

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **HEALTH & HOUSING COMMITTEE** is at **6.30pm** on **THURSDAY, 23 OCTOBER 2014** at 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. To approve the minutes of the last meeting held on 4 September 2014 – copy enclosed.
3. Declarations of Interest (if any).
4. Public Participation (if any).
5. Presentation on the Process of Food Sampling – Head of Environmental Health Services.

FOR DECISION

- ✓ 6. Review of Fees and Charges – report of Director of Resources – copy enclosed.

- ✓ 7. Request to Increase DFG Budget – report of Chief Executive – copy enclosed – MOVED TO PART II
- ✓ 8. Smoking and Tobacco Alliance – report of Chief Executive – copy enclosed.

FOR INFORMATION

- ✓ 9. Capital Monitoring 2014/15 - report of Director of Resources – copy enclosed.
- ✓ 10. Revenue Monitoring 2014/15 – report of Director of Resources – copy enclosed.
- 11. Recommissioning of Home Improvement Agency Services – verbal update of Chief Executive.
- ✓ 12. Extra Care Contracts – report of Chief Executive – copy enclosed.
- ✓ 13. Notes of Health and Wellbeing Partnership – 28 July and 29 September 2014.
- ✓ 14. General Report of Chief Executive on Environmental Health Services – report of Chief Executive – copy enclosed.
- ✓ 15. Reports from Outside Bodies:
 - (a) Children’s Services – Councillor S Brunskill.

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

FOR DECISION

- ✓ 7. Request to Increase DFG Budget – report of Chief Executive – copy enclosed – MOVED TO PART II

FOR INFORMATION

- ✓ 16. General Report – Grants – report of Chief Executive – copy enclosed.
- ✓ 17. Affordable Housing Update – report of Chief Executive – copy enclosed.

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 6

meeting date: 23 OCTOBER 2014
title: REVIEW OF FEES AND CHARGES
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

- 1.1 To seek member approval on proposals to increase this committee's fees and charges with effect from 1 April 2015.
- 1.2 These proposals are the first stage in the review of this committee's budget for the forthcoming 2015/16 financial year.

2 BACKGROUND

- 2.1 The Council's fees and charges are reviewed on an annual basis as part of the budget setting process.
- 2.2 This report requests that members consider proposals for the increase in fees and charges for this committee's services. Such charges would be implemented with effect from the 1 April 2015 and would operate for the duration of the 2015/16 financial year.
- 2.3 The Council's latest budget forecast allows for a 2% increase in the level of income raised from fees and charges. The review aims to increase budgeted income for 2015/16 by this amount as a minimum.
- 2.4 After applying this percentage increase, most proposed charges have been rounded up or down to minimise any problems with small change. This inevitably impacts on the individual percentage rise for each separate charge, particularly when the current charge is low.

3 ADVICE OF BUDGET WORKING GROUP

- 3.1 In September 2014, the Budget Working Group considered the overall three year Budget Forecast. In summary the forecast shows a potential budget deficit for 2015/16 of £513k after taking £220k from general fund balances.
- 3.2 The forecast has already factored in an overall increase in income from fees and charges of 2%. Clearly if this 2% increase is not achieved the budget deficit will be higher. Therefore service committees are requested to consider their fees and charges very carefully to achieve this targeted income.
- 3.3 The current budgeted income to be received from fees and charges which are set by this committee is £184,907. A 2% increase on this total would therefore generate £3,698.

4 REVIEW OF THE FEES AND CHARGES

- 4.1 The review of the fees and charges is co-ordinated by financial services, working together with heads of service and budget holders. The process is as follows:
 - Budget holders are provided with an indication of the fees and charges, factoring in the budget working group proposals.

- A discussion meeting is then held between budget holder and financial services to enable the budget holder to propose a set of fees and charges for their services. This may depend on where there is a national requirement or service specific reason for setting a fee or charge at a different level than the budget working group target.

4.2 Most of the proposed fees and charges for this committee have been uplifted in line with the advice of the Budget Working Group – a 2% increase, rounded up or down to minimise any problems with small change. The following proposed fees and charges were set on a different basis to this, for specific reasons:

- Five water sample analysis charges have been re-set to take into account amended lab test parameters on each type of test and this alters the costs associated with each test. The proposed fees for these sample tests have been set to cover the direct lab fees and employee costs associated with these checks.
- Two new zoo licence checks replace the previous single zoo licence check, an annual zoo compliance audit and a 4 year renewal licence check. The proposed fees for these new checks are based on recovering the direct employee costs associated with these checks.

4.3 Following the discussions a proposed set of fees and charges for implementation from 1 April 2015 has been produced for this committee and is shown at Annex 1. This annex provides details of:

- the current charge for 2014/15
- an estimate of the level of 2014/15 income raised by each charge (Net of VAT)
- the proposed charges for implementation from 1 April 2015
- an indication of the potential income that may be achieved in 2015/16, should the proposals be agreed (Net of VAT)
- the resulting percentage increase from 2014/15 to 2015/16; and
- the date that each charge was last increased (they are all reviewed annually, but may not necessarily be increased).

4.4 The indication of potential income which is shown throughout Annex 1 is provided for guidance purposes only and is based on past and current activity levels. No account is taken of any change in service use which may be influenced by a change in charge levels.

4.5 Work is still underway on forecasting income budget levels for 2015/16 and such budget proposals will be reported back to this committee in January 2015 for approval.

4.6 If you agree the recommended charges shown in Annex 1, the estimated extra income raised is £3,733, an overall increase of 2%.

5 RISK ASSESSMENT

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

- Resources – Fees and charges provide a key income source for the Council. Fees and charges also provide a mechanism to target concessions, and also to charge service users directly rather than allowing the financial burden of certain service provision to fall on the council tax.
- Technical, Environmental and Legal – The Local Government Acts of 2000 and 2003 extended authorities' powers to charge for discretionary services.

- Political – none.
- Reputation – Substantial increases to charges can generate adverse publicity.
- Equality and Diversity – One of the aims of the fees and charges mechanism on many services is to pass on service concession in order to increase inclusivity.

6 CONCLUSION

- 6.1 Substantial work has been undertaken by financial services, heads of service and budget holders in reviewing the fees and charges operated by this committee. This review has now been completed as part of the budget process, for implementation from 1 April 2015, should the proposals be approved.
- 6.2 The Budget Working Group recommends that all service committees seek to increase their fees and charges by 2%. If you agree with the recommended charges, this committee will reach the target required.

7 RECOMMENDATION

- 7.1 Committee to consider the charges at Annex 1 and approve them for implementation with effect from 1 April 2015.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH11-14/AC/AC
13 October 2014

For further information please ask for Andrew Cook, extension 4498

BACKGROUND PAPERS – None

HEALTH AND HOUSING COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2015

CLITHEROE CEMETERY - CLCEM		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2014/15 £	Budgeted Income Net of VAT for 2014/15 £	Proposed Charges for 2015/16 £	Indication of Potential Income Net of VAT for 2015/16 £	Percentage Increase in Charge %
Exclusive Burial Rights	Grave Plot	CLCEM/8447u	Non Vatable	01 April 2014	365.00	11,800.00	373.00	12,060.00	2.19%
	Grave Plot - New Extension	CLCEM/8447u	Non Vatable	01 April 2014	450.00	0.00	460.00	0.00	2.22%
	Ashes Plot	CLCEM/8447u	Non Vatable	01 April 2014	92.50	930.00	94.50	950.00	2.16%
	Woodland Burial	CLCEM/8447u	Non Vatable	01 April 2014	365.00	5,780.00	373.00	5,910.00	2.19%
Woodland Burials	Tree and Wild Flower Planting	-	-	-	No Charge		No Charge		-
Interments	Stillborn to 1 month	-	-	-	No Charge		No Charge		-
	3 depth	CLCEM/8441u	Non Vatable	01 April 2014	325.00	1,730.00	330.00	1,760.00	1.54%
	2 depth	CLCEM/8441u	Non Vatable	01 April 2014	295.00	3,750.00	300.00	3,810.00	1.69%
	1 depth (Includes Woodland Burials)	CLCEM/8441u	Non Vatable	01 April 2014	265.00	11,980.00	270.00	12,210.00	1.89%
	Ashes (Includes Woodland Burials)	CLCEM/8441u	Non Vatable	01 April 2014	92.50	2,660.00	94.50	2,720.00	2.16%
	Saturday Surcharge - Funeral	CLCEM/8441u	Non Vatable	01 April 2014	170.00	0.00	175.00	0.00	2.94%
	Saturday Surcharge - Ashes Interment	CLCEM/8441u	Non Vatable	01 April 2014	88.00	0.00	90.00	0.00	2.27%

HEALTH AND HOUSING COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2015

CLITHEROE CEMETERY – CLCEM		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2014/15 £	Budgeted Income Net of VAT for 2014/15 £	Proposed Charges for 2015/16 £	Indication of Potential Income Net of VAT for 2015/16 £	Percentage Increase in Charge %
Fees for Memorials	Provision of Foundation	CLCEM/8446n	VAT Inclusive	01 April 2014	85.00	1,480.00	87.00	1,510.00	2.35%
	Right to Erect Headstone	CLCEM/8442u	Non Vatable	01 April 2014	118.00	1,970.00	120.00	2,000.00	1.69%
	Right to Place Stone Plaque on Ashes Plot	CLCEM/8442u	Non Vatable	01 April 2014	32.00	190.00	32.50	190.00	1.56%
Grave Maintenance (OLD SECTION) Scheme II	Spring and Summer Bedding	CLCEM/8443u	Non Vatable	01 April 2014	67.00	67.00	Delete	0.00	Delete
Please Note: Fees are double (for purchase of burial rights and interment) for persons who are non-residents of the Ribble Valley.									

