

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No. 5

meeting date: 1 SEPTEMBER, 2020
title: HEALTH AND WELL-BEING INITIATIVES
submitted by: DIRECTOR OF COMMUNITY SERVICES
principal author: MARK BEVERIDGE

1 PURPOSE

1.1 To provide an overview of the Councils' health and well-being initiatives, which are primarily funded through external sources.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives - To help makes people's lives safer and healthier
- Corporate Priorities - To be a well-managed Council providing efficient services based on identified customer needs

2 BACKGROUND

2.1 Following LCC's decisions to end funding for the Up and Active programme, all the staff on fixed term contracts were made redundant on 31st March 2020 and the projects linked to it were ended. This unfortunately coincided with the National lock down due to the pandemic, so many of the clients who previously benefited from the services we delivered were likely to be in categories requiring them to shielded for health reasons.

2.2 The Council has two posts on the establishment providing health related work, one full-time and the other part-time working 19 hours per week. Historically much of the work the Council has done and the services it has offered have been externally funded and the Council's own permanent posts have both added to that and provided the management of the service.

2.3 This Council has been a partner in the Pennine Lancashire TaAF (Together an Active Future) project since the outset in 2017 when the scheme was announced and this is now coming to fruition, following the successful application and award to the Borough from Sport England.

2.4 Cardiac rehabilitation is something which RVBC has delivered on behalf of the Clinical Commissioning Group (CCG) for some time and we have again been awarded funding to continue this programme.

2.5 LCC has made a limited amount of funding available for each district to provide a Healthy Weight management service, for Ribble Valley this amounts to around £18.5k per year over 3 years.

3 ISSUES

3.1 As a result of constraints on external funding all of the following programmes are time limited, linked to the duration of the funding stream. Any staff who are recruited to help deliver the services will be on fixed term contracts.

3.2 TaAF

This is a local delivery pilot funded through Sport England. TaAF is a Pennine Lancashire pilot but each locality submitted proposals for workstreams that reflected local need. The accountable body for TaAF is Blackburn with Darwin (BwD) Council. There is a governance structure which was set out by S. England, which means that in each authority area the Health and Well Being Partnership oversees the work, see attached diagram (Appendix 1). In Ribble Valley the proposal has been accepted and agreed by Sport England. The total funding for Ribble Valley is £222,888. We have 4 specific workstreams;

- Rural Impact (rural isolation)
- Connecting through schools – reaching to families using school as a platform
- Support for people with mental health challenges
- Connecting professionals

A summary sheet for the project is attached to this report, which encapsulates the overall aims and outcomes, (appendix 2).

3.3 In addition to and as part of TaAF, a Pennine Lancashire (PL) test and learn project has been established, (Active Lifestyle Hub). This will involve all potential clients telephoning through to a hub based in Blackburn. This will require the appointment of 'health activators' across PL, in Ribble Valley we will get one for a 12-month period. 10% of the overall TaAF funding will be top sliced for these posts, in Ribble Valley; this amounts to £22,288. In addition, there is a contribution from a universal TaAF allocation to make this sum up to £27,000 to pay for a F/T post. The public will ring a local number that will be diverted to the BwD hub.

3.4 The aim across PL is for a universal offer with all fees for any sessions being the same across the area. For Ribble Valley, sessions will be charged at the same rate as the other localities but we will reduce our time to 45 minutes to keep within our fees and charges structure.

3.4 A full time Community Engagement officer will be appointed to undertake project work on the ground and is costed in the TaAF bid. The focus of the TaAF pilot is to explore reasons why people and communities are not active and then to support them into sustainable physical activity. Working alongside the Locality Lead and the wider Pennine Lancashire TaAF partnership, this role will help develop, deliver and support the Together an Active Future pilot in Ribble Valley. The role will require working at grass roots but also support the programme on a strategic level. It will be fundamental to the development of meaningful partnerships and dialogue between target communities and partners. With a requirement to work across diverse workstreams; this role will help shape, deliver and evaluate projects moving forward. The postholder will be responsible for gathering information and insight using creative engagement techniques, there will also be a requirement to interpret information and present reports using appropriate and often innovative methods.

3.5 A three-day commitment to TaAF for a Locality lead has been costed into the bid to manage the project on a strategic level and work with the Pennine Lancashire partners as a team. The locality lead will also be responsible for the management of the Active Lifestyle Hub post (below). This work is currently being done by our own Health and Fitness Officer and that is proposed to continue, using the money from TaAF to provide for back filling of duties carried out in other aspects of that officers' work.

3.5 Healthy Weight management.

This is a contract which LCC are in the process of letting to all Districts, RVBC will receive £18,506 per year based on a 3-year contract, it was due to start on 1st April,

2020, but has been delayed due to the pandemic. However recent conversations with LCC confirmed Districts will still be awarded a full year's funding this year. To deliver this project requires the appointment of a P/T post to deliver the service and be managed by existing RVBC staff. The extra funding, we will have in the first 6 months will allow the appointed person to initially work extra hours to establish the scheme and make up for some of the lost time, as well as allowing the Council to make provision for the redundancy costs which would be fully covered at the end of the fixed term contract period. The Service Level Agreement has been received by this Council from LCC to cover the contract period.

