

# RIBBLE VALLEY BOROUGH COUNCIL

---

please ask for: OLWEN HEAP  
direct line: 01200 414408  
e-mail: olwen.heap@ribblevalley.gov.uk  
my ref: OH/CMS  
your ref:  
date: 22 September 2020

Council Offices  
Church Walk  
CLITHEROE  
Lancashire BB7 2RA

Switchboard: 01200 425111  
Fax: 01200 414488  
www.ribblevalley.gov.uk

Dear Councillor

The next meeting of the **HEALTH & HOUSING COMMITTEE** will be held **6.30pm on THURSDAY, 1 OCTOBER 2020 by Zoom.**

I do hope you will be there.

Yours sincerely

CHIEF EXECUTIVE

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

## AGENDA

### Part I – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. To approve the minutes of the last meeting held on 19 March 2020 – copy enclosed.
3. Declarations of Pecuniary and Non-Pecuniary Interests (if any).
4. Public Participation (if any).

### FOR DECISION

- ✓ 6. Purchase of an Affordable Property in Clitheroe – report of Director of Economic Development and Planning – copy enclosed.
- ✓ 7. Proposed Amendments to DFG Policy – report of Director of Economic Development and Planning – copy enclosed.
- ✓ 8. Dog Control Public Spaces Protection Orders – report of Chief Executive – copy enclosed.

### FOR INFORMATION

- ✓ 9. Revenue Outturn 2019/20 – report of Director of Resources – copy enclosed.
- ✓ 10. Revenue Monitoring 2020/21 – report of Director of Resources – copy enclosed.
- ✓ 11. Capital Outturn 2019/20 – report of Director of Resources – copy enclosed.
- ✓ 12. Capital Monitoring 2020/21 – report of Director of Resources – copy enclosed.
- 13. Reports from Representatives on Outside Bodies (if any).

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

FOR DECISION

NONE

FOR INFORMATION

- ✓ 14. Update on Grant Approvals – report of Director of Economic Development and Planning – copy enclosed.

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 6

meeting date: 1 OCTOBER 2020  
title: PROPOSED PURCHASE OF A PROPERTY IN CLITHEROE USING COMMUTED SUM MONIES  
submitted by: NICOLA HOPKINS – DIRECTOR OF ECONOMIC DEVELOPMENT & PLANNING  
principal author: RACHAEL STOTT – HOUSING STRATEGY OFFICER

## 1 PURPOSE

- 1.1 To propose the purchase of property in Clitheroe using commuted sum monies.
- 1.2 To propose that the property purchased in Clitheroe is rented out as an affordable property using the same model as the two properties the Council recently purchased in Longridge.
- 1.3 Relevance to the Council's ambitions and priorities:
  - Community Objectives – To address the housing needs of all households in the borough.
  - Corporate Priorities – To meet the Council's statutory duties to deliver safe house provision within the borough.
  - Other Considerations – None.

## 2 BACKGROUND

- 2.1 The Council received off site commuted sum monies from two development sites in Clitheroe and Barrow which is required to be spent on delivering affordable housing in the locality.
- 2.2 The proposal is to replicate the same model as was used last year to support the purchase of the two properties in Longridge and provide an affordable rented house in Clitheroe. The legal agreements associated with the developments within Barrow and Clitheroe require the contributions to be spent within the locality and towards the provision of affordable housing. A property in Clitheroe is proposed to be purchased in accordance with the requirements of the planning obligations and registered in the Council's ownership. Once the property is purchased, the nomination of the tenant will come from the Council's affordable housing waiting list.
- 2.3 It is anticipated the property will be a terraced 2-bed property within the town centre or walking distance of the town centre. We may consider purchasing an empty property if renovation costs permit. Clitheroe is the preferred location due to access to services, affordability and the requirements of the legal agreements.
- 2.4 Commuted Sums—£123,840 was secured from a development site in Barrow to facilitate the provision of affordable housing for the purpose of addressing housing needs in Barrow or elsewhere within the Council's area of the borough. In addition, £17,000 was secured from the Peel Park Avenue development, Clitheroe for affordable housing for related purposes in the district. Providing the total available commuted sum contribution of £140,840. Therefore, if approved a house would be acquired for approximately £125,000 to ensure the property can be purchased, any repair works completed and handed over within the project budget.

- 2.5 Management of the property – In line with our current model, a 5 year management agreement will be drawn up between MSV (Moss Care St Vincent’s – as previously reported it needs to be leased to a Registered Provider to protect the property from right to buy and therefore ensure we can continue to offer an affordable rent property) and RVBC. MSV will manage all day to day services in terms of management, maintenance and repairs. A standard agreement has been drawn up for the two properties in Longridge this will be replicated for the additional property in Clitheroe.
- 2.6 Update on Longridge: Following Members’ approval to purchase two affordable dwellings in Longridge two dwellings have been purchased with one occupied and being managed by MSV and the second is due to be occupied at the beginning of October.

### 3 RISK ASSESSMENT

- 3.1 The approval of this report may have the following implications:
- Resources – The property will be funded through commuted sum monies. This money has been provided in lieu of on-site provision of affordable housing. Once purchased the unit will be rented out at LHA rate to ensure it remains affordable.
  - Technical, Environmental and Legal – The management agreement will set out all the legal responsibilities of both parties and for 5 years the properties will be managed by MSV. At the end of the 5-year period we will review the situation. The tenancy agreement will be between MSV and the tenant. This also protects against right to buy and losing the property as an affordable rent.
  - Political – Delivering additional affordable properties in Clitheroe is a positive and proactive step in addressing housing needs in the borough.
  - Reputation –The Council buying property to provide affordable accommodation demonstrates the commitment to address housing needs.
  - Equality & Diversity –The housing market in Ribble Valley is a majority of home ownership providing additional rented units assist in balancing the market.

### 4 RECOMMENDED THAT COMMITTEE

- 4.1 Agree to the purchase of an affordable property within Clitheroe using commuted sum monies, and authorise the Chief Executive to undertake negotiations and approve the purchase of a suitable property.
- 4.2 Agree to follow the established management model with Moss Care St Vincent’s and that the setting of rent level and service charges are delegated to the Chief Executive.

RACHAEL STOTT  
HOUSING STRATEGY OFFICER

NICOLA HOPKINS  
DIRECTOR OF ECONOMIC DEVELOPMENT  
& PLANNING

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

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 7

meeting date: THURSDAY, 1 OCTOBER 2020  
 title: PROPOSED AMENDMENT TO DISCRETIONARY GRANT POLICY  
 submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING  
 principal author: RACHAEL STOTT – HOUSING STRATEGY OFFICER

## 1 PURPOSE

1.1 To revise the private sector housing policy and the disabled facilities grant offer to households.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives    }
- Corporate Priorities       }    To address the housing needs of older and disabled occupants across the borough.
- Other Considerations     }

## 2 BACKGROUND

2.1 The current discretionary disabled facilities grant policy was adopted in January 2018. A copy can be viewed using the following link.

[https://www.ribblevalley.gov.uk/downloads/file/11417/discretionary\\_disabled\\_facilities\\_grant\\_policy](https://www.ribblevalley.gov.uk/downloads/file/11417/discretionary_disabled_facilities_grant_policy)

This introduced 3 key policy changes as to how disabled facilities grants (DFG) were being delivered, namely:

- To optimise the use of the Council's DFG allocation and introduce a non-means tested grant- Ribble Valley Adaptation Grant (RVA). Each year a significant number of cases fail the means test and the individuals in need of adaptations were not organising the necessary adaptations. Therefore, the new policy introduced the provision of a non-means tested discretionary grant. A £5,000 maximum grant for one item as prioritised by the Occupational Therapist (OT).
- Introduction of top up grants above the mandatory grant maximum of £30,000. Until January 2018 the maximum grant was £30,000. The new grant policy allowed a £10,000 top up grant. In the past two years the use of top up grant has been approved in 3 cases.
- Introduced a 10% admin fee for all DFG's and RVA's.

2.2 This grant policy has operated for two years. Members approval is sought to introduce changes to the Policy which will be subject to a six week consultation period. The changes to the existing Policy proposed are as follows:

- To increase the Ribble Valley Adaptation Grant to a maximum of £7,000 per application and to amend the policy to one item and associated works as recommended by the OT. This is on the basis that the average cost of individual items have increased and quite regularly the current level of RVA is not meeting

the full cost of the 1 item. This has led to households not going ahead with adaptations and has resulted in delays.

- To increase the top up grant to from £10,000 to a maximum £25,000. This will only relate to adaptations where the value of the total cost of the works is over the mandatory grant. Of the 3 top up grants approved last year, all of them went above the grant maximum and the cost of works exceeded the discretionary top up. This is due to the costs of works required to make ground floor bedroom and bathroom facilities and the specialist equipment required. This resulted in the individual applicants seeking funding from other sources. In all of these cases the total value of the works was between £50,000 and £60,000. The applicants were assisted in making an application for hardship funds from LCC and/or charitable funding. This can cause significant delay in the works starting and can result in works having to stop part way through construction which can have an impact incurring further costs. If additional funds are not identified the project may be closed. Ultimately, the responsibility for ensuring appropriate housing is available would then fall on the Council as local housing authority.
- That a 10% admin fee continues to be charged where technical support is used. 5% admin fee for equipment only and no admin charge when there is no technical input.

2.3 The attached grant policy at appendix 1 sets out the proposed policy which will be consulted on with all relevant partners. Any feedback will be reported to Chair of Health and Housing and the Director of Economic Development and Planning for consideration.

### 3 ISSUES

3.1 There are currently 4 grants in progress that have works that will exceed the grant maximum. This can be identified within the grant report in Part 2. Three out of four of these grants are paediatric recommendations and in all cases the grant is for creating ground floor bedroom and bathroom facilities for the disabled child/occupant.

3.2 The costs of creating a ground floor extension large enough to provide turning space for wheelchairs in both bedroom and bathroom and all equipment with specialist equipment means the value of the contract work is often exceeding £40,000.

3.3 Therefore, it is recommended that the top up is increased to a £25,000 discretionary top up to enable these types of scheme to be delivered. This means the maximum grant that can be awarded will be £55,000 which is considered sufficient to address the shortfalls being experienced in a small number of the more complex projects.

### 4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – The DFG budget has been significantly increased and continues to be underspent annually. Commitment is reliant on OT recommendations being received and the works that are recommended. Delivery can also be delayed where time and resource is expended to resolve funding issues. The DFG budget is monitored on a monthly basis and at any point the offer of discretionary grants can cease should the budget not support continuation.
- Technical, Environmental and Legal – The Regulatory Reform Order allows LA's to develop their own private sector grant policy and decide on a DFG grant award

that best suits the needs of the borough. The proposed revision is based upon the experience the council has had since the introduction of the policy.

- Political – Important we make best use of the Better Care Fund and deliver the best service to vulnerable and elderly households in the borough.
- Reputation – Important the Council makes best use of the funding available and the opportunity to enable households to remain independent and at home.
- Equality & Diversity – Important the housing needs of all residents in the borough are addressed.

## **5 RECOMMENDED THAT COMMITTEE**

- 5.1 Agree the proposed changes to the DFG policy and that they be subject to a period of consultation, following which subject to there being no issues of significance raised, and in consultation with the Chair of Health and Housing Committee the policy be adopted and operational from 1 December or as soon as practicable thereafter.

RACHAEL STOTT  
HOUSING STRATEGY OFFICER

NICOLA HOPKINS  
DIRECTOR OF ECONOMIC DEVELOPMENT  
AND PLANNING

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



Ribble Valley  
Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

# **Proposed amended Discretionary Disabled Facilities Grant Policy**

**Housing Grants, Construction and Regeneration Act 1996**

**The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002**

Reviewed September 2020

## **1.Introduction**

Housing is a key determinant of health and poor housing is directly linked to poor health. This disabled facilities grant policy details the financial assistance that the Council aims to provide to support improvements to enable disabled occupants to remain in their own home through the use of the Better Care Fund allocation.

The Council is required to adopt a Discretionary Disabled Facilities Grant Policy which sets out how it intends to use its discretion to develop schemes having regard to the needs of the Borough, the availability of funding, and the Council's priorities.

This Discretionary Disabled Facilities Grant Policy forms part of the Council's over-arching Housing Strategy. This policy was first adopted January 2018 and has proved to be successful in supporting the householder to maintain independent living.

## **2.Aims and priorities**

Improving the housing conditions across the Borough will support improvements in health and well-being as well as having a positive impact on the quality of local neighbourhoods, particularly for those residents who are vulnerable and cannot access their homes and gardens due to their disability.

This policy sets out in greater detail our offer to disabled occupants and their families. It also details to local Councillors, local residents and our stakeholders how we will work to maintain and improve the provision of adapted property across the borough.

Appendix 1 details the assistance schemes that the Council intends to offer during the life of this policy and sets out specific eligibility criteria relating to each scheme.

The health and well-being of disabled and vulnerable residents is often compromised due to their homes not meeting their specific needs, and this can impact on their ability to live with dignity within their homes.

## **3.Disabled Facilities Grants**

The Council has a statutory obligation to administer mandatory Disabled Facilities Grants (DFGs) to provide aids and adaptations to enable disabled residents to live independently within their own homes.

The eligibility requirements, scope of works, and the general requirements governing mandatory DFGs are prescribed and the Council is unable to deviate from these requirements.

The Council is required to administer Disabled Facilities Grants to all eligible applicants irrespective of their tenure, and the Council aims to work collaboratively with housing associations to fund aids and adaptations within social housing wherever possible to ensure everyone has the same opportunity to have their home adapted.

In some cases the use of Disabled Facilities Grants is able to assist with reducing the length of stay in hospital and facilitating a quick return to home. This also reduces the demand for residential care placements.

## **4.Discretionary Top-up Grant**

The Council have agreed to use discretionary powers to provide in eligible cases a top-up award in addition to the £30,000 mandatory grant. In more complex cases the work required often goes over the mandatory grant award maximum. This top-up of a maximum of £25,000 will assist to provide all the required work identified by the Occupational Therapist. In addition

to this, the 10% administration fee will also be eligible for the discretionary grant. The additional £25,000 can only be accessed where the full £30,000 of mandatory grant has been utilised. The discretionary element will be registered as a land charge if the works include alterations to the property on owner occupied properties and, in the event the property is sold within a 10 year period, the Council require repayment. \* Please see exception policy. In exceptional circumstances where more than one DFG is approved, more than £25,000 may be registered.

The availability of the top-up grant is at the discretion of the Council and subject to availability of funding.

## **5.Ribble Valley Adaptation Grant**

For some households the means testing requirement makes them not eligible for assistance. This often means the works are not carried out or don't fully meet the person needs. The Ribble Valley adaptation allows a grant to provide 1 item and the associated works to address the needs of the applicant as recommended by the Occupational Therapist up to a maximum of £7,000. This will fund the cost of the 1 item prioritised by the Occupational Therapist. Where the RVA is providing the calculated contribution the applicant will still be eligible for further items to be provided as a DFG. The applicant can then choose as to whether they fund the remaining works themselves. The full grant will be registered as a land charge if the works include alterations to the property on owner occupied properties and, in the event the property is sold within a 10 year period, the Council require repayment. \* Please see exception policy.

The availability of the Ribble Valley Adaptation Grant is at the discretion of the Council and is subject to the availability of funding.

## **6.Review of the policy**

The ability to provide Discretionary Top up and Ribble Valley Adaptation grants will be reviewed quarterly with regard to financial capacity to award the discretionary element. Mandatory grants will take priority.

The provision of Discretionary Top up and Ribble Valley Adaptation DFGs will be reported to each Health and Housing Committee.

The policy will be reviewed annually by the Health and Housing Committee.

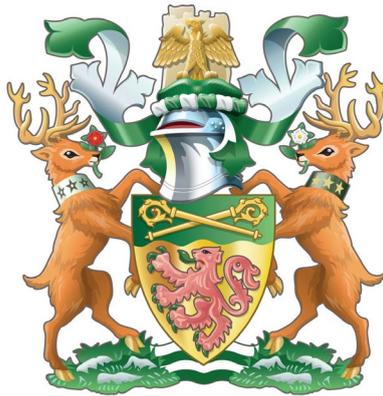
**Priority 1 – Assist disabled and vulnerable residents to remain in their homes through the provision of aids and adaptations**

Scheme	Assistance Available	Purpose	Scope of Assistance	Eligibility	Scheme Conditions
<p><b>Mandatory Disabled Facilities Grant</b></p>	<p><u>Maximum assistance per application:</u></p> <p>Statutory maximum: £30,000 from Better Care Fund allocation</p>	<p><u>Assistance to:</u></p> <p>Meet the Council's statutory obligation to assist disabled residents to live independently in their homes</p>	<p><u>Aids and adaptations to:</u></p> <p>a) be recommended by an Occupational Therapist;</p> <p>b) meet the regulations governing eligibility for works, including:</p> <ul style="list-style-type: none"> <li>▪ adaptations to aid access into and around the property;</li> <li>▪ works to ensure the safety of the applicant;</li> <li>▪ provision of suitable bathroom or sleeping facilities, heating, and access to lighting and power;</li> <li>▪ provision of suitable kitchen facilities or adaptation of existing kitchen, and;</li> <li>▪ works to enable a disabled resident to care for dependent residents.</li> </ul>	<p><u>Applications considered from:</u></p> <p>a) disabled home owners;</p> <p>b) disabled tenants (both in the private and social housing sectors);</p> <p>c) disabled persons living at home with their family, and;</p> <p>d) parents or guardians of a disabled child;</p>	<p><u>Applications to include:</u></p> <p>a) completed application form, and;</p> <p>b) two estimates for the works in the required format</p> <p><u>Applications subject to:</u></p> <p>a) means test through standard test of resources, except where;</p> <p>b) the grant is approved in respect of a disabled child under the age of 19</p> <p><u>Works to be:</u></p> <p>a) completed within 12 months of grant approval;</p> <p>b) completed to the satisfaction of the Council</p>

Scheme	Assistance Available	Purpose	Scope of Assistance	Eligibility	Scheme Conditions
					<u>Grants in excess of £5,000 to be:</u> a) registered as a local land charge against the property if the works include alterations to the property on owner occupied properties (ie, not equipment) b) 10% admin fee is charged where technical support is used. 5% admin fee for equipment only and no admin charge when there is no technical input c) a maximum of £10,000 be repaid if the property is sold, transferred, or assigned within 10 years.
<b>Ribble Valley Adaptation Grant</b>	Maximum individual grant £7,000 + admin fee	As per Mandatory DFG towards the one item	Ribble Valley adaptation DFG only applicable for 1 item and associated works to address the needs of the applicant; <ul style="list-style-type: none"> <li>• provision of stair lift</li> <li>• conversion bathroom to</li> </ul>	As per mandatory DFG  Only 1 Ribble Valley adaptation grant within a 5 year period	All scheme conditions are the same as Mandatory DFG above except: <ul style="list-style-type: none"> <li>• no means test</li> </ul>

Scheme	Assistance Available	Purpose	Scope of Assistance	Eligibility	Scheme Conditions
	To be funded from Better Care Fund		wet room <ul style="list-style-type: none"> <li>ceiling track hoist</li> <li>wash only bidet</li> <li>provision of ramps, half steps and galvanised rails</li> <li>access inside or outside the property</li> <li>Any other adaptation as recommended by the OT</li> </ul>		<ul style="list-style-type: none"> <li>the full grant will be registered as a charge against the property for 10 years, if the works include alterations to the property owner occupied (ie, not equipment).</li> </ul>
<b>Disabled Facilities Discretionary Top up Grant</b>	<u>Maximum assistance per application:</u> £25,000 from Better Care Fund allocation + admin fee	<u>Assistance to:</u> a) provide top-up funding to meet the reasonable cost of aids and adaptations to assist the applicant to live independently in their home, where a Disabled Facilities Grant is approved at the statutory maximum and the eligible expense less contribution also exceeds the	<u>Aids and adaptations to be:</u> (As set out above for Mandatory Disabled Facilities Grants)	<u>Applications considered from:</u> a) applicants for a Mandatory Disabled Facilities Grant, where the eligible costs of the work exceed the mandatory grant	<u>Applications to include:</u> a) No separate application - assistance linked to Mandatory DFG application  <u>Applications subject to:</u> a) means test through standard test of resources, except where b) the grant is approved in respect of a disabled child under the age of 19  <u>Works to be:</u>

Scheme	Assistance Available	Purpose	Scope of Assistance	Eligibility	Scheme Conditions
		statutory maximum (currently £30,000).			<p>a) completed within 12 months of application approval</p> <p>b) completed to the satisfaction of the Council</p> <p><u>All the discretionary top up grant amount to be:</u></p> <p>a) registered as a local land charge against the property if the works include alterations to the property on owner occupied properties (ie, not equipment)</p> <p>b) 10% admin fee is charged where technical support is used. 5% admin fee where there is no technical input</p> <p>c) the full grant to be repaid if the property is sold, transferred, or assigned within 10 years.</p>



Ribble Valley  
Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

# **Proposed amended Discretionary Disabled Facilities Grant Policy**

**Housing Grants, Construction and Regeneration Act 1996**

**The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002**

Reviewed September 2020

## **1. Introduction**

Housing is a key determinant of health and poor housing is directly linked to poor health. This disabled facilities grant policy details the financial assistance that the Council aims to provide to support improvements to enable disabled occupants to remain in their own home through the use of the Better Care Fund allocation.

The Council is required to adopt a Discretionary Disabled Facilities Grant Policy which sets out how it intends to use its discretion to develop schemes having regard to the needs of the Borough, the availability of funding, and the Council's priorities.

This Discretionary Disabled Facilities Grant Policy forms part of the Council's over-arching Housing Strategy. This policy was first adopted January 2018 and has proved to be successful in supporting the householder to maintain independent living.

## **2. Aims and priorities**

Improving the housing conditions across the Borough will support improvements in health and well-being as well as having a positive impact on the quality of local neighbourhoods, particularly for those residents who are vulnerable and cannot access their homes and gardens due to their disability.

This policy sets out in greater detail our offer to disabled occupants and their families. It also details to local Councillors, local residents and our stakeholders how we will work to maintain and improve the provision of adapted property across the borough.

Appendix 1 details the assistance schemes that the Council intends to offer during the life of this policy and sets out specific eligibility criteria relating to each scheme.

The health and well-being of disabled and vulnerable residents is often compromised due to their homes not meeting their specific needs, and this can impact on their ability to live with dignity within their homes.

## **3. Disabled Facilities Grants**

The Council has a statutory obligation to administer mandatory Disabled Facilities Grants (DFGs) to provide aids and adaptations to enable disabled residents to live independently within their own homes.

The eligibility requirements, scope of works, and the general requirements governing mandatory DFGs are prescribed and the Council is unable to deviate from these requirements.

The Council is required to administer Disabled Facilities Grants to all eligible applicants irrespective of their tenure, and the Council aims to work collaboratively with housing associations to fund aids and adaptations within social housing wherever possible to ensure everyone has the same opportunity to have their home adapted.

In some cases the use of Disabled Facilities Grants is able to assist with reducing the length of

stay in hospital and facilitating a quick return to home. This also reduces the demand for residential care placements.

