

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO COMMUNITY SERVICES COMMITTEE

DECISION

Agenda Item No 5

meeting date: 8 JANUARY 2019  
title: REVISED CAPITAL PROGRAMME 2018/19  
submitted by: DIRECTOR OF RESOURCES  
principal author: ANDREW COOK

### 1 PURPOSE

1.1 To approve the 2018/19 revised estimate for this Committee's capital programme.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – none identified.
- Corporate Priorities – to continue to be a well-managed council, providing efficient services based on identified customer needs.
- Other Considerations – none identified.

### 2 BACKGROUND

2.1 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 was £855,520. This is shown in Annex 1.

2.4 Regular reports have been presented to this Committee on progress with the capital programme.

### 3 REVISING THE 2018/19 CAPITAL PROGRAMME

3.1 We have now discussed each of the schemes in the capital programme with budget holders and revised the programme to reflect their progress and estimated full year expenditure. Following this review, the revised estimate is £812,930, a reduction of £42,590 from the total approved budget. The reasons for this are:

- **Vehicle and plant completed schemes (-£26,900):** Actual spend on seven completed vehicle and plant schemes was lower than the total approved budgets for those schemes.
- **Vehicle and plant schemes in progress (-£7,200):** Estimated spend on two vehicle schemes, based on the orders placed for those vehicles, is lower than the total approved budgets for those schemes.

- **Renewal of Sections of Floor to Residual Waste Transfer Station, Phase 2 (-£7,850):** Estimated spend, based on an updated condition survey before the work was ordered in 2018/19 and the contractor's final valuation, is less than the total approved budget.
- **Play Area Improvements 2017/18 (-£640):** Actual spend on the work which rolled over from 2017/18 was slightly lower than budget slippage approved.

3.2 Annex 1 shows the full capital programme by scheme, including the budget and expenditure to date. The summary position is shown below.

Original Estimate 2018/19 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Revised Estimate 2018/19 £	Actual Expenditure including commitments as at end of November 2018 £
712,200	93,320	50,000	855,520	812,930	680,660

3.3 At the end of November 2018 £680,660 had been spent or committed. This is 83.7% of the annual capital programme for this Committee.

3.4 Of the twenty schemes in the capital programme:

- nine schemes have been completed
- nine schemes are on-track to be completed in-year at this stage
- one scheme, All Weather Pitch Lighting, is on hold pending consideration of another scheme elsewhere on the agenda; and
- one of the specialist vehicle schemes involving a long build and delivery time, Replacement Truck (Ford) c/w Tail Lift, may or may not be completed in-year, as it is due for delivery in either March or April 2019.

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

- **Play Area Improvements 2018/19 (-£24,615):** A significant amount of refurbishment work across various play areas has been identified by the post-school holidays playground assessments this year and the current focus is on completing this work and the planned wetpour re-surfacing work at Barrow play area. The refurbishment work is likely to continue into the new year. Consequently, any further planned equipment replacement schemes will now be considered in January 2019, based on the budget available after taking into account the cost of the refurbishment work. Further improvement works may also be required if regular playground assessment checks or insurance condition surveys identify any such 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.
- **Replacement Mower (Haytor) - PN07 MVG (-£41,000):** After various machine options were evaluated, quotes have now been obtained and the preferred supplier will be confirmed in the near future. 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):** Quotes are being obtained for the tractor unit. At this stage, it is expected that the preferred supplier will be confirmed in the new year and the new tractor unit will be purchased before the financial year-end.

- **All Weather Pitch Lighting (-£31,000):** This scheme remains on hold, awaiting the Council's decision on the Roefield Artificial Grass Pitch scheme proposal. If this Committee resolve to go ahead with the Roefield scheme proposal, which is being considered in a separate report elsewhere on this agenda, this scheme will no longer be required and will be removed from the capital programme.
- **Castle Museum - Refurbishment of Windows (-£10,670):** 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 contractor is to rectify the final defects before the end of the financial year. The final retention payment can be made when the final defects work is fully completed.

#### 4 RISK ASSESSMENT

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

- Resources – Approval of the revised capital programme will see a decrease of £42,590 in the level of financing resources needed within the 2018/19 financial year.
- 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.

#### 5 CONCLUSION

5.1 The revised estimate for this Committee's 2018/19 capital programme is £812,930, which is a £42,590 reduction from the previously approved capital budget.

5.2 At the end of November 2018 £680,660 had been spent or committed. This is 83.7% of the annual capital programme for this Committee.

5.3 Of the twenty schemes in the capital programme, nine have been completed, nine are on track to be completed in-year at this stage, one is on hold and one may or may not be completed in-year.

#### 6 RECOMMENDED THAT COMMITTEE

6.1 Approve the 2018/19 revised estimate of £812,930 for this Committee's capital programme, as set out in Annex 1.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

AC1-19/AC/AC  
14 December 2018

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

## COMMUNITY SERVICES COMMITTEE – REVISED CAPITAL PROGRAMME 2018/19

Cost Centre	Scheme	Original Estimate 2018/19 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Revised Estimate 2018/19 £	Actual Expenditure including commitments as at end of November 2018 £
PLAYS	Play Area Improvements 2018/19	40,000	0	0	40,000	<b>40,000</b>	<b>15,385</b>
REPWB	Replacement of Refuse Wheelie Bins	10,000	0	0	10,000	<b>10,000</b>	<b>10,018</b>
TSFLR	Renewal of Sections of Floor to Residual Waste Transfer Station (Phase 2)	23,500	0	0	23,500	<b>15,650</b>	<b>14,215</b>
RVKXD	Replacement of Paper Collection Vehicle - VX55 KXD	49,000	0	0	49,000	<b>42,250</b>	<b>42,247</b>
RVYEK	Replacement of Refuse Collection Vehicle - PO60 YEK	222,500	0	0	222,500	<b>219,690</b>	<b>219,689</b>
VERTI	Purchase of Verti Drain Equipment	46,000	0	0	46,000	<b>43,950</b>	<b>43,944</b>
CPMHY	Replacement of Car Parking Van – Fiat Doblo PN09 MHY with an equivalent spec	13,000	0	0	13,000	<b>9,740</b>	<b>9,740</b>
RVPWL	Replacement of Garwood (12 tonne GVW) single bodied RCV with single multi-use vehicle – PN05 PWL	120,000	0	0	120,000	<b>109,280</b>	<b>109,276</b>
GVMVG	Replacement Mower (Haytor) - PN07 MVG	41,000	0	0	41,000	<b>41,000</b>	<b>0</b>
GVKXP	Replacement Mower (Kubota) - PN09 KXP	18,500	0	0	18,500	<b>17,340</b>	<b>17,334</b>
GVTSZ	Replacement Mini Tractor and Trailer (John Deere) - PN06 TSZ	12,000	0	0	12,000	<b>12,000</b>	<b>0</b>

## COMMUNITY SERVICES COMMITTEE – REVISED CAPITAL PROGRAMME 2018/19

Cost Centre	Scheme	Original Estimate 2018/19 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Revised Estimate 2018/19 £	Actual Expenditure including commitments as at end of November 2018 £
GVKJJ	Replacement Truck (Ford) c/w Tail Lift - PE60 KJJ	37,500	0	0	37,500	<b>37,500</b>	<b>35,740</b>
EAWPL	All Weather Pitch Lighting	31,000	0	0	31,000	<b>31,000</b>	<b>0</b>
WVAZL	Replacement of IVECO Daily Crew Cab - PO60 AZL	48,200	0	0	48,200	<b>46,000</b>	<b>44,500</b>
PLAYR	Play Area Improvements 2017/18	0	12,940	0	12,940	<b>12,300</b>	<b>12,298</b>
CPPAY	Off-Street Car Parks – Update of Payment Systems	0	16,340	0	16,340	<b>16,340</b>	<b>16,205</b>
CMWIN	Castle Museum – Refurbishment of Windows	0	36,000	0	36,000	<b>36,000</b>	<b>25,330</b>
GVLSY + GVTZG	Replacement Pick-up Vehicles (Ford Ranger S/C 4WD x 2) - PK07 LSY and PK07 TZG	0	21,590	0	21,590	<b>21,440</b>	<b>21,429</b>
RPIMP	Ribblesdale Pool Improvement Work	0	6,450	0	6,450	<b>6,450</b>	<b>0</b>
GVVWG	Replacement of Hook Lift Vehicle – PN07 VWG	0	0	50,000	50,000	<b>45,000</b>	<b>43,310</b>
<b>Total Community Services Committee</b>		<b>712,200</b>	<b>93,320</b>	<b>50,000</b>	<b>855,520</b>	<b>812,930</b>	<b>680,660</b>

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

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Agenda Item No 6

meeting date: 8 JANUARY 2019  
title: REVISED REVENUE BUDGET 2018/19  
submitted by: DIRECTOR OF RESOURCES  
principal author: AMY JOHNSON

### 1 PURPOSE

- 1.1 To agree a revised revenue budget for 2018/19 for this committee.

### 2 BACKGROUND

- 2.1 The original estimate for this current financial year was set in March 2018.
- 2.2 As members will be aware, there can be numerous variations to the budget that come to our attention as the year progresses, particularly through the budget monitoring process.
- 2.3 At this time of year we revise the estimates for the current financial year in order to predict the likely outturn. In essence the Revised Estimate is the council's latest forecast for the outturn on the current financial year's budget. This also assists us in preparing the original estimate for the coming financial year.
- 2.4 At the time that the Original Estimate 2018/19 was set, the new Economic Development and Planning Department included only the new director's post, with all other departmental staff included under the previous departmental structure that was in place at that time.
- 2.5 Since then, the costs have been reallocated across the various departments, which are spread across the council's committee structure. This reallocation of costs across the new departmental structure was **cost neutral** and largely impacts the main departmental cost centres, but also impacts on individual services through the support service allocations.

### 3 REVISING THE ORIGINAL ESTIMATE

- 3.1 Since the budget was originally set we now have the benefit of information from the outturn position for 2017/18 and the variances that were experienced in that financial year. Furthermore, as we have been monitoring our budgets during the year we can also use this information to inform the revised budget process.
- 3.2 The original budget for 2018/19 initially allowed 2% for both pay and price increases.
- 3.3 After the detailed estimates had been prepared the national pay award was settled which increased the paybill nationally by 2.707% in 2018/19 and 2.802% in 2019/20 with substantial increases to the lower payscales.

- 3.4 This was obviously significantly higher than the 2% allowed for in the committee estimates and therefore we added a contingency to the budget of £75,000 in respect of the potential pay increases above 2%.
- 3.5 The general provision for price increases has proved reasonably accurate. The impact of the pay award for the Council is estimated to be approximately £45,000 over and above the 2% budgeted for. The balance on the contingency will be released to general fund balances.
- 3.6 Whilst our committee income and expenditure may increase or decrease at the revised estimate items such as our budgeted core government funding and our council tax precept remain fixed. As a result, any compensating movement is within our earmarked reserves and general fund balances.
- 3.7 In addition to the use of data on past performance there have been detailed discussions with budget holders and heads of service on past service provision and future plans, playing an integral part in the budget setting process.
- 3.8 Furthermore, decisions and actions required as a result of committee meetings are incorporated in to the budget setting process, whilst financial implications would likely have already been identified as part of any committee decision.
- 3.9 As part of the setting of the revised estimate, this report is now presented to committee to seek comment and approval. Once approved by this committee, the revised estimate will be reported to Special Policy and Finance Committee.
- 3.10 The proposed revised estimate for this committee is now presented in the following section, with details of the movements that affect this revision being detailed at Annex 1. There are also details of the current actual position as at the end of November against the profiled Original Estimate and alongside the proposed Revised Estimate at Annex 2.

#### 4 PROPOSED REVISED REVENUE BUDGET 2018/19

- 4.1 A comparison between the original and revised budgets for each cost centre is shown below, together with the associated movements in earmarked reserves.

Cost Centre and Description	Original Estimate 2018/19	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2018/19
ARTDV: Art Development	33,960	3,880		-50		37,790
BUSSH: Bus Shelters	19,080			-310		18,770
CARVN: Caravan Site	-8,300		-630			-8,930
CCTEL: Closed Circuit Television	130,090	2,500	220	-3,860		128,950

<b>Cost Centre and Description</b>	<b>Original Estimate 2018/19</b>	<b>Movement in Expenditure</b>	<b>Movement in Income</b>	<b>Movement in Support Services</b>	<b>Movement in Capital Charges</b>	<b>Revised Estimate 2018/19</b>
CLRFF: Clitheroe Food Festival	0	35,810	-32,600			3,210
COMMD: Community Services Department	0	17,120	-3,260	-13,860		0
CPADM: Car Parks	-163,130	-1,270	17,860	-1,310	-5,450	-153,300
CPVEH: Car Park Vehicles	0	2,320	-2,320			0
CRIME: Crime and Disorder	53,060	480	-9,500	5,150		49,190
CULTG: Culture Grants	5,890	-1,220		-320		4,350
CULVT: Culverts & Water Courses	17,750			-1,690		16,060
DRAIN: Private Drains	1,180			660		1,840
EALLW: Edisford All Weather Pitch	24,300	140	-18,410	700	5,550	12,280
EDPIC: Edisford Picnic Area	-8,480	560	-100	1,680		-6,340
EVEHA: Works Administration Vehicles	0	1,430	-1,430			0
EXREF: Exercise Referral Scheme	30,870	3,400	-1,860	-6,410		26,000
GMVEH: Grounds Maintenance Vehicles	0	1,010	-4,690		3,680	0
GRSRC: Grants & Subscriptions - Community	2,540			-280		2,260
HWREP: Highway Repairs	26,500			-6,350		20,150
LDEPO: Longridge Depot	0	8,310	-10,920	2,470	140	0
LITTR: Litter Bins	19,000			960		19,960
MCAFE: Museum Cafe	19,440	2,190	-2,690	-30	2,900	21,810

<b>Cost Centre and Description</b>	<b>Original Estimate 2018/19</b>	<b>Movement in Expenditure</b>	<b>Movement in Income</b>	<b>Movement in Support Services</b>	<b>Movement in Capital Charges</b>	<b>Revised Estimate 2018/19</b>
MUSEM: Castle Museum	270,560	10,570	12,320	-260	11,760	304,950
PAPER: Waste Paper and Card Collection	184,130	-34,610	38,650	-6,720		181,450
PCADM: Public Conveniences	186,840	16,230	-6,370	570	4,580	201,850
PKADM: Grounds Maintenance	0	8,130	-13,070	4,940		0
PLANT: Plant	0	1,530	-14,110		12,580	0
PLATG: Platform Gallery and Visitor Information	131,050	5,100	7,940	-6,250		137,840
RCOLL: Refuse Collection	1,419,180	61,990	-53,450	18,910		1,446,630
RCVEH: Refuse Collection Vehicles	0	20,030	-20,030			0
RECU: Recreation Grants	36,350	4,920		-880		40,390
RIVBK: Riverbank Protection	2,540				1,580	4,120
ROEBN: Roefield Barn	-390		-10			-400
RPBIN: Chargeable Replacement Waste Bins	0	10,990	-19,950			-8,960
RPOOL: Ribblesdale Pool	312,750	-4,560	56,860	-15,030	16,570	366,590
RVPRK: Ribble Valley Parks	504,010	17,330	-56,050	-1,840	-2,300	461,150
SDEPO: Salthill Depot	0	5,090	-10,560	8,250	-2,780	0
SEATS: Roadside Seats	5,260	-1,000		3,980		8,240
SIGNS: Street Nameplates & Signs	51,220		-9,060	2,890		45,050
SPODV: Sports Development	81,410	2,310	-1,040	-830		81,850
SPOGR: Sports Grants	7,140	-450		-990		5,700

<b>Cost Centre and Description</b>	<b>Original Estimate 2018/19</b>	<b>Movement in Expenditure</b>	<b>Movement in Income</b>	<b>Movement in Support Services</b>	<b>Movement in Capital Charges</b>	<b>Revised Estimate 2018/19</b>
STCLE: Street Cleansing	350,990	11,430	5,040	5,890		373,350
TFRST: Waste Transfer Station	85,100	24,050		-420	-10,420	98,310
TRREF: Trade Refuse	-71,590	66,470	-58,580	6,980		-56,720
TWOWR: Two Way Radio	0	280	-1,780			-1,500
UPACT: Up and Active Service	0	4,370	-4,890	520		0
VEHCL: Vehicle Workshop	0	960	-1,170	210		0
WKSAD: Works Administration	0	8,660	-8,830	170		0
XMASL: Xmas Lights & RV in Bloom	3,720			-90		3,630
<b>Grand Total</b>	<b>3,764,020</b>	<b>316,480</b>	<b>-228,470</b>	<b>-2,850</b>	<b>38,390</b>	<b>3,887,570</b>
<b>Associated Movements in Earmarked Reserves</b>						
CPBAL/H330 Capital Reserve			14,650			14,650
COBAL/H285 Vehicle & Plant Renewals Fund	0					0
COBAL/H329 Community Safety	-13,780		8,990			-4,790
COBAL/H210 Local Recreation Grants	0	-8,240				-8,240
COBAL/H282 Exercise Referral	0	-1,160				-1,160
COBAL/H283 Clitheroe Food Festival	0	-3,210				-3,210
COBAL/H333 Refuse Collection	2,040	-5,360	13,270			9,950
COBAL/H328 Repairs & Maintenance Reserve	0	-8,180				-8,180

<b>Cost Centre and Description</b>	<b>Original Estimate 2018/19</b>	<b>Movement in Expenditure</b>	<b>Movement in Income</b>	<b>Movement in Support Services</b>	<b>Movement in Capital Charges</b>	<b>Revised Estimate 2018/19</b>
COBAL/H222 Grant Funded Sports Development	0	-400				-400
COBAL/H368 Amenity Cleansing Reserve	0	-5,750				-5,750
COBAL/H377 Two Way Radio	0	1,500				1,500
<b>Net after Movements in Earmarked Reserves</b>	<b>3,752,280</b>	<b>285,680</b>	<b>-191,560</b>	<b>-2,850</b>	<b>38,390</b>	<b>3,881,940</b>

- 4.2 The difference between the revised and original estimate is an increase in net expenditure of £123,550 or an increase in net expenditure of £129,660 after allowing for movement in earmarked reserves.

6 KEY MOVEMENTS FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE

6.1 Within the proposed Revised Estimate there are a number of substantial movements, and these are summarised in the table below. A more detailed analysis of the movements is provided at Annex 1.

Description	Variance Original Estimate 2018/19 to DRAFT Revised Estimate 2018/19
<p><b><u>COMMD: Community Services</u></b>            Increased salary, NI &amp; superannuation costs in part due to the allowance for staff turnover factored into the original estimate not materialising and also due to an agent being employed to cover for a period when the Pre-Planning Advice Officer post was vacant.</p> <p>Additionally, the budget allowed for a pay award at 2%, but this was finally settled at an average rate of 2.707%. This additional increase was allowed for under the separate corporate contingency budget - which is now being recognised under the service budgets.</p>	14,440
<p><b><u>VARIOUS: Car Parks</u></b>            Lower than estimated income from car parking charges. Partly due to Peel Street car park being sold at the beginning of the financial year, and reduced estimated income at Lowergate, Slaidburn &amp; Church Walk car parks.</p>	14,540
<p><b><u>EALLW: Edisford All Weather Pitch</u></b>            Increased estimated income from the 3G pitch - in particular adult usage.</p>	-19,530
<p><b><u>MUSEM: Clitheroe Castle Museum</u></b>            Reduced estimated income from museum admissions, room hire and sale of goods.</p>	12,320
<p><b><u>PAPER: Paper Collection</u></b>            Lower than estimated income from the sale of waste paper. This is due to the market price for the sale of paper currently being very low.</p>	38,650
<p><b><u>RCOLL: Refuse Collection</u></b>            Increased estimated expenditure on loaders wages. This is due to the allowance for staff turnover built into the original estimate not materialising.</p> <p>Additionally, the budget allowed for a pay award at 2%, but this was finally settled at an average rate of 2.707%. This additional increase was allowed for under the separate corporate contingency budget - which is now being recognised under the service budgets.</p>	10,580
<p><b><u>VARIOUS: Refuse Collection Vehicles</u></b>            Increased estimated diesel costs based upon estimated usage.</p>	20,960

Description	Variance Original Estimate 2017/18 to DRAFT Revised Estimate 2017/18
<p><b><u>RPOOL: Ribblesdale Pool</u></b>  Lower then estimated income from swimming lessons as lessons are not currently booked to full capacity.</p>	30,400
<p><b><u>RVPRK: Ribble Valley Parks</u></b>  S106 monies previously received released to fund expenditure on Whalley Moor Woodland, Primrose Lodge and Calderstones Open Spaces.</p>	-54,590
<p><b><u>STCLE: Street Cleansing</u></b>  Increased estimated wages costs as the allowance for staff turnover factored into the original estimate not materialising.</p> <p>Additionally, the budget allowed for a pay award at 2%, but this was finally settled at an average rate of 2.707%. This additional increase was allowed for under the separate corporate contingency budget - which is now being recognised under the service budgets.</p>	10,810
<p><b><u>TFRST: Waste Transfer Station</u></b>  Expenditure incurred on hiring a WAMITAB qualified consultant. For the transfer station to be able to operate the Council must have a WAMITAB trained representative. No employees are currently qualified, however two employees are currently undergoing training.</p>	12,700
<p><b><u>TRREF: Trade Refuse Collection</u></b>  Increased estimated tipping charges payable to Lancashire County Council based upon the estimated commercial waste tonnages to be collected.</p>	12,710
<p><b><u>TRREF: Trade Refuse Collection</u></b>  Increased estimated income from trade customers: Commercial (-£32,760) and charitable (-£7,900) based upon the current customer base.</p>	-40,660
<p><b><u>TRREF: Trade Refuse Collection</u></b>  A new charge for the issue of Waste Transfer Notes to all commercial customers was introduced from 01 April 2018.</p>	-12,220

## 7 CONCLUSION

- 7.1 The difference between the revised and original estimate is an increase in net expenditure of £129,660 after allowing for transfers to and from earmarked reserves.

## 8 RISK ASSESSMENT

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

- Resources: approval of the revised estimate would see an increase in net expenditure of £129,660 after allowing for transfers to and from earmarked reserves.
- Technical, Environmental and Legal: none identified
- Political: none identified
- Reputation: sound financial planning safeguards the reputation of the Council
- Equality and Diversity – Equality and diversity issues are considered in the provision of all Council services.

