools (Including lifeguard)	Main Pool per hour	RPOOL/8531I	Non Vatable	01 April 2018	55.20	140.00	56.40	140.00	2.17
	Small Pool per hour	RPOOL/8531I	Non Vatable	01 April 2018	25.50	530.00	26.10	540.00	2.35
	Both Pools per hour	RPOOL/8531I	Non Vatable	01 April 2018	80.50	0.00	82.20	0.00	2.11
	Lane Hire per hour	RPOOL/8531I	Non Vatable	01 April 2018	22.80	600.00	23.30	610.00	2.19

RIBBLESDALE POOL (RPOOL)		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Use of Shower/Changing Facilities	Adult	RPOOL/8809n	VAT Inclusive	01 April 2018	4.20	0.00	4.30	0.00	2.38
	Adult (65 years plus)/Junior	RPOOL/8809n	VAT Inclusive	01 April 2018	2.80	0.00	2.90	0.00	3.57

EXERCISE REFERRAL - EXREF		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Exercise Classes	Up & Active - Session	EXREF/8525n	VAT Inclusive	01 April 2018	2.40	1,000.00	2.50	1,040.00	4.17
	Up & Active - Twelve Classes Pass	EXREF/8525n	VAT Inclusive	01 April 2018	24.00	1,700.00	25.00	1,770.00	4.17
	Non Up & Active - Session	EXREF/8525n	VAT Inclusive	01 April 2018	3.50	2,290.00	3.60	2,360.00	2.86

EDISFORD ALL WEATHER PITCH (EALLW) - Commercial lettings plus 50% (Includes lighting if required)		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Tennis Courts: Peak - Pay & Play (casual)	- Adult	EALLW/ 8553n	VAT Inclusive	01 April 2018	9.00	1,090.00	9.20	1,110.00	2.22
	- Adult Concession Space Card	EALLW/ 8553n	VAT Inclusive	01 April 2018	5.70	30.00	5.90	30.00	3.51
	- Junior	EALLW/ 8553n	VAT Inclusive	01 April 2018	5.70	10.00	5.90	10.00	3.51
	- Junior Concession Space Card	EALLW/ 8553n	VAT Inclusive	01 April 2018	3.50	0.00	3.60	0.00	2.86
	- Adult (65 years plus)	EALLW/ 8553n	VAT Inclusive	01 April 2018	5.70	30.00	5.90	30.00	3.51
	- Tennis Coach Fee - Court per hour	EALLW/ 8553n	VAT Inclusive	01 April 2018	4.50	510.00	4.60	520.00	2.22
	- Racquet Hire (per racquet)	EALLW/ 8521n	VAT Inclusive	01 April 2018	1.50	90.00	1.60	100.00	6.67
Artificial Pitch per hour	- Adult without Changing Rooms	EALLW/ 8505n	VAT Inclusive	01 April 2018	23.80	0.00	24.30	0.00	2.10
	- Junior without Changing Rooms	EALLW/ 8505n	VAT Inclusive	01 April 2018	18.50	0.00	18.90	0.00	2.16
	- Large Area - Adult without Changing Rooms	EALLW/ 8505n	VAT Inclusive	01 April 2018	35.60	440.00	36.40	450.00	2.25
	- Large Area - Junior without Changing Rooms	EALLW/ 8505n	VAT Inclusive	01 April 2018	26.90	6,820.00	27.50	6,970.00	2.23
	- Large Area - Junior without Changing Room - Registered Group - School Holiday Use	EALLW/ 8505n	VAT Inclusive	01 April 2018	17.90	0.00	18.30	0.00	2.23
	- Large Area - Junior without Changing Room - School Group Use - Educational	EALLW/ 8901n	VAT Inclusive	01 April 2018	14.90	0.00	14.90	417.20	0.00

EDISFORD ALL WEATHER PITCH (EALLW) - Commercial lettings plus 50% (Includes lighting if required)	Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge						
									£	£	£	£	£	%
Peak (after 5pm Mon - Fri) 3G Artificial Pitch (Including Floodlights) per hour	- Adult without Changing Rooms	EALLW/8886n	VAT Inclusive	01 April 2018	37.00	10,900.00	37.80	11,140.00	2.16					
Off Peak (before 5pm Mon-Fri & all day weekends) 3G Artificial Pitch (Including Floodlights) per hour	- Adult without Changing Rooms	EALLW/8886n	VAT Inclusive	01 April 2018	29.10	3,590.00	29.70	3,660.00	2.06					

Peak (after 5pm Mon - Fri) 3G Artificial Pitch (Including Floodlights) per hour	- Junior without Changing Rooms	EALLW/8887n	VAT Inclusive	01 April 2018	29.10	6,190.00	29.70	6,320.00	2.06
Off Peak (before 5pm Mon-Fri & all day weekends) 3G Artificial Pitch (Including Floodlights) per hour	- Junior without Changing Rooms	EALLW/8887n	VAT Inclusive	01 April 2018	21.20	380.00	21.70	390.00	2.36
	- Junior without Changing Room - Registered Group - School Holiday Use	EALLW/8887n	VAT Inclusive	01 April 2018	15.50	0.00	15.90	0.00	2.58
Hire of Edisford Pavilion Training Room	- Per hour	EALLW/8807I	Non Vatable	01 April 2018	17.50	700.00	17.90	720.00	2.29
	- Per day - Registered Group Use - Junior - Includes Changing Room	EALLW/8807I	Non Vatable	New Charge	New Charge	New Charge	30.00	New Charge	N/a
	- Per half day - Registered Group Use - Junior - Includes Changing Room	EALLW/8807I	Non Vatable	New Charge	New Charge	New Charge	15.00	New Charge	N/a
Changing Room hire per booking	- Adult or Junior	EALLW/8807I	Non Vatable	New Charge	10.00	0.00	10.20	0.00	2.00

PLATFORM GALLERY – PLATG		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Room Hire	Full Day (up to 6.5 hours) Monday - Friday & Sunday. (£20 non-refundable deposit payable on booking)	PLATG/8807I	Non Vatable	01 April 2018	50.00	560.00	51.00	1,700.00	2.00
	Half Day (up to 3 hours) Monday - Friday & Sunday: (£10 non-refundable deposit payable on booking)	PLATG/8807I	Non Vatable	01 April 2018	25.00		25.50	50.00	2.00
	Full Day (up to 6.5 hours) Saturday. (£20 non-refundable deposit payable on booking)	PLATG/8807I	Non Vatable	01 April 2018	65.00		66.40	1,430.00	2.15
	Half Day (up to 3 hours) Saturday: (£10 non-refundable deposit payable on booking)	PLATG/8807I	Non Vatable	01 April 2018	32.50		33.20	0.00	2.15
50% discount will be applied to the above rates for the first booking from a new hirer									

Stalls	Special Events: Monday - Friday & Sunday. (£5 non-refundable deposit payable on booking)	PLATG/8824n	VAT Inclusive	01 April 2018	12.00	370.00	12.30	0.00	2.50
	Special Events: Saturday. (£5 non-refundable deposit payable on booking)	PLATG/8824n	VAT Inclusive	01 April 2018	15.00		15.30		2.00

CASTLE MUSEM - MUSEM		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Room Hire Non Profit and Amateur Organisations	- Full Day (up to 6.5 hours)	MUSEM/8807I	Non Vatable	01 April 2018	21.70	1,600.00	22.20	1,597.12	2.30
	- Half Day (up to 3 hours)	MUSEM/8807I	Non Vatable	01 April 2018	11.90		12.20		2.52
	- Weekly (6 days)	MUSEM/8807I	Non Vatable	01 April 2018	108.50		110.70		2.03
Room Hire Ribble Valley Non Profit Organisations	- Full Day (up to 6.5 hours)	MUSEM/8807I	Non Vatable	01 April 2018	19.70		20.10		2.03
	- Half Day (up to 3 hours)	MUSEM/8807I	Non Vatable	01 April 2018	10.90		11.20		2.75
	- Weekly (6 days)	MUSEM/8807I	Non Vatable	01 April 2018	98.50		100.50		2.03
Room Hire Commercial Organisations	- Full Day (up to 6.5 hours)	MUSEM/8807I	Non Vatable	01 April 2018	65.80		67.20		2.13
	- Half Day (up to 3 hours)	MUSEM/8807I	Non Vatable	01 April 2018	33.40		34.10		2.10
	- Under 2 hours	MUSEM/8807I	Non Vatable	01 April 2018	26.90		27.50		2.23
	- Weekly (6 days)	MUSEM/8807I	Non Vatable	01 April 2018	329.00		335.60		2.01
Entry Fee	- Adult (19 years and over)	MUSEM/8571n	VAT Inclusive	01 April 2018	4.40	36,450.00	4.50	37,179.00	2.27
	- Juniors (18 years and under)	MUSEM/8571n	VAT Inclusive	Free	Free		Free		Free
	- Concessions (65 years and over, students, disabled or in receipt of benefits)	MUSEM/8571n	VAT Inclusive	01 April 2018	3.30		3.40		3.03

RIBBLE VALLEY PARKS – RVPRK		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Bandstand Hire	Per day	RVPRK/8805I	Non Vatable	01 April 2018	100.00	200.00	102.00	200.00	2.00
Fairs (Amusements)	Site Fee - Standard Charge	RVPRK/8805I	Non Vatable	01 April 2018	390.00	0.00	400.00	0.00	2.56
	Plus Fee per Day Open	RVPRK/8805I	Non Vatable	01 April 2018	150.00	0.00	153.00	0.00	2.00
Use of Parks - Commercial Event	Hire Fee	RVPRK/8805I	Non Vatable	Price on Application	Price on Application	260.00	Price on Application		N/A
Use of Parks - Community Function	Administration Fee	RVPRK/8805I	Non Vatable	01 April 2018	27.00	0.00	28.00	0.00	3.70

Bandstand - PRS Music Licences	First 100 people	RVPRK/8902n	VAT Inclusive	01 April 2018	12.40	40.00	12.70	40.00	2.42
	Additional 25 people (or part thereof)	RVPRK/8902n	VAT Inclusive	01 April 2018	3.20	530.00	3.30	550.00	3.13
	Up to a Maximum Charge	RVPRK/8902n	VAT Inclusive	01 April 2018	1,101.10	0.00	1,123.20	0.00	2.01

Bowls* *Please note that the Council set these charges, but no income is directly received - income retained by the bowling green café provider	Per hour - Adult (65 years plus)	RVPRK/8551n	VAT Inclusive	01 April 2018	0.80	0.00	0.90	0.00	12.50
	- Adult (17 - 64 years)	RVPRK/8551n	VAT Inclusive	01 April 2018	3.10		3.20	0.00	3.23
	Contract Ticket	RVPRK/8551n	VAT Inclusive	01 April 2018	21.40		21.90	0.00	2.34
	Per hour - Visiting Organisations	RVPRK/8551n	VAT Inclusive	01 April 2018	24.30		24.80	0.00	2.06
	- Local Organisations	RVPRK/8551n	VAT Inclusive	01 April 2018	15.70		16.10	0.00	2.55
	- Adult (65 years plus) Organisations	RVPRK/8551n	VAT Inclusive	01 April 2018	8.50		8.70	0.00	2.35

RIBBLE VALLEY PARKS – RVPRK		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%

Refundable Deposits	Bandstand	RVPRK/8627z	Non Vatable	01 April 2018	140.00	0.00	143.00	0.00	2.14
	Hire of Bowls	RVPRK/8627z	Non Vatable	01 April 2018	2.30		2.40		4.35
	Events (Minimum)	RVPRK/8627z	Non Vatable	01 April 2018	750.00		765.00		2.00

Cricket Wicket	Per Team per Season (up to 10 Matches)	RVPRK/8560n	VAT Inclusive	01 April 2018	268.10	220.00	273.50	0.00	2.01
	Casual Booking per Match - Adult (18 years plus)	RVPRK/8560n	VAT Inclusive	01 April 2018	45.10		46.10		2.22
	Casual Booking per Match - Junior	RVPRK/8560n	VAT Inclusive	01 April 2018	21.50		22.00		2.33

Fishing Permit - Season Permit	Ribble Valley Residents - Adult (17 - 64 years)	RVPRK/8558n	VAT Inclusive	01 April 2018	51.20	610.00	52.30	620.00	2.15
	- Adult (65 years plus)/Adult 17 - 64 years) Space Card	RVPRK/8558n	VAT Inclusive	01 April 2018	21.90	200.00	22.40	200.00	2.28
	- Junior (16 and under)	RVPRK/8558n	VAT Inclusive	01 April 2018	21.90	0.00	22.40	0.00	2.28
	- Junior (16 and under) Space Card	RVPRK/8558n	VAT Inclusive	01 April 2018	12.50	0.00	12.80	0.00	2.40
	Non Resident - Adult (17 - 64 years)	RVPRK/8558n	VAT Inclusive	01 April 2018	63.90	0.00	65.20	0.00	2.03
	- Adult (65 years plus)	RVPRK/8558n	VAT Inclusive	01 April 2018	32.10	260.00	32.80	270.00	2.18
	- Junior (16 and under)	RVPRK/8558n	VAT Inclusive	01 April 2018	24.50	0.00	32.80	0.00	33.88
	Lost Permits	RVPRK/8558n	VAT Inclusive	01 April 2018	3.50	0.00	3.60	0.00	2.86

RIBBLE VALLEY PARKS – RVPRK		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Fishing Permit - Day Permit	Ribble Valley Residents - Adult (17 - 64 years)	RVPRK/8558n	VAT Inclusive	01 April 2018	15.70	110.00	16.10	110.00	2.55
	- Adult (65 years plus)/Adult 17 - 64 years) Space Card	RVPRK/8558n	VAT Inclusive	01 April 2018	7.40	50.00	7.60	50.00	2.70
	- Junior (16 and under)	RVPRK/8558n	VAT Inclusive	01 April 2018	7.40	0.00	7.60	0.00	2.70
	- Junior (16 and under) Space Card	RVPRK/8558n	VAT Inclusive	01 April 2018	3.20	0.00	3.30	0.00	3.13
	Non Resident - Adult (17 - 64 years)	RVPRK/8558n	VAT Inclusive	01 April 2018	19.40	0.00	19.80	0.00	2.06
	- Adult (65 years plus)	RVPRK/8558n	VAT Inclusive	01 April 2018	9.30	0.00	9.50	0.00	2.15
	- Junior (16 and under)	RVPRK/8558n	VAT Inclusive	01 April 2018	6.40	10.00	9.50	10.00	48.44
Fishing Permit - Weekly Permit	Ribble Valley Residents - Adult (17 - 64 years)	RVPRK/8558n	VAT Inclusive	01 April 2018	32.10	0.00	32.80	0.00	2.18
	- Adult (65 years plus)/Adult 17 - 64 years) Space Card	RVPRK/8558n	VAT Inclusive	01 April 2018	16.20	0.00	16.60	0.00	2.47
	- Junior (16 and under)	RVPRK/8558n	VAT Inclusive	01 April 2018	16.20	0.00	16.60	0.00	2.47
	- Junior (16 and under) Space Card	RVPRK/8558n	VAT Inclusive	01 April 2018	10.50	0.00	10.80	0.00	2.86
	Non Resident - Adult (17 - 64 years)	RVPRK/8558n	VAT Inclusive	01 April 2018	40.00	0.00	40.80	0.00	2.00
	- Adult (65 years plus)	RVPRK/8558n	VAT Inclusive	01 April 2018	20.00	70.00	20.40	70.00	2.00
	- Junior (16 and under)	RVPRK/8558n	VAT Inclusive	01 April 2018	17.00	0.00	20.40	0.00	20.00

RIBBLE VALLEY PARKS – RVPRK		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Football Pitches	Late Booking Fee per Match	RVPRK/8559n	VAT Inclusive	01 April 2018	32.30	0.00	33.00	0.00	2.17
	Annual Charge (per team/per pitch/per season): Senior Teams - With Changing Facilities	RVPRK/8559n	VAT Inclusive	01 April 2018	408.00	540.00	416.20	550.00	2.01
	Daily Charge (per team/per pitch) Senior Teams - With Changing Facilities	RVPRK/8559n	VAT Inclusive	01 April 2018	53.70	70.00	54.80	70.00	2.05
	Daily Charge (per team/per pitch) Senior Teams - Without Changing Facilities	RVPRK/8559n	VAT Inclusive	01 April 2018	37.70	0.00	38.50	0.00	2.12
	Additional Charge for R4 pitch per match (New Goal Posts)	RVPRK/8559n	VAT Inclusive	01 April 2018	10.50	0.00	Delete	Delete	Delete
	Annual Charge (per team/per pitch/per season): Junior Teams with Changing Facilities	RVPRK/8559n	VAT Inclusive	01 April 2018	209.30	1,930.00	213.50	1,970.00	2.01
	Daily Charge (per team/per pitch) Junior Teams - With Changing Facilities	RVPRK/8559n	VAT Inclusive	01 April 2018	37.70	0.00	38.50	0.00	2.12
	Daily Charge (per team/per pitch) Junior Teams - Without Changing Facilities	RVPRK/8559n	VAT Inclusive	01 April 2018	26.90	0.00	27.50	0.00	2.23
	Annual Charge (per team/per pitch/per season): Pitches Without Changing Facilities - Kestor Lane - Senior Teams	RVPRK/8559n	VAT Inclusive	01 April 2018	209.30	0.00	213.50	0.00	2.01
	Annual Charge (per team/per pitch/per season): Pitches Without Changing Facilities - Kestor Lane - Junior Teams	RVPRK/8559n	VAT Inclusive	01 April 2018	107.40	70.00	109.60	70.00	2.05

RIBBLE VALLEY PARKS – RVPRK		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
	Half Yearly Charge - August to December OR January to May (per team/per pitch/per season). Senior Teams - With Changing Facilities	RVPRK/8559n	VAT Inclusive	01 April 2018	219.30	0.00	223.70	0.00	2.01
	Pre-Season Football Charge - Senior Teams	RVPRK/8559n	VAT Inclusive	01 April 2018	86.70	230.00	88.50	230.00	2.08
	Daily coaching rate - Grass Pitches - Per Pitch	RVPRK/8559n	VAT Inclusive	New Charge	New Charge	New Charge	25.00	N/a	N/a
Cancellation - Due to inclement weather, one-off booking only - return of 50% booking fee or carry forward booking									