#### **4. Discretionary Top-up Grant**

The Council have agreed to use discretionary powers to provide in eligible cases a top-up award in addition to the £30,000 mandatory grant. In more complex cases the work required often goes over the mandatory grant award maximum. This top-up of a maximum of £25,000 will assist to provide all the required work identified by the Occupational Therapist. In addition to this, the 10% administration fee will also be eligible for the discretionary grant. The additional £25,000 can only be accessed where the full £30,000 of mandatory grant has been utilised. The discretionary element will be registered as a land charge if the works include alterations to the property on owner occupied properties and, in the event the property is sold within a 10 year period, the Council require repayment. \* Please see exception policy. In exceptional circumstances where more than one DFG is approved, more than £25,000 may be registered.

The availability of the top-up grant is at the discretion of the Council and subject to availability of funding.

#### **5. Ribble Valley Adaptation Grant**

For some households the means testing requirement makes them not eligible for assistance. This often means the works are not carried out or don't fully meet the person needs. The Ribble Valley adaptation allows a grant to provide 1 item and the associated works to address the needs of the applicant as recommended by the Occupational Therapist up to a maximum of £7,000. This will fund the cost of the 1 item prioritised by the Occupational Therapist. Where the RVA is providing the calculated contribution the applicant will still be eligible for further items to be provided as a DFG. The applicant can then choose as to whether they fund the remaining works themselves. The full grant will be registered as a land charge if the works include alterations to the property on owner occupied properties and, in the event the property is sold within a 10 year period, the Council require repayment. \* Please see exception policy.

The availability of the Ribble Valley Adaptation Grant is at the discretion of the Council and is subject to the availability of funding.

#### **6. Review of the policy**

The ability to provide Discretionary Top up and Ribble Valley Adaptation grants will be reviewed quarterly with regard to financial capacity to award the discretionary element. Mandatory grants will take priority.

The provision of Discretionary Top up and Ribble Valley Adaptation DFGs will be reported to each Health and Housing Committee.

The policy will be reviewed annually by the Health and Housing Committee.

**Priority 1 – Assist disabled and vulnerable residents to remain in their homes through the provision of aids and adaptations**

Scheme	Assistance Available	Purpose	Scope of Assistance	Eligibility	Scheme Conditions
<p><b>Mandatory Disabled Facilities Grant</b></p>	<p><u>Maximum assistance per application:</u></p> <p>Statutory maximum: £30,000 from Better Care Fund allocation</p>	<p><u>Assistance to:</u></p> <p>Meet the Council's statutory obligation to assist disabled residents to live independently in their homes</p>	<p><u>Aids and adaptations to:</u></p> <p>a) be recommended by an Occupational Therapist;</p> <p>b) meet the regulations governing eligibility for works, including:</p> <ul style="list-style-type: none"> <li>▪ adaptations to aid access into and around the property;</li> <li>▪ works to ensure the safety of the applicant;</li> <li>▪ provision of suitable bathroom or sleeping facilities, heating, and access to lighting and power;</li> <li>▪ provision of suitable kitchen facilities or adaptation of existing kitchen, and;</li> <li>▪ works to enable a disabled resident to care for dependent residents.</li> </ul>	<p><u>Applications considered from:</u></p> <p>a) disabled home owners;</p> <p>b) disabled tenants (both in the private and social housing sectors);</p> <p>c) disabled persons living at home with their family, and;</p> <p>d) parents or guardians of a disabled child;</p>	<p><u>Applications to include:</u></p> <p>a) completed application form, and;</p> <p>b) two estimates for the works in the required format</p> <p><u>Applications subject to:</u></p> <p>a) means test through standard test of resources, except where;</p> <p>b) the grant is approved in respect of a disabled child under the age of 19</p> <p><u>Works to be:</u></p> <p>a) completed within 12 months of grant approval;</p> <p>b) completed to the satisfaction of the Council</p>

Scheme	Assistance Available	Purpose	Scope of Assistance	Eligibility	Scheme Conditions
					<p><u>Grants in excess of £5,000 to be:</u></p> <p>a) registered as a local land charge against the property if the works include alterations to the property on owner occupied properties (ie, not equipment)</p> <p>b) 10% admin fee is charged where technical support is used. 5% admin fee for equipment only and no admin charge when there is no technical input</p> <p>c) a maximum of £10,000 be repaid if the property is sold, transferred, or assigned within 10 years.</p>
<p><b>Ribble Valley Adaptation Grant</b></p>	<p>Maximum individual grant £7,000 + admin fee</p> <p>To be funded from Better Care</p>	<p>As per Mandatory DFG towards the one item</p>	<p>Ribble Valley adaptation DFG only applicable for 1 item and associated works to address the needs of the applicant;</p> <ul style="list-style-type: none"> <li>• provision of stair lift</li> <li>• conversion bathroom to wet room</li> <li>• ceiling track hoist</li> </ul>	<p>As per mandatory DFG</p> <p>Only 1 Ribble Valley adaptation grant within a 5 year period</p>	<p>All scheme conditions are the same as Mandatory DFG above except:</p> <ul style="list-style-type: none"> <li>• no means test</li> <li>• the full grant will be registered as a charge against the property for</li> </ul>

Scheme	Assistance Available	Purpose	Scope of Assistance	Eligibility	Scheme Conditions
	Fund		<ul style="list-style-type: none"> <li>• wash only bidet</li> <li>• provision of ramps, half steps and galvanised rails</li> <li>• access inside or outside the property</li> <li>• Any other adaptation as recommended by the OT</li> </ul>		10 years, if the works include alterations to the property owner occupied (ie, not equipment).
<b>Disabled Facilities Discretionary Top up Grant</b>	<u>Maximum assistance per application:</u>  £25,000 from Better Care Fund allocation + admin fee	<u>Assistance to:</u>  a) provide top-up funding to meet the reasonable cost of aids and adaptations to assist the applicant to live independently in their home, where a Disabled Facilities Grant is approved at the statutory maximum and the eligible expense less contribution also exceeds the statutory maximum (currently £30,000).	<u>Aids and adaptations to be:</u>  (As set out above for Mandatory Disabled Facilities Grants)	<u>Applications considered from:</u>  a) applicants for a Mandatory Disabled Facilities Grant, where the eligible costs of the work exceed the mandatory grant	<u>Applications to include:</u>  a) No separate application - assistance linked to Mandatory DFG application  <u>Applications subject to:</u>  a) means test through standard test of resources, except where  b) the grant is approved in respect of a disabled child under the age of 19  <u>Works to be:</u>  a) completed within 12 months of application approval  b) completed to the

Scheme	Assistance Available	Purpose	Scope of Assistance	Eligibility	Scheme Conditions
					<p>satisfaction of the Council</p> <p><u>All the discretionary top up grant amount to be:</u></p> <ul style="list-style-type: none"> <li>a) registered as a local land charge against the property if the works include alterations to the property on owner occupied properties (ie, not equipment)</li> <li>b) 10% admin fee is charged where technical support is used. 5% admin fee where there is no technical input</li> <li>c) the full grant to be repaid if the property is sold, transferred, or assigned within 10 years.</li> </ul>

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 8

meeting date: THURSDAY, 1 OCTOBER 2020  
 title: DOG CONTROL PSPO  
 submitted by: MARSHAL SCOTT – CHIEF EXECUTIVE  
 principal author: MATTHEW RIDING – ACTING HEAD OF ENVIRONMENTAL HEALTH SERVICES

## 1 PURPOSE

- 1.1 That Committee note the outcome of the recent public consultation and consider the proposed extension of the Dog Control and Dog Fouling Public Spaces Protection Order 2017 for a period of 3 years.
- 1.2 Relevance to the Council's ambitions and priorities:
- Community Objectives – To make people's lives safer and healthier.
  - Corporate Priorities – Promotes health and wellbeing through supporting healthier communities, businesses and improving personal safety of individuals.
  - Other Considerations – To promote healthier environment and lifestyle.

## 2 BACKGROUND

- 2.1 On 20 October 2017, the Council made the Ribble Valley Borough Council, Dog Control and Dog Fouling, Public Spaces Protection Order 2017 ("2017 PSPO") to address the problem of dog fouling and problematic dog behaviour across the borough. The PSPO came into effect on 20 October 2017 and expires on 20 October 2020 unless it is reviewed and extended by the Council. A copy of this order is enclosed as Appendix 1.
- 2.2 Section 60 of The Anti-social Behaviour, Crime and Policing Act 2014 (Act) makes provision for the extension of a PSPO. It provides as follows:
- "(1) A public spaces protection order may not have effect for a period of more than 3 years, unless extended under this section.*
- (2) Before the time when a public spaces protection order is due to expire, the local authority that made the order may extend the period for which it has effect if satisfied on reasonable grounds that doing so is necessary to prevent—*
- (a) occurrence or recurrence after that time of the activities identified in the order, or*
- (b) an increase in the frequency or seriousness of those activities after that time.*
- (3) An extension under this section—*
- (a) may not be for a period of more than 3 years;*
- (b) must be published in accordance with regulations made by the Secretary of State.*
- (4) A public spaces protection order may be extended under this section more than once."*
- 2.3 Since the PSPO was made the Council has continued to experience a high volume of complaints about dog fouling. The number and types of complaints, which have been received in respect of each part of the PSPO are set out in Appendix 2. It is considered therefore that the extension of the PSPO is necessary to prevent the occurrence or reoccurrence of the issues identified when the order was made and to prevent an increase in the frequency or seriousness of those activities.

- 2.4 The Act requires that a full consultation take place. The Council conducted a public consultation from 31 July 2020 to 13 September 2020, in which the views of the local community, local interest groups and parish and borough councillors were sought on whether the existing conditions of the PSPO should continue. Committee is asked to consider the consultation response. The Council also consulted the Police and Crime Commissioner and the Chief of Police for Lancashire Constabulary.

### 3 ISSUES

#### **Consultation**

- 3.1 The consultation comprised of an on-line survey published on the Council's website and publicised through press releases and social media.
- 3.2 193 electronic responses were received and these included comments from several Parish/Town Councils, Sports Clubs and the Dogs Trust. The results obtained from the consultation are summarised in the table below whilst a more detailed report is attached at Appendix 3.

Table 1 – Summary of Consultation Responses

<b>PROPOSAL</b>	<b>SUPPORT (%)</b>
1 Fouling of land by dogs	96
2 Means to pick up dog faeces	96
3 Dogs excluded from certain areas	92
4 Dogs on leads (Clitheroe Cemetery)	87
5 Dogs on lead by direction	94
6 Maximum number of dogs	81

- 3.3 The main objective of the Dog Control PSPO is to encourage responsible dog ownership and thereby:
- reduce the number of dog related incidents and complaints recorded each year;
  - reduce the impact of dog control management on the resources.

#### **The Proposals and Recommendations**

- 3.4 Committee will note that by not extending the PSPO, the Council would no longer have restrictive powers to deal with dog fouling within the district and no means of enforcement against irresponsible dog ownership.
- 3.5 A main purpose of the PSPO is to strike a balance between the needs of groups, families and sports grounds for recreation and leisure and those using them as public open space, in particular dog walkers.

#### **Proposal 1 – Dog fouling**

**Current position** – under the current PSPO, if a dog defecates upon designated land (any land which is open to the air and to which the public have access) and the owner fails to remove the deposit forthwith, that person shall be guilty of an offence and a fixed penalty notice served.

The public consultation held by Ribble Valley Borough Council showed a 96% support for this order to remain in place.

It is therefore recommended that the current PSPO be extended for a period of three years, replicating the terms of the existing Order.

### Proposal 2 – Means to pick up dog faeces

**Current position** – a person in charge of a dog on land which is open to the air and to which the public have access to, must have with them appropriate means to pick up dog faeces deposited by that dog.

The public consultation held by Ribble Valley Borough Council showed a 96% support for this order to remain in place.

It is therefore recommended that the current PSPO be extended for a period of three years, replicating the terms of the existing Order.

### Proposal 3 - Dogs excluded

**Current position** – a person in charge of a dog is prohibited from taking it onto land which comprises of any enclosed children's play area, skate park, tennis court, basketball court, bowling green, putting green, sports pitch (es) and/or any other recreational facility.

The public consultation held by Ribble Valley Borough Council showed a 92% support for this order to remain in place.

It is therefore recommended that the current PSPO be extended for a period of three years, replicating the terms of the existing Order.

### Proposal 4 - Dogs on leads

**Current position** – all dogs must be kept on a lead in Clitheroe Cemetery.

The public consultation held by Ribble Valley Borough Council showed an 87% support for this order to remain in place.

It is therefore recommended that the current PSPO be extended for a period of three years, replicating the terms of the existing Order.

### Proposal 5 - Dogs on lead by direction

**Current position** – any person in charge of a dog must put and keep the dog on a lead when directed to do so by an authorised officer of the Council. This applies to any land to which the public have access and where a dog is considered to be out of control.

The public consultation held by Ribble Valley Borough Council showed a 94% support for this order to remain in place.

It is therefore recommended that the current PSPO be extended for a period of three years, replicating the terms of the existing Order.

### Proposal 6 - Maximum number of dogs

**Current position** – the maximum number of dogs that can be walked by one person is four. This applies to any land to which the public have access, except with the consent of the person having control of the land.

The public consultation held by Ribble Valley Borough Council showed an 81% support for this order to remain in place. Several comments were received suggesting that four dogs are too many for one person to control.

However, it is recommended that the current PSPO be extended for a period of three years, replicating the terms of the existing Order.

### **Making the Order**

- 3.6 It is proposed that the PSPO should be extended for a further 3 years so that it will cease to have effect in 2023 unless reviewed and extended before that time.
- 3.7 As with the existing order the extended order would not apply to registered blind people, deaf people or people with disabilities who require trained assistance dogs or lack the physical ability to comply with the requirements of the Order.
- 3.8 If the Order is extended, then the requirements for publicity are set out within Anti-Social Behaviour, Crime and Policing Act 2014 (Public Space Protection Orders) Regulations. The regulations require that where a Local Authority has made a PSPO, they must publish it on its website and erect such notices as it considers sufficient to inform Members of the public that the PSPO has been made and the effect of such an Order.
- 3.9 Any challenge to the PSPO must be made in the High Court by an interested person, within six weeks of it being made. If a challenge is made, the High Court can suspend the PSPO pending the verdict in part, or in totality. The High Court has the ability to uphold the PSPO, quash or vary it. This does not preclude others (such as national bodies) from seeking Judicial Review.

## 4 THE FUTURE

- 4.1 If new issues arise within the area where a PSPO is in force we may vary the terms of the Order at any time providing that we follow the procedures as set out in statutory guidance.
- 4.2 Under the extended order as with the existing order it will be an offence for a person, without reasonable excuse to:
  - do anything that is prohibited by a PSPO; or
  - fail to comply with a requirement imposed under a PSPO.
- 4.3 Breaches may result in the service of a Fixed Penalty Notice (FPN); failure to pay the FPN may result in prosecution.
- 4.4 It is proposed that officers authorised to enforce these restrictions will include both Police and Council Officers and it is likely that we will be required to work closely with the Police to help to ensure appropriate controls.
- 4.5 Council Officers will have delegated authority from the Chief Executive at Ribble Valley Borough Council.

## 5 RISK ASSESSMENT

- 5.1 The approval of this report may have the following implications:
  - Resources – monitoring and enforcement of the PSPO will be undertaken by existing staff as part of their daily duties. Costs will be incurred for erecting new signage throughout the borough.

- Technical, Environmental and Legal - The Director of the Chief Executive's Department has delegated power to take action under the relevant parts of the Anti-Social Behaviour, Crime and Policing Act and to authorise such other relevant officers to take action under the Act. Authorised officers will proceed to court proceedings where such action is considered proportionate and in line with the Council's Enforcement Policy.
- Political – None.
- Reputation – Improved public safety will enhance the Council's reputation.
- Equality & Diversity – No implications identified.

## 6 **RECOMMENDED THAT COMMITTEE**

- 6.1 Having regard to the provisions of Section 60 of the Act, approve the extension of the 2017 PSPO for another three years as set out in this report.
- 6.2 Authorise the Chief Executive to make the Order.

MATTHEW RIDING  
ACTING HEAD OF ENVIRONMENTAL HEALTH SERVICES

MARSHAL SCOTT  
CHIEF EXECUTIVE

For further information please ask for Matthew Riding, extension 4470.

# Public Spaces Protection Order

## Anti-Social Behaviour, Crime and Policing Act 2014

### Ribble Valley Borough Council Dog Control and Dog Fouling Public Spaces Protection Order 2017



Ribble Valley  
Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

Notice is hereby given that Ribble Valley Borough Council ("the Council") in exercise of its powers under Sections 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 ("the Act") and under all other enabling powers makes the following Order known as:

#### Ribble Valley Borough Council Dog Control and Dog Fouling Public Spaces Protection Order 2017

1. This Order applies to the public places described in the Schedules to this Order and shown edged in red on the plans attached – ("the restricted areas").
2. The Council is satisfied that the two conditions below have been met, in that:
  - (i) activities carried on in the restricted areas as described below have had a detrimental effect on the quality of life of those in the locality, or it is likely that these activities will be carried on in the public place and they will have such an effect;
  - (ii) the effect, or likely effect, of the activities is, or is likely to be, of a persistent or continuing nature, is, or is likely to be, such as to make the activities unreasonable, and justifies the restrictions imposed by the Order.
3. This Order will come into force on the **20 October 2017** and ends on **20 October 2020** unless extended by further Orders under the Council's statutory powers.

#### BY THIS ORDER

4. The effect of the Order is to impose the following prohibitions and/or requirements in the restricted areas at all times:
  - (i) **Fouling of Land by Dogs**
    - a) If a dog defecates at any time on land in the restricted area detailed in Schedule 1 of this Order and the person who is in charge of the dog at the time fails to remove the faeces from the land forthwith, that person shall be guilty of an offence unless:
      - (i) that person has a reasonable excuse for failing to do so; or
      - (ii) the owner/occupier or other person or authority having control of the land has consented (generally or specifically) to that person failing to do so; or
      - (iii) that person is subject to the exemptions listed in Schedule 1
    - b) For the purpose of this article:

- (i) a person who habitually has a dog in their possession is taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.

**(ii) Means to Pick up Dog Faeces**

- a) A person in charge of a dog on land in the restricted area detailed in Schedule 2 must have with them appropriate means to pick up dog faeces deposited by that dog unless:
  - (i) that person has a reasonable excuse for failing to do so; or
  - (ii) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to that person doing so; or
  - (iii) that person is subject to the exemptions listed in Schedule 2
- b) The obligation in Article 4 (ii) (a) is complied with if, after a request from a constable or authorised officer, the person in charge of the dog produces an appropriate means to pick up dog faeces.
- c) In this article, “an authorised officer” means a person who is authorised in writing by the Council for the purpose of giving directions under this article.

**(iii) Dogs Excluded**

- a) A person in charge of a dog is prohibited from taking that dog onto, or permitting the dog to enter or to remain on land within the restricted area referred to in Schedule 3 of this Order unless:
  - (i) that person has a reasonable excuse for failing to do so; or
  - (ii) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to that person doing so; or
  - (iii) that person is subject to the exemptions listed in Schedule 3
- b) For the purpose of this article:
  - (i) a person who habitually has a dog in their possession is taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.

**(iv) Dogs on Lead by Direction**

- a) Any person in charge of a dog, at any time, must put and keep the dog on a lead when directed to do so in the restricted area detailed in Schedule 4, unless:
  - (i) that person has a reasonable excuse for failing to do so; or
  - (ii) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to that person failing to do so; or
- b) For the purpose of this article:

- (i) a person who habitually has a dog in their possession is taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog;
- (ii) a constable or authorised officer of the Council may only give a direction under this article to put and keep a dog on a lead if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog likely to cause annoyance or disturbance to any other person or the worrying or disturbance of any other animal or bird on any land to which this article applies;
- (iii) in this article, "an authorised officer of the Council" means a person who is authorised in writing by the Council for the purpose of giving directions under this article.

**(v) Dogs on Leads**

- a) Any person in charge of a dog, at any time, must put and keep the dog on a lead in the restricted area detailed in Schedule 5, unless:
  - (i) that person has a reasonable excuse for failing to do so; or
  - (ii) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to that person failing to do so;
- b) For the purposes of this article:
  - (i) a person who habitually has a dog in their possession is taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.

**(vi) Maximum number of Dogs**

- (a) A person in charge of more than one dog shall be guilty of an offence if at any time, he takes onto any land in respect of which this Order applies, more than 4 in the area detailed in Schedule 6, unless:
  - (i) he has reasonable excuse for doing so; or
  - (ii) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his doing so.
- (b) For the purposes of this article a person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.

**5. PENALTY**

- i) Any person who fails without reasonable excuse to comply with any of the requirements or prohibitions at Articles 4(i), (ii), (iii), (iv), (v) and (vi) in this Order shall be liable on summary conviction to a fine not exceeding level 3 (currently £1000) on the standard scale.

**6. Fixed Penalty**

A constable or authorised person of the Council may issue a fixed penalty notice to anyone he or she believes has committed an offence. A person committing an

offence will have 14 days to pay the fixed penalty of £100, failing which they may be prosecuted.

## 7. Appeals

Any challenge to this Order must be made at the High Court by an interested person within 6 weeks of it being made. An interested person is someone who lives in, regularly works in or visits the restricted area. This means that only those who are directly affected by the restrictions have the power to challenge. The right to challenge also exists where an order is varied by the Council.

Interested persons can challenge the validity of the Order on two grounds: that the Council did not have the power to make the Order or to include particular prohibitions or requirements; or that one of the requirements of the legislation, for instance consultation, has not been complied with.

When an application is made, the High court can decide to suspend the operation of the Order pending the Court's decision, in part or in totality. The High Court has the ability to uphold the Order, quash it, or vary it.

Dated this 20th day of October 2017

THE COMMON SEAL of  
RIBBLE VALLEY BOROUGH COUNCIL

was hereto affixed in the presence of:

Marshal Stott  
Chief Executive

Stuart Cresset  
Mayor



## RESTRICTED AREAS

### SCHEDULE 1

1) Subject to the exception in paragraph 2 below, all land which is in the administrative area of Ribble Valley and which is open to the air and to which the public are entitled or permitted to have access (with or without payment).

2) Exemptions

Nothing in this Schedule applies to a person who:

- a) is registered as a blind person in a register compiled under Section 29 of the National Assistance Act 1948; or
- b) has a disability which affects that person's mobility, manual dexterity, physical co-ordination or ability to lift, carry or otherwise move everyday objects, in respect of a dog trained by a prescribed charity and upon which that person relies for assistance.

3) Each of the following is a "prescribed charity":

- i) Dogs for the Disabled (registered charity number 700454).
- ii) Support Dogs (registered charity number 1088281).
- iii) Canine Partners for Independence (registered charity number 803680).
- iv) Canine Dogs (registered charity number 803630).
- v) Dog Aid (registered charity number 1098169).
- vi) Dogs for Good (registered charity 10929620).
- vii) Guide Dogs (registered charity 209617).
- viii) Hearing Dogs for Deaf People (registered charity 293358).
- ix) Medical Detection Dogs (registered charity 1124533).
- x) Support Dogs (registered charity 1088281).
- xi) The Seeing Dogs Alliance (registered charity 1156790).