3.6 Cardiac Rehabilitation

This is a contract with the Clinical Commissioning Group (CCG) worth £11k for 12 months, this contract has been in place for a number of years, though currently not being delivered, again due to the pandemic. We are already working on how this can be delivered safely to a vulnerable group of people, it may require the recruitment of a part time post or a casual coach, however it does require a specific cardiac rehabilitation qualification to deliver the work.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – the external funding secured of the projects outlined mean that the Council is able to deliver a wider range of services than would be the case through its' own resources. Staff recruited to help deliver the projects will be on fixed term contracts.
- Technical, Environmental and Legal – The Council has to enter into contracts with the relevant bodies to receive the funding
- Political – None in the context of the report
- Reputation – Unfortunately, these are all time limited projects, so when they end people will often look to the Council for their replacement, when the funding responsibility lies outside of the Council's control.
- Equality & Diversity – the projects outlined are all inclusive

5 **RECOMMENDED THAT COMMITTEE / CONCLUSION**

- 5.1 Note the report and approve the actions of the officers in securing and planning to deliver these projects.

MARK BEVERIDGE
HEAD OF CULTURAL AND LEISURE SERVICES

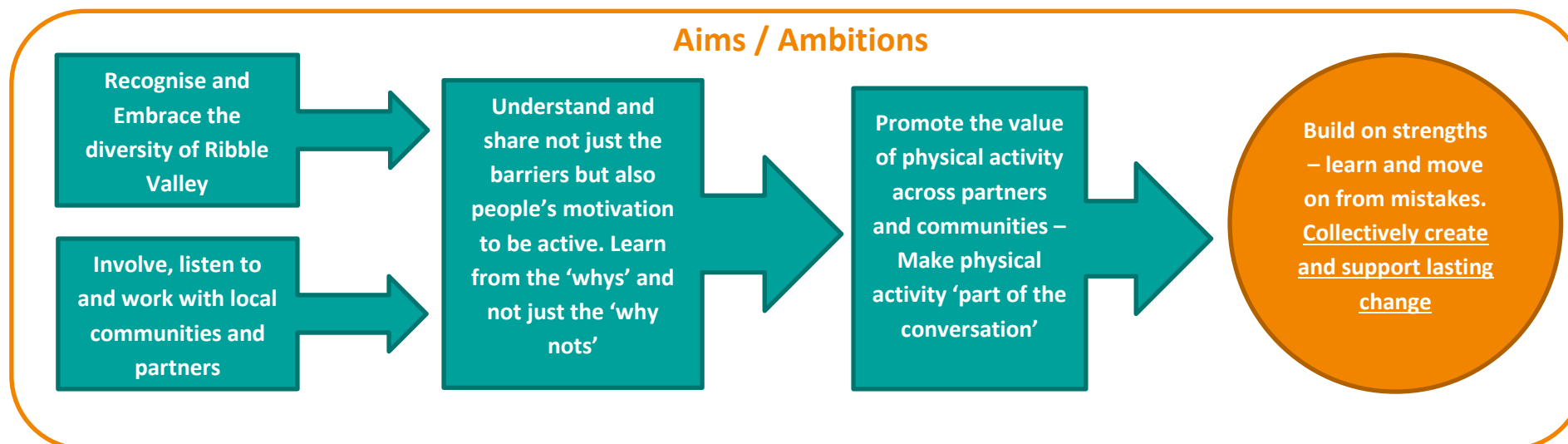
JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS – None

For further information please ask for Mark Beveridge extension 01200 425111

TaAF Network Summary

Workstream – Ribble Valley	Responsible – Tracy Balko/Mark Beveridge	Accountable – RVBC & Ribble Valley TaAF Group (TBC)	Budget – £222, 888
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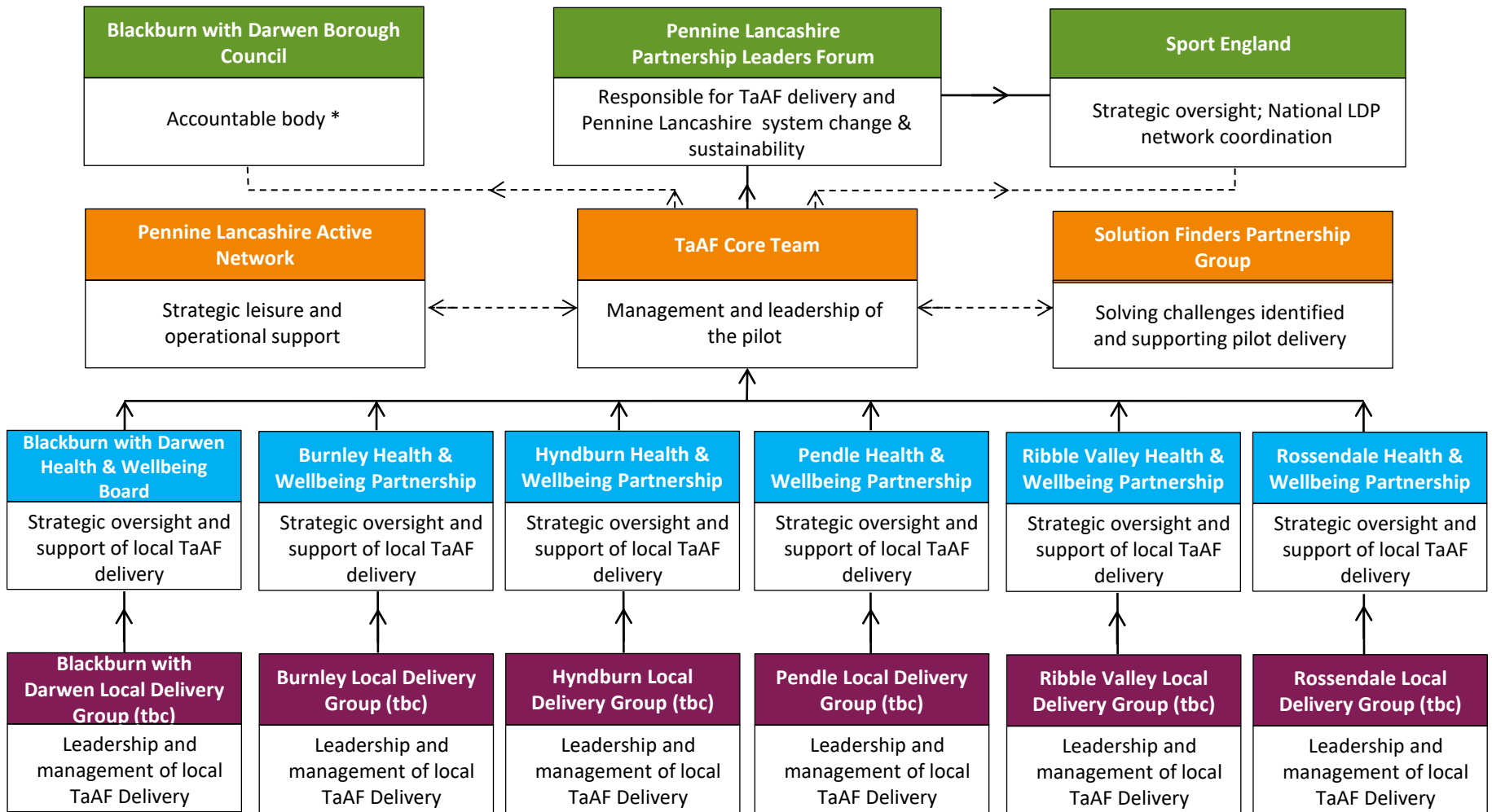
Workstream Summary

