

**RIBBLE VALLEY BOROUGH COUNCIL** INFORMATION  
**REPORT TO COMMUNITY SERVICES COMMITTEE**

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Agenda Item No 11

meeting date: 15 MARCH 2016  
title: CAPITAL PROGRAMME 2016/17  
submitted by: DIRECTOR OF RESOURCES  
principal author: ANDREW COOK

**1 PURPOSE**

- 1.1 To inform members of the schemes which have been approved for inclusion in the capital programme for this Committee for the 2016/17 financial year.

**2 BACKGROUND**

- 2.1 As members will be aware, this Committee agreed a proposed three year capital programme for 2016-2019 at its meeting on 13 October 2015. As it stood at that time the draft capital programme across all the committees was unaffordable. The proposals have since been reviewed by Budget Working Group and Corporate Management Team in order to arrive at an affordable programme for 2016-2019.
- 2.2 Following recommendation by a special meeting of Policy and Finance Committee on 9 February 2016, Full Council approved the three year capital programme for 2016-2019 on 1 March 2016.
- 2.3 The recommended capital programme for the three year period 2016-2019 totals £2,644,660 for all committees. The total for this Committee is £1,507,710 over the three year life of the programme. £374,500 of this relates to the 2016/17 financial year.

**3 CAPITAL PROGRAMME 2016/17 – APPROVED SCHEMES**

- 3.1 For this Committee there are six schemes approved in the 2016/17 capital programme, totalling £374,500:
- One new scheme has been approved for 2016/17, Ribblesdale Pool Improvement Work, £209,000 – The scheme is dependent on securing external funding. Officers are planning to make a bid to Sport England to secure funding for 2016/17. Notification of the outcome of the bid is anticipated in Spring 2016.
  - Five previously approved schemes make up the rest of the 2016/17 programme, £165,500 - The capital value for three of these schemes was amended as part of this year's round of capital bids. The net change in the value of the schemes was an increase of £5,500 and this was included in the scheme values reported to this Committee on 13 October 2015.
- 3.2 Shown overleaf is a list of the six schemes that make up the 2016/17 capital programme for this Committee. The detailed information for each scheme is shown in **Annex 1**.

| <b>Scheme</b>   | <b>Budget for 2016/17 £</b> |
|---|-----------------------------|
| Ribblesdale Pool – Improvement Work ( <i>Subject to securing external funding</i> ) | <b>209,000</b>              |
| Replacement of Works Section Small Van - Ford Transit PF09 DHX (Toilet Van)         | <b>12,000</b>               |
| Replacement of Salthill Depot Multi Use Fork Lift Truck                             | <b>16,000</b>               |
| Replacement of John Deere Gang Mower Tractor (PN05 UKE)                             | <b>46,000</b>               |
| Replacement of MAN 7.7 RO-RO Truck (PN06 FRV) with equivalent spec vehicle          | <b>51,500</b>               |
| Play Area Improvements  | <b>40,000</b>               |
| <b>Total Community Services Committee</b>   | <b>374,500</b>              |

- 3.3 During the closure of our capital accounts there may be some slippage on schemes in the current year, 2015/16. One of the tasks of the Budget Working Group will be to review any requests for slippage on capital schemes within the 2015/16 capital programme. A report will be brought to this Committee at a future meeting, giving details of any slippage.
- 3.4 Responsible officers will complete and update capital monitoring sheets for each scheme, which will be reported quarterly to members to give an indication of progress.
- 4 CONCLUSION
- 4.1 This Committee has a capital programme for 2016/17 of £374,500. The programme consists of six schemes.
- 4.2 Final go ahead for the “Ribblesdale Pool Improvement Work” scheme is dependent upon a bid for external funding being successful.
- 4.3 Any slippage on schemes in the 2015/16 capital programme will be added onto the 2016/17 capital programme.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM4-16/AC/AC  
4 March 2016

For further background information please ask for Andrew Cook.

BACKGROUND PAPERS – None

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## *Ribblesdale Pool – Improvement Work (subject to securing external funding)*

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Service Area: Ribblesdale Pool

Head of Service: Mark Beveridge

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**NOTE – This scheme has been updated since the original scheme bid was reported to Community Committee in October 2015, to reflect the external funding bid for £150,000 to be submitted to Sport England in March 2016. This scheme will not go ahead if the external funding is not received.**

### **Brief Description:**

An improvement scheme which comprises modernisation work to the reception and changing areas and pool viewing balcony, and the creation of separate disability changing area provision with access from reception and straight to the pool hall.

