

# RIBBLE VALLEY BOROUGH COUNCIL

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date: 16 July 2012

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Dear Councillor

The next meeting of the **COMMUNITY SERVICES COMMITTEE** is at **6.30pm** on **TUESDAY, 24 JULY 2012** in the **TOWN HALL, CHURCH STREET, CLITHEROE.**

I do hope you will be there.

Yours sincerely

CHIEF EXECUTIVE

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

## AGENDA

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

1. Apologies for absence.
- ✓ 2. Minutes of the meetings held on 22 May 2012 - copy enclosed.
3. Declarations of Interest (if any).
4. Public participation (if any).

### DECISION ITEMS

- ✓ 5. Capital Outturn 2011/12 – report of Director of Resources – copy enclosed.
- ✓ 6. Pool Price Changes – report of Director of Community Services – copy enclosed.
- ✓ 7. Public Open Space Assessment – report of Director of Community Services – copy enclosed.

## INFORMATION ITEMS

- ✓ 8. Capital Monitoring 2012/13 – report of Director of Resources – copy enclosed.
- ✓ 9. Revenue Outturn 2011/12 – report of Director of Resources – copy enclosed.
- ✓ 10. Revenue Monitoring 2012/13 – report of Director of Resources – copy enclosed.
- ✓ 11. Ribble Valley Walks Event – report of Director of Community Services – copy enclosed.
- ✓ 12. General Report of Director of Community Services – copy enclosed.
- ✓ 13. Reports from Representatives on Outside Bodies (if any).

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

- ✓ 14. Food Festival Update – report of Director of Resources and Director of Community Services – copy enclosed.

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No 5

meeting date: 24 JULY 2012  
 title: CAPITAL OUTTURN 2011/12  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: NEIL SANDIFORD

### 1 PURPOSE

1.1 The purpose of this report is to seek member approval for the slippage of capital schemes from the 2011/12 financial year, to the 2012/13 financial year, and to review the final outturn on the capital programme for 2011/12 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 Capital Programme for the Community Committee consisted of 13 schemes. These were a combination of

- New schemes approved as part of the capital programme in March 2011
- Schemes with slippage from 2010/11
- Additional approvals

2.2 During the financial year all committees have received reports monitoring the progress of schemes within the programme.

2.3 As part of the closure of our accounts process, scheme expenditure has been capitalised and added to our balance sheet or charged to revenue where appropriate.

### 3 CAPITAL SCHEMES PERFORMANCE

3.1 Summary of budget approvals, actual and approved slippage.

<i>BUDGET ANALYSIS</i>					<i>EXPENDITURE</i>	<i>REQUESTED SLIPPAGE</i>
Original Estimate £	Slippage from 10/11 £	Additional Approvals £	Total Approved Budget £	Revised Estimate £	Actual Expenditure £	Slippage to 12/13 £
270,000	38,290	118,580	426,870	206,790	155,136	51,290

3.2 Overall only 75% of the revised estimate has been spent. The largest proportion of the estimate that was unspent at the end of the year related to the Car Parks scheme. This was due to complications around the new lease at Dunsop Bridge car park, which resulted in a delay in work being undertaken. This scheme is therefore included in the slippage for this committee.

3.3 At revised estimate time members will recall that £185,080 was moved from 2011/12 to 2012/13 as it was considered very unlikely that 2 schemes would be completed before the end of the financial year. Details of these schemes are shown within the table at Annex1.

3.4 Annex 1 to this report also compares the budget for each scheme with actual expenditure and highlights the requested slippage.

#### 4 SLIPPAGE

4.1 Where capital schemes are unfinished at the end of the financial year and there is a corresponding remaining unspent budget this is known as slippage. The amount of slippage requested to be carried forward into the next financial year is shown below.

4.2 For this Committee there are six schemes with identified slippage into 2012/13. These are:

<b>Cost Centre</b>	<b>Schemes</b>	<b>Slippage into 2012/13 £</b>
BADWC	Badger Wells Culvert Collapse	1,500
CARPK	Car Parks Rolling Programme	31,020
EDFCR	Football Changing Rooms Refurbishment	450
LADVE	Longridge Adventure Play Area	3,040
PLAYM	Improvements to Children's Play Areas	6,700
WMOOR	Whalley Moor Trees and Footpaths	8,580
	<b>Total Slippage for Community Committee</b>	<b>51,290</b>

4.3 Attached at Annex 2 are the individual forms with requests for slippage. Committee is asked to consider these.

#### 5 RISK ASSESSMENT

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

- Resources – A sum of £51,290 has been set aside in the Council's capital resources to fund the schemes which are requested to be carried forward as slippage.
- Technical, Environmental and Legal – A number of schemes within the requests for slippage will help to improve the environmental quality of the borough.
- Political – None.
- Reputation – Improving the environmental quality of the borough and the standard of amenities offered which enhance the reputation of the Council.
- Equality & Diversity – Enhancing the standard of amenities offered helps to ensure that access is available to all.

6 CONCLUSION

- 6.1 Total slippage for this committee amounts to £51,290. The majority of this relates to the Car Parks scheme, due to complications around the lease delaying the project.
- 6.2 A large amount of budget for this committee was moved to the 2012/13 financial year for a refuse vehicle £165,000 and for Whalley Moor Woodland Paths and Nature Trails £20,080. This has helped reduce the final level of year end slippage shown above for this committee.

7 RECOMMENDED THAT COMMITTEE

- 7.1 Consider the requests for slippage shown at Annex 1 and approve the slippage of £41,290 into the 2012/13 financial year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM7-12/NS/AC  
13 July 2012

For further information please ask for Neil Sandiford extension 4498.

BACKGROUND PAPERS – None

Community Services Committee – Capital Outturn Report 2011/12

ANNEX 1

Cost Centre	Schemes	Original Estimate 2011/12 £	Slippage £	Additional Approvals £	Total Approved Budget £	Revised Estimate £	Budget Moved to 2012/13 £	Actual Expenditure £	Slippage into 2012/13 £
BADWC	Badger Well Water Culvert Collapse		8,070		8,070	8,580		5,953	1,500
CALOP	Calderstones Open Space		4,520		4,520	4,520		4,151	0
CARPK	Car Parks Rolling Programme	40,000			40,000	40,000		8,980	31,020
CPKMS	Replace car parking machines and software		6,860		6,860	6,860		6,701	0
EDFCR	Football Changing Room Refurbishment		5,590		5,590	5,590		5,106	450
GRFLG	Castle Grounds Green Flag Award Scheme		6,330		6,330	6,330		6,374	
LADVE	Longridge Adventure Play Facility			78,500	78,500	78,500		75,459	3,040
PBRNG	Repairs to riverside path Brungerly		5,490		5,490	5,490		5,517	0
PITCH	Football Pitch Drainage and Improvement Works	10,000			10,000	10,000		10,745	
PLAYM	Improvements to Children's Play Areas	20,000			20,000	20,000		13,302	6,700
RVFXV	Replace Refuse collection Vehicle VX53 TZJ	200,000			200,000	0	165,000	0	0
SPARK	Salthill Play Area		1,430		1,430	1,430		1,429	0
WMOOR	Whalley Moor – Woodland Paths and Nature Trails			40,080	40,080	20,000	20,080	11,419	8,580
	<b>Total Community Committee</b>	<b>270,000</b>	<b>38,290</b>	<b>118,580</b>	<b>426,870</b>	<b>206,790</b>	<b>185,080</b>	<b>155,136</b>	<b>51,290</b>

## Request for slippage into 2012/13

Annex 2

<b>Cost Centre and Scheme Title</b>	<i>BADWC: Badger Well Culvert Collapse</i>
<b>Scheme Description</b>	<i>Design and onsite support for the reconstruction of a collapsed culvert on Badger Wells water together with associated flood risk reduction works.</i>
<b>Head of Service</b>	<i>Terry Longden</i>
<b>Year Originally Approved</b>	<i>2007/08</i>

<b>Revised Estimate 2011/12 for the Scheme</b>	<i>£8,070</i>
<b>Actual Expenditure in the Year 2011/12</b>	<i>£5,953</i>
<b>Variance - (Underspend) or Overspend</b>	<i>(£2,117)</i>
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<i>RVBC have completed the design and onsite support for the reconstruction of the collapsed culvert during the 2011/12 financial year. The actual works have been undertaken and funded directly by LCC. Further funding is being provided by LCC during 2012/13 to undertake flood risk works. It is proposed that RVBC carry forward funding of £1,500 which would enable RVBC to similarly devise and support this final phase of works.</i>

### Slippage Request

<b>Please grant the amount of Budget Slippage from 2011/12 to 2012/13 requested.</b>	<i>£1,500</i>
<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. Attach any information that you feel may be relevant.</b>	<i>See above</i>
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	<i>September 2012</i>

## Request for slippage into 2012/13

<b>Cost Centre and Scheme Title</b>	<i>CARPK: Car Parks Rolling Programme</i>
<b>Scheme Description</b>	<i>To resurface and upgrade the condition of the RVBC car park in Dunsop Bridge and to provide the infrastructure to facilitate pay and display charging.</i>
<b>Head of Service</b>	<i>Terry Longden</i>
<b>Year Originally Approved</b>	<i>2011/12</i>

<b>Revised Estimate 2011/12 for the Scheme</b>	<i>£40,000</i>
<b>Actual Expenditure in the Year 2011/12</b>	<i>£8,980</i>
<b>Variance - (Underspend) or Overspend</b>	<i>(£31,020)</i>
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<i>Work on resurfacing Dunsop Bridge suspended pending the completion of the lease (see below).</i>

### **Slippage Request**

<b>Please grant the amount of Budget Slippage from 2011/12 to 2012/13 requested.</b>	<i>£31,020</i>
<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. Attach any information that you feel may be relevant.</b>	<i>As reported to Community Services committee the Heads of Terms of the new lease have been agreed with the surveyors acting on behalf of the Duchy Estate. Construction work on the scheme has however been suspended until the actual lease agreement has been completed through the Duchy's solicitors.</i>
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	<i>October 2012 (allowing for 3 month lead on delivery of parking machine).</i>