Connecting Through Schools: Exploring attitudes to, and participation in physical activity amongst school children and their families. We want to test whether reaching out to families through a school setting is successful in engaging them	Support people with mental well being challenges to be more active: Explore what can be done to increase and maintain physical activity levels amongst people with these challenges. Initially we will focus on people accessing other support services	Rural Impact and physical activity: Learn about the effect of rural isolation and how it impacts on physical activity levels. Focus on older people and explore attitudes of our farming community	Creating a connection between partners: Recognising that partners working in Ribble Valley are often isolated and need support to connect, we will explore ways we can do this to enable us to share and support each other	Active Lifestyle Hub for Pennine Lancashire
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- Approach**
- We want to take our time and get this right so the first step was to get some initial insight and marry up with demographics. This establishes a starting point and any emerging challenges. The initial challenges we uncovered are:
 - Deprived Neighbourhoods
 - Mental Health
 - Rural isolation
 - Ageing Population
 - The workstreams then evolved from talking to and gaining insight from residents and partners. Maintaining this dialogue is integral to all of this
 - Staying true to the TaAF design principles will maintain clarity and focus to our work
 - Keep challenging and questioning, focus is on the process.... Interactions, conversations, what went well and how/why, what didn't go well and what can we learn from that and how can we keep moving forward
 - Always be mindful of how we will measure successes, evaluation is part of the planning and not something added to the end

- 3 TaAF takeaways**
1. It's different. This is not 'one size fits all' We recognise the diversity of our locality and know we need to be adaptable
 2. Communities are our 'experts' this is about 'working with' and not 'doing to'
 3. This is not 'finite', things take time. Systems are not changed in one move, or by one person..... This takes teamwork.... keep plugging away and let's do something meaningful and lasting

TaAF Local Delivery Governance Structure



*The accountable body will transfer investment resource to District Councils under Sport England's Delivery Partnership Agreement

** Locality governance and planned utilisation of resources is delegated to local multi agency partnerships

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No. 6

meeting date: TUESDAY, 1 SEPTEMBER 2020
title: UPDATE ON RECYCLING AND THE DISTRICT GRANT FUND APPLICATION
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ADRIAN HARPER – HEAD OF ENGINEERING SERVICES

1 PURPOSE

1.1 To provide Members with an update on recycling rates and the District Grant Fund Applications.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To sustain a strong and prosperous Ribble Valley.
- Corporate Priorities – To protect and enhance the existing environmental quality of our area.

2 BACKGROUND

2.1 Following several new measures including the collection of pots, tubs and trays, staff training and enforcement, the collection of co-mingled materials (glass, cans and plastic) has continued to increase and in accordance with the Reduce Reuse and Recycle the quantity sent to landfill has reduced.

2.2 As reported at the January meeting of this Committee a bid was submitted to Lancashire County Council for a District Grant Fund of up to £20,000.

2.3 Lancashire County Council are now asking for new bids for the 2020/21 District Grant Fund.

3 ISSUES

3.1 Figures recently published by LCC have shown excellent results for Ribble Valley recyclers. Two-year analysis has shown the following for Ribble Valley statistics the most improved performance for collection of green waste, we have increased the amount of green waste collected by 24% over the last 2 years.

3.2 Our co-mingled collections also topped the table for the most improved performance, our recycling has increased by 22% over the same period.

3.3 Ribble Valley was the only borough to show a reduction in the amount of waste that went to landfill over the last 2 years.

3.4 Our residents also seem to understand the messages we give on social media, labels, leaflets and in the media regarding which items go in which bins. The waste sent to the recycling facility is audited for levels of contamination, figures have shown that we are

sending 78% of the right materials to LCC for recycling, putting us fourth best in Lancashire.

- 3.5 Since October 2019 when LCC launched the 'pots tubs & trays' campaign, greater emphasis has been placed on the type of waste we collect and recycle, Ribble Valley was top of the table for quality of target material 85% average in the last 2 quarters. Dense plastics, plastic film and paper are the main contaminants.