## 9 RECOMMENDED THAT COMMITTEE

### 9.1 Agree the revenue revised estimate for 2018/19.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM2-19/AJ/AC

For further background information please ask for Amy Johnson

BACKGROUND PAPERS - None

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
<b>ARTDV: Arts Development</b>					
Allocation of grant payments to applicants. Funded by monies previously set aside in an earmarked reserve.	3,320				
<b>Total Arts Development</b>					<b>3,320</b>
<b>CCTEL: Closed Circuit Television</b>					
Increased estimated contract costs for the monitoring of the CCTV control room.	2,870				
Decrease to support services costs mainly due to recharges having been reviewed following the departmental restructure.				-3,860	
<b>Total Closed Circuit Television</b>					<b>-990</b>
<b>COMMD: Community Services Department</b>					
Increased salary costs, in part due to the allowance for staff turnover factored into the original estimate not materialising and also due to an agent being employed to cover for a period of vacancy in the Pre-Planning Advice Officer post.  Additionally, the budget allowed for a pay award at 2%, but this was finally settled at an average rate of 2.707%. This additional increase was allowed for under the separate corporate contingency budget - which is now being recognised under the service budgets.	14,440				

**COMMUNITY SERVICES COMMITTEE**  
**VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Slight increase to estimated mileage payments payable to staff.	1,190				
Reduced estimated expenditure on conference expenses based upon expenditure to date.	-1,000				
Decrease to support services costs mainly due to recharges having been reviewed following the departmental restructure.				-29,910	
Increase to estimated car leasing costs due to changes in vehicles during the year.	2,360				
Decrease in recharges to other departments based upon an overall reduction in spend within the Community Service Department, as mentioned above.				16,550	
Income received from Unison North West in respect of staff time spent on union duties.		-3,750			
<b>Total Community Services Department</b>					<b>-120</b>
<b>VARIOUS: Car Parks</b>					
Increased business rates payments, in particular at Church Walk, Edisford and Lowergate car parks due to the level of transitional relief currently received decreasing.	6,190				
Higher than estimated use of transport costs due to increases in diesel expenditure and insurance costs.	1,100				

**COMMUNITY SERVICES COMMITTEE**  
**VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Lower than estimated mobile data hosting costs, electronic banking and cashless payment fees.		-1,850			
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				4,760	
Decrease in depreciation charges due to a revaluation of assets.			-5,450		
Reduced grounds maintenance recharges based upon estimated time spent by the grounds maintenance team at the car parks.	-1,130				
Expenditure on Car Parks Administration (CPADM) is recharged out to the individual car parks. Increased expenditure on this cost centre (details of which can be seen above) has resulted in an increase in the total value recharged.		-6,300			
Lower than estimated income from car parking charges across the various sites. Partly due to Peel Street car park being sold at the beginning of the financial year, and reduced estimated income at Lowergate, Slaidburn & Church Walk car parks.		14,540			
Estimated income from parking fines lower than estimated when the original budget was prepared.		1,950			

**COMMUNITY SERVICES COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Increased income from land rents at Edisford Car Park due to income from the fair and Mardale Car Park due to several spaces being temporarily hired on a long term basis.		-5,910			
Recharges to individual car parks from Car Parks Administration (as mentioned above).	6,300				
<b>Total Car Parks</b>					<b>14,200</b>
<b>CLRFF: Clitheroe Food Festival</b>					
Expenditure incurred in the hosting of the 2018 Clitheroe Food Festival. Offset in part by income received (see below) and monies previously set aside in an earmarked reserve.	35,810				
Income received in respect of stall hire, car parking, tasting sessions and a contribution from Economic Development (INDDV) in respect of the 2018 Clitheroe Food Festival.		-24,100			
Sponsorship income received for the 2018 Clitheroe Food Festival.		-8,500			
<b>Total Clitheroe Food Festival 2018</b>					<b>3,210</b>
<b>CRIME: Crime and Disorder</b>					
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				5,150	
Grant income received from the Police and Crime Commissioner not anticipated when the original estimate was prepared.		-7,000			

**COMMUNITY SERVICES COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Transforming Lives grant income received. This grant income is ring-fenced to be spent on transforming lives projects.		-2,500			
<b>Total Crime and Disorder</b>					<b>-4,350</b>
<b>CULTG: Culture Grants</b>					
Grant applications lower than estimated resulting in grants awarded being lower than originally budgeted.	-1,220				
<b>Total Culture Grants</b>					<b>-1,220</b>
<b>CULVT: Culverts &amp; Watercourses</b>					
Decrease to support services costs mainly due to recharges having been reviewed following the departmental restructure.				-1,690	
<b>Total Culverts &amp; Watercourses</b>					<b>-1,690</b>
<b>EALLW: Edisford All Weather Pitch</b>					
Increased depreciation charges due to a revaluation of assets.			5,550		
Increased estimated income from the use of the 3G pitch - in particular adult usage. This is based upon previous year's income and usage to date.		-19,530			
<b>Total Edisford All Weather Pitch</b>					<b>-13,980</b>

**COMMUNITY SERVICES COMMITTEE  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
<b><i>EDPIC: Edisford Picnic Area</i></b>					
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				1,680	
<b>Total Edisford Picnic Area</b>					<b>1,680</b>
<b><i>EXREF: Exercise Referral</i></b>					
Increase to staffing costs, mainly as a result of the allowance for staff turnover built into the original estimate not materialising, offset in part by a reduction in the lump sum superannuation payment.	1,850				
Decrease to support services costs mainly due to recharges having been reviewed following the departmental restructure.				-6,410	
Increased estimated income from the attendance of fitness sessions, based upon attendance to date.		-1,270			
<b>Total Exercise Referral</b>					<b>-5,830</b>
<b><i>HWREP: Highway Repairs</i></b>					
Decrease to support services costs mainly due to recharges having been reviewed following the departmental restructure.				-6,350	
<b>Total Highway Repairs</b>					<b>-6,350</b>

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
<b><i>LDEPO: Longridge Depot</i></b>					
Increase to repairs & maintenance expenditure, mainly due to an additional budget approval (£8,180) for fire protection works. Expenditure for these works to be funded by monies set aside in an earmarked reserve.	8,250				
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				2,470	
Costs incurred on this cost centre are recharged to Grounds Maintenance (PKADM). Increased estimated recharge based upon the additional expenditure as mentioned above.		-10,920			
<b>Total Longridge Depot</b>					<b>-200</b>
<b><i>MCAFE: Museum Cafe</i></b>					
Budget moved from the Museum purchase of equipment & materials budget to fund cladding works at the Museum Café.	1,050				
Increased depreciation charge due to the revaluation of assets.			2,900		
Increased estimated income from the café concession. Part of the income received is based upon quarterly turnover. This income to date is higher than originally estimated.		-2,690			

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
<b>Total Museum Cafe</b>					1,260
<b>MUSEM: Clitheroe Castle Museum</b>					
Increased estimated repairs & maintenance expenditure due to the rear fire escape steps being damaged and requiring replacement. Monies moved from other repairs and maintenance budgets to fund.	3,870				
Budget for electricity increased based upon estimated usage.	1,180				
Increase in business rates payable due to transitional relief previously received now ending.	8,190				
Decrease in premises insurance payable. The annual charge is calculated in part based upon past claims	-1,550				
Purchase of equipment & materials budget moved to Museum Café to fund cladding repairs (see MCAFE).	-1,050				
Reduced estimated income from museum admissions, room hire and sale of goods, based upon previous years income.		12,320			
<b>Total Clitheroe Castle Museum</b>					22,960
<b>PAPER: Paper Collection</b>					
Lower than estimated superannuation payable due to one employee opting out of the superannuation scheme.	-2,730				

**COMMUNITY SERVICES COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
The cost of running the paper collection vehicles is recharged to this cost centre. Reduction in the estimated recharge due to an assessment of repair demands across the refuse fleet. The repairs and maintenance budget for one paper vehicle has been reduced and transferred to the refuse collection vehicle fleet due to higher repair demands within that fleet (see Refuse Collection Vehicles).	-34,690				
Increased estimated expenditure on the purchase of white sacks. This is based upon purchases and issues of sacks to date.	1,500				
Decrease to support services costs due to recharges having been reviewed following the departmental restructure.				-6,720	
The market price for the sale of paper is very low resulting in a reduction in the estimated income to be received.		38,650			
<b>Total Paper Collection</b>					<b>-3,990</b>
<b>VARIOUS: Public Conveniences</b>					
Increased estimated repairs & maintenance expenditure mainly at Church Walk, Edisford & Hurst Green toilets. This is due to vandalism at Church Walk, a new Wallgate unit at Hurst Green & replacement of sinks and boilers at Edisford.	1,660				

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Higher than estimated metered water costs across the toilet sites.	2,030				
Increased estimated time spent by the toilet cleaners at the public conveniences. Toilet cleaner time is apportioned between the public conveniences and football changing rooms (RVPRK). The charge on RVPRK has been reduced accordingly.	6,010				
Expenditure on Public Conveniences Administration (PCADM) is recharged out to the individual public conveniences. Increased expenditure on this cost centre (details of which can be seen above) has resulted in an increase in the total value recharged.	6,370				
Recharges to individual public conveniences from Public Conveniences Administration (as mentioned above).		-6,370			
<b>Total Public Conveniences</b>					<b>16,070</b>
<b>PKADM: Grounds Maintenance</b>					
Reduction in estimated staffing costs due to a vacancy in the position of a Gardener. The vacancy has now been filled.	-2,970				
Reduced temporary staffing costs due to period where temporary staff were not utilised.	-5,510				
Payment to a previous employee following an insurance claim.	1,470				

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Higher recharge from Longridge Depot due to increased expenditure within that service area (see LDEPO).	12,550				
Grounds maintenance vehicle costs are recharged to this cost centre. An increase in vehicle costs has resulted in a higher recharge.	3,030				
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				4,940	
Expenditure on grounds maintenance is recharged out to the departments where the service is utilised. An increase to the estimated recharge based upon the increased expenditure as mentioned above		-14,190			
<b>Total Grounds Maintenance</b>					<b>-680</b>
<b>VARIOUS: Grounds Maintenance Vehicles</b>					
Increase to estimated diesel costs based upon usage to date.	1,490				
Sale of vehicles and machinery replaced through the 2018/19 capital programme. Monies to be set aside in an earmarked reserve to fund future years capital programme.		-8,150			

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Grounds maintenance vehicle expenditure is recharged to Grounds Maintenance (PKADM). Reduction in the amount to be recharged based upon the reduced expenditure as mentioned above.		3,460			
<b>Total Grounds Maintenance Vehicles</b>					<b>-3,200</b>
<b><i>PLATG: Platform Gallery and Visitor Information Centre</i></b>					
Reduction to salaried staffing costs due to a staff vacancy. Offset in part by additional expenditure incurred in maternity cover.	-1,100				
Increase to the estimated spend on temporary staff due to a staff vacancy.	4,660				
Higher estimated repairs & maintenance spend due to replacement of the security alarms. Monies moved from other cost centres where repair demands to date are minimal.	3,870				
Reduced spend on sundry purchases to offset in part the reduction in estimated commission income (see below).	-2,390				
Annual internet connection maintenance fee following the installation of improved internet connection.	1,940				
Reduced spend on promotional activities to offset in part the reduction in estimated commission income (see below).	-2,510				
Decrease to support services costs due to recharges having been reviewed following the departmental restructure.				-6,250	

**COMMUNITY SERVICES COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Decreased estimated income from the sale of books.		1,680			
Reduction in estimated commission income from the sale of artists goods. Offset in part by a reduction in estimated spend on sundry purchases and promotional activities (see above).		7,100			
<b>Total Platform Gallery and Visitor Information Centre</b>					<b>7,000</b>
<b>RCOLL: Refuse Collection</b>					
Increased estimated expenditure on loaders wages as the allowance for staff turnover built into the original estimate has not fully materialised.  Additionally, the budget allowed for a pay award at 2%, but this was finally settled at an average rate of 2.707%. This additional increase was allowed for under the separate corporate contingency budget - which is now being recognised under the service budgets.	10,580				
Payment in lieu of notice.	5,700				
Reduced estimated spend on superannuation payments as 2 x loaders are not members of the superannuation scheme.	-5,450				

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Increased estimated expenditure on drivers wages as the allowance for staff turnover built into the original estimate has not fully materialised.	3,160				
Higher recharge from Salthill Depot due to increased expenditure within that service area (see SDEPO).	2,040				
Increased use of transport charge relating to refuse collection vehicles. This is due to an increase in costs within the refuse collection fleet, mainly in relation to diesel and repairs and maintenance costs. The increase in repairs and maintenance costs is fully supported by the decrease in costs seen on the paper vehicles.	47,970				
Budget for publicity transferred to Waste Transfer Station (TFRST) to help offset the consultant costs payable for WAMITAB cover whilst 2 x employees undergo WAMITAB training (see TFRST).	-4,690				
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				18,910	
Part of the cost of the refuse collection service is recharged to trade refuse. Increase in the recharge based in part on the increased expenditure within refuse collection and also increased tonnages of trade waste collected.		-46,380			

**COMMUNITY SERVICES COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Additional estimated income from householder special collections due to increased demand.		-4,790			
<b>Total Refuse Collection</b>					<b>27,050</b>
<b>VARIOUS: Refuse Collection Vehicles</b>					
Increase to estimated diesel costs based upon usage to date.	20,960				
Sale of a refuse vehicle replaced through the 2018 capital programme. Monies to be set aside in an earmarked reserve to fund future years capital programmes.		-6,500			
Expenditure on refuse collection vehicles is recharged to refuse collection (RCOLL: £47,970) and paper collection (PAPER: -£34,690). Higher than estimated recharge due to the increased costs mentioned above.		-13,280			
<b>Total Refuse Collection Vehicles</b>					<b>1,180</b>
<b>RECUL: Recreation Grants</b>					
Increased value of grants awarded. To be offset by monies set aside in an earmarked reserve.	4,920				
<b>Total Recreation Grants</b>					<b>4,920</b>
<b>RPBIN: Replacement Bins</b>					
Estimated expenditure on the purchase of householder bins.	10,990				

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Estimated income from the sale of householder bins. Income received is offset against expenditure incurred in the purchase of the bins (see above) and the balance transferred to an earmarked reserve to fund future purchases.		-19,950			
<b>Total Replacement Bins</b>					-8,960
<b>RPOOL: Ribblesdale Pool</b>					
Increased estimated temporary staffing costs based upon expenditure to date.	6,810				
Reduced estimated expenditure on pool attendants overtime.	-4,740				
Increased receptionist staffing costs as staff turnover has not materialised.	3,770				
Part of the repairs and maintenance budget has been moved to the Castle Museum to fund repair demands there.	-1,000				
Reduction in estimated spend on gas based upon expenditure to date.	-6,280				
Lower business rates charges payable due to the transitional surcharge currently applied reducing.	-1,500				
Budgets moved from Sports Development to 'Purchase of Fixed Machinery & Plant' for the purchase of a new pump.	4,550				
Reduced estimated spend on vending machine snacks. Offset in part by a reduction in income received from vending machine sales (see below).	-4,540				

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

**ANNEX 1**

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Annual internet connection maintenance fee following the installation of improved internet connection.	1,910				
Swimming teachers were employed from an external agent during a period when there was a vacancy for 1 x FTE Instructor. The vacancy has now been filled and the need for the consultants removed.	-4,300				
Decrease to support services costs due to recharges having been reviewed following the departmental restructure.				-15,030	
Increased depreciation charge due to revaluation of assets.			16,570		
Lower than estimated income from vending machine sales. Offset in part by a reduction in expenditure on the purchase of vending machine stock.		5,570			
Lower than estimated income from the sale of items purchased for resale.		2,950			
Slight increase in the estimated income from school swimming lessons based upon the bookings to date and anticipated future bookings.		-1,800			
Reduced estimated income from club hire of baths due to a reduction in sessions hired from one swimming club.		1,760			
Lower than estimated income from swimming lessons as lessons are currently not booked to full capacity.		30,400			

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Reduced estimated income from adult admissions.		11,360			
Reduced estimated income from junior admissions.		7,630			
<b>Total Ribblesdale Pool</b>					<b>54,090</b>
<b><i>RVPRK: Ribble Valley Parks</i></b>					
Budget brought in to offset expenditure incurred on the maintenance of Whalley Moor Woodland and Primrose Lodge. Funded by S106 monies previously received (see below).	4,020				
Emergency tree works were previously coded to Countryside Management (COUNT) and then recharged to this cost centre. Future charges are now to be coded direct to RVPRK and the budget from COUNT has been moved to RVPRK to offset future payments.	3,520				
Decreased estimated time spent by the toilet cleaners cleaning the football changing rooms. Toilet cleaner time is apportioned between the football changing rooms and public conveniences (PCADM). The charge on PCADM has been increased accordingly.	-6,010				
Decrease to support services costs due to recharges having been reviewed following the departmental restructure.				-1,840	
Reduction in depreciation charges due to a revaluation of assets.			-2,300		

**COMMUNITY SERVICES COMMITTEE  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Increased estimated income from the hire of grass football pitches based upon the number of teams utilising the pitches.		-2,700			
Release of S106 monies previously received to offset expenditure incurred at Whalley Moor Woodland and Primrose Lodge and also to offset expenditure incurred in the maintenance of open spaces at Calderstones Park.		-54,590			
<b>Total Ribble Valley Parks</b>					<b>-59,900</b>
<b>SDEPO: Salthill Depot</b>					
Reduced estimated electricity charges based upon usage to date.	-1,090				
Expenditure in relation to the Forklift Truck (FLIFT) is charged to Salthill Depot. A new depreciation charge has increased the recharge.	3,280				
Increased purchase of equipment budget. Part funded by virements from other service departments to fund a new washing machine (£1,250) and also an increase to the budget due to higher Enterprise Licence costs (£40).	1,290				
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				8,590	
Decreased depreciation charges due to a revaluation of assets.			-2,780		

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Expenditure at Salthill Depot is recharged out to other departments based at the depot. Increased recharges due to higher estimated expenditure at Salthill Depot.		-5,120			
Issues from stores attract an oncost rate. Due to the number of issues and values, it is estimated that there will be an increase to the amount of oncosts recovered.		-5,440			
<b>Total Salthill Depot</b>					<b>-1,270</b>
<b>SEATS: Roadside Seats</b>					
Reduced estimated spend on repairs, based upon repair demands to date.	-1,000				
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				3,980	
<b>Total Roadside Seats</b>					<b>2,980</b>
<b>SIGNS: Street Nameplates and Signs</b>					
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				2,890	
A new charge was brought in from 01 April 2018 relating to the naming of a new property. The budget reflects income received to date.		-7,130			
A new charge was brought in from 01 April 2018 relating to the naming of a new road. The budget reflects income received to date.		-1,400			
<b>Total Street Nameplates and Signs</b>					<b>-5,640</b>

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
<b><i>SPODV: Sports Development</i></b>					
A budget has been introduced for the publication of a Summer Activities programme. Partly offset by income received from advertisers (see below).	1,580				
Additional insurance premiums payable to The Grand re the skatepark at Clitheroe Castle. This is because the invoice received from The Grand in 2017/18 was incorrect.	5,420				
Reduction to the subscriptions (£3,600) and promotional activities (£950) budgets. The money has been vired to Ribblesdale Pool (RPOOL) for the purchase of a new pump (see RPOOL).	-4,550				
Income received from advertisers in the Summer Activities programme (see above).		-1,040			
<b>Total Sports Development</b>					<b>1,410</b>
<b><i>STCLE: Amenity Cleansing</i></b>					
Increase to wages costs due to the allowance for staff turnover factored into the budget not materialising. Additionally, the budget allowed for a pay award at 2%, but this was finally settled at an average rate of 2.707%. This additional increase was allowed for under the separate corporate contingency budget - which is now being recognised under the service budgets.	10,810				

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
The inclement weather in 2017/18 meant that the full programme of road sweeping was not carried out during the year. Monies were set aside in an earmarked reserve to allow the works to be carried out in the current financial year. A budget has been introduced to fund these works, which will be fully funded by monies set aside in an earmarked reserve.	5,750				
Increased vehicle insurance costs, based upon previous claims history.	1,330				
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				5,890	
<b>Total Amenity Cleansing</b>					<b>23,780</b>
<b>TFRST: Transfer Station</b>					
Decrease in business rates payable due to a decrease in the rateable value and the end of the transitional surcharge payable.	-2,190				
Expenditure incurred in the use of the Shovel (SHOVL) is charged to the Transfer Station. A depreciation charge has increased the recharge.	10,910				

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
For the Transfer Station to operate the council requires a representative to be WAMITAB qualified. At present 2 x employees are undergoing training to gain the qualification. In the interim a consultant is being employed to be the Council's WAMITAB representative. The expenditure has been funded in part by a virement of £5,600 from Refuse Collection (RCOLL).	12,700				
Increased licence fee payable for the operation of the Waste Transfer Station.	1,400				
Depreciation relating to the Shovel was previously charged to the Waste Transfer Station. The charge has since been moved to the Shovel (SHOVL) increasing expenditure within that cost centre and in turn the use of transport costs charged to this cost centre (see above).			-10,420		
<b>Total Transfer Station</b>					<b>12,400</b>
<b>TRREF: Trade Refuse</b>					
Increased estimated expenditure for the purchase of trade bins for the bin hire scheme. Funded from monies previously set aside in an earmarked reserve.	7,390				

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
Higher estimated tipping charges payable to Lancashire County Council based upon the tonnages of trade waste collected. The estimated increase in charges is offset by an increase in estimated income from trade waste customers.	12,710				
Increase to support service costs mainly due to recharges having been reviewed following the departmental restructure.				4,920	
Increased recharge from refuse collection based upon the tonnages of trade waste collected.	46,370				
Increased estimated income from commercial trade waste customers due to an increase in the customer base.		-32,760			
Increased estimated income from charitable trade waste customers due to an increase in the customer base.		-7,900			
Increased income from the bin hire scheme due to a higher than anticipated take up of the scheme.		-4,490			
A new charge for the issue of Waste Transfer Notes to all commercial customers was introduced from 01 April 2018. A budget has been introduced for the income received to date.		-12,220			
<b>Total Trade Refuse</b>					<b>14,020</b>

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
<b><i>TWOWR: Two Way Radio</i></b>					
Contributions have been received from other Lancashire councils to fund the Lancashire Area Network. Half of these monies will contribute towards the running costs of the two way radio service and half towards upgrades and maintenance of the equipment.		-3,000			
<b>Total Two Way Radio</b>					-3,000
<b><i>UPACT: Up and Active</i></b>					
Increased estimated lump sum superannuation payable.	1,970				
Introduction of a purchase of equipment budget. This is funded in full by payments received from Pendle Leisure.	1,000				
Higher than estimated contract fee received from Pendle Leisure in respect of running the Up and Active Service.		-4,890			
<b>Total Up and Active</b>					-1,920
<b><i>FLIFT: Forklift Truck</i></b>					
Depreciation charged to vehicle.			3,200		
Costs relating to the forklift truck are recharged to Salthill Depot. Increased recharge to offset the depreciation charge as mentioned above.		-3,200			
<b>Total Forklift Truck</b>					0

**COMMUNITY SERVICES COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
<b>WKSAD: Works Administration</b>					
Increased estimated wages costs, in part due to the budgeted staff turnover allowance not materialising and also due to a new employee joining the superannuation scheme whereas his predecessor was not a member.	6,750				
Works administration vehicle expenditure is recharge to this cost centre through a use of vehicle charge. An increase in vehicle costs has resulted in a higher recharge.	1,610				
Expenditure incurred within this cost centre is recharged out to the departments who use the service. An increase in expenditure within this service area has resulted in an increase in recharges.		-2,920			
Time spent by the works administration team on capital projects is recovered through a charge to the capital schemes. An increase in time spent on the museum roofing and windows scheme has resulted an increased charge recovered.		-5,900			
<b>Total Works Administration</b>					-460
<b>Other</b>					35,770
<b>Sub-Total</b>					123,550

**COMMUNITY SERVICES COMMITTEE**  
**VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
<b>MOVEMENT IN EARMARKED RESERVES</b>					
<b>CPBAL/H330: Capital</b> Sale of refuse collection vehicle (£6,500) plus 2 x grounds maintenance vehicles (£6,350) and Scag mowers (£1,800).		14,650			
<b>COBAL/H333: Refuse Collection</b> Purchase of trade bins for the bin hire scheme to be funded from reserve (£5,360). Offset by income received from the sale of householder bins (£8,960) and income from the bin hire scheme (£4,310).	-5,360	13,270			
<b>COBAL/H329: Community Safety</b> Grant income received from the Police and Crime Commissioner reducing the amount to be funded from reserves (£6,990) as originally estimated plus Transforming Lives grant monies received (£2,000).		8,990			
<b>COBAL/H210: Local Recreation Grants</b> Grants awarded under the Arts Development (£3,320) and Recreation and Culture (£4,920) Grant Schemes higher than budgeted.	-8,240				
<b>COBAL/H282: Exercise Referral</b> To fund schemes under the Active East and Best Foot Forwards initiatives.	-1,160				

**COMMUNITY SERVICES COMMITTEE**  
**VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN CAPITAL £	MOVEMENT IN SUPPORT SERVICES £	TOTAL MOVEMENT £
<b>COBAL/H328: Repairs &amp; Maintenance</b> To fund fire protection works at Longridge Depot.	-8,180				
<b>COBAL/H222: Grant Funded Sports Development</b> To fund expenditure incurred under the 'This Girl Can' initiative.	-400				
<b>COBAL/H328: Amenity Cleansing</b> To fund road sweeping that could not be completed in the 2017/18 financial year due to inclement weather.	-5,750				
<b>COBAL/H377: Two Way Radio Reserve</b> To fund planned maintenance of the feeder and antenna. Monies to be set aside in reserve as it is unlikely that the works will be completed prior to the end of the financial year.		1,500			
<b>COBAL/H283: Clitheroe Food Festival</b> To fund the deficit generated by the 2018 Clitheroe Food Festival.	-3,210				
<b>Total Movement in transfers to/from Earmarked Reserves</b>	<b>-32,300</b>	<b>38,410</b>	<b>0</b>	<b>0</b>	<b>6,110</b>
<b>Total Movement</b>					<b>129,660</b>