## Request for slippage into 2012/13

<b>Cost Centre and Scheme Title</b>	<i>EDFCR: Football Changing Rooms Refurbishment</i>
<b>Scheme Description</b>	<i>Refurbishment of Football Changing Room Building</i>
<b>Head of Service</b>	<i>Terry Longden</i>
<b>Year Originally Approved</b>	<i>2010/11</i>

<b>Revised Estimate 2011/12 for the Scheme</b>	<i>£5,590</i>
<b>Actual Expenditure in the Year 2011/12</b>	<i>£5,106</i>
<b>Variance - (Underspend) or Overspend</b>	<i>(£484)</i>
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<i>Final project costs slightly under budget.</i>

### **Slippage Request**

<b>Please grant the amount of Budget Slippage from 2011/12 to 2012/13 requested.</b>	<i>£450</i>
<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. Attach any information that you feel may be relevant.</b>	<i>To allow for final redecorations to front elevation (£120), reception area (£140) and corridor area (£190)</i>
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	<i>End June 2011</i>

## Request for slippage into 2012/13

<b>Cost Centre and Scheme Title</b>	<i>LADVE: Longridge Adventure Play Area</i>
<b>Scheme Description</b>	<i>Longridge Adventure Play Area</i>
<b>Head of Service</b>	<i>Chris Hughes</i>
<b>Year Originally Approved</b>	<i>2010/11</i>

<b>Revised Estimate 2011/12 for the Scheme</b>	<i>£78,500</i>
<b>Actual Expenditure in the Year 2011/12</b>	<i>£75,459</i>
<b>Variance - (Underspend) or Overspend</b>	<i>(£3,041)</i>
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<i>The underspend relates to retention still owed to the contractor.</i>

### **Slippage Request**

<b>Please grant the amount of Budget Slippage from 2011/12 to 2012/13 requested.</b>	<i>£3,040</i>
<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. Attach any information that you feel may be relevant.</b>	<i>The play area was completed in April 2011 and there was a 2.5% retention associated with the main contract. We are waiting for an invoice from the contractor for this.</i>
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	<i>The project is complete. Waiting for the end of the retention period.</i>

## Request for slippage into 2012/13

<b>Cost Centre and Scheme Title</b>	<i>PLAYM: Improvements to Children's Play Areas</i>
<b>Scheme Description</b>	<i>Improvements to Children's Play Areas</i>
<b>Head of Service</b>	<i>Chris Hughes</i>
<b>Year Originally Approved</b>	<i>2011/12</i>

<b>Revised Estimate 2011/12 for the Scheme</b>	<i>£20,000</i>
<b>Actual Expenditure in the Year 2011/12</b>	<i>£13,302</i>
<b>Variance - (Underspend) or Overspend</b>	<i>(£6,698)</i>
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<i>Profiling the replacement of equipment is difficult as we have 18 play areas to manage and often have to keep some funds in reserve to deal with emergency works due to equipment failure or vandalism.</i>

### **Slippage Request**

<b>Please grant the amount of Budget Slippage from 2011/12 to 2012/13 requested.</b>	<i>£6,700</i>
<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. Attach any information that you feel may be relevant.</b>	<i>As there is no allocation for play area improvements in the capital programme for this year so therefore the slippage is the only funding available for us to keep the play areas to a safe, acceptable standard.</i>
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	<i>It will be profiled equally throughout the financial year.</i>

## Request for slippage into 2012/13

<b>Cost Centre and Scheme Title</b>	<i>WMOOR: Whalley Moor Trees and Footpaths</i>
<b>Scheme Description</b>	<i>Whalley Moor Trees and Footpaths</i>
<b>Head of Service</b>	<i>Chris Hughes</i>
<b>Year Originally Approved</b>	<i>2011/12</i>

<b>Revised Estimate 2011/12 for the Scheme</b>	<i>£20,000</i>
<b>Actual Expenditure in the Year 2011/12</b>	<i>£11,419</i>
<b>Variance - (Underspend) or Overspend</b>	<i>(£8,581)</i>
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<i>The council is acting as accountable body for the Friends of Whalley Moor Woodland who acquired the funding through external grant aid. The spending profile, agreed by the Big Lottery, was spread over two financial years.</i>

### **Slippage Request**

<b>Please grant the amount of Budget Slippage from 2011/12 to 2012/13 requested.</b>	<i>£8,580</i>
<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. Attach any information that you feel may be relevant.</b>	<i>The Council is acting as accountable body and project manager on behalf of the Friends and therefore needs to comply with the terms of the grant between the Friends and Big Lottery Fund.</i>
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	<i>Current timescales indicate that the project will be completed by July 2012, subject to final agreement with the Big Lottery Fund.</i>

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

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Agenda Item No.

meeting date: 24 JULY 2012  
title: POOL PRICE CHANGES  
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES  
principal author: COLIN WINTERBOTTOM, LEISURE & SPORTS DEVELOPMENT OFFICER

## 1 PURPOSE

1.1 To request that consideration be given to the introduction of additional fees and charges to those currently approved for implementation at Ribblesdale Pool for 2012/13.

1.2 Relevance to the Council's ambitions and priorities:

- **Community Objectives**

In contributing to making people's lives safer and healthier through;

- Improving the health of people living and working in our area.
- Improving the opportunity for young people to participate in recreation and sporting activity.

- **Corporate Priorities** - To help make lives safer and healthier through;

- Improving opportunities for people to access sporting activity.
- To ensure a well-managed Council, providing efficient services through identifying customer need;
- It is believed that appropriate pricing is relevant to increasing use of council facilities.

- Other Considerations - None

## 2 BACKGROUND

2.1 The fees and charges for 2012/13 relating to activities at Ribblesdale Pool were approved by Committee on 8 November 2011.

2.2 Certain other activity charges have since emerged and are identified along with supporting information, to help Committee decide if it wishes to implement them.

## 3 ISSUES

### 3.1 Pre-swim

There has been considerable interest and uptake from children or juniors who attend swimming lessons at the pool for a swim prior to their 30 minute swimming lesson. So, in addition to paying for their lesson (priced £4.40), they are charged a pre-swim admission which generally is for an average of 15-20 minutes duration for £1.30 (£1 less than the normal junior admission fee). Whilst they are unlikely to pay the full current junior fee, this is believed to be an appropriate charge, and encourages them to practice prior to their lesson.

As parents are required to enter the pool to accompany children who are aged 8 years or under, this has meant that some adults would have to swim for the duration of their child's pre-swim, though they may also stay in the water for the duration of their child's lesson. The likely uptake has been tested during 2011/2012, and the pre-lesson swims were recorded as:

Juniors – 791  
Adults – 2047

Members are asked to consider whether to charge to set the adult fee of £3.60, or consider a reduced price of the Junior swim £2.30 for 2012/13.

The same practice occurs before programmed 'Aquatone' and 'Aquazumba' sessions and adults who wish to have a swim before paying their £4.10 for the session, are currently admitted a little earlier for a pre-swim, and it is proposed that this also be available at the price of £2.30.

### **3.2 Roefield – Junior placed scheme group admissions for fun swims**

There have been a number of arrangements as part of service level agreements, that offer facilities to Roefield at reduced rates. They currently include:

- Reduced swimming charges for children as part of Roefield's summer play schemes (currently £1.30 as opposed to the full price of £2.30).
- Reduced adult swimming charges which are incorporated into Roefield's gym membership package.
- Full use of the artificial pitches during the summer holiday period, subject to availability.

Whilst these are not specifically mentioned in the most recent agreement, there is a clause which outlines a mechanism for setting concessionary prices, which include those that Roefield offer to the Council for its Healthy Lifestyles programme. It is therefore recommended that all concessionary pricing should be dealt with at the same time, which would mean proposals being presented to Committee in January of each year.

### **3.3 Mums – Parent Toddler Sessions**

These sessions have been recently introduced and represent a slightly different situation than a regular junior swimming lesson, as parents are required to accompany them for safety and motivational reasons in the pool. It is proposed that these sessions be priced at £5 (a slight increase to the normal junior swimming lesson price of £4.50). The cost of the activity is believed to be prohibitive, if it was based upon the cost of the current lesson and an Adult Casual Swimming admission.

### **3.4 Admission for Shower/Changing only**

There is an occasional request from members of the public to use the changing rooms to shower only. (This is sometimes related to the operators of the visiting fair which is set up on the Edisford car park during holiday periods. It is proposed that the normal swimming admission price be levied for either adults or juniors, which relate to this type of admission.)

### 3.5 Lane Swim Hire

There is currently a fixed hire charge of £25 per hour. It is proposed to introduce junior lane hire charge of £20 per hour to reflect the occasional need for a junior (subject to the lane being available through pre-booking with the pool). Lane availability is restricted and would need to be booked in advance.

### 3.6 Edisford Pavilion - Upstairs Meeting / Training Room

The upstairs room in the Pavilion is hired by a Modern Pentathlon group for practicing the shooting discipline of their event and also presents potential for hiring as a meeting room for clubs and groups. The hire fee has not been included in the list of fees and charges, though an amount of £15.00 has been charged during 2011/12. It is proposed that the fee be set at £15.50 for 2012/13.

### 3.7 Photocopying

There is an occasional use of the pool office photocopier by the indoor tennis centre, and it is proposed to charge them 5p per copy. The pool does not pay any rental or maintenance charges relating to this equipment, and costs are in paper/electricity supply only. It is proposed that this charge only be available for tennis centre staff.

## 4 RISK ASSESSMENT

The approval of this report may have the following implications:

- **Resources** – The approval of the fees and charges identified is believed to benefit the Pool by enhancing participation levels and increasing income.
- **Technical, Environmental and Legal** – No implications identified.
- **Political** – No implications identified.
- **Reputation** – The reputation of the Pool may be affected favourably through introduction of pricing directed towards encouraging additional swimming in conjunction with lessons/ instruction classes, though less favourably in terms of the introduction of consistent pricing with regards to Roefield Leisure Centre.
- **Equality & Diversity** – The introduction of the fees and charges will contribute to equality of access with regards to Pool and Artificial Pitch facilities.