District Grant Fund 2019/20:

- 3.6 £15,600 was received from LCC to increase recycling in the borough. The project put forward was to change 400 lilac sack customers to bins thus enabling them to recycle their household waste.
- 3.7 Officer activity has been low on this to date due to the constraints imposed in visiting households due to the pandemic, however to date nearly 100 households have requested the exchange to bins. The aim is to concentrate on these areas and to encourage their neighbours to also do the same.
- 3.8 Those residents who wish to recycle but cannot due to location and/or storage space could be offered a clear plastic sack into which they can place their recyclable items (not paper).

District Grant Fund 2020/21:

- 3.9 LCC have now recognised the logistical challenges facing districts over infrastructure and the layout of the likes of depots, yards and bunkers, and are offering financial support for one-off capital improvements in the county between September 2020 and February 2021.
- 3.10 Up to £30,000 is available per district, for a maximum of four districts.
- 3.11 All proposed activity will be directly relating to increasing the quality of recycling, re-use or to further encourage waste minimisation:
- Covers for skips, bays and bunkers to reduce moisture, particularly involving paper and card.
 - Surfacing improvements to ensure that cross-contamination is minimised between materials.
 - Sight-line or proximity changes to facilitate more effective inspection of bunkers, so allowing staff to be better-able to pull out contaminants.

4 RISK ASSESSMENT

- 4.1 The approval of this report may have the following implications:
- Resources – As well as officer time LCC will expect a financial contribution towards the District Grant Fund Scheme.
 - Technical, Environmental and Legal – The update on the increased recycling and the associated reduction of waste going to landfill can only be considered as positive.

- Political – This will be welcomed by the public who genuinely want to recycle more and send less to landfill.
- Reputation – This rise in the rate of recycling and the reduction of landfill rates can only be good for the authority.

5 RECOMMENDED THAT COMMITTEE

- 5.1 Note the increases in recycling and reduction of landfill elements of the report.
- 5.1 Approve that officers investigate options for the District Grant Fund Capital Schemes and make an application for the funds.
- 5.3 Offer clear recycling sacks to current lilac sack households that do not have sufficient space for recycling bins. Sacks to be paid financed via the current District Grant Fund

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Adrian Harper on 01200 414523.

REF: AH/COMMUNITY/01092020

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No. 7

meeting date: TUESDAY, 1 SEPTEMBER 2020
title: RECYCLING REPORT
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ADRIAN HARPER – HEAD OF ENGINEERING SERVICES

1 PURPOSE

1.1 To provide Members the opportunity to review the criteria for the issuing of 240L bins rather than the standard of 140L bins for recycling.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To sustain a strong and prosperous Ribble Valley.
- Corporate Priorities – To protect and enhance the existing environmental quality of our area.

2 BACKGROUND

2.1 It has previously been suggested by way of the 2019/20 District Grant Fund application to offer free exchange of the normal 140L blue bins to a larger 240L bin for households of 5 or more.

2.2 During "lockdown" the Council has been inundated with requests for larger blue recycling bins.

3 ISSUES

3.1 Unfortunately this element of the District Grant fund application was refused.

3.2 The criteria for households of 6 or more residents is to be offered a larger burgundy residual bin. However, more recently, when a larger burgundy bin has been requested, the residents have been offered an alternative of a larger blue bin instead. By removing the recycling from the burgundy bin its current capacity is still viable. This option has been welcomed by most callers.

3.2 This has now led to residents seeing neighbours with larger blue bins and they also call in to request the same, however there are not enough residents living in the household.

3.3 The options open to the Council to allow these residents who want to recycle more are:

- change the criteria for the numbering of person at the property;
- charge the admin/delivery charge of £40 for a 240L bin for those households who don't qualify for the 5 or more rule whilst retaining existing criteria for free issue;
- retain the status quo;

3.4 There are a number of households who have indicated that they would be happy to pay for the exchange to a larger 240L blue bin.

3.5 Previously when a request for a larger green bin was received the household was issued with a larger bin free of charge. However, there is concern, particularly for the Longridge area, that the collection vehicles will not have the capacity to cope with all the extra recycling.

4 RISK ASSESSMENT

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

- Resources – Potential cost for the larger bins if they are free to households. Potential capacity issue for the collection of bins from the borough.
- Technical, Environmental and Legal – The update on the increased recycling and the associated reduction of waste going to landfill can only be considered as positive.
- Political – This will be welcomed by the public who genuinely want to recycle more.
- Reputation – This rise in the rate of recycling can only be good for the authority.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Consider whether it is time to amend the criteria for the issuing of 240l. blue bins

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Adrian Harper on 01200 414523.

REF: AH/COMMUNITY/ 01092020

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No. 8

meeting date: 1 SEPTEMBER 2020
title: UPDATE ON SERVICES AS A RESULT OF COVID19
submitted by: DIRECTOR OF COMMUNITY SERVICES
principal author: MARK BEVERIDGE

1 PURPOSE

- 1.1 To inform Committee how services have responded and adapted during the coronavirus pandemic.
- 1.2 Relevance to the Council's ambitions and priorities
 - Community Objectives - To protect and enhance the existing environmental quality of our area
 - Corporate Priorities - To help make people's lives safer and healthier

2 BACKGROUND

- 2.1 Members will be aware that when on March 23, the government placed the UK into lockdown, as a result many of the services the Council delivers were affected. All the leisure services were closed (pool, football pitches, play areas) together with cultural activities (museum, Platform Gallery).
- 2.2 The Council's amenity cleansing staff together with the ground's maintenance staff continued with their activities.
- 2.3 Staff from the closed activities unless shielding were redeployed where possible, especially to the Community Hub which the Council established to help our residents.

