

# RIBBLE VALLEY BOROUGH COUNCIL

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date: 28 May 2013

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Dear Councillor

The next meeting of the **POLICY AND FINANCE COMMITTEE** is at **6.30pm on TUESDAY, 11 JUNE 2013** in the **TOWN HALL, CHURCH STREET, CLITHEROE**.

I do hope you can be there.

Yours sincerely

CHIEF EXECUTIVE

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

## AGENDA

### Part 1 – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. Minutes of the meetings held on 26 March 2013 – copy enclosed.
3. Declarations of Interest (if any).
4. Public Participation (if any).

### DECISION ITEMS

- ✓ 5. Appointment of Working Groups to confirm arrangements/membership of any Working Groups that belong to this Committee or pick up any Representation on Outside Bodies missed at the Annual meeting:
  - (a) Budget Working Group (7 Members); and
  - (b) Economic Development Working Group (7 Members).
- ✓ 6. Stan the Van – Future Funding – report of Director of Community Services – copy enclosed.

- ✓ 7. Capital Outturn 2012/13 – report of Director of Resources – copy enclosed.
- ✓ 8. NNDR Write-offs – report of Director of Resources – copy enclosed.
- 9. References from Committee (if any).

#### INFORMATION ITEMS

- ✓ 10. Revenues and Benefits General Report – report of Director of Resources – copy enclosed.
- ✓ 11. Economic Development Update – report of Chief Executive – copy enclosed.
- ✓ 12. Overall Capital Outturn 2012/13 – report of Director of Resources – copy enclosed.
- ✓ 13. Ribble Valley Community Safety Partnership Update – report of Chief Executive – copy enclosed.
- ✓ 14. Reports from Representatives on Outside Bodies:
  - (a) report of Chief Executive – copy enclosed.

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

- ✓ 15. NNDR Write-offs – report of Director of Resources – copy enclosed.
- ✓ 16. References from Community Committee - Collection of Waste Paper and Card – report of Director of Resources – copy enclosed.

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY & FINANCE COMMITTEE

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Agenda Item No.

meeting date: 11 JUNE 2013  
title: FUTURE OF STAN (Services To A Neighbourhood)  
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES  
principal author: CHRIS HUGHES, HEAD OF CULTURAL & LEISURE SERVICES

## 1 PURPOSE OF REPORT

1.1 To report on the performance of STAN and request a 12-month extension to the existing agreement.

1.2 Relevance to the Council's ambitions and priorities:

This report contributes to:

- **Community Objectives** - making people's lives safer and healthier
- **Corporate Priorities** - being a well-managed Council, providing efficient services, based on identified customer needs.

## 2 BACKGROUND

2.1 STAN was commissioned in partnership with Rossendale and Pendle Councils, to deliver advice/services, predominantly to rural communities.

2.2 Start-up costs were funded via a grant from the North West Improvement and Efficiency Partnership (NWIEP) with on-going running costs covered by the three partners.

2.3 In our case, this came from the Performance Reward Grant, and was based on a three year commitment.

## 3 CURRENT SITUATION

3.1 STAN will come to the end of its initial life at the end of September.

3.2 In terms of overall performance, STAN has not had a great volume in terms of footfall (see appendix), but has achieved the necessary performance to satisfy NWIEP outcomes, and helped support a number of Ribble Valley residents who, otherwise, may not have been able to access such support (please see the case studies in appendix 2). In terms of enquiries, these can be categorised as follows:

- **Health & Wellbeing – 45%** (referrals to Age UK, Handyman Service, Community Transport, Physical Activity etc)
- **Benefits Pension Enquiries – 23%**  
(Housing Benefit, Council Tax, Job Seekers, Attendance Allowance etc)
- **Home and Personal Safety – 20%**  
(Home Fire Safety checks, Scambusters, police referrals etc)
- **Housing – 6%** (Housing needs, winter warm packs etc)
- **Other – 6%**

- 3.3 STAN operates on a rota that allocates 5 days over a 3-week period in blocks of 2 and 3 days, with one week free.
- 3.4 In its early days, it visited as many locations as possible, and this has gradually been refined to those communities where the footfall has been the greatest.

#### 4 ISSUES

- 4.1 It is fair to say that, as a Council, we have not used STAN to its full potential. Interest in its first year was much better from both other departments and outside agencies, and this was reflected in the overall footfall. This was also further improved when STAN was used to promote specific campaigns, such as home fire safety checks and winter 'flu jabs. This has proved difficult to sustain, as there is no specific resource internally to co-ordinate the programme. There is, however, a core service provided by the driver/advisor, and member of Help Direct.
- 4.2 The emphasis over the last three years has also very much been based on benefits issues, as this was the main outcome identified by NWIEP.
- 4.3 If we were to extend the life of STAN, then there is an opportunity to change its emphasis to deal with other important issues facing the Council, such as promoting the roll-out of the new green bin service, changes to the waste paper collections, and promoting the work of Health & Housing Committee around Ribble Valley's 'Year of Health & Wellbeing'.
- 4.4 There may also be opportunities for additional external funding to help focus some of the health & wellbeing work.
- 4.5 If we are to make the most out of an extension to the project, then we would need to set up an inter-department steering group, to better co-ordinate activities and promote specific campaigns.

#### 5 RISK ASSESSMENT

Approval of this report may have the following implications:

- **Resources** – the original PRG scheme committed £75,000 over the three years of the project (£15,000 pa towards core running costs + £10,000 pa to support specific local priorities). The projected expenditure to the end of September is £47,920, leaving a balance of £27,080. It is hoped that all 3 original partners will agree to a 12-month extension to the project, meaning a further commitment of £15,000 plus inflation towards core costs. Pendle is yet to confirm their commitment, and so, in this case, our and Rossendale's contribution would be £22,500, but we would have increased access. We would, however, seek to identify another partner to minimise the cost to ourselves. This would also not include any additional local activities identified by ourselves.
- **Technical, Environmental and Legal** - none
- **Political** – By continuing with the project, STAN would contribute to delivering Council services to our more remote rural communities.
- **Reputation** – although we have not seen a significant footfall, STAN has established itself as a valuable resource to our more isolated communities.

## 6 RECOMMENDED THAT COMMITTEE

- 6.1 Notes the contents of the report, and agrees to using the project underspend, of up to a maximum of £27,080, to extend STAN for a further twelve months from September.
- 6.2 Asks CMT/Heads of Service to develop proposals to raise the profile of STAN and extend the range of services it can offer.
- 6.3 Endorses the identification of other external funding to enhance the range of services on offer, in particular, those that will contribute to the Council's 'Year of Health & Wellbeing'.