## 5 RECOMMENDED THAT COMMITTEE

- 5.1 Considers the information attached to the proposed fees and charges.
- 5.2 Agrees to the recommendation that they be introduced to apply within this financial year.
- 5.3 Agree to adopt the mechanism outlined in 3.2 for charges associated with Roefield.

**COLIN WINTERBOTTOM**  
**LEISURE AND SPORTS DEVELOPMENT MANAGER**

**JOHN C HEAP**  
**DIRECTOR OF COMMUNITY SERVICES**

For further information, please ask for Colin Winterbottom 01200 414588  
Ref: CS24.7.12/CW/IW

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

meeting date: 24 JULY 2012  
title: PUBLIC OPEN SPACE ASSESSMENT  
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES  
principal author: CHRIS HUGHES, HEAD OF CULTURAL & LEISURE SERVICES

## 1 PURPOSE

1.1 To ask members to comment upon, and endorse, an assessment of current open space provision owned by the Council, with a view to identifying future investment needs, funding sources and, given the likely funding constraints, those of a greater or lesser priority.

1.2 Relevance to the Council's ambitions and priorities:

- **Community Objectives**

Places – conserve and enhance the environmental quality of the area

- **Corporate Priorities**

- To be a well-managed Council, providing efficient services, based on identified customer needs
- To make peoples' lives safer and healthier
- To protect and enhance the environmental quality of our area

- **Corporate Objectives**

- to finalise the core strategy
- to improve the health of people living and working in our area
- to improve the opportunity for young people to participate in recreation and sporting activity
- to structure the Council to provide efficient and effective services within the current financial constraints

## 2 BACKGROUND

2.1 At previous meetings, Committee had discussed the future of public open space provision in relation to the development of the core strategy.

2.2 The conclusions of such discussions were:

- There needs to be a more strategic approach to future open space provision in order to ensure a better geographic spread of facilities
- There may be the need to focus on fewer, better facilities, along with other satellite facilities, rather than the system we currently have, which tends to react to individual opportunities, primarily through Section 106 agreements on new housing developments



- There should be adequate provision in larger scale developments, and any ongoing revenue liabilities should remain with the developer, rather than being passed to the Council.
- Smaller scale developments should make a contribution to the nearest appropriate provision, and not necessarily restricted to play areas but recreational provision in general.

### 3 CURRENT SITUATION

3.1 In order to better understand future facility needs and balance them with investment needs and opportunities, we need to carry out a detailed analysis of current provision and its ability to provide for the projected population growth.

3.2 In order to do this, we propose to split the work into two areas:

- **Formal facilities** – Lancashire Sport have offered to carry out an analysis of facilities, including Council, private and voluntary sector provision, based on facility type, quality, access/travel time. This will then be matched against current and future population estimates, to identify where gaps may emerge, and identify strategic sites.
- **Parks and Open Spaces** – we will carry out a detailed analysis of our main parks and play areas, using the same format to help us better understand ongoing resource issues and move towards a more strategic approach. We will also include parish provision to ensure any gap analysis is comprehensive.

### 4 ISSUES

4.1 The two pieces of work will, understandably, raise issues on the current condition of facilities and where funding may come from, in order to provide quality provision in the future, hence the original conclusion that we may need to concentrate resources in fewer, more strategic, locations in the future.

4.2 We would propose to bring some recommendations to Committee in November, seeking support from the previously formed member working group, in the meantime.

### 5 RISK ASSESSMENT

Approval of this report may have the following implications:

- **Resources** – There are no direct implications, but the outcome of the various audits will identify financial implications.
- **Technical, Environmental and Legal** – The work carried out will provide valuable evidence to support the core Strategy
- **Political** – The findings will identify key issues that will need important decisions in the future
- **Reputation** – Recreation/open space provision has a high profile across the Borough, and so any changes could affect people's perceptions of the Council

- **Equality & Diversity** – none at this stage, but issues are likely to emerge as plans develop.

## 6 **RECOMMENDED THAT COMMITTEE**

6.1 Notes the contents of the report and endorses the two elements of work

6.2 Agrees to the involvement of the member working group.

CHRIS HUGHES  
HEAD OF CULTURAL & LEISURE SERVICES

JOHN HEAP  
DIRECTOR OF COMMUNITY SERVICES

REF: CS24.7.12/CH/IW

For further information please ask for Chris Hughes 01200 414479

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No 8

meeting date: 24 JULY 2012  
 title: CAPITAL MONITORING 2012/13  
 submitted by: LAWSON ODDIE  
 principal author: NEIL SANDIFORD

### 1 PURPOSE

1.1 The purpose of this report is to provide Committee with information relating to the progress of the approved capital programme for this year. Slippage from the previous year is also reported.

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 Members approved the proposals for the new capital programme for submission to Policy and Finance Committee as part of the budget setting process at its meeting in January. The programme was set against a background of limited capital resources and contracting revenue budgets.

2.2 In total four new schemes were approved by Policy and Finance Committee and Full Council, together with budgets for two schemes carried over from the previous year. This made a total planned capital spend for this Committee for the current year of £406,080, which are shown at Annex 1.

2.3 In addition, not all planned expenditure for last year was spent. The balance of this, which is known as slippage, can be transferred to this financial year. The schemes affected are also shown within Annex 1 and total £51,290.

### 3 SCHEMES

3.1 The table below shows a summary of the total approved programme together with actual expenditure to date. Annex 1 shows the full programme by scheme along with the budget and expenditure to date.

BUDGET			EXPENDITURE		
Original Estimate 2012/13 £	Budget moved from 2011/12 £	Slippage from 2011/12 £	Total Approved Budget £	Actual Expenditure as at end June 2012 £	Variance as at end June 2012 £
221,000	185,080	51,290	457,370	343,332	-114,038

3.2 To date 75% of the annual capital programme for this Committee has been spent, which is very pleasing considering that this report covers only the first quarter of the financial year.

3.3 The main variations to date are:

- CARPK – Car Parks: *Negotiations on the lease at Dunsop Bridge are now complete and work on the resurfacing will commence after some work that is to be undertaken by United Utilities on a water main crossing the site.*
- CCTVT – CCTV System data transmission pack: *A specification is currently being drawn together for the scheme with completion anticipated by the end of October.*
- RFXVV – Replacement of Refuse Vehicle VX04 FXV: *The balance outstanding on the budget is for work on the transfer of the lifting gear from the old vehicle to the new vehicle.*
- RFPWL – Refurbishment of Refuse Vehicle PN05 PWL: *Quotes have now been received for this work.*
- WMOOR – Woodland Moor paths and nature trails: *Paths and landscape works are completed and workshops with local schools to create public art are underway.*

#### 4 CONCLUSION

4.1 The majority of the capital programme is complete, with the balance of the outstanding budget being committed and due to be completed over the coming months.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM6-12/NS/AC  
11 July 2012

For further information please ask for Neil Sandiford extension 4498.

BACKGROUND PAPERS – None

## Community Committee – Capital Programme 2012/13

Cost Centre	Schemes	Original Estimate 2012/13 £	Budget moved from 2011/12 £	Slippage £	Total approved Budget £	Actual Expenditure £	Variation to date £
BADWC	Badger Well Water Culvert Collapse			1,500	1,500	284	-1,216
CARPK	Car Parks Rolling Programme			31,020	31,020	1,929	-29,091
LADVE	Longridge Adventure Play Facility			3,040	3,040	2,241	-799
CCTVT	CCTV system data transmission pack	14,000			14,000	0	-14,000
EDFCR	Edisford Changing Rooms			450	450	0	-450
GGMOW	Gang mower replacement-major	22,000			22,000	21,995	-5
RFXVV	Replacement of VX04FXV refuse collection vehicle	170,000			170,000	147,920	-22,080
RFPWL	Refurbishment of body on PN05PWL	15,000			15,000	0	-15,000
PLAYM	Improvements to Children's Play Areas			6,700	6,700	1,794	-4,906
RVFXV	Replace Refuse collection Vehicle VX53 TZJ		165,000		165,000	163,713	-1,287
WMOOR	Whalley Moor – Woodland Paths and Nature Trails		20,080	8,580	28,660	3,456	-25,204
	<b>Total Community Committee</b>	<b>221,000</b>	<b>185,080</b>	<b>51,290</b>	<b>457,370</b>	<b>343,332</b>	<b>-114,038</b>

## Individual Scheme Details and Budget Holder Comments

### BADWC Badger Wells Water Culvert Collapse

Service Area: Engineering Services

Head of Service: Terry Longden

#### Brief Description:

To carry out necessary remedial works at Badger Well Water Culvert, Sabden, due to Culvert Collapse.