TRADE REFUSE – TRREF		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Commercial Waste (Sacks and Stickers)	Pack of 50 Sacks or Stickers for Trade Waste	TRREF/8410z	Non Vatable	01 April 2018	68.40	25,150.00	75.00	27,580.00	9.65
	Pack of 10 Sacks or Stickers for Trade Waste	TRREF/8410z	Non Vatable	New Charge	New Charge	New Charge	15.00	New Charge	New Charge
Commercial Waste (Sacks and Stickers)	Delivery charge for sacks or stickers	TRREF/8791z	Non Vatable	New Charge	New Charge	New Charge	5.00	New Charge	New Charge
Commercial Waste (Bins) - Charges based on one bin collected once a week. The full charge will be payable for each additional bin and for each additional collection per week.	Weekly charge for 120 litre wheeled bin	TRREF/8411z	Non Vatable	01 April 2018	2.40	150.00	2.40	150.00	0.00
	Weekly charge for 140 litre wheeled bin	TRREF/8411z	Non Vatable	01 April 2018	2.80	4,090.00	2.80	4,090.00	0.00
	Weekly charge for 240 litre wheeled bin	TRREF/8411z	Non Vatable	01 April 2018	4.70	10,600.00	4.80	10,830.00	2.13
	Weekly charge for 360 litre wheeled bin	TRREF/8411z	Non Vatable	01 April 2018	7.10	95,930.00	7.10	95,930.00	0.00
	Weekly charge for 660 litre wheeled bin	TRREF/8411z	Non Vatable	01 April 2018	12.90	4,690.00	13.00	4,730.00	0.78
	Weekly charge for 1100 litre wheeled bin	TRREF/8411z	Non Vatable	01 April 2018	17.00	162,710.00	19.00	181,850.00	11.76

TRADE REFUSE – TRREF		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Charitable Waste (Bins) - Charges based on one bin collected once a week. The full charge will be payable for each additional bin and for each additional collection per week.	Weekly charge for 120 litre wheeled bin	TRREF/8595z	Non Vatable	01 April 2018	1.70	-	1.70	0.00	0.00
	Weekly charge for 140 litre wheeled bin	TRREF/8595z	Non Vatable	01 April 2018	1.90	1,070.00	1.90	1,070.00	0.00
	Weekly charge for 240 litre wheeled bin	TRREF/8595z	Non Vatable	01 April 2018	3.10	2,390.00	3.20	2,470.00	3.23
	Weekly charge for 360 litre wheeled bin	TRREF/8595z	Non Vatable	01 April 2018	3.90	5,780.00	4.50	6,670.00	15.38
	Weekly charge for 660 litre wheeled bin	TRREF/8595z	Non Vatable	01 April 2018	7.00	1,160.00	8.00	1,330.00	14.29
	Weekly charge for 820 litre wheeled bin	TRREF/8595z	Non Vatable	01 April 2018	8.00	2,020.00	10.30	2,600.00	28.75
	Weekly charge for 1100 litre wheeled bin	TRREF/8595z	Non Vatable	01 April 2018	11.60	47,630.00	13.80	56,660.00	18.97
Charitable Enterprises Waste (Sacks and Stickers)	Pack of 50 Sacks or Stickers for Trade Waste	TRREF/8550z	Non Vatable	46.80	47.80	9,180.00	50.00	9,600.00	4.60
	Pack of 10 Sacks or Stickers for Trade Waste	TRREF/8550z	Non Vatable	New Charge	New Charge	New Charge	10.00	New Charge	New Charge
Charitable Enterprises (Sacks and Stickers)	Delivery charge for sacks or stickers	TRREF/8791z	Non Vatable	New Charge	New Charge	New Charge	5.00	New Charge	New Charge

TRADE REFUSE – TRREF		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Provision of Trade Bins	Purchase and delivery of trade bin	TRREF/8297n	VAT Inclusive	At cost plus administration fee	At cost plus administration fee	3,760.00	At cost plus administration fee	3,840.00	2.00
Waste Transfer Note	Provision and completion of waste transfer note	TRREF/8735z	Non Vatable	01 April 2018	20.00	-	20.00	12,100.00	0.00
Trade Refuse Contracts	Admin fee for change of contract	TRREF/8703z	Non Vatable	New Charge	New Charge	New Charge	20.00	New Charge	New Charge
Charge for unrepresented/inaccessible bin	Charge if bins not presented or are inaccessible	TRREF/8736z	Non Vatable	01 April 2018	75.00	-	76.50	-	2.00
Event Hire	Delivery Charge (based upon 1 delivery of a maximum 4 x 1100 litre wheeled bins)	TRREF/8546n	VAT Inclusive	01 April 2018	47.00	0	48.00	220.00	2.13
	Collection Charge (based upon 1 delivery of a maximum 4 x 1100 litre wheeled bins)	TRREF/8546n	VAT Inclusive	01 April 2018	47.00	0	48.00	220.00	2.13
	Rental of bin, per bin - regardless of size	TRREF/8597n	VAT Inclusive	New Charge	New Charge	New Charge	1.60	New Charge	N/a

ROADSIDE SEATS - SEATS		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Benches Provision & Fixing	Standard	SEATS/8507n	VAT Inclusive	01 April 2018	885.30	0	903.10		2.01
	Standard Memorial	SEATS/8507z	Non Vatable	01 April 2018	750.70	0	765.80		2.01

PRIVATE DRAINS – DRAIN		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Private Drain Clearance	Jetting charge including call out and first half hour	DRAIN/8612n	VAT Inclusive	01 April 2018	85.00	790.00	86.70	810.00	2.00
	Additional cost per half hour	DRAIN/8613n	VAT Inclusive	01 April 2018	50.00	740.00	51.00	750.00	2.00
	Materials	DRAIN/8613n	VAT Inclusive	At Cost	At Cost	N/a	At Cost	N/a	N/a
	CCTV Drain Survey including call out and first half hour	DRAIN/8614	VAT Inclusive	01 April 2018	140.00	210.00	142.80	210.00	2.00

REFUSE COLLECTION - RCOLL		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Removal of Household Bulky Waste Restrictions do apply. Please check the Council's website or call 01200 425111 for details of what can be collected.	Collection of up to 4 items - restrictions apply	RCOLL/8547u	Non Vatable	01 April 2018)	14.00 (each additional item over 4 - plus £4.00)	19,480.00	15.00 (each additional item over 4 - plus £4.50)	19,870.00	2.14
	Collection of larger items such as baths, rubble, boilers (restrictions apply and subject to assessment)- charge is PER HOUR	RCOLL/8547u	Non Vatable	01 April 2018	47.00	1,910.00	48.00	1,950.00	2.13
Removal of Commercial Bulky Waste	Charge per hour, subject to assessment	RCOLL/8546z	Non Vatable	01 April 2018	51.90	1,160.00	53.00	1,180.00	2.12
Provision of Domestic Wheeled Bins	Administration and Delivery Charge per bin	RPBIN/8297n	VAT Inclusive	01 April 2016	39.00	0	39.00	0.00	0.00
Bin Hire Scheme	1100 Litre - per week	TRREF/8597n	VAT Inclusive	01 April 2018	1.50	2,040.00	1.60	2,180.00	6.67
Parish Council's Collection of Litter Bins	Post Mounted - one collection per week	RCOLL/8546n	VAT Inclusive	01 April 2018	3.50		3.60		
	Free Standing - one collection per week	RCOLL/8546n	VAT Inclusive	01 April 2018	4.30		4.40		
	Provision of Litter Bin	RCOLL/8582n	VAT Inclusive	Price on application	Price on application		Price on application		
	Installation of Litter Bin	RCOLL/8582n	VAT Inclusive	Price on application	Price on application		Price on application		

STREET SIGNAGE, NAMING & NUMBERING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Rename a Property	Renaming a property	SIGNS/8737z	Non Vatable	01 April 2018	30.00	0	30.60	370.00	2.00
New Property	Developers per new property	SIGNS/8738z	Non Vatable	01 April 2018	25.00	0	25.50	8,000.00	2.00
Name New Road	Per new road named	SIGNS/8739z	Non Vatable	01 April 2018	100.00	0	102.00	2,800.00	2.00
Street Name Plates	Developers per street name plate	SIGNS/8771n	VAT Inclusive	01 April 2018	£210 for 1 - 4 signs, £160 for 5 or more	0	£214.20 for 1 - 4 signs, £163.20 for 5 or more	0	2.00

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
SHORT STAY CAR PARKS									
Railway View (08.00 to 18.00 Mon to Sat)	Up to 1 hour	CHUCP/8420n	VAT Inclusive	01 April 2018	0.80	34,190.00	0.80	34,190.00	0.00
	Up to 2 hours	CHUCP/8420n	VAT Inclusive	01 April 2018	1.40	32,900.00	1.50	35,250.00	7.14
	Up to 3 hours	CHUCP/8420n	VAT Inclusive	01 April 2018	2.70	23,140.00	2.70	23,140.00	0.00
	Up to 10 hours	CHUCP/8420n	VAT Inclusive	01 April 2018	8.40	1,060.00	8.40	1,060.00	0.00
Lowergate (08.00 to 18.00 Mon to Sat)	Up to 1 hour	LOWCP/8420n	VAT Inclusive	01 April 2018	0.80	18,320.00	0.80	18,320.00	0.00
	Up to 2 hours	LOWCP/8420n	VAT Inclusive	01 April 2018	1.40	28,060.00	1.50	30,060.00	7.14
	Up to 3 hours	LOWCP/8420n	VAT Inclusive	01 April 2018	2.70	20,870.00	2.70	20,870.00	0.00
	Up to 10 hours	LOWCP/8420n	VAT Inclusive	01 April 2018	8.40	1,800.00	8.40	1,800.00	0.00
Market (08.00 to 18.00 Mon to Sat)	Up to 1 hour	AUMCP/8420n	VAT Inclusive	01 April 2018	0.80	10,650.00	0.80	10,650.00	0.00
	Up to 2 hours	AUMCP/8420n	VAT Inclusive	01 April 2018	1.40	17,710.00	1.50	18,980.00	7.14
	Up to 3 hours	AUMCP/8420n	VAT Inclusive	01 April 2018	2.70	15,120.00	2.70	15,120.00	0.00
	Up to 10 hours	AUMCP/8420n	VAT Inclusive	01 April 2018	8.40	1,400.00	8.40	1,400.00	0.00

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge						
										£	£	£	£	£	%
Edisford (08.00 to 18.00 Mon to Sun)	Up to 30 mins	EDFCP/8420n	VAT Inclusive	01 April 2018	0.40	2,620.00	0.40	2,620.00	0.00						
	Up to 1 hour	EDFCP/8420n	VAT Inclusive	01 April 2018	0.80	19,560.00	0.80	19,560.00	0.00						
	Up to 2 hours	EDFCP/8420n	VAT Inclusive	01 April 2018	1.30	34,250.00	1.30	34,250.00	0.00						
	Up to 3 hours	EDFCP/8420n	VAT Inclusive	01 April 2018	2.20	13,050.00	2.30	13,640.00	4.55						
	Up to 5 hours	EDFCP/8420n	VAT Inclusive	01 April 2018	2.90	6,180.00	2.90	6,180.00	0.00						
	Over 5 hours	EDFCP/8420n	VAT Inclusive	01 April 2018	3.70	1,250.00	3.70	1,250.00	0.00						

Barclay Road, Longridge (08.00 to 18.00 Mon to Sat)	Up to 1 hour	BARCP/8420n	VAT Inclusive	01 April 2018	0.80	3,710.00	0.80	3,710.00	0.00
	Up to 2 hours	BARCP/8420n	VAT Inclusive	01 April 2018	1.40	2,240.00	1.50	2,400.00	7.14
	Up to 3 hours	BARCP/8420n	VAT Inclusive	01 April 2018	2.70	1,500.00	2.70	1,500.00	0.00
	Up to 10 hours	BARCP/8420n	VAT Inclusive	01 April 2018	8.40	90.00	8.40	90.00	0.00

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
LONG STAY CAR PARKS									
Chester Avenue (08.00 to 18.00 Mon to Sat)	Up to 4 hours	CHSCP/ 8420n	VAT Inclusive	01 April 2018	1.40	19,710.00	1.50	21,120.00	7.14
	Up to 10 hours	CHSCP/ 8420n	VAT Inclusive	01 April 2018	2.60	10,670.00	2.60	10,670.00	0.00
Holden Street (08.00 to 18.00 Mon to Sat)	Up to 4 hours	HOLCP/ 8420n	VAT Inclusive	01 April 2018	1.40	4,330.00	1.50	4,640.00	7.14
	Up to 10 hours	HOLCP/ 8420n	VAT Inclusive	01 April 2018	2.60	1,980.00	2.60	1,980.00	0.00
North Street (08.00 to 18.00 Mon to Sat)	Up to 4 hours	NORCP/ 8420n	VAT Inclusive	01 April 2018	1.40	3,210.00	1.50	3,440.00	7.14
	Up to 10 hours	NORCP/ 8420n	VAT Inclusive	01 April 2018	2.60	1,550.00	2.60	1,550.00	0.00
Whalley Road (08.00 to 18.00 Mon to Sat)	Up to 4 hours	WHLCP/ 8420n	VAT Inclusive	01 April 2018	1.40	6,500.00	1.50	6,960.00	7.14
	Up to 10 hours	WHLCP/ 8420n	VAT Inclusive	01 April 2018	2.50	2,360.00	2.60	2,450.00	4.00
Mitchell Street (08.00 to 18.00 Mon to Sat)	Up to 4 hours	MITCP/ 8420n	VAT Inclusive	01 April 2018	1.40	2,580.00	1.50	2,760.00	7.14
	Up to 10 hours	MITCP/ 8420n	VAT Inclusive	01 April 2018	2.50	340.00	2.60	350.00	4.00

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Mardale Road, Longridge (08.00 to 18.00 Mon to Sun)	Up to 4 hours	MARCP/8420n	VAT Inclusive	01 April 2018	1.40	40.00	1.50	40.00	7.14
	Up to 10 hours	MARCP/8420n	VAT Inclusive	01 April 2018	2.50	10.00	2.60	10.00	4.00
Sabden (09.00 to 17.00 Mon to Sun)	Up to 1 hour	SABCP/8420n	VAT Inclusive	01 April 2018	0.90	210.00	0.90	210.00	0.00
	Up to 4 hours	SABCP/8420n	VAT Inclusive	01 April 2018	1.40	650.00	1.50	700.00	7.14
	Up to 8 hours	SABCP/8420n	VAT Inclusive	01 April 2018	2.20	620.00	2.20	620.00	0.00
Chipping (09.00 to 17.00 Mon to Sun)	Up to 1 hour	CHPCP/8420n	VAT Inclusive	01 April 2018	0.90	1,270.00	0.90	1,270.00	0.00
	Up to 4 hours	CHPCP/8420n	VAT Inclusive	01 April 2018	1.40	3,290.00	1.50	3,530.00	7.14
	Up to 8 hours	CHPCP/8420n	VAT Inclusive	01 April 2018	2.20	2,320.00	2.20	2,320.00	0.00
Dunsop Bridge (09.00 to 17.00 Mon to Sun)	Up to 1 hour	DUNCP/8420n	VAT Inclusive	01 April 2018	0.90	1,210.00	0.90	1,210.00	0.00
	Up to 4 hours	DUNCP/8420n	VAT Inclusive	01 April 2018	1.40	3,720.00	1.50	3,990.00	7.14
	Up to 8 hours	DUNCP/8420n	VAT Inclusive	01 April 2018	2.20	2,960.00	2.20	2,960.00	0.00
Coaches - Dunsop Bridge (09.00 to 17.00 Mon to Sun)	Up to 4 hours	DUNCP/8420n	VAT Inclusive	01 April 2018	5.50	-	5.50	0.00	0.00
	Up to 8 hours	DUNCP/8420n	VAT Inclusive	01 April 2018	9.80	-	9.80	0.00	0.00

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge						
										£	£	£	£	£	%
Ribchester (09.00 to 17.00 Mon to Sun)	Up to 1 hour	RIBCP/8420n	VAT Inclusive	01 April 2018	0.90	3,900.00	0.90	3,900.00	0.00						
	Up to 4 hours	RIBCP/8420n	VAT Inclusive	01 April 2018	1.40	10,580.00	1.50	11,340.00	7.14						
	Up to 8 hours	RIBCP/8420n	VAT Inclusive	01 April 2018	2.20	2,460.00	2.20	2,460.00	0.00						
Coaches - Ribchester (09.00 to 17.00 Mon to Sun)	Up to 4 hours	RIBCP/8420n	VAT Inclusive	01 April 2018	5.50	220.00	5.50	220.00	0.00						
	Up to 8 hours	RIBCP/8420n	VAT Inclusive	01 April 2018	9.80	20.00	9.80	20.00	0.00						
Slaidburn (09.00 to 17.00 Mon to Sun)	Up to 1 hour	SLDCP/8420n	VAT Inclusive	01 April 2018	0.90	1,240.00	0.90	1,240.00	0.00						
	Up to 4 hours	SLDCP/8420n	VAT Inclusive	01 April 2018	1.40	1,880.00	1.50	2,010.00	7.14						
	Up to 8 hours	SLDCP/8420n	VAT Inclusive	01 April 2018	2.20	1,990.00	2.20	1,990.00	0.00						
Coaches - Slaidburn (09.00 to 17.00 Mon to Sun)	Up to 4 hours	SLDCP/8420n	VAT Inclusive	01 April 2018	5.50	30.00	5.50	30.00	0.00						
	Up to 8 hours	SLDCP/8420n	VAT Inclusive	01 April 2018	9.80	60.00	9.80	60.00	0.00						

CAR PARKING	Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge	CAR PARKING
Long Stay Permits	Long Stay Permit Per Annum	CPADM/8422n	VAT Inclusive	01 April 2018	69.80	25,630.00	80.00	29,380.00	14.61
	Long Stay Commercial	CPADM/8421n	VAT Inclusive	01 April 2018	109.90	-	112.10	0.00	2.00
	Staff Permit (Council Offices) Per Annum	CHUCP/8421n	VAT Inclusive	01 April 2018	179.90	8,270.00	183.50	8,440.00	2.00
	Staff Permit (Salthill Depot) Per Annum	SDEPO/8421n	VAT Inclusive	01 April 2018	99.80	740.00	101.80	750.00	2.00
	Staff Permit (Ribblesdale Pool) Per Annum	RPOOL/8421n	VAT Inclusive	01 April 2018	99.80	700.00	101.80	710.00	2.00
	Fairs (Amusements)	Site Fee - Standard Charge	EDFCP/8805l	Non Vatable	01 April 2018	390.00	390.00	400.00	400.00
Plus Fee per Day Open		EDFCP/8805l	Non Vatable	01 April 2018	150.00	570.00	153.00	580.00	2.00
Refundable Deposits (Minimum)		EDFCP/8627z	Non Vatable	01 April 2018	258.90	N/a	265.00	N/a	2.36