JOHN C HEAP  
DIRECTOR OF COMMUNITY SERVICES

CHRIS HUGHES  
HEAD OF CULTURAL & LEISURE SERVICES

For further information, please ask for Chris Hughes 01200 414479

Policy & Finance Committee 11 June 2013 / Future of STAN / Chris Hughes / IW

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY & FINANCE COMMITTEE

Agenda Item No 7

meeting date: 11 JUNE 2013  
 title: CAPITAL OUTFURN 2012/13  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: AMY JOHNSON

## 1 PURPOSE

1.1 The purpose of this report is to seek member approval for the slippage of capital schemes from the 2012/13 financial year, to the 2013/14 financial year, and to review the final outturn on the capital programme for 2012/13 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 Policy and Finance Committee consisted of 8 schemes. These were a combination of:

- New schemes approved as part of the capital programme in March 2012
- Schemes with slippage from 2011/12
- 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.

BUDGET ANALYSIS					EXPENDITURE	REQUESTED SLIPPAGE
Original Estimate £	Slippage from 11/12 £	Additional Approvals £	Total Approved Budget £	Revised Estimate £	Actual Expenditure £	Slippage to 13/14 £
125,000	96,280	93,150	314,430	314,530	206,965	105,570

3.2 Overall 66% 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 Economic Development Initiatives scheme. This was due to a project that was being pursued no longer being viable and subsequent projects not being brought forward. This scheme is therefore included in the slippage for this committee.

3.3 Annex 1 to this report 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 two schemes with identified slippage into 2013/14. These are:

Cost Centre	Schemes	Slippage into 2013/14 £
ECDVI	Economic Development Initiatives	100,000
SVNET	Server and Network Infrastructure	5,570
<b>Total Slippage for Policy and Finance Committee</b>		<b>105,570</b>

4.3 Attached at Annex 2 are the individual requests for slippage forms. 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 £105,570 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 – Improving the server and network infrastructure will ensure that the Council is able to keep up with technical advances.
- Political – None
- Reputation – Contributing to the improvement of the economic development of the area will help to improve the Council's reputation.
- Equality & Diversity – None.

6 CONCLUSION

- 6.1 Total slippage for this committee amounts to £105,570. The majority of this relates to the Economic Development Initiatives scheme due to a project that was being pursued no longer being viable and no additional projects being brought forward within the financial year.

6 RECOMMENDED THAT COMMITTEE

- 6.1 Consider the requests for slippage shown at Annex 1 and approved the slippage of £105,570 into the 2013/14 financial year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF31-13/AJ/AC  
29 May 2013

BACKGROUND PAPERS: NONE

For further information please ask for Amy Johnson extension 4498



## Policy and Finance Committee – Capital Outturn Report 2012/13

Cost Centre	Schemes	Original Estimate 2012/13 £	Slippage £	Additional Approvals £	Total Approved Budget £	Revised Estimate £	Actual Expenditure £	Slippage into 2013/14 £
CCCRM	Contact Centre CRM Replacement		3,900		3,900	4,000	<b>2,000</b>	0
CSTSR	Customer Facing Service Remodelling		68,100	-10,000	58,100	58,100	<b>58,100</b>	0
CTRMD	Council Tax Reduction Module			62,500	62,500	62,500	<b>62,500</b>	0
ECDVI	Economic Development Initiatives	100,000			100,000	100,000	<b>0</b>	100,000
GALTI	Gallery and Information Centre		24,280		24,280	24,280	<b>24,280</b>	0
LCREC	Level C Reception Remodelling			10,000	10,000	10,000	<b>10,000</b>	0
SVNET	Server and Network Infrastructure	25,000			25,000	25,000	<b>19,435</b>	5,570
WEBUP	Website Upgrade and Redesign			30,650	30,650	30,650	<b>30,650</b>	0
	<b>Total Policy and Finance Committee</b>	<b>125,000</b>	<b>96,280</b>	<b>93,150</b>	<b>314,430</b>	<b>314,530</b>	<b>206,965</b>	<b>105,570</b>

## Request for slippage into 2013/14

<b>Cost Centre and Scheme Title</b>	<i>ECDVI: Economic Development Initiatives</i>
<b>Scheme Description</b>	<i>Pump-priming and pre-investment funding to support the delivery of the Council's economic priorities.</i>
<b>Head of Service</b>	<i>Colin Hirst</i>
<b>Year Originally Approved</b>	<i>2012/13</i>

<b>Revised Estimate 2012/13 for the Scheme</b>	<i>£100,000</i>
<b>Actual Expenditure in the Year 2012/13</b>	<i>£0</i>
<b>Variance - (Underspend) or Overspend</b>	<i>(£100,000)</i>
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<i>Projects have not been brought forward. Expenditure on support from District Valuer paid from revenue budget.</i>

**Slippage Request**

<b>Please grant the amount of Budget Slippage from 2012/13 to 2013/14 requested.</b>	<i>£100,000</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 continuing to pursue acquisition of land for employment purposes.</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>Expenditure will depend upon project pursued.</i>

## Request for slippage into 2013/14

<b>Cost Centre and Scheme Title</b>	<i>SVNET: Server and Network Infrastructure</i>
<b>Scheme Description</b>	<i>To consolidate and replace the Council's ageing servers and network switches.</i>
<b>Head of Service</b>	<i>Lawson Oddie</i>
<b>Year Originally Approved</b>	<i>2012/13</i>

<b>Revised Estimate 2012/13 for the Scheme</b>	<i>£25,000</i>
<b>Actual Expenditure in the Year 2012/13</b>	<i>£19,430</i>
<b>Variance - (Underspend) or Overspend</b>	<i>(£5,570)</i>
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<i>Project part implemented.</i>

### **Slippage Request**

<b>Please grant the amount of Budget Slippage from 2011/12 to 2012/13 requested.</b>	<i>£5,570</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>Project part implemented, committed to expenditure of remaining budget to complete project.</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 2013.</i>

**RIBBLE VALLEY BOROUGH COUNCIL** DECISION  
**REPORT TO POLICY AND FINANCE COMMITTEE**

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Agenda Item No 8

meeting date: 11 JUNE 2013  
title: NATIONAL NON DOMESTIC RATES WRITE OFF  
submitted by: DIRECTOR OF RESOURCES  
principal author: MARK EDMONDSON

1 PURPOSE

1.1 To obtain Committee's approval to write off National Non-Domestic Rate debts.

1.2 Relevance to the Council's ambitions and priorities:

❖ ***Council Ambitions/Community Objectives/Corporate Priorities***

Without the revenue collected from rates, council tax and sundry debtors we would be unable to meet the Council's ambitions, objectives and priorities.

2 BACKGROUND

NNDR

2.1 No specific statute exists to give guidance on the circumstances under which debts, in general, can be written off other than the statute of limitations. Any debt for which recovery action has not been taken within six years still remains but legal action cannot be taken.