HEALTH AND HOUSING COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2015

CLITHEROE MARKET – CLMKT		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2014/15 £	Budgeted Income Net of VAT for 2014/15 £	Proposed Charges for 2015/16 £	Indication of Potential Income Net of VAT for 2015/16 £	Percentage Increase in Charge %
Cabins	Tuesday, Thursday and Saturday - per week	CLMKT/8824n	VAT Inclusive	01 April 2014	52.00	93,990.00	53.00	95,800.00	1.92%
	Use of Cabins (preparation purposes): Non Market Days	CLMKT/8824n	VAT Inclusive	01 April 2014	25.70	2,170.00	26.00	2,200.00	1.17%
	Special Sunday Events	CLMKT/8824n	VAT Inclusive	01 April 2014	8.75	0.00	9.00	0.00	2.86%
Stalls - Tuesday & Saturday	- 10 ft	CLMKT/8825n	VAT Inclusive	01 April 2014	17.00	6,540.00	17.50	6,730.00	2.94%
	- 10 ft Third Stall Reduced Rate	CLMKT/8825n	VAT Inclusive	01 April 2014	8.50	0.00	8.75	0.00	2.94%
	- 8 ft	CLMKT/8825n	VAT Inclusive	01 April 2014	13.60	5,060.00	14.00	5,210.00	2.94%
	- 8 ft Third Stall Reduced Rate	CLMKT/8825n	VAT Inclusive	01 April 2014	6.80	0.00	7.00	0.00	2.94%
Stalls - Sunday Events	Regular Contract Traders	CLMKT/8825n	VAT Inclusive	01 April 2014	9.25	0.00	9.50	0.00	2.70%
	None Contract Traders	CLMKT/8825n	VAT Inclusive	01 April 2014	18.50	0.00	19.00	0.00	2.70%

HEALTH AND HOUSING COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2015

CLITHEROE MARKET – CLMKT		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2014/15 £	Budgeted Income Net of VAT for 2014/15 £	Proposed Charges for 2015/16 £	Indication of Potential Income Net of VAT for 2015/16 £	Percentage Increase in Charge %
Stalls - Thursdays	- 10 ft	CLMKT/8825n	VAT Inclusive	01 April 2014	8.50	10.00	8.75	10.00	2.94%
	- 10 ft Third Stall Reduced Rate	CLMKT/8825n	VAT Inclusive	01 April 2014	4.25	0.00	4.35	0.00	2.35%
	- 8 ft	CLMKT/8825n	VAT Inclusive	01 April 2014	6.80	540.00	7.00	560.00	2.94%
	- 8 ft Third Stall Reduced Rate	CLMKT/8825n	VAT Inclusive	01 April 2014	3.40	0.00	3.50	0.00	2.94%
Stalls - Friday	Flea Market	CLMKT/8825n	VAT Inclusive	01 April 2014	5.40	860.00	5.50	880.00	1.85%
Pitches	Tuesday and Saturday - per day	CLMKT/8826n	VAT Inclusive	01 April 2014	13.60	4,930.00	14.00	5,080.00	2.94%
	Thursday	CLMKT/8826n	VAT Inclusive	01 April 2014	6.80	130.00	7.00	130.00	2.94%
	Special Sunday Events	CLMKT/8826n	VAT Inclusive	01 April 2014	18.50	0.00	19.00	0.00	2.70%

HEALTH AND HOUSING COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2015

DOG WARDEN AND PEST CONTROL - DOGWD		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2014/15 £	Budgeted Income Net of VAT for 2014/15 £	Proposed Charges for 2015/16 £	Indication of Potential Income Net of VAT for 2015/16 £	Percentage Increase in Charge %
Pest Control	Commercial - Single Treatment Charge (per hour plus materials - minimum charge 1 hour)	DOGWD/8416n	VAT Inclusive	01 April 2014	43.00	0.00	44.00	0.00	2.33%
	Commercial - Annual Contract	DOGWD/8416n	VAT Inclusive	01 April 20114	34.75	7,800.00	35.50	7,970.00	2.16%
	Domestic Single Treatment Charge (Rodents)***	DOGWD/8416n	VAT Inclusive	01 April 2014	21.00	3,730.00	21.50	3,820.00	2.38%
	Domestic - Out of Hours (Rodents)	DOGWD/8416n	VAT Inclusive	01 April 20114	42.00	0.00	43.00	0.00	2.38%
	Domestic - Callout Charge (unspecified reason)	DOGWD/8416n	VAT Inclusive	01 April 20114	11.00	0.00	11.20	0.00	1.82%
	Domestic - Public Health Pests			-	No Charge		No Charge		-
Non-Public Health Insect Treatment	Per visit during working hours ***	DOGWD/8412n	VAT Inclusive	01 April 2014	42.00	3,640.00	43.00	3,730.00	2.38%
	Each additional nest treated on same visit ***	DOGWD/8412n	VAT Inclusive	01 April 2014	16.00	70.00	16.20	70.00	1.25%
	Missed Appointments	DOGWD/8412n	VAT Inclusive	01 April 2014	42.00	0.00	43.00	0.00	2.38%
	Out of Hours	DOGWD/8412n	VAT Inclusive	01 April 2014	84.00	0.00	86.00	0.00	2.38%
Parish Council Collection of Dog Bins	Post Mounted - one collection per week	DOGWD/8596n	VAT Inclusive	New Charge	3.90	0.00	4.00	0.00	2.56%
*** 50% Concession if householder is eligible for State Pension, Housing or Disability Benefits									

HEALTH AND HOUSING COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2015

ENVIRONMENTAL HEALTH - ENVHT		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2014/15 £	Budgeted Income Net of VAT for 2014/15 £	Proposed Charges for 2015/16 £	Indication of Potential Income Net of VAT for 2015/16 £	Percentage Increase in Charge %
Licences	Animal Boarding Establishments	ENVHT/8403u	Non Vatable	01 April 2014	81.25	700.00	83.00	720.00	2.15%
	Dog Breeding Establishments (plus vets fees at cost)	ENVHT/8403u	Non Vatable	01 April 2014	57.25	40.00	58.50	40.00	2.18%
	Pet Shops (plus vets fees at cost)	ENVHT/8403u	Non Vatable	01 April 2014	81.25	240.00	83.00	250.00	2.15%
	Riding Establishments (plus vets fees at cost)	ENVHT/8403u	Non Vatable	01 April 2014	81.25	180.00	83.00	180.00	2.15%
	Dangerous Wild Animals (plus vets fees at cost)	ENVHT/8403u	Non Vatable	01 April 2014	81.25	0.00	83.00	0.00	2.15%
	Zoo (plus vets fees at cost)	ENVHT/8403u	Non Vatable	01 April 2014	144.00	100.00	Delete	0.00	Delete
	Annual Zoo Compliance audit (plus vets fees at cost)	ENVHT/8403u	Non Vatable	New Charge	0.00	0.00	142.00	100.00	-
	Zoo - 4 year renewal (plus vets fees at cost)	ENVHT/8403u	Non Vatable	New Charge	0.00	0.00	220.00	0.00	-
	Acupuncture - Ear Piercing	ENVHT/8403u	Non Vatable	01 April 2014	98.00	0.00	100.00	0.00	2.04%
	Tattooing	ENVHT/8403u	Non Vatable	01 April 2014	98.00	490.00	100.00	500.00	2.04%
	Electrolysis	ENVHT/8403u	Non Vatable	01 April 2014	98.00	0.00	100.00	0.00	2.04%
	Street Trading Consent - Classes I, II & III per annum	ENVHT/8430u	Non Vatable	01 April 2014	665.00	4,320.00	678.50	4,410.00	2.03%
	Street Trading Consent Class V per Event	ENVHT/8430u	Non Vatable	01 April 2014	92.50	0.00	94.50	0.00	2.16%
Street Trading Consent Class IV			-	No Charge		No Charge		-	