## ACTUAL TO DATE WITH ORIGINAL ESTIMATE AND PROPOSED REVISED ESTIMATE

Cost Centre	Description	Original Estimate to End November	Actual and Commitments to End November	Full Year Original Estimate	Proposed Revised Estimate
ARTDV	Art Development	14,390	12,235	33,960	37,790
BUSSH	Bus Shelters	5,986	7,279	19,080	18,770
CARVN	Caravan Site	0	-746	-8,300	-8,930
CCTEL	Closed Circuit Television	68,057	67,878	130,090	128,950
COMMD	Community Services	648,750	663,089	0	0
CPADM	Car Parks	-173,703	-181,889	-163,130	-153,300
CPVEH	Car Park Vehicles	3,924	6,540	0	0
CLRFF	Clitheroe Food Festival	0	3,212	0	3,210
CRIME	Crime & Disorder	25,562	20,821	53,060	49,190
CULTG	Culture Grants	4,280	3,060	5,890	4,350
CULVT	Culverts & Watercourses	2,416	915	17,750	16,060
DRAIN	Private Drains	3	958	1,180	1,840
EALLW	All Weather Pitch	-12,369	-17,732	24,300	12,280
EDPIC	Edisford Picnic Area	-10,292	-10,140	-8,480	-6,340
EVEHA	Works Administration Vehicles	17,276	17,562	0	0
EXREF	Exercise Referral	31,749	33,543	30,870	26,000
GMVEH	Grounds Maintenance Vehicles	50,651	36,561	0	0
GRSRC	Grants & Subscriptions	310	0	2,540	2,260
HWREP	Highway Repairs	376	0	26,500	20,150
LDEPO	Longridge Depot	11,150	15,240	0	0
LITTR	Litter Bins	5,102	4,934	19,000	19,960
MCAFE	Museum Café	-5,240	-5,760	19,440	21,810
MUSEM	Castle Museum	66,778	20,298	270,560	304,950
PAPER	Paper Collection Service	33,039	60,226	184,130	181,450
PCADM	Public Conveniences	92,008	99,261	186,840	201,850
PKADM	Grounds Maintenance	-143,000	-140,566	0	0
PLANT	Plant	11,718	12,307	0	0
PLATG	Platform Gallery	57,583	57,923	131,050	137,840
RCOLL	Refuse Collection	480,864	478,379	1,419,180	1,446,630
RCVEH	Refuse Collection Vehicles	289,730	322,324	0	0
RECUL	Recreation & Culture Grants	19,898	9,499	36,350	40,390
RIVBK	Riverbank Protection	868	0	2,540	4,120
ROEBN	Roefield Barn	-262	-373	-390	-400
RPBIN	Replacement Bins	0	-21,672	0	-8,960

## ACTUAL TO DATE WITH ORIGINAL ESTIMATE AND PROPOSED REVISED ESTIMATE

Cost Centre	Description	Original Estimate to End November	Actual and Commitments to end November	Full Year Original Estimate	Proposed Revised Estimate
RPOOL	Ribblesdale Pool	102,192	146,076	312,750	366,590
RVPRK	Ribble Valley Parks	277,615	250,397	504,010	461,150
SDEPO	Salthill Depot	35,459	40,915	0	0
SEATS	Roadside Seats	1,718	679	5,260	8,240
SIGNS	Street Nameplates & Signs	6,410	-2,754	51,220	45,050
SPODV	Sports Development	7,846	12,135	81,410	81,850
SPOGR	Sports Grants	3,920	3,465	7,140	5,700
STCLE	Street Cleansing	213,070	213,787	350,990	373,350
TFRST	Waste Transfer Station	41,906	50,883	85,100	98,310
TRREF	Trade Refuse	-276,346	-366,105	-71,590	-56,720
TWOWR	Two Way Radio	-372	-1,669	0	-1,500
UPACT	Up and Active	-6,852	-10,203	0	0
VEHCL	Vehicle Workshop	-23,428	-31,080	0	0
WBHEQ	Wellbeing & Health Equality	0	-1,562	0	0
WKSAD	Works Administration	-50,782	-59,254	0	0
XMASL	Xmas Lights & RV in Bloom	1,376	812	3,720	3,630
<b>Committee Subtotal</b>		<b>1,931,334</b>	<b>1,821,688</b>	<b>3,764,020</b>	<b>3,887,570</b>
<b>Earmarked Reserves</b>					
CPBAL/ H330	Capital Reserve				14,650
COBAL/ H239	Crime Reduction Partnership Reserve			-13,780	-4,790
COBAL/ H210	Local Recreation Grants				-8,240
COBAL/ H282	Exercise Referral Reserve				-1,160
COBAL/ H283	Clitheroe Food Festival				-3,210
COBAL/ H333	Refuse Collection			2,040	9,950
COBAL/ H328	Repairs & Maintenance				-8,180
COBAL/ H222	Grant Funded Sports Development				-400
COBAL/ H368	Amenity Cleansing				-5,750
COBAL/ H377	Two Way Radio				1,500
<b>Subtotal Earmarked Reserves</b>		<b>0</b>	<b>0</b>	<b>-11,740</b>	<b>-5,630</b>
<b>Total</b>		<b>1,931,334</b>	<b>1,821,688</b>	<b>3,752,280</b>	<b>3,881,940</b>

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No 7

meeting date: 8 JANUARY 2019  
title: ORIGINAL REVENUE BUDGET 2019/20  
submitted by: DIRECTOR OF RESOURCES  
principal author: AMY JOHNSON

### 1 PURPOSE

- 1.1 To agree the draft revenue budget for 2019/20, for consideration at Special Policy and Finance Committee.

### 2 BACKGROUND - COUNCIL'S OVERALL FINANCIAL POSITION

- 2.1 In September we updated the Council's four year Budget Forecast which predicted budget gaps as follows: £101k in 2019/20, £225k in 2020/21, £426k in 2021/22.
- 2.2 2019/20 is the final year of multi-year grant settlement which we signed up to and as such we would not expect our allocations to change from those previously announced. You may recall we were anticipating negative Revenue Support Grant (RSG) for 2019/20 of £108,866.
- 2.3 In October the Government consulted on proposals to eliminate negative RSG. We were advised at the same time that the New Homes Bonus (NHB) threshold may increase from its current national level of 0.4% which would reduce the amount of NHB we would receive.
- 2.4 In addition this Council along with 14 other authorities in Lancashire submitted a bid to be a Pilot for 75% Business Rate Retention.
- 2.5 None of these potential changes were included in the September budget forecast.

### 3 2019/20 PROVISIONAL LOCAL GOVERNMENT SETTLEMENT

- 3.1 On 13 December 2018 the Government announced the provisional finance settlement. The announcement had been delayed by a week due to the BREXIT debate.
- 3.2 The headlines for Ribble Valley are:
- Negative RSG has been eliminated gaining us £109k.
  - Rural Services Delivery Grant has been increased back to the same level as 2018/19 gaining us £21k.
  - NHB threshold remains at 0.4%.

- Our Business Rates Pilot bid has been successful. How much we gain from this will depend on our actual Business Rate growth in 2019/20 but estimates suggest this could be in the region of £400k. Some of this will be set aside to fund losses and also to fund Lancashire wide strategic economic growth projects.
- The Government are returning to local authorities the levy account surplus. Ribble Valley will gain by £20k

3.3 The Government also announced consultations on the future of Business Rate Retention and the Fair Funding Review which may have a significant impact on our financial position beyond 2019/20. These will be considered by the Budget Working Group.

3.4 In summary the 2019/20 provisional settlement has improved the council's financial position compared with the budget forecast in September.

#### 4 BUDGET PROCESS

4.1 Presented to committee for decision in October were the proposed fees and charges for 2019/20. The consequential impact of these approved fees and charges have been incorporated in to the service budgets shown within this report.

4.2 Following a great deal of in-depth service analysis and meetings with regard to this committees budgets by the council's accountants, budget holders, heads of service and management team, a proposed draft budget is now presented to members. This budget is agreed as that which best reflects the services of this committee for the next financial year.

4.3 When all committees have approved their detailed estimates the overall position will be considered by Budget Working Group.

4.4 The Budget Working Group will then make recommendations in order to produce a balanced budget for consideration at the Special meeting of Policy and Finance Committee. The final budget report will then be presented to Full Council, at which point the Council Tax for 2019/20 will also be approved.

#### 5 2019/20 DRAFT REVENUE BUDGET

5.1 As far as your budget is concerned, the estimates have been prepared on the current levels of service, and they allow for pay increases at 3% and price increases at 2%.

5.2 Within this report the budget is shown in the same manner in which they are reviewed. Each costs centre within the report is shown individually. Behind each costs centre is a great deal more subjective level detailed budgets, but for the purposes of this report they are summarised in to the standard local government CIPFA Service Reporting Code of Practice basis.

- **Employee Related:** this group includes the cost of employees, both direct and indirect to the council.

- **Premises Related:** this group includes expenses directly related to the running of premises and land.
- **Transport Related:** this group includes all costs associated with the provision, hire or use of transport, including travelling allowances.
- **Supplies and Services:** this group includes all direct supplies and service expenses to the council.
- **Third Party Payments:** a third party payment is a payment to an external provider which is operating independently, in return for the provision of a service.
- **Transfer Payments:** this includes the cost of payments to individuals for which no goods or services are received in return by the local authority. A key item here would be the payment of housing benefits.
- **Support Services:** charges for services that support the provision of services to the public. At this council the main support service cost is the support from staff based at the council offices building and the building's associated cost.
- **Depreciation and Impairment:** this is the revenue impact of capital items shown in the service revenue accounts of the council.
- **Income:** this includes income from fees and charges, grants, donations and contributions. Also shown here is the associated 'income' to a support service from the redistribution of its costs to those providing services to the public

5.3 As you will see, the draft proposed budget for 2018/19 for each service area is also built up looking at a number of stages. The starting point is the base budget, being the Original Estimate for the current financial year. A summary of the various elements is given below.

- **Original Estimate 2018/19:** This represents the base budget for the council and assumes no change in service level from that set for the previous year's original estimate.
- **Savings:** Here any savings or additional income that is identified from past service experience or trends would be brought in to the budget to adjust the base budget.
- **Inflation at 3% Pay and 2% Other:** The budget forecast allows for inflation on pay at 3% and prices at 2% (with some exceptions such as grants). This is where that general allowance for inflation is brought in to the individual budget areas. This is the second year of a two year pay award that has already been settled.
- **Variation to Standard Budgeted Inflation %:** Inevitably, as we undertake detailed work on the budget it becomes evident that there are some items of income or spend that experience a greater or lower level of inflation. This is where we adjusted for those differing levels of inflation. An example is energy costs.
- **Unavoidable Changes to Service Costs:** This relates to changes to a service, for example where costs are demand driven.

- **Support Services:** Any changes that relate to the recharging of support service costs are included in this column.
- **Capital:** Any changes relating to depreciation and impairment are included in this column
- **DRAFT Original Estimate 2019/20:** The final column is the total of all preceding columns and is constructed from the base budget and any necessary changes to the base that are needed. If approved this will then form the base budget in next year's budget process.

5.4 Detailed in the following section of the report are the individual budget areas under this committee. Shown are the movements from the 2018/19 Original Estimate, to the DRAFT Original Estimate for 2019/20. Comments are also provided on the main variances.

6 COMMITTEE SERVICE ESTIMATES

6.1 **Cost Centre and Description** ARTDV: Art Development

The arts development budget is used to develop cultural activity across the borough and is used to match fund larger projects in partnerships. This budget enables Ribble Valley to participate in county and regional schemes.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Employee Related Expenditure</b>	14,030		400		330			14,760
<b>Transport Related Expenditure</b>	160		0					160
<b>Supplies &amp; Services</b>	7,090		140					7,230
<b>Transfer Payments</b>	3,000		0					3,000
<b>Support Services</b>	9,680		0			160		9,840
<b>Total Expenditure</b>	<b>33,960</b>	<b>0</b>	<b>540</b>	<b>0</b>	<b>330</b>	<b>160</b>	<b>0</b>	<b>34,990</b>
<b>Net Expenditure</b>	<b>33,960</b>	<b>0</b>	<b>540</b>	<b>0</b>	<b>330</b>	<b>160</b>	<b>0</b>	<b>34,990</b>

6.2 **Cost Centre and Description** BUSSH: Bus Shelters

The Council maintains 85 bus shelters throughout the borough with a view to encouraging the use of the public transport system. The budget does not allow for new or replacement shelters, only basic maintenance of the existing stock.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	7,750		160					7,910
Supplies & Services	3,110		60					3,170
Support Services	8,220		0			150		8,370
<b>Total Expenditure</b>	<b>19,080</b>	<b>0</b>	<b>220</b>	<b>0</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>19,450</b>
<b>Net Expenditure</b>	<b>19,080</b>	<b>0</b>	<b>220</b>	<b>0</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>19,450</b>

6.3 **Cost Centre and Description** CARVN: Caravan Site

The Caravan and Camping Club manage the caravan site on a 25-year fully repairing lease (fixed term ends 31 March 2028, however the lease will continue unless either party brings it to an end). The Council receives a guaranteed minimum income from the operator annually and has a consultative role to play in its overall running.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Customer & Client Receipts	-8,300		-170					-8,470
<b>Total Income</b>	<b>-8,300</b>	<b>0</b>	<b>-170</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-8,470</b>

6.4 **Cost Centre and Description** CCTEL: Closed Circuit Television

The Council manages and maintains 32 cameras within the Clitheroe, Longridge and Whalley Town Centre CCTV system.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	8,010		160		-160			8,010
Supplies & Services	15,280		320					15,600
Third Party Payments	96,300		1,930		3,110			101,340
Support Services	31,700		0			-50		31,650
Depreciation and Impairment	4,310		0					4,310
<b>Total Expenditure</b>	<b>155,600</b>	<b>0</b>	<b>2,410</b>	<b>0</b>	<b>2,950</b>	<b>-50</b>	<b>0</b>	<b>160,910</b>
Departmental Recharges	-25,510		0		-870			-26,380
<b>Total Income</b>	<b>-25,510</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-870</b>	<b>0</b>	<b>0</b>	<b>-26,380</b>
<b>Net Expenditure</b>	<b>130,090</b>	<b>0</b>	<b>2,410</b>	<b>0</b>	<b>2,080</b>	<b>-50</b>	<b>0</b>	<b>134,530</b>

**CCTEL: Closed Circuit Television**

**Commentary on Substantial Budget Changes**

**Third Party Payments**

The contract for the provision of CCTV monitoring was extended for a period of 12 month from December 2018. The estimated increase in the contract cost is shown above.

**Departmental Recharges**

Increased estimated recharges to car parks for CCTV coverage of the car park areas.

6.5 **Cost Centre and Description**      CLRFF: Clitheroe Food Festival

The Council had sole responsibility for the 2018 Food Festival event, which will continue in 2019. The event is organised by Council officers with help from staff who work on the day, undertaking various roles and volunteers. The budget below reflects the net cost of the event.

The Clitheroe Food Festival contributes to our promotion of the area as a tourist destination and our economic development role.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Employee Related Expenditure</b>	0		0		6,220			6,220
<b>Premises Related Expenditure</b>	0		0		1,320			1,320
<b>Transport Related Expenditure</b>	0		0		13,380			13,380
<b>Supplies &amp; Services</b>	0		0		18,060			18,060
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38,980</b>	<b>0</b>	<b>0</b>	<b>38,980</b>
<b>Other Grants and Contributions</b>	0		0		-5,000			-5,000
<b>Customer &amp; Client Receipts</b>	0		0		-19,860			-19,860
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-24,860</b>	<b>0</b>	<b>0</b>	<b>-24,860</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,120</b>	<b>0</b>	<b>0</b>	<b>14,120</b>
<b>Associated Movement in Earmarked Reserves</b>	0		0		-14,120			-14,120
<b>Net After Earmarked Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CLRFF: Clitheroe Food Festival****Commentary on Substantial Budget Changes**

Historically the costs of the Clitheroe Food Festival have been brought in to the Revised Estimate retrospectively within the financial year of the event. For 2019/20 the costs and associated movements in earmarked reserves to support the festival, are being brought in at the Original Estimate. The budget above allows for the provision of the food festival on the same basis as in 2018. Prudently, it assumes no external sponsorship monies.

6.6 **Cost Centre and Description**                      COMMD: Community Services Department

All costs are recharged to services based upon records of time spent on those services by individual members of staff. The following is an analysis of the department's budget.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Employee Related Expenditure</b>	884,200		26,360	-25,070	-119,410			766,080
<b>Premises Related Expenditure</b>	150		0		50			200
<b>Transport Related Expenditure</b>	25,680		510		-1,640			24,550
<b>Supplies &amp; Services</b>	28,630		560	-100	-4,480			24,610
<b>Support Services</b>	217,380		0			-46,420		170,960
<b>Total Expenditure</b>	<b>1,156,040</b>	<b>0</b>	<b>27,430</b>	<b>-25,170</b>	<b>-125,480</b>	<b>-46,420</b>	<b>0</b>	<b>986,400</b>
<b>Customer &amp; Client Receipts</b>	-640		-10	10	490			-150
<b>Departmental Recharges</b>	-1,155,400		0		-3,830	172,980		-986,250
<b>Total Income</b>	<b>-1,156,040</b>	<b>0</b>	<b>-10</b>	<b>10</b>	<b>-3,340</b>	<b>172,980</b>	<b>0</b>	<b>-986,400</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>27,420</b>	<b>-25,160</b>	<b>-128,820</b>	<b>126,560</b>	<b>0</b>	<b>0</b>

## **COMMD: Community Services Department**

### **Commentary on Substantial Budget Changes**

#### **Employee Related Expenditure**

Reduced salary costs due to the departmental restructure. Salaries have been estimated based upon the Establishment List for Community Services. The reduction is in respect of the Planning Section moving to the new Economic Development and Planning Department, which is included under the Planning and Development Committee budgets

#### **Transport Related Expenditure**

Reduction to estimated mileage payments payable in part due to a re-assessment of claims payable following the departmental restructure and in part based upon previous year's claims history.

#### **Support Services**

Increase to support service recharge from Computer Services due to a recharges having been reviewed following the departmental restructure. This increase has been offset in full by a lower recharge from Resources Department (-£75,740) as time is now charged to Economic Development and Planning Department.

#### **Departmental Recharges**

Reduced recharges to other departments due to a reduction in estimated expenditure within Community Services Department, as detailed above.

6.7 **Cost Centre and Description** CPADM: Car Parks

The Council maintains numerous public car parks throughout the borough of which 18 are chargeable. Car parking charges are operated in Longridge, Clitheroe, Slaidburn, Ribchester, Sabden and Chipping.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	49,170		1,470	10	1,600			52,250
Premises Related Expenditure	105,130		2,050	410	8,420			116,010
Transport Related Expenditure	6,940		140		3,570			10,650
Supplies & Services	25,520		500		-80			25,940
Third Party Payments	4,850		100		440			5,390
Support Services	258,650		0			17,860		276,510
Depreciation and Impairment	12,400		0					12,400
<b>Total Expenditure</b>	<b>462,660</b>	<b>0</b>	<b>4,260</b>	<b>420</b>	<b>13,950</b>	<b>17,860</b>	<b>0</b>	<b>499,150</b>
Customer & Client Receipts	-445,230		-8,920	-2,790	-270	700		-456,510
Miscellaneous Recharges	-180,560		0		-12,860			-193,420
<b>Total Income</b>	<b>-625,790</b>	<b>0</b>	<b>-8,920</b>	<b>-2,790</b>	<b>-13,130</b>	<b>700</b>	<b>0</b>	<b>-649,930</b>
<b>Net Expenditure</b>	<b>-163,130</b>	<b>0</b>	<b>-4,660</b>	<b>-2,370</b>	<b>820</b>	<b>18,560</b>	<b>0</b>	<b>-150,780</b>

## **CPADM: Car Parks**

### **Commentary on Substantial Budget Changes**

#### **Employee Related Expenditure**

Increased estimated salary costs due to the new national pay structure coming in from 1 April 2019.

#### **Premises Related Expenditure**

Increases to NNDR payable across various car park sites.

#### **Transport Related Expenditure**

Increased expenditure due to a depreciation charge on a new car park van purchased in the 2018/19 financial year.

#### **Support Services**

Support services consists of two elements - recharges from other departments dependant upon staff time and also recharges of expenditure coded to Car Parks Administration being charged out to each individual car parks.

There has been an increase in the recharge from Resources Department following an increase to the estimated time to be spent by the Internal Audit section on the Car Parks. Additionally a small element of the Contact Centre's time is now charged here.

Recharges to individual car parks has also increased slightly due to an increase in costs within this service area. The opposite entry showing the recharges coming in to Car Parks Administration are shown within Miscellaneous Recharges.

#### **Customer & Client Receipts**

A proposed increase to car park fees and charges has resulted in an increase in estimated income to be generated.

6.8 **Cost Centre and Description** CPVEH: Car Park Vehicles

We have two vehicles used for monitoring the council's car parks. The cost of these vehicles is recharged to Car Parks Budget in section 6.7

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
<b>Transport Related Expenditure</b>	6,940		130	10	970		2,600	10,650
<b>Total Expenditure</b>	<b>6,940</b>	<b>0</b>	<b>130</b>	<b>10</b>	<b>970</b>	<b>0</b>	<b>2,600</b>	<b>10,650</b>
<b>Miscellaneous Recharges</b>	-6,940		0	-60	-3,650			-10,650
<b>Total Income</b>	<b>-6,940</b>	<b>0</b>	<b>0</b>	<b>-60</b>	<b>-3,650</b>	<b>0</b>	<b>0</b>	<b>-10,650</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>130</b>	<b>-50</b>	<b>-2,680</b>	<b>0</b>	<b>2,600</b>	<b>0</b>

**CPVEH: Car Park Vehicles**

**Commentary on Substantial Budget Changes**

**Transport Related Expenditure**

Increase to estimated diesel costs.

**Capital**

Increased expenditure due to a depreciation charge for a new car park van purchased in the 2018/19 financial year.

**Miscellaneous Recharges**

Higher recharge to Car Parks Administration based upon the increased costs as mentioned above.

6.9 **Cost Centre and Description** CRIME: Crime and Disorder

This covers the Borough Council's contribution to the work of the Ribble Valley Community Safety Partnership, includes officer support, promotional activities and financial support of police community support officers.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Supplies & Services	19,710		400	-10	-20			20,080
Transfer Payments	22,000		0					22,000
Support Services	11,350		0			5,530		16,880
<b>Total Expenditure</b>	<b>53,060</b>	<b>0</b>	<b>400</b>	<b>-10</b>	<b>-20</b>	<b>5,530</b>	<b>0</b>	<b>58,960</b>
<b>Net Expenditure</b>	<b>53,060</b>	<b>0</b>	<b>400</b>	<b>-10</b>	<b>-20</b>	<b>5,530</b>	<b>0</b>	<b>58,960</b>
Associated Movement in Earmarked Reserves	-13,780		-280					-14,060
<b>Net After Earmarked Reserves</b>	<b>39,280</b>	<b>0</b>	<b>120</b>	<b>-10</b>	<b>-20</b>	<b>5,530</b>	<b>0</b>	<b>44,900</b>

**CRIME: Crime and Disorder**

**Commentary on Substantial Budget Changes**

**Support Services**

Reduced recharge from Chief Executives (-£2,290) due to the movement of Housing and Regeneration Staff from Chief Executives Department to Economic Development & Planning Department following the departmental restructure. Offset in full by an increase in recharge from Economic Development & Planning (£7,680) due to an increased in estimated time to be spent on this service by members of that department.