### SCHEDULE 2

4) Subject to the exception in paragraph 5 below, all land which is in the administrative area of Ribble Valley and which is open to the air and to which the public are entitled or permitted to have access (with or without payment).

5) Exemptions

Nothing in this Schedule applies to a person who:

- c) is registered as a blind person in a register compiled under Section 29 of the National Assistance Act 1948; or
- d) has a disability which affects that person's mobility, manual dexterity, physical co-ordination or ability to lift, carry or otherwise move everyday objects, in respect of a dog trained by a prescribed charity and upon which that person relies for assistance.

6) Each of the following is a "prescribed charity":

- i) Dogs for the Disabled (registered charity number 700454).
- ii) Support Dogs (registered charity number 1088281).
- iii) Canine Partners for Independence (registered charity number 803680).
- iv) Canine Dogs (registered charity number 803630).
- v) Dog Aid (registered charity number 1098169).

- vi) Dogs for Good (registered charity 10929620).
- vii) Guide Dogs (registered charity 209617).
- viii) Hearing Dogs for Deaf People (registered charity 293358).
- ix) Medical Detection Dogs (registered charity 1124533).
- x) Support Dogs (registered charity 1088281).
- xi) The Seeing Dogs Alliance (registered charity 1156790).

### **SCHEDULE 3**

1) This Order applies to any land within the administrative area of Ribble Valley which comprises of any enclosed children's play area, skate park, tennis court, basketball court, bowling green, putting green, sports pitch(es) and/or any other recreational facility.

2) Exemptions

Nothing in this Schedule applies to a person who:

- (a) is registered as a blind person in a register compiled under Section 29 of the National Assistance Act 1948; or
- (b) is deaf, in respect of a dog trained by Hearing Dogs for Deaf People (registered charity number 293358) and upon which that person relies for assistance (dogs must be clearly marked as assistants); or
- (c) has a disability which affects that person's mobility, manual dexterity, physical co-ordination or ability to lift, carry or otherwise move everyday objects, in respect of a dog trained by a prescribed charity and upon which that person relies for assistance (dogs must be clearly marked as assistants).

3) Each of the following is a "prescribed charity":

- (i) Dogs for the Disabled (registered charity number 700454).
- (ii) Support Dogs (registered charity number 1088281).
- (iii) Canine Partners for Independence (registered charity number 803680).
- (iv) Canine Dogs (registered charity number 803630).
- (v) Dog Aid (registered charity number 1098169).
- (vi) Dogs for Good (registered charity 10929620).
- (vii) Guide Dogs (registered charity 209617).
- (viii) Hearing Dogs for Deaf People (registered charity 293358).
- (ix) Medical Detection Dogs (registered charity 1124533).
- (x) Support Dogs (registered charity 1088281).
- (xi) The Seeing Dogs Alliance (registered charity 1156790).

### **SCHEDULE 4**

1) Subject to the exception in paragraph 2 below, all land which is in the administrative area of Ribble Valley and which is open to the air and to which the public are entitled or permitted to have access (with or without payment).

2) Exemptions

None

## **SCHEDULE 5**

- 1) This order applies to all land at Clitheroe Cemetery, Waddington Road, Clitheroe, Lancashire (as shown outlined in red on the attached plan).
- 2) Exemptions  
None

## **SCHEDULE 6**

- 1) Subject to the exception in paragraph 2 below, all land which is in the administrative area of Ribble Valley and which is open to the air and to which the public are entitled or permitted to have access (with or without payment).
- 2) Exemptions  
None



	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>Dog Fouling</b>	38	164	125	84
<b>Dogs on Leads</b>	1	2	6	2
<b>Dogs on lead in cemetery</b>	2	1	1	0
<b>Dog exclusion zone</b>	0	1	1	

# RIBBLE VALLEY BOROUGH COUNCIL

## Ribble Valley Public Space Protection Orders - Survey

### REPORT



Ribble Valley  
Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

## Methodology

The Public Space Protection Orders Survey was set up as an online survey. The link to the survey was published on the Council's website and publicised through press releases and social media on 31 July and the survey closed at 12 midnight on 13 September 2020.

In total 193 electronic responses were received.

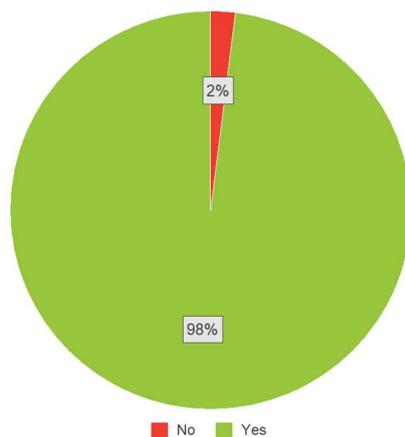
Several letters and emails were also received by the Environmental Health section as a response to the consultation. These have been included in Appendix A.

## Profile of Respondents

### Are you a Ribble Valley resident?

193 responded to this question. The majority of respondents were Ribble Valley residents (98%).

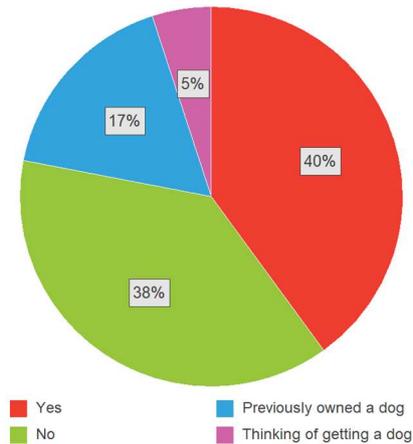
Are you a Ribble Valley resident?



### Are you a dog owner?

193 responded to this question. 40% of the respondents were dog owners, a further 38% weren't dog owners, 17% have previously been a dog owner, and 5% were thinking of getting a dog.

Are you a dog owner?

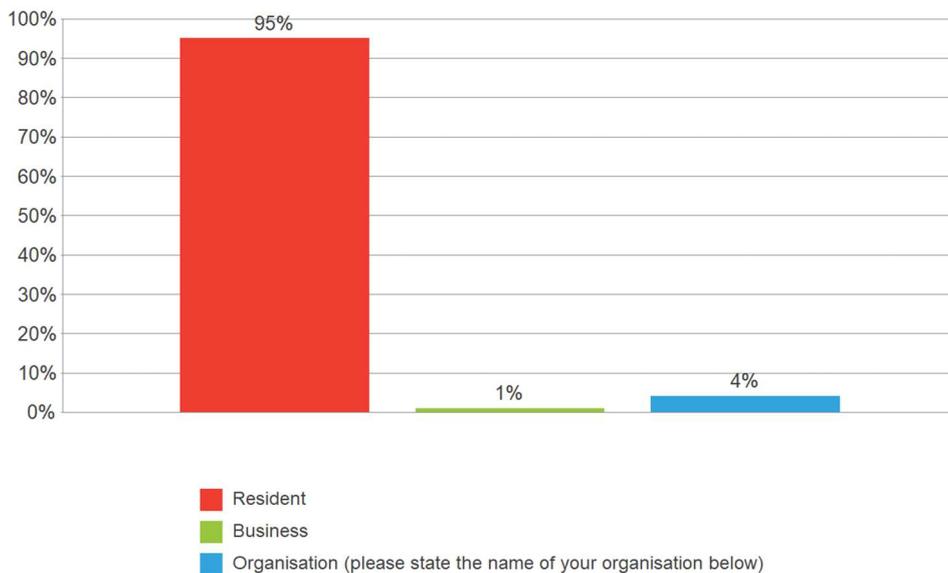


### Are you responding to this consultation as a resident or a business?

193 responded to this question. The majority of respondents were residents rather than businesses or representing organisations.

Responses were received from 7 named organisations, which included Parish Councils.

Are you responding to this consultation as a:



## The Results

### Q1 -Fouling of land by dogs

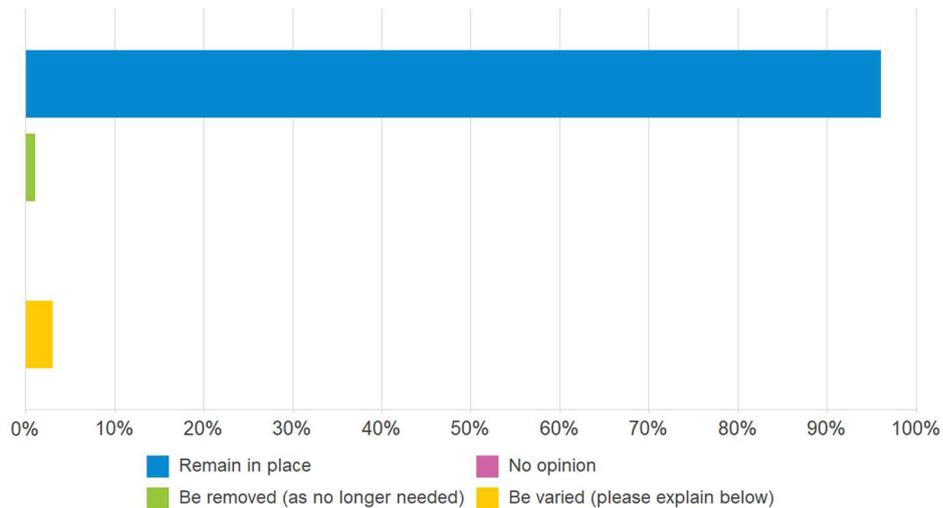
*It is a condition that dog owners or the person in charge of a dog are required to remove faeces (dog mess) from any land which is open to the air and to which the public have access. Do you think that this condition should:*

- *Remain in place,*
- *Be removed (as no longer needed),*
- *No opinion,*

- *Be varied (please explain)?*

193 people responded to this question. 96% replied that they think this should remain in place.

It is a condition that dog owners or the person in charge of a dog are required to remove faeces (dog mess) from any land which is open to the air and to which the public have access. Do you think that this condition should:



3% of respondents felt that there should be a variation and provided the following verbatim explanations for the variation:

- Pick up and remove from all areas where people walk but allow for natural breakdown in wild areas
- Also should be made to dispose of correctly once picked up. Regularly I have bags of dog poo put in to my household bin when it is awaiting emptying, often the bags are not even tied up.
- To include unadopted back streets.
- But add? To dispose of the bag appropriately not drop on verge or hedge? !!
- More importantly, PLEASE, PLEASE make it an offence to abandon the full dog poo bag in hedges, tree stumps, hanging from bushes, gates etc, etc. Its an absolute disgrace the amount of discarded bags

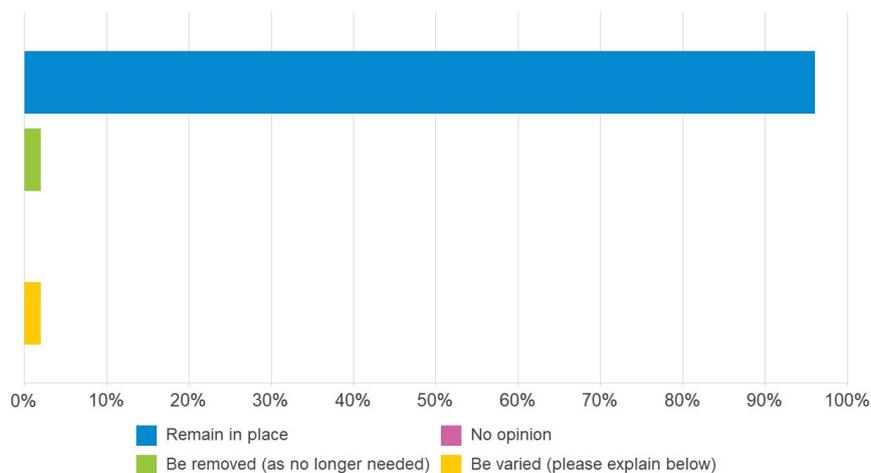
## Q2 - Means to pick up dog faeces

*This requires a person in charge of a dog on land which is open to the air and to which the public have access to have with them appropriate means to pick up dog faeces deposited by that dog. Do you think that this condition should:*

- *Remain in place,*
- *Be removed (as no longer needed),*
- *No opinion,*
- *Be varied (please explain)?*

193 people responded to this question. The majority of respondents (96%) answered that they think this should remain in place.

This requires a person in charge of a dog on land which is open to the air and to which the public have access to have with them appropriate means to pick up dog faeces deposited by that dog. Do you think that this condition should:



2% of respondents felt that there should be a variation and provided the following verbatim explanations for the variation:

- There are far too many people not picking up their dogs mess and even if they do some people are hanging the bags on trees ??
- Persons must prove compliance
- How can this be legally justified when it has not been enforced?
- ? We question the effectiveness of issuing on-the-spot fines for not being in possession of a poo bag and whether this is practical to enforce.

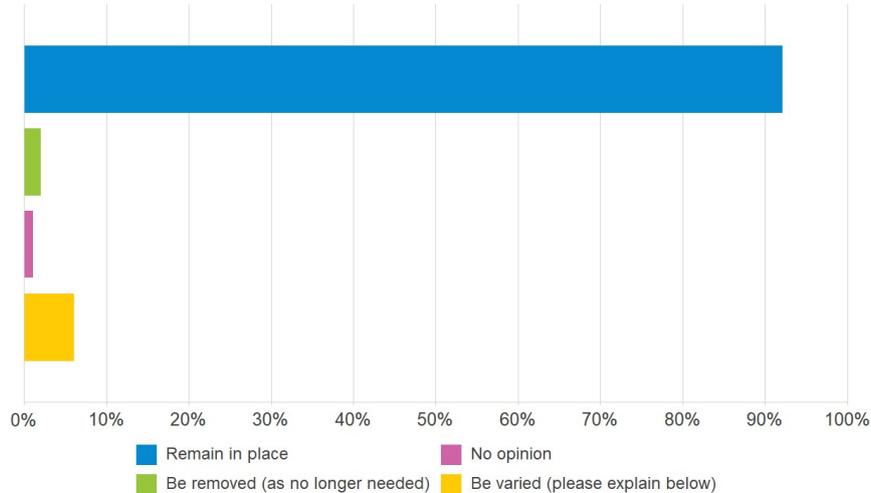
### Q3 - Dogs excluded

*Dogs are excluded from fenced play areas set aside for children and other sports pitches. The full list is outlined in the Order. Do you think this condition should:*

- *Remain in place,*
- *Be removed (as no longer needed),*
- *No opinion,*
- *Be varied (please explain)?*

193 people responded to this question. The majority of respondents (92%) answered that they think this should remain in place.

Dogs are excluded from fenced play areas set aside for children and other sports pitches. The full list is outlined in the Order. Do you think this condition should:



6% of respondents felt that there should be a variation and provided the following verbatim explanations for the variation:

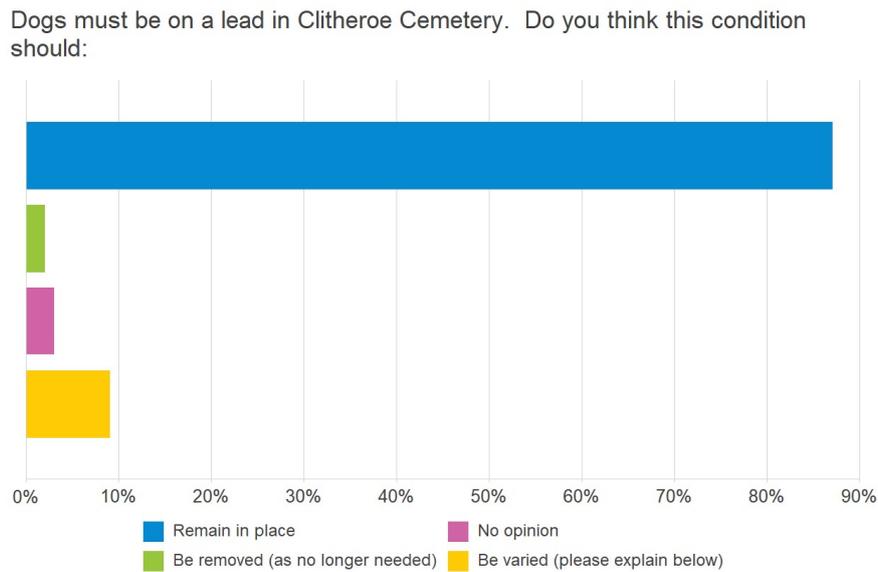
- We have the field by our Village Hall used by dog owners as a 'safe space' for dogs to exercise we do pick up \after the dogs perhaps spaces like this could be exempt
- Dogs shouldn't be allowed where children play as a safe guard to those children
- Definitely not on children's play areas but areas where there are football pitches like by roefield if you walk around the edge of the field and pick up poop I would allow dogs in these areas.
- I think this should be extended to sports pitches such as the Rec ground in Longridge.
- The current order pushes dog owners and public together into areas such as the castle park. Yet very large areas, ideal for off lead exercise, at Edisford are totally underutilised as marked football
- I think dogs should be allowed on leads to allow parents to take their child in fenced play areas-I wouldn't want to leave a dog tied up outside a play area and risk somebody stealing it or teasing it
- The sports pitches should maybe be changed. Private sports pitches should be included, but council owned ones which are only there for enjoyment as part of a bigger grassed area shouldn't be.
- Keep dogs of playgrounds, but sports fields like roefield should allow people to walk dogs across on leads
- Not from public footpath running alongside or through an unfenced play area or sports pitch
- Sports pitches should be shared, dog walkers exercise every day, football and cricket is once a week. Dog walkers could walk around the edges of the field or have a section fenced off as a dog park
- Excluding dogs from areas that are not enclosed could pose enforcement problems - we would consider it more difficult to enforce an exclusion order in areas that lack clear boundaries.

## Q4 - Dogs on leads

*Dogs must be on a lead in Clitheroe Cemetery. Do you think this condition should:*

- *Remain in place,*
- *Be removed (as no longer needed),*
- *No opinion,*
- *Be varied (please explain)?*

193 people responded to this question. The majority of respondents (87%) answered that they think this should remain in place.



9% of respondents felt that there should be a variation and provided the following verbatim explanations for the variation:

- Dogs should be kept on a lead in all public places I am sick to death of the dogs running over to my dogs that are on a lead and they say it's ok they just want to say hello and then try and fight
- too include all cemeteries
- should apply to all cemeteries
- Extend the list of places to include other public spaces within the RVBC outside of Clitheroe
- I think this should be extended to all cemeteries in the Borough
- On a lead in any cemetery or church grounds
- All Cemeteries and all public places
- And other Ribble Valley towns
- Why does this only apply to Clitheroe Cemetery?-should all burial grounds not be included
- In all cemeteries in Ribblesdale
- It should also apply to the castle grounds too, as it used to. Lots of children utilise the area, and sports clubs use the fields, to have loose dogs in this area is inappropriate.

- Remain in place but also extended to the castle field as the amount of dogs running around not under control
- and public parks
- On a lead in ALL cemeteries
- And in parks ie castle grounds
- And other popular public spaces - perhaps within certain time constraints.
- all public areas
- Dogs Trust accept that there are some areas where it is desirable that dogs should be kept on a lead. ? Dogs Trust would urge the Council to consider the Animal Welfare Act 2006 section 9 requirement

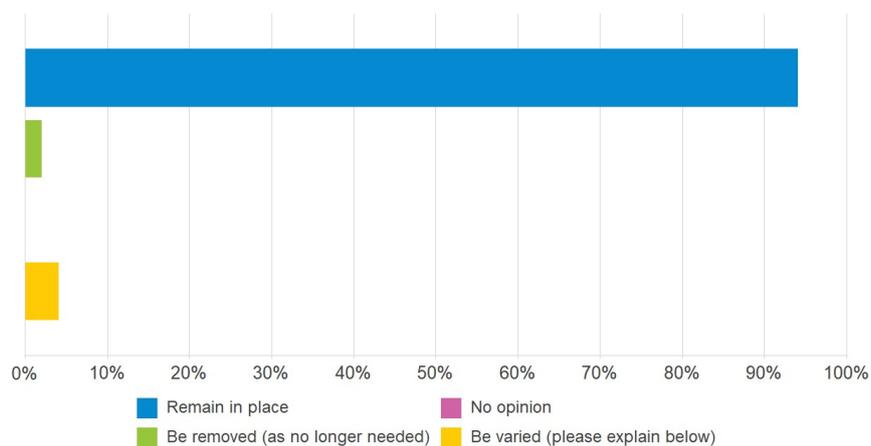
### Q5 - Dogs on lead by direction

*It is a condition that dog owners put their dog on a lead when directed to do so by an authorised officer. This applies to any land to which the public have access and where a dog is considered to be out of control. Do you think this condition should:*

- *Remain in place,*
- *Be removed (as no longer needed),*
- *No opinion,*
- *Be varied (please explain)?*

193 people responded to this question. The majority of respondents (94%) answered that they think this should remain in place.

It is a condition that dog owners put their dog on a lead when directed to do so by an authorised officer. This applies to any land to which the public have access and where a dog is considered to be out of control. Do you think this condition should:



4% of respondents felt that there should be a variation and provided the following verbatim explanations for the variation:

- Dogs should be on a lead at all times
- on a lead at all times, whether directed or not by an authorised officer, notably on private land or where there is livestock. A dog off a lead is by definition not fully under control.

- I think all dogs should be on a lead in a public place where there is a risk to public health, for example all paths within the boundary and leading up to the rec ground or areas where sports or child
- Authorised officer this should be any person asking the dog owner as a Parish Councillor I am fed up asking people to lead there dogs. Mine are always on a lead. No excuse
- if not causing a nuisance and no aggressive behaviour or in same field as livestock should be ok
- Increased so that they do not threaten people
- when requested by any member of the public
- ? Dogs Trust enthusiastically support Dogs on Leads by Direction orders (for dogs that are considered to be out of control or causing alarm or distress to members of the public to be put on and kept on lead

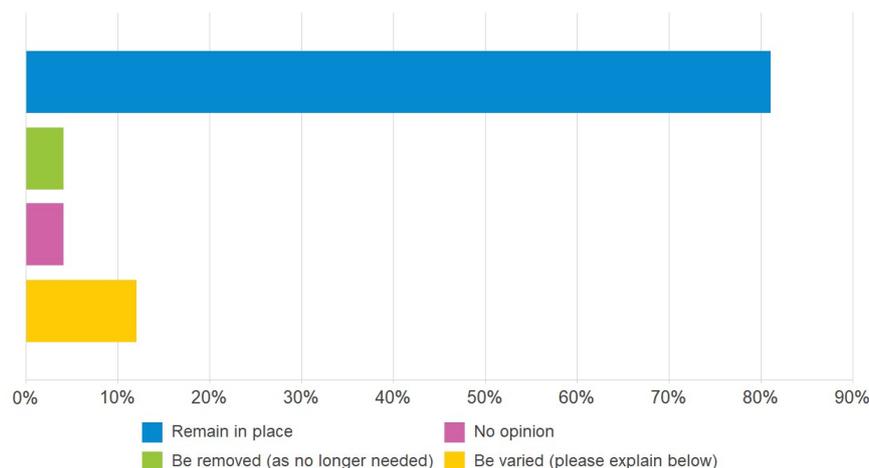
### Q6 - Maximum number of dogs

*The maximum number of dogs that can be walked by one person is four (this applies to any land to which the public have access, except with the consent of the person having control of the land). Do you think this condition should:*

- *Remain in place,*
- *Be removed (as no longer needed),*
- *No opinion,*
- *Be varied (please explain)?*

193 people responded to this question. The majority of respondents (81%) answered that they think this should remain in place.