HEALTH AND HOUSING COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2015

ENVIRONMENTAL HEALTH - ENVHT		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2014/15 £	Budgeted Income Net of VAT for 2014/15 £	Proposed Charges for 2015/16 £	Indication of Potential Income Net of VAT for 2015/16 £	Percentage Increase in Charge %
Water Sample Analysis: FEES BASED ON LAB FEES AND DIRECT EMPLOYEE COSTS	Risk Assessment	ENVHT/8417u	VAT Inclusive	-	At cost min. £100	890.00	At cost min. £100	890.00	-
	Other Investigations	ENVHT/8417u	VAT Inclusive	-	At cost min. £100	0.00	At cost min. £100	0.00	-
	Small Water Supply *	ENVHT/8417u	VAT Inclusive	01 April 2013	52.50	310.00	56.00	330.00	6.67%
	Large Water Supply - Audit Monitoring *	ENVHT/8417u	VAT Inclusive	01 April 2013	60.00	170.00	71.00	200.00	18.33%
	Large Water Supply - Check Monitoring *	ENVHT/8417u	VAT Inclusive	01 April 2013	80.00	0.00	74.00	0.00	-7.50%
	Large Water Supply - Audit & Check Monitoring *	ENVHT/8417u	VAT Inclusive	01 April 2014	105.00	920.00	108.00	950.00	2.86%
	Bacteriological *	ENVHT/8417u	VAT Inclusive	01 April 2013	40.00	740.00	41.00	760.00	2.50%
Basic Food Hygiene Course	Per Student	ENVHT/8519z	VAT Inclusive	01 April 2014	61.50	0.00	62.75	0.00	2.03%
Removal of Unfit Food	Per hour or part hour	ENVHT/8519z	VAT Inclusive	01 April 2014	51.50	0.00	52.50	0.00	1.94%
Please Note: * Water sample analysis charges now based on cost of lab tests plus direct employee costs									

HEALTH AND HOUSING COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2015

CONTAMINATED LAND - CLAND		Ledger Code	VAT Liability	Date of Last Change	Current Charge 2014/15 £	Budgeted Income Net of VAT for 2014/15 £	Proposed Charges for 2015/16 £	Indication of Potential Income Net of VAT for 2015/16 £	Percentage Increase in Charge %
Enquiry		CLAND/8623n	VAT Inclusive	01 April 2014	72.00	0.00	75.00	0.00	4.17%
HOUSING ADVANCES - HSADV									
Enquiries from Prospective Second Mortgagors		HSADV/8604z	Non Vatable	01 April 2014	55.60	0.00	56.70	0.00	1.98%
Charge for Registration on Second Charges		HSADV/8604z	Non Vatable	01 April 2014	27.85	0.00	28.40	0.00	1.97%
IMPROVEMENT GRANTS - IMPGR									
Administration Charges		IMPGR/8716m	Non Vatable	-	5% of Total Cost	4,000.00	5% of Total Cost	4,000.00	-
Administration Charges		IMPGR/8717n	VAT Inclusive	-	5% of Total Cost	4,000.00	5% of Total Cost	4,000.00	-
TOTAL INCOME FROM FEES AND CHARGES SET BY THIS COMMITTEE						184,907.00		188,640.00	
OVERALL EXTRA INCOME GENERATED								3,733.00	2%

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No.

meeting date: 23 OCTOBER 2014
title: SMOKING AND TOBACCO ALLIANCE
submitted by: CHIEF EXECUTIVE
principal author: COLIN HIRST

1 PURPOSE

- 1.1 To consider a request from Public Health at Lancashire County Council to support the local government declaration on tobacco control.
- 1.2 Relevance to the Council's ambitions and priorities
- Community Objectives – To help make people's lives safer and healthier.
 - Corporate Priorities – To support the delivery of services to the community.
 - Other Considerations – This aligns with the Council's healthy valley initiatives.

2 BACKGROUND

- 2.1 The Council has been approached by Public Health at Lancashire County Council who are promoting the local government declaration on tobacco control. The declaration is supported by a wide range of bodies involved in public health and the Council already undertake activities which would meet the objectives of the declaration.

3 ISSUES

- 3.1 The Council has been asked to consider if it wishes to formally sign the declaration and become a partner to the scheme. This matter has been considered by the Health and Wellbeing Partnership (see notes attached on this agenda as item 11).
- 3.2 A summary paper outlining the proposal and its background is attached at Appendix 1 to this report. You will note from this that in fact the Council is already being recognised for work that it has undertaken, particularly in relation to showing leadership around the potential harm of tobacco smoking to children and young people and the recent initiative to encourage people not to smoke in playgrounds through the Smoke Free Play Area scheme.
- 3.3 In addition the Council undertakes a number of activities within its operations including licensing activities related to smoking on public premises, support for staff wishing to stop smoking and activities through the healthy lifestyles team that support the wider community in improving their health. By signing the declaration, the Council would be making a statement of its commitment to this important area of public health, however there is no additional burden on the Council to undertake any specific activities merely as a minimum to take opportunities as they arise to promote the health message around smoking.

3.4 The matter has been considered by the Health and Wellbeing Partnership where it was concluded that the initiative should be supported and areas of activity investigated to see if any additional measures over and above our existing commitments could be taken on board. A copy of the declaration setting out the commitments anticipated is attached at Appendix 2.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – None specific. Any new initiatives would be considered as part of operational budgets or subject to separate proposals to be considered by Committee.
- Technical, Environmental and Legal – No implications identified.
- Political - No implications identified.
- Reputation – The declaration can be used to demonstrate the Council's support for improving the health and wellbeing of its community.
- Equality & Diversity – No implications identified.

5 RECOMMENDED THAT COMMITTEE

5.1 Support the initiative and agree to become a signee to the local government declaration.



COLIN HIRST
HEAD OF REGENERATION AND HOUSING



MARSHAL SCOTT
CHIEF EXECUTIVE

For further information please ask for Colin Hirst, extension 4503.

REF: CH/231014/H&H/EL

The Local Government Declaration on Tobacco Control – an excellent opportunity to celebrate Ribble Valley's success

The **Local Government Declaration on Tobacco Control** is a national response to the enormous and on-going damage smoking does to the health and welfare of our communities. It has been developed to provide a very visible opportunity for local government to:

- publicly acknowledge the significant challenge facing us
- voluntarily demonstrate a commitment to lead local action to tackle smoking
- secure the health, welfare, social, economic and environmental benefits that come from reducing smoking prevalence
- publish a statement of dedication to protecting local communities from the harm caused by smoking.

The Declaration is strongly supported by the wider public health community. Supporters include the Trading Standards Association, Chartered Institute of Environmental Health, the Association of Directors of Public Health, Public Health England, the Public Health Minister and the Chief Medical Officer.

Lancashire County Council, Hyndburn, Pendle and Preston have already signed up to the Local Government Declaration.

By signing up to the declaration, Ribble Valley would:

- be taking an excellent opportunity to affirm its status as a forward-looking, leading council
- celebrate and showcase its commitment to championing the health and welfare of its citizens
- showcase the excellent work that is already underway in the locality
- Validate its commitment to its Year of Health and Wellbeing.

Ribble Valley Borough Council can already evidence and celebrate some of what the Local Government Declaration is all about. The council have shown excellent leadership in responding to the potential harm tobacco smoking poses to children and young people and taking action to protect them from the harmful effects of second hand smoke.

Children become aware of cigarettes at an early age, with 3 out of 4 children being aware of cigarettes before the age of five, irrespective of whether their parents smoke or not. Smoking is an addiction largely taken up by children and young people. Two thirds of smokers start before the age of 18. If young people see smoking as part of everyday life they are more likely to become smokers themselves. National statistics reveal that children who live with smokers are twice as likely to smoke regularly compared to those living in non-smoking households.

In a forward-looking initiative that excellently highlights aspects of the Local Government, during the summer of 2013, the council implemented a voluntary **Smokefree Play Area Scheme** across 38 of the council and parish play areas.

The benefits of Smokefree Play Areas for the children and wider population of Ribble Valley include::

- help protect children from the harmful effects of second hand smoke
- uphold children's rights to a clean and healthy environment to play in
- help children and young people understand that smoking is not the norm

- are associated with lower levels of adolescent smoking
- reduce the levels, and cost of, clearing smoking-related litter in parks and playgrounds

The council have already showed they are ahead of the game in evidencing a key aspect of the Local Government Declaration – partnership working.

Lancashire Care NHS Foundation Trust Health Improvement Service (HIS), who worked closely with the council to set up the Smokefree Play Area will scheme, will revisit be undertaking a survey throughout the summer of 2014. The survey of staff, play area and park users aims to look back at the last year and gauge awareness of the scheme and the levels of compliance. The survey will be an opportunity to highlight the success of the scheme and make any necessary changes to strengthen the message across the borough. The work will also provide an excellent opportunity for the council to promote the scheme again, highlighting the successes and challenges of the past year.

