

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO ECONOMIC DEVELOPMENT COMMITTEE

Agenda Item No.

meeting date: THURSDAY, 19 SEPTEMBER 2019
title: THE ECONOMIC PLAN 2019-2022
submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING
principal author: NICOLA HOPKINS – DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

1 PURPOSE

1.1 To consider the publication version of the Economic Plan 2019-2022

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – To deliver a sustainable local economy.
- Corporate Priorities – To undertake relevant economic activities to ensure economic growth and to sustain a healthy local economy.
- Other Considerations – The Economic Plan will support a range of Council activities and assist in financial planning for the local authority.

2 BACKGROUND

2.1 Following the formation of the Ribble Valley Economic Partnership work commenced on the Council's Economic Plan. The plan is initially intended to cover a 3 year period from 2019-2022 as this will ensure it can remain flexible to changing circumstances and priorities, whilst providing a reasonable timeframe for the Council to plan investment and delivery against the identified key activities.

2.2 In June 2019 Members approved the publication of a discussion draft version of the plan to be subject to a 4 week public consultation period. Before public consultation was undertaken the draft plan was tabled at the Economic Partnership meeting on 26th June. Feedback from that meeting is attached at Appendix 1.

2.3 Following the Economic Partnership meeting a 4 week public consultation on the draft plan was undertaken. A summary of the feedback received from the consultation exercise is attached at Appendix 2.

3 THE ECONOMIC PLAN

3.1 A copy of the final Economic Plan is attached at Appendix 3. Members will note that the Plan is a very concise document which will be produced as an A5 sized 'French fold' leaflet which clearly sets out the Council's proposed actions.

3.2 Whilst the Council has previously had economic strategies in place, this new plan is more business friendly and contains a concise series of actions that the Council can take.

3.3 It is considered that the actions within the plan will support the local economy and can be implemented in a timely fashion. It is not written to reiterate the background research and information that exist, rather it is intended to provide a vehicle to focus the delivery against the key themes identified as important in conjunction with the Economic Partnership.

- 3.4 To reflect the Council's Corporate Strategy the overarching objective for businesses within the Borough is to be sustainable and to continue to develop in the area. The plan seeks to meet this objective via five priority action areas:

People

Focuses on those actions and projects that will be a catalyst for business growth, more local employment opportunities and the skills to support aspirational growth.

Places

Focuses on those actions and projects that will ensure the right land and premises are available along with opportunities to place the attractive environment at the heart of key sectors.

Business Support and Growth

Focuses on those actions and projects that will equip residents and businesses with the right information to support new and existing businesses along with enabling experience and knowledge sharing opportunities.

Connectivity

Focuses on those actions and projects that will act as the catalyst for job creation and growth.

Tourism

Focused on those actions and projects that will promote the development of accommodation, improve hospitality and support events building on the attraction of the local area.

- 3.5 Following feedback from the Ribble Valley Partnership meeting and the public consultation exercise on the draft Economic Plan the following actions/ projects have been identified for each of the five priority action areas:

3.6 ***Action Area 1: People***

3.6.1 Develop a jobs/ careers fair: A number of the businesses who attend the partnership meetings raised the fact that recruiting the right new staff is challenging. Some of the businesses offer apprenticeships for example or are seeking more experienced members of staff.

3.6.2 A number of the high schools in the Borough have run a successful careers fairs for their pupils for a number of years now. This gives year 11 pupils the opportunity to obtain impartial careers information whether in further education or employment.

3.6.3 To expand upon this concept it is intended to develop a Council lead jobs and careers fair which will not only be aimed at students but also the general public who may be seeking opportunities for new careers/ re-training/ employment. A varied mix of businesses attend the Partnership meetings and these businesses, along with any business within the Borough, will be invited to attend and speak directly to the attendees about what the business does and discuss any potential opportunities.

3.6.4 Linkages with the schools will also be an essential part of this event to ensure that a wide number of the Borough's school children have the opportunity to attend the event, which it is intended will be held annually, to explore all options including further education opportunities.

- 3.6.5 Undertake a Housing and Economic Needs Assessment (HENA): A number of comments received during the consultation exercises cite the inability of people to find suitable accommodation as a challenge to recruiting the right staff. This ranges from the lower paid workforce being unable to purchase a property to the higher earners looking for larger properties set within the countryside of the Valley.
- 3.6.6 Whilst the Borough has seen significant housing development over the last few years businesses are concerned that this development is not providing the right type of accommodation to attract and retain staff.
- 3.6.7 As part of the Local Plan Review a HENA will be undertaken which will identify the type and tenure of accommodation which is needed within the Borough (affordable housing, over 55s accommodation, under 35s accommodation etc.). This evidence will be used to formulate the housing and economic policies as part of the Local Plan Review to support the right type of housing and economic growth within the Borough.
- 3.6.8 Explore the options for developing a work placement plan: reflecting on the concerns about securing the right new staff concerns were also raised about young people leaving full-time/ further education being 'ready' to enter the world of full time employment as a number do not possess the necessary skills.
- 3.6.9 Working with the members of the Ribble Valley Economic Partnership, local schools and partners the potential for establishing a work placement scheme will be explored. The intention will be to give people who are nearly ready for employment the opportunity to work with a local business. This will equip young people with the skills necessary to enter full time work. This will also establish a greater understanding of the local businesses workforce planning needs.