The maximum number of dogs that can be walked by one person is four (this applies to any land to which the public have access, except with the consent of the person having control of the land). Do you think this condition should:



12% of respondents felt that there should be a variation and provided the following verbatim explanations for the variation:

- 4 is too many

- as an owner of 5 dogs, this makes it impossible for me to walk all my dogs at once. it should be altered that if the dogs are all from one family it should be allowed
- Reduced to two dogs, there is no way one person can clean up dog poo and keep control of four dogs at the same time
- I think 3 should be the max. Some people struggle to control one
- I think this should be reduced to three.
- Four is too many, the number should be reduced.
- Reduce to no more than 3 dogs
- Having two dogs on a lead at all times I can say that is difficult enough therefore two dogs should be the maximum
- Depends on the size of dog. Very small dogs could be walked in slightly larger groups, maybe 6, but only if all the dogs are small.
- Reduce to 2. There's no way that you can adequately control 4 dogs.
- Some people cannot control 2 dogs
- Four is too many.
- Reduce to 2 for large dogs
- I have had 5 dogs in the past and they were all under control, and I know a lot of people with multiple dogs and they are well controlled-simply because they have a lot of dogs.
- some owners have more control of multiple dogs than single ones also affects livelihood of d of walkers
- Reduced to three
- How do they even look after 4? Make it 2
- Should be reduced to two.
- 4 is to many when they are walked by professional paid dog walkers as they meet up and walk together with lots of dogs.
- Number of dogs should be reduced to 2
- Limited to 2
- two max one on each hand is acceptable for control
- Surely a single dog walker can not control 4 dogs at the same time! This number should be reduced.
- ? The behaviour of the dogs and the competency of the handler need to be taken into consideration if considering this order. Research from 2010 shows that 95% of dog owners have up to 3 dogs.

### **Q7 - Any other comments?**

*Do you have any other ideas on how we can improve dog control in Ribble Valley? Please let us know your ideas.*

Nearly every respondent made comments. Below are the verbatim comments received.

- "Dogs should not be allowed to chase people using public footpaths though private land ie they should be under control / on a lead. I have constantly been chased by a dog when on a public

right of way through a farm yard - as I am scared of dogs (father & child bitten in unprovoked attacks) this puts me off using the path (which may be the intention)"

- "Fine people throwing the bags into the open with dog faeces in them"
- "increase dog wardens around the longridge area"
- "More dog warden patrols, particularly in problem areas and at busy times for dog walking. More signage in public places."
- "Enforcement of fines for dog fouling."
- "More patrols in dog fouling hotspots and more dog poo bins located in hotspots"
- "Higher fine might help to force those who make a bad name to every decent and responsible dog owners"
- "More patrols by warden in sensitive areas, lead control of breeds like staffies, and big dogs at all times anywhere"
- "There are some dog owners who give responsible dog owners a bad name. Irresponsible dog owners allow their dogs to foul in public areas. We need more dog wardens to rigorously enforce the Order, particularly in Longridge where dog fouling in parks and on pavements is a particular problem."
- "Keep all dogs on leads unless on private property I have stopped taking my dogs to beacon fell because everyone just lets their dogs run wild off the leads or they are on the retractable leads and the owners are in front and the dogs trailing behind or miles in front and they don't see the dog has had a poo"
- "mandatory that dogs are on a lead at all times when crossing private, residential land over which there is a public right of way"
- "By enforcing the rules and regulations that are in place more stringently. More signage and bins and possibly information delivered to each household so no one can say they weren't aware. Also ensure fines are executed."
- "More dog bins would be useful. a dog warden that actually understands the difference between a 'dog playing' and a 'dog out of control'"
- "In Gisburn we have a problem with some people leaving bags containing dog waste in the playing field, pavilion building, along footpaths or at the entrance gates to the field. There have also been problems with people dropping the bags in other people's red bins that they pass on the way home. Could the legislation be extended to require people to dispose of the bags properly in either the public bins provided for the purpose or in their own bin at home?"
- "Bigger penalties for those that breach the condition"
- "More wardens needed. More fining needed."
- "Publicise those caught to act as a deterrent and also make it an offence ( if it isn't already ) to leave poop bags and contents in public places ie footpaths, on walls and hanging from road signs, trees etc. Obtain funds to periodically have the contents of poop bags frequently left in public places tested for species. I'm sure that could bring persistent offenders to justice. Someone constantly leaves poop bags on the floor next to the street name on Bosburn Drive, Mellor Brook."
- "More dog poop bins in the area"
- "More dog bins around"
- "more dog bins in mellor village, there is only one !!"
- "Other than CCTV and education, unfortunately no."

- "No just keep up the good work!"
- "Be around to actually enforce the rules. For example, station an officer in random play areas for an hour or so every weekend day and every day during school holidays. More dog warden patrols early morning and 9/10pm at night when owners walk dogs"
- "Dogs should remain in a lead on all public highways. A guy was walking along pendle road with his dog trotting beside him, no lead. It saw something across the road a and darted out in front of me. Luckily I managed to stop without hurting anyone but my sister did have a stiff neck for a couple of days. A small minority of dog owners are irresponsible and it's only those that will object"
- "More visibility of Dog Warden"
- "information posters on how dog faeces can be potentially detrimental to the well-being of adults and especially children"
- "I live in Gisburn and we only have 1 designated dog waste bin. We need more spread around the village."
- "More dog wardens patrolling problem areas. At the moment a percentage of their time is used in emptying dog bins which could be taken off their job description allowing them to concentrate on visiting different areas, speaking to dog owners about dog fouling and controlling their dogs."
- "More presence of dogs wardens for those who don't pick up poop and for those people who have temperamental dogs that should be on a lead."
- "Fenced off areas for people to let their dogs off would be more appropriate means of control. At the moment I find it disgusting that dogs are allowed on sports pitches or areas where children travel to and from playgrounds. the hanging dog poo bag is now a blight on many a walk. It is unacceptable that people walk their dog so it can have a poo in a park, or on a pavement to and from their homes. there is always a residual mess left which is unhygienic. A compromise would be to allow the local public to volunteer to set up dog friendly areas within a park but which is fenced off. This could serve as a beacon of excellence in promoting and educating good ownership and provide a link to RVBC."
- "Dogs within the castle grounds should only be let off the lead in the lower fields, in all other areas of the castle they should remain on a lead."
- "Allow more access to Edisford fields for off lead exercise. Dog walkers are out early in the morning and late at night. They will deliberately go to places to avoid groups of people. The current legislation severely limits locations for off lead exercise, pushing dogs into areas that can be very crowded. If dog fouling was tackled more robustly, then the shared use of these larger areas would decrease incidents of people being concerned over dogs having (much needed) off the lead exercise."
- "Having tried to raise an issue with the dog warden on 16/06/20 I have yet to receive any contact from her. I have spoken to her colleague in Environmental Health who stated she works 2 and a half days a week and is extremely busy. It would appear we need another dog warden to support the existing one and provide a better service to our community. The issues I wanted to report were very real and numerous and to top it all being committed by a 'professional' dog walker."
- "Dogs to be on a lead at all times in any and all public spaces"
- "Installation of more dog poo bins More frequent emptying of existing dog poo bins Installation of poo bag dispensers by bins and entrances to areas of high use Recruitment of more dog wardens who can patrol areas of concern More vigorous enforcement of regulations Installation of CCTV in areas of high concern"
- "More bins"

- "Consider idea of areas for exercising dogs off lead."
- "More Dog Wardens & more fixed penalties issued please."
- "To control the no of dogs to be looked after by dog minders"
- "More poo bins on green space"
- "AS is but NO TO WARDENS HAVING POWERS TO ORDER OWNERS TO LEAD UP."
- "more dog poo bins"
- "Please place a poo bin at the end of Moorfield Avenue, Ramsgreave as there is continual fouling of the path there."
- "Place bins at entrance to popular dog walking sites. Definitely at the lay-by entrances to Dean Clough reservoir"
- "All dogs should be on leads when using public rights of way which cross over private land unless allowed by the land owner. All dogs should be on leads when using public rights of way which cross over sports grounds where young people may take part in sport."
- "More dog bins"
- "As previously suggested dog owners should dispose of bags of dog waste correctly, should be fined for using other peoples domestic bins to dispose of the bags."
- "- for more dog poo bins to be put into the area - for dog poo bins to be emptied more frequently."
- "I live in the Wilpshire area of the Ribble Valley and amount of dog fouling left on the pavements and public footpaths has become a terrible problem in recent months. From what has been posted on the local Facebook/Nextdoor Neighbour, some dog owners seem to find it highly when people complain about this but it isn't funny when you can't go for a walk without having to wheel prams into busy main roads and walk into the road with children to avoid it. Perhaps, if some of these dog owners were fined they wouldn't find it so amusing and would start picking up after their dogs."
- "Dogs on lead at all times. The incidence of dogs fouling is so much greater when the dog owner studiously walks on whilst the dog fouls the pavement etc, this allows him/her to ignore the protocols."
- "More fines for dog foul"
- "Increase signage about dog fouling and review signage condition more often. Some signs have been torn down!"
- "Increase the number of dog bins or litter bins around the Ribble valley Increased emptying of litter bins in the RV area, would help. Far too many bins are overflowing and especially in rural areas. Increase the number of dog wardens in the RV borough. I've personally never seen a warden or even a wardens vehicle. Increase presence would be good. Can RV introduce a licence fee for dog owners? If you can, Then you should. This can help pay towards increased dog wardens across the borough. ?Stick and flick? remove the rumour and explain to the public that this is possible in certain areas. Maybe stick and flick signage in designated areas."
- "More bins for the disposal of poo bags and possibly CCTV in areas where it is known to be bad. Hopefully if caught on CCTV and they are hit with a hefty fine they will pick the mess up."
- "Sadly council funds are limited, but it would be good to see high profile prosecutions of some of the tiny minority that do not clean up after their dogs."
- "As a Wilpshire Parish Councillor and a two dog owner I am Fed up with all the complaints about dogs we must take action. Allow councillors to enforce the rules as well as dog wardens."

Large signs telling people to put their dog on a lead. I know a number of dog owners that do not and will not use a lead so RVBC must follow through with the fines and keep giving them. The largest group of people who complain about dogs to me are dog owners and I for one do not want the bad name from the idiots who do not have control over their dogs"

- "More dog waste bins in appropriate places so dog owners aren't tempted to drop their faeces bags into the bins of non dog owners if the bin is in reach."
- "I have never seen a Dog Warden actually on the ground and I always wish we could have more on the spot fines to deter people from leaving dog faeces around. As a family we are even more disgusted by those who bag it and leave it. I also think extending leads are dangerous when used incorrectly."
- "During the pandemic all dogs should be kept on a lead in public places. When walking around on the outskirts of Clitheroe we have experienced on a number of occasions when a dog is off the lead and the owner is a long way in front and we are in between the dog and its owner then owner turns back to look for dog passing very close by us well below 2metres"
- "Get people to keep dogs on a lead more when around other people. Dog owners need to be educated that not everyone wants their dog to approach them - people have allergies, people have been attacked by dogs previously, people think they are dirty, people are generally scared of them. It is the responsibility of dog owners to keep them under control at all times, not to let them approach people, not to let them bark or growl at others. If they can't do that they shouldn't be able to keep a dog."
- "Personally feel more bins are needed u"
- "recruitment of more dog wardens \*installation of more dog-poo bins \*more frequent emptying of existing dog-poo bins \*more robust enforcement of current regulations \* increased patrols and/or CCTV in areas of high concern"
- "Visit the field within Calderstones Park where people let their dogs off leads and run and jump up at people who are passing. They seem to think this is perfectly acceptable."
- "My recommendation is that there should be more dog wardens to enforce the regulations"
- "The fines for dog fouling should be much greater. As a dog owner myself I am appalled at the amount of dog poo on the streets and also in open spaces that just never gets picked up. Sadly, there is not enough patrolling to deter the offenders. I would also suggest that Clitheroe Council introduce a registration for all dog owners in the Ribble Valley. Our local council did this in Melbourne Australia and it worked. Every dog had to be registered each April for a fee - this helped a great deal in monitoring the situation."
- "Borough Council regulation appears adequate"
- "We need more notices about the rules. And more bins to put poo bags in. The open football pitches in Longridge should be patrolled by dog warden."
- "All the conditions are reasonable but will be very difficult to enforce outside Clitheroe where a Dog Warden is a rare sight-to improve dog control in the Ribble Valley you must provide more Dog Warden presence in the towns and villages outside Clitheroe. Residents in the towns and villages pay their rates and therefore should be able to expect the same consideration given to Clitheroe ratepayers"
- "No, just please keep the current regulations in place to ensure that our wonderful borough remains clean."
- "Common sense says dog mess etc should be cleaned up. But why waste money having surveys like this. Or is it some councillor sat home trying to justify his/her salary ???"
- "People should have to keep their dogs on a short lead in town centres"

- "Provide a securely fenced area where dogs can be safely allowed to exercise off their lead."
- "Dogs must be on a Short lead on all pavements they are a danger to all but especially older people Who on moving away from them they can trip over result broken hips and other bones. Some people are afraid of dogs and would feel confident when in near contact that the owner was in direct control of the animal instead of being anxious about its behaviour and could enjoy their walk with more pleasure. In these time of Covid when we have so much hand cleansing we do not want a dog coming near our hands when it has had its nose in filthy material on the ground and in some cases marking our clothing."
- "Dogs are constantly pooping on the grass on Bright Street which makes mowing the grass messy to say the least. Dogs are generally let loose or just let out. Fine these people Fine them..."
- "More visible presence of dog wardens"
- "Over the past few months, I have felt, while exercising during lockdown and afterwards, that Clitheroe's public spaces are being used simply as large dog parks, with too many owners taking no account of other users of the spaces. I am sure that stricter rules will not inconvenience the responsible dog owners, but they will allow the irresponsible ones to be stopped. Given the number of times I have seen people approached at top speed by dogs not on a lead, with no owner in sight, I would like to see tighter rules about loose dogs in council parks. There are plenty of spaces in Ribble Valley where dogs can be let off the lead, but the smaller public parks are simply not suitable. Please allow everyone to use the parks and enjoy them - not just dog owners."
- "Not sure how or what could even be done or how you might begin to tackle this one but I do think a lot of dog owners in Ribble Valley have been left unstuck due to the sheer number of new developments that have taken previously used (often without any issue) land and public footpaths. There are so few places and open space areas in which dogs can be safely exercised off lead and the rise in home owners with dogs of course means everyone is struggling and jockeying without much room to start with. I have seen every small field, open space and previously public access farmland routes disappear within the space of five years. I now rent a small paddock privately from a farmer exclusively for use with the dogs because there is nowhere else to take them and let them run riot in private and without us running the risk of upsetting people. I personally dislike the whole idea of dog parks but think it might be an idea to consider allocating some space or open area – fenced for safety "
- "I think designated dog parks should be made available so dogs can socialise without people making complaints"
- "Yes ...I own a dog walking business and have seen the number of dog owners and dogs in the Ribble valley grow by at least 30% if not more ...yet the dog warden resource is the same if not less ..there needs to be more official resource split between dog control ,dog training and education ..to prevent any current problems getting worse"
- "no dogs off leads walking on the streets . some let their dogs off lead on public footpaths whilst walking round the streets."
- "The dog warden could visit Grindleton Fell Rd. People seem to be parking at 2 particular spots and letting dogs free to defacate and not clean up after them."
- "Improved service by employing more dog wardens and higher penalties issued to offenders to help support that."
- "Target problem areas"
- "As in the case of all nuisance offences, dog fouling, littering, fly-tipping etc., it is practically impossible to eliminate them completely without an army of wardens patrolling and stiff penalties when offenders are caught. Community pride needs to be revived and encouraged so that

those, i.e. the vast majority, who are disgusted by the offences feel motivated to report offenders, who should be named and shamed. Sadly, the general state of Clitheroe has deteriorated so much with lack of maintenance of pavements, drains etc., and some awful eyesores of buildings and street clutter, that community pride has fallen by the wayside. And how can the community feel proud of the state of the old bowling green and cafe in the Castle grounds? A 'Clean Up Clitheroe' campaign might be a start. It could accomplish more than the single issue of dog fouling."

- "More poo bins Directional signposts to poo bins"
- "Please lets have more notices posted and more signs of dog wardens"
- "I think the main problem is lack of education, the council could encourage people to take their dogs/puppies to obedience training classes-maybe have a list of trainers on their website and/or refer them to the Kennel Club site for a list of approved trainers in the area."
- "random checks for microchips enforce dogs on leads on farm land"
- "Provide additional dog waste bins to match the increase in number of residents and properties adjacent to the countryside. These developments have led to an increase of dog walkers in Barrow and Wiswell for example."
- "RVBC has this issue right with it's current policy and the next three years with these same disciplines remaining in place will see an even greater improvement and compliance from the dog owning public and a greater tolerance from none dog owners too as it has obvious benefits for everyone in the community. Dog wardens should consider pro-active measures in order to avoid issues arising, hand out leaflets to dog owners together with a coloured bag and a friendly chat around known dog walking areas. ""Prevention is better than cure""."
- "make the dog owners responsible for the actions of their dogs. If this means fining them then do so!"
- "Dog control is good, but more dog-poo bins clearly labelled (or if it's ok in a litter bin, then a clear label please)"
- "Dogs to be kept on short leads on public highways and pavements. Improved enforcement. Simplified system of reporting issues of dog fouling/greater publicity ."
- "Please provide additional support to sports clubs to be able to enforce the law. PCSO's (or actual officers) visiting sports grounds at popular times, ie. morning and early evening to reinforce the law to the public."
- "Is there any way measures can be taken to reduce the number of filled 'poo bags' being left on the ground or hanging from fences/branches? This appears to be an increasing problem - somehow the irresponsible dog owners who do this need to be made aware that bagging it is not in itself sufficient"
- "Dogs on leads in all public spaces including Castle grounds and Edisford river area."
- "I think the order covers all the areas it needs to"
- "CCTV for playgrounds and sports pitches. Higher fines or community service for repeat offenders. Removal of dogs from repeat offenders."
- "Cameras"
- "Please could you provide a bin/dog foul bin on Chatburn Rd, there is always dog mess on this stretch on road and no means to dispose of it."
- "Anything that can reduce the number of pet dogs in the towns of the Ribble Valley"
- "None I think it is much much better since these laws came in place. Owners have to take responsibility for their pets"

- "More dog faeces bins"
- "More signs need and bins some people need reminders. I have noticed an increase on fouling. I live near Castle View and the amount of fouling is terrible and along the main road adjacent to Trinity Church. It angers me that this is happening something needs to be done as it will unfortunately get worse, which is extremely disappointing. Another factor is that a lot of dog walkers walk along the river and come out at Kirkmoor Road which is a hotspot."
- "Dog control, per say, isn't an issue. This is a behavioural issue. Heavy fines for fouling need rigorous enforcement."
- "There have been issues on Clitheroe Castle with dogs off leads. A park warden may be a good idea to enforce lead wearing if and when required"
- "Perhaps allow funding for parish councils to employ part time dog wardens to work at weekends. Also more prominent signage in all car parks etc"
- "As stated earlier, We are always seeing the full bags thrown down where other dogs or vermin roam and children step in, don't understand their logic!"
- "More wardens to check up."
- "Dog licenses should be compulsory and all dogs must be microchipped. Licenses should be of a token charge to ensure full compliance. Fines for dog walkers who do not deposit dog poo in bins."
- "Despite the requirement for dog poo to be picked up and disposed of by owners, our parks and public spaces continue to be littered with dog poo, both in and out of bags. The bags themselves are a major issue when not disposed of as they contribute to the plastic littering the countryside. Some owners seem to habitually bag their dog's waste and fling it into the undergrowth, hang it on a branch or pile it in a favourite spot. I would strongly urge the council to introduce a dog DNA register so that fouling can be traced back to owners. Unless dog warden patrols are hugely scaled up, I can see no other way of successfully addressing this issue."
- "Dogs that cannot be controlled by their owners should be removed from them. If you are unable to recall a dog that has endangered others you are not a responsible owner and should be barred from owning dogs."
- "Have the public be able to report individuals. This data collected and repeat offenders contacted. Several dog walkers have no consideration for other dog owners, allowing dogs to run up to other dogs kept on the lead. This creates a tense situation. Have had to speak to someone on no less than 7 occasions because he can't control his dog. Should I and others be able to report this in a non urgent manner, the reports collected and presented to the individual then more notice would be taken. Whilst he has no control of his dog any member of public as well as other animals could be injured. As a repeat offender it is better to prevent this happening rather than deal with it once someone is injured."
- "Dogs on children's playing areas ( Castle field) should be kept on a lead, you see it full of dogs in the morning then in the afternoon children at picnics. Perhaps like they do at popular beaches banning them completely during the SUMMER months would be a good idea."
- "The dog warden(s) should be more visible, especially in problem areas. Maybe a small increase on council tax could provide funds."
- "Be more proactive in controlling nuisance dog behaviour from local residences.. eg constant barking due to owners leaving outside"
- "More dog warden patrols in the areas that dog fouling is a major problem . Woone Lane , Chatburn Road , Henthorn Park of which dog owners pick the dog mess up in a poo bag then just discard . Walking down Woone Lane is like a dog poo obstacle course . And regarding the cemetery. Dog owners need to show respect and not let them run freely . Maybe installing

CCTV in the cemetery. But something really needs doing . It's the small minority that cause these problems ."

- "Encourage or enforce use of bio degradable bags and fine those who do not take the waste home with them."
- "Designate a dog walking field in the area where owners can take their dog and let it be loose."
- "Just dogs should be on a lead in the castle grounds"
- "fine any dog owner found carelessly deposing poop bags"
- "Anyone contravening the order should be vigorously pursued and the results made public. Ideally with names of offenders."
- "Maybe dogs should be kept on a lead and under control in all areas where the public old and young have access to."
- "Ban dogs roaming in farmers fields when on a footpath. They are a nuisance to sheep ground nesting birds and other wild animals"
- "Dogs should be on leads in the parks. Too many times people have lost sight or control of their dogs and the dogs come bounding up to children and young families. Dog litter should be enforced much more. You could rename woone lane dog poo alley there is that much left lying around. It's frustrating as it give the good dog owners a bad name."
- "More dog loo bins, more larger dog walking areas where you can let dogs of lead like henthorn dog park. Fine people who don't pick up dog poo."
- "Dogs should be kept on a lead in all public parks in my opinion"
- "In those areas highlighted as having a dog fouling problem then the following might be considered: 1. More dog warden patrols. 2. The provision of more waste bins. 3. Appropriate and regular mail shots to households. 4. Engagement with local residents to help identify culprits. 5. Greater fines to those caught repeatedly offending."
- "Give dogs and owners more places to run free for exercise"
- "Local dog licence by byelaw"
- "I am a responsible dog owner and very much dislike being tarred by irresponsible dog owners. Please don't make the castle a lead only area most dogs have excellent recall and behave appropriately. Why penalise the majority for the minority."
- "That the council should be more supportive of the warden when issuing fines and that the fines should be enforced. I do feel dog fouling in Clitheroe is a problem and spoils the town."
- "Get more wardens on patrol and fine people, this disgusting mess is getting worse, I would like to know how many fines have actually been imposed and paid !"
- "More patrols? More signage? Request in all RV publicity material for potential visitors to be aware that local regulations are enforced, with brief details in the actual publicity material rather than just a reference to a web site."
- "It would be good if areas fenced off could be used for dogs, so that the rest of us can enjoy the parks etc, which we cannot at present. This might operate in Norway. Dogs have multiplied over recent years until they dominate parks etc. How can small children play in parks when large dogs like alsatians are bounding around. Soon we have have a casualty if this continues. All dogs should be under far stricter control."
- "Change the 'four dogs at once' to ' two dogs at once'"
- "Signage with regard to the danger to health and anti social aspects of dog mess which is not cleaned up."