2.2 As a matter of law, we are under an obligation to take reasonable steps to collect business rate debts.

2.3 We do this by various means, including summonses, distraint of goods, bankruptcy, winding up and committal warrants. However, there are some cases where debtors simply leave their property with arrears and where we have no forwarding address, or are declared bankrupt, are deceased with insufficient funds in the estate or cease trading.

2.4 The onset of the recession has seen more companies get into financial difficulties. Companies that get into the most financial difficulties have to take the administration/receivership options if they are unable to agree terms with their creditors.

3 CURRENT POSITION

3.1 There are now a number of cases where the company has been dissolved and therefore we need to write off some NNDR debts.

3.2 Annex 1 shows details of the various debts we are seeking approval to write off – these total £5,596.35.

#### 4 FINANCIAL IMPLICATIONS

- 4.1 Until 31 March 2013 when NNDR debts were written off the costs were met from the non-domestic rate pool.
- 4.2 The new rates retention scheme came into effect on 1 April 2013 and as a result the cost of NNDR write offs are now met in part by central government and in part by local government.

#### 5 RECOMMENDED THAT COMMITTEE

- 5.1 Approve writing off £5,596.35 of NNDR debts where it has not been possible to collect the amounts due.

HEAD OF REVENUES AND BENEFITS

DIRECTOR OF RESOURCES

PF33-13/ME/AC  
31 May 2013

Background papers: None

For further information please ask for Mark Edmondson.

## Policy and Finance Committee

## Write Offs - NNDR

Year	Name	Property	Amount £
<b>DISSOLVED</b>			
Dissolution is the last stage of liquidation, the process by which a company (or part of a company) is brought to an end, and the assets and property of the company redistributed.			
2012/13	A Brown Engineering Ltd	Unit 13 Deanfield Court, Deanfield, Clitheroe	2,471.72
			<b>2,471.72</b>
2009/10	Bishop Clothing Direct	Office at Church Street Garage, Church Street, Ribchester	391.03
2010/11			390.61
2009/10	Bishop Clothing Direct	Store at Church Street Garage, Church Street, Ribchester	344.79
2010/11			339.01
			<b>1,465.44</b>
2004/05	H <sub>2</sub> O Designs Ltd	Unit 6, Whalley Industrial Park, Clitheroe Road, Barrow	899.03
2004/05	H <sub>2</sub> O Designs Ltd	Unit 6b, Whalley Industrial Park, Clitheroe Road, Barrow	760.16
			<b>1,659.19</b>
<b>TOTAL</b>			<b>5,596.35</b>

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

Agenda Item No 10

meeting date: 11 JUNE 2013  
 title: REVENUES AND BENEFITS GENERAL REPORT  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: MARK EDMONDSON

## 1 PURPOSE

1.1 To inform committee of debts outstanding for business rates, council tax and sundry debtors. Also to update committee on benefits performance, including benefits fraud investigations, prosecutions and sanctions.

1.2 Relevance to the Council's ambitions and priorities:

- Council Ambitions/Community Objectives/Corporate Priorities

Without the revenue collected from rates, council tax and sundry debtors we would be unable to meet the Council's ambitions, objectives and priorities.

## 2 NATIONAL NON-DOMESTIC RATES (NNDR)

2.1 The following is a collection statement to 31 May 2013:

	£000	£000	2013/14 % to 31 May	2012/13 % to 13 May
Balance Outstanding 1 April 2013		357		
NNDR amounts due	17,334			
Plus costs	0			
Transitional surcharge	13			
Write ons	5			
	<b>17,352</b>			
Less				
- Transitional relief	-131			
- Exemptions	-336			
- Charity, Rural, Former Agricultural Discretionary Relief	-930			
- Small Business Rate Relief	-1,691			
- Write offs	-1			
- Interest Due	0			
	<b>-3,089</b>	14,263		
Total amount to recover		<b>14,620</b>		
Less cash received to 31 May		-2,975	20.3	20.4
<b>Amount Outstanding</b>		<b>11,645</b>	<b>79.7</b>	<b>79.6</b>

NB The figures included in the table include not only those charges for 2013/14 but also those relating to previous years, but we are required to report to the Department of Communities and Local Government (DCLG) our in year collection rate. This figure is published and is used to compare our performance with other local authorities. On this measure our current in year collection rate at 31 May 2013 is 20.8% compared with 21.4% at 31 May 2012.

### 3 COUNCIL TAX

3.1 The following is a collection statement for Council Tax to 31 May 2013:

	£000	£000	2013/14 % to 31 May	2012/13 % to 31 May
Balance Outstanding 1 April 2013		486		
Council Tax amounts due	37,005			
Plus costs	4			
Transitional relief	0			
Write ons	1			
	<b>37,010</b>			
Less - Exemptions	-454			
- Discounts	-3,375			
- Disabled banding reduction	-42			
- Council Tax Benefit	21			
- Local Council Tax Support	-2,097			
- Write offs	-4			
	<b>-5,951</b>	31,059		
Total amount to recover		<b>31,545</b>		
Less cash received to 31 May		-6,483	20.6	20.5
<b>Amount Outstanding</b>		<b>25,062</b>	<b>79.4</b>	<b>79.5</b>

NB The figures included in the table include not only those charges for 2013/14 but also those relating to previous years, but we are required to report our in year collection rate to the DCLG. This figure is published by them and is used to compare our performance against other local authorities. On this measure our current in year collection rate for 2013/14 at 31 May 2013 is 20.9% compared to 20.9% at 31 May 2012.



#### 4 SUNDRY DEBTORS

4.1 A summary of the sundry debtors account at 3 June 2013 is:

	£000	£000
Amount Outstanding 1 April 2013		330
Invoices Raised	583	
Plus costs	1	
	<b>584</b>	
Less write offs	0	584
<b>Total amount to recover</b>		<b>914</b>
Less cash received to 3 June 2013		300
<b>Amount outstanding</b>		<b>614</b>

Aged Debtors	000s	%
< 30 days	156	25.41
30 - 59 days	48	7.82
60 - 89 days	187	30.46
90 - 119 days	40	6.51
120 - 149 days	5	0.81
150+ days	178	28.99
	<b>614</b>	<b>100</b>

#### 5 HOUSING BENEFIT PERFORMANCE

- 5.1 The main indicators for Housing Benefit and Council Tax Benefit performance are the National Indicators for Right Time. The benefit section also report on Local Performance Indicators that have been set within the department for benefit fraud and overpayments.
- 5.2 The Department for Work and Pensions does not require Local Authorities (LA's) to report on any other Performance Measures but encourages them to monitor their own performance locally.
- 5.3 We obviously consider it very important to monitor benefit fraud and also overpayment data.