Increase all charges by 2% and rounding up to the nearest 10p

Annex 2

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
SHORT STAY CAR PARKS									
Railway View (08.00 to 18.00 Mon to Sat)	Up to 1 hour	CHUCP/8420n	VAT Inclusive	01 April 2018	0.80	34,190.00	0.90	38,460.00	12.50
	Up to 2 hours	CHUCP/8420n	VAT Inclusive	01 April 2018	1.40	32,900.00	1.50	35,250.00	7.14
	Up to 3 hours	CHUCP/8420n	VAT Inclusive	01 April 2018	2.70	23,140.00	2.80	24,000.00	3.70
	Up to 10 hours	CHUCP/8420n	VAT Inclusive	01 April 2018	8.40	1,060.00	8.60	1,090.00	2.38
Lowergate (08.00 to 18.00 Mon to Sat)	Up to 1 hour	LOWCP/8420n	VAT Inclusive	01 April 2018	0.80	18,320.00	0.90	20,610.00	12.50
	Up to 2 hours	LOWCP/8420n	VAT Inclusive	01 April 2018	1.40	28,060.00	1.50	30,060.00	7.14
	Up to 3 hours	LOWCP/8420n	VAT Inclusive	01 April 2018	2.70	20,870.00	2.80	21,640.00	3.70
	Up to 10 hours	LOWCP/8420n	VAT Inclusive	01 April 2018	8.40	1,800.00	8.60	1,840.00	2.38
Market (08.00 to 18.00 Mon to Sat)	Up to 1 hour	AUMCP/8420n	VAT Inclusive	01 April 2018	0.80	10,650.00	0.90	11,980.00	12.50
	Up to 2 hours	AUMCP/8420n	VAT Inclusive	01 April 2018	1.40	17,710.00	1.50	18,980.00	7.14
	Up to 3 hours	AUMCP/8420n	VAT Inclusive	01 April 2018	2.70	15,120.00	2.80	15,680.00	3.70
	Up to 10 hours	AUMCP/8420n	VAT Inclusive	01 April 2018	8.40	1,400.00	8.60	1,430.00	2.38

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
Edisford (08.00 to 18.00 Mon to Sun)	Up to 30 mins	EDFCP/8420n	VAT Inclusive	01 April 2018	0.40	2,620.00	0.50	3,280.00	25.00
	Up to 1 hour	EDFCP/8420n	VAT Inclusive	01 April 2018	0.80	19,560.00	0.90	22,010.00	12.50
	Up to 2 hours	EDFCP/8420n	VAT Inclusive	01 April 2018	1.30	34,250.00	1.40	36,880.00	7.69
	Up to 3 hours	EDFCP/8420n	VAT Inclusive	01 April 2018	2.20	13,050.00	2.30	13,640.00	4.55
	Up to 5 hours	EDFCP/8420n	VAT Inclusive	01 April 2018	2.90	6,180.00	3.00	6,390.00	3.45
	Over 5 hours	EDFCP/8420n	VAT Inclusive	01 April 2018	3.70	1,250.00	3.80	1,280.00	2.70
Barclay Road, Longridge (08.00 to 18.00 Mon to Sat)	Up to 1 hour	BARCP/8420n	VAT Inclusive	01 April 2018	0.80	3,710.00	0.90	4,170.00	12.50
	Up to 2 hours	BARCP/8420n	VAT Inclusive	01 April 2018	1.40	2,240.00	1.50	2,400.00	7.14
	Up to 3 hours	BARCP/8420n	VAT Inclusive	01 April 2018	2.70	1,500.00	2.80	1,560.00	3.70
	Up to 10 hours	BARCP/8420n	VAT Inclusive	01 April 2018	8.40	90.00	8.60	90.00	2.38

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
LONG STAY CAR PARKS									
Chester Avenue (08.00 to 18.00 Mon to Sat)	Up to 4 hours	CHSCP/ 8420n	VAT Inclusive	01 April 2018	1.40	19,710.00	1.50	21,120.00	7.14
	Up to 10 hours	CHSCP/ 8420n	VAT Inclusive	01 April 2018	2.60	10,670.00	2.70	11,080.00	3.85
Holden Street (08.00 to 18.00 Mon to Sat)	Up to 4 hours	HOLCP/ 8420n	VAT Inclusive	01 April 2018	1.40	4,330.00	1.50	4,640.00	7.14
	Up to 10 hours	HOLCP/ 8420n	VAT Inclusive	01 April 2018	2.60	1,980.00	2.70	2,060.00	3.85
North Street (08.00 to 18.00 Mon to Sat)	Up to 4 hours	NORCP/ 8420n	VAT Inclusive	01 April 2018	1.40	3,210.00	1.50	3,440.00	7.14
	Up to 10 hours	NORCP/ 8420n	VAT Inclusive	01 April 2018	2.60	1,550.00	2.70	1,610.00	3.85
Whalley Road (08.00 to 18.00 Mon to Sat)	Up to 4 hours	WHLCP/ 8420n	VAT Inclusive	01 April 2018	1.40	6,500.00	1.50	6,960.00	7.14
	Up to 10 hours	WHLCP/ 8420n	VAT Inclusive	01 April 2018	2.50	2,360.00	2.70	2,550.00	8.00
Mitchell Street (08.00 to 18.00 Mon to Sat)	Up to 4 hours	MITCP/ 8420n	VAT Inclusive	01 April 2018	1.40	2,580.00	1.50	2,760.00	7.14
	Up to 10 hours	MITCP/ 8420n	VAT Inclusive	01 April 2018	2.50	340.00	2.70	370.00	8.00
Mardale Road, Longridge (08.00 to 18.00 Mon to Sun)	Up to 4 hours	MARCP/ 8420n	VAT Inclusive	01 April 2018	1.40	40.00	1.50	40.00	7.14
	Up to 10 hours	MARCP/ 8420n	VAT Inclusive	01 April 2018	2.50	10.00	2.70	10.00	8.00

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
								£	£
Sabden (09.00 to 17.00 Mon to Sun)	Up to 1 hour	SABCP/8420n	VAT Inclusive	01 April 2018	0.90	210.00	0.90	210.00	0.00
	Up to 4 hours	SABCP/8420n	VAT Inclusive	01 April 2018	1.40	650.00	1.50	700.00	7.14
	Up to 8 hours	SABCP/8420n	VAT Inclusive	01 April 2018	2.20	620.00	2.30	650.00	4.55
Chipping (09.00 to 17.00 Mon to Sun)	Up to 1 hour	CHPCP/8420n	VAT Inclusive	01 April 2018	0.90	1,270.00	0.90	1,270.00	0.00
	Up to 4 hours	CHPCP/8420n	VAT Inclusive	01 April 2018	1.40	3,290.00	1.50	3,530.00	7.14
	Up to 8 hours	CHPCP/8420n	VAT Inclusive	01 April 2018	2.20	2,320.00	2.30	2,430.00	4.55
Dunsop Bridge (09.00 to 17.00 Mon to Sun)	Up to 1 hour	DUNCP/8420n	VAT Inclusive	01 April 2018	0.90	1,210.00	0.90	1,210.00	0.00
	Up to 4 hours	DUNCP/8420n	VAT Inclusive	01 April 2018	1.40	3,720.00	1.50	3,990.00	7.14
	Up to 8 hours	DUNCP/8420n	VAT Inclusive	01 April 2018	2.20	2,960.00	2.30	3,090.00	4.55
Coaches - Dunsop Bridge (09.00 to 17.00 Mon to Sun)	Up to 4 hours	DUNCP/8420n	VAT Inclusive	01 April 2018	5.50	-	5.70	0.00	3.64
	Up to 8 hours	DUNCP/8420n	VAT Inclusive	01 April 2018	9.80	-	10.00	0.00	2.04
Ribchester (09.00 to 17.00 Mon to Sun)	Up to 1 hour	RIBCP/8420n	VAT Inclusive	01 April 2018	0.90	3,900.00	0.90	3,900.00	0.00
	Up to 4 hours	RIBCP/8420n	VAT Inclusive	01 April 2018	1.40	10,580.00	1.50	11,340.00	7.14
	Up to 8 hours	RIBCP/8420n	VAT Inclusive	01 April 2018	2.20	2,460.00	2.30	2,570.00	4.55

CAR PARKING		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2018/19	Budgeted Income Net of VAT for 2018/19	Proposed Charges for 2019/20 2% Inflation	Indication of Potential Income Net of VAT for 2019/20	Percentage Increase in Charge
				£	£	£	£	£	%
Coaches - Ribchester (09.00 to 17.00 Mon to Sun)	Up to 4 hours	RIBCP/8420n	VAT Inclusive	01 April 2018	5.50	220.00	5.70	230.00	3.64
	Up to 8 hours	RIBCP/8420n	VAT Inclusive	01 April 2018	9.80	20.00	10.00	20.00	2.04

Slaidburn (09.00 to 17.00 Mon to Sun)	Up to 1 hour	SLDCP/8420n	VAT Inclusive	01 April 2018	0.90	1,240.00	0.90	1,240.00	0.00
	Up to 4 hours	SLDCP/8420n	VAT Inclusive	01 April 2018	1.40	1,880.00	1.50	2,010.00	7.14
	Up to 8 hours	SLDCP/8420n	VAT Inclusive	01 April 2018	2.20	1,990.00	2.30	2,080.00	4.55
Coaches - Slaidburn (09.00 to 17.00 Mon to Sun)	Up to 4 hours	SLDCP/8420n	VAT Inclusive	01 April 2018	5.50	30.00	5.70	30.00	3.64
	Up to 8 hours	SLDCP/8420n	VAT Inclusive	01 April 2018	9.80	60.00	10.00	60.00	2.04

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No 9

meeting date: 30 OCTOBER 2018
 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 (2019/20 to 2023/24) for this Committee.

2 BACKGROUND

2.1 This report will review the schemes that were approved in to the capital programme in March 2018, for the financial years 2019/20 to 2022/23. Also, new bids received from Heads of Service for 2023/24 are presented for consideration. No bids have previously been requested for 2023/24.

2.2 In the same manner as previous years, all Heads of Service were asked to submit new capital bids.

3 REVIEW OF THE CAPITAL PROGRAMME 2019/20 TO 2022/23

3.1 For this Committee there were originally twenty five schemes approved for the financial years 2019/20 to 2022/23, totalling £3,301,240. These schemes are shown in Annex 1.

3.2 One bid has been submitted to increase the value of one scheme in 2019/20, based on an updated estimate. This is "BID 1: Replacement Gang Mower (rvbc 009)", which will increase the cost of the scheme by £1,000 in 2019/20 from £29,000 to £30,000. The detailed bid is shown in Annex 3.

3.3 The 2019/20 to 2022/23 approved capital programme for this Committee in the table below shows the proposed amendment, to reflect the updated bid for 2019/20 identified from this review. The proposed amendment is also included at Annex 1.

	2019/20 £	2020/21 £	2021/22 £	2022/23 £	TOTAL £
Previously Approved Capital Programme for Community Services Committee (Annex 1)	1,979,320	354,120	282,000	685,800	3,301,240
Replacement Gang Mower (rvbc 009) – 2019/20 updated bid (Annex 3)	1,000				1,000
Amended Capital Programme for Community Services Committee (Annex 1)	1,980,320	354,120	282,000	685,800	3,302,240

3.4 Please note, as a result of this review two schemes remain in the 2019/20 capital programme on a provisional basis at this stage.

3.5 Firstly, the Castle Keep Lime Repointing Works and Repairs scheme for £311,320 was included in the 2019/20 capital programme on the condition that external funding of £222,240 was secured to help fund the scheme. No external funding has been confirmed as available so far for this scheme. It is requested that the scheme still be considered as the works are required urgently on the Castle Keep to ensure it remains structurally sound and does not become a safety risk.

3.6 Secondly, the Installation of a Second Parking Deck on Chester Avenue Car Park scheme for £1,230,000 was included in the 2019/20 capital programme with a suggestion that external consultants were engaged to undertake a piece of work on car parking in Clitheroe to ensure the underlying need to invest in this infrastructure. The car parking study is being undertaken internally and the study is not yet complete.

3.7 If there is a requirement for additional parking, a detailed output specification and updated budget will be developed, with input from potential suppliers of car parking decks, to allow a final decision to be taken on whether to proceed with the scheme.

4 NEW CAPITAL BIDS FOR 2023/24

4.1 Heads of Service were also asked to put forward new bids for 2023/24. For this Committee, eleven new bids have been submitted for 2023/24, totalling £942,200. Please note, Heads of Service have requested that the following new scheme bids are approved in the capital programme for 2019/20, rather than 2023/24. For the purposes of this report these two bids are listed under 2023/24:

- BID 8: Edisford Car Park Extension Advanced Works – 2023/24 bid is £20,800 and this would reduce to £19,200 if included in the 2019/20 capital programme, the difference being anticipated price increases.
- BID 11: Automatic Access Barrier – Edisford River Bank – 2023/24 bid is £15,100 and this would reduce to £14,000 if included in the 2019/20 capital programme, again the difference being anticipated price increases.

4.2 A summary listing of the 2023/24 new scheme bids is shown in Annex 2 (including the two bids shown above) and detailed information for each new scheme bid is shown in Annex 3.

4.3 Members will be aware that a separate report is included elsewhere on the agenda regarding the Roefield Artificial Grass Pitch Proposal. That scheme is not included within the proposals on this report, but if the scheme is supported by members and further defined and developed, it will then be brought in line with the capital programme setting process.

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

4.5 Please note 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.

5 APPROVED SCHEMES AND CAPITAL PROGRAMME BIDS FOR 2019/20 TO 2023/24

5.1 The table below provides a summary of the financial impact of the currently approved capital programme schemes and also those bids that have been received from Heads of Service for 2019/20 to 2023/24 (subject to approval).

2019/20 £	2020/21 £	2021/22 £	2022/23 £	2023/24 £	TOTAL £
1,980,320	354,120	282,000	685,800	942,200	4,244,440

6 RISK ASSESSMENT

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

- Resources – The **updated bids** and **new bids** that have been submitted for this Committee would require funding of £943,200.
- 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 twenty five schemes in the capital programme for this Committee for the period 2019/20 to 2022/23, totalling £3,302,240, including one updated bid of £1,000.

7.2 There have been eleven new capital scheme bids for 2023/24, totalling £942,200.

8 RECOMMENDED THAT COMMITTEE

8.1 Consider the proposed five-year capital programme for 2019/20 to 2023/24 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
CM11-18/AC/AC
18 October 2018

DIRECTOR OF RESOURCES

For further background information please ask for Andrew Cook.

BACKGROUND PAPERS – None

Community Services Committee
Previously Approved Capital Programme and Updated Bids
Summary – 2019/20 to 2022/23

ANNEX 1

COMMUNITY SERVICES COMMITTEE	2019/20 £	2020/21 £	2021/22 £	2022/23 £	TOTAL £
Play Area Improvements	40,000	40,000	40,000	45,000	165,000
Replacement of Refuse Wheelie Bins	10,000	10,000	10,000	10,000	40,000
Castle Keep Lime Repointing Works and Repairs (Subject to External Funding)	311,320				311,320
Replacement of Clitheroe CCTV System	60,000				60,000
Replacement of Refuse Collection Vehicle VU60 HNX	227,000				227,000
Replacement of Paper Collection Vehicle VU06 TKN	50,000				50,000
Installation of a Second Parking Deck on Chester Avenue Car Park	1,230,000				1,230,000
Replacement Gang Mower (rvbc009)	29,000				29,000
Replacement Mini Tractor with Bucket for PN05 BYS	22,000				22,000
Replacement of Refuse Collection Vehicle VN12 KYK		232,000			232,000
Replacement of JCB Gravemaster Digger (rvbc005)		32,000			32,000
Replacement of Pickup Ford Ranger PK60 HKN		20,120			20,120
Replacement High Top Transit Van for PJ63 WUC		20,000			20,000
Replacement of Refuse Collection Vehicle VU62 HXK			232,000		232,000
Replacement of Refuse Iveco Tipper PO60 AYK				40,600	40,600
Replacement of Hustler Trimstar Mower x 2 (rvbc017 and rvbc018)				14,000	14,000
Replacement John Deere Mower 4x4 PE15 YVK				21,500	21,500
Replacement of John Deere Mower PN07 OWU				20,000	20,000
Ribblesdale Pool Filter and Pipework Replacement				44,000	44,000
Replacement Football Goals				15,000	15,000

Community Services Committee
Previously Approved Capital Programme and Updated Bids
Summary – 2019/20 to 2022/23

ANNEX 1

COMMUNITY SERVICES COMMITTEE	2019/20 £	2020/21 £	2021/22 £	2022/23 £	TOTAL £
Replacement of Refuse Collection Vehicle PK63 JZO				245,000	245,000
Replacement of High Top Transit Van PK06 HKA				20,000	20,000
Salthill Depot Garage – Supply and Install New Vehicle Brake Tester				61,900	61,900
Salthill Depot Garage – Replace roller shutter doors and rewire garage				25,000	25,000
Replacement of Pay and Display Machines				123,800	123,800
Previously Approved Capital Programme for Community Services Committee	1,979,320	354,120	282,000	685,800	3,301,240
BID 1: Replacement Gang Mower (rvbc 009) – 2019/20 updated bid (Annex 3)	1,000				1,000
Amended Capital Programme for Community Services Committee	1,980,320	354,120	282,000	685,800	3,302,240

Community Services Committee
Summary of New Capital Bids for 2023/24

Schemes	2023/24 £
BID 2: Roof Renewal and Upgrade to Parks Store Building in Castle Grounds	65,300
BID 3: Refurbishment of Bowling Green Café in Castle Grounds	48,000
BID 4: Longridge Depot "Ambulance" Shed Refurbishment	42,900
BID 5: Replacement of Refuse Collection Vehicle PK63 JZP	249,000
BID 6: Replacement of Refuse Wheelie Bins	11,000
BID 7: Replacement of Concrete Bays to Rear of Depot	25,600
BID 8: Edisford Car Park Extension Advanced Works <i>Requested that this be considered for 2019/20 at £19,200</i>	20,800
BID 9: Edisford Car Park Extension	398,500
BID 10: Play Area Improvements 2023/24	45,000
BID 11: Automatic Access Barrier – Edisford River Bank <i>Requested that this be considered for 2019/20 at £14,000</i>	15,100
BID 12: Replacement Kubota Mower PO15 HYJ	21,000
Total of 2023/24 New Bids for Community Services Committee	942,200

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 1: Replacement Gang Mower (rvbc 009) – **2019/20 UPDATED BID**
Service Area: Grounds Maintenance
Submitted by: Mark Beveridge

Brief Description of the Scheme:

This machine is already in the capital programme for replacement in 2019/20. However, a revised quote indicates that the current price allowed for in the capital budget is insufficient. **This bid allows for an increase of £1,000 on the capital sum (from £29,000 to £30,000) to cover the extra expected sum.**

This is the main grass cutting mower for the large open spaces across the Borough. It is intensively used through the growing period and there is no cost effective alternative for dealing with these large spaces. Small ride on machines used for more compact areas of grass on estates would not be suitable for spaces such as Edisford. This item is towed behind the large tractor and transported across the Borough.

Revenue Implications:

None identified.

Timescale for Completion:

This is a standard item and delivery from order is expected within 8 weeks.

Any Risks to Completion:

This is a standard item of plant available from suppliers, providing the budget is agreed then the order will be placed and delivery is around 8 weeks, this can vary depending upon the time of the year.