3.7 **Action Area 2: Places**

- 3.7.1 Develop Key Service Centre Action Plans for Clitheroe, Longridge and Whalley. A masterplan for Clitheroe was published in 2010 which set out the vision for the Town and included improvement projects for the town centre. This document is however nine years old now and needs revisiting. Similar improvement action plans will also be developed for Longridge and Whalley as the key service centres within the Borough.
- 3.7.2 Engaging with the community has been raised as essential to securing any development within the Borough and there is an opportunity to identify and deliver improvements within the Borough's key service centres. The production of action plans for the key service centres will be done in conjunction with trader group representatives, councillors from the different political parties and voluntary organisations.
- 3.7.3 Deliver more choice for more modern working arrangements: the 2011 census data noted that a higher than average percentage of Ribble Valley residents work from home. The changing trend in the way we work, ever-improving technology and a shift in workplace culture are just some of the key drivers in changing trends with a rise in demand for flexibility for a business and its physical operating arrangements.
- 3.7.4 The need for start-up units and flexible working spaces was identified as part of the consultation exercise. The 'serviced office' model offers lower costs,

collaborative working areas and the flexibility of being able to book on a monthly basis. Virtual offices are aimed at start-ups who benefit from an official address, phone number and meeting rooms when interacting with clients, have become increasingly popular and serviced offices, where tenants purchase desk space plus any additional services they require such as wifi, reception services, access to meeting rooms and print facilities have risen in popularity.

- 3.7.5 Options for providing the type of accommodation tenants are seeking will be developed and taken forward where appropriate.
- 3.7.6 Undertake place branding: What the Council's overarching strategy for economic development within the Borough is was queried at the most recent partnership meeting. The overarching ambition is to establish the Ribble Valley as an area where businesses can be sustainable and have opportunities to develop which is considered to be essential for the economic well-being of the Borough.
- 3.7.7 The Council have successfully put the Ribble Valley on the map in respect of being a destination for both food and weddings. A similar exercise will be undertaken by creating a clear brand for the Valley as an economic destination.
- 3.7.8 There is a growing awareness by businesses of the health and happiness of employees and it is considered that the Ribble Valley's exceptional landscape and beautiful environment is a unique selling point in respect of exposure to the natural settings which the Ribble Valley can offer having positive health advantages and creating a pleasant working environment.
- 3.7.9 Implement a property search function: the Council already pays for access to Evolutive which is an on line database of commercial property available on the market. This enables members of the public/ businesses to search for land and property which is currently available in the Borough. Hosting such a search function on the Council's web-site was identified as a possible improvement as part of the consultation exercise.
- 3.7.10 Currently Evolutive is not utilised to its full potential however this will be incorporated as part of the Economic webpage/ site to direct existing businesses looking to expand and potential businesses looking to locate in the Borough within the right direction. Once functional the relationships with commercial property agents will be developed further to ensure the database of properties is up to date.
- 3.7.11 Develop an on-line business directory: to enable Ribble Valley businesses to connect with local customers and keep trade inside the local economy an on-line business directory will be developed. This will be an interactive service with direct links to company websites, including social media links.

3.8 Action Area 3: Business Support and Growth

- 3.8.1 'Work Ribble Valley': Following on from the place branding exercise develop a dedicated web-page/ site to act as a single point of information for business advice and support within the Borough. Members of the partnership have identified that it is difficult for businesses, particularly new businesses, to find all of the necessary information and available support essential for enabling businesses to survive and flourish. A single point of information would assist in this regard.

- 3.8.2 Create a 'one stop shop' business support package: which will draw together all the relevant sections of the Council to provide businesses with the support they need (business rates, planning permission etc.). Existing and potential businesses will be able to discuss their business needs and identify the best way forward based on support available from partners and the Council.
- 3.8.3 Utilise the Ribble Valley Economic Partnership as a forum for Ribble Valley businesses to connect on a quarterly basis and investigate the possibilities of how they might work together. This will promote and enhance links between businesses.

