

**REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER**

**TO: BRIERFIELD AND REEDLEY COMMITTEE**

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## **CAPITAL PROGRAMME 2015/16**

### **PURPOSE OF REPORT**

To advise members on the Committee's 2015/16 capital budget.

### **RECOMMENDATIONS**

- (1) That members note the available balance for 2015/16 is £21,591.
- (2) That members note only the schemes listed in Appendix 1 have agreed funding.
- (3) That the new bids detailed in paragraphs 10 and 11 be considered by the Committee.
- (4) That the underspend detailed in paragraphs 13–15 totalling £87 be considered by the Committee.
- (5) That any late bids be considered by the Committee.

### **REASON FOR RECOMMENDATIONS**

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

### **ISSUE**

#### ***Uncommitted Balance from 2014/15***

1. This is £8,821.

#### ***Allocation for 2015/16***

2. This is £17,610 capital plus £8,220 revenue contribution to capital – totalling £25,830. However, £4,697 of the revenue contribution is being held back as cover in the event that savings do not materialise from the transfer of some assets to the town and parish councils. At this stage, this gives an effective total allocation for 2015/16 of £21,133.

### **Effective Total Allocation for 2015/16**

3. This is £29,954.

### **Commitments for 2015/16**

4. These total £8,363 (see Appendix 1 for a detailed breakdown).

### **Balance for 2015/16**

5. This is £21,591.

### **Population/Electorate Breakdown**

6. Brierfield ward – 4,862/3,800; Reedley ward – 5,291/4,306 (2011 Census/2014 Electorate).

### **Additional Sources of Capital Funding**

7. Appendix 2 to this report, for information, is a list of current Section 106 (Planning) Agreements where finance has been received provided by Planning and Legal Services relating to the Brierfield and Reedley Committee area.
8. The Pendle Three-Tier Forum 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**

9. 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**

10. **Sackville Street and Railway Street Improvements:** submitted by Scott Whalley, Engineering Manager – £2,000 (see bid at Appendix 3).
11. **Brierfield Family Tree Centre – Tree Pruning at Allotment:** submitted by Audrey Drinkwater – £100 (see bid at Appendix 4).

### **Late Bids**

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

### **Existing Bids**

#### Underspend – De-allocate Funding

13. **Heyhead Park Tennis Courts (Appendix 1, item xiii):** The scheme has been completed with an underspend of £55. The Committee is asked to consider de-allocating this amount and returning the funds to the capital programme.

14. **Christmas Banners in Brierfield (Appendix 1, item xiv):** The scheme was completed with an underspend of £5. The Committee is asked to consider de-allocating this amount and returning the funds to the capital programme.
15. **Provision of No Through Road Signage at Victoria Avenue, Brierfield (Appendix 1, item xx):** The scheme was completed with an underspend of £27. The Committee is asked to consider de-allocating this amount and returning the funds to the capital programme.

#### Overspend – Additional Funding Required

16. 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); and "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, 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 risks 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 Brierfield and Reedley Committee.

Appendix 2: List of Section 106 Agreements for Brierfield and Reedley.

Appendix 3: Sackville Street and Railway Street Improvements (Form A).

Appendix 4: Brierfield Family Tree Centre – Tree Pruning at Allotment (Form A).

## **LIST OF BACKGROUND PAPERS**

None.

Scheme Details	Lead Officer and Service Area	Original Allocation	Spend to 31/3/2015	Allocation Available 1/4/2015	Allocated 2015/16	Total Allocation	Spend to 1/1/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
i) Litter and dog waste bins (2/6/2015)	C Taylor (ES)	£772	£441	£331	£500	£831	£0	£831	£500 allocated on 2/6/2015
ii) Town centre premises improvement grants (10/5/2011)	P Collins (HHED)	£7,625	£0	£7,625	£0	£7,625	£2,350	£5,275	Ongoing. Currently promoting availability of grants in Brierfield
iii) Flood prevention works within the Brierfield and Reedley area (11/5/2010)	S Whalley (NS)	£2,500	£0	£2,500	£0	£2,500	£0	£2,500	The funds were allocated to help deal with emergency flooding situations. None has been spent to date but may be needed if the rain persists
iv) Maintenance of red grit bins (7/4/2009, 30/3/2010, 8/6/2010, 5/10/2010, 10/5/2011, 4/10/2011 and 2/10/2012)	J Lord (ES)	£2,893	£697	£2,196	£0	£2,196	£0	£2,196	Additional allocation of £401 on 30/3/2010, £459 on 8/6/2010, £3,000 on 5/10/2010, £1,605 on 10/5/2011 and £4,000 on 4/10/2011. £3,000 was allocated on 2/10/2012 for winter 2012/13 to include ordering of new grit bins). Remaining funds for ongoing maintenance for 2014/15
v) Festive decorations for Brierfield (8/4/2014)	S Whalley (NS)	£2,361	£2,093	£268	£0	£268	£0	£268	£2,361 allocated for Brierfield on 8/4/2014
vi) Festive decorations for Reedley (8/4/2014)	S Whalley (NS)	£2,361	£2,093	£268	£0	£268	£0	£268	£2,361 allocated for Reedley on 8/4/2014
vii) Friday Night Football League (7/8/2012)	T Horsley (NS)	£300	£0	£300	£0	£300	£0	£300	Funding still required for cost of pitch hire. Invoice to be sent