Adopting the Local Government Declaration will:

- strengthen the councils's contribution to current tobacco control activity in the locality
- through both Tobacco Free Lancashire and Smokefree East Lancashire, enable the council to meet the threat posed by the growing availability of illicit and illegal tobacco products to the health of young people in Ribble Valley
- create opportunities for joint efforts to raise awareness of, and action where required, on the use of niche tobacco products and e-cigarettes among young people in Lancashire.

Local Government Declaration on Tobacco Control

We acknowledge that:

- Smoking is the single greatest cause of premature death and disease in our communities;
- Reducing smoking in our communities significantly increases household incomes and benefits the local economy;
- Reducing smoking amongst the most disadvantaged in our communities is the single most important means of reducing health inequalities;
- Smoking is an addiction largely taken up by children and young people, two thirds of smokers start before the age of 18;
- Smoking is an epidemic created and sustained by the tobacco industry, which promotes uptake of smoking to replace the 80,000 people its products kill in England every year; and
- The illicit trade in tobacco funds the activities of organised criminal gangs and gives children access to cheap tobacco.

As local leaders in public health we welcome the:

- Opportunity for local government to lead local action to tackle smoking and secure the health, welfare, social, economic and environmental benefits that come from reducing smoking prevalence;
- Commitment by the government to live up to its obligations as a party to the World Health Organization's Framework Convention on Tobacco Control (FCTC) and in particular to protect the development of public health policy from the vested interests of the tobacco industry; and
- Endorsement of this declaration by the Department of Health, Public Health England and professional bodies.

We commit our Council from this dateto:

- Act at a local level to reduce smoking prevalence and health inequalities and to raise the profile of the harm caused by smoking to our communities;
- Develop plans with our partners and local communities to address the causes and impacts of tobacco use;
- Participate in local and regional networks for support;
- Support the government in taking action at national level to help local authorities reduce smoking prevalence and health inequalities in our communities;
- Protect our tobacco control work from the commercial and vested interests of the tobacco industry by not accepting any partnerships, payments, gifts and services, monetary or in kind or research funding offered by the tobacco industry to officials or employees;
- Monitor the progress of our plans against our commitments and publish the results; and
- Publicly declare our commitment to reducing smoking in our communities by joining the Smokefree Action Coalition, the alliance of organisations working to reduce the harm caused by tobacco.

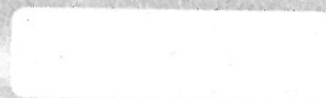
Signatories



Leader of Council



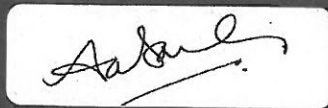
Chief Executive



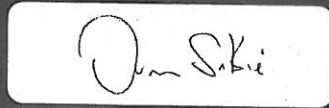
Director of Public Health

Endorsed by

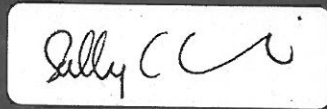
Anna Soubry, Public Health Minister, Department of Health



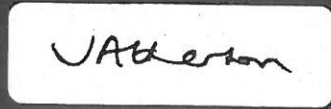
Duncan Selbie, Chief Executive, Public Health England



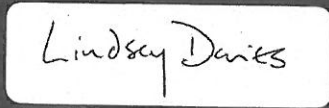
Professor Dame Sally Davies, Chief Medical Officer, Department of Health



Dr Janet Atherton, President, Association of Directors of Public Health



Dr Lindsey Davies, President, UK Faculty of Public Health



Graham Jukes, Chief Executive, Chartered Institute of Environmental Health



Leon Livermore, Chief Executive, Trading Standards Institute



RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 9

meeting date: 23 OCTOBER 2014
 title: CAPITAL MONITORING 2014/15
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

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 2014/15 capital programme for submission to Policy and Finance Committee as part of the budget setting process at its meeting in January 2014. The programme was set against a background of limited capital resources and reducing revenue budgets.

2.2 In total 3 new schemes were approved by Policy and Finance Committee and Full Council, together with budget on 3 schemes carried over from the previous year. This made a total planned capital spend for this Committee for the current year of £262,560, which is 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, has been transferred to this financial year. The schemes affected are also shown within Annex 1 and total £34,680. This includes negative slippage due to an overspend on the Disabled Facilities Grants scheme in 2013/14, following part of that scheme budget having previously been moved from 2013/14 into 2014/15.

3 SCHEMES

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

BUDGET			EXPENDITURE		
Original Estimate 2014/15 £	Budget moved from 2013/14 £	Slippage from 2013/14 £	Total Approved Budget 2014/15 £	Actual Expenditure and Commitments as at the end of September 2014 £	Variance as at the end of September 2014 £
205,540	57,020	34,680	297,240	258,872	-38,368

3.2 To date just over 87% of the annual capital programme for this Committee has been spent or committed.

3.3 The main variations to date are:

- **DISCP – Disabled Facilities Grants (DFG):** An increase in DFG recommendations received and approved has meant that the original budget is not sufficient to fund the latest 2014/15 estimated costs. Elsewhere on the agenda Committee has been asked to approve a budget transfer of £63,270 from the landlord tenant grant budget to the DFG budget, which would cover the estimated overspend of £53,683 and make £9,587 available for further DFGs in 2014/15. This transfer will not cover the cost of grant recommendations received but not already approved and any further recommendations that may be received in 2014/15. The Council would have to operate a waiting list for these recommendations.
- **LANGR – Landlord/Tenant Grants (LTG):** Five landlord tenant grants have been approved in 2014/15. These schemes will all be completed in 2014/15. We have also made a final payment on a grant approved in 2013/14. The work in total for these programmed grants will come to a maximum of £72,000 and will deliver six affordable units. Elsewhere on the agenda Committee has been asked to approve a budget transfer of £63,270 from this budget to the DFG budget to help fund the increased number of grants approved on the DFG scheme. There will be no further budget left to provide landlord tenant grants, if the transfer is approved. A waiting list would need to be operated for any further requests received in-year.
- **REPPF – Repossession Prevention Fund:** There is one household we are currently working with that may be eligible for the fund to prevent homelessness. The fund is a useful resource in the prevention of homelessness. It is a tool considered only when appropriate circumstances are presented.

4 CONCLUSION

4.1 The majority of the capital programme for this committee is grant related. Expenditure is driven by the applications that are received for this funding and currently there are a high level of applications and associated costs for DFG grants that need funding. Transfer of funds between the landlord tenant grant budget and the DFG budget would cover the cost of DFG grants already approved in-year.

4.2 The Pest Control Vehicle and Clitheroe Cemetery Extension schemes will be completed in-year and within budget.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH12-14/LO/AC
13 October 2014

For further information please ask for Andrew Cook.

BACKGROUND PAPERS – None

Health and Housing Committee – Capital Programme 2014/15

Cost Centre	Schemes	Original	Budget moved	Slippage from	Total Approved	Actual	Variance as at
		Estimate 2014/15	from 2013/14	2013/14	Budget	Expenditure and Commitments as at end of September 2014	end of September 2014
		£	£	£	2014/15	September 2014	£
					£	£	
CMEXT	Clitheroe Cemetery Extension			4,970	4,970	4,100	-870
DISCP	Disabled Facilities Grants	119,540	10,000	-11,340	118,200	171,883	53,683
LANGR	Landlord & Tenant Grants	75,000	20,000	40,270	135,270	72,000	-63,270
PWPBC	Replace Pest Control Vehicle PO07 WPB	11,000			11,000	10,889	-111
REPPF	Repossession Prevention Fund		27,020	780	27,800	0	-27,800
	Total Health and Housing Committee	205,540	57,020	34,680	297,240	258,872	-38,368

Individual Scheme Details and Budget Holder Comments

CMEXT Clitheroe Cemetery – Installation of Infrastructure

Service Area: Environmental Health

Head of Service: James Russell

Brief Description:

Provision of initial infrastructure to Clitheroe Cemetery extension

Start Date, duration and key milestones:

As we obtained the land in 2010/11 it is necessary to commence structural work relatively quickly to enable the ground to recover and planting schemes to be put in place ready for when the current cemetery runs out of space.

Financial Implications – CAPITAL

	£	Actual Expenditure and Commitments as at end of September 2014 £	Variance to end of September 2014 £
Total Approved Budget 2014/15	4,970	4,100	-870
Actual Expenditure 2013/14	114,036		
Actual Expenditure 2012/13	4,532		
Actual Expenditure 2011/12	948		
Actual Expenditure 2010/11	75,914		
Actual Expenditure 2009/10	5,810		
ANTICIPATED TOTAL SCHEME COST	206,210		

Financial Implications - REVENUE

Unknown at present

Useful Economic Life

In excess of 60 years. The purchase of this land will ensure the long term security and provision of this service to Ribble Valley residents.