3.9 Action Area 4: Connectivity

- 3.9.1 Rail Improvements: Improving transport linkages into Clitheroe, including by rail, has been identified as essential as part of the consultation exercises. This relates to improved freight travel, improved commuting options and improved linkages to the West Coast Mainland. Such improvements would also have increased tourism benefits of attracting people into the Valley by public transport.
- 3.9.2 Work with the Community Rail Lancashire Team, Lancashire County Council and Network Rail has commenced to consider the options and to identify feasible rail improvements to Manchester and Preston. Potential options at this stage include increasing the Clitheroe to Manchester route to a ½ hourly service and/ or providing a direct train (removing the need to change at Blackburn) into Preston and/ or reducing the journey lengths. Any/ all of these options and/ or further improvements will be explored in greater detail by undertaking the necessary business cases to support the improvements.
- 3.9.3 Develop a digital strategy: This will give a clear direction of where the Council, working alongside all of our partners, wants to be in the next five years, whilst continually adapting and evolving to keep up-to-date with the latest advances in digital technologies. This will consider possible funding opportunities including the Local Digital Fund.
- 3.9.4 With an aging population within the Valley and reduced financial resources within the Authority a new way of working and connecting with our residents is essential.
- 3.9.5 Sustainable Transport: As part of the Core Strategy Review develop robust planning policies in respect of sustainable modes of transport to ensure necessary services are retained and supported within the Borough. Young people within the Borough have difficulty securing work placements/ employment where they have to rely on public transport, as identified as part of the consultation exercise. As the Local Planning Authority Ribble Valley Council can seek to maintain and enhance services as part of new developments within the Borough along with working with partners, such as the Highway Authority, to look at other options.

3.10 Action Area 5: Tourism

- 3.10.1 Develop a cultural strategy for the Borough. Numerous cultural events already occur within the Borough and the Council provides grants which directly support art and culture within the Borough. Expanding upon the work being undertaken by the Arts Council the Economic and Community Development Officer will work with the Council's Cultural and Leisure Services to bring

together and develop the existing and potential cultural activities within the Borough.

- 3.10.2 Develop planning policies as part of the Local Plan Update to enable visitors to stay longer in the Borough and generate an increasing per capita spend. Extending visitor stays was identified as a suggestion within the consultation exercise. Whilst the Borough has a number of high quality hotels these are regularly occupied by wedding guests reducing the options for other visitors to the Borough to stay overnight. The provision of a mix of visitor accommodation would widen opportunities within the Borough for overnight stays.
- 3.10.3 Develop a strategy for the future of the castle and its grounds Clitheroe Castle and its grounds are a superb asset which is a well-recognised tourist attraction. A strategy will be developed working with the Council's Cultural and Leisure Services team to develop a Strategy to develop projects and activities at the castle to maintain and increase visitor numbers to the castle and the Town as a whole.
- 3.10.4 Develop a Borough wide heritage strategy The Ribble Valley is a Borough infused with history with a rich heritage. As an area of outstanding natural beauty the 'quality' of the place, as recognised within the comments received as part of the consultation, needs to be promoted and enhanced. A strategy will be developed, working with the Council's Conservation Officer, setting out ways in which the value of the Borough's heritage can be maximised and how it can directly shape the environment, economic and social future of the district.
- 3.10.5 Develop a one-stop events directory which would enable all of the events which occur in the Borough to be visible in one place. Numerous events already happen across the Valley, including the Clitheroe Food Festival, Ribble Valley Jazz and Blues Festival, Ribble Valley Scooter Rally and the Great British Food Festival at Stonyhurst College, the directory will enable organisers of these events to incorporate all the events in one directory. This will ensure visitors and residents are aware of all the events which are occurring and assist with promoting the events within the Valley. This one-stop solution will seek to increase attendance at the events and visitor numbers to the Valley. This will also encourage more such similar events within the Valley.

4 RISK ASSESSMENT

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

- Resources – Members will note that the plan sets out a number of actions that will have budget implications, all of which will be the subject of individual reports to the relevant Council Committees in due course as part of the Council's budgetary process. The plan will also provide a vehicle to inform bidding rounds for external funding where relevant, which will also be subject to future reports as projects come forward.

There is approximately £10,000 remaining within the budget (excluding money to fund the partnership meetings and money for Town Centres) which will be utilised to fund some of the actions listed above with the more detailed schemes included as part of the Councils budget setting process later this year.

- Technical, Environmental and Legal – The Council is expected to monitor the local economy and identify any actions required. A number of related areas of legislation will provide the basis for delivery on differing aspects of the plan where there will be cross over with statutory duties and functions under housing and planning legislation for example using appropriate powers.
- Political – The Council has identified economic development as a key political priority.
- Reputation – This report will assist the Council in demonstrating it is a well-run Council that seeks to identify local economic aspirations.
- Equality & Diversity – The work in relation to this report supports the Council's aim in delivering a sustainable local economy to the benefit of all its community.

5. **CONCLUSION**

- 5.1 Approve the publication version of the Economic Plan.

