

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: COLNE AND DISTRICT COMMITTEE

DATE: 7th DECEMBER 2016

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CAPITAL PROGRAMME 2016/17

PURPOSE OF REPORT

To advise members on the Committee's 2016/17 capital budget.

RECOMMENDATIONS

- (1) That members note only the schemes listed in Appendix 1 have agreed funding.
- (2) That members consider the new bid at paragraph 9.
- (3) That any late bids be considered by the Committee.

REASON FOR RECOMMENDATIONS

To enable the capital programme funding to be allocated efficiently and effectively.

ISSUE

Uncommitted Balance from 2015/16

1. This is £70.

Allocation for 2016/17

2. This is £26,100 capital plus £18,260 revenue contribution to capital – totalling £44,360. Plus the £10,434 held back from 2015/16 regarding transfer of assets to town and parish councils which was reinstated by the Executive on 30 June 2016.

Effective Total Allocation for 2016/17

3. This is £54,864.

Commitments for 2016/17

4. These total £54,777 (see Appendix 1 for a detailed breakdown).

Balance for 2016/17

5. This is £87.

Additional Sources of Capital Funding

6. Appendix 2 to this report is a list (for information) of current Section 106 (Planning) Agreements where finance has been received provided by Planning and Legal Services relating to the Colne and District Committee area.
7. The Pendle Three-Tier Forum (now disbanded) on 1 April 2014 stressed the need to seek match funding for highway schemes and improvements. It was agreed that the Borough Council via its area committees should approach the County Council for match funding wherever possible.

Financial Advice

8. Please refer to the Financial Implications section of this report. Bids for new funding should be submitted on the usual forms (Form A for internal bids and Form B for external bids) in order that members can evaluate them on a consistent basis.

New/Deferred Bids

9. ***Level 2 Teachers: submitted by Joan Croxall, Secretary of Colne Amateur Swimming Club*** – £2,250 (see bid at Appendix 3).

Late Bids

10. Any late bids will be reported preferably just prior to or at the meeting.

Existing Bids

Overspend – Additional Funding Required

11. None.

Underspend – De-allocate Funding

12. None.

Horticultural Projects/Events

13. The 2016/17 allocation for horticulture projects/events has been allocated per member as follows (£1,000 per councillor on 31 March 2016 and £500 on 7 July 2016). It was resolved at the March meeting that the initial £1,000 per councillor not be spent until January 2017.

Ward	Councillor	2016/17 Allocation	Committed to Date	Balance
Boulsworth	Sarah Cockburn-Price	£1,500.00	£500.00	£1,000.00
	Margaret Foxley	£1,500.00	£500.00	£1,000.00
	Paul White	£1,500.00	£0.00	£1,500.00

Foulridge	Graham Waugh	£1,500.00	£1,500.00	£0.00
Horsfield	Neil Butterworth	£1,500.00	£0.00	£1,500.00
	Jonathan Nixon	£1,500.00	£0.00	£1,500.00
	Steve Petty	£1,500.00	£0.00	£1,500.00
Vivary Bridge	David Clegg	£1,500.00	£0.00	£1,500.00
	Joe Cooney	£1,500.00	£0.00	£1,500.00
	Nathan McCollum	£1,500.00	£0.00	£1,500.00
Waterside	Tony Greaves	£1,500.00	£0.00	£1,500.00
	Dorothy Lord	£1,500.00	£0.00	£1,500.00
	Graham Roach	£1,500.00	£0.00	£1,500.00
Total		£19,500.00	£2,500.00	£17,000.00

July

14. **Trawden in Bloom:** £250 from Cllr Cockburn-Price.
15. **Colne in Bloom:** £150 from Cllr Cockburn-Price.
16. **Laneshaw Bridge in Bloom:** £100 from Cllr Cockburn-Price.

August

17. **Trawden Parish Council:** £250 from Cllr Foxley.
18. **Colne in Bloom:** £100 from Cllr Foxley.
19. **Laneshaw Bridge in Bloom:** £150 from Cllr Foxley.

October

20. **Foulridge Parish Council:** £1,500 from Cllr Waugh (paid in full but with instructions to hold the funds back until next season).

Possible Future Schemes (no allocation made yet)

21. None.

IMPLICATIONS

Policy: The capital programme is required to be allocated and managed in accordance with the Council's Corporate Capital Strategy 2015/18.