3 ISSUES

- 3.1 Although the amenity cleansing and ground's maintenance staff continued with their work, it was not without incident. Unfortunately, a small minority of the public verbally abused some of the workers as they carried out their work. Work which was essential to ensure that people could enjoy the limited time the Government had specified was allowed for exercise outside, by ensuring litter was collected and grass was cut, as well as dealing with burials.
- 3.2 The waste bins were used more frequently than was normally the case and as lockdown restrictions eased, over 300 bags, (equating to 8 full transit vans) of waste were removed over one weekend at Edisford River Bank alone.
- 3.3 Although the play areas were closed staff continued to cut the grass to ensure they remained ready for when they were able to be used again.
- 3.4 Regular checks on the Pool were carried out to ensure the site was secure and the plant was working properly. Some maintenance work was also carried out.

3.5 The Platform Gallery was fully redecorated, which was the first time in over a decade the opportunity was available to carry out the work.

3.6 As services were given approval to open, work was undertaken to ensure the facilities were covid safe for both staff and customers. The artificial tennis courts were first used by coaches on a 1-1 basis. The gallery has implemented a one-way system for customers, plus screens for staff to work behind. Play areas have some of the equipment out of use to implement social distancing. At the pool a limited timetable has been introduced together with lane swimming. Leading to a reduced number of swimmers in line with guidance currently in force. The timetable will be slowly expanded to allow family groups to swim for example, but there is no prospect currently of the return of fun sessions or general swimming. The artificial and grass playing pitches are available with restrictions in place.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

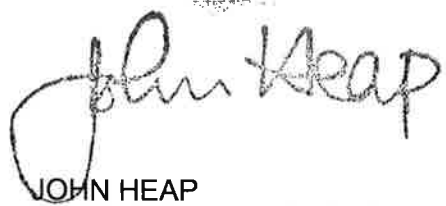
- Resources - there have been additional costs incurred related to the work necessary to get the services opened, for screens and signage for example. As well as a significant reduction in the income received both during lockdown and since with a limited service offer due to the current guidelines placing a limit of number and activities that can be provided. There is currently no indication of change to these restrictions in the foreseeable future, so the fall in income will be reflected in the revenue budget.
- Technical, Environmental and Legal – As the guidance issued by Government is amended, the services provided will have to adapt their delivery as necessary.
- Political - None
- Reputation – Overall the Council's delivery of services during the lockdown period and since has been generally welcomed by residents. The Council has sought to open facilities as soon as possible after Government approval has been granted for them to open, thereby ensuring residents have had access to the Council's facilities quickly and safely once they are able to do so.
- Equality & Diversity – All services are available to our residents.

5 RECOMMENDED THAT COMMITTEE / CONCLUSION

5.1 Note the Report



MARK BEVERIDGE
HEAD OF CULTURAL AND LEISURE SERVICES



JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS
(If any)

For further information please ask for Mark Beveridge 01200 425111

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No. 9

meeting date: TUESDAY, 1st SEPTEMBER 2020
title: UPDATE ON WASTE PAPER COLLECTION
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ADRIAN HARPER – HEAD OF ENGINEERING SERVICES

1 PURPOSE

1.1 To provide Members with an update on waste paper and card collection

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To sustain a strong and prosperous Ribble Valley.
- Corporate Priorities – To protect and enhance the existing environmental quality of our area.

2 BACKGROUND

2.1 The tender for the receipt of the waste paper and card was won by Seal Recycling at Chatburn in March 2019

3 ISSUES

3.1 When Covid lockdown arrived Seal closed their doors to both the council and the general public due to their staff displaying symptoms.

3.2 This forced the council to stop collecting paper but also gave us the opportunity to redeploy the 2 crews and prioritise the main business of picking up all the residual waste and recycling from the borough. This was necessary as a number of staff self isolated with symptoms, some without symptoms and others being shielded.

3.3 During the pandemic out of a complete refuse workforce of 35 there have been between 8 and 13 staff absent at any one time. This has resulted in the council training other council staff to be loaders and ultimately employing casual loaders to make sure all the bins were collected every week.

3.4 Presently the council are in talks with Seal as there have been a number of times when the paper wagons have not been able to tip off resulting in paper going to landfill.

3.5 Officers are presently investigating the potential of collecting more paper and card from both domestic communal collection points and from businesses.

3.6 Presently businesses such as care homes, schools and some restaurants put all their paper waste out as bundles with stickers or they put it straight into their residual bins

3.7 The new paper collection service would need to be done by the smaller DAF vehicle and therefore there are implications in setting up this fortnightly paper collection service. However, the amounts which would be prevented from going to landfill would be great and the environmental impact would be both positive and noticeable.

3.8 Should the issues with Seal continue the council will be forced to terminate the contract and make other arrangements for the waste paper and card.

4 RISK ASSESSMENT

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

- Resources – None identified other than officer time. If the businesses start to have their paper collected then there will be extra income for the council.
- Technical, Environmental and Legal – The update on the increased recycling and the associated reduction of waste going to landfill can only be considered as positive.
- Political – This will be welcomed by the public who genuinely want to recycle more.
- Reputation – This rise in the rate of recycling can only be good for the authority.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Note the report.

ADRIAN HARPER
HEAD OF ENGINEERING SERVICES

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Adrian Harper on 01200 414523.