NICOLA HOPKINS
DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

APPENDIX 1

FEEDBACK FROM ECONOMIC PARTNERSHIP MEETING (JUNE 2019)

Feedback received at the RVEP meeting on 26th June 2019

People	Places	Business Growth & Support	Connectivity	Tourism	Other
Desire for stronger links between schools and business community. Schools keen to know what businesses want/need.	Identified need for start-up units - reasonably priced, flexible spaces i.e. no contract, co-working space etc.	How can the Council make it easier for people to do business? Many businesses need support from various departments. Could there be a One Stop Shop?	Look into Digital Health as a priority for working with older people.	Promote the existence of/increasing number of parking spaces at Clitheroe Train Station.	Produce a 'You Said, We Did' document to track progress against actions
Need to strengthen links with Universities so they know what businesses need in order to shape/tailor courses appropriately.	RV has highest number of people who work from home in Lancashire - can we encourage them to make a step up to next level with start-up offices?	Council website to host a commercial premises search function.	Discussed economic case for extending the railway to Hellifield - economic impact for passenger transport, opportunities for freight, tourism opportunities etc.	There is significant funded support for B2B but little for B2C, which tourism falls under.	As a Council, what is our overarching strategy for Economic Development? Do we want inward investment? Do we want to deliver employment land?
Mention of Gatsby benchmarks - EP could include action to support schools to achieve benchmarks through partnership working.	Too many houses and a shortage of jobs - leading to people having to travel out of area for work - resulting in CO emissions	Criticism of the Council website. Suggestion made to use Socitm to analyse its effectiveness.	Difficult for young people (16-25) to get to work experience/work placements using public transport.	Parking was reported as a significant issue across the Borough - could we think about a park and ride scheme or coach park to get people in?	RVBC to improve communications with all regarding what we are planning to do.
Encourage representative from each High School in Borough to join RVEP.	Lots of business units in town centres that could be renovated for start-up offices but business rates are too high.	Small businesses could benefit from start-up advice - what do they need to know/do, who to contact etc.	Internet connectivity reported as a significant problem across the Borough, especially in rural areas.	If there was a coach park, we could attract coach companies to use RV as a destination.	
Hard for young people to gain basic skills needed for employment i.e. social skills, manners, time keeping etc.	Some businesses (i.e. solicitors) no longer need a town centre location. Do we need to consider who the high street is for?	RVBC should implement a CRM system for contact with businesses for improved communication.	DCMS grant for small businesses for rural connectivity - Rural Gigabit? Could this be explored?		
Could RVBC create jobs/experience portal for young people to link them up to opportunities with local businesses for part time work/placements.	Lots of farmland in the Borough with redundant buildings. Could they be diversified to attract start-up businesses?	Provide links to all business support organisations, projects, events on RVBC website i.e. BOOST, Growth Lancs, FSB etc.			

APPENDIX 2

SUMMARY OF PUBLIC CONSULTATION RESPONSES

Feedback received via email in the period up to the 31st July 2019

People	Places	Business Growth & Support	Connectivity	Tourism
Develop closer links between businesses and education providers.	Clitheroe Town Centre Masterplan - can we do an assessment of why so little was achieved from the last plan to avoid the same thing happening again?	Could RVBC provide commercial recycling service?	Broadband speeds need to be improved - to allow for more flexible working, reduce the need for travelling and to increase opportunities to start and grow a business.	Erect new signs directing visitors to all tourist attractions - The Grand, Castle, Byrnes wines etc.
Encourage enterprise skills in young people.	Keep streets and main roads clear of rubbish.	RVBC could implement a CRM system to improve communication with businesses.	Develop a Digital Strategy? 100% target for 3G and fibre and skills needed for use/access.	Parking - inadequate and should be free for first hour to encourage shoppers.
	Update Clitheroe Market.	Be adaptable to changing business needs.	Improve transport and logistics links.	Castle gardens and shabby and need sprucing up to attract visitors.
	Ensure rents and rates are affordable enough to attract and retain independent retailers.	Support collaboration between businesses.	No mention of bus services in draft plan.	Wall opposite Majestic wine in Clitheroe should be made to look more attractive.
	Need for Warehouse space >30,000ft ²	RVBC to be link point between businesses and business support.		LCC should paint mini roundabouts to make them more obvious.
	No reference to 'quality' of places throughout document.			Clean all road signs as they're dirty and look unkempt.
	No reference to the impact of Climate Change and what we can do to seek to minimise it.			Sandblast 3 wells in Clitheroe and install information signs by them.
	Keep on street parking free.			Electric charging points for visitors.
				Focus on extending visitor stays - link accommodation providers with retail, cultural and heritage offer.
				No reference in plan to significance of heritage assets.
				Toilets - going into retail premises is not sufficient.

APPENDIX 3

ECONOMIC PLAN



Our Vision

An area with an exceptional environment and quality of life for all; sustained by vital and vibrant market towns and villages acting as thriving service centres meeting the needs of residents, businesses and visitors.



Ribble Valley Borough Council ECONOMIC PLAN 2019-2022

Ambition

The prosperity of the economy in the Ribble Valley is demonstrated through the continuing high levels of economic growth in the area. However, there is a need to ensure that opportunities are available for businesses to continue to develop in the area. There is a need to continue to market and regenerate our market towns and villages as places to do business and to ensure that there is employment land available for development.