Scheme Details	Lead Officer and Service Area	Original Allocation	Spend to 31/3/2015	Allocation Available 1/4/2015	Allocated 2015/16	Total Allocation	Spend to 1/1/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
viii) Parking area outside 1–29 Reedley Road, Reedley (4/9/2012)	S Whalley (NS)	£5,470	£0	£5,470	£0	£5,470	£0	£5,470	Allocated on 4/9/2012 (from 2010/11 Reedley balance) subject to LCC contributing remaining £8,500 and approval by BRAC of the plans
ix) Resurfacing of Park Lane/Park Drive, Reedley (6/11/2012, 5/8/2014 and 3/11/2015)	S Whalley (NS)	£6,000	£0	£6,000	£3,000	£9,000	£0	£9,000	£3,000 allocated on 6/11/2012, £3,000 on 5/8/2014 and a further £3,000 on 3/11/2015
x) Additional festive banners (5/3/2013)	N Yates (NS)	£419	£0	£419	£0	£419	£0	£419	Allocated on 5/3/2013. Spend to date is £662, with £331 contributed from Brierfield Town Council
xi) Lighting column at 11/13 William Street, Brierfield (7/5/2013 and 3/9/2013)	S Farnell (NS)	£350	£0	£350	£0	£350	£0	£350	Allocated on 7/5/2013. Spend to date is £4,085 with Brierfield Town Council contributing £1,000 to scheme. Additional £350 allocated on 3/9/2013
xii) Resurfacing of Back Taylor Street, Brierfield (8/10/2013)	S Whalley (NS)	£3,500	£0	£3,500	£0	£3,500	£3,500	£0	£3,500 allocated on 8/10/2013. Total cost was £9,187.30
xiii) Heyhead Park tennis courts, Brierfield (5/11/2013)	K Roberts (NS)	£55	£0	£55	£0	£55	£0	£55	Allocated on 5/11/2013. Spend to date is £3,890 , with Brierfield Town Council to be asked to contribute £1,945
xiv) Christmas banners in Brierfield (3/12/2013)	S Whalley (NS)	£500	£495	£5	£0	£5	£0	£5	Allocated on 3/12/2013

Scheme Details	Lead Officer and Service Area	Original Allocation	Spend to 31/3/2015	Allocation Available 1/4/2015	Allocated 2015/16	Total Allocation	Spend to 1/1/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
xv) Provision of a speed indicator device (3/12/2013)	S Farnell (NS)	£2,500	£0	£2,500	£0	£2,500	£0	£2,500	Allocated on 3/12/2013
xvi) Improvements to Pendle Way, near Nelson Golf Course (7/1/2014)	T Partridge (NS)	£400	£297	£103	£0	£103	£0	£103	Allocated on 7/1/2014
xvii) Resurfacing of footway at Railway View, Brierfield (5/8/2014)	S Whalley (NS)	£3,500	£0	£3,500	£0	£3,500	£2,970	£530	Allocated on 5/8/2014
xviii) Street nameplates budget top-up (2/9/2014 and 3/11/2015)	J Hacking (NS)	£880	£0	£880	£880	£1,760	£0	£1,760	£880 allocated on 2/9/2014. Funds fully spent and journal transfer to be arranged. Further allocation of £880 on 3/11/2015
xix) Clearance of Richard Street site, Brierfield (4/11/2014, 6/1/2015 and 2/6/2015)	S Whalley (NS)	£1,240	£1,603	-£363	£363	£0	£0	£0	£740 allocated on 4/11/2014 and a further £500 allocated on 6/1/2015 and £363 on 2/6/2015
xx) Provision of No Through Road signage at Victoria Avenue, Brierfield (31/3/2015)	S Farnell (NS)				£260	£260	£233	£27	Allocated by BRAC on 31/3/2015
xxi) Heyhead Park ball court fencing improvements (2/6/2015)	K Roberts (NS)				£1,500	£1,500	£1,500	£0	Allocated by BRAC on 2/6/2015
xxii) Replacement LED floodlighting to Tunstill Square Car Park (7/7/2015)	S Farnell (NS)				£225	£225	£0	£225	Allocated by BRAC on 7/7/2015