##### *Housing Benefit Right Time Indicator 2012/2013*

1 January 2013 – 31 March 2013

The right time indicator measures the time taken to process HB/CTB new claims and change events; this includes changes in circumstances, interventions, fraud referrals and prints generated by the benefit department.

Target for year	Actual Performance 1 January 2013 – 31 March 2013	Average Performance
10 days	5.99 days	20 days per IRRV

Target for year	Actual Performance 1 April 2012 – 31 March 2013	Average Performance
10 days	10.33 days	20 days per IRRV

*New claims performance*

Target for year	Actual Performance 1 January 2013 – 31 March 2013	Top grade 4 for all LA's 2007/08
20 days	23.04 days	Under 30 days

Target for year	Actual Performance 1 April 2012 – 31 March 2013	Top grade 4 for all LA's 2007/08
20 days	22.61 days	Under 30 days

## 6 HOUSING BENEFIT FRAUD

6.1 The following is a summary of fraud investigations for the period 1 January 2013 – 31 March 2013.

*Number of Housing/Council Tax Benefit fraud investigations per 1,000 caseload*

Completed fraud investigations		Average caseload
1 January 2013 – 31 March 2013	42	2,848
1 April 2012 – 31 March 2013	268	2,866

Number of investigations per 1,000 caseload		
1 January 2013 – 31 March 2013	42/2,848	14.74
1 April 2012 – 31 March 2013	268/2,866	93.51

*Number of Housing/Council Tax Benefit prosecutions and sanctions per 1,000 caseload*

1 January 2013 – 31 March 2013	
Cautions	0
Administrative penalties	0
Successful prosecutions	1
<b>Total</b>	<b>1</b>

Average caseload	
2012/2013	2,848

Number of prosecutions/sanctions per 1,000 caseload		
1 January 2013 – 31 March 2013	1/2,848	0.35
1 April 2012 – 31 March 2013	2/2,866	0.70

## 7 HOUSING BENEFIT OVERPAYMENTS

7.1 Overpayment means any amount paid as Housing Benefit when there was no entitlement under the regulations. The performance for the period 1 January 2013 – 31 March 2013.

Performance Measure	1.1.13 to 31.3.13 %	1.4.12 to 31.03.13 %
The amount of Housing Benefit (HB) overpayments recovered during the period being reported on as a percentage of HB overpayments deemed recoverable during that period.	65.34	76.93
The amount of Housing Benefit (HB) overpayments recovered during the period as a percentage of the total amount of HB overpayment debt outstanding at the start of the financial year plus amount of HB overpayments identified during the period.	21.19	44.57
The amount of Housing Benefit (HB) overpayments written off during the period as a percentage of the total amount of HB overpayment debt outstanding at the start of the financial year, plus amount of HB overpayments identified during the period.	0.23	1.30

## 8 CONCLUSION

8.1 Note the continuing progress that we make in collecting these debts, and the performance of our Housing Benefit Section remains satisfactory.

HEAD OF REVENUES AND BENEFITS

DIRECTOR OF RESOURCES

PF29-13/ME/AC  
29 May 2013

BACKGROUND PAPERS – None

For further information please ask for Mark Edmondson.

**RIBBLE VALLEY BOROUGH COUNCIL  
REPORT TO POLICY & FINANCE COMMITTEE**

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Agenda Item No.

meeting date: 11<sup>TH</sup> JUNE 2013  
title: ECONOMIC DEVELOPMENT UPDATE  
submitted by: CHIEF EXECUTIVE  
principal author: CRAIG MATTHEWS

1 PURPOSE

1.1 To receive an update on economic development and regeneration activities and issues.

1.2 Relevance to the Council's ambitions and priorities

- Council Ambitions - In addition to Ribble Valley Borough Council striving to meet its three ambitions, it also recognises the importance of securing a diverse, sustainable economic base for the Borough. The work of the regeneration section seeks to promote this.
- Community Objectives – The issues highlighted in this report will contribute to objectives of a sustainable economy and thriving market towns.
- Corporate Priorities - Delivery of services to all.
- Other Considerations – None.

2 BACKGROUND

2.1 This report follows previous updates from the Regeneration Team providing information on a number of economic development issues in relation to local delivery as well as their significance to the Borough on the implementation of these changes on a local, regional and national level.

3 INFORMATION

3.1 Economic Development Overview

Whilst the UK, as well as regionally and locally, continues to face challenges as a result of the difficult economic climate, and the last twelve months has continued to see a number of further changes with regard to the structures and delivery of economic development and business support both nationally and in Lancashire, during this period, the Councils' Regeneration Team have been working in partnership with economic development staff within Lancashire County Council and other Lancashire Local Authorities to assist where possible in the coordination of these transitions and ensure disruptions to business support and economic development activities in general are minimised.

Also, the Councils' Regeneration Team have also been committing significant resource in recent months towards ensuring the Council meets its commitment to put in place the Core Strategy (with a robust and up to date evidence base) and a

number of other local initiatives, such as developing and supporting the work towards ensuring the successful delivery of Clitheroe Food Festival in August 2013, which will be explained in more detail within this report.

In terms of the Ribble Valley economy generally, the last few months have seen the release of a number of new data sets spanning from the census in 2011, which will continue to emerge throughout 2013. These along with other sources of data collated in recent months by the Regeneration Team help us to further understand the nature of the economy in Ribble Valley.

The population of the Ribble Valley, as of the 2011 Census, was 57,132 residents and that the Borough's population increased by 5.6 percent (from 53,960) over that 10 year period, but well below the national growth rate (7.8 percent). The Census also showed that, as of March 2011, 66.9 percent of Ribble Valley's economically active population was in employment. This was higher than the North West (59.6 percent) and national (62.1 percent) averages. At 2.1 percent, local unemployment was less than half the regional (4.7 percent) and national (4.4 percent) averages. Ribble Valley's employment was initially impacted by the recent recessions, but has since been a sharp recovery with economic forecasts suggest a year on year growth from 2013.

As explained earlier, that much of this information will support the Council's commitment to put in place the Core Strategy and its essential evidence base, however, the information drawn from this will also assist and inform the Council's Economic Development Working Group, established to support and monitor delivery of the Councils' economic objectives, identify individual projects and address the issues in relation to the Ribble Valley economy, which is expected to meet next month.

### 3.2 Ribble Valley Employment Land Study 2013

The Ribble Valley Employment Land Study will form part of the evidence base for policies and proposals in the Ribble Valley Local Plan and to review and assess the level and quality of its existing employment sites and premises to help ensure an adequate supply of appropriate sites has been identified over the plan period. Additionally, a schedule of the vacant floorspace being marketed throughout the Borough has been compiled.