The issues of public transport, particularly accessibility to isolated villages, are part of a perceived need for a more flexible approach and a more accessible service.

Without economic prosperity, many other problems e.g. health, housing, crime, access to services are all much harder to address.

Our objectives

- To encourage economic development throughout the borough with specific focus on tourism, the delivery of sufficient land for business development, and supporting high growth business opportunities;
- To seek to improve the transport network, especially to our rural areas;
- To work with our partners to ensure that the infrastructure in the Ribble Valley is improved;
- To promote stronger, more confident and more active communities throughout the borough.

People:

focuses on those actions and projects that will be a catalyst for business growth, more local employment opportunities and the skills to support aspirational growth.

Places:

focuses on those actions and projects that will ensure the right land and premises are available along with opportunities to place the attractive environment at the heart of key sectors.

Business Support and Growth:

focuses on those actions and projects that will equip residents and businesses with the right information to support new and existing businesses along with enabling experience and knowledge sharing opportunities.

Connectivity:

focuses on those actions and projects that will act as the catalyst for job creation and growth.

Tourism:

focuses on those actions and projects that will promote the development of accommodation, improve hospitality and support events building on the attraction of the local area.

RIBBLE VALLEY ECONOMIC PLAN:

TO ENABLE BUSINESSES TO BE SUSTAINABLE AND TO CONTINUE TO DEVELOP IN THE BOROUGH



Action Area 1:

People

1. Develop a jobs / careers fair
2. Undertake a Housing and Economic Needs Assessment
3. Explore options for developing a work placement plan



Action Area 2:

Places

1. Develop Key Service Centre Action Plans
2. Explore options for serviced office accommodation or community business hubs
3. Undertake place branding exercise
4. Expand the property search function
5. Develop an on-line business directory



Action Area 3:

Business Support and Growth

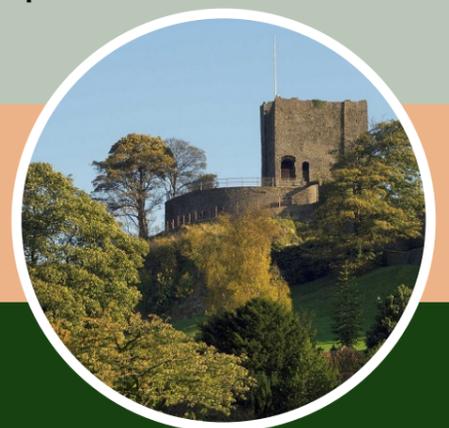
1. Set up business advice and support web-page/ site
2. Set up 'One stop shop' business support package
3. Quarterly meetings of the Ribble Valley Economic Partnership



Action Area 4:

Connectivity

1. Explore rail improvements to Manchester and Preston
2. Develop digital strategy
3. Integrate sustainable modes of transport within developments



Action Area 5:

Tourism

1. Develop cultural strategy
2. Explore options to increase visitor stay
3. Develop strategy for the future of the castle and its grounds
4. Develop a Heritage Strategy
5. Create one-stop events directory



RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO ECONOMIC DEVELOPMENT COMMITTEE

Agenda Item No 6

meeting date: 19 SEPTEMBER 2019
 title: REVENUE OUTTURN 2018/19
 submitted by: DIRECTOR OF RESOURCES
 principal author: HELEN SEEDALL

1 PURPOSE

1.1 To report on the outturn for the financial year 2018/19 in respect of the Revenue Budget for this Committee.

1.2 Relevance to the Council's ambitions and priorities:

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

2 BACKGROUND

2.1 Our full Statement of Accounts was signed off for audit by the Director of Resources on 31 May 2019 and that audit has now been completed.

2.2 Under the Accounts & Audit Regulations 2015 we are required to have our audited Statement of Accounts approved by 31 July.

2.3 Our final audited Statement of Accounts were approved by Accounts and Audit Committee at their meeting on 24 July 2019.

3 FINANCIAL INFORMATION

3.1 Shown below, by cost centre, is a comparison with the revised estimate. You will see an overall overspend of £12,000 on the net cost of services. There have been no transfers to or from reserves. This has been deducted from General Fund Balances.