Scheme Details	Lead Officer and Service Area	Original Allocation	Spend to 31/3/2015	Allocation Available 1/4/2015	Allocated 2015/16	Total Allocation	Spend to 1/1/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
xxiii) Removal and disposal of trees, etc at Colne Road, Brierfield (7/7/2015 and 4/8/2015)	D Walker (ES)				£1,035	£1,035	£1,035	£0	£960 allocated by BRAC on 7/7/2015 and £75 on 4/8/2015
xxiv) Purchase of two dog bins and one grit bin at Broadhurst Way and Kings Causeway, Brierfield (3/11/2015)	S Whalley (NS)				£350	£350	£0	£350	£350 allocated by BRAC on 3/11/2015
xxv) Repair of street light to Rear William Street, Brierfield (3/11/2015)	S Whalley (NS)				£100	£100	£100	£0	£100 allocated by BRAC on 3/11/2015
xxvi) Bollard at Sefton Street, Brierfield (1/12/2015)	N Yates (NS)				£150	£150	£0	£150	£150 allocated by BRAC on 1/12/2015 for a Blackpool style bollard
<b>Subtotals</b>		<b>£43,626</b>	<b>£7,719</b>	<b>£35,907</b>	<b>£8,363</b>	<b>£44,270</b>	<b>£11,688</b>	<b>£32,582</b>	
<b>Uncommitted Funds</b>		<b>£8,821</b>	<b>-</b>	<b>£8,821</b>	<b>£12,770</b>	<b>£21,591</b>	<b>-</b>	<b>£21,591</b>	
<b>TOTAL FUNDS AVAILABLE 2015/16</b>		<b>£52,447</b>	<b>£7,719</b>	<b>£44,728</b>	<b>£21,133</b>	<b>£65,861</b>	<b>£11,688</b>	<b>£54,173</b>	



## Section 106 Agreements

### 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
	LEG/8/475	IA006				Higher Reedley Road	Maintenance of green land at Hillingdon Road and Higher Reedley Road	Brierfield	Capital received	40,630.00	26,193.64	24,770.69			K Roberts	Money is being used for ongoing maintenance by Parks	VG 22/5/2015
13/98/0034P	LEG/8	IA018		Yes	5/1/1999	Hillsborough Avenue, Brierfield	Maintenance of land	Brierfield	Date of transfer	9,315.00	9,237.85	9,237.85			K Roberts	Money is being used for ongoing and ad hoc maintenance by Parks	TW 9/10/2014
13/08/0558P & 13/10/0296P	4582		11/5/2010 and 6/8/2010		10/5/2011	Land at Reedley Drive, Reedley	Open space contribution	Brierfield	On transfer of open space land which shall be before 22 dwellings occupied	224,276.00				Any monies not expended five years after the 10 years' maintenance period		22 houses to be built before we receive the money. Barnfield to build pavilion, one football pitch and one cricket pitch as part of the agreement	Input by BK 21/12/2012. Updated by TW 9/10/2014

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

**(FORM A: INTERNAL BIDS)**

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

**Short Project Title:** Sackville Street and Railway Street Improvements

**Bid submitted by:** Scott Whalley, Engineering Manager, Neighbourhood Services,  
Elliott House, 9 Market Square, Nelson, BB9 0LX

**On behalf of (please include contact details):** Cllr Ashraf

**Amount requested:** £2,000

**Brief details of Project:** Purchase of 1 No bench for Railway Street and installation  
of 2 No benches (1 No bench purchased by BRAG)

**Main Outcomes to be Achieved:** 2 No benches to be provided to public realm area

**When will Project be implemented?** ASAP

**Who will undertake the Project works?** Local contractor

**Is the bid for capital or revenue funding?** Capital

**Is there match funding for the Project from elsewhere?** Yes  
**If so, please give details:** £1,000 from BRAG

**Are there long-term revenue consequences and how will these be funded?**  
None

**(FORM A: INTERNAL BIDS)**

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

**Short Project Title:** Brierfield Family Tree Centre – Tree Pruning at Allotment

**Bid submitted by:** Audrey Drinkwater

**On behalf of (please include contact details):** Brierfield Family Tree Centre –  
Wendy Ireton – Outreach Worker

**Amount requested:** £100

**Brief details of Project:** The Family Tree Centre has an allotment at Bent Head which is used for education, encouraging the children to grow fruit and vegetables, etc. There is a large sycamore tree which is overhanging the garden and track access to the allotment causing issues for delivery vehicles. The Council's Principal Environment Officer has provided advice on what sort of work is required and all the necessary paperwork has been completed as the tree is in the conservation area, ie registered it as a conservation area Section 211 notification and confirmed the work is acceptable

It is recommended that ongoing work might be to crown lift as necessary to maintain adequate height clearance over the track and removal of dead and/or weak growth as necessary. This is likely to cost in the region of about £100 per occurrence but is not likely to be annual

**Main Outcomes to be Achieved:** Improved overhead access for delivery vehicles to the allotment and reduced risk of injury from dead/weak branches

**When will Project be implemented?** Spring 2016

**Who will undertake the Project works?** Brierfield Children's Centre will commission the work

**Is the bid for capital or revenue funding?** Revenue

**Is there match funding for the Project from elsewhere?** No  
**If so, please give details:**

**Are there long-term revenue consequences and how will these be funded?**  
No