6.1 **Cost Centre and Description** CULTG: Culture Grants

Grant aid is given to assist talented young persons with the costs associated with their particular cultural activity.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Transfer Payments	4,280		0					4,280
Support Services	1,610		0			-80		1,530
<b>Total Expenditure</b>	<b>5,890</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-80</b>	<b>0</b>	<b>5,810</b>
<b>Net Expenditure</b>	<b>5,890</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-80</b>	<b>0</b>	<b>5,810</b>

6.11 **Cost Centre and Description** CULVT: Culverts & Water Courses

Responsibility arising out of the Floods and Water Management Act 2010 to 'liaise and cooperate' with the lead Local Flood Authority (Lancashire County Council) for the area.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	3,060		60					3,120
Supplies & Services	5,690		110					5,800
Support Services	9,000		0			-870		8,130
<b>Total Expenditure</b>	<b>17,750</b>	<b>0</b>	<b>170</b>	<b>0</b>	<b>0</b>	<b>-870</b>	<b>0</b>	<b>17,050</b>
<b>Net Expenditure</b>	<b>17,750</b>	<b>0</b>	<b>170</b>	<b>0</b>	<b>0</b>	<b>-870</b>	<b>0</b>	<b>17,050</b>

6.12 **Cost Centre and Description**      DRAIN: Private Drains

The Council provides a service to clear private blocked drains and a charge is made for this service. The charges contribute towards the direct costs of staff carrying out the clearance and the management and administration of the process.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Premises Related Expenditure</b>	1,140		20					1,160
<b>Supplies &amp; Services</b>	170		0					170
<b>Support Services</b>	1,610		0			880		2,490
<b>Total Expenditure</b>	<b>2,920</b>	<b>0</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>880</b>	<b>0</b>	<b>3,820</b>
<b>Customer &amp; Client Receipts</b>	-1,740		-30					-1,770
<b>Total Income</b>	<b>-1,740</b>	<b>0</b>	<b>-30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,770</b>
<b>Net Expenditure</b>	<b>1,180</b>	<b>0</b>	<b>-10</b>	<b>0</b>	<b>0</b>	<b>880</b>	<b>0</b>	<b>2,050</b>

6.13 **Cost Centre and Description** EALLW: Edisford All Weather Pitch

This is a high quality facility for which there is great demand in terms of tennis and football training during the evenings. The introduction of netball to the programme is evidence of its multi-use potential. A new 3G Artificial Pitch was installed in 2015.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	7,900		150		260			8,310
Supplies & Services	780	-100	10					690
Support Services	16,240		0			4,410		20,650
Depreciation and Impairment	30,150		0				5,550	35,700
<b>Total Expenditure</b>	<b>55,070</b>	<b>-100</b>	<b>160</b>	<b>0</b>	<b>260</b>	<b>4,410</b>	<b>5,550</b>	<b>65,350</b>
Customer & Client Receipts	-30,770		-610	550	-19,140			-49,970
<b>Total Income</b>	<b>-30,770</b>	<b>0</b>	<b>-610</b>	<b>550</b>	<b>-19,140</b>	<b>0</b>	<b>0</b>	<b>-49,970</b>
<b>Net Expenditure</b>	<b>24,300</b>	<b>-100</b>	<b>-450</b>	<b>550</b>	<b>-18,880</b>	<b>4,410</b>	<b>5,550</b>	<b>15,380</b>

**EALLW: Edisford All Weather Pitch**

**Commentary on Substantial Budget Changes**

**Support Services**

Increase to support service costs mainly due to an increase in estimated time to be spent on the All Weather Pitch by members of Community Services department.

**Depreciation and Impairment**

Increased depreciation charges due to a revaluation of assets.

**Customer & Client Receipts**

Increased estimated income from the hire of the 3G pitches - in particular adult usage.

6.14 **Cost Centre and Description**                      **EDPIC: Edisford Picnic Area**

This budget head relates to the maintenance of the Edisford picnic area, income from the mobile catering units and also fees received from our share of the model railway income.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Premises Related Expenditure</b>	3,600		70		840			4,510
<b>Support Services</b>	850		0			860		1,710
<b>Total Expenditure</b>	<b>4,450</b>	<b>0</b>	<b>70</b>	<b>0</b>	<b>840</b>	<b>860</b>	<b>0</b>	<b>6,220</b>
<b>Customer &amp; Client Receipts</b>	-12,930		-260	240				-12,950
<b>Total Income</b>	<b>-12,930</b>	<b>0</b>	<b>-260</b>	<b>240</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-12,950</b>
<b>Net Expenditure</b>	<b>-8,480</b>	<b>0</b>	<b>-190</b>	<b>240</b>	<b>840</b>	<b>860</b>	<b>0</b>	<b>-6,730</b>

**EDPIC: Edisford Picnic Area**

**Commentary on Substantial Budget Changes**

**Premises Related Expenditure**

An increase in the estimated grounds maintenance recharge has resulted in an increase in estimated premises expenditure.

6.15 **Cost Centre and Description** EVEHA: Works Administration Vehicles

We have a range of vehicles in order to help staff carry out a range of maintenance and repair works for the council. The cost of these vehicles is mainly recharged to Works Administration at section 6.47.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Transport Related Expenditure	25,530		480	-120	1,480			27,370
Depreciation and Impairment	6,350		0				9,640	15,990
<b>Total Expenditure</b>	<b>31,880</b>	<b>0</b>	<b>480</b>	<b>-120</b>	<b>1,480</b>	<b>0</b>	<b>9,640</b>	<b>43,360</b>
Miscellaneous Recharges	-31,880		0	30	-11,510			-43,360
<b>Total Income</b>	<b>-31,880</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>-11,510</b>	<b>0</b>	<b>0</b>	<b>-43,360</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>480</b>	<b>-90</b>	<b>-10,030</b>	<b>0</b>	<b>9,640</b>	<b>0</b>

**EVEHA: Works Administration Vehicles**

**Commentary on Substantial Budget Changes**

**Transport Related Expenditure**

A review of diesel usage and prices has resulted in an increase in transport related expenditure.

**Depreciation and Impairment**

Purchase of a new works vehicle as part of the 2018/19 Capital Programme has resulted in an increase in depreciation charges.

**Miscellaneous Recharges**

The cost of vehicles to be recharged to works administration has increased due to the increase in costs as mentioned above.

6.16 **Cost Centre and Description** EXREF: Exercise Referral Scheme

Exercise referral was previously funded by LCC. However, this has now been replaced by the Up and Active contract. Exercise referral now covers activities such as tai chi and working in community facilities around the borough as either stand alone classes or with local groups to help provide opportunities for people who may not be eligible for help under the new Up and Active contract.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Employee Related Expenditure</b>	46,080		1,370	10	-970			46,490
<b>Premises Related Expenditure</b>	5,380		110		350			5,840
<b>Transport Related Expenditure</b>	710		10		570			1,290
<b>Supplies &amp; Services</b>	1,770		30		60			1,860
<b>Support Services</b>	11,450		0			1,550		13,000
<b>Total Expenditure</b>	<b>65,390</b>	<b>0</b>	<b>1,520</b>	<b>10</b>	<b>10</b>	<b>1,550</b>	<b>0</b>	<b>68,480</b>
<b>Customer &amp; Client Receipts</b>	-4,990		-100		-1,170			-6,260
<b>Miscellaneous Recharges</b>	-29,530		0		-1,190			-30,720
<b>Total Income</b>	<b>-34,520</b>	<b>0</b>	<b>-100</b>	<b>0</b>	<b>-2,360</b>	<b>0</b>	<b>0</b>	<b>-36,980</b>
<b>Net Expenditure</b>	<b>30,870</b>	<b>0</b>	<b>1,420</b>	<b>10</b>	<b>-2,350</b>	<b>1,550</b>	<b>0</b>	<b>31,500</b>

**EXREF: Exercise Referral Scheme**

**Commentary on Substantial Budget Changes**

**Support Services**

Increase to support service costs mainly due to an increase in estimated time to be spent on the Exercise Referral by members of Community Services department.

**Customer & Client Receipts**

Increased attendance at fitness classes has resulted in an increase in estimated income.

**Miscellaneous Recharges**

Increased recharge to Up and Active (UPACT) based upon time spent by the Exercise Referral staff on that service.

6.17 **Cost Centre and Description** GMVEH: Grounds Maintenance Vehicles

We have a range of vehicles, mowers and plant in order to help staff maintain the council's parks, play areas, sports pitches and other public open spaces. The cost of these vehicles is recharged to the Grounds Maintenance Budget 6.27.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	0		0					0
Transport Related Expenditure	83,020		1,560	-250	440			84,770
Supplies & Services	0		0					0
Depreciation and Impairment	39,590		0		-8,200		48,780	80,170
<b>Total Expenditure</b>	<b>122,610</b>	<b>0</b>	<b>1,560</b>	<b>-250</b>	<b>-7,760</b>	<b>0</b>	<b>48,780</b>	<b>164,940</b>
Miscellaneous Recharges	-122,610		0	70	-42,400			-164,940
<b>Total Income</b>	<b>-122,610</b>	<b>0</b>	<b>0</b>	<b>70</b>	<b>-42,400</b>	<b>0</b>	<b>0</b>	<b>-164,940</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>1,560</b>	<b>-180</b>	<b>-50,160</b>	<b>0</b>	<b>48,780</b>	<b>0</b>

**GMVEH: Grounds Maintenance Vehicles**

**Commentary on Substantial Budget Changes**

**Depreciation and Impairment**

Increased capital charges due to new vehicles purchased during the 2018/19 financial year.

**Miscellaneous Recharges**

Increased recharge to Grounds Maintenance (PKADM) mainly due to the increased capital charges.

6.18 **Cost Centre and Description**                      GRSRC: Grants & Subscriptions - Community

This committee supports a number of organisations that demonstrate the furtherance of committee's objectives by way of direct grant aid or by subscribing to such organisations.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Supplies & Services	310		10					320
Support Services	2,230		0			-780		1,450
<b>Total Expenditure</b>	<b>2,540</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>-780</b>	<b>0</b>	<b>1,770</b>
<b>Net Expenditure</b>	<b>2,540</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>-780</b>	<b>0</b>	<b>1,770</b>

6.19 **Cost Centre and Description**                      HWREP: Highway Repairs

From time to time, depending on circumstances and where it is in the public interest, minor emergency repair works are carried out on unadopted streets and footpaths.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	560		10					570
Support Services	25,010		0			-4,510		20,500
Depreciation and Impairment	930		0					930
<b>Total Expenditure</b>	<b>26,500</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>-4,510</b>	<b>0</b>	<b>22,000</b>
<b>Net Expenditure</b>	<b>26,500</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>-4,510</b>	<b>0</b>	<b>22,000</b>

**HWREP: Highway Repairs****Commentary on Substantial Budget Changes****Support Services**

Increase to support service costs mainly due to an increase in estimated time to be spent on the Highway Repairs by members of Community Services department.

**6.20 Cost Centre and Description**      LDEPO: Longridge Depot

The council retains a small operational base at a depot in Longridge, primarily in relation to our grounds maintenance services carried out in the western fringe of the borough.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
<b>Premises Related Expenditure</b>	7,770		150	40	20			7,980
<b>Supplies &amp; Services</b>	130		0					130
<b>Support Services</b>	790		0			330		1,120
<b>Depreciation and Impairment</b>	2,530		0				140	2,670
<b>Total Expenditure</b>	<b>11,220</b>	<b>0</b>	<b>150</b>	<b>40</b>	<b>20</b>	<b>330</b>	<b>140</b>	<b>11,900</b>
<b>Miscellaneous Recharges</b>	-11,220		0		-680			-11,900
<b>Total Income</b>	<b>-11,220</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-680</b>	<b>0</b>	<b>0</b>	<b>-11,900</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>150</b>	<b>40</b>	<b>-660</b>	<b>330</b>	<b>140</b>	<b>0</b>

6.21 **Cost Centre and Description**      LITTR: Litter Bins

Litter bins are provided throughout the area and are emptied by the refuse collection service and the street cleansing operatives. The Council has a duty to keep the streets and land open to the public free of litter and refuse, and the provision of litter bins aids that process. The budget allows the existing stock to be maintained but with little scope for expansion.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	3,510		70					3,580
Supplies & Services	4,140		80					4,220
Support Services	11,350		0			2,730		14,080
<b>Total Expenditure</b>	<b>19,000</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>0</b>	<b>2,730</b>	<b>0</b>	<b>21,880</b>
<b>Net Expenditure</b>	<b>19,000</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>0</b>	<b>2,730</b>	<b>0</b>	<b>21,880</b>

**LITTR: Litter Bins**

**Commentary on Substantial Budget Changes**

**Support Services**

Increase to support service costs mainly due to an increase in estimated time to be spent on the Litter Bins by members of Community Services department.

6.22 **Cost Centre and Description** MCAFE: Museum Cafe

The Museum Café is operated by a contractor, who pays the Council an annual fee and a share of the turnover. The café forms part of the overall heritage offer at Clitheroe Castle Museum. The current contract commenced 1 April 2016 .

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	6,860		140		40			7,040
Supplies & Services	210		0					210
Support Services	6,650		0			320		6,970
Depreciation and Impairment	17,360		0				2,900	20,260
<b>Total Expenditure</b>	<b>31,080</b>	<b>0</b>	<b>140</b>	<b>0</b>	<b>40</b>	<b>320</b>	<b>2,900</b>	<b>34,480</b>
Customer & Client Receipts	-11,640		-230		-2,640			-14,510
<b>Total Income</b>	<b>-11,640</b>	<b>0</b>	<b>-230</b>	<b>0</b>	<b>-2,640</b>	<b>0</b>	<b>0</b>	<b>-14,510</b>
<b>Net Expenditure</b>	<b>19,440</b>	<b>0</b>	<b>-90</b>	<b>0</b>	<b>-2,600</b>	<b>320</b>	<b>2,900</b>	<b>19,970</b>

**MCAFE: Museum Cafe**

**Commentary on Substantial Budget Changes**

**Depreciation and Impairment**

Increased depreciation charge due to a revaluation of assets.

**Customer & Client Receipts**

An increase in estimated income based upon the level of turnover being generated by the current contractor. This in turn results in an increase in the share payable to the council.

6.23 **Cost Centre and Description** MUSEM: Castle Museum

The Castle Museum is operated on behalf of the Council by Lancashire Museums Service, and is the Borough's prime heritage attraction.

Row Labels	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	72,360		1,450	-40	12,860			86,630
Supplies & Services	1,460		30					1,490
Third Party Payments	139,830		2,800	-10	-300			142,320
Support Services	19,830		0			2,980		22,810
Depreciation and Impairment	90,160		0				15,360	105,520
<b>Total Expenditure</b>	<b>323,640</b>	<b>0</b>	<b>4,280</b>	<b>-50</b>	<b>12,560</b>	<b>2,980</b>	<b>15,360</b>	<b>358,770</b>
Customer & Client Receipts	-47,220		-940					-48,160
Miscellaneous Recharges	-5,860		0		-160			-6,020
<b>Total Income</b>	<b>-53,080</b>	<b>0</b>	<b>-940</b>	<b>0</b>	<b>-160</b>	<b>0</b>	<b>0</b>	<b>-54,180</b>
<b>Net Expenditure</b>	<b>270,560</b>	<b>0</b>	<b>3,340</b>	<b>-50</b>	<b>12,400</b>	<b>2,980</b>	<b>15,360</b>	<b>304,590</b>

## **MUSEM: Castle Museum**

### **Commentary on Substantial Budget Changes**

#### **Premises Related Expenditure**

The museum has previously been revalued resulting in a higher NNDR cost, however the increase has been offset by transitional relief received. The transitional relief has now ended resulting in higher NNDR charges payable. In addition the repairs and maintenance budget has been increased based upon anticipated repair demands.

#### **Support Services**

Increase to support service costs in part due to an increase in estimated time to be spent on the Museum by members of both Community Services department and Resources department.

#### **Depreciation and Impairment**

An increased depreciation charge due to works carried out as part of the 2018/19 capital programme.

6.24 **Cost Centre and Description** PAPER: Waste Paper and Card Collection

The Council's waste paper collection service provides households with the collection of all clean paper and cardboard.

Row Labels	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	97,440		2,900	-170	-1,020			99,150
Transport Related Expenditure	104,380		2,090		-34,920			71,550
Supplies & Services	1,130		20		1,500			2,650
Support Services	28,780		0			-5,500		23,280
Depreciation and Impairment	0		0					0
<b>Total Expenditure</b>	<b>231,730</b>	<b>0</b>	<b>5,010</b>	<b>-170</b>	<b>-34,440</b>	<b>-5,500</b>	<b>0</b>	<b>196,630</b>
Other Grants and Contributions	0		0					0
Customer & Client Receipts	-47,600		-950					-48,550
<b>Total Income</b>	<b>-47,600</b>	<b>0</b>	<b>-950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-48,550</b>
<b>Net Expenditure</b>	<b>184,130</b>	<b>0</b>	<b>4,060</b>	<b>-170</b>	<b>-34,440</b>	<b>-5,500</b>	<b>0</b>	<b>148,080</b>

## **PAPER: Waste Paper and Card Collection**

### **Commentary on Substantial Budget Changes**

#### **Employee Related Expenditure**

Reduction in estimated expenditure as one employee has opted out of the superannuation scheme.

#### **Transport Related Expenditure**

A reassessment of vehicle repairs and maintenance demands of the refuse fleet (refuse vehicle and paper vehicles) has been carried out. Due to the sophistication of the refuse collection vehicles in comparison to the paper collection vehicles, the maintenance budgets for the paper vehicles have been reduced and moved to the refuse vehicles.

#### **Supplies and Services**

Increased demand for paper sacks has resulted in an increase in budget requirement.

#### **Support Services**

Decrease to support service costs in part due to a decrease in estimated time to be spent on Paper Collection by members of Community Services department. Also a reduction in recharge from Resources department due to recharges having been reviewed following the departmental restructure.

6.25 **Cost Centre and Description**      PCADM: Public Conveniences

Provision and support of 16 Public Toilets within the borough. The Ribble Valley community toilet scheme operates alongside the council's direct provision of public toilets, to which approximately 40 venues partake.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Employee Related Expenditure</b>	5,480		170					5,650
<b>Premises Related Expenditure</b>	115,160		2,250	90	570	-200		117,870
<b>Supplies &amp; Services</b>	5,730		100		-10			5,820
<b>Support Services</b>	108,840		0			8,650		117,490
<b>Depreciation and Impairment</b>	45,680		0				4,580	50,260
<b>Total Expenditure</b>	<b>280,890</b>	<b>0</b>	<b>2,520</b>	<b>90</b>	<b>560</b>	<b>8,450</b>	<b>4,580</b>	<b>297,090</b>
<b>Other Grants and Contributions</b>	-30		0					-30
<b>Oncosts Recovered</b>	-8,180		0					-8,180
<b>Miscellaneous Recharges</b>	-85,630		0		-4,950			-90,580
<b>Total Income</b>	<b>-94,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-4,950</b>	<b>0</b>	<b>0</b>	<b>-99,000</b>
<b>Net Expenditure</b>	<b>186,840</b>	<b>0</b>	<b>2,520</b>	<b>90</b>	<b>-4,390</b>	<b>8,450</b>	<b>4,580</b>	<b>198,090</b>

## **PCADM: Public Conveniences**

### **Commentary on Substantial Budget Changes**

#### **Support Services**

All expenditure on Public Conveniences Administration is recharged out to each individual toilet site as a support service charge. The increased recharge is in part due to an increase in depreciation costs and in part due to general inflationary increases.

#### **Depreciation and Impairment**

Increased depreciation charges across various toilet sites due to a revaluation of assets.

#### **Miscellaneous Recharges**

Expenditure coded to Public Conveniences Administration is recharged to each individual public convenience premises. These recharges are shown within Support Services. The opposite entry showing the recharges coming in to Public Conveniences Administration are shown within Miscellaneous Recharges.

6.26 **Cost Centre and Description**      PLANT: Plant

We have a number of items of plant and equipment to help staff provide essential council services. These costs are all recharged out to the services using the plant and equipment

Row Labels	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Transport Related Expenditure	16,060		330	-100	1,530			17,820
Depreciation and Impairment	0		0				12,580	12,580
<b>Total Expenditure</b>	<b>16,060</b>	<b>0</b>	<b>330</b>	<b>-100</b>	<b>1,530</b>	<b>0</b>	<b>12,580</b>	<b>30,400</b>
Miscellaneous Recharges	-16,060		0	100	-1,860		-12,580	-30,400
<b>Total Income</b>	<b>-16,060</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>-1,860</b>	<b>0</b>	<b>-12,580</b>	<b>-30,400</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>330</b>	<b>0</b>	<b>-330</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANT: Plant**

**Commentary on Substantial Budget Changes**

**Transport Related Expenditure**

Increased estimated diesel costs for the Shovel.

**Depreciation and Impairment**

Depreciation charge for the Shovel which was previously coded to the Waste Transfer Station.

**Miscellaneous Recharges**

Expenditure coded to each item of plant machinery is recharged to the service area that uses the machinery. The entry showing the recharges coming in to the various items of Plant machinery are shown within Miscellaneous Recharges.

**Cost Centre and Description** PKADM: Grounds Maintenance

6.27 The grounds maintenance service encompasses a wide range of operations on parks and open spaces, including trees and woodlands, play areas, sports pitches, cemeteries, hard and soft landscaping and the provision of floral decorations in public council buildings.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
<b>Employee Related Expenditure</b>	230,970		6,880	20	960			238,830
<b>Premises Related Expenditure</b>	52,260		1,040		910			54,210
<b>Transport Related Expenditure</b>	116,120		2,320		46,330			164,770
<b>Supplies &amp; Services</b>	19,420		380		-450			19,350
<b>Support Services</b>	63,540		0			6,360		69,900
<b>Total Expenditure</b>	<b>482,310</b>	<b>0</b>	<b>10,620</b>	<b>20</b>	<b>47,750</b>	<b>6,360</b>	<b>0</b>	<b>547,060</b>
<b>Other Grants and Contributions</b>	-13,060		0					-13,060
<b>Oncosts Recovered</b>	-469,250		0		-64,750			-534,000
<b>Total Income</b>	<b>-482,310</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-64,750</b>	<b>0</b>	<b>0</b>	<b>-547,060</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>10,620</b>	<b>20</b>	<b>-17,000</b>	<b>6,360</b>	<b>0</b>	<b>0</b>

**PKADM: Grounds Maintenance**

**Commentary on Substantial Budget Changes**

**Transport Related Expenditure**

Increased recharge from Grounds Maintenance Vehicles (GMVEH) due to an increase in costs (see section 6.17)

**Support Services**

Increase to recharge from resources department due to an increase in estimated time to be spent by this department on Grounds Maintenance.

**Oncosts Recovered**

Increased estimated expenditure within this service area has resulted in an increase in oncosts to be recovered.

**Cost Centre and Description**                      PLATG: Platform Gallery and Visitor Information

6.28 The Platform Gallery specialises in contemporary craft exhibitions and has gained a reputation within the region for its excellence in this field. There is a retail space that provides an outlet for a range of local artists and makers. There is also an education space that is used for workshops and arts activities, and the visitor information centre offers all the latest information about local events. Visitors can also book tickets and accommodation, and buy maps, books and souvenirs.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Employee Related Expenditure</b>	74,760		2,230	10	5,610			82,610
<b>Premises Related Expenditure</b>	15,200		290		330			15,820
<b>Transport Related Expenditure</b>	40		0					40
<b>Supplies &amp; Services</b>	24,170		470		1,780			26,420
<b>Support Services</b>	56,710		0			-3,370		53,340
<b>Depreciation and Impairment</b>	2,520		0		80			2,600
<b>Total Expenditure</b>	<b>173,400</b>	<b>0</b>	<b>2,990</b>	<b>10</b>	<b>7,800</b>	<b>-3,370</b>	<b>0</b>	<b>180,830</b>
<b>Customer &amp; Client Receipts</b>	-42,350		-850		-860			-44,060
<b>Total Income</b>	<b>-42,350</b>	<b>0</b>	<b>-850</b>	<b>0</b>	<b>-860</b>	<b>0</b>	<b>0</b>	<b>-44,060</b>
<b>Net Expenditure</b>	<b>131,050</b>	<b>0</b>	<b>2,140</b>	<b>10</b>	<b>6,940</b>	<b>-3,370</b>	<b>0</b>	<b>136,770</b>

**PLATG: Platform Gallery and Visitor Information**

**Commentary on Substantial Budget Changes**

**Employee Related Expenditure**

Increase to employee related expenditure due to the new salary structure coming in from 1 April 2019.

**Supplies & Services**

The internet connectivity at the Platform Gallery has been improved. This has resulted in an increase in maintenance costs.

**Support Services**

Decrease to support service costs in part due to a decrease in estimated time to be spent on Platform Gallery by members of Community Services department. Also a lower recharge from Resources department due to a reduction in estimated time to be spent by this department on Platform Gallery.