### **Overriding aim/ambition that the scheme meets:**

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### **Government or other imperatives to the undertaking of this scheme:**

If the improvement scheme is not implemented there is an increasing risk of customers selecting alternative facilities to participate in swimming and physical activity. Customer feedback surveys indicate that satisfaction levels with the quality of experience are lower and there are particular issues surrounding restricted access for disabled persons and their carers.

### **Improving service performance, efficiency and value for money:**

The pool changing areas and reception are integral components of the visitor experience to Ribblesdale Pool and there is a considerable throughput;- in excess of 140,000 recorded visits per year and other unpaid admissions as users of the Tennis/outdoor pitch facilities.

The scheme would serve to enhance the customer service experience and demonstrate the Council's commitment to delivering value for money at it's only directly provided leisure facility. Whilst fees and charges have increased annually there are customers who believe that aspects of the facility are becoming 'tired' and much in need of some T.L.C.

**Consultation:**

A customer survey was undertaken in August 2014 and revealed the following with respect to customer impressions of the facility;

- Approximately 60% of respondents rated the toilet facilities as between average to poor.
- 68% rated the reception area in respect of provision of seating/waiting as between average to poor.
- Approximately 86% rated the provision in the changing areas as average to poor.
- 80% rated the changing facility provision for people with a disability as between average to poor.

This feedback is consistent with the user groups including the Swimming Club and those who utilise the facilities on a regular basis.

There is also a message being conveyed by staff that despite their considerable efforts to maintain high levels of cleaning the changing and reception areas in particular, it is difficult to create a favourable impression for customers and this can be deflationary to staff morale.

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

There are no critical milestones but it would be advisable from an operational consideration to undertake the work when there is least impact upon the service and minimal inconvenience to customers which would be during the month of December 2016.

**Financial Implications – CAPITAL:**

| Breakdown  | 2016/17<br>£ |
|--|--------------|
| TOTAL CAPITAL COST   | 209,000      |
| Sources of External Funding  |              |
| Sport England Grant (TO BE CONFIRMED - notification of outcome of bid anticipated late April 2016) | -150,000     |
| NET COST TO THE COUNCIL  | 59,000       |

**NOTE – External funding and net scheme cost have been updated to reflect the external funding bid for £150,000 to be submitted to Sport England in March 2016. This scheme will not go ahead if the external funding is not received.**

**Financial Implications – ANNUAL REVENUE:**

None.

**Useful economic life:**

15 years.

**Additional supporting information:**

The Scheme includes improvements to different areas of the facility and which collectively could create a striking visual impact.

The reception and changing areas are most in need of modernisation as these are the areas which are showing greatest signs of aging and which could not be affected by deep cleaning. The reception has received a minor repainting to some walls/surfaces approximately 7-8 years ago and that is the only work since the undertaking of the extensive re-designing which took place in 2000.

**Impact on the environment:**

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**If this is a 2016/17 or 2017/18 new bid, explain the reasons for the bid:**

A survey of pool users has been carried out to determine need. The state of the changing rooms was the primary issue raised.

The bid is being made at this point because it is necessary to plan for the work in the Christmas period of 2016, if necessary the work could be moved to the following year.

At some point this work will have to be undertaken if the Council wish to continue providing a public pool. The admission charge has risen with inflation, however the reality is that no visible improvements have been made to the state of the fabric and the customer experience in recent years.

**Risk:**

- **Political:** *None identified.*
- **Economic:** *None identified.*
- **Sociological:** *Customers are becoming increasingly critical of service standards and perceptions of value for money.*
- **Technological:** *None identified.*
- **Legal:** *None identified.*
- **Environmental:** *None identified.*

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## *Replacement of Works Section Small Van - Ford Transit PF09 DHX (Toilet Van)*

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Service Area: Works Administration

Head of Service: Adrian Harper

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### **Brief Description:**

This Appraisal form follows the vehicle and plant replacement programme (Nov 13).

The project is for the replacement of the Works section small Ford Transit currently used to service the Council toilets with an equivalent spec vehicle.