3.2 The table below provides a summary of actual spend against the revised estimate budget and the associated variance.

Cost Centre	Cost Centre Name	Revised Estimate 2018/19 £	Actual 2018/19 £	Variation £	Associated Earmarked Reserves Variance £	Net Variance £
ALBNM	Albion Mill	-210	-2,632	-2,422	0	-2,422
INDDV	Economic Development	170,000	186,303	16,303	0	16,303
TURSM	Tourism & Events	105,050	103,169	-1,881	0	-1,881
NET COST OF SERVICES		274,840	286,840	12,000	0	12,000

4 KEY MOVEMENTS FROM REVISED ESTIMATE TO OUTTURN

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

Service Area	Description of Variance	Amount £
Economic Development: Consultants	An overspend of consultants fees was incurred in respect of the development costs of the aborted capital scheme for the re-development of Clitheroe market, for which there was no budget provision.	£18,249

5 CONCLUSION

5.1 There have been a considerable number of variations in both income and expenditure during the year, and this has given rise to an overall overspending of £12,000 on the net cost of services. There have been no transfers to or from reserves.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

ED19-19HS/AC
5 September 2019

BACKGROUND PAPERS

*Revised Estimates approved by Committee on 24 January 2019
Closedown Working Papers*

For further information please ask for Helen Seedall.

ECONOMIC DEVELOPMENT COMMITTEE – REVENUE OUTTURN 2018/19 VARIANCES

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Costs £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<u>ALBNM: Albion Mill</u>							
A saving was achieved in legal fees due to there being no changes in tenants during the year.	-£1,790				-£1,790		-£1,790
Total Albion Mill	-£1,790				-£1,790		-£1,790
<u>INDDV: Economic Development</u>							
An overspend of consultants fees was incurred in respect of the development costs of the aborted capital scheme for the re-development of Clitheroe market, for which there was no budget provision.	£18,249				£18,249		£18,249
The recharge of the Economic Development and Planning Department costs was lower than estimated due to reduced service expenditure.			-£956		-£956		-£956
Total Economic Development	£18,249		-£956		£17,293		£17,293

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Variance in Capital Costs £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
TURSM: Tourism & Events							
The cost of the production of the 2019 Visitor Guide was lower than estimated.	-£2,069				-£2,069		-£2,069
Overspend on various publicity initiatives including the production of the Walks with Taste pamphlets. However the overspend is partially offset by the receipt of sponsorship income (see below).	£3,952				£3,952		£3,952
Increased advertising income was received for the 2019 Visitor Guide.		-£1,193			-£1,193		-£1,193
Sponsorship income was obtained towards the cost of Ribble Valley Heaven (£576) and the Walks with Taste pamphlets (-£1,595).		-£2,171			-£2,171		-£2,171
Total Tourism & Events	£1,883	-£3,364			-£1,481		-£1,481
	£18,342	-£3,364	-£956	£0	£14,022	£0	£14,022
					Total of other Variances		-£2,022
					Total Variances for Economic Development Committee (Net Cost of Services)	£12,000	£12,000

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO ECONOMIC DEVELOPMENT COMMITTEE

Agenda Item No 7

meeting date: 19 SEPTEMBER 2019
 title: REVENUE MONITORING 2019/20
 submitted by: DIRECTOR OF RESOURCES
 principal author: HELEN SEEDALL

1 PURPOSE

1.1 To let you know the position for the period April to July 2019 of this year's revenue budget as far as this committee is concerned.

1.2 Relevance to the Council's ambitions and priorities:

Community Objectives – none identified

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

Other Considerations – none identified.

2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period to the end of July. You will see an overall overspend of £1,502 on the net cost of services. Please note that underspends are denoted by figures with a minus symbol.

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
ALBNM	Albion Mill	130	1,184	960	-224	G
INDDV	Economic Development	171,990	1,891	1,059	-832	G
TURSM	Tourism and Events	116,870	12,460	15,018	2,558	A
	Sum:	288,990	15,535	17,037	1,502	

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

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

2.3 For this committee there are no variations which fall within the red variance category in the period April to July 2019.

2.4 There is one variation in the amber variance category which is shown with the budget holder's comment at Annex 1.

3 CONCLUSION

3.1 The comparison between actual and budgeted expenditure shows an overspend of £1,502 for the first four months of the financial year 2019/20.

3.2 One amber variation has been flagged for reporting with all other variations being of low value. Assurances can be given that there are no areas of spend that present any significant concern.

3.3 It is too early in the year to predict any likely outturn position, and the current situation may fluctuate as the year progresses.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

ED8-19/HS/AC
5 September 2019

Economic Development Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
TURSM/3263	Tourism and Events/Publicity	19780	9890	13,271	3,381	A payment has been made in advance to secure a stand at the Destinations Holiday and Travel Show that is being held in January 2020 (£2,862).

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO ECONOMIC DEVELOPMENT COMMITTEE

INFORMATION

Agenda Item No 8

meeting date: 19 SEPTEMBER 2019
 title: CAPITAL MONITORING 2019/20
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

1 PURPOSE

1.1 To provide members with information on the progress of this Committee's 2019/20 capital programme, for the period to the end of July 2019.

1.2 Relevance to the Council's ambitions and priorities:

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

2 BACKGROUND

2.1 One new capital scheme for this Committee, totalling £20,000, was approved by the Special Policy and Finance Committee and Full Council at their meetings in February 2019 and March 2019 respectively.