Capital Cost:

Cost Element	2019/20 £
Equipment / Materials	30,000
Total Capital Cost of Scheme	30,000

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 2:	Roof Renewal and Upgrade to Parks Store Building in Castle Grounds
Service Area:	Grounds Maintenance
Submitted by:	Adrian Harper

Brief Description of the Scheme:

The parks store building is located on castle hill at the rear of the stewards gallery and education suite. The building is mentioned in one of the Historic England listings for the site. Currently the roof covering is very dilapidated and has reached the end of its serviceable lifespan. The current roof covering is of modern concrete plain tiles which should not have been used on a period building such as this. Therefore in renewing the roof the new materials must be selected to bring the building back in line with its surroundings and what would have been used originally. The building is used for storage of high value machinery and equipment and needs to be water tight to protect the wider building fabric and ensure that the machinery/equipment is protected from degradation from water ingress and potential theft which would impact the service provided by the Parks Department and be costly to the tax payer. Further upgrades would be advisable, such as renewal of the electrical installation within the building as this does not meet current regulations. In addition to this there is no existing security or fire alarm in the building and provision of these would be a proactive step to bring it in-line with all other facilities.

Revenue Implications:

None identified.

Timescale for Completion:

It is anticipated that following mobilisation of the contractor that the project would be expected to take approximately 6-8 weeks to complete, during the summer months.

Any Risks to Completion:

Inclement weather conditions, advised for programming in summer months.

Capital Cost:

Cost Element	2023/24 £
Contractors	62,000
Equipment / Materials	2,600
Internal Staff Time	700
Total Capital Cost of Scheme	65,300

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 3:	Refurbishment of Bowling Green Café in Castle Grounds
Service Area:	Culture and Leisure
Submitted by:	Adrian Harper

Brief Description of the Scheme:

Following a period of non-use, the bowling green café building has sustained numerous acts of vandalism and been brought into a state of disrepair. All glazing has been damaged, a large portion of leadwork from the roof has been stolen and further damage incurred to the rainwater goods and other elements. It is proposed to carry out the necessary external works to bring the building back to its former glory and to rejuvenate the inside to enable the building to be brought back in to use, with the hope that this will discourage further acts of theft and vandalism. The lower ground floor of the building is currently occupied by a third party, and it is believed to be used on a very limited basis. If the ground floor and lower ground floor were to be combined back in to one unit, the scope for letting the property would be greatly increased and the potential revenue would be significant.

Revenue Implications:

Possibility of lost income, only if the café has been re-let before any works are undertaken.

Timescale for Completion:

12 weeks, during summer months.

Any Risks to Completion:

Extreme weather could have an adverse effect on any possible building works.

Capital Cost:

Cost Element	2023/24 £
Contractors	46,900
Internal Staff Time	700
Planning Fees / Building Regulations	400
Total Capital Cost of Scheme	48,000

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 4:	Longridge Depot “Ambulance” Shed Refurbishment
Service Area:	Longridge Depot
Submitted by:	Adrian Harper

Brief Description of the Scheme:

The "Ambulance" shed to the rear of the Longridge Depot Yard has fallen into a state of disrepair. The shed also has an asbestos roof and side panels. The shed is a good sized structure and has the potential to be used for storage of parks equipment and vehicles. In its current state the structure is unsuitable for this purpose and requires a substantial upgrade to carry out a number of identified works to bring the structure into a good state of repair. In order to upgrade the structure we intend to do the following works:

Chip off the existing render (this is dated and worn) then provide a new render finish in the same colour as the existing. Remove the entire asbestos roof and side panels and the existing downpipes. Upgrade the electrics and provide 2No Fused spurs for the roller-shutter doors and new LED lighting. Provide a new profiled roofing system with gable sections and new downpipes. New roller shutter doors 2No. Replace existing damaged gates with new gates to the yard area. The scheme will include a new linked alarm system to the Longridge Depot building and this system will also provide connection to a response provider for both buildings.

Revenue Implications:

Alarm Servicing - £420 per annum.

Timescale for Completion:

8 weeks, in the summer months.

Any Risks to Completion:

Extreme weather conditions, roofing work is best undertaken in the summer months.

Capital Cost:

Cost Element	2023/24 £
Contractors	41,100
Internal Staff Time	700
Planning Fees / Building Regulations	1,100
Total Capital Cost of Scheme	42,900

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 5:	Replacement of Refuse Collection Vehicle PK63 JZP
Service Area:	Refuse Collection
Submitted by:	Adrian Harper

Brief Description of the Scheme:

This bid is for the replacement of the existing vehicle PK63 JZP. This vehicle is currently 4 years old and in the year 2023/24 will be at the end of its useful economic life. It will be replaced with the currently preferred mid steer vehicle.

Revenue Implications:

None identified.

Timescale for Completion:

Tender August 2023, Order placed October 2023, Delivery March 2024.

Any Risks to Completion:

None identified.

Capital Cost:

Cost Element	2023/24 £
Equipment / Materials	249,000
Total Capital Cost of Scheme	249,000

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 6:	Replacement of Refuse Wheelie Bins
Service Area:	Refuse Collection
Submitted by:	Adrian Harper

Brief Description of the Scheme:

Although there is an annual revenue budget for replacing bins it is felt that there will be a need for an influx of bins to replace bins damaged due to age and fatigue.

The bid will cover a selection of sizes and colours.

The choice of the size of the bins will depend on any possible changes made due to the end of "cost share".

There are currently 26,300 properties receiving a 3 stream waste collection comprising 3 bins.

Revenue Implications:

None identified.

Timescale for Completion:

YPO tender, June 2023. Delivery after 12 weeks lead in.

Any Risks to Completion:

None identified.

Capital Cost:

Cost Element	2023/24 £
Equipment / Materials	11,000
Total Capital Cost of Scheme	11,000

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 7:	Replacement of Concrete Bays to Rear of Depot
Service Area:	Salthill Depot
Submitted by:	Adrian Harper

Brief Description of the Scheme:

The concrete bays (approx. 1,500sqm) behind the transfer sheds are the original bays constructed some 12 years ago. They form an area upon which all the depot vehicles drive and park. Unfortunately with their age, the weights and the manoeuvring of the vehicles the bays are breaking up and moving. Over time this could turn out to be dangerous to both staff and vehicles.

The scheme is to replace the concrete bays that are beyond repair and repair ones that are suitable to be repaired.

Revenue Implications:

None identified.

Timescale for Completion:

Tender and build 2023.

Any Risks to Completion:

The planning of the scheme will be important to leave enough space for the depot operation to continue whilst works are on-going.

Capital Cost:

Cost Element	2023/24 £
Contractors	24,300
Internal Staff Time	1,300
Total Capital Cost of Scheme	25,600

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 8:	Edisford Car Park Extension Advanced Works
Service Area:	Car Parks
Submitted by:	Adrian Harper

Brief Description of the Scheme:

It is requested that this capital bid be considered for 2019/20.

NOTE - The costings have been shown at 2023/24 levels but will reduce to £19,200 if included in the 2019/20 capital programme.

This bid covers the works necessary for the Edisford Car Park Extension to take place. The works to include further topographical survey, ground investigation works, design of car park, presumably tiered due to the levels, retaining walls for the tiers and contract procurement.

The extent of the works will depend upon knowing whether the development work requested under Bid 9 will take place and then sizing the car park to cater for the future requirements. Thus, the cost used in this bid at this stage is a best guess estimate.

Revenue Implications:

None identified.

Timescale for Completion:

If the works requested under Bid 9 are approved, then the advanced works under this Bid 8 for the car park scheme would need to be completed in 2019/20.

Any Risks to Completion:

None identified.

Capital Cost:

Cost Element	2023/24 £
Contractors	8,600
Internal Staff Time	12,200
Total Capital Cost of Scheme	20,800

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 9:	Edisford Car Park Extension
Service Area:	Car Parks
Submitted by:	Adrian Harper

Brief Description of the Scheme:

Presently there is a scheme being produced for new pitches being constructed at Edisford and a possible visitor centre being constructed by Ribble Rivers Trust, by the side of the river. This will generate more parking requirements to an already busy Edisford Car Park. This is a bid for the extension of the existing car park into the current pitch and putt area along and down to the proposed visitor centre. Access at this stage is expected to be via the existing car park. Whilst it is expected that the pitches will be built the visitor centre remains speculative.

There may also be a need to include electric charging as part of the planning approval. There is presently another bid submitted for the vehicular barrier allowing access to the river bank. If this scheme was approved it is likely that the access to the river bank would be via the car park extension and the barrier would be required here rather than the original location.

Therefore, this bid is included as a requirement but at this stage it is too early to give any detail and the cost used in this bid at this stage is a best guess estimate.

Revenue Implications:

Extra revenue costs to new section of car park – Unknown at this stage.

Extra parking income for new section of car park – Unknown at this stage.

Timescale for Completion:

To be confirmed.

Any Risks to Completion:

Uncertainty about complete development and its future parking requirements. Works will be fairly weather dependent due to the nature of the site.

Capital Cost:

Cost Element	2023/24 £
Contractors	388,700
Internal Staff Time	6,100
Planning Fees / Building Regulations	3,700
Total Capital Cost of Scheme	398,500

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 10: Play Area Improvements 2023/24

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The Council operates 18 play areas. This budget provides for incremental improvements to these areas each year. It enabled Edisford and Longridge to be improved in the last year. In addition the capital is used to deal with ad hoc equipment replacement which arises annually. The play areas are well used, any injury arising from their use can result in potential insurance claims. The Council inspects on a monthly basis and the insurers annually. The Council as owner and operator has a Duty of Care to ensure the play areas are safe and replace, repair or remove worn out or broken equipment. Without this annual budget the play areas would quickly fall into disrepair and reach a point where equipment would need to be removed and eventually areas would be closed to users.

Revenue Implications:

None identified.

Timescale for Completion:

Completed within the financial year of approval unless work scheduled is affected by adverse weather.

Any Risks to Completion:

Only weather.

Capital Cost:

Cost Element	2023/24 £
Equipment / Materials	31,000
Internal Staff Time	14,000
Total Capital Cost of Scheme	45,000

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 11:	Automatic Access Barrier – Edisford River Bank
Service Area:	Grounds Maintenance
Submitted by:	Mark Beveridge

Brief Description of the Scheme:

It is requested that this capital bid be considered for 2019/20.

NOTE - The costings have been shown at 2023/24 levels but will reduce to £14,000 if included in the 2019/20 capital programme.

The access to the riverbank car park is currently via a gate which is unlocked using a RADAR key or one of the Council master keys. This presents an ongoing problem of the gate being left unlocked, allowing vehicles onto the riverbank area which should not be there and vehicles getting locked in after a key holder goes out through an open gate and locks it behind them. During the recent summer, there were over 40 cars parked on the grass on busy Sundays and Bank Holidays, creating a serious safety hazard for the families using the grass for picnics etc. It is proposed to replace the gate locked with a padlock, with an automatic barrier, linked to the CCTV room. This would be operated via a fob which would be issued by the Council to Blue Badge holders who applied for one, with a deposit payable for the fob. For disabled people who did not have a fob but wanted access, the link to CCTV would enable the staff to provide access for vehicles. This arrangement would ensure that access to the riverbank area was controlled and reduce the risk of a potentially fatal collision between a vehicle and a pedestrian. This barrier could be linked to an extension of the Edisford car park, if that were to be approved as part of a potential visitor centre scheme. However there is a real need to address the risk identified currently.

Revenue Implications:

Annual Maintenance - £1,000 per annum.

Timescale for Completion:

Within 6 months of placing an order.

Any Risks to Completion:

None, apart from weather.

Capital Cost:

Cost Element	2023/24 £
Contractors	3,100
Equipment / Materials	10,700
Internal Staff Time	1,300
Total Capital Cost of Scheme	15,100

Community Services Committee
2019/20 Updated Bids and 2023/24 New Bids

BID 12:	Replacement Kubota Mower PO15 HYJ
Service Area:	Grounds Maintenance
Submitted by:	Mark Beveridge

Brief Description of the Scheme:

This 2023/24 bid is based on the recent purchase of a similar machine in 2018/19 adjusted for inflation. It is a ride on mower for amenity areas and external contracts, purchased in 2015. By the time of renewal it will be over 7 years old. As with all machinery it is used intensively for the growing season which now extends from late March until early November. The industry norm for replacement of this type of machinery is 5 years. If the life of the mower were to be extended, previous experience has shown that the cost of repairs and hiring machines to gain a marginal life span does not represent value for money.

Revenue Implications:

None identified.

Timescale for Completion:

The machine would be sourced via competitive quotes and be purchased within the year the capital fund is applicable for replacement.

Any Risks to Completion:

Only significant variation in the value of sterling or new tariffs arising from leaving the EU, as the machine is an import.

Capital Cost:

Cost Element	2023/24 £
Equipment / Materials	21,000
Total Capital Cost of Scheme	21,000

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

Agenda Item No 10

meeting date: 30 OCTOBER 2018
 title: CAPITAL MONITORING 2018/19
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

1 PURPOSE

1.1 To provide members with information on the progress of this Committee's approved 2018/19 capital programme, for the period to the end of September 2018.

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 Fourteen new capital schemes for this Committee, totalling £712,200, were approved by the Special Policy and Finance Committee and Full Council at their meetings in February 2018 and March 2018 respectively.

2.2 In addition to the original estimate budget, the following changes have been made so far in 2018/19:

- There were five 2017/18 capital schemes that were not completed by 31 March 2018 and had unspent budget available at that date. The total unspent balance on these schemes, £93,320, is known as slippage. This slippage was transferred into the 2018/19 capital programme budget, after approval by this Committee in May 2018.
- One new scheme for a replacement hook lift vehicle, totalling £50,000, was approved by Policy and Finance Committee in June 2018. This is known as an additional approval.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of twenty schemes is £855,520. This is shown at Annex 1.

3 CAPITAL MONITORING 2018/19

3.1 The table below summarises this Committee's capital programme budget, expenditure to date and variance, as at the end of September 2018. 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 2018/19 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Actual Expenditure including commitments as at end of Sept 2018 £	Variance as at end of Sept 2018 £
712,200	93,320	50,000	855,520	613,931	-241,589

- 3.2 At the end of September 2018 £613,931 had been spent or committed. This is 71.8% of the annual capital programme for this Committee.
- 3.3 Of the twenty schemes in the capital programme:
- five schemes have been completed
 - eleven schemes are on track to be completed in-year at this stage
 - one scheme is on hold; and
 - three schemes may or may not be completed in-year - two specialist vehicle schemes involve long build and delivery times and the Ribblesdale Pool Improvement Work scheme snagged work is still awaiting completion by the contractor.
- 3.4 The main reasons for the underspend on the full year budget to date are:
- **Play Area Improvements 2018/19 (-£34,269):** Main improvement works are being planned from October 2018 onwards. This will include refurbishment work, based on playground assessments after the school summer holidays, and larger schemes for multi-play equipment at Highfield Road and wetpour refurbishment work at Barrow play area. Further improvement works may also be required in-year if regular playground assessment checks or insurance condition surveys identify any improvement work. Some budget will be kept unallocated until March 2019 to ensure any work which may occur as a result of vandalism can be funded.
 - **Renewal of Sections of Floor to Residual Waste Transfer Station, Phase 2 (-£23,500):** No spend to date. The work will be planned in at a convenient time later in the financial year, when there is less green waste transfer, to allow the waste transfer station to continue to operate as effectively as possible whilst the work is undertaken.
 - **Replacement of Paper Collection Vehicle VX55 KXD (-£6,753):** The paper collection vehicle cost £39,775 and was delivered in June 2018. The CCTV system for the vehicle, costing £2,472, was on order at the end of September 2018 and it was subsequently fitted and paid for in October 2018, which has completed the scheme. The scheme budget was £49,000.
 - **Replacement of Garwood (12 tonne GVW) single bodied RCV with single multi-use vehicle – PN05 PWL (-£10,724):** The Garwood refuse collection vehicle was delivered and paid for in July 2018, at a cost of £109,276. The scheme budget was £120,000.
 - **Replacement Mower (Haytor) - PN07 MVG (-£41,000):** Following receipt of some initial quotes, officers are currently evaluating all machine options currently available to see which will best satisfy the workload requirements before progressing any further with this purchase. At this stage it is expected that the new mower will be purchased before the financial year-end.
 - **Replacement Mini Tractor and Trailer (John Deere) – PN06 TSZ (-£12,000):** Initial assessment of replacement costs and needs means that the tractor and trailer will be replaced by a tractor unit only. Procurement now in progress.

- **Replacement Truck (Ford) c/w tail lift PE60 KJJ (-£37,500):** Quotes have been obtained and the preferred supplier will be confirmed in the near future. This is a specialist vehicle, built to a bespoke specification, so the build and delivery time for this vehicle will be several months longer than for the purchase of a standard specification vehicle.
- **All Weather Pitch Lighting (-£31,000):** This scheme remains on hold, awaiting the Council's decision on the Roefield Artificial Grass Pitch Proposal scheme.
- **Castle Museum - Refurbishment of Windows (-£17,778):** The works administration team are continuing with their window refurbishment work and there are some elements of external contractor work to be completed. The scheme should be completed within the financial year and within budget, subject to any further additional works being identified.
- **Ribblesdale Pool Improvement Work (-£6,450):** The final snagged work has not been fully completed and the retention amount will only be paid when the snagged work is complete.
- **Replacement of Hook Lift Vehicle - PN07 VWG (-£6,690):** An order has been placed for this specialist vehicle, at a cost of £43,310. The budget for the scheme is £50,000.