REF: Adrian Harper/Community Services 01.09.2020

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY COMMITTEE

Agenda Item No: 10

meeting date: 1 SEPTEMBER 2020
title: SUMMARY FINANCIAL UPDATE
submitted by: DIRECTOR OF RESOURCES
principal author: LAWSON ODDIE

1 PURPOSE

- 1.1 To provide members with a summary financial update on the revenue and capital outturn position for 2019/20 and also the revenue and capital budget monitoring for 2020/21 up to the end of July. This report will be followed with the normal more detailed analysis reports in the coming weeks.
- 1.2 Relevance to the Council's ambitions and priorities:
 - Community Objectives – none identified
 - Corporate Priorities – to continue to be a well-managed Council, providing efficient services based on identified customer need and meets the objective within this priority to maintain critical financial management controls, ensuring the authority provides council tax payers with value for money.
 - Other Considerations – none identified

2 BACKGROUND

- 2.1 Due to the Covid-19 outbreak the normal cycle of meetings for the reporting of the financial position on the council's various committees has been disrupted. This is at a time when there have been substantial impacts in some service areas, not just in additional spend pressures but also in substantial losses in income.
- 2.2 As a result of the pandemic, the time line for the closure of the accounts for 2019/20 has been changed by the Government. The Accounts and Audit Regulations 2015 would ordinarily require that the Council release for audit and publish its draft Statement of Accounts by 31 May and then to have the audited Statement of Accounts approved and published by 31 July.
- 2.3 These deadlines have been extended to 31 August for the publishing of the draft accounts and 30 November to publish the audited accounts. This has allowed resources to be focused on other pressing matters.
- 2.4 This has meant that the finance team have recently been heavily involved in finalising the accounts, resulting in only a summary information report being able to be prepared in time for this committee meeting. The usual detailed reports that committee expect, will be circulated over the coming weeks and finance staff will be available to answer any questions that may result.

3 SUMMARY REVENUE OUTTURN POSITION 2019/20

- 3.1 This first section of the report looks back at the 2019/20 financial year and gives members an initial look at the outturn position for this committee.

- 3.2 Shown below, by cost centre, is a comparison of the outturn position with the revised estimate. You will see an overall overspend of £83,287 on the net cost of services. After transfers to and from earmarked reserves overall there is an overspend of £120,735. This has been taken from General Fund Balances.
- 3.3 In the table below are a number of services with a net cost of 'nil'. This is where services are fully recharged out to other service areas.

Cost Centre	Cost Centre Name	Revised Estimate	Actual 2019/20	Variance
		£	£	£
ARTDV	Art Development	32,890	29,976	-2,914
BUSSH	Bus Shelters	15,620	12,907	-2,713
CARVN	Caravan Site	-8,470	-10,328	-1,858
CCTEL	Closed Circuit Television	129,050	128,247	-803
COMMD	Community Services Department	0	0	0
CRFDF	Clitheroe Food Festival 2020	0	707	707
CRIME	Crime and Disorder	54,940	45,453	-9,487
CULTG	Culture Grants	5,240	5,223	-17
CULVT	Culverts & Water Courses	17,640	12,457	-5,183
DRAIN	Private Drains	1,950	2,739	789
EALLW	Edisford All Weather Pitch	24,980	21,170	-3,810
EDPIC	Edisford Picnic Area	-7,030	-7,325	-295
EXREF	Exercise Referral Scheme	42,370	41,238	-1,132
FDFST	Clitheroe Food Festival 2019	8,370	6,214	-2,156
GRSRC	Grants & Subscriptions - Community	1,070	733	-337
HWREP	Highway Repairs	15,100	14,235	-865
LDEPO	Longridge Depot	0	0	0
LITTR	Litter Bins	17,450	17,445	-5
MCAFE	Museum Cafe	25,360	26,096	736
MUSEM	Castle Museum	250,560	263,378	12,818
PAPER	Waste Paper and Card Collection	185,270	221,038	35,768
PKADM	Grounds Maintenance	0	0	0
PLATG	Platform Gallery and Visitor Information	157,660	151,914	-5,746
RCOLL	Refuse Collection	1,457,450	1,592,329	134,879
RECU	Recreation Grants	43,210	38,014	-5,196
RIVBK	Riverbank Protection	4,150	3,998	-152
ROEBN	Roefield Barn	-410	-406	4
RPBIN	Chargeable Replacement Waste Bins	-27,690	-34,514	-6,824

Cost Centre	Cost Centre Name	Revised Estimate £	Actual 2019/20 £	Variance £
RPOOL	Ribblesdale Pool	405,970	420,462	14,492
RVPRK	Ribble Valley Parks	570,330	514,679	-55,651
SDEPO	Salthill Depot	7,800	0	-7,800
SEATS	Roadside Seats	6,690	6,169	-521
SIGNS	Street Nameplates & Signs	34,360	14,828	-19,532
SPODV	Sports Development	83,130	80,316	-2,814
SPOGR	Sports Grants	7,770	7,795	25
STCLE	Street Cleansing	390,990	395,596	4,606
TAFUT	Together an Active Future	-8,130	-7,737	393
TFRST	Waste Transfer Station	108,940	103,384	-5,556
TRREF	Trade Refuse	-68,000	-54,291	13,709
TWOWR	Two Way Radio	0	0	0
UPACT	Up and Active Service	0	6,158	6,158
VARIOUS	Grounds Maintenance Vehicles	-17,000	0	17,000
VARIOUS	Other Car Parks	30,340	28,087	-2,253
VARIOUS	Pay and Display Car Parks	-150,340	-174,912	-24,572
VARIOUS	Plant	-40	0	40
VARIOUS	Public Conveniences	216,270	218,186	1,916
VARIOUS	Refuse Collection Vehicles	-7,470	0	7,470
VARIOUS	Works Administration Vehicles	0	0	0
VEHCL	Vehicle Workshop	0	0	0
WKSAD	Works Administration	0	0	0
XMASL	Xmas Lights & RV in Bloom	3,970	3,939	-31
	Net Cost of Services before Earmarked Reserves	4,062,310	4,145,597	83,287
	Movement in Earmarked Reserves	-9,810	27,638	37,448
	Net Cost of Services after Earmarked Reserves	4,052,500	4,173,235	120,735

3.4 A full detailed report examining the many reasons for the high-level variances shown above will be circulated to members in the coming weeks.