#### Start Date, duration and key milestones:

Start Date - January 2008

Anticipated Completion Date – October 2008

#### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	1,500	284	-1,216
Actual Expenditure 2011/12	5,953		
Actual Expenditure 2010/11	506		
Actual Expenditure 2009/10	246		
Actual Expenditure 2008/09	0		
Actual Expenditure 2007/08	1170		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>9,275</b>		

#### Financial Implications - REVENUE

None Expected

#### Useful Economic Life

Not Applicable

#### Progress - Budget Holder Comments

*June 2012: Reconstruction of the collapsed section of the culvert is complete, the balance of the budget is to be spent on an inspection survey of the upstream length of the culvert.*

*October 2011: Design drawings have been presented to Lancashire County Council, who as contractor anticipate a start on site in February 2012.*

*July 2011: The slippage has been caused by insufficient staff time being available to complete the project alongside other work priorities. This situation has now eased which will enable the work to progress.*

*October 2010: Once more unfortunately no further progress has been made due to limitations on staff resources.*

*August 2010: Unfortunately no further progress has been made on this scheme due to limitations on staff resources and other commitments. It is anticipated that the work will be completed this calendar year.*

*June 2009: Due to other work of higher priority it has not been possible to allocate time to progress this scheme.*

*September 2008: No further progress. Anticipated completion date is now December 2008*

*June 2008: No progress since January 2008 due to other commitments but anticipated completion is October 2008*

*September 2007: As reported to Community Committee. Property flooding has occurred in Sabden. This scheme is necessary to carry out identified works and reduce the risk of further flooding from Badger Well Water.*

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## CARPK Car Parks Rolling Programme

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Service Area: Car Parks

Head of Service: Terry Longden

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### Brief Description:

*To continue to improve the Councils off-street car parks so as to ensure the sites are safe, clean and fit for purpose.*

### Start Date, duration and key milestones:

Complete within 2011/12

### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	31,020	1,929	-29,091
Actual Expenditure 2011/12	8,980		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>40,000</b>		

### Financial Implications - REVENUE

None Given

### Useful Economic Life

Twenty Years

### Progress - Budget Holder Comments

*June 2012: Negotiations on the lease renewal are complete and the lease will be signed imminently. Surfacing of the car park and ancillary work will follow the completion of work by United Utilities on a water main crossing the site.*

*October 2011: Completion of this work is conditional upon the confirmation of a new twenty year lease with the landowner. A report on this is included on the agenda for this committee.*

*July 2011: The original agreement with the land owner for a lease to facilitate the continued use of area of the Dunsop Bridge car park is no longer valid. New negotiations are ongoing. No work can commence until the new lease is confirmed.*

---

## LADVE Longridge Adventure Play Facility

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Service Area: Grounds Maintenance

Head of Service: Chris Hughes

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### Brief Description:

Provision of an adventure play area at Kestor Lane, Longridge. This scheme is fully supported by external grant funding.

### Start Date, duration and key milestones:

Start Date – October 2010

Anticipated Completion Date – April 2011

### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	3,040	2,241	-799
Actual Expenditure 2011/12	75,459		
ANTICIPATED TOTAL SCHEME COST	78,499		

### Financial Implications - REVENUE

None given

### Useful Economic Life

Ten Years

### Progress - Budget Holder Comments

*June 2012: Final retention paid and scheme complete.*

*October 2011: The play area was open to the public in April this year. There will be some main contractor retention to be paid. The facility was developed in consultation with Longridge Town Council with funds provided by the Big Lottery.*



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## CCTVT CCTV System Data Transmission Pack

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Service Area: CCTV

Head of Service: Terry Longden

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### Brief Description:

Replacement of the data transmission pack for all 28 cameras

### Start Date, duration and key milestones:

Start Date – Summer 2012

Anticipated Completion Date – end of October 2012

### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	14,000	0	-14,000
ANTICIPATED TOTAL SCHEME COST	14,000		

### Financial Implications - REVENUE

None

### Useful Economic Life

Life of the replacement is anticipated to be 10 years.

### Progress - Budget Holder Comments

**June 2012:** A specification for the work is being prepared to enable the upgrade to be completed by the end of October.

---

## EDFCR Edisford Football Changing Rooms Refurbishment

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Service Area: Sports and Recreation

Head of Service: Chris Hughes (Delivered by Engineering Services - Terry Longden)

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### Brief Description:

Strip out and removal of historic fixtures and fittings. Full internal refurbishment scheme, including structural stabilization works, new entrance and lobby area along with the reconfiguration of walls to provide more evenly sized changing rooms. Provision of central heating (previously no heating at all), gas supply for high efficiency, shower, boilers (previously electric). Inclusion of accessible changing room, ramps and handrails.

### Start Date, duration and key milestones:

Start Date - July 2009

Anticipated Completion Date – Autumn 2010

### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	450	0	-450
Actual Expenditure 2011/12	5,106		
Actual Expenditure 2010/11	266,787		
Actual Expenditure 2009/10	1,465		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>273,808</b>		

### Financial Implications - REVENUE

None Given

### Useful Economic Life

Assuming that preventative planned maintenance is undertaken, the useful economic life will be over 30 years.

### Progress - Budget Holder Comments

*June 2012: Final works to be complete over the coming months*

*October 2011: Payment of final retentions is due in January 2012*

*July 2011: Slippage needed for retention from JCT minor works contract.*

*October 2010: We have five weeks remaining on site with an expected completion date at the end of November. The external walls have been insulated and new double glazed windows installed throughout. The walls have been plastered and decorations have now started. The contractor has made best use of the recent dry weather by completing the external works including the installation of new rain water goods and the construction of the ramp. The new gas supply and meter are due to be installed late October. Overall the scheme is coming together well with a target date of 26 November for practical completion.*

*August 2010: Scheme is currently in week 10 of a 22 week programme. Progress is good with targets being met in terms of time, cost and quality.*

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## GGMOW Gang Mower Replacement - Major

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Service Area: Grounds Maintenance

Head of Service: Chris Hughes

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### Brief Description:

Purchase of replacement Gang Mower – used to cut larger areas of grass such as playing fields etc.

### Start Date, duration and key milestones:

Start Date – April 2012

Anticipated Completion Date – April/May 2012

### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	22,000	21,995	-5
ANTICIPATED TOTAL SCHEME COST	22,000		

### Financial Implications - REVENUE

None – replacement only

### Useful Economic Life

Expected to be 5 years

### Progress - Budget Holder Comments

June 2012: The equipment has now been purchased and is operational.

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## RFXVV Replacement Refuse Collection Vehicle VX04 FXV

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Service Area: Refuse Collection

Head of Service: Terry Longden

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### Brief Description:

To replace refuse collection and recycling vehicle

### Start Date, duration and key milestones:

April 2012, with delivery approx. six months later

### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	170,000	147,920	-22,080
ANTICIPATED TOTAL SCHEME COST	170,000		

### Financial Implications - REVENUE

None

### Useful Economic Life

Total of 8 years

### Progress - Budget Holder Comments

*June 2012: Price required for transfer of lifting gear from one vehicle to another, Terberg Matec to come in next few weeks.*

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## RFPWL Refurbishment of Body on PN05 PWL

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Service Area: Refuse Collection

Head of Service: Terry Longden

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### Brief Description:

Refurbishment of the body work on refuse vehicle PN05 PWL to extend vehicle life for another 3 years

### Start Date, duration and key milestones:

Summer 2012

### Financial Implications - CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	15,000	0	-15,000
ANTICIPATED TOTAL SCHEME COST	15,000		

### Financial Implications - REVENUE

None

### Useful Economic Life

The scheme should extend the life of the vehicle for at least 3 years.

### Progress - Budget Holder Comments

*June 2012: Decision yet to be made on the quotes received.*

---

## PLAYM Improvements to Children's Play Area

---

Service Area: Grounds Maintenance

Head of Service: Chris Hughes

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### Brief Description:

The primary purpose of this budget is to fund the routine maintenance of the existing children's play areas to be used on new and replacement play equipment and associated works in parks and open spaces

### Start Date, duration and key milestones:

Complete within 2011/12

### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	6,700	1,794	-4,906
Actual Expenditure 2011/12	13,302		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>20,002</b>		

### Financial Implications - REVENUE

None Given

### Useful Economic Life

Six Years

### Progress - Budget Holder Comments

*June 2012: The remainder of the budget is being used on a reactive basis to ensure health and safety requirements of the play areas.*

*October 2011: Work continues on a planned and reactive programme*

*July 2011: Work continues on a planned and reactive programme.*

---

## RVFXV Replacement Refuse Collection Vehicle VX53TZJ

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Service Area: Refuse Collection

Head of Service: Terry Longden

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### Brief Description:

To replace refuse collection and recycling vehicle

### Start Date, duration and key milestones:

Order in April 2011 for delivery six months later

### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	165,000	163,713	-1,287
ANTICIPATED TOTAL SCHEME COST	165,000		

### Financial Implications - REVENUE

None given

### Useful Economic Life

Seven years

### Progress - Budget Holder Comments

*June 2012: The vehicle has now been delivered and is now operational.*

*October 2011: An options appraisal has delayed the submission of an order for the replacement vehicle. Tenders have now been received and are being evaluated. An order will be placed soon. Delivery is anticipated in March/April 2012.*

*July 2011: The type, size and capabilities of the required replacement vehicle are clearly defined. However, various options on the build configuration which affect the "cost / risk" ratio are being closely considered. An appropriate order will be placed in the near future.*

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## WMOOR Whalley Moor – Woodland Paths and Nature Trails

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Service Area: Grounds Maintenance

Head of Service: Chris Hughes

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### Brief Description:

The provision of paths, signage and public art in Whalley Moor Woodland. This scheme is fully supported by external grant funding.

### Start Date, duration and key milestones:

Start Date – October 2011

Anticipated Completion Date – May 2012

### Financial Implications – CAPITAL

	£	Actual to end June £	Variance to end June £
Total Approved Budget 2012/13	28,660	3,456	-25,204
Actual Expenditure 2011/12	11,419		
ANTICIPATED TOTAL SCHEME COST	40,079		

### Financial Implications - REVENUE

None given

### Useful Economic Life

Ten Years

### Progress - Budget Holder Comments

*June 2012: Installation of paths and associated landscape works is complete. Workshops with local schools to create public art pieces are currently taking place.*

*October 2011: This project is being achieved in conjunction with the Friends of Whalley Moor Woodland, who have secured funding through community spaces grant.*



# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No

meeting date: 24 JULY 2012  
 title: REVENUE OUTTURN 2011/12  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: ROBIN BRAMHALL

## 1 PURPOSE

1.1 To report on the outturn for the financial year 2011/12 in respect of the Revenue Budget for this Committee.

### 1.2 Relevance to the Council's ambitions and priorities

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

## 2 BACKGROUND

2.1 The Council's draft Statement of Accounts have now been produced and have been approved by Accounts and Audit Committee and are currently subject to audit by the Council's external auditors. Accounts and Audit Committee will approve the final audit version of the statements at the end of August.