4 CONCLUSION

- 4.1 At the end of September 2018 £613,931 had been spent or committed. This is 71.8% of the annual capital programme for this Committee.
- 4.2 Of the twenty schemes in the capital programme, five have been completed, eleven are on track to be completed in-year at this stage, one is on hold and three may or may not be completed in-year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM12-18/AC/AC
19 October 2018

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

Community Services Committee - Capital Programme 2018/19

Cost Centre	Scheme	Original Estimate 2018/19 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Actual Expenditure including commitments as at end of September 2018 £	Variance as at end of September 2018 £
PLAYS	Play Area Improvements 2018/19	40,000	0	0	40,000	5,731	-34,269
REPWB	Replacement of Refuse Wheelie Bins	10,000	0	0	10,000	10,006	6
TSFLR	Renewal of Sections of Floor to Residual Waste Transfer Station (Phase 2)	23,500	0	0	23,500	0	-23,500
RVKXD	Replacement of Paper Collection Vehicle - VX55 KXD	49,000	0	0	49,000	42,247	-6,753
RVYEK	Replacement of Refuse Collection Vehicle - PO60 YEK	222,500	0	0	222,500	219,689	-2,811
VERTI	Purchase of Verti Drain Equipment	46,000	0	0	46,000	43,944	-2,056
CPMHY	Replacement of Car Parking Van – Fiat Doblo PN09 MHY with an equivalent spec	13,000	0	0	13,000	9,740	-3,260
RVPWL	Replacement of Garwood (12 tonne GVW) single bodied RCV with single multi-use vehicle – PN05 PWL	120,000	0	0	120,000	109,276	-10,724
GVMVG	Replacement Mower (Haytor) - PN07 MVG	41,000	0	0	41,000	0	-41,000
GVKXP	Replacement Mower (Kubota) - PN09 KXP	18,500	0	0	18,500	17,334	-1,166
GVT SZ	Replacement Mini Tractor and Trailer (John Deere) - PN06 TSZ	12,000	0	0	12,000	0	-12,000

Community Services Committee - Capital Programme 2018/19

Cost Centre	Scheme	Original Estimate 2018/19 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Actual Expenditure including commitments as at end of September 2018 £	Variance as at end of September 2018 £
GVKJJ	Replacement Truck (Ford) c/w Tail Lift - PE60 KJJ	37,500	0	0	37,500	0	-37,500
EAWPL	All Weather Pitch Lighting	31,000	0	0	31,000	0	-31,000
WVAZL	Replacement of IVECO Daily Crew Cab - PO60 AZL	48,200	0	0	48,200	44,500	-3,700
PLAYR	Play Area Improvements 2017/18	0	12,940	0	12,940	12,298	-642
CPPAY	Off-Street Car Parks – Update of Payment Systems	0	16,340	0	16,340	16,205	-135
CMWIN	Castle Museum – Refurbishment of Windows	0	36,000	0	36,000	18,222	-17,778
GVLSY + GVTZG	Replacement Pick-up Vehicles (Ford Ranger S/C 4WD x 2) - PK07 LSY and PK07 TZG	0	21,590	0	21,590	21,429	-161
RPIMP	Ribblesdale Pool Improvement Work	0	6,450	0	6,450	0	-6,450
GVVWG	Replacement of Hook Lift Vehicle – PN07 VWG	0	0	50,000	50,000	43,310	-6,690
Total Community Services Committee		712,200	93,320	50,000	855,520	613,931	-241,589

Community Services Committee – Capital Programme 2018/19

Play Area Improvements 2018/19

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Brief Description of the Scheme:

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

Revenue Implications:

None – Existing service.

Timescale for Completion:

2018/19.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	40,000	5,731	-34,269
ANTICIPATED TOTAL SCHEME COST	40,000		

Progress – Budget Holder Comments:

September 2018: Spend to date has been for grounds maintenance work, Whalley Woodland gate work, Proctors Field painting, slide work and new swings and bumper seats. Main improvement works are being planned from October 2018 onwards. This will include refurbishment work, based on playground assessments after the school summer holidays, and larger schemes for multi-play equipment at Highfield Road and wetpour refurbishment work at Barrow play area. Further improvement works may also be required in-year if regular playground assessment checks or insurance condition surveys identify any improvement work. Some budget will be kept unallocated until March 2019 to ensure any work which may occur as a result of vandalism can be funded.

July 2018: Spend to date has been for grounds maintenance team work, new swing seats, Whalley Woodland gate work and Proctors Field painting. Main improvement works will be planned for October 2018 onwards, based on playground assessments after the school summer holidays. Further improvement works may also be required in-year if regular playground assessment checks or insurance condition surveys identify any improvement work. Some budget will be kept unallocated until March 2019 to ensure any currently unforeseen work can be funded.

Community Services Committee – Capital Programme 2018/19

Replacement of Refuse Wheelie Bins

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

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

This scheme will cover a selection of bin sizes and colours. There are approx 25,000 properties receiving a 3 stream waste collection comprising 3 bins.

Revenue Implications:

None.

Timescale for Completion:

YPO tender September. Delivery after 12 weeks lead in.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	10,000	10,006	6
ANTICIPATED TOTAL SCHEME COST	10,000		

Progress – Budget Holder Comments:

September 2018: The order has been made for this year's bulk purchase of bins and delivery is expected in November 2018.

July 2018: No spend to date - An order for bulk purchase of bins will be placed in due course to ensure purchase within the 2018/19 financial year.

Community Services Committee – Capital Programme 2018/19

Renewal of Sections of Floor to Residual Waste Transfer Station (Phase 2)

Service Area: Engineering

Submitted by: Adrian Harper

Brief Description of the Scheme:

The Salthill waste transfer station has been in operation since 2007. The more heavily used sections of the reinforced concrete floor are showing limited signs of inevitable wear. It is considered likely that the remaining concrete floor to the recycle waste building is likely to need replacing in 2018/19 at a cost of £23,500.

Revenue Implications:

None.

Timescale for Completion:

2018/19.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	23,500	0	-23,500
ANTICIPATED TOTAL SCHEME COST	23,500		

Progress – Budget Holder Comments:

September 2018: No spend to date. The work will be planned in at a convenient time later in the financial year, when there is less green waste transfer, to allow the waste transfer station to continue to operate as effectively as possible whilst the work is undertaken.

July 2018: No spend to date - The work will be planned in at a convenient time later in the financial year, when there is less green waste transfer, to allow the waste transfer station to continue to operate as effectively as possible whilst the work is undertaken.

Community Services Committee – Capital Programme 2018/19

Replacement of Paper Collection Vehicle VX55 KXD

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

There are two vehicles dedicated to the daily waste paper and cardboard collection rounds. The two dedicated vehicles were purchased in 2013 for £12,000 each (including preparation costs) on the second-hand market and have a shorter life expectancy because of this. One vehicle, VX55 KXD, is programmed for replacement in 2018/19.

Revenue Implications:

Estimated £150 reduced fuel consumption per annum – expected small improvement in fuel economy.

Timescale for Completion:

The used vehicle will become available when new vehicles purchased by other authorities are commissioned. Liaison with vehicle manufacturers will determine the most appropriate period in which to procure the used vehicle.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	49,000	42,247	-6,753
ANTICIPATED TOTAL SCHEME COST	49,000		

Progress – Budget Holder Comments:

September 2018: The paper collection vehicle cost £39,775 and was delivered in June 2018. The CCTV system for the vehicle, costing £2,472, was on order at the end of September 2018 and it was subsequently fitted and paid for in October 2018, which has completed the scheme.

July 2018: The paper collection vehicle cost £39,775 and was delivered in June 2018. The CCTV system for the vehicle has been ordered at a cost of £2,472. It is due to be fitted by Autumn 2018. It is expected that the scheme will be completed within budget.

Community Services Committee – Capital Programme 2018/19

Replacement of Refuse Collection Vehicle PO60 YEK

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

This scheme is for the replacement of Refuse Collection Vehicle PO60 YEK. This scheme follows the vehicle and plant replacement programme that supports the 7 front-line RCVs and the 1 cover RCV that are necessary for the current collection regime.

Revenue Implications:

The new vehicle will be more fuel efficient and have lower carbon emissions than the existing vehicle it replaces. Fuel saving estimated to be 5% = 1,000 litres/per year/per vehicle.

Timescale for Completion:

Start in April 2018 for a minimum 30 week procurement period (including post tender stand-still period and vehicle commissioning).

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	222,500	219,689	-2,811
ANTICIPATED TOTAL SCHEME COST	222,500		

Progress – Budget Holder Comments:

September 2018: The vehicle was delivered and paid for in August 2018 and two way radio equipment will be fitted in due course. It is expected that the scheme will be completed within budget.

July 2018: The Council was awaiting delivery of the refuse collection vehicle at the end of July 2018. The vehicle has now been delivered in August 2018 and is to be paid for by September 2018. At this stage, no further costs are expected on this scheme.

Community Services Committee – Capital Programme 2018/19

Purchase of Verti Drain Equipment

Service Area: Culture and Leisure

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The Council provides a total of 14 grass pitches for football, in Clitheroe and Longridge. The current budget for these pitches only allows for cutting, line painting and minor remedial work to goal mouth areas annually. The state of the pitches has over time deteriorated significantly. All are unplayable for parts of the year due to water logging. This scheme will enable the pitches to be revived, giving all ages from junior through senior, both male and female the chance to play football on a surface which is acceptable and encourage participation.

The provision of suitable surfaces for the playing of football is part of the Government agenda to promote healthier lifestyles. The scheme will dramatically improve year on year the state of the pitches which the Council hires out to teams in the Borough. This will not result in a significant premium being charged for the improvement works carried out, however it will enhance the service delivery and the reputation of the Council in terms of the quality of service provided.

This scheme is for the purchase of Verti-Drain machinery to allow cost effective undertaking of the grass pitch renovation work in-house.

Revenue Implications:

None.

Timescale for Completion:

Purchase machinery in 2018/19. Work to be undertaken over time.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	46,000	43,944	-2,056
ANTICIPATED TOTAL SCHEME COST	43,944		

Progress – Budget Holder Comments:

September 2018: SCHEME COMPLETE - The verti-drain equipment has been delivered and paid for.

July 2018: Procurement of the verti-drain equipment was in progress at the end of July 2018. The equipment was ordered in August 2018, at a cost of £43,944, and part of the equipment has been delivered. At this stage, it is expected that the remaining equipment will be delivered in Autumn 2018.

Community Services Committee – Capital Programme 2018/19

Replacement of Car Parking Van – Fiat Doblo PN09 MHY with an equivalent spec

Service Area: Car Parking

Submitted by: Adrian Harper

Brief Description of the Scheme:

This scheme follows the vehicle and plant replacement programme. The scheme is for the replacement of the small Fiat Doblo currently used by the Car Park Enforcement Officers with an equivalent spec vehicle.

The Council's car parks need to be policed on a regular basis to ensure compliance with the off street car parking policy. Dedicated and reliable transport is necessary for the service to function efficiently.

Revenue Implications:

Estimated £100 reduced fuel consumption per annum - The new vehicle will be more fuel efficient and have lower carbon emissions than the existing vehicle that it replaces.

Timescale for Completion:

Start April for an 8 week procurement period.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	13,000	9,740	-3,260
ANTICIPATED TOTAL SCHEME COST	13,000		

Progress – Budget Holder Comments:

September 2018: Delivery of the van is expected in Autumn 2018. In addition, a tracker will be fitted before the van is fit for purpose for Council work.

July 2018: An order has been placed for the replacement van, with delivery expected in Autumn 2018. In addition, a tracker will be fitted to ensure the van is fit for purpose for Council work.

Community Services Committee – Capital Programme 2018/19

Replacement of Garwood (12 Tonne GVW) single bodied RCV with single multi-use vehicle – PN05 PWL

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

This scheme is for the replacement of the 12 tonne GVW “Garwood” PN05 PWL single bodied refuse collection vehicle c/w lifter which will be 12 years old. The life of this vehicle was extended in 2013 with the refurbishment of the body.

This multiuse, wide low open backed vehicle undertakes several operations. It undertakes the commercial trade waste collections in the restricted back streets of the town centre, empties the communal paper recycling collection containers (the current paper collection vehicles are not equipped with bin lifters), is used to collect the chargeable bulky and special waste collections that cannot be taken by the high narrow backed main collection vehicles and also acts as back up to the two ageing paper collection vehicles.

Revenue Implications:

An estimated 5% reduction in fuel consumption, £500 per annum.

Timescale for Completion:

Start April for a minimum 28 week procurement period.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	120,000	109,276	-10,724
ANTICIPATED TOTAL SCHEME COST	109,276		

Progress – Budget Holder Comments:

September 2018: SCHEME COMPLETE - The Garwood refuse collection vehicle was delivered and paid for in July 2018, at a cost of £109,276. The scheme budget was £120,000.

July 2018: The Garwood refuse collection vehicle was delivered and paid for in July 2018.

Community Services Committee – Capital Programme 2018/19

Replacement Mower (Haytor) PN07 MVG

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

This scheme is for the replacement of the Haytor Mower, PN07 MVG. It is a ride on mower for amenity areas and external contracts, purchased in 2007, by the time of renewal it will be over 10 years old.

As with all machinery it is used intensively for the growing season which now extends from late March until early November. The industry norm for replacement of this type of machinery is 8 years.

Revenue Implications:

None.

Timescale for Completion:

Within the 2018/19 financial year.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	41,000	0	-41,000
ANTICIPATED TOTAL SCHEME COST	41,000		

Progress – Budget Holder Comments:

September 2018: Following receipt of some initial quotes, officers are currently evaluating all machine options currently available to see which will best satisfy the workload requirements before progressing any further with this purchase. At this stage it is expected that the new mower will be purchased before the financial year-end.

July 2018: Quotes are currently being obtained for the replacement mower. At this stage it is expected that the new mower will be purchased before the financial year-end.

Community Services Committee – Capital Programme 2018/19

Replacement Mower (Kubota) PN09 KXP

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

Scheme for the replacement of Kubota Mower PN09 KXP. It is a ride on mower for amenity areas and external contracts, purchased in 2009, by the time of renewal it will be over 8 years old.

As with all machinery it is used intensively for the growing season which now extends from late March until early November. The industry norm for replacement of this type of machinery is 5 years.

Revenue Implications:

None.

Timescale for Completion:

The machine will be sourced via competitive quotes and be purchased within the 2018/19 financial year.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	18,500	17,334	-1,166
ANTICIPATED TOTAL SCHEME COST	17,334		

Progress – Budget Holder Comments:

September 2018: SCHEME COMPLETE - Replacement mower has been delivered and paid for.

July 2018: Quotes are currently being obtained for the replacement mower. At this stage it is expected that the new mower will be purchased before the financial year-end.

Community Services Committee – Capital Programme 2018/19

Replacement Mini Tractor and Trailer (John Deere) – PN06 TSZ

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

This scheme is for the replacement of the mini tractor and trailer which is primarily based in the Castle Grounds, Clitheroe. It was purchased in 2006, by the time of renewal it will be 12 years old. As with all machinery it is used intensively for the growing season which now extends from late March until early November, but is also used through the winter months as the off season work is undertaken. The industry norm for replacement of this type of machinery is 8-10 years.

The nature of the Castle Grounds means the unit cannot be easily substituted due to the width of paths in the area.

Revenue Implications:

None – Existing service.

Timescale for Completion:

2018/19.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	12,000	0	-12,000
ANTICIPATED TOTAL SCHEME COST	12,000		

Progress – Budget Holder Comments:

September 2018: Initial assessment of replacement costs and needs means that the tractor and trailer will be replaced by a tractor unit only. Procurement now in progress.

July 2018: Initial assessment of replacement costs and needs means that the tractor and trailer is likely to be replaced by a tractor unit only. The detailed specification for the replacement tractor will be confirmed after the completion of demonstrations for different options and quotes will be sought at that stage.

Community Services Committee – Capital Programme 2018/19

Replacement Truck (Ford) c/w Tail Lift (PE60 KJJ)

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

This scheme is for the replacement of the Ford truck with tail lift, PE60 KJJ. This vehicle is used in the grounds maintenance section to transport ride on and pedestrian machines, along with other machinery and equipment used to carry out work in areas such as Longridge, Ribchester, Chipping. It was purchased in 2011, by the time of renewal it will be 7 years old. As with all machinery it is used intensively for the growing season which now extends from late March until early November. The tail lift is necessary to get the machinery on and off the vehicle.

Revenue Implications:

None – Existing service.

Timescale for Completion:

2018/19.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	37,500	0	-37,500
ANTICIPATED TOTAL SCHEME COST	37,500		

Progress – Budget Holder Comments:

September 2018: Quotes have been obtained and the preferred supplier will be confirmed in the near future. This is a specialist vehicle, built to a bespoke specification, so the build and delivery time for this vehicle will be several months longer than for the purchase of a standard specification vehicle.

July 2018: This is a specialist vehicle, to be built to a bespoke specification. The detailed specification has been developed with a potential supplier and quotes are now being obtained before the preferred supplier is chosen. The build and delivery time for this vehicle will be known only when the preferred supplier is chosen, but it is likely to be longer than for the purchase of a standard specification vehicle.

Community Services Committee – Capital Programme 2018/19

All Weather Pitch Lighting

Service Area: Edisford

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The synthetic turf pitches at the Ribblesdale Pool are currently lit by 16 x 2KW metal halide floodlights mounted on 10m columns, these columns house the control gear for the lighting. They are approaching the end of their economic life.

Replacing the current fittings and control gear with more energy efficient self-contained LED fittings, without compromising on light output, is the basis for this scheme. Self-contained fittings will dramatically cut the currently high maintenance bill.

Revenue Implications:

£1,500 per annum reduction in years 1 to 3 – no maintenance costs.

£550 per annum - estimated reduction in electricity costs (all years).

Timescale for Completion:

Early 2018: Produce drawings and specifications.

Spring 2018: Tender and undertake programme of works.

Summer 2018: Completion and issue snagging list.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	31,000	0	-31,000
ANTICIPATED TOTAL SCHEME COST	31,000		

Progress – Budget Holder Comments:

September 2018: This scheme remains on hold, awaiting the Council's decision on the Edisford development.

July 2018: This scheme is on hold, whilst consideration is given to the Clitheroe Wolves/Lancaster Foundation Edisford development proposal.

Community Services Committee – Capital Programme 2018/19

Replacement of Iveco Daily Crew Cab (PO60 AZL)

Service Area: Works Administration

Submitted by: Adrian Harper

Brief Description of the Scheme:

This scheme is for the replacement of the existing vehicle PO60 AZL. This vehicle is currently 7 years old and is nearing the end of its useful economic life. It will be replaced with a like for like model (IVECO Daily Crew Cab with tail lift). The existing vehicle is regularly used by the Works team to undertake a multitude of tasks. The IVECO Daily Crew Cab plays a pivotal role in ensuring the Works team can undertake all tasks required of them.

Revenue Implications:

None.

Timescale for Completion:

April 2018: Tender new Vehicle. May 2018: Purchase new Vehicle.

Capital Cost:

		Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	£ 48,200	44,500	-3,700
ANTICIPATED TOTAL SCHEME COST	£ 48,200		

Progress – Budget Holder Comments:

September 2018: No change - The new vehicle was ordered in July 2018. Because this is a specialist vehicle, built to a bespoke specification, the preferred supplier has indicated that the build and delivery time will be approximately six months from order date.

July 2018: The new vehicle was ordered in July 2018, after quotes were obtained. This is a specialist vehicle, built to a bespoke specification, and the preferred supplier has initially indicated that the build and delivery time will be approximately six months from order date.

Community Services Committee – Capital Programme 2018/19

Play Area Improvements 2017/18 (slippage)

Service Area: Play Areas

Submitted by: Mark Beveridge

Brief Description of the Scheme:

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

Revenue Implications:

None.

Timescale for Completion:

April of each financial year and lasting throughout the year.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	12,940		
Total Approved Budget 2018/19	12,940	12,298	-642
Actual Expenditure 2017/18	27,061		
ANTICIPATED TOTAL SCHEME COST	39,359		

Progress – Budget Holder Comments:

July 2018: SCHEME COMPLETE - This was spend on budget slippage approved by Community Committee in May 2018, for supply and installation of fencing at Edisford, path work at Edisford and a new roundabout at Low Moor.