Financial: Expenditure for capital purposes is primarily expenditure on the acquisition, reclamation or enhancement of assets (eg buildings, land, plant and machinery). "Enhancement" means substantially lengthening the useful life of the asset, substantially increasing its open market value or substantially increasing the use of the asset. Other expenditure for capital purposes can include computer costs (for use over a period exceeding one year) and incidental costs involved in a capital project (eg officers' salaries and professional fees). Anything not covered by "proper practices" must be treated as revenue expenditure.

As in previous years, and in accordance with proper accounting practice, the revenue allocations can be used to fund capital expenditure but under no circumstances can the capital allocation be used to fund revenue expenditure.

A list of good practice in the allocation of funding has been proposed by the Council's Chief Finance Officer in order to assist members when considering the allocation of the capital and revenue budgets. The list is as follows:

1. The funding should assist a scheme which contributes to meeting the Council's corporate priorities.
2. Allocate reasonable amounts to projects early to allow for effective planning and implementation.
3. Look for opportunities to maximise the effectiveness of the allocation through match funding.
4. Consider allowing some contingency for projects that may be presented during the year.
5. Try to avoid allocation of funds at the end of the financial year.
6. Consider the revenue consequences of capital schemes in terms of ongoing cost.

Legal: There are legal implications for a number of the proposals listed above in terms of necessary permissions, agreements and possible long-term liabilities and responsibilities.

Risk Management: The capital programme is required to be allocated and managed in accordance with the Council's policies and procedures. The proper management of the programme is intended to minimise any exposure to unnecessary risk associated with the programme and the individual schemes within it.

Health and Safety: The implementation of the programme has associated risks in terms of health and safety. The Council is required to meet all relevant legal requirements for the effective management of health and safety risk and has policies and procedures in place to ensure health and safety standards are maintained.

Climate Change: Some of the schemes identified will encourage the reduction of carbon emissions, such as traffic calming schemes and cycle facility provision.

Community Safety: A number of the schemes listed above have implications in terms of community safety. Wherever possible, the projects are managed in a way that enhances community safety.

Equality and Diversity: The capital programme is required to be allocated and managed in accordance with the Council's policies and procedures, including those relating to equality and diversity.

APPENDICES

Appendix 1: Capital Programme Commitments for 2016/17 for Colne and District Committee.

Appendix 2: List of Section 106 Agreements for the Colne and District Committee Area.

Appendix 3: Level 2 Teachers (Form B).

LIST OF BACKGROUND PAPERS

None.

Scheme Details	Lead Officer and Service Area	c/f from Previous Years	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
i) Painting of old street nameplates (31/3/2010)	J Hacking (NS)	£676	£326	£350	£0	£350	£350	£0	Fully spent
ii) Fencing and clearing and preparation of land at Knotts Lane allotments (1/3/2012)	Colne Town Council	£9,767	£0	£9,767	£0	£9,767	£0	£9,767	The scheme was approved at the CDC meeting on 1/3/2012 and reconfirmed on 8/11/2012. Executive resolved on 22/5/2013 to acquire the land without the need for a Management Agreement with the Town Council The budget of £9,767 needs to be rolled forward. Legal Services has the potential acquisition in hand
iii) A Safer Colne Project (14/6/2012)	M Armfield (DLS)	£837	£135	£702	£0	£702	£0	£702	Ongoing. Recently purchased a drugs disposal cabinet. The remaining funds will be spent on purchasing cocaine wipes and further sniffer dog operations in licensed premises
iv) Gateway premises improvements grants (14/6/2012)	P Collins (HHED)	£6,000	£4,073	£1,927	£0	£1,927	£0	£1,927	£4,073 spent but full allocation committed and waiting for works to be completed
v) Friday Night Football League (9/8/2012)	T Horsley (NS)	£300	£102	£198	-£198	£0	£0	£0	Scheme no longer progressing. Remaining balance of £198 de-allocated on 4/8/2016