The annual mileage of the vehicle is now 17,500 as only one vehicle is used on the toilets support. Note the 2<sup>nd</sup> toilet van was transferred to Parking services (April 2012) when the lease expired on the 2<sup>nd</sup> Parking services vehicle.

### **Overriding aim/ambition that the scheme meets:**

To be a well managed council.

To protect and enhance the existing environmental quality of our area.

To sustain a strong and prosperous Ribble Valley.

### **Government or other imperatives to the undertaking of this scheme:**

The Council's reduced toilet stock (including the cemetery toilets) and changing rooms at Roefield and Mardale, need to be cleaned on a rota basis. Dedicated and reliable transport is necessary for the service to function efficiently.

### **Improving service performance, efficiency and value for money:**

Slightly improved MPG. Note - electric vehicles have and will be considered but they are not presently capable of delivering the required daily mileage over the hilly terrain of the Ribble Valley.

### **Consultation:**

The Transport Manager and Principal Surveyor have been consulted on the timing and costing of this project.

### **Start date, duration and key milestones:**

Start April 2016 for an 8 week procurement period, dependent upon the degree of activity in the economy. A buoyant economy may extend the procurement period.

**Financial Implications – CAPITAL:**

| Breakdown  | 2016/17<br>£  |
|--|---------------|
| Equipment/Materials  | 12,000        |
| <b>TOTAL</b>   | <b>12,000</b> |
| Capital Receipt (dependent upon vehicle condition at time of disposal) | -750          |

**Financial Implications – ANNUAL REVENUE:**

| Breakdown   | £           |
|---|-------------|
| Transport Related Costs (reduced fuel consumption p.a.) | -100        |
| <b>Total Estimated <u>Annual</u> SAVING</b>             | <b>-100</b> |
| Estimated Lifespan                                      | 5 years     |
| <b>Total Estimated <u>Lifetime</u> SAVING</b>           | <b>-500</b> |
| Estimated disposal/wind down costs/income               | 0           |
| <b>NET Estimated <u>Lifetime</u> Revenue SAVING</b>     | <b>-500</b> |

**Useful economic life:**

This is replacing an existing item. The life of the new vehicle is anticipated to be 5 years, reduced from the current 7 through increased annual mileage as a result of the reductions in the size of the fleet.

**Additional supporting information:**

The new vehicle will be more fuel efficient and have lower carbon emissions than the existing vehicle that it replaces (monitored through Carbon emissions PIs).

**Impact on the environment:**

Project has positive environmental benefits (see above).

**Risk:**

- **Political:** *The greater use of shared vehicles reduces the risk of adverse publicity from having vehicles parked in the depot.*
- **Economic:** *Specify vehicle constructed in EU.*
- **Sociological:** *See 'Political' above.*
- **Technological:** *Tracking systems monitor vehicle usage and driving styles.*
- **Legal:** *N/A.*
- **Environmental:** *Benefits through reduced fuel consumption.*

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## *Replacement of Salthill Depot Multi Use Fork Lift Truck*

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Service Area: Works Administration

Head of Service: Adrian Harper

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**NOTE – This scheme has been updated from the original scheme approved for 2016/17, as follows:**

- **Decrease in cost of £9,000.**
- **Due to the low cost of a new truck, it is now intended to replace the current forklift truck with a new forklift truck rather than a re-conditioned one as originally planned.**

### **Brief Description:**

This Appraisal form follows the vehicle and plant replacement programme (Nov 13).

The current forklift truck was purchased as a refurbished unit in 2003.

It is not heavily used (meaning not continuous) but it is used for various applications on practically a daily basis and it is absolutely essential that a manoeuvrable and reliable forklift truck is on hand for sections of the depot to use. The numbers of drivers trained and certified to use this piece of equipment has been increased to reflect its importance in the efficient operation of the depot.

It is used for un-loading and loading of stores and depot materials to include wheeled bins, bagged and palletised building materials and for the movement of goods within the depot.

Increasingly it is used by the workshops to safely lift or suspend weighty engine and vehicle body parts.

It would be appropriate to source a replacement machine.

### **Overriding aim/ambition that the scheme meets:**

To be a well-managed council.

To protect and enhance the existing environmental quality of our area.

To sustain a strong and prosperous Ribble Valley.

### **Government or other imperatives to the undertaking of this scheme:**

The depot and associated services cannot safely function without a small FLT.