**Cost Centre and Description** RCOLL: Refuse Collection

6.29 The collection of household waste is a statutory requirement placed on the Council. The overall service provided includes the collection of green waste for recycling into compost, a commercial waste collection service for shops, offices and other businesses in the borough and the emptying of litter bins, as well as the collection of domestic refuse from all properties in the borough and also the collection of dry mixed recyclables.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Employee Related Expenditure</b>	722,690	-270	21,540	140	11,660			755,760
<b>Premises Related Expenditure</b>	52,710		1,060		770			54,540
<b>Transport Related Expenditure</b>	515,460		10,310		48,940			574,710
<b>Supplies &amp; Services</b>	40,500		800		-290			41,010
<b>Third Party Payments</b>	380		10					390
<b>Support Services</b>	137,980		0			23,530		161,510
<b>Depreciation and Impairment</b>	76,790		0				-39,880	36,910
<b>Total Expenditure</b>	<b>1,546,510</b>	<b>-270</b>	<b>33,720</b>	<b>140</b>	<b>61,080</b>	<b>23,530</b>	<b>-39,880</b>	<b>1,624,830</b>
<b>Customer &amp; Client Receipts</b>	-26,500		-540		-5,740			-32,780
<b>Miscellaneous Recharges</b>	-100,830		0		-47,590			-148,420
<b>Total Income</b>	<b>-127,330</b>	<b>0</b>	<b>-540</b>	<b>0</b>	<b>-53,330</b>	<b>0</b>	<b>0</b>	<b>-181,200</b>
<b>Net Expenditure</b>	<b>1,419,180</b>	<b>-270</b>	<b>33,180</b>	<b>140</b>	<b>7,750</b>	<b>23,530</b>	<b>-39,880</b>	<b>1,443,630</b>

## **RCOLL: Refuse Collection**

### **Commentary on Substantial Budget Changes**

#### **Employee Related Expenditure**

Increase to employee related expenditure due to the new salary structure coming in from 1 April 2019.

#### **Transport Related Expenditure**

A reassessment of vehicle repairs and maintenance demands of the refuse fleet (refuse vehicle and paper vehicles) has been carried out. Due to the sophistication of the refuse collection vehicles in comparison to the paper collection vehicles, the maintenance budgets for the paper vehicles have been reduced and moved to the refuse vehicles.

#### **Support Services**

Increased recharge from Resources department due to an increase in estimated time to be spent by the finance section and also contact centre on the Refuse Collection service. Offset in part by a decrease in estimated time by Community Services department.

#### **Depreciation and Impairment**

Reduction in depreciation charges as bins purchased in 2008/09 are now fully depreciated.

#### **Customer & Client Receipts**

Increased estimated income from commercial and householder special collections.

#### **Miscellaneous Recharges**

Higher recharge to trade refuse due to increased tonnages collected.

**Cost Centre and Description** RCVEH: Refuse and Paper Collection Vehicles

6.30 We have a fleet of split bodied refuse collection and recycling vehicles in order to carry out the statutory service. The cost of these vehicles is recharged to Refuse Collection Budget 6.29 and Waste Paper and Collection Budget 6.24.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Transport Related Expenditure	419,900		8,310	80	14,160			442,450
Depreciation and Impairment	198,860		0				3,850	202,710
<b>Total Expenditure</b>	<b>618,760</b>	<b>0</b>	<b>8,310</b>	<b>80</b>	<b>14,160</b>	<b>0</b>	<b>3,850</b>	<b>645,160</b>
Miscellaneous Recharges	-618,760		0	-1,930	-24,470			-645,160
<b>Total Income</b>	<b>-618,760</b>	<b>0</b>	<b>0</b>	<b>-1,930</b>	<b>-24,470</b>	<b>0</b>	<b>0</b>	<b>-645,160</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>8,310</b>	<b>-1,850</b>	<b>-10,310</b>	<b>0</b>	<b>3,850</b>	<b>0</b>

**RCVEH: Refuse and Paper Collection Vehicles**

**Commentary on Substantial Budget Changes**

**Transport Related Expenditure**

Increase to estimated diesel costs based upon usage.

**Depreciation and Impairment**

Replacement refuse vehicle purchased as part of the 2018/19 Capital Programme has resulted in an increase in depreciation charged.

**Miscellaneous Recharges**

Expenditure on refuse collection vehicles is recharged to Refuse Collection and Paper vehicles to Waste Paper and Card Collection. An increase in expenditure on the vehicles has resulted in a higher recharge.

**Cost Centre and Description**      RECUL: Recreation Grants

6.31 The Recreation Grants Scheme provides valuable support for the voluntary sports and arts sectors with an aim to increase participation in voluntary community activities. Grants are normally awarded on an annual basis. However, applications can be considered outside the annual timetable.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Transfer Payments	31,140		0					31,140
Support Services	5,210		0			-1,470		3,740
<b>Total Expenditure</b>	<b>36,350</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,470</b>	<b>0</b>	<b>34,880</b>
<b>Net Expenditure</b>	<b>36,350</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,470</b>	<b>0</b>	<b>34,880</b>

**RECUL: Recreation Grants**

**Commentary on Substantial Budget Changes**

**Support Services**

Decrease to support service costs due to a decrease in estimated time to be spent on Recreation Grants by members of Community Services department.

**Cost Centre and Description**

RIVBK: Riverbank Protection

6.32 The Council has land adjacent to main rivers where there is a riparian owner responsibility to safely maintain the banking.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	1,300		30					1,330
Depreciation and Impairment	1,240		0				1,580	2,820
<b>Total Expenditure</b>	<b>2,540</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,580</b>	<b>4,150</b>
<b>Net Expenditure</b>	<b>2,540</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,580</b>	<b>4,150</b>

**RIVBK: Riverbank Protection****Commentary on Substantial Budget Changes****Depreciation and Impairment**

A reassessment of depreciation previously charged to parks and open spaces has been carried out and moved directly to the service.

**Cost Centre and Description** ROEBN: Roefield Barn

6.33 The building is occupied by Roefield Leisure Centre who pay a quarterly rent to the Council. The Council are not responsible for running costs or repairs and consequently there are few costs here.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
<b>Customer &amp; Client Receipts</b>	-390		-10	-10				-410
<b>Total Income</b>	<b>-390</b>	<b>0</b>	<b>-10</b>	<b>-10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-410</b>

**Cost Centre and Description**

RPOOL: Ribblesdale Pool

6.34

Ribblesdale Pool provides a varied programme of use for casual public swimming, swimming instruction and hire by clubs and groups. The facility is well attended in comparison to other pools of its size.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	340,080		10,110	-640	20,120			369,670
Premises Related Expenditure	119,590		2,400	-290	-7,980			113,720
Transport Related Expenditure	340		10					350
Supplies & Services	74,870		1,480	0	-12,900			63,450
Support Services	87,020		0			-12,780		74,240
Depreciation and Impairment	89,640		0				16,570	106,210
<b>Total Expenditure</b>	<b>711,540</b>	<b>0</b>	<b>14,000</b>	<b>-930</b>	<b>-760</b>	<b>-12,780</b>	<b>16,570</b>	<b>727,640</b>
Customer & Client Receipts	-390,540		-7,810		-990			-399,340
Miscellaneous Recharges	-8,250		0		-660			-8,910
<b>Total Income</b>	<b>-398,790</b>	<b>0</b>	<b>-7,810</b>	<b>0</b>	<b>-1,650</b>	<b>0</b>	<b>0</b>	<b>-408,250</b>
<b>Net Expenditure</b>	<b>312,750</b>	<b>0</b>	<b>6,190</b>	<b>-930</b>	<b>-2,410</b>	<b>-12,780</b>	<b>16,570</b>	<b>319,390</b>

## **RPOOL: Ribblesdale Pool**

### **Commentary on Substantial Budget Changes**

#### **Employee Related Expenditure**

Increase to salary costs due to the new salary structure coming in from 1 April 2019. Additionally the budget for Instructors allowed for 1 x full time equivalent & 2 x Apprentices. Due to difficulties in recruiting apprentices the budget now allows for 2 x full time equivalent Instructors.

#### **Premises Related Expenditure**

Reduced estimated expenditure on gas charges based upon usage.

#### **Supplies & Services**

Due to difficulties in recruiting a Swimming Instructor, an external agent was employed to cover swimming lessons. As the positions of Instructors are now filled as per the Establishment List there should be no need to utilise consultants in this capacity. The budget provision has therefore been removed.

#### **Support Services**

Decreased support service costs mainly due to a reduction in estimated staff time to be spent on this service area by Resources department..

#### **Depreciation and Impairment**

Increased depreciation charges due to a revaluation of assets.

**Cost Centre and Description** RVPRK: Ribble Valley Parks

6.35 Maintenance of the Council's parks and recreation grounds to a high standard in support of the council's commitment to ensuring the protection and enhancement of the environmental quality of the area

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	408,280		8,170	70	52,120			468,640
Supplies & Services	5,650		110		-450			5,310
Support Services	34,290		0			570		34,860
Depreciation and Impairment	75,060		0				1,980	77,040
<b>Total Expenditure</b>	<b>523,280</b>	<b>0</b>	<b>8,280</b>	<b>70</b>	<b>51,670</b>	<b>570</b>	<b>1,980</b>	<b>585,850</b>
Customer & Client Receipts	-19,270		-390		-180			-19,840
<b>Total Income</b>	<b>-19,270</b>	<b>0</b>	<b>-390</b>	<b>0</b>	<b>-180</b>	<b>0</b>	<b>0</b>	<b>-19,840</b>
<b>Net Expenditure</b>	<b>504,010</b>	<b>0</b>	<b>7,890</b>	<b>70</b>	<b>51,490</b>	<b>570</b>	<b>1,980</b>	<b>566,010</b>

**RVPRK: Ribble Valley Parks**

**Commentary on Substantial Budget Changes**

**Premises Related Expenditure**

Increased grounds maintenance recharge largely due to the increased costs of the grounds maintenance service as a result of new depreciation charges in 2019/20

**Depreciation and Impairment**

Increased depreciation charge for play areas.

**Cost Centre and Description**

SDEPO: Salthill Depot

6.36 This is the council's main operational base for the staff who carry out directly delivered services in the borough, such as refuse collection and recycling, street cleansing, grounds maintenance, vehicle repair and maintenance and general works. In addition the Councils main stores are located here.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	22,840		680		860			24,380
Premises Related Expenditure	61,350		1,230	240	-1,270			61,550
Transport Related Expenditure	450		10		3,210			3,670
Supplies & Services	8,630		150	-90	-100			8,590
Support Services	60,230		0			8,870		69,100
Depreciation and Impairment	20,940		0				-2,780	18,160
<b>Total Expenditure</b>	<b>174,440</b>	<b>0</b>	<b>2,070</b>	<b>150</b>	<b>2,700</b>	<b>8,870</b>	<b>-2,780</b>	<b>185,450</b>
Customer & Client Receipts	-740		-10		-60			-810
Oncosts Recovered	-49,240		0		-6,530			-55,770
Miscellaneous Recharges	-124,460		0		-4,410			-128,870
<b>Total Income</b>	<b>-174,440</b>	<b>0</b>	<b>-10</b>	<b>0</b>	<b>-11,000</b>	<b>0</b>	<b>0</b>	<b>-185,450</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>2,060</b>	<b>150</b>	<b>-8,300</b>	<b>8,870</b>	<b>-2,780</b>	<b>0</b>

## **SDEPO: Salthill Depot**

### **Commentary on Substantial Budget Changes**

#### **Premises Related Expenditure**

Reduction in estimated electricity costs due to a reassessment of usage.

#### **Transport Related Expenditure**

Expenditure incurred in relation to the Fork Lift Truck (see PLANT - section 6.26) is coded to Salthill Depot. Increased depreciation charges for the Fork Lift Truck has resulted in increased transport related expenditure.

#### **Support Services**

Increased support service costs mainly due to recharges having been reviewed following the departmental restructure.

#### **Depreciation and Impairment**

Increased depreciation charges due to a revaluation of assets.

#### **Oncost Recovered**

An increase in the issue of stock from the general store has increased the value of oncosts to be recovered through those issues.

#### **Miscellaneous Recharges**

As this cost centre is in essence a holding account, increased expenditure within this service area results in increases in recharges to other service areas.

**Cost Centre and Description** SEATS: Roadside Seats

6.37 This budget pays for the maintenance of 150 seats situated in areas of public open spaces (except parks and recreation grounds) throughout the borough. There is no provision in this budget for new or replacement seats.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	2,000		40					2,040
Supplies & Services	570		10					580
Support Services	2,690		0			4,600		7,290
<b>Total Expenditure</b>	<b>5,260</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>4,600</b>	<b>0</b>	<b>9,910</b>
<b>Net Expenditure</b>	<b>5,260</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>4,600</b>	<b>0</b>	<b>9,910</b>

**SEATS: Roadside Seats**

**Commentary on Substantial Budget Changes**

**Support Services**

Increase to support service costs due to an increase in estimated time to be spent on Roadside Seats by members of Community Services department.

**Cost Centre and Description**                      SIGNS: Street Nameplates & Signs

6.38 The Council has a duty to allocate names to streets and to provide appropriate street nameplates. Also included here are the costs associated with the Gazetteer which is a software system containing all property addresses within the borough. Ribble Valley maintains the local property Gazetteer which then feeds through to the national property Gazetteer.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	3,070		60					3,130
Supplies & Services	4,610		90					4,700
Support Services	44,070		0			7,780		51,850
<b>Total Expenditure</b>	<b>51,750</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>0</b>	<b>7,780</b>	<b>0</b>	<b>59,680</b>
Customer & Client Receipts	-530		-10		-8,880			-9,420
<b>Total Income</b>	<b>-530</b>	<b>0</b>	<b>-10</b>	<b>0</b>	<b>-8,880</b>	<b>0</b>	<b>0</b>	<b>-9,420</b>
<b>Net Expenditure</b>	<b>51,220</b>	<b>0</b>	<b>140</b>	<b>0</b>	<b>-8,880</b>	<b>7,780</b>	<b>0</b>	<b>50,260</b>

**SIGNS: Street Nameplates & Signs**  
**Commentary on Substantial Budget Changes**

**Support Services**

Increase to support service costs due to an increase in estimated time to be spent on Street Nameplates & Signs by members of Community Services department.

**Customer & Client Receipts**

New charges were introduced 01 April 2018 for the naming of new properties and new roads. The increased income reflects the estimated income to be received from these charges.

**Cost Centre and Description** SPODV: Sports Development

6.39 Contributing to the Council's ambition to create safer and healthier lifestyles. The role of the sports development unit is to create and extend sporting opportunities throughout the Ribble Valley, particularly within identified low participation groups. This is done through the provision of specific activity programmes, supporting voluntary sector providers and working in partnership with others to achieve cross cutting outcomes.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Supplies & Services	9,700		190					9,890
Transfer Payments	4,350		0		1,690			6,040
Support Services	67,540		0			750		68,290
<b>Total Expenditure</b>	<b>81,590</b>	<b>0</b>	<b>190</b>	<b>0</b>	<b>1,690</b>	<b>750</b>	<b>0</b>	<b>84,220</b>
Customer & Client Receipts	-180		0					-180
<b>Total Income</b>	<b>-180</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-180</b>
<b>Net Expenditure</b>	<b>81,410</b>	<b>0</b>	<b>190</b>	<b>0</b>	<b>1,690</b>	<b>750</b>	<b>0</b>	<b>84,040</b>

**SPODV: Sports Development  
Commentary on Substantial Budget Changes**

**Transfer Payments**

Increased estimated insurance costs payable to The Grand in relation to the Skate Park at Clitheroe Castle.

**Cost Centre and Description**                      SPOGR: Sports Grants

6.40 Grant aid is given to assist talented young sports persons with the costs associated with their sport.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Supplies &amp; Services</b>	200		0					200
<b>Transfer Payments</b>	3,720		0					3,720
<b>Support Services</b>	3,220		0			-870		2,350
<b>Total Expenditure</b>	<b>7,140</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-870</b>	<b>0</b>	<b>6,270</b>
<b>Net Expenditure</b>	<b>7,140</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-870</b>	<b>0</b>	<b>6,270</b>

**Cost Centre and Description**                      STCLE: Street Cleansing

6.41 The street cleansing service undertakes a borough wide operation for the cleansing of public adopted highways within the borough. A fly tipping service is also provided for the removal of dumped waste items on adopted areas within the borough. The service undertakes the clearance of leaves in autumn and winter and is also available for emergency call outs via Lancashire County Council with 24 hour/7 day cover.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	156,010		4,660	-110	4,930			165,490
Premises Related Expenditure	23,830		470		200			24,500
Transport Related Expenditure	140,740		2,810	-140	890			144,300
Supplies & Services	12,490		250		-10			12,730
Support Services	47,350		0			7,720		55,070
<b>Total Expenditure</b>	<b>380,420</b>	<b>0</b>	<b>8,190</b>	<b>-250</b>	<b>6,010</b>	<b>7,720</b>	<b>0</b>	<b>402,090</b>
Other Grants and Contributions	-28,040		0	-100	-60			-28,200
Miscellaneous Recharges	-1,390		0	-30				-1,420
<b>Total Income</b>	<b>-29,430</b>	<b>0</b>	<b>0</b>	<b>-130</b>	<b>-60</b>	<b>0</b>	<b>0</b>	<b>-29,620</b>
<b>Net Expenditure</b>	<b>350,990</b>	<b>0</b>	<b>8,190</b>	<b>-380</b>	<b>5,950</b>	<b>7,720</b>	<b>0</b>	<b>372,470</b>

**STCLE: Street Cleansing****Commentary on Substantial Budget Changes****Employee Related Expenditure**

Increase to salary costs due to the new salary structure coming in 01 April 2019.

**Support Services**

Increase to support service costs in part due to an increase in estimated time to be spent on Street Cleansing by members of Community Services department. Also increased recharge from Resources department due to recharges having been reviewed following the departmental restructure.

**6.42 Cost Centre and Description**      TFRST: Waste Transfer Station

The operation of the waste transfer station in the depot at Salthill Industrial Estate is part of both the Council's commitment to supporting the Lancashire Municipal Waste Management Strategy and providing an efficient and effective refuse collection and recycling service to our residents.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
<b>Employee Related Expenditure</b>	25,090		750		690			26,530
<b>Premises Related Expenditure</b>	23,490		470		-2,230			21,730
<b>Transport Related Expenditure</b>	12,080		240		10,820			23,140
<b>Supplies &amp; Services</b>	1,580		30		1,420			3,030
<b>Support Services</b>	11,530		0			-240		11,290
<b>Depreciation and Impairment</b>	11,330		0				-8,070	3,260
<b>Total Expenditure</b>	<b>85,100</b>	<b>0</b>	<b>1,490</b>	<b>0</b>	<b>10,700</b>	<b>-240</b>	<b>-8,070</b>	<b>88,980</b>
<b>Net Expenditure</b>	<b>85,100</b>	<b>0</b>	<b>1,490</b>	<b>0</b>	<b>10,700</b>	<b>-240</b>	<b>-8,070</b>	<b>88,980</b>

**TFRST: Waste Transfer Station****Commentary on Substantial Budget Changes****Premises Related Expenditure**

NNDR payable has reduced as the transitional surcharge previously applied has ended.

**Transport Related Expenditure**

Expenditure incurred in relation to the Shovel (see PLANT - section 6.26) is coded to the Waste Transfer Station. Depreciation charge previously coded to the Waste Transfer Station is now coded directly to the Shovel resulting in an increase in Transport Related Expenditure.

**Depreciation and Impairment**

As mentioned above, depreciation relating to the Shovel is now coded directly to the Shovel rather than to the Waste Transfer Station.

**Cost Centre and Description**

TRREF: Trade Refuse

6.43 The Council provides a commercial waste collection service to business premises in the borough at competitive charges.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	80,230		1,600		44,570			126,400
Supplies & Services	174,420		3,490		11,250			189,160
Support Services	52,200		0			9,180		61,380
<b>Total Expenditure</b>	<b>306,850</b>	<b>0</b>	<b>5,090</b>	<b>0</b>	<b>55,820</b>	<b>9,180</b>	<b>0</b>	<b>376,940</b>
Customer & Client Receipts	-378,440		-7,560	-9,570	-12,550			-408,120
<b>Total Income</b>	<b>-378,440</b>	<b>0</b>	<b>-7,560</b>	<b>-9,570</b>	<b>-12,550</b>	<b>0</b>	<b>0</b>	<b>-408,120</b>
<b>Net Expenditure</b>	<b>-71,590</b>	<b>0</b>	<b>-2,470</b>	<b>-9,570</b>	<b>43,270</b>	<b>9,180</b>	<b>0</b>	<b>-31,180</b>
Associated Movement in Earmarked Reserves	2,040		40					2,080
<b>Net After Earmarked Reserves</b>	<b>-69,550</b>	<b>0</b>	<b>-2,430</b>	<b>-9,570</b>	<b>43,270</b>	<b>9,180</b>	<b>0</b>	<b>-29,100</b>

## **TRREF: Trade Refuse**

### **Commentary on Substantial Budget Changes**

#### **Premises Related Expenditure**

Increased recharge from refuse collection due to the higher tonnages collected through trade refuse due to an increase in the customer base.

#### **Supplies & Services**

Increased tipping charges for the disposal of waste due to the increased tonnages collected, offset by additional income generated (see below).

#### **Support Services**

Increase to support service costs in part due to an increase in estimated time to be spent on Trade Refuse by members of Community Services department. Also increased recharge from Resources department due to recharges having been reviewed following the departmental restructure.

#### **Customer & Client Receipts**

Increased estimated income due to an increase in the number of trade waste customers.

#### **Associated Movement in Earmarked Reserves**

The movement in reserve as shown above is estimated income to be generated through the bin hire scheme which will be transferred to an earmarked reserve to fund the purchase of future bins to be issued through the scheme.

**Cost Centre and Description**      TWOWR: Two Way Radio

6.44 We have a radio system linking staff based at Salthill depot and vehicles and staff working out in the borough.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Premises Related Expenditure</b>	2,320		50	-50				2,320
<b>Supplies &amp; Services</b>	1,090		20		280			1,390
<b>Total Expenditure</b>	<b>3,410</b>	<b>0</b>	<b>70</b>	<b>-50</b>	<b>280</b>	<b>0</b>	<b>0</b>	<b>3,710</b>
<b>Customer &amp; Client Receipts</b>	0		0		-3,000			-3,000
<b>Miscellaneous Recharges</b>	-3,410		0		1,200			-2,210
<b>Total Income</b>	<b>-3,410</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,800</b>	<b>0</b>	<b>0</b>	<b>-5,210</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>70</b>	<b>-50</b>	<b>-1,520</b>	<b>0</b>	<b>0</b>	<b>-1,500</b>
<b>Associated Movement in Earmarked Reserves</b>	0		0		1,500			1,500
<b>Net After Earmarked Reserves</b>	<b>0</b>	<b>0</b>	<b>70</b>	<b>-50</b>	<b>-20</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **TWOWR: Two Way Radio**

### **Commentary on Substantial Budget Changes**

#### **Customer & Client Receipts**

Income received from other councils within Lancashire towards the Lancashire Area Network. Fifty percent is to contribute towards the running costs of the two way radio service and 50% towards repairs and maintenance. The estimated income for repairs is to be transferred to an earmarked reserve to fund the repairs and maintenance when needed (see below).

#### **Miscellaneous Recharges**

The costs of the two way radio service is recharged out to the departments who use it. These recharges have reduced due to the contribution towards the costs of the service from other Lancashire based councils (see above).

#### **Associated Movement in Earmarked Reserves**

As mentioned above, fifty percent of contribution received from other Lancashire based councils is to fund repairs and maintenance. As it is unknown when the repairs & maintenance will be required the monies are to be set aside in an earmarked reserve.

**Cost Centre and Description** UPACT: Up and Active Service

6.45 RVBC delivers services in the Ribble Valley, on behalf of Pendle Leisure Trust in respect of the Up and Active Contract, for which Pendle Leisure Trust are the lead body. The contract was awarded by LCC and covers 5 areas within East Lancashire (Hyndburn, Rossendale, Burnley, Pendle and Ribble Valley). The contract includes weight management, healthy eating and working with schools with the intended outcome being a healthier and more informed local population. The current contract has been extended to 31st March 2020.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	66,680		2,000	-10	1,320			69,990
Transport Related Expenditure	3,370		70	-70	-600			2,770
Support Services	40,450		0			-3,310		37,140
<b>Total Expenditure</b>	<b>110,500</b>	<b>0</b>	<b>2,070</b>	<b>-80</b>	<b>720</b>	<b>-3,310</b>	<b>0</b>	<b>109,900</b>
Other Grants and Contributions	-3,370		0		600			-2,770
Customer & Client Receipts	-107,130		-2,140	2,140				-107,130
<b>Total Income</b>	<b>-110,500</b>	<b>0</b>	<b>-2,140</b>	<b>2,140</b>	<b>600</b>	<b>0</b>	<b>0</b>	<b>-109,900</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>-70</b>	<b>2,060</b>	<b>1,320</b>	<b>-3,310</b>	<b>0</b>	<b>0</b>

**UPACT: Up and Active Service**

**Commentary on Substantial Budget Changes**

**Employee Related Expenditure**

Increase to salary costs due to the new salary structure coming in 01 April 2019. The costs are fully reimbursed from Pendle Leisure Trust.