Scheme Details	Lead Officer and Service Area	c/f from Previous Years	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
vi) Signing and lining for residents-only parking at Fothergill Street and part of Cragg Street, Colne (9/5/2013)	S Farnell (NS)	£4,000	£0	£4,000	£0	£4,000	£0	£4,000	£4,000 allocated on 9/5/2013. Awaiting invoice from LCC for advertising of the TRO
vii) Provision of missing grate covers (12/5/2011 and 4/7/2013)	S Whalley (NS)	£1,032	£130	£902	£0	£902	£90	£812	Ongoing. £2,000 agreed by CDC on 4/7/2013
viii) Tree grille replacement for Albert Road and town centre (5/9/2013)	S Whalley (NS)	£2,000	£0	£2,000	£0	£2,000	£255	£1,745	£2,000 agreed by CDC on 5/9/2013. £255 has been spent testing the tree pit surrounds
ix) Snow Angels pilot (10/10/2013)	A Drinkwater (NS)	£311	£0	£311	-£311	£0	£0	£0	£1,000 agreed by CDC on 10/10/2013. For winter 2013 a team of volunteers were supplied with equipment, training, instruction manuals and briefed, although the difficult winter weather of previous years did not materialise for 2014 or 2015. The equipment purchased is still with volunteers but the remaining balance of £311 was de-allocated on 4/8/2016
x) Parkway TRO and lockable bollards (5/12/2013)	S Whalley (NS)	£1,750	£0	£1,750	£0	£1,750	£0	£1,750	£1,750 agreed by CDC on 5/12/2013. LCC to advertise the TRO. Bollards to be ordered once TRO in place

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xi) New and replacement litter and dog-waste bins (9/6/2016)	C Taylor (ES)	£202	£301	-£99	£600	£501	£0	£501	Quarterly spend is reported in the Environmental Crime Update reports. Two bins were replaced in Quarter 3 totalling £301, resulting in a £99 overspend
xii) Boulsworth Environmental Improvement Fund (31/3/2016)	M Hunting (NS)	£7,250	£164	£7,086	£4,000	£11,086	£3,420	£7,666	Of the £7,086 carried forward, £3,336 was committed for a bus shelter on Keighley Road, Colne (10/4/2014) (no spend yet); up to £400 agreed by Boulsworth councillors towards noise abatement on the ball stop fence on the park in Laneshaw Bridge (15/1/2016) (no spend yet); £1,500 allocated and paid towards play equipment at Lanehouse Lane Playground (31/3/2016) – £1,850 uncommitted. New allocation of £4,000 agreed on 31/3/2016). Boulsworth councillors have agreed to support the creation of a garden area at White Lee Avenue, Trawden – £1,920 (18/5/2016) (paid), and memorial garden at Laneshaw Bridge – £1,508.39 (no spend yet) (18/5/2016) £2,421.61 uncommitted

Scheme Details	Lead Officer and Service Area	c/f from Previous Years	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
xiii) Foulridge Environmental Improvement Fund (31/3/2016)	M Hunting (NS)	£1,250	£1,250	£0	£1,333	£1,333	£1,333	£0	New allocation of £1,333 agreed on 31/3/2016. Funds transferred Foulridge Parish Council
xiv) Horsfield Environmental Improvement Fund (31/3/2016)	M Hunting (NS)	£3,605	£0	£3,605	£4,000	£7,605	£314	£7,291	No spend in 2015/16. New allocation of £4,000 agreed on 31/3/2016. £1,500 agreed for planting scheme at Varley Street (21/9/2016); £313.82 for timber bollards at Carr Road (6/9/2016) (paid); £1,310 agreed for works at Skipton Road roundabout. £4,481.18 uncommitted
xv) Vivary Bridge Environmental Improvement Fund (31/3/2016)	M Hunting (NS)	£8,800	£3,840	£4,960	£4,000	£8,960	£2,525	£6,435	Of £4,960 carried forward, £1,350 is committed towards footpath improvements at Foulridge Lower Reservoir (6/2/2014) (timing of works dependent on water levels reducing – scheme not started yet); £175 for improvements at Priestfield Avenue, Colne (3/3/2016). New allocation of £4,000 agreed on 31/3/2016. Councillors have agreed £500 towards Alkincoats Park bowling greens and surrounds (26/5/2016); £1,350 to replace