### **Improving service performance, efficiency and value for money:**

It would be grossly uneconomic to hire in a truck when it is needed, paying a delivery and collection charge plus a day's hire for a typical 1 hour of actual use.



**Consultation:**

The Transport Manager (custodian of this machine) and Depot Managers have been consulted on the timing and costing of this project.

**Start date, duration and key milestones:**

Procurement dependent upon equipment available.

**Financial Implications – CAPITAL:**

| Breakdown   | 2016/17<br>£  |
|---|---------------|
| Equipment/Materials   | 16,000        |
| <b>TOTAL</b>  | <b>16,000</b> |
| Capital Receipt<br>(dependent upon condition at time of disposal) | Up to -£3,000 |

**NOTE – Initial approval was for £25,000. This updated scheme is for £16,000**

**Financial Implications – ANNUAL REVENUE:**

| Breakdown                    | £ |
|------------------------------|---|
| Existing Service – no change | - |

**Useful economic life:**

This is replacing an existing item. The life of the replacement FLT is anticipated to be no less than 13 years.

**Additional supporting information:**

The new vehicle will be marginally more fuel efficient and have lower carbon emissions than the FLT that it replaces (monitored through carbon emissions PIs). A dual or alternative fuelled vehicle may be appropriate.

**Impact on the environment:**

-

**Risk:**

- **Political:** *N/A*
- **Economic:** *N/A*
- **Sociological:** *FLT supports the move to reduce manual handling, which is a frequent source of injury.*
- **Technological:** *The replacement vehicle will take advantage of technological developments designed to facilitate the safe operation of the equipment.*
- **Legal:** *N/A*
- **Environmental:** *N/A*

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## *Replacement of John Deere Gang Mower Tractor (PN05 UKE)*

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Service Area: Grounds Maintenance

Head of Service: Mark Beveridge

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**NOTE – 2016/17 bid updated, because estimated costs have increased by £1,000.**

### **Brief Description:**

This Appraisal form follows the vehicle and plant replacement programme.

This large tractor is used to power the gang mower that cuts all the large areas of grass that are maintained by the Council, to include pitches at Longridge, Clitheroe, the Castle fields and contract work for, for example, CRGS. The current tractor purchased new in 2005 will be 11 years old at the programmed replacement date and its reliability will be failing. The machine should be replaced if the demand for cutting remains at current levels.

### **Overriding aim/ambition that the scheme meets:**

To be a well managed council.

To protect and enhance the existing environmental quality of our area.

### **Government or other imperatives to the undertaking of this scheme:**

There is no legal requirement to complete the grass cutting. The number of cuts on Council owned land is determined by the Council. However, this tractor undertakes work for 3<sup>rd</sup> Parties to which the Council is currently committed to undertake. This supports the regular use of this high output machine.

The proposed machine will incorporate safety features designed to reduce hazards in the operation of the mower.

### **Improving service performance, efficiency and value for money:**

Modern machines produce less driver fatigue, which can safely lead to improved rates of cut.

### **Consultation:**

The Amenity Cleansing Manager who delivers the service and the Transport Manager who undertakes some maintenance on the tractor have been involved in the compilation of this project.

### **Start date, duration and key milestones:**

N/A

**Financial Implications – CAPITAL:**

| Breakdown   | 2016/17<br>£ |
|---|--------------|
| Equipment/Materials   | 46,000       |
| TOTAL   | 46,000       |
| Capital Receipt (depends upon condition of tractor at disposal) | -8,000       |

**NOTE – Initial approval was £45,000. This update is for an additional £1,000.**

**Financial Implications – ANNUAL REVENUE:**

| Breakdown                    | £ |
|------------------------------|---|
| Existing Service – no change | - |

**Useful economic life:**

It is reasonable to anticipate that the economic life of the new vehicle will be 10 years.

**Additional supporting information:**

None given.

**Impact on the environment:**

N/A

**Risk:**

- **Political:** *Not replacing may result in a reduction in service and an inability to fulfil external contract work.*
- **Economic:** *N/A*
- **Sociological:** *N/A*
- **Technological:** *The replacement will embrace appropriate technological advances leading to an increase in longevity, reduced maintenance costs and improved efficiency of operation.*
- **Legal:** *N/A*
- **Environmental:** *N/A*

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## *Replacement of MAN 7.7 RO-RO Truck (PN06 FRV) with equivalent spec vehicle*

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Service Area: Grounds Maintenance

Head of Service: Mark Beveridge

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**NOTE – 2016/17 bid updated, because estimated costs have increased by £13,500.**

### **Brief Description:**

This Appraisal form follows the vehicle and plant replacement programme.