- "Given the substantial improvement since PSPO it would appear that the current legislation has been successful but needs to remain in situ. However, a number of dog owners are not abiding by the regulations as I found out to my personal cost! If there remain areas where dog fouling is more in evidence than others then perhaps temporary cameras may prove effective."
- "Ban all dogs from Town Centre Shopping areas. Be in charge of 2 dogs only at one time."
- "Have never seen a dog warden in the town. If we have insufficient funds for wardens could other departments assist in any way. There are too many dogs in the area (including the town centre) and often are seen without leads but nothing is done and cannot be done if only a dog warden is allowed to instruct owners to put leads on dogs. Outside the town centre dog faeces are seen on many footpaths which are never cleaned. The entire situation re dog fouling can only be improved by more active dog wardens and when any fines are issued either owners names could be published or more warning notices be displayed throughout the Ribble Valley."
- "Dogs should be on a lead in park. Too many incidents from irresponsible dog owners."
- "We have 2 dogs and always leave on a lead in public places. People let their dogs off leads when entering Brugerly Park. The amount of dog mess near the entrance is not acceptable"
- "All dogs should be chipped and their DNA taken, paid for by an upfront payment say £200. Offending ""matter"" could then be sampled and the owners contacted. Anyone leaving a plastic bag on a fence or down a drain would have a big fine and say a community order placed on them. Super markets should have warning signs in them reminding dog and cat owners of dealing with the outfall responsibly."
- "Designated dog parks with bins and CCTV in operation to enforce pick up of dog mess. Part of football fields next to new build houses could be used. Other areas are also available. If too expensive for dog parks then more enforcement officers on patrol. In six years of dog ownership I have only seen dog wardens twice in that time. Dogs should be allowed off lead and under control in more outdoor places, as they used to be. It would be great for tourism and locals alike. Promotion of responsible dog ownership in local schools and community groups."
- "Increase provision of dog waste bins. Increase spot checks on compliance - particularly out of hours. Introduce ability to ban / restrict dog ownership from repeat offenders."
- "any dog off a lead should be muzzled"
- "More presence of dog wardens. In the castle grounds, I still see owners not picking up after their dogs and have politely drawn their attention to it; it is usually because they are busy looking at their phones and not concentrating on what the dog is doing or where it is if it is off the lead."
- "Re introduce a dog licence the funds of which would only be used for dog related matters improving facilities for dogs i.e. bins and poo bags plus the cost of cleaning up the mess and dog warden costs. The account should be transparent so that the public can see what the money is spent on. Thus being accountable the dog owner will hopefully be more careful and control their animals behaviour. Ensure all dogs carry third party insurance cover for when something serious happens."
- "Enforce existing rules."
- "More officers to deal with fouling. Create a dog park, so that dogs can be let off lead safely. Support farmers having to deal with dogs in their livestock"
- "Please provide more bins for dog rubbish disposal."
- "Please ensure the policy is fairly and thoroughly enforced. Think about ways that the public can have more access to open spaces within walking distance of where they live."
- "I have noticed a significant improvement in areas since 2017. There are still problems with dog mess outside schools despite good signage. Is there something which could be done there?"



actions. This might persuade a few to conform. I live in Clitheroe and never see a dog warden on patrol, whilst I am sure they are busy flexibility to be around in the evening and have a much higher profile. For example the problem with the playing fields in low moor is that at night some residents stand at the edge of the playing fields and let their dogs run free not caring what deposits they make and making no effort to pick them up. The presence of a warden on occasion will deter this activity and encourage owners to take dogs for a proper walk. The use of normal bins for dog waste is a first class initiative but for some reason labels have been removed On some bins and need replacing."

- "Common sense."
- "The PDSA's 'Paw Report 2018' found that 89% of veterinary professionals believe that the welfare of dogs will suffer if owners are banned from walking their dogs in public spaces such as parks and beaches, or if dogs are required to be kept on leads in these spaces. Their report also states that 78% of owners rely on these types of spaces to walk their dog. I would also like to bring your attention to the similar recommendations stated in the Government's 'Anti-social behaviour powers -Statutory guidance for frontline professionals' document, pages 52/53. We believe that the vast majority of dog owners are responsible, and that the majority of dogs are well behaved. In recognition of this, we would encourage local authorities to exercise its power to issue Community Protection Notices, targeting irresponsible owners and proactively addressing anti-social behaviours. Dogs Trust works with local authorities across the UK to help promote responsible dog ownership. "

• Response from [REDACTED] Parish Council

Dear Mr Robinson

I have been asked to put forward the following comments regarding the consultation for the Dog Control Order PSPO. The councillors felt that

1. Dogs should be on leads at all times whether this is walking down the road or footpath. Dogs do not stick to footpaths when unleashed so the only certain way to have your dog under control is to have it on a lead at all times. We have numerous public footpaths across fields where livestock graze and to have dogs off the lead can easily upset the animals.

2. More short notices explaining to dog owners about the importance of cleaning up after your dog, whether they are on the pavement, road, or public footpath/field. Including social and health hazards to other livestock if they don't do so. Our farmers have reported incidents of livestock going to slaughter and being notified that they have present live tapeworms due to dog fouling.

3. More dog bins near to popular footpaths to encourage collection and disposal. (maybe this point isn't valid on the dogs order but would help out).

4. People drive into our parish and have been seen letting their dogs out to chase balls in fields along the riverbank, as it is a public footpath in a field they believed that this was acceptable and even though livestock ran to another field to get out of the way seemed unconcerned. It is felt that more notices to dog owners is required.

Regards

- I do agree with the controls on dogs in public spaces, but could you please stop using the word 'poop'. Not only is it infantile, it lessens the sense of the sheer nastiness of the mess. I know that you cannot call it what it really is, but could you use the term 'faeces' instead?
- On behalf of [REDACTED] Parish Council I write to advise that after consideration the council agree all the conditions as laid out in the existing order should remain and the order should continue. The online survey has been completed.
- [REDACTED] Parish Council would support the extension of the order in respect of the included areas within the Parish.
- There is no doubt that the Order should be renewed. (I have failed to find a questionnaire relating to this topic. Perhaps the website could make it easier for residents to express their views.)
- I feel that whole PSPO should be continued BUT the rule about having dogs off a lead in Clitheroe Cemetery should be extended to it being an offence to have a dog of a lead anywhere in residential areas and the main streets and have signs put up to state that it is a designated dogs on leads area, similar to other boroughs nearby. We have our own private lawn at the front of our house (no hedge) and it has been used by dogs as their toilet one quite a few occasions, which should not have to be tolerated. I know I am not alone in feeling this amendment should be made to the renewed PSPO. (Sorry to have to send this in this way, but I did spend some time trying to find the consultation on your website.)
- I have seen the letter you sent to Councillors and Parish Clerks in respect of the above matter, and have accepted your invitation to respond directly to you. A public footpath runs the length of our driveway, and for the 18 years we have lived here we have been subjected to regular deposits of dog faeces – often several times a week. It will be on record that we have complained to the Dog Warden on several occasions. Many times, faeces has been trodden in by myself or members of our family, often being transferred into the home or the car. During that time, we have had young

children, and nowadays young grandchildren whose health is subject to a significant risk from dog faeces. I would welcome the Council considering the following:

- Commit to prosecute every offender where there is photographic/video or corroborated eye-witness evidence of the offence; and
- Compulsory for dogs to be kept on a lead when crossing private, residential land; and
- Permit the property owner to deny identified (not necessarily convicted) offenders access across their land

In respect of point 3., we do consider the cleanliness of our home and property and the safety of our grandchildren to be far more important than the right of public access of those who show little or no respect for the right they have been granted. I am happy to discuss this directly with you, or welcome you to our home to view the site in person. There will be others I'm sure who suffer persistently the same lack of respect from others.

Dear Sir, FAO - 4420

I read with interest a brief note in the Lancashire Post re. the PSPA introduced in 2017.

I fully support the initiative, despite as a Longridge resident never having heard of before. Please extend the order for a further three years.

I must point out that I have no hostility towards dogs or dog-owners. I do however keenly support the maintenance of safe, environmentally friendly public spaces to be used and enjoyed by the community at large.

I am very concerned about the situation on John Smith's Playing Field in Longridge. I have used the facility for many years and have recently noticed a significant change in its usage.

It is encouraging to see the area used for sporting purposes by youngsters and also families, particularly in the summer months. However, the football now is mostly that of dogwalkers.

Following the building of new housing estates over recent years, the number of dog walkers has increased exponentially. People arrive by car and often come twice a day. A few have three dogs or more. Unfortunately, the dogs relieve themselves fairly soon after arriving and some areas around the entrances, on and around the soccer pitch near the children's play area and along the edges of paths are often overused.

The vast majority of owners retrieve the droppings,

P.T.O

but not all. Despite the best of intentions, the grass in any event is smeared with excreta which as we are all aware is a health risk, especially to young children. The smearing is accumulative and frequency increases the problem.

It is disturbing to see families with young children picnicking, rolling about on the ground, playing ball games etc unknowingly on grass which has been extensively polluted. I think the risk to public health has significantly increased.

It is worth remembering that the area in question is not a Park but a Playing Field and by definition a place where young people and children can enjoy sport safely. Perhaps it should be treated in a similar way to a School Playing Field.

~~There are various ways in which the situation could be improved and I am sure that you are familiar with all of them.~~

One possibility that springs to mind is to create a designated 'Poop Area' with fencing and Waste Bins as are often found on Motorway Service Stations.

Fortunately, there are several large spaces on John Smith's which are not used by anybody and which provide opportunities for such a project. This does not even include the frequent large strips of nettles which could be cleared.

Keep up the good work. I am confident that you will do your best to introduce changes which are acceptable and beneficial to all.

Best Wishes,

A concerned citizen.

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 9

meeting date: 1 OCTOBER 2020  
 title: REVENUE OUTTURN 2019/20  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: ANDREW COOK

### 1 PURPOSE

1.1 To report the revenue outturn 2019/20 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.
- Other Considerations – none identified.

### 2 BACKGROUND

2.1 The national deadlines for local authorities to produce their Statement of Accounts and have them audited have been extended for the 2019/20 financial year, due to other pressures and priority work that finance departments have had to deal with as a result of Covid-19. Local authorities have to approve their Statement of Accounts for audit by 31 August 2020 and the audited Statement of Accounts must be approved by 30 November 2020.

2.2 Our full Statement of Accounts was approved for audit by the Director of Resources on 28 August 2020. The Statement of Accounts audit will commence in September 2020 and it is expected that the audited Statement of Accounts will be approved by the Accounts and Audit Committee at their meeting on 25 November 2020.

### 3 REVENUE OUTTURN 2019/20

3.1 Shown below, by cost centre, is a comparison of the 2019/20 actual outturn with the revised estimate budget for this Committee. You will see an overall underspend of **£186,028** on the net cost of services. After transfers to and from earmarked reserves, the overall underspend is **£63,036**. This has been added to General Fund Balances.

Cost Centre	Cost Centre Name	Revised Estimate 2019/20 £	Actual 2019/20 £	Variance £	Associated Earmarked Reserves Variance £	Net Variance £
APLAC	Alma Place Unit	1,850	516	-1,334	0	-1,334
AWARM	Affordable Warmth	530	460	-70	70	0
BURCR	Burials & Cremations	0	0	0	0	0
CLAIR	Clean Air	2,370	2,234	-136	0	-136
CLAND	Contaminated Land	9,150	8,923	-227	0	-227

Cost Centre	Cost Centre Name	Revised Estimate 2019/20 £	Actual 2019/20 £	Variance £	Associated Earmarked Reserves Variance £	Net Variance £
CLCEM	Clitheroe Cemetery	33,000	17,831	-15,169	6,060	-9,109
CLDCY	Closed Churchyards	9,420	5,142	-4,278	0	-4,278
CLMKT	Clitheroe Market	-49,800	-49,366	434	0	434
CMGHH	Community Groups - Health & Housing	18,100	17,472	-628	0	-628
COMNL	Common Land	2,380	2,119	-261	0	-261
CTBEN	Localised Council Tax Support Admin	154,900	150,192	-4,708	0	-4,708
DOGWD	Dog Warden & Pest Control	116,950	113,983	-2,967	0	-2,967
ENVHT	Environmental Health Services	341,150	325,768	-15,382	0	-15,382
HGBEN	Housing Benefits	127,380	121,860	-5,520	0	-5,520
HOMEE	Home Energy Conservation	5,870	5,261	-609	0	-609
HOMES	Homelessness Strategy	59,980	45,697	-14,283	8,628	-5,655
HSASS	Housing Associations	6,610	6,381	-229	0	-229
HSTRA	Housing Strategy	32,220	-79,335	-111,555	108,231	-3,324
IMPGR	Improvement Grants	65,770	60,298	-5,472	5	-5,467
JARMS	Joiners Arms	34,390	31,562	-2,828	0	-2,828
SHARE	Shared Ownership Rents	-400	-428	-28	0	-28
SUPPE	Supporting People	-4,220	-4,586	-366	-2	-368
UCRED	Universal Credit	13,800	13,388	-412	0	-412
<b>NET COST OF SERVICES</b>		<b>981,400</b>	<b>795,372</b>	<b>-186,028</b>	<b>122,992</b>	<b>-63,036</b>

#### 4 EARMARKED RESERVES

4.1 Reserves are important to local authorities as, unlike central government, we cannot borrow money over the medium term, other than for investment in assets, and we are required to balance our budgets on an annual basis.

4.2 Reserves can be held for three main purposes:

- A working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing.
- A contingency to cushion the impact of unexpected events or emergencies. This also forms part of general reserves.
- A means of building up funds or accounting for funds we are committed to spend or to meet known or predicted requirements.

4.3 Our earmarked reserves are accounted for separately but remain legally part of the General Fund.

4.4 The table below provides a comparison of the 2019/20 actual movements in earmarked reserves with the movements in earmarked reserves that were planned at revised estimate stage. The main reasons for the variations on the movements in earmarked reserves are explained.

	Revised Estimate 2019/20 £	Actual 2019/20 £	Variance £	Main reasons for variations on the Movements in Earmarked Reserves
<b>Committee Net Cost of Services</b>	<b>981,400</b>	<b>795,372</b>	<b>-186,028</b>	
<b>HGBAL/H339 Housing Related Grants Reserve</b> This is where housing related grants received but not spent at the end of each financial year are set aside to then be committed to grant related expenditure in future years.	28,280	36,600	8,320	The main reason is that less Flexible Homelessness Support Grant received in-year was needed to support homelessness additional expenditure and reduced income than budgeted for, mainly due to: <ul style="list-style-type: none"> <li>• less additional homelessness external temporary accommodation costs in-year than anticipated; and</li> <li>• less reduced rent income and less increased Council Tax costs at the Council's homelessness unit than anticipated.</li> </ul> Thus, an extra £8,248 was set aside in the Housing Related Grants Reserve at year-end.
<b>HGBAL/H373 Custom and Self Build Registration Grant Reserve</b> This is where funds provided by MHCLG are set aside to fund future expenditure on administering Custom and Self Build Regulations.	15,000	15,000	0	
<b>HGBAL/H337 Equipment Reserve</b> This is where funds are set aside to then fund essential specific purchases for Health and Housing service areas from time to time.	-4,840	1,220	6,060	The main reason is that actual income from fees and charges at Clitheroe Cemetery was £5,372 higher than budgeted for due to greater activity than anticipated in this demand led service area in-year. As a result, £5,370 has been transferred to the Equipment Reserve (Clitheroe Cemetery Foundation Beams Reserve) at year-end, to support spend on foundation beams in future years.

	Revised Estimate 2019/20 £	Actual 2019/20 £	Variance £	Main reasons for variations on the Movements in Earmarked Reserves
<b>CPBAL/H330 Capital Reserve</b> This is where funds are set aside to then fund capital expenditure either in-year or in the future.	7,580	116,192	108,612	The main reason is transfer of S106 monies in-year. This Committee approved the use of S106 monies to help fund capital expenditure on the Longridge Affordable Housing Scheme. £108,231 of S106 monies were required to fund the scheme in 2019/20. Specified accounting entries are required to fund the capital expenditure in this way, which are: <ul style="list-style-type: none"> <li>• release of ring-fenced S106 funding from the S106 holding account to the Health and Housing Committee revenue account in-year (see "Housing Strategy" cost centre additional income of £108,231); and</li> <li>• transfer of £108,231 to the Capital Reserve to fund the 2019/20 capital expenditure.</li> </ul> The overall financial impact on the Health and Housing Committee net cost of services 2019/20 is therefore NIL.
<b>Committee Net Cost of Services After Movements on Earmarked Reserves</b>	<b>1,027,420</b>	<b>964,384</b>	<b>-63,036</b>	

## 5 MAIN VARIATIONS 2019/20

5.1 The main income and expenditure variations are explained at Annex 1. However, a summary of the major variations is set out in the table below.

Cost Centre	Description of Variance	Variance Amount £
<b>Various</b>	Lower than budgeted support service recharges across most Health and Housing Committee cost centres, due to reductions in net expenditure in several support service areas.	-28,172
<b>HOMES</b> Homelessness Strategy	Less use of external temporary accommodation to support some homelessness cases, because of a lower number of homelessness cases than budgeted for in this demand-led area. <i>NOTE – As a result of the above, less funding for these costs was required from Flexible Homelessness Support Grant income in-year than budgeted for, which meant that more of that grant funding was set aside in the Housing Related Grants Reserve at year-end. Therefore, the impact of this underspend on the net cost of services after transfers to/from earmarked reserves is minimal.</i>	-7,751
<b>CLCEM</b> Clitheroe Cemetery	Lower than budgeted full year charges from the Grounds Maintenance section for grounds maintenance, burials and ashes work at Clitheroe Cemetery. This is mainly due to reduced costs in the Grounds Maintenance section, particularly with regard to repairs and maintenance of grounds maintenance vehicles.	-6,665
<b>ENVHT</b> Environmental Health Services	Income from licences, permits and registrations was higher than budgeted for, due to greater activity than anticipated in these service areas in-year. The main areas of higher income were Environmental Protection Registration fees and Animal Welfare Licence fees.	-5,454

<b>Cost Centre</b>	<b>Description of Variance</b>	<b>Variance Amount £</b>
<b>CLCEM</b> Clitheroe Cemetery	Cemetery fees and charges income was higher than budgeted for, due to greater activity than anticipated in this demand led service area in-year. The main areas of increased income were Interments, Monuments fees and Exclusive Woodland Burial Rights. <i>NOTE - The increased income has been transferred to the Clitheroe Cemetery Foundation Beams Reserve at year-end, so the impact of this additional income on the net cost of services after transfers to/from earmarked reserves is minimal.</i>	-5,372
<b>CLDCY</b> Closed Churchyards	Lower than budgeted full year charges from the Grounds Maintenance section, mainly due to less time input into Closed Churchyards grounds maintenance work in-year than budgeted for. This was the first year of setting a separate budget for closed churchyards grounds maintenance work and the planned hours used for the new budget were higher than those required in practice.	-4,278
<b>IMPGR</b> Improvement Grants	More income from administration of disabled facilities grants, due to higher numbers and value of grant schemes completed in-year than budgeted for at revised estimate.	-2,894
<b>HOMES</b> Homelessness Strategy	Use of Tenancy Protection Fund, Homelessness Assistance and other payments to help people secure private sector tenancies was less than budgeted for. In addition, there have been a number of repayment invoices raised to recover some of the payments made and this has reduced net expenditure in-year.	-2,875

## 6 CONCLUSION

- 6.1 There have been a number of variations in both income and expenditure between the 2019/20 revised estimate and the 2019/20 actual outturn. This has given rise to an overall underspend for this Committee of **£63,036** on the net cost of services, after allowing for transfers to and from earmarked reserves.