March 2018: The following projects within this budget were planned and ordered but not completed by the end of March 2018:

- New fencing and new footpath at Edisford play area, estimated cost £8,206 - This work was in progress at year-end, but completion was held up, largely by bad weather.
- New roundabout at Low Moor, estimated cost £4,376 – The supplier was not able to fit the roundabout until June 2018.

Community Services Committee – Capital Programme 2018/19

November 2017: Refurbishment work is on-going in-year and specific improvement works are planned for early 2018. Further improvement work will be planned once this early 2018 work is completed, dependent on the budget available at that stage. Further works may also be required later in-year if regular playground assessment checks or insurance condition surveys identify any further improvement work. Some budget will be kept unallocated until March 2018 to ensure any currently unforeseen work can be funded.

August/September 2017: Post summer holidays refurbishment work is now in progress. This work will be completed and then further improvement work will be undertaken within the remaining budget from November onwards. Further works may also be required later in-year if regular playground assessment checks or insurance condition surveys identify any further improvement work. Some budget will be kept unallocated until March 2018 to ensure any currently unforeseen work can be funded.

July 2017: Spend to date has been for grounds maintenance team work plus Salthill Play Area log refurbishment work. Main improvement works will be planned for September 2017 onwards, based on playground assessments after the school summer holidays. Further improvement works may also be required in-year if regular playground assessment checks or insurance condition surveys identify any improvement work. Some budget will be kept unallocated until March 2018 to ensure any currently unforeseen work can be funded.

Community Services Committee – Capital Programme 2018/19

Off-Street Car Parks – Update of Payment Systems (slippage)

Service Area: Engineering

Submitted by: Adrian Harper

Brief Description of the Scheme:

The Council takes payment of off street car parking charges from the motorist either through an annual contract (payable in advance) or through a cash payment to the on-site pay and display parking machines. These machines (23 in total on the Council's 19 chargeable sites) accept payment by cash only. It is becoming more common for parking machines to accept cashless payments e.g. by debit / credit card and by transfer of funds initiated from the motorist's "smart-phone" and there is some expectation by customers that non-cash payment systems should be available. This scheme will upgrade the payment systems for car park payment machines to be able to accept the new £1 coin and to accept chip and pin payments.

NOTE 1 – The part of the scheme which would upgrade machines to be able to accept the new £1 coin was brought forward to be implemented in the 2016/17 financial year as revenue expenditure funded from earmarked reserves. The estimated value of that part of the original 2017/18 capital scheme, £6,000, was removed from the scheme. This left a 2017/18 capital scheme value of £14,550 to fund the upgrade of machines to be able to accept chip and pin payments.

NOTE 2 - The scheme budget was increased to £16,340, after approval of additional £1,790 budget at Policy and Finance Committee in September 2017, to cover the additional cost of the scheme based on the quote from the preferred supplier.

Revenue Implications:

None.

Timescale for Completion:

September 2017 onwards, if going ahead.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	16,340		
Total Approved Budget 2018/19	16,340	16,205	-135
Actual Expenditure 2017/18	0		
ANTICIPATED TOTAL SCHEME COST	16,340		

Community Services Committee – Capital Programme 2018/19**Progress – Budget Holder Comments:**

September 2018: An order has been placed for refurbishing the seven car parking machines. At this stage, it is expected that the work will be completed by the end of the calendar year.

July 2018: An order will be placed in the coming weeks for refurbishing the seven car parking machines. At this stage, it is expected that the work will be completed by the end of the calendar year.

March 2018: The refurbishment work was planned for the final quarter of 2017/18. Following discussions with the preferred supplier who is refurbishing the seven car parking machines, there are issues with compatibility of the replacement mechanism and it will be later in 2018 before this can be resolved by the manufacturer, Thus, the scheme could not be completed in 2017/18.

November 2017: The work is due to be ordered and undertaken in the new calendar year and is expected to be completed by the end of the financial year. Following receipt of a further quote for this work, the preferred approach is to now upgrade by refurbishment of the pay and display machines rather than replacing them. The advantage is that six machines in total can be upgraded to accept chip and pin payments by this refurbishment approach, within the scheme budget available, rather than just the three machines identified for upgrade by replacement.

August/September 2017: The agreed scheme now involves replacing pay and display machines at three car parks, Edisford Road, Lowergate and Railway View, to accept chip and pin payments. The scheme budget has been increased to £16,340, after approval of the additional £1,790 budget at Policy and Finance Committee on 12 September 2017. The work will be planned for completion in-year.

July 2017: The chip and pin upgrade will be undertaken in-year at three car parks, subject to approval by this Committee of the proposed scheme included in the General Parking Report elsewhere on this agenda. If given the go ahead, the costs of the scheme will be £16,341, which is £1,791 higher than the current scheme budget of £14,550. The additional budget requirement can be funded from the 2017/18 revenue budget.

Community Services Committee – Capital Programme 2018/19

Castle Museum – Refurbishment of Windows (slippage)

Service Area: Surveyors

Submitted by: Adrian Harper

Brief Description of the Scheme:

As the appearance of the Castle Museum forms the first impression to all visitors or residents of the borough when visiting the Castle grounds, it is an aim that they are adequately maintained to support the Council's efforts to attracting tourism to the Borough.

Due to the prominent location of the building the timber windows are exposed to all weather conditions. Following the survey of the Castle Museum windows it has been noted that the majority of the windows are suffering from wet rot in the window frames / sills with some being severe, missing sealant around window edges and delamination of paint finishes. It is recommended that the windows be refurbished using an epoxy resin solution carried out in-situ with the possibility that some may require removing and refurbishing in the factory depending on the exact condition.

The works would include scaffolding around the building to provide adequate and safe access to all windows and will involve cutting back of all defective timber, mixing and applying the epoxy resin and moulding to the existing window profile. The fixtures will be prepared and redecorated with all sealant around the windows being replaced, all as agreed with the Council's listed buildings officer.

Revenue Implications:

None.

Timescale for Completion:

April 2017: Tender and undertake programme of works.

June 2017: Commencement of works.

July 2017: Completion.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	36,000		
Total Approved Budget 2018/19	36,000	18,222	-17,778
Actual Expenditure 2017/18	26,560		
ANTICIPATED TOTAL SCHEME COST	62,560		

Community Services Committee – Capital Programme 2018/19**Progress – Budget Holder Comments:**

September 2018: *The works administration team are continuing with their window refurbishment work and there are some elements of external contractor work to be completed. The scheme should be completed within the financial year and within budget, subject to any further additional works being identified.*

July 2018: *UK restorations have now completed the lintels work around the windows and the asbestos has now been safely removed from the strong room windows. The potential additional lead flashing and pointing work is not now required as part of this scheme and has been accommodated in the repairs and maintenance budget. The works administration team are continuing with their window refurbishment work and the scheme should be completed within the financial year and within budget, subject to any further additional works being identified.*

March 2018: *Work has been held up since January 2018, as the Council had to obtain planning approval for lintels work, which was not obtained until March 2018, and the works administration team were subsequently employed on other priority repair and maintenance work.*

November 2017: *Work is on-going by the works administration team. At this stage, the completion of the scheme within the current financial year cannot be guaranteed because lintel work is now needed that requires listed building consent and less works administration team input is currently available.*

August/September 2017: *Work is on-going and will be completed in-year. The scaffolding will be planned in as and when needed, rather than a permanent presence during the works, which is likely to keep costs to a minimum.*

July 2017: *This work is being carried out by the works administration team. The main cost elements will be works administration labour, materials and scaffolding. The work has begun and will be completed in-year.*

Community Services Committee – Capital Programme 2018/19

Replacement Pick Up Vehicles (Ford Ranger S/C 4WD) x 2 – PK07 LSY and PK07 TZG (slippage)

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The two vehicles due for replacement were purchased in 2007, they are on a 10 year replacement cycle. They are used to transport materials and towing equipment for grounds maintenance to use on site.

Revenue Implications:

None.

Timescale for Completion:

2017/18

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	21,590		
Total Approved Budget 2018/19	21,590	21,429	-161
Actual Expenditure 2017/18	19,411		
ANTICIPATED TOTAL SCHEME COST	40,840		

Progress – Budget Holder Comments:

July 2018: SCHEME COMPLETE - This scheme was slippage of budget from 2017/18 to fit additional kit onto one pick up vehicle purchased in March 2018 and to purchase a new pick up vehicle and fit additional kit onto that vehicle, so both replacement pick up vehicles are fit for purpose for Council use. All the vehicle purchase and additional kit fitting has been completed.

March 2018: Both vehicles were ordered in June 2017, but delivery was put back on several occasions by the supplier. By year-end only one of the two vehicles had been delivered. The one vehicle delivered was only delivered in late March 2018 and this left no time to complete the fitting of additional kit on that vehicle to make it fit for purpose for Council use in-year.

November 2017: No delivery date has been confirmed by the supplier, but completion by financial year-end is expected at this stage.

August/September 2017: No change to July 2017 comments.

July 2017: Vehicles have been ordered and delivery is expected by late Autumn 2017.

Community Services Committee – Capital Programme 2018/19

Ribblesdale Pool Improvement Work (slippage)

Service Area: Ribblesdale Pool
Head of Service: Mark Beveridge

Brief Description of the Scheme:

An improvement scheme which comprises modernisation work to the reception and changing areas and pool viewing balcony, and the creation of separate disability changing area provision with access from reception and straight to the pool hall.

Revenue Implications:

None expected.

Timescale for Completion:

Works - December 2016

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	6,450		
Total Approved Budget 2018/19	6,450	0	-6,450
Actual Expenditure 2016/17	260,604		
Actual Expenditure 2017/18	-1,509		
ANTICIPATED TOTAL SCHEME COST	265,545		

Progress – Budget Holder Comments:

September 2018: No change since July 2018 - The final snagged work has not been fully completed and the retention amount will only be paid when the snagged work is complete.

July 2018: No spend to date - The final contract retention payment was initially due to be paid to the contractor in March 2018, after final snagging work was complete. At this stage, the final snagging work is not fully completed and the retention amount will only be paid when the snagging work is complete.

March 2018: The main contract retention payment was due to be paid in March 2018, but the contractor is to complete some final snagging work in Spring 2018. The retention payment will not be paid until the snagging work is completed.

November 2017: Contract retention payment due to be paid in March 2018.

August/September 2017: There is unlikely to be any further spend or commitments required on this scheme.

Community Services Committee – Capital Programme 2018/19

July 2017: The main contract value was finalised in May 2017. The 2017/18 spend to date is made up of two elements:

- £6,452 – commitment for the contract retention payment, which is due to be paid in March 2018, twelve months after practical completion of the contract work.
- -£1,509 - the final contract value agreed with the contractor in May 2017 was £1,509 less than the final contract valuation creditor estimated in the 2016/17 year-end accounts.

There is unlikely to be any further spend required on this scheme.

March 2017: The work on the main contract was completed in 2016/17 and Ribblesdale Pool re-opened in March 2017. The main contract value is still to be finalised, as officers are negotiating some final contract variation items. There may be further costs identified from this process. In addition, the main contract retention payment cannot be paid until twelve months after practical completion of the main contract. Slippage of the remaining scheme budget of £16,820 into 2017/18 is requested to fund the expenditure required.

August/September 2016: The current timetable is for the work to be put out to tender and a contractor appointed by early November 2016 and for the improvement work to be carried out between December 2016 and February 2017. Work is on-going to finalise and agree the Lottery Funding Agreement with Sport England.

July 2016: External funding of £150,000 from Sport England was confirmed in June 2016, subject to the signing of the Lottery Funding Agreement between the council and Sport England. The detailed specification for the improvement work is being worked up at present. The current timetable is for the scheme contractor to be chosen via tender and for the work to be carried out between December 2016 and February 2017.

May 2016: Initial bid submitted to Sport England in March 2016 for £150,000 grant funding and further bid information submitted in May 2016. Awaiting the formal funding announcement in June 2016.

Community Services Committee – Capital Programme 2018/19

Replacement of Hook Lift Vehicle – PN07 VWG (Additional Approval)

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The current vehicle is a bespoke vehicle purchased in 2007. The vehicle is used for delivering the grounds maintenance programme at the cemetery and on various other sites around the borough. Due to the age of the vehicle and risk of further parts failing it would need to be replaced in the current financial year with a like for like vehicle.

Revenue Implications:

None.

Timescale for Completion:

Purchase in 2018/19.

Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Additional Approval 2018/19	50,000		
Total Approved Budget 2018/19	50,000	43,310	-6,690
ANTICIPATED TOTAL SCHEME COST	50,000		

Progress – Budget Holder Comments:

September 2018: An order has now been placed with the preferred supplier. This is a specialist vehicle, built to a bespoke specification, so the build and delivery time for this vehicle is several months longer than for the purchase of a standard specification vehicle.

July 2018: This is a specialist vehicle, to be built to a bespoke specification. The detailed specification has been developed with a potential supplier and quotes are now being obtained before the preferred supplier is chosen. The build and delivery time for this vehicle will be known only when the preferred supplier is chosen, but it is likely to be longer than for the purchase of a standard specification vehicle.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No 11

meeting date: 30 OCTOBER 2018
 title: REVENUE MONITORING 2018/19
 submitted by: DIRECTOR OF RESOURCES
 principal author: AMY JOHNSON

1 PURPOSE

1.1 To let you know the position for the period April to September 2018 of this year's revenue budget as far as this committee is concerned.

1.2 Relevance to the Council's ambitions and priorities:

Community Objectives – none identified

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

Other Considerations – none identified.

2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period to the end of August. You will see an overall underspend of £86,361 on the net cost of services. Please note that underspends are denoted by figures with a minus symbol. After allowing for transfers to/from earmarked reserves there is an underspend of £86,361.

Cost Centre	Cost Centre Name	Net Budget for the Full Year	Net Budget to the end of period	Actual including Commitments to the end of the period	Variance	
ARTDV	Art Development	33,960	9,666	8,289	-1,377	G
VARIOUS	Car Parks	-163,130	-114,981	-117,653	-2,672	G
VARIOUS	Public Conveniences	189,120	77,485	81,508	4,023	A
BUSSH	Bus Shelters	19,080	5,812	3,010	-2,802	A
CARVN	Caravan Site	-8,300	0	-746	-746	G
CCTEL	Closed Circuit Television	130,090	49,956	48,682	-1,274	G
VARIOUS	Car Park Vehicles	0	3,822	6,364	2,542	A
COMMD	Community Services Department	0	518,804	542,560	23,756	R
CRIME	Crime and Disorder	53,060	22,984	20,760	-2,224	A
CULTG	Culture Grants	5,890	4,280	3,060	-1,220	G

Cost Centre	Cost Centre Name	Net Budget for the Full Year	Net Budget to the end of period	Actual including Commitments to the end of the period	Variance	
CULVT	Culverts & Water Courses	17,750	1,812	703	-1,109	G
DRAIN	Private Drains	1,180	221	705	484	G
EALLW	Edisford All Weather Pitch	24,300	-7,341	-10,027	-2,686	A
VARIOUS	Works Administration Vehicles	0	13,616	15,078	1,462	G
EDPIC	Edisford Picnic Area	-8,480	-10,454	-10,566	-112	G
EXREF	Exercise Referral Scheme	30,870	24,251	24,938	687	G
VARIOUS	Plant	0	9,670	10,965	1,295	G
VARIOUS	Grounds Maintenance Vehicles	0	39,985	32,016	-7,969	R
GRSRC	Grants & Subscriptions - Community	2,540	310	0	-310	G
HWREP	Highway Repairs	26,500	282	0	-282	G
LDEPO	Longridge Depot	8,180	14,649	15,201	552	G
LITTR	Litter Bins	19,000	3,828	4,435	607	G
MCAFE	Museum Cafe	21,430	-1,927	-1,767	160	G
MUSEM	Castle Museum	271,510	18,329	13,592	-4,737	A
PAPER	Waste Paper and Card Collection	184,130	32,966	47,461	14,495	R
PKADM	Grounds Maintenance	-310	-106,018	-101,995	4,023	A
PLATG	Platform Gallery and Visitor Information	134,920	49,593	49,203	-390	G
VARIOUS	Refuse Collection Vehicles	0	224,246	240,841	16,595	R
RCOLL	Refuse Collection	0	369,493	365,986	-3,507	A
RECUL	Recreation Grants	36,350	14,276	8,399	-5,877	R
RIVBK	Riverbank Protection	2,540	652	0	-652	G
ROEBN	Roefield Barn	-390	-198	-373	-175	G
RPBIN	Chargeable Replacement Waste Bins	0	0	-17,432	-17,432	R
RPOOL	Ribblesdale Pool	317,300	58,177	88,947	30,770	R
RVPRK	Ribble Valley Parks	504,560	221,709	197,981	-23,728	R
SDEPO	Salthill Depot	-1,120	29,663	27,876	-1,787	G
SEATS	Roadside Seats	5,260	1,290	679	-611	G

Cost Centre	Cost Centre Name	Net Budget for the Full Year	Net Budget to the end of period	Actual including Commitments to the end of the period	Variance	
SIGNS	Street Nameplates & Signs	51,220	6,036	-1,645	-7,681	R
SPODV	Sports Development	76,860	7,110	13,073	5,963	R
SPOGR	Sports Grants	7,140	3,920	3,465	-455	G
STCLE	Street Cleansing	350,130	179,297	181,862	2,565	A
TFRST	Waste Transfer Station	85,100	37,770	43,453	5,683	R
TRREF	Trade Refuse	-71,590	-312,509	-403,654	-91,145	R
TWOWR	Two Way Radio	0	-43	-1,693	-1,650	G
UPACT	Up and Active Service	0	8,261	7,049	-1,212	G
VEHCL	Vehicle Workshop	0	-16,416	-27,732	-11,316	R
WBHEQ	Wellbeing & Health Equality	0	0	-1,562	-1,562	G
WKSAD	Works Administration	-310	-36,622	-43,080	-6,458	R
XMASL	Xmas Lights & RV in Bloom	3,720	1,032	732	-300	G
Sum:		3,778,920	1,455,311	1,368,950	-86,361	
Transfers to/from Earmarked Reserves						
Crime Reduction Partnership Reserve		-13,780	0	0	0	
Refuse Collection Reserve		2,040	2,040	2,040	0	
Repairs and Maintenance Reserve		-8,180	-8,180	-8,180	0	
Total after Transfers to/from Earmarked Reserves		3,759,000	1,449,171	1,362,810	-86,361	

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

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

- 2.3 We have then extracted the main variations for the items included in the red shaded cost centres and shown them with the budget holder's comments and agreed action plans, in Annex 1.
- 2.4 The main variations for items included in the amber shaded cost centres are shown with budget holders' comments at Annex 2.
- 2.5 For this committee there has been an additional revenue item approved in to the budget. As the 'responsible person' Ribble Valley Borough Council has carried out Fire Risk Assessments of most of the council's current building portfolio. Most of the council's buildings required only minor works following the Fire Risk Assessments but as these are deemed as minor works they are accommodated in the repair and maintenance budgets.
- 2.6 In respect of this committee, more substantial works were identified at Longridge Depot (£8,180). Additional budget to facilitate these works was approved at Policy and Finance Committee on 19 June, with the additional budget to be funded from the Repairs and Maintenance Earmarked Reserve.
- 2.7 The main reasons for the variance are

Description	Variance to end September 2018 £
Ribblesdale Pool (RPOOL) – Take up of swimming lessons at present is not at full capacity.	18,585
Ribblesdale Pool (RPOOL) – Vacancy in the position of a Duty Officer has resulted in an underspend. The vacancy has now been filled.	-4,764
Sports Development (SPODV) – An incorrect invoice was received from The Grand for insurance cover at the castle grounds skate park for 2017/18. The balance has been invoiced for in the current financial year along with the current year's charge.	4,754
Refuse Collection (RCOLL) – Use of Agency Staff to cover for staff sickness.	5,544
Refuse Collection (RCOLL) – Vehicle repairs and maintenance due to increased repair demands.	19,782
Trade Refuse (TRREF) – Income from trade refuse charitable and commercial trade customers.	-33,820
Trade Refuse (TRREF) – Delay in the receipt of an invoice from Lancashire County Council re Tipping Charges for the period April – June 2018 due to a dispute over the tonnage of one load. The dispute has now been resolved and therefore the variance should correct itself going forward.	-41,825

Description	Variance to end September 2018 £
Waste Transfer Station (TFRST) – The council does not currently have any WAMITAB qualified staff at present so an external consultant is currently being hired for 1 day per week. Two staff are currently studying for the WAMITAB qualification.	7,150
Chargeable Replacement Waste Bins (RPBIN) – Income from the sale of householder waste bins. The income will be offset against costs incurred in the purchase of the bins and the surplus/deficit transferred to/from and earmarked reserve.	-17,432

2.8 There are elements of the variances shown above which are unlikely to rectify themselves by the end of the financial year. This is notably the refuse collection repairs and maintenance costs and the increased trade refuse income.