2.2 The information contained within the Statements is in a prescriptive format. However, the service cost information is being reported to Committees for their own relevant services in our usual reporting format in the current cycle of meetings.

## 3 FINANCIAL INFORMATION

3.1 Shown below, by cost centre, is a comparison with the revised estimate. You will see an overall underspend of £81,449. After allowing for transfers to and from earmarked reserves this underspend is increased to £105,221. Please note that underspends are denoted by figures with a minus symbol.

Cost Centre	Cost Centre Name	Revised Estimate 2011/12 £	Actual 2011/12 £	Variation £
COMMD	Community Services Dept	0	21,322	21,322
HWAGY	Highways Agency	14,050	13,738	-312
HWREP	Highways Repairs	3,200	3,071	-129
NHWAG	Non-Agency Highways Work	25,540	26,052	512
CULVT	Culverts & Watercourses	13,980	13,118	-862
DRAIN	Private Drains	12,830	11,811	-1,019
RIVBK	Riverbank Protection	3,160	2,060	-1,100

<b>Cost Centre</b>	<b>Cost Centre Name</b>	<b>Revised Estimate 2011/12 £</b>	<b>Actual 2011/12 £</b>	<b>Variation £</b>
BUSSH	Bus Shelters	10,390	9,519	-871
SEATS	Roadside Seats	4,490	4,415	-75
SIGNS	Street Nameplates & Signs	21,920	22,937	1,017
RIGHT	Public Rights of Way	3,130	-1,006	-4,136
STCLE	Street Cleansing	309,990	297,616	-12,374
VARIOUS	Public Conveniences	253,600	234,340	-19,260
LITTR	Litter Bins	16,470	16,681	211
RCOLL	Refuse Collection	1,067,490	1,059,610	-7,880
RECYC	Recycling	75,830	72,548	-3,282
TFRST	Waste Transfer Station	76,710	75,798	-912
TRREF	Trade Refuse	-20,210	-19,145	1,065
CRIME	Crime and Disorder	63,390	62,350	-1,040
CRIMP	RV Comm Safety Partnership	1,800	-10,429	-12,229
LNGCH	Longridge Civic Hall	9,180	9,181	1
ARTDV	Art Development	29,440	28,250	-1,190
PLATG	Platform Gallery	70,510	69,344	-1,166
MUSEM	Castle Museum	214,100	205,798	-8,302
MCAFE	Museum Café	1,800	1,385	-415
TURSM	Tourism	129,100	124,504	-4,596
VARIOUS	Car Parks	-88,020	-102,188	-14,168
CCTEL	CCTV Equipment	165,510	162,957	-2,553
LDEPO	Longridge Depot	0	0	0
SDEPO	Salthill Depot	1,000	0	-1,000
VARIOUS	Refuse Collection Vehicles	0	0	0
VARIOUS	Grounds Maint Vehicles	0	0	0
VARIOUS	Works Admin Vehicles	0	0	0
VEHCL	Vehicle Workshop	0	0	0
VARIOUS	Plant	0	0	0
TWOWR	Two Way Radio	0	0	0
WKSAD	Works Administration	-7,350	0	7,350
CARVN	Caravan Site	-6,630	-6,871	-241
EDPIC	Edisford Picnic Area	-6,650	-6,736	-86

<b>Cost Centre</b>	<b>Cost Centre Name</b>	<b>Revised Estimate 2011/12 £</b>	<b>Actual 2011/12 £</b>	<b>Variation £</b>
PKADM	Grounds Maintenance	-500	0	500
ROEBN	Roefield Barn	1,170	1,161	-9
RVPRK	Ribble Valley Parks	426,370	417,272	-9,098
RPOOL	Ribblesdale Pool	278,140	272,876	-5,264
EALLW	Edisford All Weather Pitch	-7,130	-11,243	-4,113
LNGYM	Longridge Gym	83,980	116,664	32,684
CYCLS	Cycling	5,440	5,310	-130
EXREF	Exercise Referral Scheme	33,310	29,812	-3,498
SPODV	Sports Development	91,300	96,081	4,781
GRSRC	Grants and Subscriptions	45,530	45,108	-422
XMASL	Xmas Lights/RV in Bloom	5,480	2,160	-3,320
RECU	Recreation/Culture Grants	49,430	25,675	-23,755
CULTG	Culture Grants	3,750	2,225	-1,525
SPOGR	Sports Grants	4,760	4,200	-560
WBHEQ	Wellbeing and Health Equality	-63,920	-63,920	0
<b>NET COST OF SERVICES</b>		<b>3,426,860</b>	<b>3,345,411</b>	<b>-81,449</b>

<b>ITEMS ADDED TO (TAKEN FROM ) BALANCES AND RESERVES</b>			
XMAS Lights and Ribble Valley in Bloom	-3,420	-150	3,270
Recreation and Culture Grants	-16,830	6,820	23,650
Community Safety Reserve Fund	-1,800	10,429	12,229
Tourism Promotions Reserve Fund	-6,810	-6,812	-2
Wellbeing and Health Equality Fund	57,000	47,428	-9,572
Restructuring Reserve	0	-54,347	-54,347
Exercise Referral Reserve fund	5,310	5,310	0
CCTV Equipment Reserve	0	1,000	1,000
<b>NET BALANCES AND RESERVES</b>	<b>33,450</b>	<b>9,678</b>	<b>-23,772</b>

<b>NET EXPENDITURE</b>	<b>3,460,310</b>	<b>3,355,089</b>	<b>-105,221</b>
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- 3.2 We have extracted the main variations and shown them, with the budget holders' comments at Annex 1. However, a summary of the major variations is given in the table below.

<b>Service Area</b>	<b>Description of Variance</b>	<b>Amount £</b>
<b>COMMD</b> Community Services Department	This is a cost, or strain, on the pension scheme of bringing in some of the staffing savings of the service review. This has been funded from the Council's earmarked Restructuring Reserve.	21,320
<b>PCADM</b> Public Conveniences	Savings have been made on public conveniences through the early implementation of the savings proposals. This is largely through reduced staffing costs.	-16,000
<b>STCLE</b> Street Cleansing	There has been a reduced cost in vehicle and plant running costs and also a lower level of hiring in plant in order to reduce the level of service costs in year	-7,480
<b>CRIMP</b> Ribble Valley Community Safety Partnership	There has been reduced expenditure on promotional activities within the year resulting in the underspend shown. However, this has been set aside in an earmarked reserve to be spent in 2012/13.	-12,950
<b>CPADM</b> Car Parks	There has been a higher than anticipated level of car park usage during the financial year, particularly over the latter end of the year	-6,960
<b>LNGYM</b> Longridge Gym	There have been costs associated with the termination of the council's operations at the Longridge Gym. This has been funded from the Council's earmarked Restructuring Reserve.	13,300
<b>SPODV</b> Sports Development	There has been reduced funding for a sports development post. The shortfall in this funding has been met from funding set aside in the Council's earmarked reserves	11,550
<b>RECU</b> Recreation and Culture Grants	Fewer grant schemes were at the stage of drawing down Recreation and Culture Grants funding than anticipated by the year end. These funds have been set aside to meet the future liability in an earmarked reserve.	-29,640

- 3.3 As can be seen above, the key variances have been met from, or have been set aside in, the council's earmarked reserves. There are large number of smaller variances as can be seen at Annex 1, many of which are as a result of officers continuing the prudent approach to non-essential expenditure in year.
- 3.4 The early implementation of a number of the approved service review savings have had a positive impact on the outturn for the 2011/12 financial. This has helped ensure the achievement of the full potential of these savings in the 2012/13 financial year.

#### 4 CONCLUSION

- 4.1 There has been an overall underspend for this committee of £81,449, increasing to £105,221 after allowing for transfers to and from earmarked reserves.
- 4.2 It is reassuring to see the positive financial results of the early implementation of the approved service review savings and the potential for the 2012/13 financial year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM5-12/RB/AC  
13 July 2012

#### BACKGROUND PAPERS:

*Revised Estimates approved by Committee on 19 January 2012*  
*Closedown Working Papers*

For further information please ask for Robin Bramhall, extension 4433

## COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 2011/12 VARIANCES

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
<b>Community Services Department</b>					
Reduction in employee costs due to staff vacancies in the last 4 months of the financial year, in relation to the Leisure Card Officer and the Tourism and Events Officer, and also due to industrial action.	-5,360				
Tuition Fees – only 25% of the Revised Budget (£3,890) eventually used – savings made due to need to reduce expenditure.	-2,920				
Advertising – None of the Revised Budget was spent. Most vacancies remained unfilled, while the others were dealt without incurring advertising costs	-2,950				
Redundancy pay costs have been met from Earmarked Reserves	9,080				
Mileage payments – lower level of claims made than in previous years	-2,910				
Reference books – only half of Budget (£2,300) used. Savings largely due to the hold on non-essential expenditure	-1,150				
Conference expenses – only 1 event attended this year	-1,500				
Security phones – new contract renegotiated during the year, which together with reduced usage yielded savings of over 20%	-1,600				
Decrease in Recharge from Council Offices, Civic Suite, I T Services and Organisation and Member Services following savings made in those services			-12,510		
Income from Children's Trust – additional grant received		-5,000			
Decrease in income from recharges - reflecting reductions in expenditure outlined above			26,820		
Pension strain due to implementation of the service review savings. This has been met from earmarked reserves.	21,320				
<b>Total Community Services Department</b>					<b>21,320</b>
<b>Non-Agency Highways Work</b>					
Repairs and maintenance – this is the release of a contractors bond.	1,050				
<b>Total Non-Agency Highways Work</b>					<b>1,050</b>

## COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 2011/12 VARIANCES

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
<b><i>Riverbank Protection</i></b>					
Repairs and maintenance – only £70 of the Budget provision of £1,150 was needed	-1,080				
<b>Total Riverbank Protection</b>					<b>-1,080</b>
<b><i>Public Rights of Way</i></b>					
Expenditure on statutory notices – additional notices required, but mainly offset by additional income from applicants requesting footpath diversions	-1,610				
Repairs and maintenance – additional expenditure required. However, expenditure on equipment and materials was limited in order to compensate for this overspend as shown below	1,880				
Purchase of equipment and materials – expenditure limited in order to compensate for the overspend as shown above	-2,490				
Additional income – achieved from the applications for footpath diversions		-1,280			
<b>Total Public Rights of Way</b>					<b>-3,500</b>
<b><i>Street Nameplates and signs</i></b>					
Repair and maintenance – additional expenditure needed towards the end of the year, but overall, expenditure on repairs and maintenance was within the Budget	1,440				
<b>Total Street Nameplates and signs</b>					<b>1,440</b>
<b><i>Public Conveniences</i></b>					
Repairs and maintenance of buildings – savings achieved due to the early implementation of the service review savings, largely on staff costs	-16,000				
Metered water – primarily savings at Whalley toilets – water costs being met from elsewhere	-1,710				
<b>Total Public Conveniences</b>					<b>-17,710</b>
<b><i>Street Cleansing</i></b>					
Diesel - lower usage, and in February and March the first benefits of slightly lower prices were felt	-1,970				
Hire of transport – it was possible in some weeks to maintain the level of service without hiring further vehicles	-1,150				

## COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 2011/12 VARIANCES

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Hire of plant – this relates to sweeper hire, and for a few weeks the level of service could be maintained without the hire of the small sweeper	-4,360				
Tipping fees – lower level of waste taken to the tip (more recycled)	-1,140				
<b>Total Street Cleansing</b>					<b>-8,620</b>
<b>Refuse Collection</b>					
Drivers wages – Savings due to 1 driver working at the Transfer Station, and reduced costs resulting from industrial action	-2,610				
Agency staff – additional staff needed at the end of the year, offset by savings in publicity costs	1,280				
Depot recharge – reduced costs at Salthill Depot have been passed on to internal service users	-2,330				
Use of transport – savings in repairs and maintenance and also in diesel as prices fell in February and March	-4,740				
Light tools and equipment – additional expenditure on the provision of bins	2,400				
Protective clothing – more items across a wide range issued during the year	2,570				
Publicity – savings in printing and distribution of calendars	-2,300				
Reduction in Recharge from Community Services reflecting savings achieved in that Department		-1,210			
Sale of bins – lower than anticipated level of sales		2,440			
Additional Recycling Credits – marginally higher level of green waste and comingled recycling		-1,970			
<b>Total Refuse Collection</b>					<b>-6,470</b>
<b>Recycling</b>					
Reduction in Recharge from Community Services reflecting savings achieved in that Department	-1,330				
Recycling credits – higher level of paper, glass and cans recycling		-2,400			
<b>Total Recycling</b>					<b>-3,730</b>



## COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 2011/12 VARIANCES

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
<b>Trade Refuse</b>					
Additional tipping charges due to higher tonnage of waste being collected	1,510				
Reduced income – non trade waste. The income from sacks has fallen as more businesses use wheeled bins		1,800			
<b>Total Trade Refuse</b>					<b>3,310</b>
<b>Waste Transfer Station</b>					
Use of transport – savings in repairs and diesel following the reduction in diesel prices in February and March	-1,400				
<b>Total Waste Transfer Station</b>					<b>-1,400</b>
<b>Ribble Valley Community Safety Partnership</b>					
Promotional Activities - reduced expenditure. This underspend has been set aside in an earmarked reserve in order that it can be used in 2012/13	-12,950				
Lancashire LAA – marginal reduction in level of funding		1,140			
<b>Total Ribble Valley Community Safety Partnership</b>					<b>-11,810</b>
<b>Art Development</b>					
Contribution to Clitheroe Shop fronts project not anticipated when the Revised Budget was prepared		-1,300			
<b>Total Art Development</b>					<b>-1,300</b>
<b>Platform Gallery</b>					
Stock written off – Damaged artists work. This has been recovered through insurance previously.	2,680				
Promotional activities – some of the Budget deliberately held back to offset increases in expenditure, such as the above	-2,230				
<b>Total Platform Gallery</b>					<b>450</b>

## COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 2011/12 VARIANCES

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
<b>Clitheroe Castle Museum</b>					
Repairs and Maintenance of buildings – marginal reduction in expenditure to offset increases elsewhere	-1,400				
Gas – lower usage of gas during the winter period	-1,130				
Reduction in Recharge from Community Services reflecting savings achieved in that Department			-1,270		
Reduction in depreciation charge following reassessment of assets				-4,320	
<b>Total Castle Museum</b>					<b>-8,120</b>
<b>Tourism</b>					
Purchase of equipment and materials – reduction to offset increases elsewhere	-1,090				
Reduction in Recharge from Community Services reflecting savings achieved in that Department			-2,060		
<b>Total Tourism</b>					<b>-3,150</b>
<b>Car Parks</b>					
Agency staff – no additional staff were needed at all during the year, so the Budget provision of £1,040 remained unspent	-1,040				
Telephones – some software customisation in respect of the communications equipment was not required	-1,880				
Depreciation – some equipment already depreciated				-2,090	
Car Park Income – across all of the Car Parks there was higher usage than expected between December and March		-6,960			
<b>Total Car Parks</b>					<b>-11,970</b>
<b>CCTV Equipment</b>					
Repairs and maintenance of buildings – There was a deliberate saving here, to offset additional repairs and maintenance expenditure elsewhere	-2,120				
<b>Total CCTV Equipment</b>					<b>-2,120</b>

## COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 2011/12 VARIANCES

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
<b>Salthill Depot</b>					
Decrease in Recharge from IT reflecting savings achieved in that Department			-1,350		
Stores oncost – a higher value of items went through stores, so the total stores oncost recovered increased too.		-5,040			
Recharges to users – adjustment to reflect the reduced expenditure referred to above		6,390			
<b>Total Salthill Depot</b>					<b>0</b>
<b>Refuse Collection Vehicles</b>					
Repairs and maintenance – The Revised Budget was £124,640 and there were some general savings amounting to around 2.5% of the budget	-3,450				
Diesel – reduction in prices during February and March 2012 led to a saving of around 1.5% of the total Budget	-2,790				
Recharge to Users. Reduction to reflect savings outlined above		4,740			
<b>Total Refuse Collection Vehicles</b>					<b>-1,500</b>
<b>Works Vehicles</b>					
Diesel – lower usage and slightly lower prices as the cost of diesel fell in February and March	-1,220				
Recharge to Users reduction to reflect savings		1,220			
<b>Total Works Vehicles</b>					<b>0</b>
<b>Works Administration</b>					
Reduced employee costs – mainly due to the public conveniences savings being implemented but also due to industrial action earlier in the year	-3,380				
Depot recharge – reduced costs at Salthill Depot have been passed on to other users	-1,100				
Recharge to capital schemes – additional capital work in the last 4 months of the year led to a higher charge at the end of the year.		-5,780			

## COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 2011/12 VARIANCES

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
Reduced recharge for works to reflect savings in expenditure		16,560			
<b>Total Works Administration</b>					<b>6,300</b>
<b>Edisford All Weather Pitch</b>					
Decrease in Recharge from Ribblesdale Pool due to post vacancies.			-1,250		
Usage of pitch – increased activity during the winter period		-1,370			
<b>Total Edisford All Weather Pitch</b>					<b>-2,620</b>
<b>Exercise Referral</b>					
Purchase of equipment and materials – a review of requirements took place, and it was decided to manage on a lower level of expenditure for 2011/12	-1,140				
<b>Total Exercise Referral</b>					<b>-1,140</b>
<b>Grounds Maintenance</b>					
Reduced employee costs due to vacancies and industrial action earlier in the year	-1,000				
Depot reduced recharge – Reduced costs at Salthill Depot have been passed on to users	-2,920				
Reduced recharge to users, following savings in expenditure		10,240			
<b>Total Grounds Maintenance</b>					<b>6,320</b>
<b>Ribble Valley Parks</b>					
Repairs and maintenance – general savings were made to ensure that the overall Repairs and Maintenance budget wasn't exceeded	-1,910				
Gas - refund of charges in respect of Edisford changing rooms	-3,190				
Recharge from Grounds Maintenance – reduced charge following savings on grounds maintenance referred to earlier.			-5,550		
<b>Total Ribble Valley Parks</b>					<b>-10,650</b>

## COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 2011/12 VARIANCES

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
<b>Ribblesdale Pool</b>					
Reduced employee costs due to staff vacancies and industrial action earlier in the year	-3,200				
Repairs to equipment – in view of Budget constraints, it was agreed to manage on a lower expenditure for 2011/12	-1,300				
Filtration and Chlorination – fewer chemicals were needed during the year than in previous years	-1,830				
Decrease in Recharge from Community Services and Organisation and Member Development reflecting savings achieved in that Department			-4,020		
Reduced charge to Edisford All Weather Pitch- reflecting savings made elsewhere			1,250		
School swimming lessons - reduction in income following rationalisation of lessons by some schools, leading to a fall in numbers attending		5,970			
Adult/Junior admissions – slight increase in attendances compared with previous years		-2,610			
<b>Total Ribblesdale Pool</b>					<b>-5,740</b>
<b>Longridge Gym</b>					
Service termination costs due to the implementation of the service review savings. This cost has been met from an earmarked reserve	13,300				
Decrease in Recharge from Community Services and Organisation and Member Development reflecting savings achieved in those Departments			-1,530		
<b>Total Longridge Gym</b>					<b>11,770</b>
<b>Sports Development</b>					
Computer software – the contract has been terminated, so the software maintenance fee is no longer payable	-2,450				
Decrease in Recharge from Community Services and Financial Services reflecting savings achieved in those Departments			-2,820		
Reduced income towards the financing of a Sports Development Officer – earmarked reserves have been used to offset this		11,550			
<b>Total Sports Development</b>					<b>6,280</b>