**Support Services**

Decrease to support service costs in part due to a slight decrease in estimated time to be spent on Up and Active by members of both Community Services department and Resources department.

**Customer & Client Receipts**

It is anticipated that the income received from Pendle Leisure for running of the Up and Active Service will remain at the same rate as 2018/19.

**Cost Centre and Description**                      VEHCL: Vehicle Workshop

6.46 The garage at the depot maintains the Council's fleet of commercial vehicles and charges all of these costs to the relevant service area. The main services charged by the garage are the refuse collection service, works administration and grounds maintenance.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	59,950		1,770	0	690			62,410
Premises Related Expenditure	7,700		150		60			7,910
Transport Related Expenditure	6,770		140		40			6,950
Supplies & Services	3,930		70		-160			3,840
Support Services	28,400		0			890		29,290
<b>Total Expenditure</b>	<b>106,750</b>	<b>0</b>	<b>2,130</b>	<b>0</b>	<b>630</b>	<b>890</b>	<b>0</b>	<b>110,400</b>
Oncosts Recovered	-106,750		0		-3,650			-110,400
<b>Total Income</b>	<b>-106,750</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-3,650</b>	<b>0</b>	<b>0</b>	<b>-110,400</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>2,130</b>	<b>0</b>	<b>-3,020</b>	<b>890</b>	<b>0</b>	<b>0</b>

**VEHCL: Vehicle Workshop**

**Commentary on Substantial Budget Changes**

**Oncosts Recovered**

Increase in oncosts to be recovered due to a higher rate of budgeted expenditure within this service area.

**Cost Centre and Description**                      WKSAD: Works Administration

6.47 The works administration service carries out a wide range of maintenance services across most of the council services, notably engineering services. The cost of all work carried out by works administration is charged out to the relevant service area.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Employee Related Expenditure</b>	122,310		3,650	20	6,440			132,420
<b>Premises Related Expenditure</b>	12,900		260		290			13,450
<b>Transport Related Expenditure</b>	30,580		610		10,800			41,990
<b>Supplies &amp; Services</b>	7,950		150		-260			7,840
<b>Support Services</b>	33,440		0			1,070		34,510
<b>Total Expenditure</b>	<b>207,180</b>	<b>0</b>	<b>4,670</b>	<b>20</b>	<b>17,270</b>	<b>1,070</b>	<b>0</b>	<b>230,210</b>
<b>Oncosts Recovered</b>	-207,180		0		-23,030			-230,210
<b>Total Income</b>	<b>-207,180</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-23,030</b>	<b>0</b>	<b>0</b>	<b>-230,210</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>4,670</b>	<b>20</b>	<b>-5,760</b>	<b>1,070</b>	<b>0</b>	<b>0</b>

## **WKSAD: Works Administration**

### **Commentary on Substantial Budget Changes**

#### **Employee Related Expenditure**

Increase to salary costs due to the new salary structure coming in 01 April 2019. Also a previous employee was not part of the superannuation scheme which was represented in the budget, his replacement has joined the scheme resulting in an increase to the budget.

#### **Transport Related Expenditure**

Expenditure relating to work administration vehicles is charged to this cost centre. An increase in this expenditure has led to higher use of transport costs (see EVEHA - section 6.15).

#### **Support Services**

Increased support service costs mainly due to recharges having been reviewed following the departmental restructure.

#### **Oncosts Recovered**

Additional expenditure within this service area has resulted in an increase in oncosts to be recovered.

**Cost Centre and Description** XMASL: Xmas Lights & RV in Bloom

6.48 Grants are available to organised groups looking to provide Christmas light displays within the borough's parishes and towns, provided that match funding by the organisation is available. Also incorporated here is the Ribble Valley in Bloom budget, which is a small budget, used by local groups and parishes to enhance the borough as a place to visit. This creates one combined budget specifically for lights and flowers.

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Transfer Payments</b>	2,060		0					2,060
<b>Support Services</b>	1,660		0			-20		1,640
<b>Total Expenditure</b>	<b>3,720</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-20</b>	<b>0</b>	<b>3,700</b>
<b>Net Expenditure</b>	<b>3,720</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-20</b>	<b>0</b>	<b>3,700</b>

7 SUMMARIES

7.1 The draft budget is summarised in two ways. One over the cost of the service provided by the committee (objective). The other is over the type of expenditure and income (subjective)

Cost Centre and Description	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
ARTDV: Art Development	33,960		540		330	160		34,990
BUSSH: Bus Shelters	19,080		220			150		19,450
CARVN: Caravan Site	-8,300		-170					-8,470
CCTEL: Closed Circuit Television	130,090		2,410		2,080	-50		134,530
CLRFF: Clitheroe Food Festival	0		0		14,120			14,120
COMMD: Community Services Department	0		27,420	-25,160	-128,820	126,560		0
CPADM: Car Parks	-163,130		-4,660	-2,370	820	18,560		-150,780
CPVEH: Car Park Vehicles	0		130	-50	-2,680		2,600	0
CRIME: Crime and Disorder	53,060		400	-10	-20	5,530		58,960
CULTG: Culture Grants	5,890		0			-80		5,810
CULVT: Culverts & Water Courses	17,750		170			-870		17,050

<b>Cost Centre and Description</b>	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
DRAIN: Private Drains	1,180		-10			880		2,050
EALLW: Edisford All Weather Pitch	24,300	-100	-450	550	-18,880	4,410	5,550	15,380
EDPIC: Edisford Picnic Area	-8,480		-190	240	840	860		-6,730
EVEHA: Works Administration Vehicles	0		480	-90	-10,030		9,640	0
EXREF: Exercise Referral Scheme	30,870		1,420	10	-2,350	1,550		31,500
GMVEH: Grounds Maintenance Vehicles	0		1,560	-180	-50,160		48,780	0
GRSRC: Grants & Subscriptions - Community	2,540		10			-780		1,770
HWREP: Highway Repairs	26,500		10			-4,510		22,000
LDEPO: Longridge Depot	0		150	40	-660	330	140	0
LITTR: Litter Bins	19,000		150			2,730		21,880
MCAFE: Museum Cafe	19,440		-90		-2,600	320	2,900	19,970
MUSEM: Castle Museum	270,560		3,340	-50	12,400	2,980	15,360	304,590

<b>Cost Centre and Description</b>	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
PAPER: Waste Paper and Card Collection	184,130		4,060	-170	-34,440	-5,500		148,080
PCADM: Public Conveniences	186,840		2,520	90	-4,390	8,450	4,580	198,090
PKADM: Grounds Maintenance	0		10,620	20	-17,000	6,360		0
PLANT: Plant	0		330	0	-330		0	0
PLATG: Platform Gallery and Visitor Information	131,050		2,140	10	6,940	-3,370		136,770
RCOLL: Refuse Collection	1,419,180	-270	33,180	140	7,750	23,530	-39,880	1,443,630
RCVEH: Refuse and Paper Collection Vehicles	0		8,310	-1,850	-10,310		3,850	0
RECUL: Recreation Grants	36,350		0			-1,470		34,880
RIVBK: Riverbank Protection	2,540		30				1,580	4,150
ROEBN: Roefield Barn	-390		-10	-10				-410
RPOOL: Ribblesdale Pool	312,750		6,190	-930	-2,410	-12,780	16,570	319,390
RVPRK: Ribble Valley Parks	504,010		7,890	70	51,490	570	1,980	566,010

<b>Cost Centre and Description</b>	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
SDEPO: Salthill Depot	0		2,060	150	-8,300	8,870	-2,780	0
SEATS: Roadside Seats	5,260		50			4,600		9,910
SIGNS: Street Nameplates & Signs	51,220		140		-8,880	7,780		50,260
SPODV: Sports Development	81,410		190		1,690	750		84,040
SPOGR: Sports Grants	7,140		0			-870		6,270
STCLE: Street Cleansing	350,990		8,190	-380	5,950	7,720		372,470
TFRST: Waste Transfer Station	85,100		1,490		10,700	-240	-8,070	88,980
TRREF: Trade Refuse	-71,590		-2,470	-9,570	43,270	9,180		-31,180
TWOWR: Two Way Radio	0		70	-50	-1,520			-1,500
UPACT: Up and Active Service	0		-70	2,060	1,320	-3,310		0
VEHCL: Vehicle Workshop	0		2,130	0	-3,020	890		0
WKSAD: Works Administration	0		4,670	20	-5,760	1,070		0

<b>Cost Centre and Description</b>	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
XMASL: Xmas Lights & RV in Bloom	3,720		0			-20		3,700
<b>Grand Total</b>	<b>3,764,020</b>	<b>-370</b>	<b>124,550</b>	<b>-37,470</b>	<b>-152,860</b>	<b>210,940</b>	<b>62,800</b>	<b>3,971,610</b>
<b>Associated Movement in Earmarked Reserves</b>	-11,740		-240		-12,620			-24,600
<b>Net After Earmarked Reserves</b>	<b>3,752,280</b>	<b>-370</b>	<b>124,310</b>	<b>-37,470</b>	<b>-165,480</b>	<b>210,940</b>	<b>62,800</b>	<b>3,947,010</b>

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

	<b>Original Estimate 2018/19</b>	<b>Savings</b>	<b>Inflation at 3% Pay and 2% Other</b>	<b>Variation to Standard Budgeted Inflation %</b>	<b>Unavoidable Changes to Service Costs</b>	<b>Support Services</b>	<b>Capital</b>	<b>DRAFT Original Estimate 2019/20</b>
<b>Employee Related Expenditure</b>	2,917,780	-270	86,940	-25,790	-59,970			2,918,690
<b>Premises Related Expenditure</b>	1,214,570		24,170	470	112,340	-200		1,351,350
<b>Transport Related Expenditure</b>	1,515,270		30,080	-590	119,970		2,600	1,667,330
<b>Supplies &amp; Services</b>	510,640	-100	10,060	-200	15,140			535,540
<b>Third Party Payments</b>	241,360		4,840	-10	3,250			249,440
<b>Transfer Payments</b>	70,550		0		1,690			72,240
<b>Support Services</b>	1,558,750		0			37,460		1,596,210
<b>Depreciation and Impairment</b>	725,840		0		-8,120		72,780	790,500
<b>Total Expenditure</b>	<b>8,754,760</b>	<b>-370</b>	<b>156,090</b>	<b>-26,120</b>	<b>184,300</b>	<b>37,260</b>	<b>75,380</b>	<b>9,181,300</b>
<b>Other Grants and Contributions</b>	-44,500		0	-100	-4,460			-49,060
<b>Customer &amp; Client Receipts</b>	-1,577,340		-31,540	-9,430	-74,850	700		-1,692,460
<b>Departmental Recharges</b>	-1,180,910		0		-4,700	172,980		-1,012,630
<b>Oncosts Recovered</b>	-840,600		0		-97,960			-938,560
<b>Miscellaneous Recharges</b>	-1,347,390		0	-1,820	-155,190		-12,580	-1,516,980
<b>Total Income</b>	<b>-4,990,740</b>	<b>0</b>	<b>-31,540</b>	<b>-11,350</b>	<b>-337,160</b>	<b>173,680</b>	<b>-12,580</b>	<b>-5,209,690</b>
<b>Net Expenditure</b>	<b>3,764,020</b>	<b>-370</b>	<b>124,550</b>	<b>-37,470</b>	<b>-152,860</b>	<b>210,940</b>	<b>62,800</b>	<b>3,971,610</b>
<b>Associated Movement in Earmarked Reserves</b>	-11,740		-240		-12,620			-24,600
<b>Net After Earmarked Reserves</b>	<b>3,752,280</b>	<b>-370</b>	<b>124,310</b>	<b>-37,470</b>	<b>-165,480</b>	<b>210,940</b>	<b>62,800</b>	<b>3,947,010</b>

## 8 EARMARKED RESERVES

- 8.1 In the Original Estimate for 2018/19 this committee planned to use a net amount of £11,740 from earmarked reserves to support its net expenditure. Looking forward to 2019/20, the proposal included in the estimates is that this committee will use £24,600 from earmarked reserves. This is based on using £28,180 from earmarked reserves to support its spending in-year relating to the Clitheroe Food Festival 2019 and the crime & disorder partnership. Offset in part by adding £3,580 to earmarked reserves at year-end in respect of the refuse collection and two way radio services.
- 8.2 The table below provides a summary of the DRAFT Original Estimate for 2019/20 together with the budgeted impact on the relevant earmarked reserves. Also detailed is a summary of the reasons for the movements on the earmarked reserves

	<b>DRAFT Original Estimate 2019/20</b>	<b>Reason for Movement on Earmarked Reserve</b>
<b>Committee Net Cost of Services</b>	<b>3,971,610</b>	
COBAL/H283: Clitheroe Food Festival Reserve	-14,120	To fund planned expenditure on the 2019 Clitheroe Food Festival. Monies have been set aside from previous food festivals to cover such eventualities.
COBAL/H239: Crime & Disorder Reserve	-14,060	Monies set aside from previous years underspends, to be used to fund future years expenditure.
COBAL/H333: Refuse Collection Reserve	2,080	Income generated from the bin hire scheme. To be set aside in an earmarked reserve to fund future purchase of bins issued through the scheme.
COBAL/H377: Two Way Radio Reserve	1,500	Monies received from Lancashire authorities to fund future repairs and maintenance demands of the two way radio system.
<b>Committee Net Cost of Services after Movements on Earmarked Reserves</b>	<b>3,947,010</b>	

## 9 KEY VARIATIONS

- 9.1 The net expenditure for this committee has increased by £194,730 after allowing for associated movements on earmarked reserves. The main reasons for this net increase are summarised in the table below.

Description	Variance Original Estimate 2018/19 to DRAFT Original Estimate 2019/20
<p><b><u>VARIOUS: Support Services</u></b> Following the departmental restructuring, support services have been reallocated.</p>	196,730
<p><b><u>VARIOUS: NNDR</u></b> Increases to NNDR payable across various council sites. This is due to revaluations of property bands or transitional relief currently received decreasing. Offset in part by transitional surcharges payable decreasing/ending.</p>	14,210
<p><b><u>VARIOUS: Diesel</u></b> Increased diesel costs across the council's fleet due to an increase in the unit price and estimated usage.</p>	18,840
<p><b><u>TRREF: Waste Transfer Notes</u></b> A new charge was introduced 01 April 2018 for the issue of waste transfer notes to trade waste customers. Budget introduced for the anticipated income to be received.</p>	-12,220
<p><b><u>EALLW: Use of 3G Pitch</u></b> Increased estimated income from the use of the 3G pitches (Adult &amp; Juniors) based upon current usage levels.</p>	-19,820

## 10 RISK ASSESSMENT

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

- Resources: approval of the original budget for 2019/20 would see an increase in net expenditure of £207,590 compared with the original budget for 2018/19 or £194,730 after allowing for movements on earmarked reserves.
- Technical, Environmental and Legal: none identified
- Political: none identified
- Reputation: sound financial planning safeguards the reputation of the Council
- Equality and Diversity – Equality and diversity issues are considered in the provision of all Council services.

11 RECOMMENDED THAT COMMITTEE

- 11.1 Approve the revenue original estimate for 2019/20 and submit this to the Special Policy and Finance Committee.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM3-19/AJ/AC

18 December 2018

For further background information please ask for Amy Johnson

BACKGROUND PAPERS - None

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No. 8

meeting date: 8<sup>th</sup> JANUARY 2019  
title: CLITHEROE TOWN WELLS – REQUEST BY CLITHEROE CIVIC SOCIETY  
submitted by: DIRECTOR OF COMMUNITY SERVICES  
principal author: MARK BEVERIDGE

### 1 PURPOSE

- 1.1 To provide Committee with a request from the Clitheroe Civic Society to consider working with them to improve the three town wells.
- 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 three town wells in Clitheroe; Stocks Well (adjacent to the Castle Grounds), The Towns Well (Heild Well), Wellgate and St Mary's Well, Well Terrace, all are capped now. They previously served as a water supply to the town residents.
- 2.2 Ownership of the Wellgate and Well Terrace sites is unknown; Stocks Well is part of the Borough Council's ownership as shown in the attached plans of the property of the Corporation of Clitheroe (1876). (Appendices)
- 2.3 The assets of Clitheroe Borough Council transferred, following the 1972 Local Government Act, to the newly formed Ribble Valley Borough Council via the statutory instrument of the Local Authorities (England) (Properties etc.) order 1973. Stocks well was part of this transfer.
- 2.4 Committee members will have received an extensive email with attachments from the Civic Society, in which they set out their case for the wells to be improved and try to establish ownership.

### 3 THE CURRENT POSITION

- 3.1 The Civic Society have approached the Council to ask if we are prepared to work with them to improve the three wells. The scope of the work ranges from minor to major landscape work costing tens of thousands of pounds.
- 3.2 The Council has a very small budget of £300 allocated to cleaning all the wells annually as part of the street scene work carried out in the town. Limited to weed spraying and litter collection.
- 3.3 Prior to seeking external funding, it would be necessary to provide proof of ownership; for example, HLF required this for the Pinnacle scheme in the Castle Grounds. Any funding involving lottery funds would need this evidence, hence the importance of proving ownership for Heild and St Mary's wells.

### 4. ISSUES

- 4.1 As the ownership of two wells is unknown; the Civic Society would like this Council to seek legal ownership, via the Land Registry's procedure. The Society have sent some information, which seeks to make a case for the Council, being the owner. However, in the Town plan, which shows land ownership of this Council and its' forbearers, St Mary's well is clearly outside the extent of land owned by the Council. Heild well is not shown, as the Corporation of Clitheroe at that time must not have any land holding in the area of Wellgate.
- 4.2 To make a claim for land where ownership is unknown, the Land Registry set out the procedure to be followed. This includes swearing an oath that certain information is correct. Given that the Council does not know this information, it would be both unethical and illegal to proceed as if we did, in order to claim ownership of the two wells. Whoever sought ownership would assume liabilities for the wells, as we have for Stocks Well.
- 4.2 It could reasonably be argued the two wells with no identified ownership are part of the pavements in the town, which would make them a County Council issue. LCC understandably have no desire to take on that responsibility and liability either.
- 4.3 If the wells were deemed dangerous, LCC and this Council have powers to address the danger, as would be the case say with a building whether ownership was known or not. However, this would not extend to improvements of the type that the Civic Society are seeking.
- 4.4 The Civic Society would be able to form a legal entity which would allow them to claim ownership of the two wells in question, allowing them to then apply for external funding to improve them as they see appropriate. The Council could perhaps assist them with officer time to achieve this, depending upon the scale of work envisaged.

## 5 RISK ASSESSMENT

- 5.1 The approval of this report may have the following implications
- Resources – The Council has no budget provision in the current capital budget for any works to the well we own or the two we do not. If Committee wished to seek a budget for Stocks Well, it would need to submit a bid as part of the capital budget process for 2024/25 or ask Policy and Finance to amend the 2023/24 budget. There is nothing identified that could be delayed or removed from the Council approved capital programme in place until then.
  - Technical, Environmental and Legal – The Council cannot lodge a claim for adverse possession of the two wells where ownership is unknown, because our claim would not meet the criteria set out by the Land Registry.
  - Political – No implications identified.
  - Reputation – The Council only owns Stocks Well adjacent to the Castle grounds. Whilst it is quite clear what the Civic Society are seeking to achieve, at this point that is the only site owned by this Council. Although the Council has powers to carry out work on dangerous structures, these would not extend to the improvements sought by the Civic Society.
  - Equality & Diversity – No implications identified.

**6 RECOMMENDED THAT COMMITTEE**

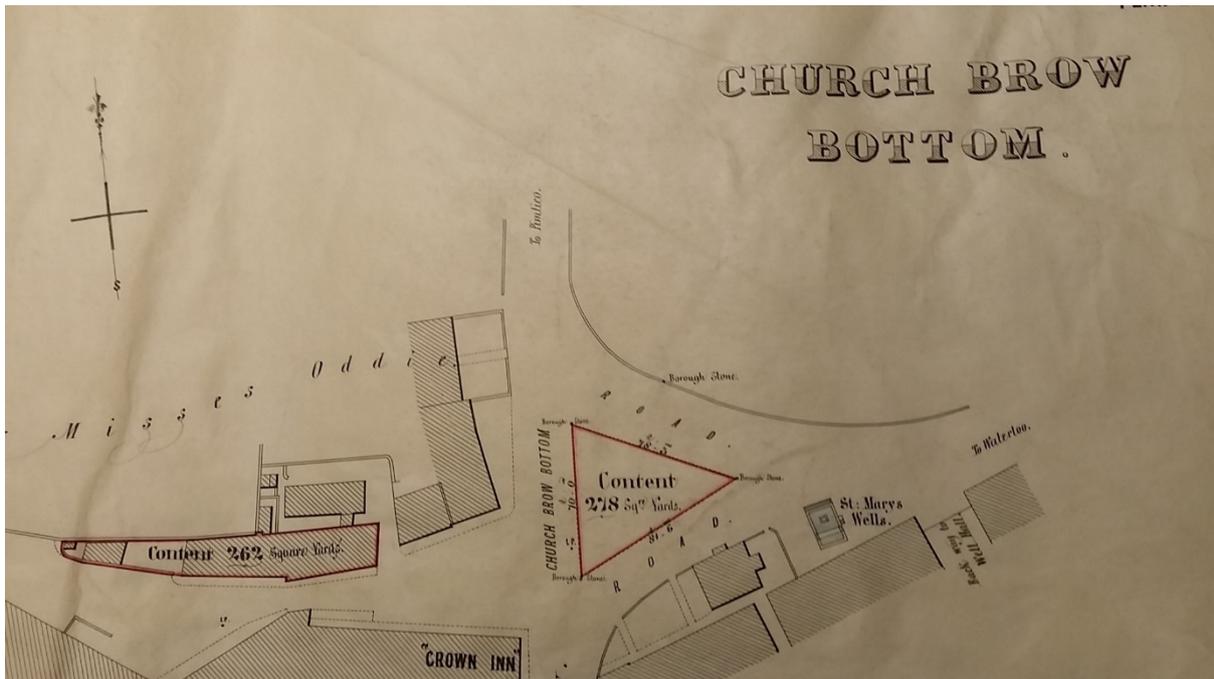
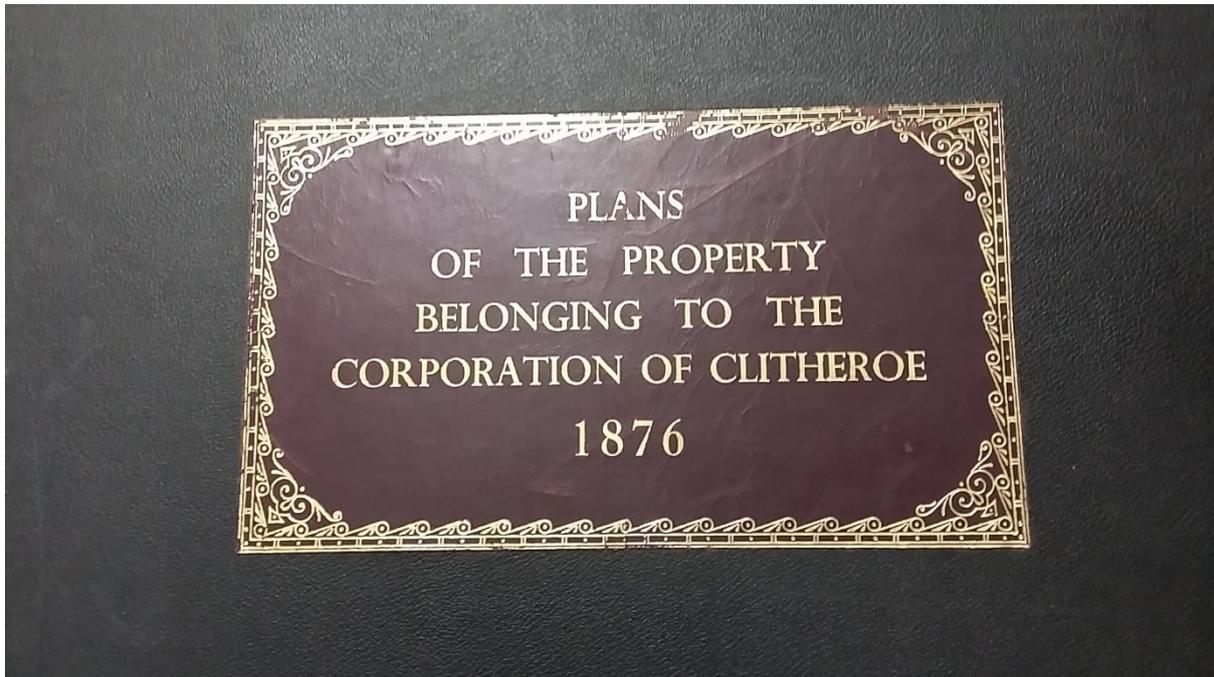
- 6.1 Confirm the Council's position in relation to the two wells not in its' ownership.
- 6.2 Ask the Council's Chief Executive to write to the Civic Society informing them of the Councils' decision.
- 6.3 Confirm that it would support any action by the Clitheroe Civic Society for it to assume ownership of the wells.