3.5 Once again, the key area of concern for this committee is the substantial overspend on refuse collection vehicles. The overall outturn position shows an overspend in this area and on vehicle repairs and replacement vehicle hire (which is included across the cost centres RCOLL and PAPER above) of over £170,000. This is a worrying recurring variance which has again been flagged in the council's Annual Governance Statement due to its significance, as an area that needs to be addressed with some urgency.

4 SUMMARY REVENUE BUDGET MONITORING 2020/21

4.1 This next section of the report takes a look at the revenue budget monitoring for the period from April 2020 to July 2020. Again, more detailed analysis reports will be circulated in the coming weeks.

4.2 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period to the end of July 2020. You will see that there is an overall overspend (or underachievement of income) of £334,983 on the net cost of services. Please note that any 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 the July 2020	Actual including commitments to the end of July 2020	Variance to the end of July 2020	
ARTDV	Art Development	35,220	8,620	4,569	-4,051	A
BUSSH	Bus Shelters	17,790	888	1,081	193	G
CARVN	Caravan Site	-8,640	10,732	10,328	-404	G
CCTEL	Closed Circuit Television	140,480	39,191	29,674	-9,517	R
COMMD	Community Services Department	0	305,908	309,239	3,331	A
CRFDF	Clitheroe Food Festival 2020	21,390	0	169	169	G
CRIME	Crime and Disorder	59,900	9,806	5,650	-4,156	A
CULTG	Culture Grants	5,110	4,280	6,275	1,995	G
CULVT	Culverts & Water Courses	18,550	1,256	300	-956	G
DRAIN	Private Drains	1,960	451	118	-333	G
EALLW	Edisford All Weather Pitch	42,750	4,440	15,142	10,702	R
EDPIC	Edisford Picnic Area	-6,990	-11,017	749	11,766	R
EXREF	Exercise Referral Scheme	82,830	207	760	553	G
FDFST	Clitheroe Food Festival 2019	0	0	0	0	G
GRSRC	Grants & Subscriptions - Community	1,060	0	0	0	G
HWREP	Highway Repairs	15,060	196	0	-196	G
LDEPO	Longridge Depot	0	9,122	12,092	2,970	A
LITTR	Litter Bins	18,910	2,656	1,087	-1,569	G

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the July 2020	Actual including commitments to the end of July 2020	Variance to the end of July 2020	
MCAFE	Museum Cafe	25,550	-13,273	2,604	15,877	R
MUSEM	Castle Museum	283,920	15,163	46,742	31,579	R
PAPER	Waste Paper and Card Collection	191,780	31,128	34,978	3,850	A
PKADM	Grounds Maintenance	0	-91,291	-101,595	-10,304	R
PLATG	Platform Gallery and Visitor Information	137,140	40,838	43,543	2,705	A
RCOLL	Refuse Collection	1,479,870	250,802	246,023	-4,779	A
RECU	Recreation Grants	34,580	9,094	9,200	106	G
RIVBK	Riverbank Protection	4,180	456	0	-456	G
ROEBN	Roefield Barn	-420	-137	-378	-241	G
RPBIN	Chargeable Replacement Waste Bins	0	0	-11,369	-11,369	R
RPOOL	Ribblesdale Pool	323,570	42,045	133,913	91,868	R
RVPRK	Ribble Valley Parks	605,470	154,439	146,993	-7,446	R
SDEPO	Salthill Depot	0	22,629	30,594	7,965	R
SEATS	Roadside Seats	8,140	894	640	-254	G
SIGNS	Street Nameplates & Signs	37,400	4,628	2,547	-2,081	A
SPODV	Sports Development	83,090	8,033	6,368	-1,665	G
SPOGR	Sports Grants	5,990	3,788	3,650	-138	G
STCLE	Street Cleansing	375,470	84,102	76,582	-7,520	R
TAFUT	Together an Active Future	0	0	119	119	G
TFRST	Waste Transfer Station	104,440	35,280	32,932	-2,348	A
TRREF	Trade Refuse	-21,370	-388,633	-286,322	102,311	R
TWOWR	Two Way Radio	0	473	61	-412	G
VARIOUS	Car Parks Vehicles	0	1,390	455	-935	G
VARIOUS	Grounds Maintenance Vehicles	0	24,144	13,898	-10,246	R
VARIOUS	Other Car Parks	29,460	24,703	23,001	-1,702	G
VARIOUS	Pay and Display Car Parks	-162,740	-56,150	63,676	119,826	
VARIOUS	Plant	0	6,411	7,095	684	G
VARIOUS	Public Conveniences	210,550	64,620	70,953	6,333	R
VARIOUS	Refuse Collection Vehicles	0	143,644	159,836	16,192	R

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the July 2020	Actual including commitments to the end of July 2020	Variance to the end of July 2020	
VARIOUS	Works Administration Vehicles	0	10,033	1,890	-8,143	R
VEHCL	Vehicle Workshop	0	-9,327	-5,942	3,385	A
WBHEQ	Wellbeing & Health Equality	0	0	-1,562	-1,562	G
WKSAD	Works Administration	0	-28,492	-34,987	-6,495	R
XMASL	Xmas Lights & RV in Bloom	3,660	688	470	-218	G
	Subtotal	4,205,110	778,858	1,113,841	334,983	

Transfers to/from Earmarked Reserves				
Community Safety Reserve	-14,340	0	0	0
Refuse Collection Reserve	-8,910	0	0	0
Food Festival Reserve	-5,460	0	0	0
Amenity Cleansing Reserve	-4,920	0		
Total after Transfers to/from Earmarked Reserves	4,171,480	778,858	1,113,841	334,983

4.3 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

4.4 Whilst this is a summary view and more detailed analysis is to be circulated to members, there is an overspend showing in respect of refuse collection vehicles to the end of July.