## COMMUNITY SERVICES COMMITTEE – REVENUE OUTTURN 2011/12 VARIANCES

	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Total Movement £
<b>Culture Grants</b>					
Reduced grants – all of Budget not needed	-1,520				
<b>Total Annual Grants and Subscriptions</b>					<b>-1,520</b>
<b>Xmas Lighting and Ribble Valley in Bloom</b>					
Reduced grants – less money will be taken from Reserve brought forward	-4,120				
<b>Total Xmas Lighting and Ribble Valley in Bloom</b>					<b>-4,120</b>
<b>Recreation and Culture Grants</b>					
Schemes not at the stage of payment being made. The balance has been set aside in earmarked reserves	-29,640				
<b>Total Recreation and Cultural Grants</b>					<b>-29,640</b>
<b>Other Variations</b>					<b>-1,779</b>
<b>Total</b>					<b>-81,449</b>
<b>VARIANCES ON ITEMS TO BE ADDED TO (TAKEN FROM) BALANCES AND RESERVES</b>					
XMAS Lights and Ribble Valley in Bloom					<b>3,270</b>
Recreation and Culture Grants					<b>23,650</b>
Community Safety Reserve Fund					<b>12,229</b>
Tourism Promotions Reserve Fund					<b>-2</b>
Wellbeing and Health Equality Fund					<b>-9,572</b>
Restructuring Reserve					<b>-54,347</b>
CCTV Equipment Reserve					<b>1,000</b>
<b>Overall under spending after transfers to/from balances and reserves</b>					<b>-105,221</b>

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION
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Agenda Item No 10

meeting date: 24 JULY 2012  
 title: REVENUE MONITORING 2012/13  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: ROBIN BRAMHALL

### 1 PURPOSE

1.1 To let you know the position for the first three months of this year's revenue budget as far as this committee is concerned.

1.2 Relevance to the Council's ambitions and priorities:

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

### 2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period to the end of June. You will see an overall underspend of £79,197 on the net cost of services. Please note that underspends are denoted by figures with a minus symbol.

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of period £	Actual including Commitments to the end of the period £	Variance £	
COMMD	Community Services Department	0	301,012	300,777	-235	G
HWAGY	Highways Agency	11,480	252	188	-64	G
HWREP	Highway Repairs	3,130	126	30	-96	G
NHWAG	Non-Agency Highways Work	25,200	0	0	0	G
CULVT	Culverts & Water Courses	20,480	804	958	154	G
DRAIN	Private Drains	11,910	-46	-129	-83	G
RIVBK	Riverbank Protection	3,120	288	293	5	G
BUSSH	Bus Shelters	18,340	1,722	0	-1,722	G
SEATS	Roadside Seats	6,710	572	151	-421	G
SIGNS	Street Nameplates & Signs	21,430	1,083	2,341	1,258	G

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of period £	Actual including Commitments to the end of the period £	Variance £	
RIGHT	Public Rights of Way	2,250	6,240	3,104	-3,136	A
STCLE	Street Cleansing	317,610	146,948	144,797	-2,151	A
VARIOUS	Public Conveniences	233,950	62,962	48,598	-14,364	R
LITTR	Litter Bins	16,850	2,112	2,225	113	G
RCOLL	Refuse Collection	1,075,870	108,531	102,739	-5,792	R
RECYC	Recycling & Waste Awareness	76,550	-6,189	-5,960	229	G
TFRST	Waste Transfer Station	77,280	30,721	34,990	4,269	A
TRREF	Trade Refuse	-28,130	-117,981	-124,211	-6,230	R
CRIME	Crime and Disorder	64,260	5,260	5,056	-204	G
CRIMP	RV Crime Reduction Partnership	14,260	-1,447	-226	1,221	G
CCTEL	CCTV Equipment	106,420	54,517	53,832	-685	G
LDAAT	Lancashire Drug and Alcohol Action Team	0	0	-35,027	-35,027	R
LNGCH	Longridge Civic Hall	9,180	0	0	0	G
ARTDV	Art Development	31,620	2,884	3,330	446	G
PLATG	Platform Gallery	63,570	17,104	26,196	9,092	R
MUSEM	Castle Museum	214,900	-1,608	-1,447	161	G
MCAFE	Museum Café	1,660	-1,707	1,012	2,719	A
TURSM	Tourism	133,680	24,527	16,128	-8,399	R
VARIOUS	Car Parking	-102,530	12,898	16,972	4,074	A
LDEPO	Longridge Depot	0	4,104	4,857	753	G
SDEPO	Salthill Depot	0	16,984	16,581	-403	G
VARIOUS	Refuse Collection Vehicles	0	78,645	77,683	-962	G
VARIOUS	Grounds Maintenance Vehicles	0	12,930	13,376	446	G
VARIOUS	Works Administration Vehicles	0	6,988	4,856	-2,132	A
VARIOUS	Plant	0	1,367	1,549	182	G
TWOWR	Two Way Radio	0	-2,387	-2,307	80	G
VEHCL	Vehicle Workshop	0	3,221	3,727	506	G
WKSAD	Works Administration	0	-23,849	-14,712	9,137	R



Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of period £	Actual including Commitments to the end of the period £	Variance £	
CARVN	Caravan Site	-7,040	7,810	7,856	46	G
EDPIC	Edisford Picnic Area	-6,750	-9,816	-10,110	-294	G
PKADM	Grounds Maintenance	0	-56,071	-56,280	-209	G
ROEBN	Roefield Barn	1,170	-14	-13	1	G
RVPRK	Ribble Valley Parks	409,150	76,514	75,109	-1,405	G
RPOOL	Ribblesdale Pool	284,850	21,280	3,215	-18,065	R
EALLW	Edisford All Weather Pitch	-8,170	-2,199	-2,126	73	G
LNGYM	Longridge Gym	7,820	0	-551	-551	G
CYCLS	Cycling	5,590	0	0	0	G
EXREF	Exercise Referral Scheme	36,530	28,327	21,271	-7,056	R
SPODV	Sports Development	91,610	19,776	16,014	-3,762	A
GRSRC	Grants & Subscriptions - Community	28,070	0	0	0	G
XMASL	Xmas Lights & RV in Bloom	3,110	464	0	-464	G
RECUL	Recreation and Culture Grants	34,430	4,668	5,028	360	G
SPOGR	Sports Grants	5,870	840	300	-540	G
CULTG	Culture Grants	4,810	1,920	1,850	-70	G
WBHEQ	Wellbeing and Health Equality	0	0	0	0	G

	<b>Total:</b>	<b>3,322,100</b>	<b>843,087</b>	<b>763,890</b>	<b>-79,197</b>	
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2.2 The variations between budget and actuals have been split into groups of red, amber and green variance. The red variances highlight specific areas of high concern, for which budget holders are required to have an action plan. Amber variances are potential areas of high concern and green variances are areas, which currently do not present any significant concern.

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

2.3 We have then extracted the main variations for the items included in the red shaded cost centres and shown them with the budget holder's comments and agreed action plans, in Annex 1.

2.4 The main variations for items included in the amber shaded cost centres are shown with budget holders' comments at Annex 2.

2.5 In summary the main areas of variance which are unlikely to rectify themselves by the end of the financial year are summarised below. Please note that favourable variances are denoted by figures with a minus symbol

Description	Saving to end June 2012 £
<b>TRREF - Trade Refuse:</b> additional contract income with regard to wheeled bins, offset by fall in income from collection of sacks	-6,416
<b>TFRST - Transfer Station:</b> cover for extended period of sickness	2,579

3 CONCLUSION

3.1 The comparison between actual and budgeted expenditure shows an underspend of £79,197 for the first three months of the financial year 2012/13.

3.2 For this Committee the great majority of variances are favourable to the Council.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM8-12/RB/AC  
12 JULY 2012

For further information please ask for Robin Bramhall extension 4433

BACKGROUND PAPERS – None

Community Services Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
PUB/2402	Public Conveniences/ Repairs and Maintenance of Buildings	93,620	25,030	18,290	-6,740	Reduction in staff hours, and delay in recruitment of seasonal employee	Monitor expenditure to see whether further savings can be achieved during the year.
PUB/2475	Public Conveniences/ General Cleaning	27,550	6,893	951	-5,942	Significant reduction on staff hours. This will be continued throughout the year	Monitor expenditure - further significant savings should be achieved by the end of the year.
DTRN/ 8420n	Car Parks/ Car park charges	-282,170	-76,093	-67,380	8,713	The budget profile is based on the income in 2011/12 - April to June 2011 had relatively good weather, but this year's weather has been particularly poor. Edisford Car Parks income has been hit particularly hard.	Monitor income to see whether the annual Budget can be achieved
RPOOL/ 8542I	Ribblesdale Pool/ Courses	-83,840	-25,990	-31,243	-5,253	Much greater take up of courses than during the same period in 2011.	Monitor income to see whether the annual Budget can be exceeded

## Community Services Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
LDAAT/8576z	Lancashire Drug and Alcohol Action Team/Contributions and Donations	0	0	-39,880	-39,880	Funding received later on in 2011/12 for use in 2012/13	Expenditure being identified to offset against this income
WKSAD/8900z	Works Administration/Wages	-219,980	-55,853	-42,577	13,276	Reduction in recovery of costs as expenditure is down against the budgeted figure	Monitor expenditure and income to ensure all costs are fully recovered
TRREF/8411z	Trade Refuse/ Contracts	-93,830	-93,830	-102,278	-8,448	Invoices already raised exceed the annual Budget, but there may be some reductions to these bills during the year	Monitor income to see how much the annual Budget will be exceeded by

## Community Services Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
COMMD/ 0100	Community Services Department/Salaries	912,550	228,318	231,667	3,349	Budget incorporates 2% reduction for vacant posts. Only minimal vacancies so far this year.
DSCO/ 2602	Refuse Collection Vehicles/ Repairs to Vehicles	127,790	26,125	28,839	2,714	Two large and unexpected items - repairs to bodywork and replacement of driver's seat.
DSCO/ 2612	Refuse Collection Vehicles/ Diesel	178,200	43,646	40,023	-3,623	Reduced expenditure reflecting lower price of diesel
EXREF/ 0100	Exercise Referral/Salaries	85,390	21,466	18,467	-2,999	Savings due to delay in filling vacancy, and to maternity leave

## Community Services Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
EXREF/ 8085z	Exercise Referral/Grant Funding	0	0	-3,000	-3,000	Additional grant funding from Lancashire County Council - Walking and Cycling Initiatives
RCOLL/ 0151 and 0161	Refuse Collection/ Loaders and Drivers overtime	13,100	7,281	4,414	-2,867	Significant reduction in overtime working over the April, May and June bank holidays
RPOOL/ 8543n	Ribblesdale Pool/ Contracts	-15,160	-3,789	-6,375	-2,586	Much greater take up of contracts than during the same period in 2011.
TFRST/ 0130	Transfer Station/Temporary Staff	2,000	509	3,088	2,579	Budget for full year already exceeded as extra staffing needed to cover extended sickness absence.