In relation to future employment land provision and the Borough's future land needs, to 2028, the study identifies that further land allocations for B1 (a, b and c uses), B2 and B uses in the order of 8 ha of land is needed in the future for the Local Plan for the period to 2028.

### 3.3 Ribble Valley Service Centre Health Checks

The Regeneration Team have also conducted Service Centre Health Checks for Clitheroe, Longridge & Whalley to provide evidence to underpin and inform the Council's Local Plan. The study assesses the vitality and viability of each of the three centres in the form of a 'health check' exercise in line with national policy.

In summary, the Service Centre Health Check assessments draw some positive conclusions in such that the vitality and viability of all three centres - Clitheroe, Longridge and Whalley appear to be continuing in their own individual roles and function in the wider Borough in terms of healthy functioning centres.

### 3.4 Village Amenities Grant Fund

The Village Amenities Grant Fund was established through the use of performance reward grant to support a range of project initiatives throughout Ribble Valley and give local communities the opportunity to bid for funding to support village amenities.

A number of the initiatives supported have been supported with further match funding through the RDPE programme (detailed later in this report) in order to maximise grant opportunity. A total of 11 projects are being supported through this initiative.

### 3.5 Lancashire Enterprise Partnership

In order to support the delivery of larger more strategic economic initiatives on a County wide scale, the Lancashire Enterprise Partnership (LEP) was established as the over arching body to support economic growth in Lancashire, the LEP has had a role in three major programmes of relevance to Ribble Valley as detailed below: -

#### Lancashire Enterprise Zone

The Enterprise Zone, covering the two BAE Systems sites at Samlesbury in Ribble Valley and Warton in Fylde is intended to support genuinely additional growth, attract businesses and create new jobs in specifically defined geographic areas. Officially titled the Lancashire Advanced Engineering and Manufacturing Enterprise Zone, the LEP is working in partnership with BAE Systems, with the ambition of establishing it as a location for advanced engineering and manufacturing. Companies investing in operations at the Enterprise Zone will be based alongside BAE Systems operations, creating a hub of expertise in a sector recognised as one of Lancashire's economic strengths. For at least 25 years, all business rate growth within the Enterprise Zone will be retained and reinvested in the county, in support of the LEP's priorities.

#### Regional Growth Fund

The Government's Regional Growth Fund (RGF) supports projects and programmes that lever private sector investment, creating economic growth and sustainable employment. It had been in existence for 2½ years and was a prominent product in the Government's drive to rebalance the economy. It offered grant payments at a leverage ratio of 20% of total projects to projects capable of generating a net increase in private sector employment within three years. The minimum grant allocation was £1million, which leant towards take-up coming from medium and large sized firms. Three rounds of RGF had now been completed. In Round One the programme had been exclusively targeted at individual companies. From Round Two business agencies were also allowed to bid for programmes of activity benefitting more than one company. In all rounds the targeting of the fund was predominantly aimed at companies, which could generate net increases in employment, or to a lesser extent safeguard jobs in a time window of three years.

Three successful Lancashire RGF bids include the Accelerating Business Growth in Lancashire Programme, which secured £7.5m from the RGF, this will support companies with high growth potential in the county's advanced engineering and manufacturing supply chain to overcome barriers to investment; the Growing Autonomous Systems Mission Management (GAMMA) Programme led by the North

West Aerospace Alliance (NWAA) in partnership with BAE Systems and leading universities supporting increased investment in small and medium enterprises. It will also deliver high value sustainable employment within the advanced engineering and manufacturing and science sectors through the development of autonomous system technologies; also the Todmorden Curve and Weavers Triangle Programme will see the reinstatement of the Todmorden Curve section of the railway network in East Lancashire to create a fast and direct rail link between Burnley and Manchester, while also stimulate the regeneration of the Weavers Triangle.

### Growing Places Fund

Lancashire Enterprise Partnership was awarded £12.9m from the Government's new Growing Places Fund in November 2011. The GPF is a capital fund aimed at generating economic activity in the short term by addressing immediate infrastructure and site constraints, unlocking development and enabling the delivery of new jobs and housing. The investment is part of a new £500m Government-backed programme which gives local enterprise partnerships across the country the ability to manage the funding of infrastructure projects, including the flexibility to recycle funding for new projects as developments are completed. Lancashire Enterprise Partnership is currently undertaking work to identify which projects in the county should benefit from a share of the money.

### 3.6 Business Support Initiatives

Regarding activities in the areas of enterprise, employment and business support, a number of projects and programmes are continuing their work, such as the Rural Development Programme, summarised later in this report. The Regeneration Team at Ribble Valley continues to work in partnership with other Economic Development Teams within the Lancashire Local Authorities, Lancashire County Council, including the cluster of East Lancashire authorities as well as Regenerate Pennine Lancashire to help both new and existing business access areas of support.

For example, the Accelerating Business Growth project in Lancashire (ABG) scheme has been designed to meet the needs of local advanced manufacturing businesses by offering them capital investment for expansion projects, including premises, plant and machinery. The successful Regional Growth Fund bid was written in partnership between the Pennine Lancashire Local Authorities and Regenerate Pennine Lancashire. Lancashire County Council, the University of Central Lancashire, Lancaster University and the Lancashire Chambers of Commerce, will also assist delivery of the programme.

The Regeneration Team is also assisting with the coordination and delivery of two further business support initiatives. Firstly following a successful bid developed in partnership between the Lancashire Local Authorities and Regenerate Pennine Lancashire, BIS has approved the Lancashire Business Enterprise Programme, which will provide capital grant investment of up to a maximum of £50,000 for SMEs trading less than 36 months. Similar to ABG, the grants will be directly linked to job creation, targeted at priority sectors and operate across Lancashire.

Also, the Business Start-Up Support in Lancashire (BSUS Lancashire) ERDF programme is targeted at individuals considering self-employment from under-represented target groups. The programme provides coaching, training, ongoing mentoring and finance support to those individuals who would not necessarily be considered high growth and are unable to access Pennine LEAP or Growth

Accelerator, and will operate across all Lancashire districts for start-up and business support with targeted Enterprise Vouchers (for specialist consultancy/equipment) to the end of the current ERDF programme.