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									dangerous fence at Dixon Street/Langroyd Road (3/6/2016); £500 towards Friends of Lord Street School. (28/7/2016) £5,085 uncommitted
xvi) Waterside Environmental Improvement Fund (31/3/2016)	M Hunting (NS)	£3,750	£3,750	£0	£4,000	£4,000	£4,000	£0	£3750 allocated for 2015/16 and transferred to Waterside NAG. New allocation of £4,000 agreed on 31/3/2016. Funds being transferred to Waterside NAG. All funds transferred
xvii) Grant to Colne in Bloom (12/3/2015 and 8/10/2015)	L Cooper (NS)	£15,476	£11,075	£4,401	£250	£4,651	£4,200	£451	£150 vired from item xxiii (horticultural projects/ events) on (7/7/2016) and £100 on 4/8/2016
xviii) Town centre improvements (5/6/2014)	S Whalley (NS)	£5,000	£0	£5,000	£0	£5,000	£0	£5,000	That £5,000 be agreed in principle and that a report be submitted regarding costing of improvements on the recent town centre walkabout
xix) White line markings at parking area at Back Lane, Trawden (6/11/2014)	S Whalley (NS)	£300	£0	£300	£0	£300	£0	£300	Completed and paid in full. Journal transfer being arranged

Scheme Details	Lead Officer and Service Area	c/f from Previous Years	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
xx) Footpath improvements at Colne Water (1/4/2015)	T Partridge (NS)	£4,500	£0	£4,500	£0	£4,500	£0	£4,500	Planning and design work has been carried out but the project is currently on hold because LCC (which has agreed 75% funding) has said that there may be a problem with funding the project this year. As soon as this problem is resolved work on the project will continue
xxi) No Through Road signage at Haverholt Road, Colne (1/4/2015)	J Hacking (NS)	£318	£273	£45	-£45	£0	£0	£0	Completed at a revised cost of £273. £45 de-allocated on 9/6/2016
xxii) New commercial oven for Trawden Forest Community Centre (4/6/2015)	M Hunting (NS)	£1,500	£0	£1,500	-£975	£525	£525	£0	Completed. £1,500 allocated on 4/6/2015 and £975 de-allocated on 7/7/2016
xxiii) Horticultural projects/events (31/3/2016 and 7/7/2016)	M Hunting (NS)	£2,033	£1,533	£500	£19,250	£19,750	£1,250	£18,500	£500 carried forward from 2015/16 was late processing of payment for Cllr Tweedie. £13,000 allocated on 31/3/2016 and a further £6,500 allocated on 7/7/2016. £150 vired to Colne in Bloom (item xvii) on 7/7/2016 and £100 on 4/8/2016
xxiv) Lakeside Café and toilet signs at Ball Grove Park, Colne (5/11/2015)	S Whalley (NS)	£550	£241	£309	-£309	£0	£0	£0	Completed. £550 agreed at CDC meeting on 5/11/2015 but final cost came to £241. £309 de-allocated on 4/8/2016

Scheme Details	Lead Officer and Service Area	c/f from Previous Years	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
xxv) New waste bin for Market Street, Colne (3/12/2015)	D Walker (ES)	£259	£0	£259	£0	£259	£0	£259	Agreed at CDC meeting on 3/12/2015, subject to a second waste bin being provided by Environmental Services
xxvi) Premises improvement grants (31/3/2016)	P Collins (HHED)				£10,434	£10,434	£0	£10,434	£10,434 allocated on 31/3/2016. In addition, there are Sainsbury's S106 funds (£32,000, with £12,539.11 carried forward to 2016/17). Spend on that this year is £4,764.59. £7,774.52 remaining from S106 funds
xxvii) Foulridge Lower Reservoir traffic management works (31/3/2016)	S Whalley (NS)				£553	£553	£553	£0	£1,500 allocated on 31/3/2016. Completed at a cost of £553. £947 de-allocated on 9/6/2016
xxviii) Repairs and upgrade to LED lighting on footpath between Windy Bank and Mason Street, Colne (4/8/2016)	T Wilson (NS)				£1,400	£1,400	£0	£1,400	£1,400 allocated on 4/8/2016
xxix) Changing Places disabled bathroom facility (4/8/2016)	M Hunting (NS)				£2,000	£2,000	£2,000	£0	£2,000 allocated on 4/8/2016
xxx) Colne Rhythm and Blues Festival 2016: town centre entertainment (4/8/2016)	P Collins (HHED)				£4,795	£4,795	£4,550	£245	£4,795 allocated on 4/8/2016. Fully spent. First payment made for the outdoor stage. Further payment for toilet hire has been processed and will appear on next report