## Community Services Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
LDAAT/ 2944	Lancashire Drug and Alcohol Action Team	0	0	4,091	4,091	Expenditure against funding received later on in 2011/12 for use in 2012/13
RIGHT/ 8586n	Rights of Way/Footpath Diversion Orders - vatable	0	0	-2,420	-2,420	Additional income - will be spent on advertising and staff time
RPOOL/ 0180	Ribblesdale Pool/ Attendants Wages	43,320	10,836	8,692	-2,144	Savings in pay due to maternity leave
SPODV/ 2971	Sports Development/ Printing and Stationery	0	0	2,810	2,810	Expenditure financed from additional funding - see below



## Community Services Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
SPODV/ 2971	Sports Development/ Grants to other Bodies	7,010	6,238	4,221	-2,017	Significant savings on insurance premium for skate park
SPODV/ 8073z	Sports Development/ Lancashire Sport Funding	0	0	-3,500	-3,500	Grant not anticipated when Budget was set. Funding will be used to finance additional expenditure
TRREF/ 8550z	Non Trade Waste Collection - sacks etc	-22,550	-5,640	-3,608	2,032	Lower level of usage - but more than offset by increased income from collection of wheeled bins
WKSAD/ 0110	Works Administration/ Wages	111,060	28,198	23,245	-4,953	Savings due to reductions in working hours, and delays in filling seasonal post

## Community Services Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
WKSAD/0111	Works Administration/ Wages Overtime	11,540	2,930	432	-2,498	Savings due to changes in working times, and closure of some conveniences
WKSAD/8920z	Works Administration/ Recovery of oncost 120%	-27,000	-6,858	-951	5,907	Reduced recharge due to lower expenditure on overtime outlined above

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

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Agenda Item No.

meeting date: 24 JULY 2012  
title: UPDATE ON WALKING EVENT 'WITCHES WALKS AND MORE'  
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES  
principal author: TOM PRIDMORE, TOURISM AND EVENTS OFFICER

### 1 PURPOSE

- 1.1 To brief members of the Committee on the forthcoming Walking event
- 1.2 Relevance to the Council's ambitions and priorities
- **Council Ambitions** - To sustain a strong and prosperous Ribble Valley
  - **Community Objectives** - To encourage economic development throughout the borough with a specific focus on tourism, the delivery of sufficient land for business development, and supporting high growth business opportunities
  - **Corporate Priorities** - To develop, with relevant partners, measures to support the visitor economy

### 2 BACKGROUND

- 2.1 The Council is keen to maximise the potential contribution of Tourism and Events to the local economy and in order to best achieve this, week long programme of walks has been organised which, if successful, could form the foundations for an Annual Ribble Valley Walking festival. Many areas organise walking festivals and they provide a focus for tourism as well as an opportunity for local people to keep fit and discover their local area.
- 2.2 A successful application was submitted for funding to the performance reward grant, the stated objectives of which were:-
- encourage responsible access and walking in the countryside
  - raise awareness and understanding of countryside issues
  - encourage local people to discover their local countryside
  - encourage visitors to the Ribble Valley
  - give local people and visitors the opportunity to learn about the culture, history and natural history of the countryside around them
  - promote the health benefits of walking and being out in the countryside
  - benefit local economies
- 2.3 The reward grant established a target of 15 walks with a total of 300 walkers participating in walks. The budget allocated from the fund is £2,000 to match funded 'in kind' by the authority. The proposed week of walks should exceed these targets.

### 3 ISSUES

#### 3.1 Witches Walks and more

As there has been significant interest in establishing a walking festival based around Ribble Valley, it has been agreed to use the 400<sup>th</sup> anniversary of the Pendle witches to explore this concept. A week called 'Witches Walks and More' is taking place between 12<sup>th</sup> and 19<sup>th</sup> of August. It will include a walk along the witches trail from Pendle to Lancaster over a four day staggered period. In addition different walks based from different locations around the borough will also take place.

3.2 By hosting a 'week of walks' rather than a promoted 'festival' it will be possible to gauge both the level of public interest as well ensure adequate support by local volunteer walks leaders. To be sustainable in the future any festival would need to community and volunteer support.

3.2 The programme of walks is attached as an appendix to this report and at the time of writing bookings have started to be made. It is anticipated that the 4 day witches walk will be particularly popular given the 400<sup>th</sup> anniversary of the trial. This event is likely to attract some very positive publicity.

### 4 RISK ASSESSMENT

The approval of this report may have the following implications:

- **Resources** – There are no specific financial implications to this report with the programme being funding from the allocated rewards grant
- **Technical, Environmental and Legal** – No implications identified.
- **Political** – Tourism is highlighted in the Corporate strategy as a key contributor to support economic growth in the Ribble Valley.
- **Reputation** – Tourism is an important part of the local economy and the role of the Council in leading visitor economy enhances its reputation

### 5 CONCLUSION

5.1 Judging by the Interest in this year's event, future similar activities are likely to prove very popular. We must however build sufficient support/capacity in order to ensure the product is of high quality.

TOM PRIDMORE  
TOURISM AND EVENTS OFFICER

JOHN C HEAP  
DIRECTOR OF COMMUNITY SERVICES

For further information, please ask for Tom Pridmore, ext 4496.

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO COMMUNITY SERVICES COMMITTEE

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Agenda Item No.

meeting date: 24 JULY 2012  
title: GENERAL REPORT  
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES  
principal author: PETER McGEORGE, WASTE MANAGEMENT OFFICER  
COLIN WINTERBOTTOM, LEISURE & SPORTS DEVELOPMENT MANAGER

### 1 PURPOSE

To update members on the current position regarding the waste paper and card collection contract, and to inform on staffing at Ribblesdale pool, a triathlon event to be organised in the Borough, and report progress on the newly merged Platform Gallery and Visitor Information Centre.

### 2 WASTE MANAGEMENT

Discussions are still ongoing with the County Council to find a solution to the issues relating to waste paper and card collected within the Ribble Valley, with the requirements to provide at least the same level of service and that no additional costs are incurred by this authority.

Officers are acutely aware that continued delays in resolving this matter are eating into the extension of the contract we have needed to offer Viridor, our service provider.

Given the `worst case` financial implications, as reported to Committee on 13 March 2012, officers are pursuing this issue as a matter of the highest priority.

### 3 LEISURE & SPORTS DEVELOPMENT

#### 3.1 Ribblesdale Pool - Staffing

Action is being taken to address the need for lifeguard and Duty Officer relief cover, due to sickness absence; (at least 3 months), of a full time lifeguard who currently provides the relief duty officer cover.

Relief Duty Officer cover has been identified and two lifeguards are to be trained in preparation for when the operation requires them. Casual lifeguards are being utilised to fill the additional lifeguard hours that will now be available over the summer, and additional casual lifeguards are being sought to maintain a supply of cover over the traditionally busy summer holiday period.

#### 3.2 Triathlon Development

The Pool is currently a popular venue for a `mini` Triathlon event which is organised in conjunction with organisers Epic Events, and both adult and junior formats draw participants from all across the region.

The three components of Triathlon; swimming, cycling and running are to be developed both separately in the form of Cycle rides running groups and dedicated swimming sessions and then collectively as participants increase in confidence and enter a Triathlon event.

Cycling rides of varying distances are organised by Clitheroe Bike Club.

Running groups are being set up across the Borough to stimulate uptake by people wanting to keep fit in a social setting.

Swimming is considered to be the element of Triathlon, which requires most instructional support and the availability of Pool space is key to establishing a regular group, and it is anticipated that there is potential to increase the numbers attending public lane swimming sessions by providing opportunities to practice and improve swimming skills with the aim of competing in an event.

### **3.3 Platform Gallery and Visitor Information Centre**

The visitor figures, exhibition sales and overall feedback for visitors to the new merged facility are very encouraging over the first 2 month period and it is proposed to present a more detailed report at your next committee.

The open exhibition is shortly to be replaced with a Pendle Witches 400<sup>th</sup> Anniversary theme, and this will run from 28 July to 6 October.

In the education section of the Gallery, there has been a very popular workshop run by Yazuyo Cooper, which received support funding of approximately £350 from the Japan Society, and four local schools have attended workshops.

The directional signage to the Gallery/VIC located around the town has still to be altered, and this has been causing visitor confusion in finding the building. Improved signage arrangements have now been agreed with LCC Highways Section, and action is imminent.

## **4 CONCLUSION**

These items are on-going and any significant developments will be reported to future Committees.

PETER McGEORGE  
WASTE MANAGEMENT OFFICER

COLIN WINTERBOTTOM  
LEISURE & SPORTS DEVELOPMENT MANAGER

JOHN C HEAP  
DIRECTOR OF COMMUNITY SERVICES

For further information on:

Waste Management, please ask for Peter McGeorge 01200 414467  
Ribblesdale Pool, Triathlon, Platform Gallery, please ask for Colin Winterbottom 01200 414588

CS24712/General/IW