2.2 In addition to the original estimate budget, there was one 2018/19 capital scheme that was not completed by 31 March 2019 and had unspent budget of £81,750 available at that date. The unspent budget is known as slippage. This slippage was transferred into the 2019/20 capital programme budget, after approval by this Committee in June 2019.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of two schemes is £101,750. This is shown at Annex 1.

3 CAPITAL MONITORING 2019/20

3.1 The table below summarises this Committee's capital programme budget, expenditure to date and variance, as at the end of July 2019. Annex 1 shows the full capital programme by scheme. Annex 2 shows scheme details, financial information and budget holder comments to date for each scheme.

BUDGET					EXPENDITURE	
Original Estimate 2019/20 £	Budget Moved from 2018/19 £	Slippage from 2018/19 £	Additional Approvals 2019/20 £	Total Approved Budget 2019/20 £	Actual Expenditure including commitments as at end of July 2019 £	Variance as at end of July 2019 £
20,000	0	81,750	0	101,750	0	-101,750

3.2 At the end of July 2019 there had been no spend on the two schemes, as follows:

- **Gateway Signs for Whalley, Longridge and Clitheroe (-£20,000):** The Council is engaged in a dialogue with Lancashire County Council (LCC) regarding the process and the permissions required which will determine the number and location of the signs. Following this, quotes will be obtained for the signs and they can be purchased and installed. The aim is to complete the scheme by March 2020, dependent on the time taken to obtain permissions from LCC.
- **Economic Development Initiatives (-£81,750):** There are no current schemes in progress which are likely to be funded from this economic development capital pot. A number of site opportunities are being explored and will be the subject of future reports.

4 CONCLUSION

4.1 At the end of July 2019 there had been no spend on the two schemes in this Committee's capital programme.

4.2 At this stage:

- the aim is to complete the Gateway Signs scheme by March 2020, but this is dependent on the time taken to obtain the permissions required; and
- there are no current schemes in progress which are likely to be funded under the Economic Development Initiatives scheme but a number of site opportunities are being explored.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

ED9-19/AC/AC
6 September 2019

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

Economic Development Committee - Capital Programme 2019/20

Cost Centre	Scheme	Original Estimate 2019/20 £	Budget Moved from 2018/19 £	Slippage from 2018/19 £	Additional Approvals 2019/20 £	Total Approved Budget 2019/20 £	Actual Expenditure including commitments as at end of July 2019 £	Variance as at end of July 2019 £
GWSGN	Gateway Signs for Whalley, Longridge and Clitheroe	20,000	0	0	0	20,000	0	-20,000
ECDVI	Economic Development Initiatives	0	0	81,750	0	81,750	0	-81,750
Total Economic Development Committee		20,000	0	81,750	0	101,750	0	-101,750

Gateway Signs for Whalley, Longridge and Clitheroe

Service Area: Tourism and Events

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The Economic Development Committee has requested that a bid be submitted for gateway signs to be erected on the major roads into the three settlements. These signs are approx 1.5m high x 1m wide, they can have an iconic image which represents an area plus a tag line, such as "Welcome To..". The exact number of signs would need to be determined following a site visit by an approved contractor. The signs have to meet Highway Authority regulations which mean that some smaller roads would not be suitable for these large signs. Costs include the cost of the signs, fitting of the signs, foundations work, making good the ground and traffic management.

The £20,000 budget will be used to fund as many signs as can be accommodated within budget. Budget Working Group and Corporate Management Team recommended that an external quote be sought for this work, including installation.

Revenue Implications:

These signs would be RVBC responsibility and cleaning and maintenance would fall to the Council, approx £1,000 per annum broad estimate.

Timescale for Completion:

2019/20.

Capital Cost:

	£	Actual Expenditure including commitments as at end of July 2019 £	Variance as at end of July 2019 £
Total Approved Budget 2019/20	20,000	0	-20,000
ANTICIPATED TOTAL SCHEME COST	20,000		

Progress – Budget Holder Comments:

July 2019: The Council is engaged in a dialogue with Lancashire County Council (LCC) regarding the process and the permissions required which will determine the number and location of the signs. Following this, quotes will be obtained for the signs and they can be purchased and installed. The aim is to complete the scheme by March 2020, dependent on the time taken to obtain permissions from LCC.

Economic Development Initiatives

Service Area: Regeneration and Housing

Submitted by: Colin Hirst

Brief Description of the Scheme:

The project is to establish a general source of pump-priming and pre-investment funding to support the delivery of the Council's economic priorities. The bid particularly seeks to support our high growth sectors in the provision of land and premises or tourism infrastructure where applicable. The Council needs to be able to develop and respond to initiatives that will support delivery of business growth. In order to develop schemes, funding needs to be available to undertake works in areas such as valuation and feasibility assessments, due-diligence, initial planning and design work. As projects progress funding needs to be available to support acquisition, marketing and development. Specific funding for land or premises would be the subject of separate bids as required.