### 3.7 Rural Development Programme for England (RDPE)

Now heading for a successful completion of the overall programme to the end of 2013, Ribble Valley businesses have continued to receive support through the Rural Development Programme (RDPE) funded by the EU Commission. Ribble Valley Borough Council took the lead role in the production of the Local Development Strategy on behalf of Pennine Lancashire partners and following the successful application for £2.7 million funding. The programme is focussed on the following three themes, or axis, these are: -

- Axis 1 – improving the competitiveness of the farming and forestry sectors
- Axis 2 – improving the environment and the countryside
- Axis 3 – rural quality of life and diversification of the rural economy
- Axis 4 – management, administration and the LEADER approach

Delivery of the programme is overseen by Local Action Groups (LAGs). In Lancashire 3 LAGs manage the RDPE programme of activity under Axis 1, 3 & 4, whilst Natural England and the Forestry Commission are delivering Axis 2. To date 37 live projects have been approved to date under Axis 1 and 3 of the programme across the 6 Pennine Lancashire Local Authority districts. 28 of these projects are in Ribble Valley. Along with this a number of additional projects that are ongoing, all remaining spend expected to be completed by the end of year.

### 3.8 Town Centres & Business Groups

The Regeneration Team continue to provide support, information and guidance where required for the three business groups Clitheroe, Longridge and Whalley as well as attending meetings with the groups to assist their continued activities to support trade in each of their locations. Events, such as the Clitheroe Food Festival, Pickwick Night and Longridge Big Weekend, are examples where joint working between the Council, business groups and the community assist greatly in the success of Ribble Valley's key town and service centres.

### 3.9 Other Activities / Projects

- Clitheroe Food Festival: as explained earlier the regeneration team have been supporting the work of the Clitheroe Food Festival including receiving all exhibitors applications and processing payments and also co-ordinating the chefs demonstrations on the day including marketing these before the event. Also providing other additional backup support where necessary.
- Ribble Valley Business Scene: the production of a 20-page business magazine titled 'Ribble Valley Business Scene' promoting Ribble Valley Businesses with the aim of attracting inward investment to the Borough. Copies have been distributed to members.
- Clitheroe Heritage Trail leaflet: working with Clitheroe Civic Society to produce a more up to date heritage trail leaflet for Clitheroe



- Food Trail APP: working alongside Corporate Communications and Tourism to produce an APP for the Ribble Valley food trail in a joint project with the Forest of Bowland and Pendle Borough Council who are also producing trails for their areas.
- New Rambler bus service: financial support for a new Rambler Bus which has just come into service. On Summer Sundays and Bank Holidays, the bus runs from Clitheroe to Settle via Newton and Slaidburn, with good connections from East Lancashire and Manchester, making Bowland potentially accessible to millions of Sunday walkers, and without creating any traffic chaos! The bus, which is run by Dales and Bowland Community Interest Company, is a two year pilot service. Suites of self-guided walks are now on offer from the bus route.
- Superfast Lancashire: high speed fibre broadband is being rolled out across Lancashire between 2013 and the end of 2015. The network will be delivered in seven phases and the first delivery quarter is quarter 2 2013-2014 ( July to September 2013) and expected completion is by the end of quarter 4 2014-2015 (January-March 2015). Phase 1 delivers coverage in Blackburn, Burnley, Caton, Chatburn, Forton, Galgate, Lancaster, Leyland and Preston. Around 40% of premises in the Ribble Valley will receive Fibre Broadband services through the BT/Openreach commercial rollout. This is predominantly through the Clitheroe and Longridge exchanges. The Regeneration Team have met with broadband project officers to assist in activities in Ribble Valley.

### 3.10 The Economic Climate

Whilst the number of people claiming Job Seekers Allowance in Ribble Valley remains consistently one of the lowest in the region, the Regeneration Team are in regular contact with support agencies and Job Centre Plus redundancy teams to assist and coordinate any support should this be required. Vacant business premises are marketed using the Evolutive property database and the Regeneration team are continuing to monitor issues during the current economic climate across Ribble Valley (empty business property & unemployment), as well as monitoring activities across the wider region and the UK to assess current and future implications for the Borough's economy.

CRAIG MATTHEWS  
REGENERATION OFFICER

MARSHAL SCOTT  
CHIEF EXECUTIVE

For further information please ask for Craig Matthews, extension 4531.

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

INFORMATION
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Agenda Item No 12

meeting date: 11 JUNE 2013  
 title: OVERALL CAPITAL OUTTURN 2012/13  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: AMY JOHNSON

## 1 PURPOSE

1.1 To provide members with details of the capital programme outturn for all Committees for the year ending 31 March 2013.

## 2 BACKGROUND

2.1 The total 2012/13 Capital Programme for the Council originally consisted of 12 schemes. Following slippage of schemes from 2011/12 and a number of additional approvals during the financial year this increased to a capital programme of 30 schemes.

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

2.3 All scheme expenditure has now been capitalised and added to our balance sheet or charged to revenue where appropriate.

## 3 CAPITAL SCHEMES PERFORMANCE

3.1 During the year the council spent £1,100,522 on capital schemes. The main areas of expenditure included

- Replacement of two refuse collection vehicles
- Purchase of a module to assist with the transition to the Localisation of Council Tax Support (LCTS)
- Expenditure on remodelling the Customer Services Area, Level C Reception Area and the Platform Gallery
- Renovation and Disabled Facilities Grants.

3.2 At the end of the financial year, work on some schemes was still underway. This unspent budget can be carried forward in to the new financial year and is known as slippage. Capital outturn by committee is shown in the summary table below.

Committee	BUDGET ANALYSIS						ACTUAL	
	Original Estimate £	Slippage from 2011/12 £	Additional Approvals £	Total Approved Budget £	Revised Estimate £	Budget Moved to 2013/14 £	Actual Expenditure £	Slippage to 2013/14 £
Community Services	406,080	51,290	68,220	525,590	523,850	0	457,342	56,390
Planning & Development	0	0	27,900	27,900	27,900	0	11,896	16,000
Policy & Finance	125,000	96,280	93,150	314,430	314,530	0	206,965	105,570
Health & Housing	407,740	125,870	134,460	668,070	477,200	201,620	424,319	38,630
TOTAL	938,820	273,440	323,730	1,535,990	1,343,480	201,620	1,100,522	216,590

3.3 At revised estimate time members will recall that £201,620 was moved from 2012/13 to 2013/14 as it was considered very unlikely that 3 schemes would be completed before the end of the financial year. Details of these schemes are shown within the table at Annex 1.

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

#### 4 CONCLUSION

4.1 The capital accounts for 2012/13 have now been closed and the schemes with slippage have been considered by the appropriate committee, for their approval.