SENIOR ACCOUNTANT  
HH7-20/AC/AC  
1 September 2020

DIRECTOR OF RESOURCES

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

**HEALTH AND HOUSING COMMITTEE  
MAIN VARIANCES 2019/20**

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<b>APLAC: Alma Place Unit</b>						
<b>Repairs and Maintenance</b> – Increased costs, mainly due to supply and installation of a new boiler that was not budgeted for.	2,297			2,297		2,297
<b>Service Charges</b> – Onward Homes, who own the freehold, changed their service charge approach in 2019/20, including refunding the repairs fund balance to leaseholders. As a result, the Council are due a one-off refund of £1,529 and paid no service charge in-year.	-2,339			-2,339		-2,339
<b>Dwelling Rents income and Former Tenants income</b> – Actual former tenants income invoiced was higher in-year than estimated at revised estimate budget stage.		-824		-824		-824
<b>Total Alma Place Unit</b>	<b>-42</b>	<b>-824</b>	<b>0</b>	<b>-866</b>	<b>0</b>	<b>-866</b>
<b>CLCEM: Clitheroe Cemetery</b>						
<b>Repairs and Maintenance</b> – Additional works required near the end of the financial year, including new work units and purchase and fitting of both a new toilet bowl and a water heater.	1,301			1,301		1,301
<b>Emergency Tree Work</b> – No emergency tree work was required at Clitheroe Cemetery in-year.	-1,700			-1,700		-1,700
<b>Grave Digging</b> – Hourly rate charges from the Works Administration team were reduced in the final quarter of 2019/20, which resulted in lower overall costs charged for grave digging work.	-1,079			-1,079		-1,079

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<b>Supplies and Services expenditure</b> – Net underspend across several budgets, with the biggest underspends being on fitting cemetery foundation beams (-£685) and purchases of cemetery plaques (-£460).	-1,431			-1,431	690	-741
<b>Grounds Maintenance</b> - Lower than budgeted full year charges for grounds maintenance, burials and ashes work at Clitheroe Cemetery. This is mainly due to reduced costs in the Grounds Maintenance section, particularly with regard to repairs and maintenance of grounds maintenance vehicles.	-6,665			-6,665		-6,665
<b>Fees and Charges income</b> - Higher income than budgeted for due to greater activity than anticipated in this demand led service area in-year. The main areas of increased income were Interments (-£2,368), Monuments fees (-£1,533) and Exclusive Woodland Burial Rights (-£1,520) <i>NOTE - The increased income has been transferred to the Clitheroe Cemetery Foundation Beams Reserve at year-end, to support spend on new foundation beams in future years.</i>		-5,372		-5,372	5,370	-2
<b>Total Clitheroe Cemetery</b>	<b>-9,574</b>	<b>-5,372</b>	<b>0</b>	<b>-14,946</b>	<b>6,060</b>	<b>-8,886</b>
<b>CLDCY: Closed Churchyards</b>						
<b>Grounds Maintenance</b> - Less time input into Closed Churchyards grounds maintenance work in-year than budgeted for. This was the first year of setting a separate budget for closed churchyards grounds maintenance work and the planned hours used for the new budget were higher than those required in practice.	-4,278			-4,278		-4,278
<b>Total Closed Churchyards</b>	<b>-4,278</b>	<b>0</b>	<b>0</b>	<b>-4,278</b>	<b>0</b>	<b>-4,278</b>

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<b>CLMKT: Clitheroe Market</b>						
<b>Repairs and Maintenance</b> – Increased repairs costs in-year, including market café railings work and replacement shutters and doors on some cabins.	1,954			1,954		1,954
<b>Support Services recharges</b> - Lower than budgeted support services recharges due to reductions in net expenditure in several support service areas, with the biggest reduction being in the Chief Executive's department (-£524).			-896	-896		-896
<b>Total Clitheroe Market</b>	<b>1,954</b>	<b>0</b>	<b>-896</b>	<b>1,058</b>	<b>0</b>	<b>1,058</b>
<b>CTBEN: Localised Council Tax Support Admin</b>						
<b>Supplies and Services expenditure</b> – Net underspend across several budgets, with the biggest underspends being on equipment purchases (-£448) and postages (-£712).	-969			-969		-969
<b>Support Services recharges</b> - Lower than budgeted support services recharges due to reductions in net expenditure in the Resources department (-£2,792) and ICT Services (-£629).			-3,421	-3,421		-3,421
<b>Total Localised Council Tax Support Admin</b>	<b>-969</b>	<b>0</b>	<b>-3,421</b>	<b>-4,390</b>	<b>0</b>	<b>-4,390</b>

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<b>DOGWD: Dog Warden &amp; Pest Control</b>						
<b>Grounds Maintenance</b> - Lower than budgeted full year charges for dog bin emptying work. This is mainly due to reduced costs in the Grounds Maintenance section, particularly with regard to repairs and maintenance of grounds maintenance vehicles.	-1,218			-1,218		-1,218
<b>Support Services recharges</b> - Lower than budgeted support services recharges due to reductions in net expenditure in several support service areas, with the biggest reduction being in the Chief Executive's department (-£1,566).			-1,792	-1,792		-1,792
<b>Total Dog Warden &amp; Pest Control</b>	<b>-1,218</b>	<b>0</b>	<b>-1,792</b>	<b>-3,010</b>	<b>0</b>	<b>-3,010</b>
<b>ENVHT: Environmental Health Services</b>						
<b>Supplies and Services expenditure</b> – Net underspend across several budgets, with the biggest underspends being on nuisance/illegal tipping costs (-£513), printing and stationery costs (-£280) and food samples costs (-£230).	-1,156			-1,156		-1,156
<b>Support Services recharges</b> - Lower than budgeted support services recharges due to reductions in net expenditure in several support service areas, with the biggest reduction being in the Chief Executive's department (-£7,874).			-8,228	-8,228		-8,228

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<b>Licences, Permits and Registrations Income</b> – Income from licences, permits and registrations was higher than budgeted for, due to greater activity than anticipated in these service areas in-year. The main areas of higher income were Environmental Protection Registration fees (-£3,153) and Animal Welfare Licence fees (-£1,578).		-5,454		-5,454		-5,454
<b>Total Environmental Health Services</b>	-1,156	-5,454	-8,228	-14,838	0	-14,838
<b>HGBEN: Housing Benefits</b>						
<b>Rent Allowance payments</b> - Rent Allowance payments were lower than budgeted for, after adjusting for recovery of housing benefits overpayments and non-cash transactions in-year. Actual expenditure was 0.2% less than the £5.67m budgeted for.	-9,986			-9,986		-9,986
<b>Rent Allowance Grant income</b> - Less Housing Benefits subsidy grant received than budgeted for, which broadly reflects less Rent Allowances paid out in-year (see above) – actual income was 0.2% less than the £5.70m budgeted for.		11,206		11,206		11,206
<b>Non-Recurring Purchases</b> - An unbudgeted payment for revenue system updates to support local authority IT data sharing with the DWP. It was requested by and funded by the DWP in-year (see below).	6,345			6,345		6,345
<b>DWP - LA Data Sharing IT income</b> - Unbudgeted income received from the DWP to fund the payment for revenue system updates to support local authority IT data sharing with the DWP (see above).		-6,345		-6,345		-6,345
<b>Supplies and Services expenditure</b> – Net underspend across several budgets, with the biggest underspends being on equipment purchases (-£448) and postages (-£712).	-909			-909		-909

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<b>Support Services recharges</b> - Lower than budgeted support services recharges due to reductions in net expenditure in several support service areas, with the biggest reductions being in the Resources department (-£3,625) and ICT Services (-£629).			-4,289	-4,289		-4,289
<b>Other Income</b> – Various additional income received in-year, with the main ones being DWP funding at year-end to reflect the burden on the Council of implementing Severe Disability Premium changes (-£483) and increased use of MHCLG Flexible Homelessness Support Grant in-year due to increased rent rebate costs paid out to support homeless clients at the Council’s homelessness unit (-£313).		-805		-805		-805
<b>Total Housing Benefits</b>	-4,550	4,056	-4,289	-4,783	0	-4,783
<b>HOMES: Homelessness Strategy</b>						
<b>Homelessness Temporary Accommodation</b> – Less use of external temporary accommodation to support some homelessness cases, because of a lower number of homelessness cases and associated costs in-year than budgeted for in this demand-led service area. <i>Note – Because of the lower costs incurred in-year there was no use of MHCLG Flexible Homelessness Support Grant income required in-year to support homelessness costs. As a result, £7,200 more of that grant income was set aside in the Housing Related Grants Reserve at year-end.</i>	-7,751			-7,751	7,200	-551
<b>Grants to Individuals</b> - Use of Tenancy Protection Fund, Homelessness Assistance and other payments to help people secure private sector tenancies was less than budgeted for. In addition, there have been a number of repayment invoices raised to recover some of the payments made and this has reduced net expenditure in-year.	-2,875			-2,875		-2,875

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<b>Support Services recharges</b> - Lower than budgeted support services recharges due to reductions in net expenditure in several support service areas, with the biggest reduction being in the Economic Development and Planning department (-£1,908).			-2,082	-2,082		-2,082
<b>MHCLG Flexible Homelessness Support Grant income</b> – At year-end, less MHCLG Flexible Homelessness Support Grant funding was used by other budget areas than budgeted for, as follows: <ul style="list-style-type: none"> <li>- £1,361 less was required to fund reduced rent income and increased Council Tax void costs at the Council's homelessness unit (see "Joiners Arms" cost centre).</li> <li>- £313 more was required to cover the loss of DWP Rent Rebate subsidy in relation to Rent Rebates paid at the Council's homelessness unit (see "Housing Benefits" cost centre).</li> </ul> <i>Note – As a result of the above £1,048 more grant income was set aside in the Housing Related Grants Reserve at year-end.</i>		-1,048		-1,048	1,048	0
<b>Total Homelessness Strategy</b>	<b>-10,626</b>	<b>-1,048</b>	<b>-2,082</b>	<b>-13,756</b>	<b>8,248</b>	<b>-5,508</b>
<b>HSTRA: Housing Strategy</b>						
<b>Support Services recharges</b> - Lower than budgeted support services recharges due to reductions in net expenditure in several support service areas, with the biggest reduction being in the Economic Development and Planning department (-£1,264).			-1,355	-1,355		-1,355

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<b>Use of Commuted Sum income</b> – This is the year-end release of ring-fenced S106 funding to this cost centre, so that it is then transferred to the Capital Reserve to fund 2019/20 capital expenditure on the Longridge Affordable Housing Scheme. The overall financial impact on this cost centre is therefore NIL.		-108,231		<b>-108,231</b>	108,231	<b>0</b>
<b>MHCLG Letting Agents Transparency Redress Scheme income</b> – Unbudgeted additional income received from MHCLG at year-end to reflect the burden on the Council of the Letting Agents Transparency Redress Scheme.		-1,233		<b>-1,233</b>		<b>-1,233</b>
<b>Total Housing Strategy</b>	<b>0</b>	<b>-109,464</b>	<b>-1,355</b>	<b>-110,819</b>	<b>108,231</b>	<b>-2,588</b>
<b>IMPGR: Improvement Grants</b>						
<b>Support Services recharges</b> - Lower than budgeted support services recharges due to reductions in net expenditure in several support service areas, with the biggest reductions being in the Economic Development and Planning department (-£1,642) and the Community Services department (-£953).			-2,721	<b>-2,721</b>		<b>-2,721</b>
<b>Disabled Facilities Grants Administration Fees income</b> – Higher income due to higher numbers and value of grant schemes completed in-year than budgeted for at revised estimate.		-2,894		<b>-2,894</b>		<b>-2,894</b>
<b>Total Improvement Grants</b>	<b>0</b>	<b>-2,894</b>	<b>-2,721</b>	<b>-5,615</b>	<b>0</b>	<b>-5,615</b>
<b>JARMS: Joiners Arms</b>						
<b>Premises expenditure</b> – Underspends across several budgets, with the biggest underspends being on repairs and maintenance (-£437), electricity (-£380) and Council Tax (-£200).	-1,486			<b>-1,486</b>		<b>-1,486</b>

	Variance in Expenditure £	Variance in Income £	Variance in Support Services £	Total Variance £	Associated Earmarked Reserves Variance £	Net Variance £
<b>Support Services recharges</b> - Lower than budgeted support services recharges due to reductions in net expenditure in several support service areas, with the biggest reduction being in the Economic Development and Planning department (-£335).			-654	-654		-654
<b>MHCLG Flexible Homelessness Support Grant income</b> – Less use of MHCLG Flexible Homelessness Support Grant funding in-year than budgeted for because the reduced rent income and increased Council Tax void costs in-year were less in practice than budgeted for at revised estimate stage.		1,361		1,361		1,361
<b>Dwelling Rents income, Former Tenants income and Rent refunds</b> – Actual rent-related income was higher than estimated at revised estimate budget stage.		-1,160		-1,160		-1,160
<b>Total Joiners Arms</b>	-1,486	201	-654	-1,939	0	-1,939
<b>Other variances</b>	-701	-4,411	-2,734	-7,846	453	-7,393
<b>Total Variances for Health and Housing Committee</b>	-32,646	-125,210	-28,172	-186,028	122,992	-63,036

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 10

meeting date: 1 OCTOBER 2020  
 title: REVENUE MONITORING 2020/21  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: ANDREW COOK

### 1 PURPOSE

1.1 To provide this Committee with information relating to the progress of the 2020/21 revenue budget, as at the end of August 2020.

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 REVENUE MONITORING 2020/21

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate budget for the period April 2020 to August 2020. You will see an overall underspend of £157,283 on the net cost of services, after allowing for transfers to and from earmarked reserves. Please note that underspends and additional income are denoted by figures with a minus symbol.

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £	
APLAC	Alma Place Unit	2,280	-114	-94	20	G
AWARM	Affordable Warmth	410	175	0	-175	G
BURCR	Burials & Cremations	0	0	0	0	G
CLAIR	Clean Air	1,830	219	305	86	G
CLAND	Contaminated Land	9,030	0	0	0	G
CLCEM	Clitheroe Cemetery	34,050	-2,533	-4,535	-2,002	A
CLDCY	Closed Churchyards	9,220	3,844	2,763	-1,081	G
CLMKT	Clitheroe Market	-37,670	-104,127	-112,931	-8,804	R
CMGHH	Community Groups - Health & Housing	20,270	0	0	0	G
COMNL	Common Land	2,350	287	0	-287	G
CTBEN	Localised Council Tax Support Admin	169,420	-13,296	-17,102	-3,806	A
DOGWD	Dog Warden & Pest Control	121,810	8,749	9,394	645	G
ENVHT	Environmental Health Services	336,140	-11,001	-11,916	-915	G

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £	
HGBEN	Housing Benefits	143,370	264,319	434,613	170,294	R
HOMEE	Home Energy Conservation	5,910	180	0	-180	G
HOMES	Homelessness Strategy	94,090	15,901	-44,206	-60,107	R
HSASS	Housing Associations	6,350	0	0	0	G
HSTRA	Housing Strategy	45,300	-2,366	-3,818	-1,452	G
IMPGR	Improvement Grants	71,260	-11,749	-1,308	10,441	R
JARMS	Joiners Arms	40,090	4,437	-390	-4,827	A
SHARE	Shared Ownership Rents	-450	-1,300	-1,303	-3	G
SUPPE	Supporting People	19,020	200	0	-200	G
UCRED	Universal Credit	15,790	-8,950	-2,882	6,068	R
<b>Total Health and Housing Committee</b>		<b>1,109,870</b>	<b>142,875</b>	<b>246,590</b>	<b>103,715</b>	
<b>Transfers to/(from) Earmarked Reserves</b>						
	Housing Related Grants Reserve - Affordable Warmth Grant	-410	-175	0	175	
	Housing Related Grants Reserve - Homelessness Reduction Act Funding	-7,340	0	13,393	13,393	
	Housing Related Grants Reserve - Flexible Homelessness Support Grant	-16,870	0	40,000	40,000	
	Housing Related Grants Reserve - Domestic Abuse Outreach Support Service Grant	-11,700	0	0	0	
<b>Total after transfers to/(from) Earmarked Reserves</b>		<b>1,073,550</b>	<b>142,700</b>	<b>299,983</b>	<b>157,283</b>	

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

2.2 The red variances highlight specific areas of high concern, for which budget holders are required to have an action plan. Amber variances are potential areas of high concern and green variances are areas which currently do not present any significant concern.

- 2.3 The main variances between budget and actuals on individual budget codes within cost centres have also been highlighted and explained, as follows:
- Red budget code variances (£5,000 or more) are shown with the budget holder's comments and agreed actions in Annex 1.
  - Amber budget code variances (£2,000 to £4,999) are shown with the budget holder's comments in Annex 2.
- 2.4 The largest overspend to date, is the Housing Benefits rent allowance net overspend of £184,857, which will broadly be funded by increased Housing Benefits subsidy grant income at year-end. Thus, there will be no significant rent allowances overspend at year-end.
- 2.5 The unbudgeted ring-fenced Flexible Homelessness Support Grant and Homelessness Reduction Act funding of £53,393 received from MHCLG will either be spent on additional homelessness costs in-year or set aside in earmarked reserves at year-end to support homelessness expenditure in future years,
- 2.6 Outlined below are the main variances to the end of August 2020 that are unlikely to be rectified by the end of the financial year:
- **Clitheroe Market/Stalls (-£5,146):** No budget was set for 2020/21, as the market stalls were due to be removed by the end of March 2020. However, removal of the stalls was delayed and there has since been an increase in trader demand for stalls since April 2020 partly because of social distancing need as a result of Covid-19.
  - **Localised Council Tax Support Admin/Admin Grant (-£4,324):** Local Council Tax Support Administration funding received from MHCLG for 2020/21 is higher than the 10% reduction that officers budgeted for.
  - **Environmental Health Services/Street Trading Licence Income (-£3,055):** There have been several new street trading licences issued since the start of the financial year, which has resulted in increased income.
  - **Dog Warden & Pest Control/Domestic Rodent and Wasps Nests Pest Treatments Income (+£5,709):** Pest control services were suspended due to Covid-19 from late March 2020 until the beginning of August 2020, so there was under-recovery of income between April and July 2020.
  - **Universal Credit/DWP – Universal Credit Service Funding (+£6,068):** DWP have cut the funding significantly in 2020/21 and the Council was not notified of the yearly funding level until after the original estimate budget was set.
  - **Improvement Grants/Admin charge – Disabled Facilities Grants (+£10,021):** Non-urgent DFGs related works, occupational therapy assessments and technical assessments were put on-hold due to Covid-19 from late March 2020 onwards. From June 2020, there has been some increase in DFGs work, but this is only gradual. As a result, there has been a significant under-recovery of DFGs admin fees income to date.
  - **Environmental Health Services/Private Water Samples (+£4,637):** Private water supplies risk assessment and sampling work is currently on-hold meaning a net under-recovery of income to date. This is because Drinking Water Inspectorate current guidance advises Local Authorities only to undertake high priority risk assessment and sampling work or postpone work due to Covid-19 and current Environmental Health team resources are focussed on other priority areas of work.

- 2.7 In addition to the above, there have been significant variances to date in the following demand-led service areas, where income and expenditure is subject to fluctuation throughout the year:
- Homelessness Strategy/Homelessness Temporary Accommodation, -£4,709.
  - Joiners Arms/Dwelling Rents, -£4,636.
  - Clitheroe Cemetery/Grave Digging costs, -£2,406.
- 2.8 Some of the overspends and under-recovery of income are caused by Covid-19 and these may be covered by MHCLG Covid-19 additional funding in-year.
- 2.9 A number of service areas reported here may show income levels as being similar to that normally expected. However, as invoiced income shown in this report represents that which has been invoiced rather than actually paid, this masks issues around levels of outstanding debt, notably as a result of the Covid-19 pandemic and its impact on businesses and individuals.
- 2.10 Given the above, there is a risk of the future write off of some invoiced income in some service areas as a result of Covid-19, as follows:
- Debtors not paying because of their own difficult financial position.
  - Debtors not paying because recovery action for invoiced income has been on-hold since April 2020.
  - Any future decisions the Council may take to reduce amounts already invoiced in some service areas to reflect difficult operating or trading conditions as a result of Covid-19.
- 2.11 No such write offs have been approved to date and so there are no such invoiced income reductions reflected in this monitoring report. For this Committee at this stage, the area most likely to be significantly impacted in 2020/21 by reduced invoiced income as a result of such write offs is Clitheroe Market.

### 3 CONCLUSION

- 3.1 The comparison between actual expenditure and the original estimate budget for this Committee to the end of August 2020 shows an overspend of £157,283 after allowing for transfers to and from earmarked reserves.
- 3.2 The largest overspend to date, is the Housing Benefits rent allowance net overspend of £184,857, which will broadly be funded by increased Housing Benefits subsidy grant income at year-end. Thus, there will be no significant rent allowances overspend at year-end.
- 3.3 Some of the overspends and under-recovery of income are caused by Covid-19 and these may be covered by MHCLG Covid-19 additional funding in-year.
- 3.4 There is a high level of outstanding debt on invoiced income in some service areas as a result of Covid-19.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH6-20/AC/AC  
4 September 2020

For further information please ask for Andrew Cook

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HOMES/ 8759z	Homelessness Strategy/DCLG - Flexible Homelessness Support Gnt	0	0	-40,000	-40,000	R	This is Flexible Homelessness Support Grant received from MHCLG in 2020/21, which can only be spent on preventing and dealing with homelessness. This grant income was not budgeted for because the Council was not notified of the grant allocation until after the original estimate budget was set.	<p>This grant income could be used in-year if required to fund any additional costs incurred by the Council in preventing or dealing with homelessness that are unrelated to Covid-19 or are not covered by MHCLG Covid-19 funding.</p> <p>Any unspent grant at year-end will be set aside in an earmarked reserve to spend on preventing and dealing with homelessness in future years.</p> <p>The budget will be updated at revised estimate stage to reflect this increased income.</p>

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HGBEN/8002z	Housing Benefits/Rent Allowances Grant	-5,138,240	-2,142,132	-2,161,330	-19,198	R	Actual Rent Allowance subsidy grant income is 0.9% higher than budgeted for the year to date. This is because the DWP have started to pay increased monthly grant payments to cover some of the additional costs that councils will incur from increased Local Housing Allowance benefit rates in 2020/21. Rent Allowance subsidy grant received at year-end will be updated to broadly reflect the actual Rent Allowance payments for the year as a whole (see HGBEN/4652 below). As a result, there is unlikely to be a significant over-recovery of income at year-end.	The budget will be amended at Revised Estimate to reflect the latest full-year estimate for Rent Allowance subsidy grant income.

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HOMES/8777z	Homelessness Strategy/DCLG - Homelessness Reduction Act Grt NB	0	0	-13,393	-13,393	R	<p>This is Homelessness Reduction Act funding received from MHCLG in 2020/21, which is provided to help the Council with the on-going costs of implementing the Homelessness Reduction Act. This funding was not budgeted for because the Council was not notified of the funding allocated until after the original estimate budget was set.</p>	<p>This funding may be used to fund any extra costs in-year in relation to the Homelessness Reduction Act, although no such additional costs have been identified at this stage.</p> <p>Any unspent funding at year-end will be set aside in an earmarked reserve to spend on on-going implementation of the Homelessness Reduction Act in future years.</p> <p>The budget will be updated at revised estimate stage to reflect this increased income.</p>

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HGBEN/ 8060z	Housing Benefits/DWP - Discretionary Housing Payments Inc	-37,710	-12,570	-21,108	-8,538	R	<p>The actual and budget figures to date reflect 1/3rd of the full year Discretionary Housing Payments grant income to be received. The full-year allocation from DWP is £63,325, which is £25,615 higher than the amount budgeted for. This is because the full-year allocation was notified to the Council after the original estimate budget was set.</p> <p>This grant funds additional discretionary housing benefits spend in-year by the Council and the Council will now make more discretionary housing benefits payments in-year to reflect the increased funding. Thus, there will be no significant over-recovery of income at year-end.</p>	<p>Benefits team will make additional discretionary housing benefits payments in-year.</p> <p>The budget will be updated at revised estimate stage to reflect the increased Discretionary Housing Payments grant funding and payments in-year.</p>

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
ENVHT/3081	Environmental Health Services/Water Samples	15,000	6,264	0	-6,264	R	<p>No private water samples work has been undertaken for the year to date. This is because Drinking Water Inspectorate current guidance advises Local Authorities only to undertake high priority risk assessment and sampling work or postpone work due to Covid-19. Also, current Environmental Health team resources are focussed on other priority areas of work. Thus, there are no lab tests costs. This underspend partly offsets the under-recovery of private water samples income for the year to date (see ENVHT/8417u).</p> <p>There is currently no indication of when the DWI's guidance will change. Also, private water samples work may not resume quickly after any DWI guidance changes because Environmental Health staff resources may be directed to more high priority work areas within the Environmental Health staffing levels available.</p>	<p>The Head of Service will prioritise the Environmental Health work plan and agree that plan and any lost income budget impact for private water samples with the Chief Executive as part of the revised estimate budget update.</p>

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
CLMKT/ 8825n	Clitheroe Market/Stalls	0	0	-5,146	-5,146	R	No budget was set for 2020/21, as the market stalls were due to be removed by the end of March 2020. However, removal of the stalls was delayed and there has since been an increase in trader demand for stalls since April 2020 partly because of social distancing need as a result of Covid-19. The decision to remove the market stalls will be reconsidered as part of the Clitheroe Market Improvements capital scheme.	The budget will be amended at Revised Estimate to reflect the latest full-year estimate for market stalls income.
UCRED/ 8760z	Universal Credit/DWP - Universal Credits Service Funding	-8,950	-8,950	-2,882	6,068	R	Universal Credit Service funding received for 20/21 is lower than budgeted for, because DWP have cut the funding significantly and the Council was not notified of the yearly funding level until after the original estimate budget was set.	The budget will be updated at revised estimate stage to reflect this reduced income.