This roll-on-roll-off skip loader is a multi-use vehicle that is used for the transportation of equipment and bulk materials for the maintenance of parks and for the seasonal transportation of mowing equipment. It was purchased in 2006. It will be 10 years old at the time of the programmed replacement and its reliability will be failing. The machine should be replaced if the demand for cutting and maintenance remains at current levels.

### **Overriding aim/ambition that the scheme meets:**

To be a well-managed council.

To protect and enhance the existing environmental quality of our area.

### **Government or other imperatives to the undertaking of this scheme:**

There are no legal requirements for the Council to undertake this work. Council policy decides if the authority is to undertake the in-house work and tender for external work that contributes to the efficient use of the machinery.

### **Improving service performance, efficiency and value for money:**

None given.

### **Consultation:**

The Amenity Cleansing Manager who delivers the service and the Transport Manager who maintains the vehicle and holds the Council's "Operators" Licence have been involved in the compilation of this bid.

### **Start date, duration and key milestones:**

N/A

**Financial Implications – CAPITAL:**

| Breakdown                     | 2016/17<br>£  |
|-------------------------------|---------------|
| Equipment/Materials           | 51,500        |
| <b>TOTAL</b>                  | <b>51,500</b> |
| Capital Receipt (scrap value) | -1,000        |

**NOTE – Initial approval was £38,000. This update is for an additional £13,500.**

**Financial Implications – ANNUAL REVENUE:**

| Breakdown                    | £ |
|------------------------------|---|
| Existing Service – no change | - |

**Useful economic life:**

It is reasonable to anticipate that the economic life of the new vehicle will be 10 years.

**Additional supporting information:**

No comment made.

**Impact on the environment:**

No comment made.

**Risk:**

- **Political:** *Not replacing may result in a reduction in service and an inability to fulfil external contract work.*
- **Economic:** *N/A*
- **Sociological:** *N/A*
- **Technological:** *The replacement will embrace appropriate technological advances leading to an increase in longevity, reduced maintenance costs and improved efficiency of operation.*
- **Legal:** *N/A.*
- **Environmental:** *N/A*

## *Play Area Improvements*

Service Area: Play Areas

Head of Service: Mark Beveridge

### **Brief Description:**

Provide a fund for maintaining and improving the Council's eighteen play areas.

### **Overriding aim/ambition that the scheme meets:**

To help make people's lives safer and healthier.

### **Government or other imperatives to the undertaking of this scheme:**

The scheme will address emerging health and safety concerns over the condition of equipment within play areas.

### **Improving service performance, efficiency and value for money:**

The scheme is vital to maintaining and improving current standards. In some instances equipment can be repaired, extending its life and therefore reducing expensive replacement costs.

### **Consultation:**

The scheme is as a result of an independent assessment of current play areas and an increase in the number of complaints relating to the removal and non-replacement of equipment and the general appearance/condition of facilities.

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

April 2016 start and continue throughout the financial year.

### **Financial Implications – CAPITAL:**

| Breakdown               | 2016/17<br>£ |
|-------------------------|--------------|
| Contractors             | 10,000       |
| Equipment and Materials | 20,000       |
| Internal Staff          | 10,000       |
| TOTAL                   | 40,000       |

### **Financial Implications – ANNUAL REVENUE:**

| Breakdown                    | £ |
|------------------------------|---|
| Existing Service – no change | - |

**Useful economic life:**

The life expectancy varies, depending on the type of equipment purchased. Location and intensity of use is also a factor.

**Additional supporting information:**

The bid assumes there will be no external funding to support it at this time. However, there may be Section 106 contributions from housing developments to reduce the overall net impact of the scheme in future years.

**Impact on the environment:**

No comments made.

**Risk:**

- **Political:** *A deterioration in the standard of facilities will have a detrimental effect on the reputation of the Council.*
- **Economic:** *None.*
- **Sociological:** *None.*
- **Technological:** *None.*
- **Legal:** *None.*
- **Environmental:** *None.*