4.2 There are 11 schemes with slippage into 2013/14 and as a consequence this will increase the number of schemes in the capital programme for the 2013/14 financial year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF30-13/AJ/AC  
29 May 2013

BACKGROUND PAPERS: NONE

For further information please ask for Amy Johnson extension 4498

Overall Capital Programme Outturn 2012/13

ANNEX 1

Cost Centre	Schemes	Original Estimate 2012/13 £	Slippage £	Additional Approvals £	Total Approved Budget £	Revised Estimate £	Budget Moved to 2013/14 £	Actual Expenditure £	Slippage into 2013/14 £
<b>Community Committee</b>									
BADWC	Badger Well Water Culvert Collapse		1,500		1,500	1,500		607	0
CALVG	Calderstones Village Green			41,930	41,930	41,930		3,470	38,460
CARPK	Car Parks Rolling Programme		31,020		31,020	31,020		30,617	390
CCTVT	CCTV System Data Transmission Pack	14,000			14,000	14,000		14,000	0
CPLAY	Castle Field Play Area			26,290	26,290	26,290		15,851	10,440
EDFCR	Football Changing Room Refurbishment		450		450	0		0	0
GGMOW	Gang Mower Replacement – Major TDR 16000 Roller Mower	22,000			22,000	22,000		21,995	0
LADVE	Longridge Adventure Play Facility		3,040		3,040	3,040		2,241	0
PLAYM	Improvements to Children’s Play Areas		6,700		6,700	6,700		7,227	0
RFPWL	Refurbishment of Body on PN05 BBF – DAF/Garwood 7.5 Tonne Refuse Vehicle	15,000			15,000	15,000		13,207	0
RFXVV	Replacement of VX04 FXV – Dennis 23t RP HGV Refuse Collection Vehicle	170,000			170,000	170,000		169,098	0
RVFXV	Replacement of VX53 TZJ – Dennis 23t RP HGV Refuse Collection Vehicle	165,000			165,000	163,710		160,413	0
WMOOR	Whalley Moor – Woodland Paths and Nature Trails	20,080	8,580		28,660	28,660		18,616	7,100
	<b>Total Community Committee</b>	<b>406,080</b>	<b>51,290</b>	<b>68,220</b>	<b>525,590</b>	<b>523,850</b>	<b>0</b>	<b>457,342</b>	<b>56,390</b>

## Overall Capital Programme Outturn 2012/13

Cost Centre	Schemes	Original Estimate 2012/13 £	Slippage £	Additional Approvals £	Total Approved Budget £	Revised Estimate £	Budget Moved to 2013/14 £	Actual Expenditure £	Slippage into 2013/14 £
<b><i>Planning and Development Committee</i></b>									
MVMSF	MVM Software			16,000	16,000	16,000		0	16,000
SCANR	Replacement Scanner/Plotter in Planning			11,900	11,900	11,900		11,896	0
	<b>Total Planning and Development Committee</b>	<b>0</b>	<b>0</b>	<b>27,900</b>	<b>27,900</b>	<b>27,900</b>	<b>0</b>	<b>11,896</b>	<b>16,000</b>
<b><i>Policy and Finance Committee</i></b>									
CCCRM	Contact Centre CRM Replacement		3,900		3,900	4,000		2,000	0
CSTSR	Customer Facing Service Remodelling		68,100	-10,000	58,100	58,100		58,100	0
CTRM	Council Tax Reduction Module			62,500	62,500	62,500		62,500	0
ECDVI	Economic Development Initiatives	100,000			100,000	100,000		0	100,000
GALTI	Platform Gallery/Tourist Information Remodelling		24,280		24,280	24,280		24,280	0
LCREC	Level C Reception Remodelling			10,000	10,000	10,000		10,000	0
SVNET	Server and Network Infrastructure	25,000			25,000	25,000		19,435	5,570
WEBUP	Website Upgrade and Redesign			30,650	30,650	30,650		30,650	0
	<b>Total Policy and Finance Committee</b>	<b>125,000</b>	<b>96,280</b>	<b>93,150</b>	<b>314,430</b>	<b>314,530</b>	<b>0</b>	<b>206,965</b>	<b>105,570</b>
<b><i>Health and Housing Committee</i></b>									
CMEXT	Clitheroe Cemetery Extension	90,000			90,000	6,000	84,000	4,532	1,470
DISCP	Disabled Facilities Grants	189,180	13,590	46,560	249,330	165,000	84,330	171,400	(6,400)

### Overall Capital Programme Outturn 2012/13

Cost Centre	Schemes	Original Estimate 2012/13 £	Slippage £	Additional Approvals £	Total Approved Budget £	Revised Estimate £	Budget Moved to 2013/14 £	Actual Expenditure £	Slippage into 2013/14 £
FLDGR	Flood Protection Grant		100,460		100,460	111,210		<b>98,188</b>	0
FLATT	Flat above Over 60's			12,900	12,900	12,900		<b>11,664</b>	0
LANGR	Landlord/Tenant Grants	120,000	8,490		128,490	128,490		<b>87,805</b>	40,690
LPREP	Longridge Purchase and Repair Scheme			45,000	45,000	45,000		<b>45,000</b>	0
REPPF	Repossession Prevention Fund	8,560	3,330	30,000	41,890	8,600	33,290	<b>5,730</b>	2,870
	<b>Total Health and Housing Committee</b>	<b>407,740</b>	<b>125,870</b>	<b>134,460</b>	<b>668,070</b>	<b>477,200</b>	<b>201,620</b>	<b>424,319</b>	<b>38,630</b>
	<b>TOTALS FOR ALL COMMITTEES</b>	<b>938,820</b>	<b>273,440</b>	<b>323,730</b>	<b>1,535,990</b>	<b>1,343,480</b>	<b>201,620</b>	<b>1,100,522</b>	<b>216,590</b>

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

Agenda Item No.

meeting date: 11 JUNE 2013  
 title: RIBBLE VALLEY COMMUNITY SAFETY PARTNERSHIP - UPDATE  
 submitted by: CHIEF EXECUTIVE  
 principal author: BILL ALKER – COMMUNITY DEVELOPMENT OFFICER

## 1 PURPOSE

- 1.1 To give Members an update on the current work programme and budget of the Ribble Valley Community Safety Partnership (RVCSP).
- 1.2 To look at how the CSP links with other bodies to ensure that Ribble Valley remains one of the safest places in the United Kingdom.
- 1.3 Relevance to the Council's ambitions and priorities:
  - Community Objectives – The future success of RVCSP will impact upon the
  - Corporate Priorities – Council's ambition to keep Ribble Valley a safe and healthy place to live and work.
  - Other Considerations –

## 2 BACKGROUND

- 2.1 RVCSP has now been operating for 14 years. Its principal aim is to combat crime and disorder in the district.
- 2.2 It provides its component agencies (RVBC, LCC, Police, Lancashire fire & Rescue Service, Probation Service and Public Health) with the ability to work together to combine scarce resources to help reduce crime in the district.
- 2.3 Over the years, the CSP has been responsible for a number of initiatives aimed at crime reduction:
  - CCTV in Clitheroe, Whalley and Longridge.
  - one to one mentoring scheme for young people.
  - Castle grounds project – tackling drugs and alcohol.
  - use of Smartwater liquid in remote rural areas.
  - 'Wasted Lives' campaign – aimed at teenage drivers.
  - Skate park development at Longridge.
- 2.4 Funding originally came via the Home Office through Government Office North West. With the demise of regional government, this was then transferred to Lancashire County Council for them to administer.
- 2.5 Lately, funding has been restricted to second homes funding and other small pots of money. Recently all Lancashire CSP's have been allocated £10k by the Police and Crime Commissioner.
- 2.6 Even with diminishing resources, both financial and staffing the Ribble Valley has consistently been one of the safest places in the country in terms of reported crime.