3 CONCLUSION

3.1 The comparison between actual and budgeted expenditure shows an underspend of £86,361 for the first six months of the financial year 2018/19. This remains at £86,361 after allowing for transfers to/from earmarked reserves.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM13-18/AJ/AC
22 October 2018

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
TRREF/3102	Trade Refuse/Tipping Charges	167,300	41,825	0	-41,825	R	There has been a dispute over the tonnage of one load which has delayed the invoice for the period April to June 2018. The dispute has now been resolved and the invoice was received early October 2018.	The invoice has since been received in early October 2018, mitigating the variance going forward.
TRREF/8411z	Trade Refuse/Trade Waste Collection (Commercial)	-278,170	-278,170	-305,986	-27,816	R	Invoices raised for the full year. There will inevitably be some cancellations as the year progresses and credit notes issued.	The budget will be reviewed at revised estimate, taking into consideration the issue of actual and estimated future credit notes.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
TRREF/8735z	Trade Refuse/Waste Transfer Note	0	0	-12,100	-12,100	R	A charge for waste transfer notes to trade customers was introduced April 2018.	A budget will be brought in to reflect the income received at revised estimate.
TRREF/8595z	Trade Refuse/Trade Waste Collection (Charitable)	-60,050	-60,050	-66,054	-6,004	R	Invoices raised for the full year. There will inevitably be some cancellations as the year progresses and credit notes issued.	The budget will be reviewed at revised estimate, taking into consideration the issue of actual and estimated future credit notes.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RVPRK/5056	Ribble Valley Parks/Grounds Maintenance	360,930	195,840	174,780	-21,060	R	There have been staff vacancies in 2 x grounds maintenance positions (1 x position now filled). This has resulted in a lower rate of oncosts recharged out. As the majority of time is spent by the grounds maintenance team at the borough's parks, it has resulted in a significantly lower than estimated recharge to this area.	A review of estimated spend on the Grounds Maintenance cost centre (and in turn recharges to other departments) will be carried out at revised estimate. The budgets will be revised accordingly.
RPBIN/8297n	Chargeable Replacement Waste Bins/Sale of Equipment/Materials	0	0	-17,432	-17,432	R	Income from the sale of householder bins.	Income received will be offset against expenditure incurred in the purchase of the bins and the surplus/deficit transferred to/from earmarked reserve.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
VEHCL/8900z	Vehicle Workshop/Oncost 100%	-106,750	-52,308	-60,978	-8,670	R	The budget allows for periods of ad hoc sick leave for which oncosts are not recovered. As there have been periods of long term sick, this time has been recovered through recharges to other departments, resulting in an over recovery of vehicle oncosts to date against that estimated.	An assessment of oncosts recovered to date will be carried out at revised estimate and the budgets amended accordingly.
WKSAD/8910Z	Works Administration/Oncost - Capital	-9,850	-4,944	-13,525	-8,581	R	Works admin operatives have been heavily involved in the refurbishment of the castle museum windows capital scheme, resulting in increased oncost - capital recovery.	An assessment of oncost recovery through capital and revenue schemes will be carried out at revised estimated and the budgets estimated accordingly.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RECUL/4672	Recreation Grants/Grants	9,510	7,128	0	-7,128	R	A new detail code 'Grants to Voluntary, Community & Social Enterprise Organisations' has been set up. Grants previously coded to 'Grant's' now coded to the new detail code.	The budget provision on RECUL/4672 will be moved to the new detail code at revised estimate.
RCRKA/2602	SY11 CRK Dennis Refuse Disposal Vehicle/Vehicle Repairs & Maintenance	26,340	10,536	3,591	-6,945	R	This vehicle was purchased second hand as part of the current years capital programme to replace an ageing paper refuse vehicle. The budget for this vehicle has been moved from the vehicle which it replaced. Minimal repair demands on the new vehicle to date.	A review of the allocation of refuse repairs and maintenance budgets across the refuse fleet will be carried out at revised estimate.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RDKAA/2602	VN17 DKA Dennis Disposal Vehicle/Vehicle Repairs & Maintenance	25,660	12,836	6,323	-6,513	R	Repair demands to date lower than estimated.	A review of the allocation of refuse repairs and maintenance budgets across the refuse fleet will be carried out at revised estimate.
RTKNA/2602	VU06 TKN Dennis Disposal Vehicle/Vehicle Repairs & Maintenance	25,660	12,836	7,209	-5,627	R	Repair demands to date lower than estimated.	A review of the allocation of refuse repairs and maintenance budgets across the refuse fleet will be carried out at revised estimate.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RJZPA/2602	PK63 JZP Mercedes/Vehicle Repairs & Maintenance	7,490	3,746	8,846	5,100	R	Repair demands to date higher than estimated.	A review of the allocation of refuse repairs and maintenance budgets across the refuse fleet will be carried out at revised estimate.
RHNXA/2602	VU60 HNX Dennis Refuse Disposal Vehicle/Vehicle Repairs & Maintenance	9,160	4,582	9,741	5,159	R	Repair demands to date higher than estimated.	A review of the allocation of refuse repairs and maintenance budgets across the refuse fleet will be carried out at revised estimate.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RHXKA/2602	VU62 HXK Dennis Refuse Disposal Vehicle/Vehicle Repairs & Maintenance	10,710	5,358	10,570	5,212	R	Repair demands to date higher than estimated.	A review of the allocation of refuse repairs and maintenance budgets across the refuse fleet will be carried out at revised estimate.
RJZOA/2602	PK63 JZO Hile Refuse Disposal Vehicle/Vehicle Repairs & Maintenance	7,490	3,746	9,053	5,307	R	Repair demands to date higher than estimated.	A review of the allocation of refuse repairs and maintenance budgets across the refuse fleet will be carried out at revised estimate.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RKYKA/2602	VN12 KYK Dennis Refuse Disposal Vehicle/Vehicle Repairs & Maintenance	6,550	3,276	12,824	9,548	R	Repair demands to date higher than estimated.	A review of the allocation of refuse repairs and maintenance budgets across the refuse fleet will be carried out at revised estimate.
SIGNS/8738z	Street Nameplates & Signs/Naming of New Property	0	0	-6,930	-6,930	R	Income received from the naming of new properties - in particular a significant sum from a new development in Longridge.	This was a new charge brought in with effect April 2018. A budget was not brought in due to uncertainty around income levels estimated to be received. A budget will be brought in at revised estimate.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
EDFCP/8420n	Edisford Car Park/Car Park Charges	-76,900	-43,018	-49,688	-6,670	R	Increased usage - presumably due to the good weather experienced during the months May, June, July and August.	A review of the budget will be carried out at revised estimate.
RPOOL/8572n	Ribblesdale Pool/Junior Admissions	-52,080	-29,954	-24,579	5,376	R	Income lower than estimated.	Schemes are currently being developed to encourage female swimmers under the 'This Girl Can' project.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RPOOL/85311	Ribblesdale Pool/School Swimming Lessons	-27,550	-18,349	-11,125	7,224	R	Invoices for lessons that commenced September 2018 yet to be raised.	Variance will be mitigated once the invoices have been raised.
RPOOL/85421	Ribblesdale Pool/Courses	-104,890	-66,656	-48,071	18,585	R	Take up of swimming lessons is not at full capacity resulting in lower than estimated income.	An external provider has been employed to provide some lessons due to a vacancy in the position of a full time swimming instructor. As take up is not at full capacity the external provider is not providing as many lessons as estimated. The vacancy of the full time instructor has now been filled.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
PKADM/8903z	Grounds Maintenance/Oncost	-466,100	-233,142	-227,793	5,349	R	There have been staff vacancies in 2 x grounds maintenance positions (1 x position now filled). This has resulted in a lower rate of oncosts recovered.	An assessment of oncosts recovered to date will be carried out at revised estimate and the budgets amended accordingly.
PCADM/2475	Public Conveniences Administration/ General Cleaning	57,950	28,988	34,430	5,442	R	The good weather in May, June and July has resulted in increased visitors to the Council's park areas. This has resulted in higher cleaning demands.	An assessment of estimated cleaning time required at the boroughs public conveniences for the remainder of the financial year will be carried out at revised estimate and the budget amended accordingly.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RCOLL/0350	Refuse Collection/Agency Staff	10,670	5,336	10,880	5,544	R	A staff member has been on long term sick and covered by agency staff. This period of sickness has now ended. Agency staff used to cover for general staff sickness.	The budget will continue to be monitored.
TFRST/3085	Waste Transfer Station/Consultants	0	0	7,150	7,150	R	Hire of a WAMITAB trained consultant due to the Council not currently having any WAMITAB qualified employees. Two staff members are currently studying for the qualification.	An alternative provider of this service has been identified at a lower cost. Investigations are currently being carried out as to whether the potential new service provider meets our requirements.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
PAPER/8297n	Waste Paper and Card Collection/ Sale of Equipment/Materials	-47,600	-15,876	-1,381	14,495	R	No income received from the sale of paper in April due to falling market prices. Minimal income received May (£355.80), June 2018 (£690.40) and July (£334.45) No income received for August. Income of £892.08 to be received for September but invoice not raised until 11/10/18.	The budget was set based upon a market price of £25/tonne. The market price was at a negative in April, only £2.50/tonne in April, only £2.50/tonne in May, £5/tonne June, £2.50/tonne July, £0/tonne August and £6.50/tonne September. The current tender agreement expires January 2019. Work is currently being carried out to prepare a new tender.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance
RPOOL/0210	Ribblesdale Pool/Instructors Wages	30,510	15,260	10,496	-4,764	A	Vacancy in the position of a swimming instructor has resulted in the underspend. The vacancy has now been filled with effect from September 2018.
RPOOL/0181	Ribblesdale Pool/Pool Attendants Overtime	6,000	3,002	392	-2,610	A	There have been no vacancies in the positions of Pool Attendants resulting in minimal overtime incurred in staff cover. Additionally, from 1st August 2018 the enhancement rates were reviewed.
RPOOL/0100	Ribblesdale Pool/Salaries	65,880	32,955	30,368	-2,587	A	Vacancy in the position of Duty Officer for the period July to September has resulted in the underspend. The vacancy has now been filled.
RPOOL/1013	Ribblesdale Pool/Tuition Fees	3,960	1,984	-86	-2,070	A	Weekly lifeguard training sessions planned from October to March at an estimated cost of £1,650.
RPOOL/0101	Ribblesdale Pool/Salaries Overtime	7,100	3,552	5,951	2,399	A	Overtime incurred to cover for annual leave and also vacancy in the position of 1 x Duty Officer due to the position becoming vacant part way through July. Vacancy now filled.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance
RPOOL/0101	Ribblesdale Pool/Salaries Overtime	7,100	3,552	5,951	2,399	A	Overtime incurred to cover for annual leave and also vacancy in the position of 1 x Duty Officer due to the position becoming vacant part way through July. Vacancy now filled.
RPOOL/8571n	Ribblesdale Pool/Adult Admissions	-74,210	-36,512	-33,687	2,825	A	Income lower than estimated - schemes are currently being developed to encourage female swimmers under the 'This Girl Can' project. Additionally an over 60's swimming session has been changed to an adults swimming session to try and generate more attendees.
RTKNA/2612	VU06 TKN Dennis Disposal Vehicle/Diesel	14,740	7,372	2,608	-4,764	A	Diesel usage lower than estimated.
RJZPA/8621z	PK63 JZP Mercedes/Reimbursements by Insurance Company	0	0	-2,500	-2,500	A	Reimbursement for accident damage incurred in 2017/18.
RJZOA/2612	PK63 JZO Hile Refuse Disposal Vehicle/Diesel	18,720	9,364	7,226	-2,138	A	Diesel usage lower than estimated. Budget to be reviewed at revised estimate.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance
RHNXA/2612	VU60 HNX Dennis Refuse Disposal Vehicle/Diesel	18,430	9,216	12,253	3,037	A	Diesel usage higher than estimated. Budget to be reviewed at revised estimate.
RKXDA/2612	VX55 KXD Dennis Disposal Vehicle/Diesel	4,690	4,690	8,403	3,713	A	Diesel usage higher than estimated. Budget to be reviewed at revised estimate.
RAYKA/2602	Iveco Tipper - PO60 AYK/Vehicle Repairs & Maintenance	2,150	1,076	5,938	4,862	A	Repair demands to date slightly higher than estimated.
TRREF/8597n	Trade Refuse/Bin Hire Scheme	-2,040	-2,040	-6,111	-4,071	A	Take up of the bin hire scheme higher than estimated when the budget was prepared. As invoices are raised for the year there may be some cancellations and credit notes issued. A review will be carried out at revised estimate.
PKADM/0130	Grounds Maintenance/Temporary Staff	15,930	12,106	8,106	-4,000	A	The council employs a temporary grounds maintenance operative and also utilises Agency Staff. There was a period when there was a vacancy in the position of the temporary grounds maintenance operative, resulting in the underspend to date.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance
GTZGA/8297n	PK07 TZG Grounds Maintenance Vehicle/Sale of Equipment/Materials	0	0	-3,350	-3,350	A	Sale of vehicle following replacement through the 2018/19 capital budget. The income will be transferred to the capital earmarked reserve at the end of the financial year to fund future year's capital programmes.
GLSYA/8297n	PK07 LSY Grounds Maintenance Vehicle/Sale of Equipment/Materials	0	0	-3,000	-3,000	A	Sale of vehicle following replacement through the 2018/19 capital budget. The income will be transferred to the capital earmarked reserve at the end of the financial year to fund future year's capital programmes.
GMZLA/2612	PO16 MZL Grounds Maintenance Vehicle/Diesel	6,120	3,062	5,565	2,503	A	Diesel usage lower than estimated. Budget to be reviewed at revised estimate.
GPLAN/2602	PLANT Grounds Maintenance/Vehicle Repairs & Maintenance	8,980	4,492	1,712	-2,780	A	Minimal repair demands to date.
GTVAA/2612	YR18 TVA Ground Maintenance Vehicle/Diesel	1,650	828	3,535	2,707	A	The vehicle was purchased as part of the 2017/18 programme and the budget was moved from the vehicle which this vehicle replaced. Usage for the old vehicle for the period April - September 2017 was higher than usage on this vehicle for the same period in the current financial year. Usage and the budget will be reviewed at revised estimate.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance
WKSAD/8900z	Works Administration/Oncost 100%	-191,870	-95,972	-99,295	-3,323	A	Minimal staff sickness to date has resulted in a higher rate of recovery to date than estimated.
EAZLA/2602	PO60 AZL Iveco Daily 7000kg Crew Cab/Vehicle Repairs & Maintenance	2,700	1,360	3,882	2,522	A	Various repair demands to date.
MARCP/8805I	Mardale Road Car Park/Land Rents	0	0	-3,232	-3,232	A	Long term rent of car parking spaces for the period April to November 2018.
RVPRK/2414	Ribble Valley Parks/Emergency Tree Work	6,060	3,048	0	-3,048	A	No emergency tree work carried out to date.
RVPRK/2409	Ribble Valley Parks/Non Recurring Maintenance Items	0	0	4,010	4,010	A	Expenditure at Calderstones and Primrose Lodge. This will be funded from S106 monies

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance
TWOWR/8605z	Two Way Radio/Other Income	0	0	-3,000	-3,000	A	Contributions received from other Lancashire based councils towards the Lancashire Emergency Area Network.
RCOLL/2896	Refuse Collection/Householder Bins	7,360	2,944	0	-2,944	A	There is a capital scheme in place to purchase householder bins to the value of £10,000 to enable future replacement. As a result no bins have been purchased to date through revenue.
RCOLL/2998	Refuse Collection/Software Maintenance	2,550	2,550	0	-2,550	A	Awaiting invoice for Muni Track Data Hosting. Invoice normally received May/June.
RCOLL/8547u	Refuse Collection/Household Special Collections	-21,390	-10,698	-13,184	-2,486	A	Demand for household special collections higher than estimated when the budget was prepared.
RCOLL/3263	Refuse Collection/Publicity	4,690	2,346	0	-2,346	A	An order is due to be placed imminently for bin stickers.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance
RCOLL/1013	Refuse Collection/Tuition Fees	5,500	2,200	0	-2,200	A	CPC training planned for drivers.
RCOLL/0150	Refuse Collection/Loaders Wages	293,780	146,948	151,033	4,085	A	The budget includes an allowance for staff turnover - to date this allowance has not materialised.
RCOLL/0155	Refuse Collection/ Pay in lieu of notice	0	0	4,297	4,297	A	Pay in lieu of notice and holiday pay
ARTDV/3277	Art Development/Promotional Activities	7,090	2,410	94	-2,316	A	Various projects planned around the promotion of Ribble Valley Arts, maintenance of the sculpture trail, promotion of youth fishing and provision of art sessions to people with dementia.
TFRST/2451	Waste Transfer Station/National Non Domestic Rates	23,490	23,544	21,305	-2,239	A	A revaluation of the property was carried out after the original estimate was prepared resulting in lower rates payable. The budget will be reviewed at revised estimate.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance
SDEPO/8907z	Salthill Depot/Stores Oncost	-49,240	-24,628	-26,683	-2,055	A	A high number of stores issues have resulted in increased oncosts recovered to date.
CHUCP/2451	Church Walk/Railway View/National Non Domestic Rates	12,760	12,760	14,788	2,028	A	The rate of transitional relief received has reduced this financial year. Not factored into the budget.
PLATG/8708n	Platform Gallery and Visitor Information/Commission - Vatable	-28,450	-10,359	-7,028	3,331	A	Commission income to date lower than estimated.
STCLE/0110	Street Cleansing/Wages	103,730	51,886	55,660	3,774	A	The budget includes an allowance for staff turnover - to date this allowance has not materialised.
COMMD/0100	Community Services Department/Salaries	665,700	387,526	392,009	4,483	A	The budget includes an allowance for staff turnover - to date this allowance has not materialised.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Indicator	Reason for Variance
SPODV/3012	Sports Development/Grants to Other Bodies	4,350	4,350	9,104	4,754	A	The Grand has incorrectly invoiced the council for insurance cover at the skate park for the financial year 2017/18. The actual relates to a backdated invoice for this charge along with the current years charge.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

meeting date: 30 OCTOBER 2018
 title: UP AND ACTIVE PROGRAMME
 submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
 principal author: TRACY BALKO, HEALTH AND FITNESS DEVELOPMENT OFFICER