Projects include identifying options to deliver employment land, schemes to support high growth business opportunities and necessary infrastructure to support our rural business base including tourism.

Revenue Implications:

Unspecified – general revenue costs would be anticipated to be contained within existing budgets.

Timescale for Completion:

Key milestones will depend upon the individual projects developed.

Capital Cost:

	£	Actual Expenditure including commitments as at end of July 2019 £	Variance as at end of July 2019 £
Original Estimate 2019/20	0		
Slippage from 2018/19	81,750		
Total Approved Budget 2019/20	81,750	0	-81,750
Actual Expenditure in 2018/19	0		
ANTICIPATED TOTAL SCHEME COST	81,750		

Progress - Budget Holder Comments

July 2019: There are no current schemes in progress which are likely to be funded from this economic development capital pot. A number of site opportunities are being explored and will be the subject of future reports.

March 2019: There was no expenditure on this Committee's capital scheme in 2018/19, because no appropriate development opportunities have arisen in-year which have required funding from this capital scheme.

Economic Development Committee – Capital Programme 2019/20

December 2018: A number of site opportunities are being explored in more detail, as per the report elsewhere on this agenda. At this stage, no specific scheme costs are being charged to this Economic Development Initiatives capital budget, but there is always the possibility that a valuation or assessment in-year may require expenditure in relation to acquisition at short notice.

September/October 2018: A number of site opportunities are under preliminary investigation and will be reported to this Committee in due course. It is anticipated that this capital scheme be considered to help support any emerging initiatives that arise as a result of that report.

August 2018: Development opportunities to bring forward land for employment will be reported to this Committee in due course. It is anticipated that this capital scheme be considered to help support any emerging initiatives that arise as a result of that report.

December 2017: There has been no spend on the scheme in-year, with costs for support work being charged to revenue budgets rather than capital. Development opportunities to bring forward land for employment are being reviewed and will be reported to this Committee in due course. It is anticipated that this capital scheme be considered to help support any emerging initiatives that arise as a result of that report. It is recommended that the 2017/18 revised estimate is reduced to nil and the £100,000 budget is moved to 2018/19.

July 2017: Development opportunities to bring forward land for employment are being reviewed and will be reported to this Committee. It is anticipated that this capital scheme be considered to help support any emerging initiatives that arise as a result of that report.

December 2016: There are no appropriate economic development opportunities in progress currently which are likely to be funded from this economic development capital pot before the year-end. It is recommended that the revised estimate is reduced to nil and the £100,000 budget is moved to 2017/18.

September/October 2016: No change from July 2016 comments - There are no appropriate economic development opportunities in progress currently which are likely to be funded from this economic development capital pot.

July 2016: There are no appropriate economic development opportunities in progress currently which are likely to be funded from this economic development capital pot.

May/June 2016: The one site acquisition proposal being seriously considered will not now go ahead, as resolved by Policy and Finance Committee. There are no other appropriate economic development opportunities in progress currently which are likely to be funded from this economic development capital pot.

March 2016: One site acquisition investment was being considered in 2015/16, but no confirmation was in place for the acquisition to go ahead at year-end. Slippage of the 2015/16 underspend is requested to fund both the pump prime costs associated with the site acquisition being considered and any further economic development opportunities that may arise.

January 2016: The site acquisition approved by this Committee in October 2015 is the one economic development opportunity in progress currently that will require investment support funding from the Economic Development Initiatives budget. At this stage, the actual timing of the site acquisition and any support costs to be funded from this budget is not confirmed. Any unused budget from 2015/16 will be moved into 2016/17 as slippage.

September 2015: The District Valuer has secured initial agreement with land owners on values and details are being progressed to acquire a site. Expenditure has been drawn from other revenue budgets to fund pre-investment works so far.

July 2015: The Council has instructed the District Valuer to negotiate the purchase of some land on one scheme and we are currently awaiting the outcome of this. Expenditure has been drawn from other revenue budgets to fund pre-investment works so far.

Economic Development Committee – Capital Programme 2019/20

September 2014: The Council continues to seek land for potential economic development. Expenditure has been drawn from revenue budgets to fund pre-investment works to date.

July 2014: The Council continues to seek land for potential economic development.

March 2014: Projects have not reached a stage where capital is required. Expenditure has been drawn from other revenue budgets to fund pre-investment works.

September 2013: Work on the scheme has been undertaken, however expenditure has been revenue based rather than capital.

July 2013: An area of land has been identified and measures are being taken to secure the land for industrial development.

March 2013: The Council is continuing pursuing the acquisition of land for employment purposes.

September 2012: No further progress since June 2012.

June 2012: Initial discussions have been held with relevant landowners. The District Valuer has been instructed to prepare valuation advice on potential sites. This advice has been received and is being given further consideration. The Asset Management Group has considered site options. An options report will be prepared once options are determined. Expenditure will be required on feasibility reports once an option is agreed and on pre-acquisition and due diligence processes.