### 3 ISSUES

- 3.1 Community Safety Partnerships are recognised as a tried and tested vehicle for delivering multi agency initiatives in increasingly difficult economic times.
- 3.2 Ribble Valley CSP has just announced that it will have a budget of around £40,000 of which £10,000 has been provided by the Police and Crime Commissioner to spend on its priorities for 2013/2014. These priorities have recently been agreed as follows:
- Road safety – particularly young drivers aged 17-24.
  - Serious acquisitive crime.
  - Other stealing (metal theft and stone theft).
  - Substance misuse (drugs and alcohol).
  - Violent crime, including domestic abuse.
- 3.3 A small working group chaired by the Chief Executive will allocate funding to these initiatives which fall into one or more of the above criteria.
- 3.4 It is important to note however that this funding may be for one year only. There is no guarantee of future years funding from the Police and Crime Commissioner and future savings also cannot be relied upon.
- 3.5 Amongst the initiatives the Community Safety Partnership will be considering are as follows:
- Continuation of the Community Alcohol Network – tackling underage drinking and substance abuse.
  - Friday night football initiatives.
  - Increased use of Smart water liquid.
  - Improvements to Longridge CCTV system.
  - Extending the scope of the Wasted Lives Campaign.
- 3.6 The Community Safety Partnership is currently chaired by Marshal Scott and also has Councillor Kevin Horkin as its Ribble Valley Borough Council representative.
- 3.7 In addition, other agencies who are regular attendees include the Police, Lancashire Fire & Rescue Service, Lancashire County Council, Ribble Valley Homes, The Police and Crime Commissioner and Victim Support.
- 3.8 With the demise of Primary Care Trusts, there is an urgent need to engage with the new Clinical Commissioning Group which has replaced part of the PCT to ensure that health continues to have a voice on the CSP.
- 3.9 This is particularly important as we start to work on a more strategic model along with our neighbours at Blackburn and Hyndburn.
- 3.10 Violent crime has been identified recently as the key scene which needs to be addressed across the three areas.
- 3.11 Violent crime includes domestic abuse and alcohol related crime and the aim is to reduce accident and emergency admissions particularly on Friday and Saturday nights.
- 3.12 This could then trigger funding from the health sector which could be put towards initiatives aimed at these reductions.



3.13 I also understand that the Police are in consultation with local businesses with the aim of setting up a 'Business Watch' scheme linked to both the Clitheroe Town Centre radio scheme and local CCTV. An update will hopefully be given at the meeting.

#### 4 RISK ASSESSMENT

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

- Resources – Ribble Valley Community Safety Partnership has managed to pull together a budget of £40,000 for this year only but is aware that this funding may not continue into future years.
- Technical, Environmental and Legal – No significant risks identified.
- Political – None identified.
- Reputation – None identified.
- Equality & Diversity – No significant risks identified.

#### 5 CONCLUSION

5.1 Ribble Valley Community Safety Partnership continues to act as the co-ordinating body for its various component agencies and to work towards reducing crime in the Ribble Valley.

5.2 Future funding is, as ever, a concern but we will continue to use available resources to their best advantage.

5.3 Future update reports will be submitted to this meeting as and when appropriate.

BILL ALKER  
COMMUNITY DEVELOPMENT OFFICER

MARSHAL SCOTT  
CHIEF EXECUTIVE

#### BACKGROUND PAPERS

1. Eastern Division Community Safety Plan 2012-2015
2. Police Commissioner's Funding notification – 15 March 2013.

For further information please ask for Bill Alker, extension 4412.

REF: BA/EL/160513/POLICY & FINANCE

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY & FINANCE COMMITTEE

Agenda Item No.

meeting date: 11 June 2013  
 title: REPRESENTATIVES ON OUTSIDE BODIES 2013/14  
 submitted by: Chief Executive  
 principal author: Olwen Heap

### 1 PURPOSE

1.1 To inform members of the outside bodies that come under the remit of the Policy & Finance committee and their membership.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – to be a well managed council providing effective services.
- Corporate Priorities - to protect and enhance the existing environmental quality of our area; to help make people's lives healthier and safer.
- Other Considerations – to work in partnership with other bodies in pursuit of the Council's aims and objectives.

### 2 BACKGROUND

2.1 At the annual meeting each year the Council makes nominations to various outside bodies.

2.2 Members attend meetings of the outside body and report back to the relevant parent committee.

### 3 ISSUES

3.1 The following outside bodies come under the remit of the Health & Housing committee. The membership of these outside bodies was decided at the annual meeting of the council on 14 May 2013.

Armed Forces Champion	Jim White
Clitheroe Royal Grammar School	Ian Brown, Stella Brunskill and Stuart Hirst
Citizen's Advice Bureau	Lois Rimmer, Mary Robinson, and Noel Walsh
Hyndburn & Ribble Valley Council for Voluntary Services	Richard Newmark
LGA Consultative committee	Stuart Hirst and Allan Knox
Local Government Association Rural Commission	Michael Ranson and Rupert Swarbrick
Police & Crime Panel	Stuart Hirst
Ribble Valley Community Safety Partnership	Kevin Horkin

Ribble Valley Community Transport	Ian Sayers
Rural Services Network	Richard Sherras

3.2 Representatives are encouraged to provide reports back giving committee an update on the work of the body and drawing attention to any current issues.

#### 4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – the costs associated with members attending meetings of outside bodies is included in the budget for 2013/14.
- Technical, Environmental and Legal – no significant risks identified
- Political ) the Council’s representation on a number of these bodies is important
- Reputation ) to both it’s political and reputational relationship with wider partnerships
- Equality & Diversity - no significant risks identified

#### 5 CONCLUSION

5.1 Members note the outside bodies under the remit of this committee and their membership.

Marshal Scott  
CHIEF EXECUTIVE

Olwen Heap  
ADMINISTRATION OFFICER

#### BACKGROUND PAPERS

Report on Representatives on Outside Bodies – Annual Council 14.5.13

REF: CE/OMH/P&F/11.6.13

For further information please ask for Olwen Heap, extension 4408