Progress - Budget Holder Comments

September 2014: The situation is still the same as at July 2014.

July 2014: Only outstanding issue is the installation of initial grave 'beam' for headstones

October 2013: A contractor has been employed to rotovate and level the ground, following which the area will be seeded early next spring. This will complete the scheme.

July 2013: Included within the actual expenditure figure is a commitment of £10,685 for contingencies. To date the infrastructure has been completed within budget without use of the contingency element. It is therefore anticipated that completion of the scheme will be within approved budget.

Detailed discussions are now required with grounds maintenance as to developing a suitable finish and a site maintenance scheme along with associated costs for inclusion in the future revenue budget.

April 2013: *Emergency committee agreed extra resources of £33,540 towards the scheme due to increased costs*

January 2013: *£86,000 of the £90,000 budget moved to the 2013/14 budget as the scheme is not likely to take place until then*

September 2012: *The situation is still the same as at June 2012.*

June 2012: *For this financial year the plans are to finalise the design of the project and prepare a detailed specification for the work to be carried out. There will also be the requirement to divert public footpaths this financial year. The installation of necessary infrastructure works is to be scheduled for implementation during the spring/summer of 2013. A substantial part of the scheme cost will slip to next year.*

October 2011: *There has been no further progress in relation to the CPO since the July report. The landowner has six years to make an application for compensation after which the option lapses.*

July 2011: *The balance of this budget is to be held in Reserves for potential CPO purposes. English Heritage have withdrawn their objection to the Council's planning application.*

August 2010: *Final requisitions are with the vendors solicitors. Completion is expected September 2010.*

March 2010: *Legal section have written to the solicitor acting for the landowner asking for draft documents and evidence of title.*

DISCP Disabled Facilities Grants

Service Area: Regeneration and Housing

Head of Service: Colin Hirst

Brief Description:

The scheme provides mandatory grant aid to adapt homes so that elderly and disabled occupants can remain in their home. The maximum grant is £30,000 and for adults is means tested. The grants can provide for minor adaptation for example the installation of a stair lift up to the provision of bathroom and bedroom extension.

Start Date, duration and key milestones:

The disabled facilities grant budget operates on a financial year basis starting in April each year and concluding in March.

Financial Implications – CAPITAL

	£	Actual Expenditure and Commitments as at end of September 2014 £	Variance to end of September 2014 £
Total Approved Budget 2014/15	118,200	171,883	53,683
Proposed transfer of capital budget	63,270		
ANTICIPATED TOTAL SCHEME COST	181,470		

Financial Implications - REVENUE

None given

Useful Economic Life

Not applicable.

Progress - Budget Holder Comments

September 2014: An increase in Disabled Facilities Grant (DFG) recommendations and grants subsequently approved to date has meant that the original budget is not sufficient to fund the costs of the grants already approved. Committed costs are currently estimated at £171,883, an overspend of £53,683.

Elsewhere on the agenda Committee is asked to approve a proposed budget transfer of £63,270 from the landlord tenant grant budget to the DFG budget. This will provide enough DFG budget to cover the current overspend and will make £9,587 available for further approvals in 2014/15, if the transfer is approved by the Committee.

July 2014: Further applications have been received and have yet to be reviewed. This could lead to a further 6 – 8 applications being approved, depending on the outcome of the review of the applications.

LANGR Landlord/Tenant Grants

Service Area: Regeneration and Housing

Head of Service: Colin Hirst

Brief Description:

To offer grant aid for the renovation of private sector properties with the condition that the units are affordable on completion and the Council has nomination rights. The scheme has operated successfully for over 10 years. The scheme is essential to provide affordable accommodation for move on from temporary accommodation.

Start Date, duration and key milestones:

The grants run in line with the financial year starting in April to March. From approval of the grant the work must be completed within twelve months.

Financial Implications – CAPITAL

	£	Actual Expenditure and Commitments as at end of September 2014 £	Variance to end of September 2014 £
Total Approved Budget 2014/15	135,270	72,000	-63,270
Proposed transfer of capital budget	-63,270		
ANTICIPATED TOTAL SCHEME COST	72,000		

Financial Implications - REVENUE

None

Useful Economic Life

Not applicable.

Progress - Budget Holder Comments

September 2014: To date, five landlord tenant grants have been approved in 2014/15. Of these, two have been completed, one is underway, and work is programmed to start within the next month on the other two schemes. We have also made a final payment on a grant approved in 2013/14. The work in total for these programmed grants so far this year will come to a maximum of £72,000 and will deliver six affordable units.

Elsewhere on the agenda, it is proposed that the remainder of the 2014/15 budget, £63,270, is transferred to the Disabled Facilities Grant budget to help fund the increased number of grants approved on that scheme in 2014/15. There will be no further budget in 2014/15 to provide landlord tenant grants, if the transfer is approved by the Committee.

July 2014: There are no more approved applications currently underway. However, two applications have been received which, subject to review, could lead to the approval of a further £20,000 of grant.

PWPBC Replacement of Pest Control Vehicle PO07 WPB

Service Area: Environmental Health Services

Head of Service: James Russell

Brief Description:

Replace existing dog warden vehicle on a 5 year rolling programme (current vehicle purchased April 2007).

Start Date, duration and key milestones:

April 2014

Financial Implications – CAPITAL

	£	Actual Expenditure and Commitments as at end of September 2014 £	Variance to end of September 2014 £
Total Approved Budget 2014/15	11,000	10,889	-111
Forecast scheme saving	-111		
ANTICIPATED TOTAL SCHEME COST	10,889		

Financial Implications - REVENUE

None

Useful Economic Life

5 years

Progress - Budget Holder Comments

September 2014: The vehicle has been delivered.

July 2014: Currently waiting for delivery of the vehicle, which is anticipated to be September 2014.

REPPF Repossession Prevention Fund

Service Area: Regeneration and Housing

Head of Service: Colin Hirst

Brief Description: Financial assistance through small loans to assist with mortgage/rent arrears in order to prevent repossession and allow the household to remain in their own home

Start Date, duration and key milestones:

The budget is available throughout the year and is used subject to demand

Financial Implications – CAPITAL

	£	Actual Expenditure and Commitments as at end of September 2014 £	Variance to end of September 2014 £
Total Approved Budget 2014/15	27,800	0	-27,800
ANTICIPATED TOTAL SCHEME COST	27,800		

Financial Implications - REVENUE

None identified.

Useful Economic Life

Not applicable

Progress - Budget Holder Comments

September 2014: There is one household we are currently working with that may be eligible for the fund to prevent homelessness. The fund is a useful resource in the prevention of homelessness.

July 2014: There are currently no applications for the fund, and the payment made above has also since been repaid. However, we give advice to between five and eight households a week and this is a tool considered when appropriate circumstances are presented.

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO HEALTH AND HOUSING COMMITTEE

INFORMATION

Agenda Item No 10

meeting date: 23 OCTOBER 2014
 title: REVENUE MONITORING 2014/15
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

1 PURPOSE

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

1.2 Relevance to the Council's ambitions and priorities:

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

2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period April to September 2014. You will see an overall underspend of £84,925 on the net cost of services. After allowing for transfers to and from earmarked reserves the underspend is increased to £95,700. 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 £	
CTBEN	Localised Council Tax Support Admin	38,290	-87,833	-105,633	-17,800	R
HGBEN	Housing Benefits	138,300	-328,928	-395,665	-66,737	R
COMNL	Common Land	3,600	318	42	-276	G
CLCEM	Clitheroe Cemetery	44,200	4,296	15,841	11,545	R
ENVGR	Grants & Subscriptions	2,580	630	720	90	G
CLAIR	Clean Air	2,750	1,384	685	-699	G
DOGWD	Dog Warden & Pest Control	93,110	2,911	-811	-3,722	A
ENVHT	Environmental Health Services	292,660	-3,991	-10,959	-6,968	R
CLAND	Contaminated Land	10,210	112	0	-112	G
HSASS	Housing Associations	13,550	0	0	0	G
HSADV	Housing Advances	550	220	100	-120	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 £	
AWARM	Affordable Warmth	0	0	8,319	8,319	R
SUPPE	Supporting People	20,760	26	0	-26	G
WARMH	Warm Homes Healthy People	0	0	2,456	2,456	A
CLMKT	Clitheroe Market	-48,910	-87,145	-96,031	-8,886	R
JARMS	Joiners Arms	16,980	10,766	10,424	-342	G
HOMEG	Homelessness General	51,900	242	45	-197	G
HOMES	Homelessness Strategy	35,040	13,332	9,209	-4,123	A
IMPGR	Improvement Grants	35,500	-4,004	-2,761	1,243	G
HOMEE	Home Energy Conservation	24,350	370	0	-370	G
GRAGE	Non-Dwelling Rents	-3,500	-3,500	-2,873	627	G
HSTRA	Housing Strategy	60,670	5,320	6,493	1,173	G
	Total:	832,590	-475,474	-560,399	-84,925	
Transfers to/(from) Earmarked Reserves						
HGBAL/H275	DEFRA Clean Air Reserve	-480	-480	-480	0	
HGBAL/H339	Warm Homes/Affordable Warmth Grant Reserve	0	0	-10,775	-10,775	
Total after Transfers to/(from) Earmarked Reserves		832,110	-475,954	-571,654	-95,700	

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 the budget holder's comments at Annex 2.