MARK BEVERIDGE  
HEAD OF CULTURAL AND LEISURE SERVICES

JOHN HEAP  
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS – None

For further information, please ask for Mark Beveridge, extension 4479.



LEASEHOLDS IN PARSON LANE WESLEYAN ROW AND STOCKS WELLS



# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No. 9

meeting date: TUESDAY, 8 JANUARY 2019  
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 project to build a new artificial surface at Roefield and refurbish the existing surfaces.

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 agreed in principle at the October meeting to build a new full size artificial grass pitch (AGP) and refurbish the existing surfaces at Roefield. In addition members asked officers to prepare costs for the construction of a toilet block and class/community room to sit alongside the new facilities.

2.2 This report provides both the revenue and capital budgets for the scheme. As well as an outline of the type of activities and how it is envisaged the facility will be managed and operated.

## 3 THE PROPOSAL

3.1 The proposal is to build a full size 3G AGP and refurbish the existing surfaces already on site. Meeting the demand for more and better artificial surfaces for the development of sport and community activity in the Borough.

3.2 As requested, officers have also included details of the addition of a toilet block. Plus the provision of a class room for schools, parties and coaching courses.

## 4 PROJECT EVALUATION

4.1 In determining indicative use of the new facility, 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. Day time use will always be a challenging period for a facility not based on a school site, however it is anticipated that there would initially be sufficient demand for up to 8 hours of week day use from school. This could improve as schools begin to see the potential of the facility, which could be encouraged through taster sessions with schools throughout the Borough. However transport remains the biggest obstacle they face in an area the size of Ribble Valley. Nonetheless, the benefits from sports development, health and educational perspectives for the pupils are significant. The demand for the options from clubs is realistic based on discussions with them.

- 4.2 The full size pitch would be built with a 3G surface and shock pad to allow rugby training to be carried out. The finished pitch will be tested and comply with comply with the FiFa quality accreditation, as well as World Rugby Regulation 22. The refurbished area would be two 3G five aside areas plus a multi surface area suitable for tennis, netball, cricket, football and hockey. There will be no shock pad under these surfaces. Though the 3G surface will still comply with the FiFa quality accreditation.
- 4.3 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.

## 5 CAPITAL PROGRAMME IMPLICATIONS

- 5.1 The Council have been given access by the Lancaster Foundation to the documentation which the Foundation commissioned as part of its submission for planning permission to build their facility. This includes the ground survey, topographical study and other investigatory work necessary to build a pitch. The Lancaster Foundation have given the Council permission to use this work if the Council proceeds to build the 3G AGP and refurbish the existing surface.
- 5.2 The Council would have to carry out this pre-tender investigation work, which the Lancaster Foundation have completed, and we could use the planning permission already granted. Understandably the Foundation would like to recoup some of the money which they have expended, they have provided copies of the invoiced sums for the work. From the Council's perspective it justifiable to give them a sum for the use of the information they have provided, which the Council would have to commission anyway, if it was not available. Therefore the sum of £10,000 is proposed as payment for the work carried out and this is a sum agreed with the Lancaster Foundation.

## 6 CAPITAL COST OF THE SCHEME

- 6.1 There are a number of elements to the initial capital costs of the scheme. These have been detailed in the table below:

<b>Cost Element</b>	<b>£</b>
Cost of new pitch and refurbishment of the existing surface	1,081,940
Access path	16,500
Additional ball stop fencing on roadside of pitch	2,200
Respect rails for spectators (requirement for league matches)	2,200
Security installation	1,100
CCTV installation	5,500
Drainage	5,500
Preliminary Works	10,000
Specialist External Advice	10,000
Internal Staff Time	2,500
Mini Tractor for surface maintenance work	13,000
<b>Total Costs Relating to Pitch Construction Work</b>	<b>1,150,440</b>

- 6.2 Following your last meeting, separate costs have been identified for the provision of a toilet block and store. Two options have been presented below, one which also includes a classroom.

<b>Cost Element</b>	<b>Option 1: Store, Toilet Block and Classroom £</b>	<b>Option 2: Store and Toilet Block Only £</b>
Construction Costs	275,000	181,810
Initial equipment costs for classroom	5,000	n/a
<b>Total Costs relating to Separate Building</b>	<b>280,000</b>	<b>181,810</b>

- 6.3 Based on the above, the total capital scheme costs would be dependent on the option chosen from above with regard to the store and toilet block, and is summarised below:

<b>Cost Element</b>	<b>Option 1: Scheme Including Store, Toilet Block and Classroom £</b>	<b>Option 2: Scheme Including Store and Toilet Block Only £</b>
Total Costs Relating to Pitch Construction Work	1,150,440	1,150,440
Total Costs relating to Separate Building	280,000	181,810
<b>Total Overall Capital Scheme Costs</b>	<b>1,430,440</b>	<b>1,332,250</b>

- 6.4 The method of funding this scheme would be considered by Policy and Finance Committee, subject to this committee approving the proposed scheme. Early indications are that the scheme would likely be funded using business rates growth.

- 6.5 There is an existing scheme in the current year's capital programme for replacement lighting at the existing all-weather facility at Roefield at a value of £31,000. Should this new scheme be approved by committee, the lighting scheme would no longer be needed.

## 7 REVENUE COST OF THE SCHEME

- 7.1 As a result of any approval of the above capital costs, there would be a change in our net revenue costs in relation to the Roefield site. In the proposed revenue budget for this committee, included elsewhere on the agenda, the budget has been prepared on the basis of no change at the site.

- 7.2 The approval of this capital scheme would result in the revenue budget changes as shown below:

<b>Revenue Costs in Respect of the All Weather Facilities Only</b>	<b>Included for Original Estimate 2019/20 in the Budget Report</b>	<b>Estimated New Costs for 2019/20 if Proposals Approved</b>	<b>Additional Revenue Budget Required for 2019/20</b>	<b>Anticipated Full Year Revenue Budget for 2020/21</b>
<b><u>Employee Related</u></b>				
Staffing Costs		18,710	<b>18,710</b>	32,710
<b><u>Premises Related</u></b>				
Repair & Maintenance and Testing	3,220	780	<b>-2,440</b>	3,810

Revenue Costs in Respect of the All Weather Facilities Only	Included for Original Estimate 2019/20 in the Budget Report	Estimated New Costs for 2019/20 if Proposals Approved	Additional Revenue Budget Required for 2019/20	Anticipated Full Year Revenue Budget for 2020/21
Utilities	1,710	6,750	5,040	7,900
National Non Domestic Rates	2,010	6,010	4,000	6,150
Premises Insurance	670	940	270	1,550
Grounds Maintenance	700	700	0	
Power Brushing of Surface		2,500	2,500	5,250
Maintenance Contract				2,750
Security Alarms and CCTV		540	540	1,050
<b>Supplies and Services</b>				
Purchase of Equipment & Materials	690	1,060	370	1,250
Marketing and Promotions		3,500	3,500	2,000
<b>Support Services</b>				
Ribblesdale Pool	7,230	7,230	0	7,370
Community Services Department	12,280	12,280	0	12,530
Chief Executive's Department	180	180	0	180
Resources Department	960	960	0	980
<b>Depreciation and Impairment</b>				
Depreciation	35,700	35,700	0	25,350
<b>TOTAL EXPENDITURE</b>	<b>65,350</b>	<b>97,840</b>	<b>32,490</b>	<b>110,830</b>
<b>Income</b>				
Customer and Client Receipts	-49,970	-77,560	-27,590	-95,000
<b>TOTAL INCOME</b>	<b>-49,970</b>	<b>-77,560</b>	<b>-27,590</b>	<b>-95,000</b>
<b>NET EXPENDITURE</b>	<b>15,380</b>	<b>20,280</b>	<b>4,900</b>	<b>15,830</b>

7.3 From the analysis above, the **additional net expenditure for 2019/20 would be £4,900** if the scheme progressed along the anticipated timeline. As can be seen above, the anticipated **full year net revenue budget for 2020/21 would be £15,830**.

7.4 The table below provides a summary of the anticipated revenue costs for the additional two options for the store and toilet block. With regard to the current revenue budget included elsewhere on the agenda, all of the costs for either option would be additional.

Estimated Additional Revenue Costs for 2019/20	Option 1: Scheme Including Store, Toilet Block and Classroom £	Option 2: Scheme Including Store and Toilet Block Only £
Repairs and Maintenance	1,350	850
Utilities and Insurance	1,480	1,480
Cleaning Materials and Toilet Requisites	220	220
Equipment, Materials and Rentals	170	170
Depreciation and Impairment <i>but chargeable from 2020/21 and included below in full year equivalent</i>	0	0
<b>TOTAL EXPENDITURE 2019/20</b>	<b>3,220</b>	<b>2,720</b>
<b>ANTICIPATED FULL YEAR</b>	<b>12,180</b>	<b>8,180</b>

## 8 REVENUE IMPLICATIONS

- 8.1 The new facility will need to be marketed and managed so that it can both maximise income and use. Also there is an allowance of 10% of use exempted for sports development and community use, for which it is anticipated there will be little or no change. This will for example, include activities such as working with the police and youth workers to provide opportunities for young people to be involved in physical activity.

## 9 OPERATIONAL ISSUES

- 9.1 The primary use of the new facility will be from the footballers in the Borough, followed by the rugby club, however the multi-surface area will also be used for tennis, hockey and cricket practice.

- 9.2 The full size 3G surface can also be used for activities such as rounders, quick cricket etc. as any natural grass surface would be used.

- 9.3 It will be essential that the area is managed and operated in a manner which enables it to be an asset to the Borough. The revenue budget allows for 2 part-time staff to cover the work over the seven days of opening, covering things such as setting up goals, cleaning, general maintenance and dealing with any user issues during opening. In addition there will be support from the pool as well as from the leisure staff based in the Council Offices.

- 9.4 Regular club users of the facility will be encouraged to book for the winter season or even the whole year and sign up for payment via direct debit. This will ensure their bookings slots are guaranteed and the Council can allocate spaces in advance.

- 9.5 It is proposed that school use would be charged on a per head basis, to avoid penalising schools due to the number of pupils they have attending. Per head means that all school pay proportionally the same amount to use the facility.

## 10 CONCLUSION

- 10.1 The construction of the new project will provide be a significant investment by the Borough Council, however it will also enable if the opportunity arises in the future to seek Football Foundation Funding for another site elsewhere.

- 10.2 Although historically the Borough has struggled in attracting lottery funding, the Lancashire FA has stated previously that the Borough could sustain up to 4 full size community 3G pitches.

## 11 RISK ASSESSMENT

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

- Resources – Resources – the approval of this capital scheme would result in additional capital costs relating to pitch construction work of £1,150,440. There are two options for the additional building, being either £280,000 with classroom, or £181,810 without classroom.

- However, there would be a saving on the current year's capital programme in respect of the replacement lighting at the existing all-weather facility at Roefield at a value of £31,000.
- With regard to the revenue costs, further revenue costs would need to be added to the proposed budget for 2019/20 elsewhere on the agenda of £4,900 for the all-weather facility, and £3,220 for the additional building with classroom, **or** £2,720 for the additional building without classroom.
- Technical, Environmental and Legal – depending upon which option if any is chosen to be progressed, it is envisaged that if Policy and Finance approved the expenditure, tenders would be sought with a start date planned for May 2019 and completion for September 2019.
- Reputation – The provision of sport is not a statutory requirement for local authorities. However, this Council has invested in this important aspect of provision for the benefit of local residents throughout the Borough, including the provision of grants to assist local clubs and organisations provide their chosen activities.
- Equality and Diversity – All three options are fully inclusive.

## 12 **RECOMMENDED THAT COMMITTEE**

- 12.1 Consider the report and ask to Policy and Finance to approve a capital budget for it to be built.
- 12.2 Ask Policy and Finance to include the outline budget into the Council's 2019/20 budget calculations.
- 12.3 Agree to the sum of £10,000 being included for payment to the Lancaster Foundation for using their pre tender information.

MARK BEVERIDGE  
HEAD OF CULTURAL AND LEISURE SERVICES

JOHN HEAP  
DIRECTOR OF COMMUNITY SERVICES

### BACKGROUND PAPERS

(If any)

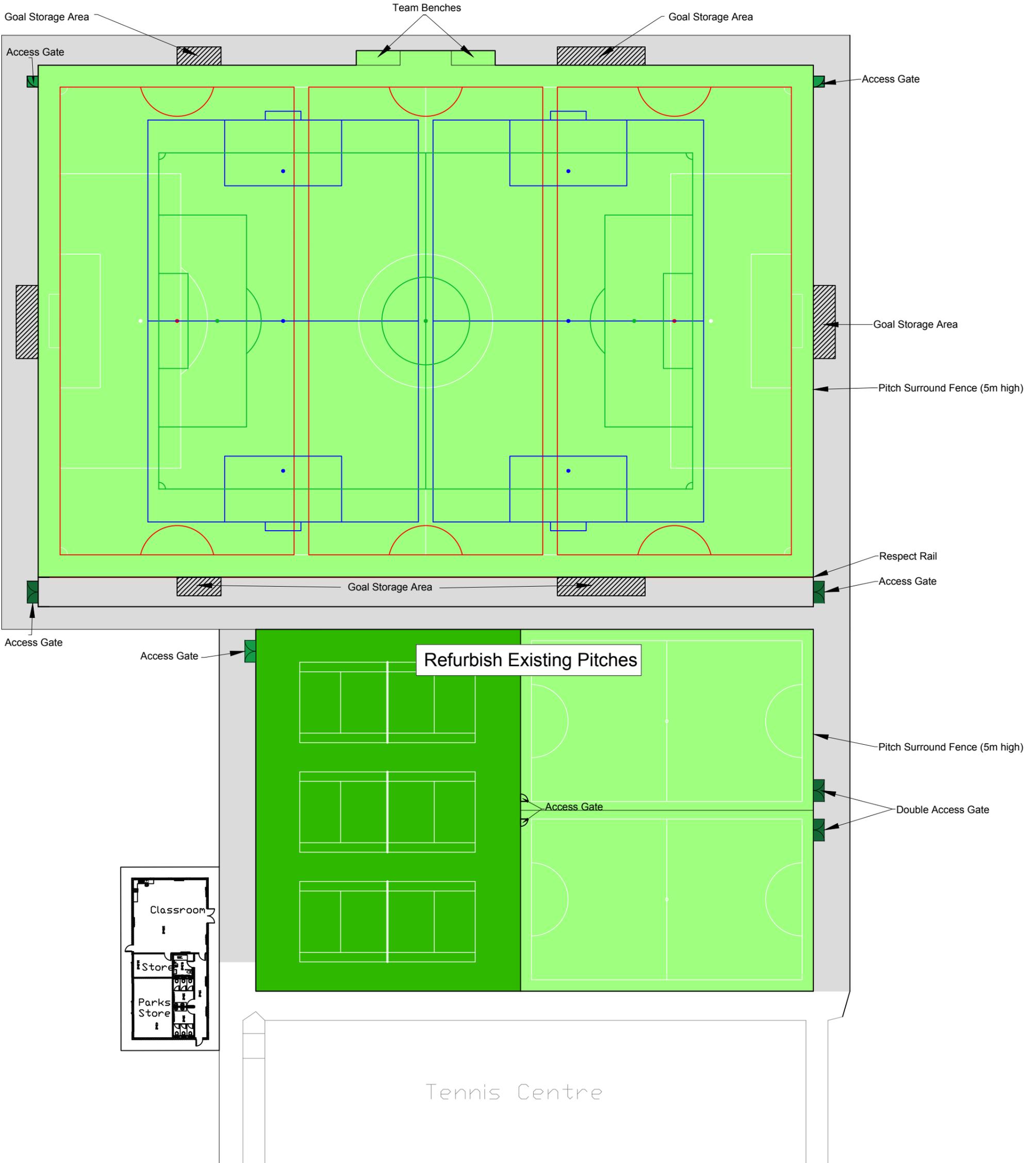
For further information please ask for Mark Beveridge, extension 4479.

**New pitch markings -**

- 1 no. Full sized pitch (marked in white) - 100m x 64m (FA Spec.)
- 1 no. 9 v 9 Mini Soccer Pitch (Dk Green) - 73m x 46m (FA Spec.)
- 2 no. Mini Soccer Pitches (Blue) - 55m x 37m (FA Spec.)
- 3 no. Custom Sized Pitches (Red) - 64m x 32m (Custom layout)

**Refurbished pitch markings -**

- 2 no. Custom Sized Football Pitches - 37m x 22m
- 3 no. Tennis Court Markings - 24m x 11m



## **RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE**

Agenda Item No.

meeting date: 8 JANUARY 2019  
title: AMENDMENTS TO THE PARKING ORDER  
submitted by: J. HEAP – DIRECTOR OF COMMUNITY SERVICES  
principal author: A. HARPER – HEAD OF ENGINEERING SERVICES

### **1 PURPOSE**

1.1 To approve a car parking order (“the Order”) to introduce a payment by telephone or debit/credit card, payment for disabled parking in excess of three hours and amend the Schedule of car parks.

1.2 Relevance to the Council’s ambitions and priorities

- Council Ambitions – To protect and enhance the existing environmental quality of our area and to protect the natural and built environment.
- Community Objectives – To encourage and develop more sustainable forms of transport by charging for off-street car parking.
- Corporate Priorities - Maintaining and improving the environmental quality of the Ribble Valley in line with our priority of environmental excellence.

### **2 BACKGROUND**

2.1 Committee has previously approved the changes to the method of payment ( March 2016), the introduction of charges for disabled parking in excess of three hours (January 2017) and the sale of the Peel Street Car Park ( January 2016)

2.2 The Council has therefore produced an appropriate off-street parking places order to reflect these changes to its current practices. The draft Order is enclosed as Appendix 1 to this report

2.4 Provisions that enable parking attendants to issue penalty charge notices for off-street parking and other provisions in respect of the decriminalisation of off-street parking are contained in the Road Traffic Act 1991 and the Road Traffic Regulation Act 1984, both of which were amended by the Road Traffic (Permitted Parking Area and Special Parking Area)(County of Lancashire) Order 2004 (the “Lancashire Order”).

2.5 The procedure for introducing car parking orders is governed by Sections 32 to 35A and Section 39 of and Schedule 9 to the Road Traffic Regulation Act 1984 and by the Local Authorities' Traffic Orders (Procedure)(England and Wales) Regulations 1996. Details of the procedures are given in section 3 of this report.

### 3 ISSUES

3.1 The procedure for making the Order is as follows:

3.1.1 Before making the Order the Council must:

- consult with the chief officer of police for the area;
- publish at least once in a local newspaper a notice containing details of the Order and inviting objections within 21 days from the date of publication;
- not later than the date of publication send a copy of the notice to Lancashire County Council, The Freight Transport Association and The Road Haulage Association;
- take such other steps as it may consider appropriate for ensuring that adequate publicity about the Order is given to persons likely to be affected; and
- place on deposit for public inspection certain documents including the Council's reasons for making the Order.

3.1.2 Once the last date for objections has passed the Council may proceed to make the Order. (As explained below I will, at that stage, bring a further report to Committee so that Committee can consider any objections that have been made and decide whether or not to make the Order.) Should Committee elect to make the Order, the Order will not be able to come into force until the requirements set out in 3.1.3 below have been fulfilled.

3.1.3 The Council must within 14 days of the making of the Order:

- publish in a local newspaper a notice containing details of the Order as made; and
- notify any objector of the making of the Order and where the objection has not been wholly acceded to, the notification shall include the reasons for the decision.

3.2 If Committee approves the making of the Order today, steps will then be taken for the initial notice ("the notice of proposals") to appear in the press as soon as possible and for consultation letters to be sent to the consultees referred to above. Any objections will then be reported to the next committee meeting occurring twenty-one days after such publication.

#### 4 RISK ASSESSMENT

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

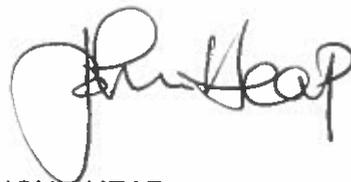
- Resources – Approval would not require any further resources.
- Technical, Environmental and Legal – All technical issues can be managed by existing staff. Issues could arise with regard to on-street parking in the area. The order will be made in accordance with the legislation referred to in the report to ensure that it is enforceable.
- Political – Should provide a positive political message.
- Reputation –Introducing charging for parking is a sensitive matter, rarely popular in itself, but, if the decision is made on a sound basis, properly supported and explained, then, notwithstanding any misgivings by others, the reputation of the Council should remain intact in the longer term.

#### 5 RECOMMENDED THAT COMMITTEE

- 5.1 Consider the attached Order which provides for the inclusion of previously approved changes in the revised parking Order.
- 5.2 Agree that officers advertise and consult on the Order in accordance with the appropriate legislation and procedures, as set out in 3.1.1 and 3.1.2.



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 01.19

DATED

2019

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RIBBLE VALLEY  
(OFF-STREET PARKING PLACES)  
ORDER 2019

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## **RIBBLE VALLEY (OFF-STREET PARKING PLACES) ORDER 2008**

The Ribble Valley Borough Council (hereinafter referred to as "the Council") in exercise of its powers under Sections 32 to 35(C) and Section 39 of and Schedule 9 to the Road Traffic Regulation Act 1984 (hereinafter referred to as "the 1984 Act") and by virtue of the Road Traffic (Permitted Parking Area and Special Parking Area)(County of Lancashire) Order 2004 (hereinafter referred to as "the Lancashire Order") and the provisions referred to in the Lancashire Order, and of all other enabling powers and after consultation with the Chief Officer of Police and with the consent of Lancashire County Council in accordance with Schedule 9 to the 1984 Act, hereby makes the following Order:

### **PART I GENERAL**

- 1 This Order shall come into operation on [date] and may be cited as the Ribble Valley (Off-Street Parking Places) Order 2019.
- 2 The Ribble Valley (Off-Street Parking Places) Order 2008 and the Ribble Valley (Off-Street Parking Places) (Dunsop Bridge) Order 2012 are hereby revoked.
- 3 (1) In this Order, except where the context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them:

"civil enforcement officer" means a person authorized by or on behalf of the Council to supervise any off-street parking place and to enforce the restrictions imposed by this Order in any off-street parking place;

"charge certificate" means the statement that the penalty charge has been increased by the applicable surcharge in accordance with the Civil Enforcement of Parking Contraventions (England) General Regulations 2007, and or the Civil Enforcement of Parking Contraventions (Guidelines on levels of charges) (England) Regulations 2007 or any amendment or re-enactment thereof;

"driver", in relation to a vehicle waiting in a parking place, means the person driving the vehicle at the time it was left in the parking place;

"Mobile Telephone Payment" means the purchase of a period of parking by using a mobile telephone to facilitate a cashless and ticketless transaction.

"motor cycle" has the same meaning as in Section 136(4) of the 1984 Act;

"owner" has the same meaning as in Section 142(1) of the 1984 Act

“parking place” means any area of land specified by name in column 1 of the Schedule to this Order provided by the Council under Section 32(1) of the 1984 Act for use as a parking place, and for the avoidance of doubt includes the private approach roads/access areas leading to and from a parking place;

“penalty charge” means a charge set by the Council as prescribed by the Secretary of State under the provisions of section 77 and Schedule 9 of the 2004 Act and the Civil Enforcement of Parking Contraventions (Guidelines on levels of Charges) (England) Order 2007;

“penalty charge notice” means a notice issued or served by a civil enforcement officer pursuant to section 78 of the 2004 Act and the Civil Enforcement of Parking Contraventions (England) General Regulations 2007;

“permit” means a permit issued by the Council for use on long-stay car parks and for the vehicle and duration and by the conditions referred to therein;

“relevant position” means in relation to Article 6, Article 19(d) and Article 31 of this Order:

- (a) in the case of a vehicle fitted with a front windscreen, the badge, permit or ticket is exhibited thereon with the obverse side facing forwards on the near side of and immediately behind the windscreen;
- (b) in the case of a vehicle not fitted with a front windscreen, the badge, permit or ticket is exhibited in a conspicuous position on the vehicle;

“the 2004 Act” means the Traffic Management Act 2004

“the general regulations” means the Civil Enforcement of Parking Contraventions (England) General Regulations 2007 or any amendment or re-enactment thereof;

“the guidelines on levels of charges” means the Civil Enforcement of Parking Contraventions (Guidelines on levels of Charges) (England) Order 2007 or any amendment or re-enactment thereof;

“the representations and appeals regulations” means the Civil Enforcement of Parking Contraventions (England) Representations and Appeals Regulations 2007 or any amendment or re-enactment thereof.