Scheme Details	Lead Officer and Service Area	c/f from Previous Years	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
Subtotals		£81,466	£27,193	£54,273	£54,777	£109,050	£25,365	£83,685	
Uncommitted Funds		£70	–	£70	£17	£87	–	£87	
TOTAL FUNDS AVAILABLE 2016/17		£81,536	£27,193	£54,343	£54,794	£109,137	£25,365	£83,772	

Section 106 Agreements

Appendix 2

Finance Received

Planning Ref	Legal Ref	Finance Ref	PP Granted	Started	Section 106 Completed	Location	Purpose of Agreement	Committee	Trigger for Payment	Amount	Amount in Accounts	Amount Committed	Utilised	Completion Date	Lead Officer	Progress	When Updated
13/99/0418P	LEG/8	IA007	7/10/1999	Yes	6/10/1999	Land at Corporation Street, Colne	Brownfield site development fund	Colne	Before land used as car park	34,735.00	34,735.00			None	D Morris	Money to be spent on employment land	TW 9/10/2014
13/05/0267P	2124	IA040	3/6/2005	Yes	26/9/2006	Land to Rear of Barrowford Road, Colne	Play area in the proximity	Colne	Prior to the occupation of first dwelling	16,000.00	960.88			10 years from payment	K Roberts	Any remaining money to go towards maintenance	TW 9/10/2014
13/09/0078P		IA054	11/7/2008	No	No	Former Coach House Antiques, Windsor Street, Colne	Transport and public realm improvements. Improvement to bus service	Colne	Prior to store opening	390,500.00	53,607.70	53,607.70			P Atkinson	Update report required by ESP. Sainsbury's	TW 21/7/2015
13/04/0979P	2045	IA032	27/6/2005	Yes	21/3/2005	Simpson's Garage, Knotts Lane	Provision of improvements to public open space in locality	Colne	Prior to the occupation of first dwelling	35,000.00	5,468.95	5,468.95		10 years from payment	K Roberts	Knotts Drive Gateway scheme. Completed. £5,821.22 of £11,290.17 spent this year. Residual money of £5,468.95 to be used by Parks for maintaining the site	TW 21/7/2015
13/98/0224P	LEG/8	IA002	30/11/1998	Yes	30/11/1998	Land off Knotts Lane Colne	Nothing specified in Deed? Provision of play area, Knotts Lane	Colne	Prior to occupation	10,420.00	20.00			09/02/2008	K Roberts	£20 residual	TW 5/11/2014
13/99/0557P	LEG/8	IA013	31/3/2000	Yes	31/3/2000	North Valley Retail Park	Lighted footpaths 100 year maintenance work. North Valley	Colne	Prior to occupation	60,000.00	0.00	640.00	640.00	18 months of payment - construction of footpaths - maintenance/ landscaping - None	P Atkinson	EAG to maintain the footpath until the money is used and then can be removed from list	VG 22/5/2015

	Needs to be actively monitored
	Progressing according to timescale but requires monitoring
	No concerns as to progress

(FORM B: EXTERNAL BIDS)

**BIDS FOR FUNDING FROM AREA COMMITTEES
CAPITAL (AND REVENUE) PRO FORMA**

Short Project Title: Level 2 Teachers

Bid submitted by: Joan Croxall

On behalf of (please include contact details): Colne Amateur Swimming Club,
secretary@colne-asc.co.uk

Brief Details of the Organisation's Constitution and Financial Standing:

Our financial statement and constitution have been sent separately to councillors

Amount requested: £2,250

Brief details of Project: Our Level 1 teachers need to upgrade to Level 2 for further advancement of the swimming club

Main Outcomes to be Achieved: We are a Swim 21 accredited club and are the only one in the area. Our teachers need to become Level 2 accredited to further advance our swimmers and for the club to continue to go forward

When will Project be implemented? February/March 2017

Who will undertake the Project works? Qualified ASA Course Instructor

Is the bid for capital or revenue funding? Capital

Is there match funding for the Project from elsewhere? Yes

If so, please give details: We receive £500 to further our teachers from Swim North West by being Swim 21 accredited. If we do not use it we will lose it

Are there long-term revenue consequences and how will these be funded? As of 1 December, Burnley Aquatics are merging with Bobcats. We will be the only club in the area to offer high level teaching