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
IMPGR/8716m	Improvement Grants/Admin charge - Disabled Facilities Grant	-25,980	-10,829	-808	10,021	<p><b>R</b> Non-urgent DFGs related works, occupational therapy assessments and technical assessments were put on-hold due to Covid-19 from late March 2020 onwards (the grant recipients are in the most vulnerable categories of people). From June 2020, there has been some increase in DFGs work, mainly on minor adaptations and urgent high priority cases where possible, as lockdown restrictions are gradually eased. However, the rate of increase in work and admin fee income is only expected to be gradual for the foreseeable future, because many vulnerable clients may still be shielding, social distancing rules may not allow contractors to work in houses still occupied and there may be contractor and technical officer capacity issues.</p> <p>As a result, there has been a significant under-recovery of DFGs admin fees income to date and a significant level of income under-recovery is expected for the full year.</p>	The budget will be updated at revised estimate stage to reflect the latest income projection.

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
ENVHT/8417u	Environmental Health Services/Private Water Samples	-24,230	-10,099	802	10,901	R	<p>Private water risk assessment and sampling work is currently on-hold. This is because Drinking Water Inspectorate current guidance advises Local Authorities only to undertake high priority risk assessment and sampling work or postpone work due to Covid-19. Also, current Environmental Health team resources are focussed on other priority areas of work. The resulting under-recovery of income to the end of August 2020 is partly offset by reduced water sample lab test costs of £6,264 (see ENVHT/3081), the net under-recovery of income to date being £4,637.</p> <p>There is currently no indication of when the DWI's guidance will change, meaning that there will be further Covid-19 related net under-recovery of income in this area. In addition, under-recovery may continue after any DWI guidance changes because Environmental Health staff resources may be directed to more high priority work areas within the Environmental Health staffing levels available.</p>	The Head of Service will prioritise the Environmental Health work plan and agree that plan and any lost income budget impact for private water samples with the Chief Executive as part of the revised estimate budget update.

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HGBEN/8814z	Housing Benefits/Recovery of Rent Allowance Payments	-54,590	28,963	42,076	204,055	R Rent Allowance payments are 8.3% higher than budgeted for, after adjusting for recovery of benefits overpayments and non-cash transactions. The main reasons for this are: - Increased payments to eligible claimants in-year as a result of Covid-19. For example, the DWP have already increased benefit rates for additional earnings disregard (for 2020/21) and Local Housing Allowance (for 2020/21 and possibly longer). - We budgeted for Rent Allowance caseload to reduce and associated payments to reduce by 10% in 2020/21, mainly due to the on-going caseload migration from Housing Benefits to Universal Credit in Ribble Valley. The caseload reduction to date in 2020/21 is 3% less than budgeted for.	The budget will be amended at revised estimate stage to reflect the latest full-year estimate for Rent Allowance payments.
HGBEN/4652	Housing Benefits/Rent Allowance Payments	5,163,930	2,424,135	2,615,077		R Any higher Rent Allowance payments for the year as a whole will be reflected in more Rent Allowance subsidy grant income received at year-end from the DWP (see HGBEN/8002z above), as payments for the full year are broadly funded by subsidy grant received at year-end. As a result, there is unlikely to be a significant net overspend at year-end.	

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance
CLMKT/8824n	Clitheroe Market/Cabins	-108,740	-108,740	-113,737	-4,997	A	At the end of August 2020, a cabins rent refund of approximately £4,200 is due to a cabin-holder who has given up their stall recently. There will be no significant income over-recovery once the refund amount is agreed and paid.
HOMES/2450	Homelessness Strategy/Homelessness Temporary Accommodation	10,630	4,430	-279	-4,709	A	<p>The Council has incurred significant additional homelessness temporary accommodation costs for the year to date, due to a rise in homelessness cases caused by Covid-19 and the implementation of the national "Everybody In" no rough sleeping policy between April and July 2020. However, these costs are being covered by MHCLG Covid-19 funding under the Policy and Finance Committee budget. The impact for this Committee is an underspend to date on the normal homelessness temporary accommodation budget.</p> <p>The budget will be reviewed at revised estimate stage and re-set in-line with the position on Covid-19 related and non-Covid-19 related homelessness cases.</p>

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance
JARMS/8802u	Joiners Arms/Dwelling Rents	-29,390	-12,253	-16,889	-4,636	A	<p>Occupancy and rent and service charge income levels at the Joiners Arms, the Council's main homelessness accommodation unit, have been much higher than budgeted for between April and August 2020. This is because homelessness cases across Ribble Valley have spiked since the Covid-19 lockdown at the end of March 2020, due to the "Everybody In" no rough sleeping policy, an increase in domestic violence cases and a lack of move on accommodation and general slow down in the Housing market.</p> <p>The budget will be updated at revised estimate stage to reflect any increased income expected for the full year at that stage.</p>
CTBEN/8009z	Localised Council Tax Support Admin/Housing Benefit & CT Benefit Admin Grant	-29,070	-29,070	-33,394	-4,324	A	<p>Local Council Tax Support Administration funding received for 2020/21 is higher than the 10% reduction that officers budgeted for. The 2020/21 funding provided by MHCLG is similar to the 2019/20 level. The Council was not notified of the yearly funding level until after the original estimate budget was set.</p> <p>The budget will be updated at revised estimate stage to reflect this increased income.</p>
ENVHT/8430u	Environmental Health Services/Street Trading Licence	-4,470	-4,023	-7,078	-3,055	A	<p>There have been several new street trading licences issued since the start of the financial year, which has resulted in increased income in this demand-led licence income area.</p> <p>The budget will be amended at Revised Estimate to reflect the latest full-year estimate for street trading licence income.</p>

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £	Reason for Variance
CLCEM/2436	Clitheroe Cemetery/Grave Digging	6,750	2,816	410	-2,406	<p>A</p> <p>There were slightly less interments than budgeted for in the period to the end of August 2020 and the Works Administration team were unable to do all the grave digging in the early part of 2020/21 because of less staff availability. Therefore, less hourly time costs have been charged to this grave digging budget. The work not undertaken by Works Administration was done by Grounds Maintenance instead and there were increased hourly time costs on the Grounds Maintenance budget instead.</p> <p>The budget will be amended at Revised Estimate to reflect the latest full-year estimate for grave digging costs.</p>
DOGWD/8412n	Dog Warden & Pest Control/Wasps Nests Treatment	-4,490	-3,208	-705	2,503	<p>A</p> <p>The Council's Pest Control Officer post is currently vacant and the Council have been using Hyndburn Council to provide pest control treatment services since Autumn 2019. Hyndburn Council suspended their pest control services due to Covid-19 in March 2020, so there was under-recovery of income between April and July 2020. Note - this under-recovery of income is more than covered by the staffing cost savings on the Chief Executive's department budget from the Pest Control Officer post remaining vacant over that period.</p>
DOGWD/8725n	Dog Warden & Pest Control/Domestic Rodent Pest Treatments	-7,970	-3,324	-118	3,206	<p>A</p> <p>The pest control service provided by Hyndburn Council was partially resumed in August 2020, which will mean less under-recovery of income for the rest of 2020/21.</p> <p>The budget will be updated at revised estimate stage to reflect the reduced domestic pest control income expected for the full year at that stage.</p>

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of August 2020 £	Actual including Commitments to the end of August 2020 £	Variance £		Reason for Variance
JARMS/2881	Joiners Arms/Purchase of Equipment & Materials	2,130	890	4,323	3,433	A	<p>This is due mainly to some new security camera equipment and some significant furniture purchases, delivery and assembly costs to replace furniture which is near the end of its useful life. Some furniture has also been taken out of storage and moved to Joiners Arms. This has resulted in an overspend to date against the full year purchases budget.</p> <p>Amounts set aside in the Joiners Arms Furniture and Equipment Reserve may be used to fund the additional furniture costs in-year.</p>
CTBEN/2809	Localised Council Tax Support Admin/Non Recurring Purchases of Equipment etc	0	0	3,750	3,750	A	<p>The Council has had to update the Revenues system to facilitate the processing of the Covid-19 Council Tax Hardship Fund. The additional cost of the work was £3,750 and was not included in the original estimate budget. The Council will have to fund this overspend if additional funding is not received and no funding has been received so far.</p> <p>The IT system supplier and MHCLG have both previously referred to MHCLG providing funding to cover such additional Covid-19 costs, so the Head of Service is expecting such funding to be received in due course.</p>
CLMKT/2402	Clitheroe Market/Repair & Maintenance - Buildings	8,040	4,184	8,438	4,254	A	<p>The increased costs are due to cabins doors and shutters repairs, railing works on the market café and the five yearly electrical testing work for the whole market being undertaken in summer 20/21. This has led to an overspend against the full year budget. Therefore, less market repairs work may be undertaken later in the year (urgent repairs permitting) as part of managing the Council's overall repairs budgets across all Council sites.</p>

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 11

meeting date: 1 OCTOBER 2020  
title: CAPITAL OUTTURN 2019/20  
submitted by: DIRECTOR OF RESOURCES  
principal author: ANDREW COOK

### 1 PURPOSE

1.1 To report the 2019/20 capital programme outturn for this Committee and to set out the slippage on some capital scheme budgets that has been moved from 2019/20 to 2020/21.

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 2019/20 CAPITAL PROGRAMME BACKGROUND

2.1 Two schemes for this Committee's original estimate capital programme, totalling £370,000, were 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, the following budget changes were made in 2019/20:

- The Clitheroe Market Improvements scheme, totalling £175,000, was on hold in 2018/19 and the scheme budget was moved from the 2018/19 capital programme to the 2019/20 capital programme.
- There were three 2018/19 capital housing grants schemes that were not completed by 31 March 2019 and had unspent budget available at that date. The total unspent budget of £451,280 on those schemes, known as slippage, was moved into the 2019/20 capital programme budget, after approval by this Committee in June 2019.
- After approval of the original estimate budget for this Committee, the Disabled Facilities Grants (DFGs) funding for 2019/20 from Central Government was confirmed as £346,368. The DFGs scheme budget was initially set at £320,000 on the basis that this would be changed to reflect the confirmed DFGs funding that was received. Therefore, the DFGs 2019/20 budget was increased by an additional approval of £26,370 to £346,370.
- The Longridge Affordable Housing scheme, totalling £234,000, was approved for inclusion in this Committee's capital programme by the Policy and Finance Committee in June 2019.

- The Chipping Community Housing Grant scheme, totalling £115,000, was initially approved by this Committee in March 2018, subject to the award meeting the requirements of the Community Housing Fund award. The scheme was added to this Committee's capital programme in 2019/20, as the grant was expected to be paid in-year.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of six schemes was £1,371,650.

2.4 The revised capital programme budget of £1,254,710 was then approved by this Committee in January 2020, following a review of progress on each of the six schemes. This included moving £116,940 of budget on two schemes into the 2020/21 financial year.

2.5 During the financial year this Committee has received reports monitoring the progress of schemes within the programme.

### 3 CAPITAL OUTTURN 2019/20 AND SLIPPAGE

3.1 Annex 1 shows this Committee's capital programme outturn position by scheme, including budget approvals, actual expenditure in-year and slippage into 2020/21. The table below summarises the final outturn position.

Original Estimate 2019/20 £	Budget Moved from 2018/19 £	Slippage from 2018/19 £	Additional Approvals 2019/20 £	Total Approved Budget 2019/20 £	Revised Estimate 2019/20 £	Budget Moved to 2020/21 £	Actual Expenditure 2019/20 £	Slippage into 2020/21 £
370,000	175,000	451,280	375,370	1,371,650	1,254,710	116,940	595,815	658,890

3.2 Actual expenditure on this Committee's capital programme was £595,815, which is 47.5% of the revised estimate budget.

3.3 One of the six capital programme schemes, Affordable Warmth – Capital Grants, was completed in-year.

3.4 Five schemes were not completed in 2019/20 and the unspent budgets on those schemes has been moved into the 2020/21 financial year. This is known as slippage. The details for each scheme are as follows:

- **Disabled Facilities Grants (-£329,962):** The Council has underspent against the budget in terms of the value of payments made when grants are fully completed. However, approved grant commitments and other estimated costs at 2019/20 year-end are likely to use up the 2019/20 budget underspend. Also, this is an on-going capital grants scheme that is funded by ring-fenced allocations from central government and Onward Homes and the scheme is continuing in 2020/21. Slippage of £329,960 will fund approved grant payments in 2020/21.
- **Landlord/Tenant Grants (-£58,300):** Less take up of grants in-year than hoped for. Two grant applications had been approved in 2019/20, but there was no spend on them in-year. This is an on-going capital grants scheme that is continuing in 2020/21. Slippage of £58,300 will fund approved grant payments in 2020/21.

- **Clitheroe Market Improvements (-£29,861):** The majority of the initial phase of market improvement works was completed in-year. The underspend was due to the cabins canopies quotes being lower than the budget set-aside, three canopy installations still to be confirmed as installed correctly, no payments being made in-year for the sign-writing and no expenditure in-year on the removal of the current stalls and purchase of pop-up stalls.  
Slippage of £29,860 will be used to fund completion of the initial phase of market improvements in the first instance and then any remaining budget will be added to the £57,000 budget already moved to 2020/21 for the further phase of improvement works.  
*Note - Removal of stalls in the bull-ring is being reconsidered following a recent increase in trader demand for stalls.*
- **Longridge Affordable Housing Scheme (-£125,769):** Of the two properties, one has been purchased, refurbished and leased to the registered provider. At year-end, the second property was awaiting completion of purchase. Slippage of £125,770 will help to fund the purchase and refurbishment costs of the second property.
- **Chipping Community Housing Grant (-£115,000):** Purchase of the three properties by Chipping Community Land Trust was not complete at year-end. This was due to delays in the developer completing the building works. Slippage of £115,000 will fund the grant payment to Chipping Community Land Trust to purchase the three properties in 2020/21.

3.5 Attached at Annex 2 are the individual “Request for slippage” forms, which have been completed by budget holders and agreed with the Director of Resources.

#### 4 CONCLUSION

- 4.1 Actual expenditure on this Committee’s capital programme was £595,815, which is 47.5% of the revised estimate budget.
- 4.2 One of the six capital programme schemes was completed in-year.
- 4.3 Five schemes were not completed in 2019/20 and combined budget slippage of £658,890 has been moved into the 2020/21 financial year for those schemes.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH8-20/AC/AC  
1 September 2020

For further information please ask for Andrew Cook.

BACKGROUND PAPERS – None

# HEALTH AND HOUSING COMMITTEE – CAPITAL PROGRAMME OUTTURN 2019/20

Annex 1

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 £	Revised Estimate 2019/20 £	Budget Moved to 2020/21 £	Actual Expenditure 2019/20 £	Slippage into 2020/21 £
DISCP	Disabled Facilities Grants	320,000	0	360,120	26,370	706,490	<b>706,490</b>	0	<b>376,528</b>	<b>329,960</b>
LANGR	Landlord/Tenant Grants	50,000	0	84,240	0	134,240	<b>58,300</b>	59,940	<b>0</b>	<b>58,300</b>
CMIMP	Clitheroe Market Improvements	0	175,000	0	0	175,000	<b>118,000</b>	57,000	<b>88,139</b>	<b>29,860</b>
CWARM	Affordable Warmth – Capital Grants	0	0	6,920	0	6,920	<b>6,920</b>	0	<b>6,917</b>	<b>0</b>
LONAH	Longridge Affordable Housing Scheme	0	0	0	234,000	234,000	<b>250,000</b>	0	<b>124,231</b>	<b>125,770</b>
CHCHG	Chipping Community Housing Grant	0	0	0	115,000	115,000	<b>115,000</b>	0	<b>0</b>	<b>115,000</b>
<b>Total Health and Housing Committee</b>		<b>370,000</b>	<b>175,000</b>	<b>451,280</b>	<b>375,370</b>	<b>1,371,650</b>	<b>1,254,710</b>	<b>116,940</b>	<b>595,815</b>	<b>658,890</b>

**HEALTH AND HOUSING COMMITTEE – CAPITAL PROGRAMME  
OUTTURN 2019/20**

**Annex 2**

**Request for slippage into 2020/21**

<b>Cost Centre and Scheme Title</b>	DISCP: Disabled Facilities Grants
<b>Scheme Description</b>	Disabled Facilities Grants (DFGs) are grants delivered by the Council to assist people with disabilities to be able to stay in their own home. The grant is administered in partnership with Social Services.
<b>Head of Service</b>	Colin Hirst
<b>Year Originally Approved</b>	2019/20 (Annual Scheme)
<b>Revised Estimate 2019/20 for the Scheme</b>	£706,490
<b>Actual Expenditure in the Year 2019/20</b>	£376,528
<b>Variance - (Underspend) or Overspend</b>	(£329,962)
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	The Council has underspent against the DFGs budget in terms of the value of payments made when DFGs are fully completed.

**Slippage Request**

<b>Please grant the amount of Budget Slippage from 2019/20 to 2020/21 requested.</b>	£329,960
<b>Please give detailed information on the reasons for any request for slippage. Please provide as much information as possible in order to allow the request to be fully considered.</b>	<p>The DFGs scheme is on-going. At year-end there were:</p> <ul style="list-style-type: none"> <li>- Twenty five approved schemes in progress with commitments of £113,293.</li> <li>- Six currently approved schemes that may require additional approvals with estimated costs of approximately £23,821.</li> <li>- Seventeen grant applications in progress but not yet approved with estimated costs of approximately £192,000.</li> <li>- Seventeen referrals awaiting an application to be taken.</li> </ul> <p>The approved commitments and other estimated costs at 2019/20 year-end are likely to use up the 2019/20 budget underspend.</p> <p>NOTE - The underspent budget is financed by ring-fenced funding from central government (MHCLG) and Onward Homes, so any underspend from 2019/20 must be allocated to Disabled Facilities Grants in 2020/21.</p>
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	Throughout 2020/21.

**HEALTH AND HOUSING COMMITTEE – CAPITAL PROGRAMME  
OUTTURN 2019/20**

**Request for slippage into 2020/21**

<b>Cost Centre and Scheme Title</b>	LANGR: Landlord/Tenant Grants
<b>Scheme Description</b>	To offer grant aid for the renovation of private sector properties with the condition that the units are affordable on completion and the Council has nomination rights.
<b>Head of Service</b>	Colin Hirst
<b>Year Originally Approved</b>	2019/20 (Annual Scheme)
<b>Revised Estimate 2019/20 for the Scheme</b>	£58,300
<b>Actual Expenditure in the Year 2019/20</b>	£0
<b>Variance - (Underspend) or Overspend</b>	(£58,300)
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	There has been less take up of grants in-year than hoped for. At year-end, two grant applications had been approved, but there was no spend on them in 2019/20.

**Slippage Request**

<b>Please grant the amount of Budget Slippage from 2019/20 to 2020/21 requested.</b>	£58,300
<b>Please give detailed information on the reasons for any request for slippage. Please provide as much information as possible in order to allow the request to be fully considered.</b>	The Landlord/Tenant Grants scheme is on-going.  Slippage is requested to: <ul style="list-style-type: none"> <li>- help fund the payments on the two approved grant schemes in progress at year-end with an estimated cost of £25,264</li> <li>- to supplement the approved 2020/21 budget to help increase affordable housing and the number of properties that the Council has nomination rights over in the borough.</li> </ul>
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	Throughout 2020/21.

**HEALTH AND HOUSING COMMITTEE – CAPITAL PROGRAMME  
OUTTURN 2019/20**

**Request for slippage into 2020/21**

<b>Cost Centre and Scheme Title</b>	CMIMP: Clitheroe Market Improvements
<b>Scheme Description</b>	<p>Initial phase of work comprises erecting new uniform canopies on all cabins, hand painting fascia signs on all cabins, refurbishing the market toilets and removing stalls in the bull-ring.</p> <p>Some of the budget has been set aside for a further phase of improvements. Plans for this further phase will be reported to a future meeting of the Health and Housing Committee for member approval.</p>
<b>Director/Head of Service</b>	Nicola Hopkins
<b>Year Originally Approved</b>	2019/20 (updated scheme approved)
<b>Revised Estimate 2019/20 for the Scheme</b>	£118,000
<b>Actual Expenditure in the Year 2019/20</b>	£88,139
<b>Variance - (Underspend) or Overspend</b>	(£29,861)
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<p>The market toilets refurbishment work was completed in-year, the majority of the canopies had been fitted and the fascia signs painting was in progress. The plans to remove all market stalls were on-hold, pending consideration of whether a small number should be refurbished.</p> <p>The underspend was due to the canopies quotes being lower than the budget set aside, three canopy installations still to be confirmed as installed correctly, no payments being made in-year for the sign-writing and no expenditure in-year on the removal of the current stalls and purchase of pop-up stalls.</p>

**Slippage Request**

<b>Please grant the amount of Budget Slippage from 2019/20 to 2020/21 requested.</b>	£29,860
<b>Please give detailed information on the reasons for any request for slippage. Please provide as much information as possible in order to allow the request to be fully considered.</b>	<p>To fund completion of the initial phase of market improvements, this being final canopies payments, fascia signs painting work, removal/refurbishment of the stalls in the bull-ring and possible purchase of pop-up stalls. Removal of stalls in the bull-ring is being reconsidered following a recent increase in demand for stalls.</p> <p>NOTE - It is proposed that any remaining budget from this initial phase of works is added to the £57,000 budget already moved to 2020/21 for the further phase of improvement works.</p>
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	2020/21 for completion of the initial phase of works, subject to final plans for the market stalls.

**HEALTH AND HOUSING COMMITTEE – CAPITAL PROGRAMME  
OUTTURN 2019/20**

**Request for slippage into 2020/21**

<b>Cost Centre and Scheme Title</b>	LONAH: Longridge Affordable Housing Scheme
<b>Scheme Description</b>	The purchase of two properties in Longridge to be rented out as affordable rental units, utilising commuted sum monies. The properties will be leased to a registered provider and the Council will have 100% nomination rights and the rent will be capped at LHA rate.
<b>Head of Service</b>	Colin Hirst
<b>Year Originally Approved</b>	2019/20
<b>Revised Estimate 2019/20 for the Scheme</b>	£250,000
<b>Actual Expenditure in the Year 2019/20</b>	£124,231
<b>Variance - (Underspend) or Overspend</b>	(£125,769)
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	Of the two properties, one has been purchased, refurbished and leased to the registered provider. At year-end, the second property was awaiting completion of purchase.

**Slippage Request**

<b>Please grant the amount of Budget Slippage from 2019/20 to 2020/21 requested.</b>	£125,770
<b>Please give detailed information on the reasons for any request for slippage. Please provide as much information as possible in order to allow the request to be fully considered.</b>	To fund the purchase and refurbishment costs of the second property.
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	Autumn 2020.