- 4.5 The impact of Covid-19 to the end of July is clearly evident, with variances on income showing in the areas detailed below. The variances shown here are total net service variance.

Cost Centre	Cost Centre Name	Variance to the end of July 2020
EALLW	Edisford All Weather Pitch	10,702
MUSEM	Castle Museum	31,579
RPOOL	Ribblesdale Pool	91,868
TRREF	Trade Refuse	102,311
VARIOUS	Pay and Display Car Parks	119,826
		356,286

5 SUMMARY CAPITAL OUTTURN POSITION 2019/20

- 5.1 Turning to the capital programme, the outturn position for the 2019/20 financial year is shown in the table below.

Cost Centre	Scheme Description	Revised Estimate £	Actual £	Variance £	Slippage to 2020/21 £
PLAYT	Play Area Improvements 19/20	12,000	9,169	-2,831	2,830
REPWB	Replacement of Refuse Wheelie Bins	10,000	10,000	0	
RCCTV	Replacement of CCTV System	60,000	55,162	-4,838	4,840
RVHNX	Replacement of Refuse Collection Vehicle VU60 HNX	224,600	224,602	2	
RVTKN	Replacement of Paper Collection Vehicle VU06 TKN	51,320	51,322	2	
GVGMW	Replacement Gang Mower (rvbc009)	24,400	24,400	0	
GVBYS	Replacement Mini Tractor with Bucket PN05 BYS	18,580	18,575	-5	
GVJCB	Replacement of JCB Gravemaster Digger (rvbc005)	29,400	29,400	0	
AABED	Automatic Access Barrier - Edisford River Bank	14,000	12,258	-1,742	1,740
ESCPX	Edisford Sports Complex	1,289,840	1,287,388	-2,452	2,450
PLAYS	Play Area Improvements 18/19	18,320	18,315	-5	
GVKJJ	Replacement Truck (Ford) c/w tail lift PE60 KJJ	35,740	35,740	0	
CPPAY	Off-street car parks - Update of payment systems	1,500	0	-1,500	1,500
CPHFT	Replacement of Leased Car Parking Van KR16 HFT	10,820	10,816	-4	
		1,800,520	1,787,147	-13,373	11,860

5.2 The capital programme was largely completed in line with the budget. However, there are 5 schemes which have not been fully completed, where the budget has needed to be moved (slippage) to the 2020/21 financial year to allow the scheme to be fully completed. A more detailed report will follow in the coming weeks.

6 SUMMARY CAPITAL BUDGET MONITORING POSITION 2020/21

6.1 Progress on the capital programme in the 2020/21 financial year has inevitably been impacted by the Covid-19 pandemic.

6.2 The table below provides a financial summary of the position to the end of July 2020.

Cost Centre	Scheme Description	Original Estimate £	Slippage £	Total Approved Budget 2020/21 £	Actual to end July 2020 £	Variance £
PLAYU	Play Area Improvements 20/21	40,000		40,000	867	-39,133
REPWB	Replacement of Refuse Wheelie Bins	13,000		13,000	0	-13,000
PDECK	Installation of a Second Parking Deck on Chester Avenue Car Park	1,230,000		1,230,000	0	-1,230,000
RVKYK	Replacement of Refuse Collection Vehicle VN12 KYK	232,000		232,000	229,820	-2,180
WVHKN	Replacement of Pickup Ford Ranger PK60 HKN	20,120		20,120	0	-20,120
GVWUC	Replacement of High Top Transit Van PJ63 WUC	20,000		20,000	19,661	-339
PLAYT	Play Area Improvements 19/20	28,000	2,830	30,830	0	-30,830
ESCPX	Edisford Sports Complex	30,880	2,450	33,330	470	-32,860
RCCTV	Replacement of CCTV System		4,840	4,840	0	-4,840
AABED	Automatic Access Barrier - Edisford River Bank		1,740	1,740	890	-850
CPPAY	Off-street car parks - Update of payment systems		1,500	1,500	0	-1,500
WPZFV	Replacement of Works Vehicle (Toilet Van) YP66 PZF			0	12,436	12,436
	Total Community Services Committee	1,614,000	13,360	1,627,360	264,145	-1,363,216

7 CONCLUSION

7.1 The deadlines for the closure of the accounts for 2019/20 have been impacted due to the Covid-19 pandemic.

- 7.2 Whilst this report provides a very high-level summary of the financial position for this committee, much more detailed analysis will be circulated to members in the coming weeks.
- 7.3 On the revenue budget, the exceptionally high spend on vehicle repairs and vehicle hire continues to be an area of concern for 2019/20 and in 2020/21.
- 7.4 The Covid-19 pandemic has substantially impacted on the level of income attained to date under this committee.
- 7.5 Progress on the capital programme schemes has been impacted by the Covid-19 pandemic.

HEAD OF FINANCIAL SERVICES

DIRECTOR OF RESOURCES

CM6-20/LO/AC
24 August 2020

BACKGROUND PAPERS

For further information please ask for Lawson Oddie.