3 CONCLUSION

3.1 The comparison between actual and budgeted expenditure shows an underspend of £84,925 for the first six months of the financial year 2014/15. After allowing for transfers to and from earmarked reserves the underspend is increased to £95,700.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH10-14/AC/AC
13 October 2014

BACKGROUND PAPERS: None

For further information please ask for Andrew Cook.

Health and Housing 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
HGBEN /8002z	Housing Benefits/Rent Allowances Grant	-7,273,950	-3,635,522	-3,733,238	-97,716	Rent Allowance grant income is higher than anticipated when the original estimate budget was prepared. The increased income is in line with estimates prepared for 2014/15 DWP grant purposes and also reflects an adjustment for debtors held on the Northgate benefits system.	Budget will be reviewed at revised estimate, in line with the Housing Benefit mid-year estimate claim prepared for DWP grant purposes.
CTBEN/ 2809	Localised Council Tax Support Admin/Non Recurring Purchases of Equipment etc.	56,550	24,893	11,466	-13,427	This expenditure relates to items funded under S31 New Burdens grant. Further expenditure will be taking place as the year progresses.	Budget will be reviewed at revised estimate, as firmer spending plans are produced.
HGBEN /8009z	Housing Benefits/Housing Benefit & CT Benefit Admin Grant	-93,940	-56,176	-68,104	-11,928	Additional grants have been received for both Discretionary Housing Payments (DHP) and Migrants Access to Benefit Changes Training. These were not anticipated at the time of setting the original estimate.	Budget will be reviewed at revised estimate.

Health and Housing 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
ENVHT/8417u	Environmental Health Services/private water samples	-3,030	-1,518	-7,482	-5,964	This is due to risk assessment work undertaken on private water supplies which is now obligatory and to be undertaken by 31 December 2014. This increased income is partly offset by increased lab fees for the analysis of the water samples taken and increased employee costs.	Budget will be reviewed at revised estimate.
CLCEM/8447u	Clitheroe Cemetery/Exclusive Burial Rights	-18,510	-9,256	-3,753	5,503	Income from Exclusive Burial Rights is lower than anticipated in the original estimate.	Budgeted income levels will be reviewed at revised estimate.
AWAR M/4676	Affordable Warmth/Grants to Individuals	0	0	8,037	8,037	An Affordable Warmth grant was received in 2013/14 and unspent amounts were held in the Government Housing Grants Reserve at 31 March 2014. It has now been confirmed that these grant amounts can be spent in 2014/15. Expenditure so far mainly relates to Boiler Replacement and other affordable warmth measures. This expenditure will be fully funded from the reserve.	Budget will be reviewed at revised estimate and the funds held in reserve will be brought into the budget.

Health and Housing 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
HGBEN /2998	Housing Benefits/Software Maintenance	18,640	18,640	40,872	22,232	The variance does not relate to 2014/15 - a commitment of £21,751 is on the system for maintenance fees for the 2015/16 and 2016/17 financial years. The net variance for 2014/15 is therefore only £481.	The commitment will be rolled over to the appropriate financial years at year end.
HGBEN /4652	Housing Benefits/Rent Allowance Payments	7,239,080	3,344,456	3,374,878	30,422	Payments to claimants are slightly higher than anticipated in the original estimate budget. All expenditure is funded by subsidy received and is in line with estimates prepared for 2014/15 DWP grant purposes.	Budget will be reviewed at revised estimate, in line with the Housing Benefit mid-year estimate claim prepared for DWP grant purposes.

Health and Housing 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
HGBEN /8029z	Housing Benefits/DWP- Housing Benefits New Burden Grant	0	0	-3,453	-3,453	A grant was received which was not anticipated when the budget was prepared. This is towards the assessment of applications for discretionary housing benefits. Further expenditure will be taking place as the year progresses, which will offset this grant.
CLMKT/ 8824n	Clitheroe Market/Cabins	-96,160	-96,160	-99,137	-2,977	The original estimate budget allows for periods of non-occupancy. However, at the end of September 2014 the occupancy levels have been higher than anticipated in the original estimate.
ENVHT/ 2998	Environmental Health Services/Software Maintenance	5,920	5,920	3,112	-2,808	Annual maintenance costs for the Civica system are less than anticipated at original estimate stage, as some costs are now shared with other services.
HGBEN /8026z	Housing Benefits/DWP - LA Data Sharing (LADS) IT Costs	0	0	-2,365	-2,365	A grant was received which was not anticipated when the budget was prepared. This is to fund data sharing IT costs between the Council and the DWP Atlas system. The expenditure to set against this grant will take place in 2014/15.
CLMKT/ 2402	Clitheroe Market/Repair & Maintenance - Buildings	13,080	8,334	6,153	-2,181	The original budget profile anticipated more repairs and maintenance spend in the first half of the financial year than the second half. Actual spend has not followed this profile so far. Further work will be required as the year progresses.

Health and Housing 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
HOMES /2446	Homelessness Strategy/Rent of Buildings	4,360	2,182	95	-2,087	This is due to more affordable housing units being developed to provide secure housing and therefore less reliance on bed and breakfast and alternative accommodation to the hostel.
ENVHT/ 2809	Environmental Health Services/Non Recurring Purchases of Equipment etc.	0	0	2,000	2,000	This expenditure is for the purchase of a connector that links up the Council's food sampling systems with the lab and the Food Standards Agency. This expenditure will be refunded by the Food Standards Agency in 2014/15.
WARM H/4676	Warm Homes Healthy People/Grants to Individuals	0	0	2,456	2,456	Warm Homes Grants were received in previous years and unspent amounts were held in the Government Housing Grants Reserve, at 31 March 2014. It has now been confirmed that these grant amounts can be spent in 2014/15. Expenditure so far mainly relates to Boiler Replacement and will be fully funded from the reserve.
CLCEM /8441u	Clitheroe Cemetery/Interment Fees	-20,120	-10,060	-6,050	4,010	Income from interments is lower than anticipated in the original estimate.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No.

meeting date: 23 OCTOBER 2014
title: EXTRA CARE PROVISION IN RIBBLE VALLEY
submitted by: CHIEF EXECUTIVE
principal author: RACHAEL STOTT, HOUSING STRATEGY OFFICER

1 PURPOSE

1.1 To inform Committee of the changes to the Extra Care housing schemes at St Anne's Court, Clitheroe and Pleasington Court, Longridge.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – To meet the identified needs of households in the borough. To achieve a balanced housing market.
- Corporate Priorities – None.
- Other Considerations – None.

2 INFORMATION

2.1 The letter attached at Appendix 1 from Lancashire County Council informs the providers of domiciliary and support services that the contract will not be renewed from January 2015. This decision has been made after consultation with both landlords of St Anne's Court and Pleasington Court, which is St Vincent's Housing Association and Ribble Valley Homes. The decision not to renew the contract is in response to Lancashire County Council undertaking a remodelling of all Extra Care schemes across the county.

2.2 LCC are looking to develop an 'Extra Care Standard' that provides 24 hour core support with sleep-in service, with 7 hours of unplanned social care and personalised budgets to include domiciliary care.

2.3 To become a viable Extra Care scheme offering this standard of service, the scheme size would need to be a minimum of approximately 30 units.

2.4 LCC also requires St Vincent's Housing Association and Ribble Valley Homes to become CQC registered to be able to provide the care. This would mean all the units within both schemes would need to become Extra Care rather than a small proportion as currently exist.

2.5 There is also the question as to whether Pleasington Court is fit for purpose as an Extra Care scheme due to the access and the general building design.

3 ISSUES

3.1 For the residents in the scheme, this will mean they will have to purchase their care from the standard care providers that operate within the locality. We have been in discussion both with St Vincent's Housing Association and Ribble Valley Homes

managers and agreed to work together to look at the care providers locally to be able to advise them of the care options available. The ideal outcome would be that one care provider could be commissioned to enable the residents to get the best value for money from their personalised care budgets.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – Loss of Extra Care units currently available in the borough.
- Technical, Environmental and Legal – The current residents will need assistance in ensuring that the domiciliary care provision continues through the purchase of an independent care provider.
- Political – Ribble Valley would be without any Extra Care provision in the short term. However the borough is actively supporting development of a true purpose built Extra Care scheme that will provide the 24 hours core support service. LCC also support the need for a purpose built scheme in Ribble Valley.
- Reputation – It is important that Ribble Valley seeks to deliver an Extra Care scheme to meet the housing needs of all the people in the borough.
- Equality & Diversity – No implications identified.