**HEALTH AND HOUSING COMMITTEE – CAPITAL PROGRAMME  
OUTTURN 2019/20**

**Request for slippage into 2020/21**

<b>Cost Centre and Scheme Title</b>	CHCHG: Chipping Community Housing Grant
<b>Scheme Description</b>	Use of £115,000 of Community Housing Fund grant from MHCLG to provide a grant to Chipping Community Land Trust to help purchase three new properties in Chipping. The grant will fund 50% of the purchase price paid by the Land Trust. Once purchased, the three properties will be rented out by the Land Trust as affordable rental units. The Council will have 100% nomination rights and the rent will be capped at LHA rate.
<b>Head of Service</b>	Colin Hirst
<b>Year Originally Approved</b>	2019/20
<b>Revised Estimate 2019/20 for the Scheme</b>	£115,000
<b>Actual Expenditure in the Year 2019/20</b>	£0
<b>Variance - (Underspend) or Overspend</b>	(£115,000)
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	Completion of the purchase of the three properties by Chipping Community Land Trust was not complete at year-end. This was due to delays in the developer completing the building works.

**Slippage Request**

<b>Please grant the amount of Budget Slippage from 2019/20 to 2020/21 requested.</b>	£115,000
<b>Please give detailed information on the reasons for any request for slippage. Please provide as much information as possible in order to allow the request to be fully considered.</b>	To fund the grant payment to Chipping Community Land Trust to purchase the three properties.
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	Autumn 2020.

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 12

meeting date: 1 OCTOBER 2020  
title: CAPITAL MONITORING  
submitted by: DIRECTOR OF RESOURCES  
principal author: ANDREW COOK

### 1 PURPOSE

1.1 To provide this Committee with information relating to the progress of the 2020/21 capital programme, for the period to the end of August 2020.

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 2020/21 CAPITAL PROGRAMME BACKGROUND

2.1 Three capital schemes for this Committee's original estimate budget, totalling £513,940, were approved by the Special Policy and Finance Committee and Full Council at their meetings in February 2020 and March 2020 respectively. This included new annual budgets for two ongoing grants schemes and also budget for two 2019/20 schemes that had been moved from the 2019/20 capital programme to the 2020/21 capital programme.

2.2 In addition to the original estimate budget above, the following budget changes and approvals have been made so far in 2020/21:

- Five capital schemes were not completed by 31 March 2020 and had unspent budget available at that date. The total unspent budget of £658,890 on those schemes, known as slippage, has been moved into the 2020/21 capital programme budget, after slippage requests from the budget holders were agreed by the Director of Resources.
- Since approval of the original estimate budget for this Committee, the Disabled Facilities Grants (DFGs) funding for 2020/21 from Central Government has been confirmed as £346,368. The DFGs scheme budget was initially set at £347,000 on the basis that this would be changed to reflect the confirmed DFGs funding that was received. Therefore, the DFGs 2020/21 budget was decreased by £630 to £346,370.
- In June 2020, Onward Homes confirmed that they will contribute £90,655 towards the cost of disabled adaptations carried out in 2019/20 and 2020/21 on their properties under the DFGs regime. This is in line with the transfer agreement undertakings agreed in 2008 when the Council transferred its council housing stock to Ribble Valley Homes (who are now part of Onward Homes). This funding is ring-fenced for disabled adaptations so the DFGs budget was increased by £90,650.
- In August 2020, the Emergency Committee approved a further grant of £42,532 to Chipping Community Land Trust as a part contribution to the purchase of an additional affordable rent property as part of the Chipping Community Housing Grant scheme. The scheme now provides grant for four properties. Thus, the Chipping Community Housing Grant scheme budget was increased by £42,530 to £157,530.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of five schemes is £1,305,380. This is shown at Annex 1.

### 3 CAPITAL MONITORING 2020/21

3.1 The table below summarises this Committee's capital programme budget, expenditure to date and variance, as at the end of August 2020. 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.

Original Estimate 2020/21 £	Budget Moved from 2019/20 £	Slippage from 2019/20 £	Additional Approvals 2020/21 £	Total Approved Budget 2020/21 £	Actual Expenditure including commitments as at end of August 2020 £	Remaining Budget as at end of August 2020 £
397,000	116,940	658,890	132,550	1,305,380	290,389	-1,014,991

3.2 At the end of August 2020 £290,389 had been spent or committed. This is 22.2% of the capital programme total approved budget for this Committee.

3.3 Progress on the schemes to date is as follows:

- **Disabled Facilities Grants (-£633,672):** Committed expenditure at the end of August 2020 was based on twenty three schemes approved in previous years and twelve schemes approved so far in 2020/21. In addition to this, there were a further sixteen applications working towards approval, eleven currently approved schemes where additional approval may be required to fund further work now identified and there are twenty two referrals from Occupational Therapists that may become formal applications in the near future. Further referrals and applications are expected in-year.

The number of schemes approved and completed so far in 2020/21 has been significantly reduced because non-urgent DFGs related works, occupational therapy assessments and technical assessments were put on-hold due to Covid-19 from late March 2020 onwards (the grant recipients are in the most vulnerable categories of people).

From June 2020, there has been some increase in DFGs work, mainly on minor adaptations and urgent high priority cases where possible, as lockdown restrictions are gradually eased. However, the rate of increase in DFGs work and grant payments made is only expected to be gradual for the foreseeable future, because many vulnerable clients may still be shielding, social distancing rules may not allow contractors to work in houses still occupied and there may be contractor and technical officer capacity issues.

At this stage, there is no certainty that the scheme budget will be fully committed by year-end. Any unspent budget at year-end will be rolled forward as slippage into 2021/22 because this scheme is financed by ring-fenced DFGs grant income from MHCLG and Onward Homes.

- **Landlord/Tenant Grants (-£142,976):** Committed expenditure at the end of August 2020 was based on two schemes approved in 2019/20. Of the two schemes approved, one has been completed and paid in 2020/21 and works are in progress on the other. No additional schemes have been approved so far in 2020/21, mainly as a result of Covid-19, meaning many landlords not bidding for renovations funding. Housing officers will continue to promote the scheme where possible for the rest of 2020/21.

- **Clitheroe Market Improvements (-£78,643):** The work on the initial phase of market improvements is now complete, save for the removal of stalls in the bull-ring and purchase of pop-up stalls element of work being put on-hold. This is because the removal of stalls in the bull-ring is being reconsidered following a recent increase in trader demand for stalls.

The unspent budget from this initial phase of works, £21,643, is to be added to the budget of £57,000 already set aside for a further phase of market improvements. The plans for this further phase, including the way forward for the bull-ring stalls, will be worked up by officers in early 2021. This will allow for consultation with the market traders following the busy Christmas period and the plans will be reported to a future meeting of the Health and Housing Committee for approval before work commences. Given this, the further phase of works will not be undertaken in 2020/21 and approval will be sought from members to move the remaining scheme budget into 2021/22 when the revised estimate capital programme is presented for approval in January 2021.

- **Longridge Affordable Housing Scheme (-£2,170):** The purchase of the second property was held up by approximately two months due to Covid-19 housing completions restrictions. Despite this, the purchase is now complete and refurbishment work, which is required to complete the scheme, is expected to begin in September 2020.

The refurbishment costs are to be confirmed and agreed by senior officers before work commences, but the refurbishment costs are likely to be higher than the £2,170 remaining budget. If an overspend occurs then officers suggest that the additional budget is funded by transfer of budget from the Landlord/Tenant Grants scheme to the Longridge Affordable Housing Scheme in-year and formal budget approval will be sought from members when the revised estimate capital programme is presented for approval in January 2021.

The main reason for the potential overspend is that refurbishment costs for the first property were higher than initially planned, due to additional necessary work to the bathroom, stairs refurbishment, dry rot remediation, additional electrical installation and back yard safety works.

- **Chipping Community Housing Grant (-£157,530):** Completion of the purchase of the affordable rent properties by Chipping Community Land Trust has not yet taken place. This is due to delays in the developer completing the building works. The purchase of all four properties by the Land Trust and payment of the grant by the Council is now expected to take place in Autumn 2020.

#### 4 CONCLUSION

4.1 At the end of August 2020 £290,389 had been spent or committed. This is 22.2% of the capital programme total approved budget for this Committee.

4.2 Of the five schemes in the capital programme:

- two are currently expected to be completed in-year
- one will not be completed in 2020/21 and member approval will be sought at revised estimate stage to move the remaining scheme budget into 2021/22; and
- spend and commitments on the demand-led Disabled Facilities Grants and Landlord/Tenant Grants schemes are on-going in-year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH9-20/AC/AC  
4 September 2020

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

## Health and Housing Committee – Capital Programme 2020/21

Cost Centre	Scheme	Original Estimate 2020/21 £	Budget Moved from 2019/20 £	Slippage from 2019/20 £	Additional Approvals 2020/21 £	Total Approved Budget 2020/21 £	Actual Expenditure including commitments as at end of August 2020 £	Remaining Budget as at end of August 2020 £
DISCP	Disabled Facilities Grants	347,000	0	329,960	90,020	766,980	<b>133,308</b>	-633,672
LANGR	Landlord/Tenant Grants	50,000	59,940	58,300	0	168,240	<b>25,264</b>	-142,976
CMIMP	Clitheroe Market Improvements	0	57,000	29,860	0	86,860	<b>8,217</b>	-78,643
LONAH	Longridge Affordable Housing Scheme	0	0	125,770	0	125,770	<b>123,600</b>	-2,170
CHCHG	Chipping Community Housing Grant	0	0	115,000	42,530	157,530	<b>0</b>	-157,530
<b>Total Health and Housing Committee</b>		<b>397,000</b>	<b>116,940</b>	<b>658,890</b>	<b>132,550</b>	<b>1,305,380</b>	<b>290,389</b>	<b>-1,014,991</b>

## Individual Scheme Details and Budget Holder Comments

### Disabled Facilities Grants

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

#### Brief Description of the Scheme:

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

#### Revenue Implications:

Administration fees are paid to the Council for any individual Disabled Facilities Grants scheme that the Council administers. The actual administration fee income varies each year, dependent on the number and value of schemes completed in-year.

#### Timescale for Completion:

The Disabled Facilities Grants budget operates throughout the financial year.

#### Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2020 £	Remaining Budget as at end of August 2020 £
Original Estimate 2020/21	347,000		
Slippage from 2019/20	329,960		
Additional Approvals 2020/21	90,020		
Total Approved Budget 2020/21	766,980	133,308	-633,672
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>766,980</b>		

#### Progress - Budget Holder Comments

**August 2020:** Committed expenditure at the end of August 2020 was based on twenty three schemes approved in previous years and twelve schemes approved so far in 2020/21. In addition to this, there were a further sixteen applications working towards approval, eleven currently approved schemes where additional approval may be required to fund further work now identified and there are twenty two referrals from Occupational Therapists that may become formal applications in the near future. Further referrals and applications are expected in-year.

The number of schemes approved and completed so far in 2020/21 has been significantly reduced because non-urgent DFGs related works, occupational therapy assessments and technical assessments were put on-hold due to Covid-19 from late March 2020 onwards (the grant recipients are in the most vulnerable categories of people).

From June 2020, there has been some increase in DFGs work, mainly on minor adaptations and urgent high priority cases where possible, as lockdown restrictions are gradually eased. However, the rate of increase in DFGs work and grant payments made is only expected to be gradual for the foreseeable future, because many vulnerable clients may still be shielding, social distancing rules may not allow contractors to work in houses still occupied and there may be contractor and technical officer capacity issues.

At this stage, there is no certainty that the scheme budget will be fully committed by year-end. Any unspent budget at year-end will be rolled forward as slippage into 2021/22 because this scheme is financed by ring-fenced DFGs grant income from MHCLG and Onward Homes.

## Individual Scheme Details and Budget Holder Comments

### Landlord/Tenant Grants

Service Area: Housing and Regeneration

Head of Service: Colin Hirst

#### Brief Description of the Scheme:

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

#### Revenue Implications:

Administration fees are paid to the Council for any individual Landlord/Tenant Grants scheme that the Council administers. The actual administration fee income varies each year, dependent on the number and value of schemes completed in-year.

#### Timescale for Completion:

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

#### Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2020 £	Remaining Budget as at end of August 2020 £
Original Estimate 2020/21	50,000		
Budget Moved from 2019/20	59,940		
Slippage from 2019/20	58,300		
Total Approved Budget 2020/21	168,240	25,264	-142,976
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>168,240</b>		

#### Progress - Budget Holder Comments

**August 2020:** Committed expenditure at the end of August 2020 was based on two schemes approved in 2019/20. Of the two schemes approved, one has been completed and paid in 2020/21 and works are in progress on the other. No additional schemes have been approved so far in 2020/21, mainly as a result of Covid-19, meaning many landlords not bidding for renovations funding. Housing officers will continue to promote the scheme where possible for the rest of 2020/21.

## Individual Scheme Details and Budget Holder Comments

### Clitheroe Market Improvements

Service Area: Clitheroe Market

Head of Service/Director: Heather Barton/Nicola Hopkins

#### Brief Description of the Scheme:

The Clitheroe Market Improvements scheme was initially approved in 2015, before the proposed Clitheroe Market re-development plans were announced. As part of approving the 2018/19 capital programme revised estimate at its meeting on 17 January 2019, this Committee approved the move of this £175,000 scheme budget from the 2018/19 capital programme to the 2019/20 capital programme. This is because the scheme was on hold, awaiting the final plans for any development on the market site.

Policy and Finance Committee have since agreed to terminate the Clitheroe Market re-development procurement. As a result of this, officers are developing a new set of plans for this Clitheroe Market Improvements scheme, after consultation with the Market traders, and these plans will be reported to members at a future Health and Housing Committee meeting.

#### Revenue Implications:

To be confirmed - dependent on the proposals developed for approval.

#### Timescale for Completion:

To be confirmed - dependent on the proposals developed for approval.

#### Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2020 £	Remaining Budget as at end of August 2020 £
Original Estimate 2020/21	0		
Budget Moved from 2019/20	57,000		
Slippage from 2019/20	29,860		
<b>Total Approved Budget 2020/21</b>	<b>86,860</b>	<b>8,217</b>	<b>-78,643</b>
Actual Expenditure 2019/20	88,139		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>174,999</b>		

#### Progress - Budget Holder comments:

**August 2020:** The work on the initial phase of market improvements is now complete, save for the removal of stalls in the bull-ring and purchase of pop-up stalls element of work being put on-hold. This is because the removal of stalls in the bull-ring is being reconsidered following a recent increase in trader demand for stalls.

The unspent budget from this initial phase of works, £21,643, is to be added to the budget of £57,000 already set aside for a further phase of market improvements. The plans for this further phase, including the way forward for the bull-ring stalls, will be worked up by officers in early 2021. This will allow for consultation with the market traders following the busy Christmas period and the plans will be reported to a future meeting of the Health and Housing Committee for approval before work commences. Given this, the further phase of works will not be undertaken in 2020/21 and approval will be sought from members to move the remaining scheme budget into 2021/22 when the revised estimate capital programme is presented for approval in January 2021.

**March 2020:** The majority of the initial phase of market improvement works was completed in-year. The underspend was due to the cabins canopies quotes being lower than the budget set-aside, three canopy installations still to be confirmed as installed correctly, no payments being made in-year for the sign-writing and no expenditure in-year on the removal of the current stalls and purchase of pop-up stalls.

Slippage of £29,860 will be used to fund completion of the initial phase of market improvements in the first instance and then any remaining budget will be added to the £57,000 budget already moved to 2020/21 for the further phase of improvement works.

**November 2019:** The initial phase of work comprises erecting new uniform canopies on all cabins, hand painting fascia signs on all cabins, refurbishing the market toilets and removing all stalls in the bullring. The first batch of canopy installations are complete and the market toilets will be open to the public by Christmas 2019.

Some further work on the market toilets will take place in early 2020, alongside the work to complete the installation of all the canopies, hand paint the fascia signs, remove the stalls from the bull ring and purchase pop up stalls. The work is currently expected to be completed by the end of February 2020.

**September 2019:** Initial work on this scheme was approved by this Committee in September 2019. This initial phase of work comprises erecting new uniform canopies on all cabins, hand painting fascia signs on all cabins, refurbishing the market toilets and removing all stalls in the bull-ring. This work is currently being programmed in and the work is expected to be completed by early 2020.

An overall budget of £118,000 has been set aside for this initial work in 2019/20. It is currently planned to move any unspent budget on the scheme at year-end into the 2020/21 financial year and to bring a report to a future meeting of this Committee in respect of any further improvements proposed to the Market.

**July 2019:** Initial plans to use part of the budget on this scheme are reported to this Committee elsewhere on this agenda. If approved, this initial work will comprise erecting new uniform canopies on all cabins, hand painting fascia signs on all cabins, refurbishing the market toilets and removing all stalls in the bull-ring. The budgeted cost of this initial work is to be confirmed by this Committee and the work is expected to be completed by March 2020. It is proposed to bring a further report to this Committee in respect of any further improvements proposed to the Market.

**December 2018:** This scheme remains on hold, awaiting the final plans for the Clitheroe Market Development scheme. As a result, there is expected to be no expenditure on the scheme in 2018/19. It is recommended that the £175,000 budget for this scheme is moved to the 2019/20 financial year and the 2018/19 revised estimate is nil.

**September 2018:** No change - The scheme remains on hold, awaiting the final plans for the Clitheroe Market Development scheme.

**July 2018:** No change - The Clitheroe Market Improvements scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme.

**November/December 2017:** This scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme. As a result, there is expected to be no expenditure on the scheme in 2017/18. It is recommended that the £175,000 budget for this scheme is moved to the 2018/19 financial year.

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

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

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

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

**July 2016:** No change to May 2016 comments.

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

## Individual Scheme Details and Budget Holder Comments

### Longridge Affordable Housing Scheme

Service Area: Housing and Regeneration

Head of Service: Colin Hirst

#### Brief Description of the Scheme:

The purchase of two properties in Longridge to be rented out as affordable rental units, utilising commuted sum monies. The proposal is to purchase 1 x 3 bed and 1 x 2 bed property in the town centre. The properties will be leased to a registered provider and the Council will have 100% nomination rights and the rent will be capped at LHA rate.

#### Revenue Implications:

Annual lease income from the registered provider (amount to be confirmed).

#### Timescale for Completion:

Purchase the properties in 2019/20.

#### Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2020 £	Remaining Budget as at end of August 2020 £
Original Estimate 2020/21	0		
Slippage from 2019/20	125,770		
<b>Total Approved Budget 2020/21</b>	<b>125,770</b>	<b>123,600</b>	<b>-2,170</b>
Actual Expenditure 2019/20	124,231		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>250,001</b>		

#### Progress - Budget Holder comments:

**August 2020:** The purchase of the second property was held up by approximately two months due to Covid-19 housing completions restrictions. Despite this, the purchase is now complete and refurbishment work, which is required to complete the scheme, is expected to begin in September 2020.

The refurbishment costs are to be confirmed and agreed by senior officers before work commences, but the refurbishment costs are likely to be higher than the £2,170 remaining budget. If an overspend occurs then officers suggest that the additional budget is funded by transfer of budget from the Landlord/Tenant Grants scheme to the Longridge Affordable Housing Scheme in-year and formal budget approval will be sought from members when the revised estimate capital programme is presented for approval in January 2021.

The main reason for the potential overspend is that refurbishment costs for the first property were higher than initially planned, due to additional necessary work to the bathroom, stairs refurbishment, dry rot remediation, additional electrical installation and back yard safety works.

**March 2020:** Of the two properties, one has been purchased, refurbished and leased to the registered provider. At year-end, the second property was awaiting completion of purchase. Slippage of £125,770 will help to fund the purchase and refurbishment costs of the second property.

**November 2019:** Despite there being no spend by the end of November 2019 the scheme is progressing well. One property was purchased in early December and associated works are planned so that this property may be transferred to the registered provider before year-end. An offer has been accepted on a second property, subject to contract. No completion date has been agreed at this stage but it is estimated that this will be within this financial year.

At this stage, the scheme is on-track to be completed in-year, but is dependent on the purchase completion date for the second property and the time taken to undertake the associated works on the two properties.

**September 2019:** The Council has had an offer accepted on one of the two properties subject to contract and conveyancing is underway. A second property is being considered currently, subject to the budget available and works required. In addition, the lease and management agreement with the registered provider is close to being finalised. At this stage, the scheme is still on-track to be completed in-year, but is dependent on the time taken to complete purchase of and undertake any associated works on the two properties.

**July 2019:** Following members approval to purchase two properties in Longridge, to be affordable units, discussions have been on-going with a registered provider, who will manage the properties, and a draft Management Agreement is currently under consideration. A joint visit has been arranged with the Council's surveying team and the registered provider's surveying team to view one of the properties in early September 2019. The scheme is on-track to be completed in-year, but is dependent on final agreement of the lease and Management Agreement and the time taken to complete purchase of and undertake any associated works on two suitable properties.

## Individual Scheme Details and Budget Holder Comments

### Chipping Community Housing Grant

Service Area: Housing and Regeneration

Head of Service: Colin Hirst

#### Brief Description of the Scheme:

Use of £115,000 of Community Housing Fund grant from MHCLG to provide a grant to Chipping Community Land Trust to help purchase three new properties in Chipping. The grant will fund 50% of the purchase price paid by the Land Trust. Once purchased, the three properties will be rented out by the Land Trust as affordable rental units. The Council will have 100% nomination rights and the rent will be capped at LHA rate.

This grant award was approved by the Health and Housing Committee in March 2018, subject to the award meeting the requirements of the Community Housing Fund award, which it does. The scheme has now been added to this Committee's capital programme, as the grant agreement with the Land Trust is close to being finalised.

#### Revenue Implications:

None.

#### Timescale for Completion:

November 2019.

#### Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2020 £	Remaining Budget as at end of August 2020 £
Original Estimate 2020/21	0		
Slippage from 2019/20	115,000		
Additional Approval 2020/21	42,530		
<b>Total Approved Budget 2020/21</b>	<b>157,530</b>	<b>0</b>	<b>-157,530</b>
Actual Expenditure 2019/20	0		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>157,530</b>		

#### Progress - Budget Holder comments:

**August 2020:** In August 2020, the Emergency Committee approved a further grant of £42,532 to Chipping Community Land Trust as a part contribution to the purchase of an additional affordable rent property as part of the Chipping Community Housing Grant scheme. The scheme now provides grant for four properties.

Completion of the purchase of the affordable rent properties by Chipping Community Land Trust has not yet taken place. This is due to delays in the developer completing the building works. The purchase of all four properties by the Land Trust and payment of the grant by the Council is now expected to take place in Autumn 2020.

**March 2020:** Purchase of the three properties by Chipping Community Land Trust was not complete at year-end. This was due to delays in the developer completing the building works. Slippage of £115,000 will fund the grant payment to Chipping Community Land Trust to purchase the three properties in 2020/21.

**November 2019:** The purchase of the three properties by Chipping Community Land Trust has been delayed until 2020. However, the Trust still plan to complete the purchases in February or March 2020 and the grant agreement that underpins this scheme is close to being finalised. The Council will pay the grant monies to the Trust just prior to completion of the purchases, in line with the grant agreement, and the scheme will be complete at that stage.

**September 2019:** The grant agreement is now in agreed form, subject to the final completion of some supporting documentation. Chipping Land Trust now plan to complete the purchases before the end of the calendar year. The Council will pay the grant monies to the Land Trust just prior to completion of the purchases, in line with the grant agreement.

**July 2019:** Chipping Community Land Trust have a planned completion date of November 2019 for the three properties being purchased. The Council will pay the grant monies to the Land Trust just prior to completion of the purchases, under a grant agreement between the Council and the Land Trust. The grant agreement has been considered by Corporate Management Team and is close to being finalised.