1 PURPOSE

- 1.1 To update members about the East Lancashire Up and Active programme and notify committee of an extension to the contract.
- 1.2 Relevance to the Council's ambitions and priorities
- Council Ambitions – To help make people lives safer and healthier
 - Community Objectives – To improve the health and well being of people living and working in our area. To improve the opportunity for young people to participate in recreational and sporting activity
 - Other Considerations - None

2 BACKGROUND

- 2.1 The Council was commissioned to manage the Fitness for Life exercise referral programme from 1998 until 2016. Fitness for Life was commissioned by Lancashire County Council, who decommissioned all lifestyle services across Lancashire in 2016 and issued a tender for a new service called Active Lives and Healthy Weight (HLHW). The service contract is divided into 5 lots, one of these being East Lancashire. To win this contract, RVBC worked in partnership with the leisure trusts in East Lancashire. The tender for the contract was successful and RVBC now work together with the leisure trusts to deliver the Up and Active Programme. The contract value is £832,825 fixed for the life of the contract. RVBC receive £111,000 to deliver the Up and Active programme in Ribble Valley. The emphasis on this programme is prevention and we operate a population approach to delivery.
- 2.2 The programme is very successful, we deliver a wide range of activities to all age groups. This includes:
- A healthy schools programme across all primary schools
 - Weight management programmes and drop in sessions
 - Physical activity programmes
 - Cardiac Rehabilitation (funded by CCG but included in the contract – additional £11,000)
 - Continuation sessions
 - Workplace health programmes including MOTs and advice
 - Events and community activities
 - Up and Active is also web-based so individuals can sign up, get advice on classes and activities and also track their own progress. The website is also used for our own monitoring purposes
- 2.3 The Up and Active end of year report has just been published, which highlights our successes. Sessions and programmes continue to get more popular and we continue to engage with more people. In Ribble Valley, we had 4334 attendances to our community sessions during quarter 2 this year, this includes community walks,

exercise classes and school holiday programmes. We also had over 70% retention to our targeted weight management and physical activity programmes.

3 ISSUES

3.1 This contract is fixed term until April 2019. RVBC employ 2 FTE and 2 PTE officers on fixed term contracts to deliver the programme. There is also one FTE officer managing the programme and 1 PTE community instructor on permanent contracts

3.2 We recently had written confirmation from Lancashire County Council that the ALHW contract is to be extended for a further 12 months until April 2020. This means we have been able to extend staff contracts until this time. However uncertainty persists about the future direction the County will take with this very popular service, beyond the 12 month extension period.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – The work is primarily funded externally via the County Council, if they withdraw the funding or change the way in which it is allocated across the County, the Borough Council will not be able to replace this service directly.
- Technical, Environmental and Legal – The Council is regarded as a sub-contractor for the purposes of the agreement. This enables us to work with the leisure trusts which form the rest of the East Lancashire partnership.
- Political – None at this stage.
- Reputation – Although an extension is welcome news for the residents and staff alike, the future beyond 2020 is very uncertain. The programme will inevitably change when or if it is recommissioned in early 2020. The consequences for the Borough if this leaves a number of dissatisfied people who have had their opportunities to be active diminished is unknown.
- Equality and Diversity – The programme is open to all, however given the geography of the Borough there can be issues in terms of people accessing some of the sessions. This is mitigated by taking the sessions to village halls where possible.

5 CONCLUSION

5.1 Note the contents of the report.

TRACY BALKO
HEALTH AND FITNESS DEVELOPMENT
OFFICER

JOHN C HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information, please contact Tracy Balko on 01200 425111.

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

meeting date: 30 OCTOBER 2018
 title: GENERAL REPORT
 submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES
 principal author: ADRIAN HARPER, HEAD OF ENGINEERING SERVICES
 MARK BEVERIDGE, HEAD OF CULTURAL AND LEISURE SERVICES
 COLIN WINTERBOTTOM, CULTURE AND LEISURE SERVICES MANAGER
 KATHERINE RODGERS, ARTS DEVELOPMENT OFFICER
 PETER FLETCHER, SPORTS DEVELOPMENT OFFICER

1 PURPOSE

To inform on arrangements for Christmas parking, and to update on matters within Cultural and Leisure Services, namely, Ribchester Allotments, Ribblesdale Pool, Arts Development with the Platform Gallery and Visitor Information Centre, Sports Development, and Edisford Fun Fair.

2 CHRISTMAS CAR PARKING

To support the Retail Sector and the local economy, the Council has offered free parking in town centre car parks on Saturdays in December for Clitheroe and Longridge. The town centre car parks affected are Railway View, Lowergate, and Market, Clitheroe, and Barclay Road, Longridge.

It is proposed this year that the Council offers free parking on the following Saturdays:

2 December
 9 December
 16 December
 23 December

3 RIBCHESTER ALLOTMENTS

The Council has recently approved a new lease for the allotments in Ribchester, as requested by the Parish Council. The previous lease was for 6 years and ran until the end of September 2018, the new one is for the same period and terms, the rent payable will rise by RPI as is the normal arrangement for land leased from the Council.

The allotments are a popular community site where a number of the local people derive not only considerable health benefits from their work there, but also from the produce or plants which they grow.

The lease is below 7 years, because that is the trigger point for registry with the Land Registry, which is more expensive and legally more cumbersome for the parties involved, which for the allotments is not necessary as the current arrangement works well.

4 RIBBLESDALE POOL CONTINUOUS IMPROVEMENT ASSESSMENT SCHEME - QUEST

The facility has recently undertaken an external assessment of the whole operation and achieved QUEST entry registration. The one day assessment comprised a thorough examination of the facilities performance against various service categories, including;

Planning to Improve, Community Outcomes, Team and Skill Development, Cleaning and Housekeeping, Maintenance and Equipment, which all were reported as good, and Customer Experience and Insight, and Environmental were reported as Satisfactory. The overall Banding with Health and Safety taken into account was Good. (There are no higher bandings at the first year of entry).

The process of assessment also included a mystery visit experience and the strengths and areas for improvement which were detailed in the final report will serve as a basis for subsequent staff meetings and formulation of an improvement action plan. The registration period is for 1 year and there is an option to convert from Entry Level to Quest Plus which then enables the facility to be assessed against selected specific modules and the opportunity to access Satisfactory, Good, Very Good, and Excellent bandings.

In an attempt to compare the performance of the Pool operation against equivalent facilities elsewhere in the country, the facility is undertaking an Efficiency Report which is an option provided by the National Benchmarking Service. This concentrates on finance and utilisation information completed as a financial return.

5 ARTS DEVELOPMENT

5.1 Artwalk Clitheroe

Artwalk Clitheroe is a series of events that highlights a 2km walking route to enjoy the Clitheroe galleries, allowing visitors to start their journey anywhere along the route and take in the cultural atmosphere of the town. The galleries currently featured are Knowle Top Studios, Longitude Gallery, Platform Gallery, Atelier Arts (formerly Ribble Valley Arts Studios), The Keep, and the Steward's Gallery.

The event is essentially self-sustaining with each venue contributing towards the marketing costs of the project. Rather than being in competition, each venue shares their audiences with the aim of highlighting the unique hub of galleries in Clitheroe. By creating events when all venues are open, visitors can plan a full day focused purely on visiting the galleries, creating a unique visitor experience for Ribble Valley residents and tourists.

In 2018, the collective has put on three events - on Sundays 11am-4pm:

25 March, 24 June, 9 September

The partnership has been very pleased with how the venture has developed in its second year. The events have continued to encourage visitors to explore new unknown galleries, with many doing the Artwalk in their own time outside of the event days using the leaflet /map created by the group.

More dates for events in 2019 are planned, new venues are approaching us to join the partnership, and The Arts Development Officer is working with the RVBC Legal department to adapt a relevant structure for the group to develop in future.

To find out more, call in at any of the participating galleries, pick up a copy of the Clitheroe Artwalk Map, or find us on:

Facebook: <https://www.facebook.com/artwalkevent/>

Ribble Valley Arts: <http://www.rvarts.co.uk/artwalk-clitheroe/>

5.2 Public Art

The **Ribble Valley Sculpture Trail** based within Brungerley Park and Cross Hill Nature Reserve. A new leaflet has been created relaunching the trail in March 2018. In May, families from Waddington and West Bradford school were invited to an event for them to enjoy the park, explore the outdoors, keep fit whilst enjoying the creativity of the sculptures and the natural beauty of the area. Arts Development, The Wildlife Trust and Ribblesdale Children's Centre provided free activities for them to enjoy, including a walkabout picture hunt, badge making, bunting making, forest school activities, guided tour, bug hunt in the quarry, and an evening bat walk.

Arts Development will continue to run maintenance checks on the public art at:

- **Ribble Valley Sculpture Trail**
Brungerley Park and Cross Hill Nature Reserve
- **The Labyrinth**
within the Castle Grounds
- **The Sculpture/Nature and Orienteering Trail**
at John Smith's Playing Fields in Longridge
- **The Community Rose Garden**
based within the grounds of the Clitheroe Castle Park

5.3 Ribble Valley Arts

www.rvarts.co.uk is a website supporting Ribble Valley creative industries, giving the public direct access to the events and businesses based in the borough. The website is managed by Ribble Valley Borough Council – Arts Development. Arts practitioners based in the Ribble Valley vary from hobbyists to professionals, across the full spectrum of the arts. The Arts Directory contains the creative talents and skills based within the borough. The Events & Venues sections highlight key arts events and places to visit. People can keep updated on Ribble Valley arts activity by subscribing to the Ribble Valley Arts e-newsletter, following @RVBCArtsDev on twitter, or Arts Development, Ribble Valley Borough Council on Facebook. People who work in the Arts and are based in the Ribble Valley, are invited to feature on the website. Arts Development is looking into the feasibility of holding a celebratory Ribble Valley Arts event in early 2019.

5.4 Souper Wednesdays - Dementia Friendly Respite Sessions

In support of the Housing, and Regeneration, sections' newly set up Souper Wednesdays group, Arts Development is providing suitable art and craft sessions. The sessions are aimed at people living with dementia, providing them and their carers with respite, and are based at Langho and Billington Community Centre, Whalley Road, Langho, BB6 8AB, 11am-2pm Wednesdays: 19 September; 3, 17, 31 October; 14, 28 November. People are invited along to join the group for soup and a roll, and each time are offered different relaxing activities, including chanting, drumming circle, singing for the brain, pampering, arts & crafts. Carers are welcome to stay, or leave the person they are caring for in the safe hands of trained dementia specialists from Crossroads Care. They will pay £10 per session, carers £5 per session. Currently supported by funding from NHS's Clinical Commissioning Group, the sessions will be evaluated with potential to develop in the future.

6 PLATFORM GALLERY AND VISITOR INFORMATION CENTRE

Arts Development continues to support the Supervisor of the Platform Gallery & Visitor Information Centre to develop: Exhibitions, the Craft Shop, The Mix, and other projects.

6.1 Exhibition programme 2018

- **Marvellous Mechanicals** 19 January – 24 March

This was a celebration of the makers and tinkerers who explore movement in their art. Featuring a range of sculptures, from beautifully simple wooden automata to bespoke machines and homemade robotics, Marvellous Mechanicals engaged and inspired all ages.

- **Craft Open** 14 April – 23 June

The Platform Gallery's annual exhibition is known for highlighting the wealth of talented craft makers surrounding the Platform Gallery, connecting visitors with local contemporary makers and their crafts. Awards were presented for a Selectors' Prize, Ribble Valley Prize, Best Newcomer Prize, and the People's Prize. There was a chance for visitors to cast their vote on the exhibit that had inspired them the most.

- **Women in British History** 7 July – 15 September

An exhibition of works by Katch Skinner who uses traditional commemorative ware to look at just a small selection of amazing women who left their mark throughout British history. Commemorative ware has been used to document events from political satire to holiday souvenirs, and has been used as a social indicator of the times. The work challenged the male dominance of commemorative ware, and pays tribute to female trailblazers and visionaries who helped change society.

- **Decorum** 7 July – 15 September

This was an exhibition by Decorum, four women artists, Priscilla Edwards, Val Jackson, Yvonne Noworyta, Christine Stanford. Decorative embellishment has been used for thousands of years, and signifies our love of freedom and the celebration of humankind. Each artist's work shared intriguing notes of nostalgia, linked together through social historical influences.

- **Northern Star 2018** 29 September – 5 January 2019

Showcasing the best of British making, Northern Star guides you to the best of British craft talent this winter, providing inspiration for that perfect handmade gift or treat, with over fifty makers on display. Join us as we celebrate creativity this Christmas season!

6.2 Craft Shop

At any one time, the Craft Shop displays up to thirty makers, in themes such as:

- **Platform Presents** – introducing new makers
- **Souvenirs** – handcrafted souvenirs specific to the Ribble Valley and Lancashire
- **A Maker's Dozen** – popular artists that customers love
- **Pop Up exhibitions** – themed displays throughout the year
eg food-related pieces for the Clitheroe Food Festival

6.3 The Mix

This is the space being developed for use by the community, and will be available for hire.

6.4 Other ongoing Arts Development projects

These include Arts Excellence and Arts Development Grants, and Health & Wellbeing.

7 KESTOR LANE RECREATION GROUND, LONGRIDGE

Following the approval at September's Community Services Committee for the above to be registered as a Centenary Field with Fields in Trust, officers completed the work of agreeing the contract with FiT, and completed the legal work from the Borough's perspective in record time according to FiT. From the date of committee to the contract being sent to FiT complete by the RVBC, 9 working days elapsed.

The Council has now received the completed and sealed contract from FiT, which makes the land a Centenary Field. The final element of registration with the Land Registry, which the Borough Council, as Landowner, has to undertake, has begun, though this has no impact from a contractual perspective on the agreement which has been entered into between the Council and FiT. Therefore, from a practical and legal perspective, officers have completed the Community Services Committee's recommendation, and the dedication of Kestor Lane Recreation Ground as Centenary Field will take place at a ceremony on 11 November 2018, in Longridge.

A licence to occupy has been issued to Longridge Town Council for them to install and be responsible thereafter for the memorial stone that is to be located adjacent to the play area. The details are the same as used for the memorial at Ribchester, whereby the small piece of land on which the stone is sited, and the memorial itself, is legally licenced to the Town Council for £1 per year. The work commenced by contractors on behalf of Longridge Town Council in mid-October, in time for the November ceremony.

8 SPORTS DEVELOPMENT

8.1 This Girl Can - Feel Good, Look Great!

In May 2018, the Council Sports Development Officer secured £3k funding to deliver a 'This Girl Can' scheme. The project looks to get more women and girls active. Participants on the scheme can get supported access into sport or physical activity. The scheme does only target those women and girls who are inactive and contributes towards the Sport England aim to get more people active across the country. The uniqueness of the scheme is that participants are referred through partner hair and beauty salons, and rewarded with discount at those partner salons. So far, the scheme has been really popular and had a good response. It is hoped that the evidence gained from this project may provide an evidence-base, to secure further inactivity funding.

8.2 Pitch Improvements

Summer 2018 has provided some significant challenges for the Grounds Maintenance team, with the severely hot conditions causing cracks to appear on the pitches. This followed a severely cold and, at times, wet winter. However, the recent investment by the Council in new land drainage equipment (Verti-drain & Shockwave) is planned to help the pitches have much better surfaces for players in the future, better able to cope with the vagaries of the weather, especially in the winter which, across Lancashire, leads to hundreds of postponed matches.

In addition, new line marking machines, and improved quality marking paints, have been purchased, which both save staff time, and provide much better quality of line. Both these initiatives contribute to the Council achieving a higher quality of open space for all our junior and senior sports teams.

8.3 Summer Activities 2018

The Sports Development Officer has once again produced a 'Summer Activities in the Ribble Valley' booklet 2018. The booklet provides all young people in Ribble Valley with an exciting range of activity over the six week summer holiday period. 10,000 copies of the booklet are distributed to all RV schools and supporting organisations in early July 2018. The booklet has been widely received by schools, parents, and young people as a valuable tool in finding and choosing activities over the summer period. The booklet is fully funded by sponsors, and is designed and printed locally in Longridge.

9 EDISFORD FUN FAIR

The fair, staged on Edisford car park, was held on 18-21st October, and there was some consultation with local residents on Edisford to gain their views on the impact of car parking as a result of the fair's operation.

Letters were sent to Vicarage Close and the houses on Edisford Road, from Lancaster Drive to the start of the yellow lines. There was limited feedback in response to cones being placed down part of the road to help control indiscriminate parking.

The fair, normally held in April and October each year, is the only one in Clitheroe. If the car park was not available to it, there would be no annual fair held in the town, because there is no other hard standing area large enough and available to accommodate it.

A report may be tabled at the next Committee with further feedback following the event, to determine whether the car park may be used for the fair in the future.

10 CONCLUSION

Further items and updates will be included at future meetings of this Committee.

HEAD OF ENGINEERING SERVICES

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HEAD OF CULTURAL AND LEISURE SERVICES

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CULTURE AND LEISURE SERVICES MANAGER

KATHERINE RODGERS
ARTS DEVELOPMENT OFFICER

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For further information on Engineering Services,
please contact Adrian Harper 01200 414523

For further information on Ribchester Allotments, Kestor Lane Recreation Ground,
and Edisford Fun Fair, please contact Mark Beveridge 01200 414479

For further information on Ribblesdale Pool,
please contact Colin Winterbottom 01200 414588

If you would like more information on any of the Arts Development projects, or Platform Gallery,
please contact Katherine Rodgers: katherine.rodgers@ribblevalley.gov.uk

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Community Services 30.10.18 / AH, MB, CW, KR, PF / IW