5 CONCLUSION

5.1 Accept the contents of this report.

RACHAEL STOTT
HOUSING STRATEGY OFFICER

MARSHAL SCOTT
CHIEF EXECUTIVE

For further information please ask for Rachael Stott, extension 4567.

REF: RS/231014/EL/HEALTH&HOUSING

Date: 15 September 2014

Dear Sir/Madam

Provision of Domiciliary Care and Support Services to Service Users at Extra Care Sheltered Housing Schemes

I am writing to inform you that the contracts for the provision of domiciliary Care and Support Services at eleven of the Extra Care Sheltered Housing Schemes are due to end in January 2015.

NORTH

Stanner Lodge
Croft/Naze Court
Torrentum Court
Beck View
Park Side Court

EAST

Hyndbrook House
Kirkhouse
Greenbrook (please note later date Spring 2015)
St Annes Court
Plessington Court

CENTRAL

Molyneux Court

This is to notify you that as a provider for one or more of these schemes, these contracts will not be extended and a procurement process will commence very shortly in early October 2014

For the future commissioning of care and support at the extra care schemes, the council has been consulting with a range of stakeholders on a proposed model of service. The proposed model will comprise a core service which includes:

- a wellbeing service – promotion of independence, healthy living and social inclusion through activity co-ordination and signposting/support to access community facilities
- unplanned care which is delivered in an emergency

Owing to the length of time which will be involved in undertaking more detailed public consultation and re-configuring services, the procurement of these contracts will be on a short term 12 month basis with a possible extension of up to a further 12 months. This will also enable future contracts to align with the introduction of the new home care framework later in 2015.

An invitation to tender will be issued via the Council's Oracle e-tendering system, available at :

<http://www.lancashire.gov.uk/corporate/web/?siteid=6864&pageid=41137&e=e>

Your Supplier Relationship Officer from the Council's Procurement Service will be in touch shortly to collate TUPE information

If you require further information please do not hesitate to contact me or your Locality Commissioning Manager for Central Paula Jones (paula.jones2@lancashire.gov.uk) and for North and East localities Sarah Clements (sarah.clements@lancashire.gov.uk)

Yours faithfully

Ann Smith
Area Commissioning Manager
ann.smith@lancashire.gov.uk

5	<p><u>Operational Update – Clitheroe Hospital</u> Handover of the hospital had taken place on 19 May with the official opening on 9 June 2014. Martin reported that at the moment there are issues with the car parking and the flooring in one ward where there is moisture under the vinyl that means there are currently 6 beds unusable.</p> <p>Operationally –</p> <ul style="list-style-type: none"> • Clinical services are working well – with the intention of increasing utilisation – getting more patients through – as well as increasing the number of clinics eg gaeni and diabetic • Surgical – looking to add services eg urology, orthopaedics • Other services – new service models are being presented to the CCGs and GPs looking to add services in dermatology, rheumatology, ophthalmology etc <p>Martin felt it was very important to put this new facility to the best use and maximise its full potential.</p> <p>He also reported that the Acute hospitals had now been taken out of special measures following an inspection and that although there had been a lot of areas marked ‘good’ there was still a lot of improvement required.</p> <p>The new Chair – Prof Eileen Fairhurst had offered to attend the H & WB Partnership meeting – to be invited.</p>	OH
6	<p><u>Lancs Health & WellBeing Board Reconfiguration</u> Bridget reported on a meeting held with Sakti – Director of Public Health held that morning. A lot of changes were being made again administratively at LCC. There was now recognition that the District Councils have a major part to play in delivering ‘well being’. Colin would circulate the summary document of the Strategic 5 year plan.</p>	CH
7	<p><u>LCC Health Scrutiny committee</u> Bridget had not attended the most recent meeting.</p>	
8	<p><u>LCC Public Health & Planning Seminar</u> Bridget had attended this seminar. It focused on early intervention and prevention. This might be useful as a briefing session for all councillors.</p>	OH / CH
9	<p><u>Update from Public Health</u></p> <ul style="list-style-type: none"> • Melusi gave an update on the Tobacco Free Alliance and more locally – Smoke Free East Lancashire. He circulated the Local Government Declaration on Tobacco Control and encouraged the Council to sign up. Many Councils already do lots of things towards this – eg smoke free play areas. Members were keen to support the initiative as part of the Council’s health & wellbeing agenda. Colin would look again at what the Council is doing and present a report to H& H committee. • Marmot Report – no progress to date – with the changes happening at LCC it will be an opportunity for us to get 	CH

	involved. Colin suggested having a mini development meeting to formulate ideas.	CH
10	<p><u>Update from Phil Mileham (Kirsty Hamer)</u> Kirsty highlighted 4 areas</p> <ul style="list-style-type: none"> • Diabetes – 12 months funding has been received to give an enhanced service – pre-diabetes clinic as well as staff training for Care Homes. • Memory Assessment Services – patient notes are currently being checked to see if there are any indications of dementia. • Integrated Neighbourhood Teams – co-ordinating care with a case manager – this will be a staged approach initially with patients over 75 years. • Cancer – prevention 	
11	<p><u>Year of Health & WellBeing Planning group</u> Colin reported that the Action Plan would be continued beyond the 'year' especially where there was good delivery of targets eg Dementia as agreed at the last planning group. Time had not enabled the meeting to be arranged on alignment. Mary asked that Stroke Awareness be added to the Plan.</p>	
12	<p><u>AOB</u> <u>Calderstones</u> – arrange visit / CE to attend future meeting</p>	OH
13	The next meeting will take place at 5pm on Monday 29th September 2014 in Committee Room 1, 13 Church St, Clitheroe	OH
	The meeting closed at 7.20pm	

HEALTH & WELLBEING PARTNERSHIP

Meeting Date : Monday 29 Sept 2014 at 5pm

PRESENT:	Cllr B Hilton – Chairman	Martin Morgan – Dir of Estates ELHT
	Cllr Holgate	Dianne Gardner
	Cllr Robinson	Kirsty Hamer
	Bill Alker	

	AGENDA ITEM	ACTION
1	<u>Welcome and introductions</u> – the Chairman welcomed everyone.	
2	<u>Apologies</u> – received from Cllr Elms, Phil Mileham, Martin Hodgson, Colin Hirst and Marshal Scott	
3	<u>Minutes</u> – minutes of meeting held on 28 July were approved as a correct record. Stress / depression – put on agenda of a future meeting	OH
4.	Apologies had been received from Prof Eileen Fairhurst, Chair of the Hospitals Trust who said she would attend a future meeting.	
5	<u>Operational Update – Clitheroe Hospital</u> Martin Morgan, Director of Estates & Facilities for the Hospital Trust gave an update on the replacement of the floors in the hospital that would take until late December before the whole hospital was back in action. The drying out process was taking approximately 30 days per area. With regard to the problems with car parking, he reported that a planning application would be submitted soon for a further 50 spaces which should more than alleviate the deficit. The out patients use was being closely examined to try and improve the through-put of patients. This was something the CCG was also working on and had obtained memory assessment services.	
6	<u>Lancs Health & WellBeing Board</u> A special meeting had been held to consider Better Care Funding and a figure of 20% had been agreed to reduce/prevent unnecessary hospital admissions.	
7	<u>LCC Health Scrutiny committee</u> Several presentations had been given on Children and Young People.	
8	<u>East Lancs WellBeing Partnership</u> Dianne reported that at the last meeting they had been pulling a framework together that would reflect the LCC Board priorities and identifying programmes of work on strategic issues that are working and making a difference eg dementia services. Dianne would bring a draft to the next meeting for discussion.	DG