(2) The Interpretation Act 1978 shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament and as if for the purposes of Section 17 of that Act this Order were an Act of Parliament and the bylaws and Orders revoked by Article 2 of this Order were Acts of Parliament thereby repealed.

**PART II**  
**USE OF PARKING PLACES**

- 4 Each area of land specified by name in column 1 of the Schedule to this Order may be used, subject to the following provisions of this Order, as a parking place for such classes of vehicles, in such position, on such days and during such hours and on payment of such charges, including the purchase of a valid parking permit, as are specified in relation to that area in the said Schedule, or such charges as may be set pursuant to the procedure for variation contained in the 1984 Act, provided always that no charge will be payable by the driver of a motor cycle. However, a penalty charge may be levied in respect of a failure to comply with all other aspects of the Order by the driver of a motor cycle as for the driver of any other vehicle.
- 5 Where in the Schedule to this Order a parking place is described as available for a vehicle of a specified class, or in a specified position, or subject to a specified charge, or for a special class of driver (e.g. disabled driver), the driver of a vehicle shall not permit it to wait in that parking place unless:
- (a) it is of the specified class;
  - (b) it is in the specified position;
  - (c) the specified charge has been paid; and
  - (d) the driver is within the class of persons described as eligible to use the parking place.
- 6 Manner of Payment of the Charge
- (1) The driver of a vehicle using a parking place shall on parking the vehicle in a parking place pay the appropriate charge in accordance with the Scale of Charges specified in column 7 of the Schedule to this Order.
- (2) The charge referred to in paragraph (1) of this Article shall be payable by:
- (i) the insertion of an appropriate coin or coins into the apparatus provided, being an apparatus known as a Pay and Display ticket vending machine or such other equipment as the Council deems appropriate; or

- (ii) Use of a credit or debit card using the apparatus provided being an apparatus known as a Pay and Display ticket vending machine or such other equipment as the Council deems appropriate; or
- (iii) Mobile Telephone Payment.

(3) Any ticket issued on payment of the charge referred to in paragraph (1) or (2) of this Article shall be displayed in the relevant position during the whole of the time the vehicle is parked in the parking place so as to make the same clearly visible for inspection by the civil enforcement officer.

(4) Each ticket shall only be valid for the date on which it is purchased and only for use on the parking place specified on the ticket.

(5) The day shown on any ticket as being the day in respect of which the charge specified in paragraph 1 of this Article has been paid shall be presumed, unless the contrary is proved, to be the day in respect of which such charge was paid.

(6) If at any time while a vehicle is left in a parking place during the hours of operation in respect of the parking place no ticket indicating that the charge specified in paragraph (1) of this Article has been paid in respect of the day on which the vehicle is so left, is displayed on that vehicle in accordance with the provisions of paragraph (3) of this Article, it shall be presumed, unless the contrary is proved, that the charge specified in paragraph (1) of this Article has not been paid.

7 The Council may, by notice pursuant to section 35(C) of the 1984 Act, vary the charges to be paid in connection with the use of off street parking places.

8 The driver of a vehicle drawing a trailer or caravan shall not permit the vehicle or the trailer or caravan to wait in a parking place unless they have been disconnected and, for the purposes of this Order, the vehicle and the trailer or caravan shall be deemed to be separate vehicles and the driver shall be deemed to be the driver of each of the said vehicles.

9 The driver of a vehicle shall not permit it to wait in a parking place for longer than the maximum period permitted for waiting specified in column 6 of the Schedule to this Order in relation to that parking place.

10 The driver of a motor vehicle using a parking place shall stop the engine as soon as the vehicle is in position in the parking place, and shall not start the engine except when about to change the position of the vehicle in, or to depart from, the parking place.

11 No person shall use a vehicle while it is in a parking place in connection with the sale of any article to persons in or near the parking place or in connection with the selling or offering for hire of his skill or services.

12 Subject to the proviso hereto, when a vehicle is left in a parking place in contravention of any of the provisions of Article 4, Article 5, Article 6, Article 8, Article 9, Article 11, Article 13, Article 15 or Article 20 of this Order, a person authorised in that behalf by the Council may remove the vehicle or arrange for it to be removed from that parking place:

Provided that when a vehicle is waiting in a parking place in contravention of the provision of Article 5(b) of this Order, a person authorised in that behalf by the Council may alter or cause to be altered the position of the vehicle in order that its position shall comply with that provision.

13 No person shall, except with the permission of any person duly authorised by the Council, drive any vehicle in a parking place other than for the purpose of leaving that vehicle in the parking place in accordance with the provisions of this Order or for the purpose of departing from the parking place.

14 No person shall in a parking place use any threatening, abusive or insulting language, gesture or conduct with intent to put any person in fear or so as to occasion a breach of the peace or whereby a breach of the peace is likely to be occasioned.

15 No person shall use any part of a parking place or any vehicle left in a parking place:

- (a) for sleeping or camping purposes;
- (b) for eating or cooking purposes; or
- (c) for the purpose of servicing or washing any vehicle or part thereof other than is reasonably necessary to enable that vehicle to depart from the parking place.

16 No person shall use a parking place as a means of passage proceeding from one road to another road.

17. Where in a parking place signs are erected or surface markings are laid for the purpose of:

- (a) indicating the entrance to or exit from the parking place; or
- (b) indicating that a vehicle using the parking place shall proceed in a specified direction within the parking place,

- no person shall drive or cause or permit to be driven any vehicle (i) so that it enters the parking place otherwise than by an entrance or leaves the parking place otherwise than by an exit so indicated; or (ii) in a direction other than that specified, as the case may be.
- 18 In a parking place no person shall:
- (a) erect or cause or permit to be erected any tent, booth, stand, building or other structure without the written consent of the Council; or
  - (b) light or cause or permit to be lit any fire.
- 19 The following vehicles left in a parking place shall be exempt from any limitation on time specified in column 6 of the Schedule to this Order (save for Riverside Car Park, Clitheroe (as described on the Schedule to this Order) where no such exemption to any limitation on time shall apply) or requirement to pay a charge specified in column 7 of the Schedule to this Order up to a maximum period of three hours:
- (a) an invalid carriage;
  - (b) a vehicle issued to a disabled person in lieu of an invalid carriage by an authority authorized to do so;
  - (c) a vehicle left by the driver thereof, who is a person who on account of his severe physical disability has been given a notice in writing by the Council that he is exempt from any limitation on time, if the notice is displayed on the vehicle in a conspicuous position;
  - (d) a disabled person's vehicle which displays in the relevant position a disabled person's badge issued by any local authority in accordance with the provisions of the Disabled Persons (Badges for Motor Vehicles)(England) Regulations 2000 or a badge having effect under those Regulations as if it were a disabled person's badge.
- 20 If a vehicle, not being a vehicle described in Article 19 (a), (b), (c) or (d), is left in a disabled person's parking place during the hours of operation in respect of the parking place, it shall be presumed, unless the contrary is proved, that the vehicle is parked in contravention of this Order and a penalty charge, as provided for in Article 25 of this Order shall be payable.
21. Any person removing or altering the position of a vehicle by virtue of Article 12 of this Order may do so by towing or driving the vehicle or in such other manner as he may think necessary and may take such measures in relation to the vehicle as he may think necessary to enable him to remove it or alter its position, as the case may be.

- 22 When a person authorised by the Council removes or makes arrangements for the removal of a vehicle from a parking place by virtue of Article 12 of this Order, he shall make such arrangements as may be reasonably necessary for the safe custody of the vehicle.
- 23 Nothing in this Order shall be construed as to prevent the maintenance, repair and construction of essential works in or about the parking place by or on behalf of statutory undertakers, as defined in Section 48(4) and (5) and 89(4) of the New Roads and Street Works Act 1991, or the parking of vehicles in connection with such works without charge.
- 24 The Council shall not be liable for loss of or any damage to: (a) any vehicle; and/or (b) anything in or on or about any vehicle howsoever such loss or damage may be caused, during the time when a vehicle is left in a parking place, or during removal etc as provided for in Article 12.
- 25 Amount of penalty charge at parking places
- (1) If a vehicle is left in a parking place during the prescribed hours and payment has not been made or the parking ticket not exhibited in accordance with Article 6 or the vehicle is left for longer than the period for which payment was made or in a parking place during a day or time other than the days or times specified in columns 4 and 5 of the Schedule to this Order, or in contravention of any provision of this Order, or, in respect of a disabled person's vehicle, a disabled person's badge has not been displayed in accordance with Article 19(d), a penalty charge shall be payable as set out below:
- (a) subject to payment being received by the Council in accordance with paragraphs 2 to 4 of this article within 28 days, the penalty charge is set at Band 2 of the guidelines on levels of charges; or
- (b) subject to payment being received by the Council in accordance with paragraphs 2 to 4 of this article within 14 days, a discounted penalty charge will apply as set out in the guidelines on levels of charges; or
- (c) on the issue of a charge certificate, an increased penalty charge will apply pursuant to the general regulations, and the guidelines on levels of charges.
- (2) Payment of the penalty charge to the Council shall be by cheque, postal order, credit card or debit card.
- (3) Payments can be sent by post, by telephone or via the internet as appropriate so as to reach the relevant department/office of the Council or the Council's contractor as stated on the penalty charge notice. (Personal payments will not be accepted).

- (4) Payment must be made by the date specified on the penalty charge notice but should the said Council department/office or the office of the Council's contractor be closed on the date specified the period for receiving payment may be extended until the next full working day.
26. In the case of a vehicle in respect of which a penalty charge may have been incurred, it shall be the duty of a civil enforcement officer to attach to the vehicle in a conspicuous position, or to hand to the person in charge of the vehicle, a penalty charge notice which will include all particulars as required by the general regulations and the representations and appeals regulations.
27. Where a penalty charge notice is served by post pursuant to regulation 10 of the general regulations, it must include such particulars as are required by those regulations and by the representations and appeals regulations.
28. The particulars given in the penalty charge notice attached to a vehicle or handed to the person in charge of the vehicle in accordance with Article 26 of this Order, or served by post in accordance with Article 27 of this Order shall be treated as evidence in any proceedings relating to failure to pay such penalty charge.
29. Any person who contravenes or fails to comply with any provision of this Order shall, pursuant to section 35A, and if applicable section 47, of the 1984 Act, be guilty of an offence (subject to the effect of the Lancashire Order).
30. Restriction of Removal of Penalty Charge Notices  
Where a penalty charge notice has been attached to a vehicle by a civil enforcement officer no one other than a civil enforcement officer or some other person duly authorised by the Council, or the owner of the vehicle shall remove the notice from the vehicle.
31. The holder of a valid Ribble Valley Borough Council parking permit, or staff parking permit, shall be liable to the penalties set out herein if the permit holder:
- (a) fails to comply with the conditions set out in or on the parking permit, or
  - (b) fails to comply with any requirement of this Order
- and shall be required to display the parking permit in the same manner as is required by Article 6 and Article 19(d).

The Common Seal of the Ribble Valley

Borough Council was hereunto affixed

This

2019

in the presence of

Mayor

Chief Executive

# SCHEDULE

## SHORT STAY CAR PARKS

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
1	Railway View Car Park	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	12 hours	Up to 1 hour 80p Up to 2 hours £1.40 Up to 3 hours £2.70 Over 3 hours £8.40
2	Ribble Valley Borough Council Offices Staff Car Park, Clitheroe	Wholly within a parking bay	Ribble Valley staff motor vehicles displaying a current staff parking permit	Monday to Friday inclusive	8am to 6pm	12 hours	No charge to holders of a current staff parking permit
3	Ribble Valley Borough Council Offices Staff Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Saturdays and Bank Holidays	8am to 6pm	12 hours	Up to 1 hour 80p Up to 2 hours £1.40 Up to 3 hours £2.70 Over 3 hours £8.40  No charge to holders of a current staff parking permit

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
4	Lowergate Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	12 hours	Up to 1 hour 80p Up to 2 hours £1.40 Up to 3 hours £2.70 Over 3 hours £8.40
5	Market Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	12 hours	Up to 1 hour 80p Up to 2 hours £1.40 Up to 3 hours £2.70 Over 3 hours £8.40

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
6	Edisford Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt unladen weight constructed or adapted solely for the purpose of carrying goods	All days	8am to 6pm	12 hours	Up to 30 mins 40p Up to 1 hour 80p Up to 2 hours £1.30p Up to 3 hours £2.20 Up to 5 hours £2.90 Over 5 hours £3.70 No charge to holders of a current staff parking permit
7	Barclay Road Car Park, Longridge	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	12 hours	Up to 1 hour 80p Up to 2 hours £1.40p Up to 3 hours £2.70 Over 3 hours £8.40

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
8	Riverside Car Park, Edisford Road, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a) and invalid carriage as defined in section 136(5) of the 1984 Act provided, in each case, that a valid disabled person's badge issued by any local authority in accordance with the provisions of the Disabled Persons (Badges for Motor Vehicles)(England) Regulations 2000 or a badge having effect under those Regulations as if it were a disabled person's badge is displayed in the relevant position.	All days	8am to 6pm	3 hours	No charge

## LONG STAY CAR PARKS

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
9	Whalley Road, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.40p Up to 10 hours £2.50 No charge for holders of a valid Ribble Valley Borough Council permit
10	Chester Avenue Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwts unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.40 Up to 10 hours £2.60 No charge for holders of a valid Ribble Valley Borough Council permit

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
11	Holden Street Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.40p Up to 10 hours £2.60 No charge for holders of a valid Ribble Valley Borough Council permit
12	North Street Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.40p Up to 10 hours £2.60 No charge for holders of a valid Ribble Valley Borough Council permit

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
13	Mitchell Street Car Park, Clitheroe	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt unladen weight constructed or adapted solely for the purpose of carrying goods	Monday to Saturday inclusive	8am to 6pm	24 hours	Up to 4 hours £1.40p Up to 10 hours £2.50 No charge for holders of a valid Ribble Valley Borough Council permit
14	Mardale Road Car Park, Longridge	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt unladen weight constructed or adapted solely for the purpose of carrying goods	All days	8am to 6pm	24 hours	Up to 4 hours £1.40p Up to 10 hours £2.50 No charge for holders of a valid Ribble Valley Borough Council permit

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
15	Slaiburn Car Park off Chapel Street, Slaiburn	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwtis unladen weight constructed or adapted solely for the purpose of carrying goods	All days	7am to 6pm	24 hours	Up to 1 hour 90p Up to 4 hours £1.40p Up to 8 hours £2.20 No charge for holders of a valid Ribble Valley Borough Council permit
16	Slaiburn Car Park off Chapel Street, Slaiburn	Wholly within a parking bay marked specifically for use by coaches only	Public service vehicles as defined by section 1 of the Public Passenger Vehicles Act 1981	All days	7am to 6pm	24 hours	Up to 4 hours £5.50 Up to 11 hours £9.80
17	Pope Croft Car Park, Ribchester	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwtis unladen weight constructed or adapted solely for the purpose of carrying goods	All days	9am to 5pm	24 hours	Up to 1 hour 90p Up to 4 hours £1.40p Up to 8 hours £2.20p No charge for holders of a valid Ribble Valley Borough Council permit

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
18	Pope Croft Car Park, Ribchester	Wholly within a parking bay marked specifically for use by coaches only	Public service vehicles as defined by section 1 of the Public Passenger Vehicles Act 1981	All days	9am to 5pm	24 hours	Up to 4 hours £5.50 Up to 8 hours £9.80
19	Sabden Car Park, off Padiham Road, Sabden	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwtis unladen weight constructed or adapted solely for the purpose of carrying goods	All days	9am to 5pm	24 hours	Up to 1 hour 90p Up to 4 hours £1.40p Up to 8 hours £2.20 No charge for holders of a valid Ribble Valley Borough Council permit.
20	Barclay Road Car Park, Longridge	Wholly within a parking bay marked specifically for use by Ribble Valley Borough Council permit holders	Motor vehicles displaying a valid Ribble Valley Borough Council permit	Monday to Saturday inclusive	8am to 6pm	24 hours	No charge for holders of a valid Ribble Valley Borough Council permit

	1	2	3	4	5	6	7
	Name of parking place	Position in which vehicle may wait	Classes of vehicle	Days of operation of parking place	Hours of operation of parking place	Maximum period for which vehicles may wait	Charge
21	Chipping Car Park	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt's unladen weight constructed or adapted solely for the purpose of carrying goods	All days	9am to 5pm	24 hours	Up to 1 hour 90p Up to 4 hours £1.40p Up to 8 hours £2.20  No charge for holders of a valid Ribble Valley Borough Council permit
22	Dunsop Bridge	Wholly within a parking bay	Motor car as defined in section 136(2)(a), motor cycle as defined in section 136(4) and invalid carriage as defined in section 136(5) of the 1984 Act and motor vehicles not exceeding 30 cwt's unladen weight constructed or adapted solely for the purpose of carrying goods	All days	9am to 5pm	24 hours	Up to 1 hour 90p Up to 4 hours £1.40p Up to 8 hours £2.20  No charge for holders of a valid Ribble Valley Borough Council permit
23	Dunsop Bridge	Wholly within a parking bay marked specifically for use by coaches only	Public service vehicles as defined by section 1 of the Public Passenger Vehicles Act 1981	All days	9am to 5pm	24 hours	Up to 4 hours £5.50 Up to 8 hours £9.80

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

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Agenda Item No. 11

meeting date: 8<sup>th</sup> JANUARY 2018  
title: INCOME IMPLICATIONS OF WASTE PAPER AND CARD FOLLOWING APRIL  
1<sup>ST</sup> 2018  
submitted by: J. HEAP – DIRECTOR OF COMMUNITY SERVICES  
principal author: A. HARPER – HEAD OF ENGINEERING SERVICES

## 1 PURPOSE

1.1 To inform Members of the current situation with regard to waste paper and card collection and Lancashire County Council's financial arrangements following the end of Cost Sharing arrangements from April 1<sup>st</sup> 2018.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To increase the recycling of waste material.
- Corporate Priorities – To be a well-managed Council providing efficient services based on identified customer needs.
- Other Considerations – To protect and enhance the environmental quality of our area.

## 2 BACKGROUND

2.1 This authority had to bring in a loss of income of £430,340 per annum into its budget with effect from the current financial year following the end of the Cost Sharing Agreement.

2.2 One of the conditions to enter Cost Sharing was that the County Council agreed to an arrangement whereby this authority retained paper and cardboard. This was however, subject to the value of the paper and cardboard being deducted from the annual Cost Sharing payment. The value of the deduction would vary based upon the actual monthly income received by this authority from the sale of the material.

The Cost Sharing Agreement finished on April 1<sup>st</sup> 2018 and the arrangements for the paper and card finished with it.

2.3 Since April 1<sup>st</sup> we have retained the income received for the paper and card. Based on past prices, the budget allows for income from the retained paper and card of £47,600. Unfortunately the "market price" for waste paper has reduced substantially with some months the value being a negative sum. Total income received to the end of November has been only £7,148.

2.4 Now Lancashire County Council has recently contacted this Council asking why the payments have not continued to be sent following April 1<sup>st</sup>. LCC believe that they have exclusive rights as the Disposal Authority for all materials collected on their behalf by the

District Collection Authorities. This has been duplicated by a number of County Disposal Authorities throughout the country.

### 3 PROPOSED ARRANGEMENT FOR THE FUTURE

- 3.1 Following a series of emails between officers an offer has been made by Lancashire County Council where there would be a simple split of 50/50 on the income from the paper and card. In addition Lancashire County Council would be happy to guarantee a minimum income (i.e. share above a certain amount) and indemnify this Council of any costs in the event that income becomes a cost.
- 3.2 They have also stated that they would not be looking to claim anything from this year's "arears". This would be in keeping with the arrangements made with other districts
- 3.3 If paper prices were at the level seen when the current year's paper and card income was set, the council would see a fall in retained income of £23,800 as a result of this arrangement.

### 4 RISK ASSESSMENT

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

- Resources – Sharing the income with Lancashire County Council will obviously reduce this Council's expected income. However, by agreeing to share this Council will still receive an income. Based on the current budget, we would see a loss of income of £23,800. The budget reports elsewhere on the agenda have been prepared on the basis of this council retaining 100% of the income.
- Technical, Environmental and Legal – There is a possibility of challenging the right of exclusivity to the waste stream by LCC. However, other Disposal Authorities are also claiming this.
- Political – None at this stage.
- Reputation – None at this stage.
- Equality & Diversity – e.g. No implications identified.

### 5 RECOMMENDED THAT COMMITTEE

- 5.1 Agree to the making of an agreement with Lancashire County Council for the shared (50:50) income from the sale of the waste paper and card.
- 5.2 Delegate the responsibility of agreeing the minimum income due to this council to the Director of Community services.

5.3 Ask the Head of Legal and Democratic Services to complete a legally binding agreement.

ADRIAN HARPER  
HEAD OF ENGINEERING SERVICES

JOHN HEAP  
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS

Community Committee Reports:

Preparation for Refuse and Recycling Collection Services from 2018 – Report no 2 11<sup>th</sup> October 2018

For further information please ask for Adrian Harper, extension 4523.

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

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Agenda Item No. 12

meeting date: 8 January 2019  
 title: GENERAL REPORT  
 submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES  
 principal author: MARK BEVERIDGE, HEAD OF CULTURAL AND LEISURE SERVICES  
 COLIN WINTERBOTTOM, COMMUNITY LEISURE & SPORTS DEVELOPMENT MANAGER

### 1 PURPOSE

To update on developments within the Community Services directorate.

### 2 CHRISTMAS LIGHTS GRANTS

The grants working group met in October to consider applications made for Christmas Lights grants. They approved the following:

Wilpshire Parish Council	£110
Longridge Town Council	£250
Clitheroe Town Council	£450
Slaidburn & Easington Parish Council	£90
Barrow Parish Council	£175
Chipping Parish Council	£260
Salesbury & Copster Green Parish Council	£105
TOTAL	£1440

### 3 RIBBLESDALE POOL

As the recent national trend in the falling popularity of swimming continues, as evidenced in the Active Lives Adult Survey figures released by Sport England this year, which reveals a reduction of 283,000 fewer people swimming regularly, maintaining and striving to increase attendances at the Pool is a real challenge.

Some of the initiatives proposed to help reverse the situation are:

- The introduction of more swimming lessons, with more lessons for children on the existing block courses, and new sessions for Parent and Child. It is intended to consult existing parents of children currently attending lessons as to their opinions of attending more frequently, so lessons run for more weeks throughout the year. The New Year will see the start of sessions for Adult Beginners, and Adult Improvers.
- Encouraging parents to swim more with their children that are enrolled on lessons through a promotional offer.
- Attracting new people to take up swimming, or any aquatic activity, through the availability of an introductory offer which serves to help make the experience as easy and enjoyable as possible. This process will include a personalised guided tour and discussion, as, for many, visiting a swimming pool environment for the first time may be unsettling.

- Attempts to attract more visitors from outlying rural areas through a targeted promotion work.
- A new High Intensity Aqua-fit class.
- Working closely with the Dolphins Swimming Club to help build up the Swimming Teaching/Coaching resource, and helping to build up club membership. The introduction of a Satellite club which seeks to engage youths aged 14-19 years in aquatic activity is being investigated to provide a session at the Pool which helps raise activity levels amongst those who are currently inactive.
- The launch of dementia-friendly swimming sessions.
- Liaising closely with primary schools to train up more teachers to help on poolside and deliver more lessons for children who require help in achieving the standard expected by key stage 2.

It is proposed to inform you of more details through information or decision report at your next committee once further details of the initiatives have been determined.

### 3 **CONCLUSION**

Further relevant updates within the directorate will be included in future meetings.

MARK BEVERIDGE  
HEAD OF CULTURAL AND LEISURE SERVICES

COLIN WINTERBOTTOM  
COMMUNITY LEISURE & SPORTS DEVELOPMENT MANAGER

JOHN HEAP  
DIRECTOR OF COMMUNITY SERVICES

For further information on Christmas Lights Grants,  
contact Mark Beveridge 01200 414479

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