9	<p><u>Shaping the Shifts</u> Bridget and Colin had attended workshops on reducing demand on health and social services that included 6 'shaping the shifts'. A further meeting had been held of the RV Partnership group that looked at ways of how, as a Borough Council we can manage the shifts. Bill's role in community safety was broadening and there was a need to interact with health & wellbeing more closely. Bridget felt that the Terms of Reference of the RV H&WB Partnership would need to reflect these changes. Colin would be addressing the CSP at their next meeting on 6 November 2014.</p>	BH CH
10	<p><u>Update from Public Health</u></p> <ul style="list-style-type: none"> • Brought forward from last minutes - Tobacco Free Alliance and more locally – Smoke Free East Lancashire. Colin would look again at what the Council is doing and present a report to H& H committee. • Another reorganisation was taking place at LCC that would not be completed until March 2016 • Reminder that food poverty grant was available for bidding and fuel poverty would follow • Dianne would circulate the document about re-procuring healthy lifestyle services 	CH DG
11	<p><u>Update from Phil Mileham (Kirsty Hamer)</u> Kirsty highlighted</p> <ul style="list-style-type: none"> • Diabetes – 12 months funding has been received to give an enhanced service – pre-diabetes clinic as well as staff training for Care Homes. • Memory Assessment Services – to be held at Clitheroe Hospital • Access to GP's – currently gathering patient reviews and considering suggested improvements • Over 75's funding – a specialist community matron starts on 1 December 	
12	<p><u>Year of Health & WellBeing Planning group</u> Mary asked that Stroke Awareness be added to the Plan.</p>	CH
13	<p><u>AOB</u></p> <p><u>Calderstones</u> – arrange visit / CE to attend future meeting</p>	OH
14	<p>The next meeting will take place at 5pm on Monday 8th December 2014 in Committee Room 1, 13 Church St, Clitheroe</p>	OH
	<p>The meeting closed at 6.25pm</p>	

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No.

meeting date: THURSDAY, 23 OCTOBER 2014
title: GENERAL REPORT
submitted by: CHIEF EXECUTIVE
principal author: JAMES RUSSELL, HEAD OF ENVIRONMENTAL HEALTH SERVICES

1 PURPOSE

1.1 To inform Committee of relevant issues which have arisen since the last meeting.

1.2 Relevance to the Council's ambitions and priorities:

- Council Ambitions – The following reports generally relate to the Council's ambitions to make people's lives healthier and safer.

2 PRIVATE WATER SUPPLIES RISK ASSESSMENT PROGRESS

2.1 I am pleased to report that progress is ongoing to meeting the EU/Drinking Water Inspectorate 31 December 2014 deadline for completion of the initial Risk Assessment and compliance sampling of our private water supplies.

2.2 Unfortunately, since the last report, progress has slowed considerably due to the requirement and need for the serving of enforcement notices in relation to most supplies. As of the end of September, there are still 72 multiple domestic supplies outstanding requiring risk assessment and sampling. Due to the complexity and detail of the process, including the need to serve multiple notices on all users of each supply failing to meet the standards, it is only proving possible for in the order of 8 supplies to be assessed each month. The project lead officer Matthew Riding is making every effort to complete the assessments as quickly as possible, but a more realistic completion date is now July 2015. Altogether, this is proving to be a much bigger piece of work than originally envisaged.

2.3 The Drinking Water Inspectorate (DWI) have been advised of the above, have asked for and been issued with a revised work plan. I shall keep committee informed of developments. Due to the considerably greater than average number of private water supplies in Ribble Valley, the DWI have suggested that Ribble Valley, in partnership with other East Lancashire authorities in a similar position, explore the possibility of obtaining additional resource from Public Health funding for this very important work.

3 HANSON CEMENT LIAISON MEETING

3.1 A liaison meeting was held on 25 September 2014. A copy of the minutes is attached as the appendix to this report.

JAMES RUSSELL
HEAD OF ENVIRONMENTAL HEALTH SERVICES

MARSHAL SCOTT
CHIEF EXECUTIVE

For further information please ask for James Russell on 01200 414466.

HANSON CEMENT LIAISON COMMITTEE

MEETING DATE – THURSDAY, 25 SEPTEMBER 2014

PRESENT:	Simon Moorhouse	-	Hanson Cement
	Sam Wrathall	-	Hanson Cement
	Linda England	-	Bellman Committee
	Mary Gysbers	-	Bellman Committee
	Stephen Booth	-	Chatburn PC
	David Sharp	-	West Bradford PC
	Jonathan Haine	-	LCC
	Phil Goodwin	-	Environment Agency
	Cllr R Sherras	-	RVBC
	Cllr I Brown	-	RVBC
	J Russell	-	RVBC
	O Heap	-	RVBC

1 APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence were received from Cty Cllr Fillis and Bill Honeywell (West Bradford PC).

2 MINUTES

- 2.1 The minutes of the meeting held on 27 March 2014 were circulated and approved as a correct record.

3. OPERATIONAL ISSUES

- 3.1 Simon informed the meeting that Gary Young had been seconded to Heidelberg onto a continuous improvement programme and would not be returning to Ribblesdale. His position was being advertised and in the meantime he was acting site manager.
- 3.2 Simon gave a brief update on operations at Ribblesdale where production was continually improving Ribblesdale is the sole supplier of cement to Hinckley Point with guaranteed supply for 8 – 10 years. As a result, staffing had increased from 70 - 102.

4 BELLMAN, LANEHEAD AND COPLOW QUARRIES

- 4.1 Sam reported on the current workings of the quarries that were going well. De-watering has continued from Bellman into Worston Brook and Lanehead into the Ribble in compliance with EA permit conditions. They were now ready to go down to another level in Bellman.
- 4.2 Simon presented an overview of blasting data for both Bellman and Lanehead along with the outflow data that confirmed excellent compliance with quarry planning conditions.
- 4.3 Simon gave details of the outflows at Bellman and Lanehead along with suspended solids/ph graphs. He also showed data for the settlement pond.
- 4.4 With regard to Coplow quarry – the definitive closure and restoration would be complete by September 2015.

5 QUARRY DEEPENING APPLICATION

- 5.1 This had been submitted on 17.9.12 for the right hand side of Lanehead quarry. There are current reserves of 7 years that would be extended by a further 13 years. This application, in conjunction with existing Bellman reserves (a further 18 years), allows for sufficient reserves to support ongoing investment at the plant. For compositional reasons, it will be necessary that both quarries will operate together up to the end of reserve life; estimates for when this will be relate to production volumes but could potentially provide to 2050.
- 5.2 Draft conditions relating to a proposed joint hydrological monitoring scheme with Tarmac were currently being worked on. LCC had approved the application subject to a S106 agreement relating to the de-watering of Chatburn Brook and the simplification of the monitoring regime.
- 5.3 A capital application had been made to invest in pumping – using electric rather than diesel.

6 SUBSTITUTE FUELS / MATERIALS UPDATE

- 6.1 Simon showed a bar chart of the comparative use of substitute fuels.
- 6.2 A contract had been secured with Lancashire Waste, Thornton to provide SRF. Approx 170 tonnes can be used in one day. A significant % of the waste from Lancashire Waste being used by Hanson Cement at Ribblesdale works – the arrangement was working well although there had been a reduction in supply.
- 6.3 Application had been made to use MBM to the main burner. Trials were ongoing with SRF to the main burner and calciner. An application for capital for SRF to calciner had been made.

7 COMMUNITY CONCERNS (COMPLAINTS)

- 7.1 Hanson had received a total of 4 complaints so far in 2014. RVBC had received 1 and EA had not received any.

8 ENVIRONMENTAL PERFORMANCE

- 8.1 Simon gave an overview of continuing monitoring of dust, by dust gauges on Google Earth that were placed all around the site and had been in operation since 2007 (single kiln operation). The results showed correlation between all the gauges (North, South, East and West) and the general trend of deposits was continuing to decrease. Any gauge linked with a complaint is sent off for independent analysis. This often transpired as bird strike. Covers had been installed at the 'duckpond' gauge.
- 8.2 Phil reported that as of July 2014 a tighter standard had been introduced for NOx emissions to reduce levels from 800 to 500 ppm.

9. MPA ALTERNATIVE FUELS – CODE OF PRACTICE

- 9.1 A Code of Practice was being formalised by the EA in agreement with the cement industry that would include an approved list of waste types that would mean each site could select what fuels they use without having to apply for a new authorisation each time. This had not happened yet.
- 9.2 All cement sites had also been asked to do a Risk Assessment Gap Analysis as to their position now compared to the European Directive to confirm that they can meet it by March 2017.

10. BELLMAN SCREENS

- 10.1 This had been a planning condition requirement as an effective screen for the Worston residents. There was still 3m to complete plus the top soils. The work was being carried out in campaigns as the benches are worked in the quarry. Reassurances were given that the existing ponds were safe and to be retained.

12. AOB

- 12.1 Planning Application at Old Road, Chatburn
Hanson would not be submitting a formal response to the consultation on the changed application.
- 12.2 Linda reported a leak in the pond on the nature trail and asked if the pond could be moved to another site away from the trees. Sam would investigate.

13 OPEN DAY

- 13.1 Simon reported upon the Open Day that had been held the previous weekend. There had been 700 visitors who had enjoyed a site tour, face painting, seeing the geology process and maintenance experiences, a balloon release, mobile plant & rail exhibition.
- 13.2 Simon also showed three short videos that had been available at the Open Day – Concrete, Apprentice and Process.

14 DATE OF NEXT MEETING

- 14.1 The next meeting of the Hanson Cement Liaison Committee will be held on Thursday 26 March 2015.