

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: COLNE AND DISTRICT 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 that only the schemes listed in Appendix 1 have agreed funding.
- (2) 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 2014/15

1. This is £5,522.

Allocation for 2015/16

2. This is £39,150 capital plus £18,260 revenue contribution to capital – totalling £57,410. However, £10,434 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 £46,976.

Effective Total Allocation for 2015/16

3. This is £52,498.

Commitments for 2015/16

4. These total £51,212 (see Appendix 1 for a detailed breakdown).

Balance for 2015/16

5. This is £1,286.

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 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. None.

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 2015/16 allocation for horticulture projects/events has been allocated per member as follows:

Ward	Councillor	2015/16 Allocation	Committed to Date	Balance
Boulsworth	Sarah Cockburn-Price	£500.00	£500.00	£0.00
	Margaret Foxley	£500.00	£500.00	£0.00
	Paul White	£500.00	£499.98	£0.02
Foulridge	Graham Waugh	£500.00	£500.00	£0.00
Horsfield	Smith Benson	£500.00	£0.00	£500.00
	Neil Butterworth	£500.00	£0.00	£500.00
	Jonathan Nixon	£500.00	£500.00	£0.00

Vivary Bridge	David Clegg	£500.00	£500.00	£0.00
	Joe Cooney	£500.00	£500.00	£0.00
	Ian Tweedie	£500.00	£0.00	£500.00
Waterside	Tony Greaves	£500.00	£500.00	£0.00
	Dorothy Lord	£500.00	£500.00	£0.00
	Graham Roach	£500.00	£500.00	£0.00
Total		£6,500.00	£4,999.98	£1,500.02

August 2015

14. **Foulridge Parish Council:** £500 from Cllr Waugh.

October 2015

15. **Colne in Bloom:** £166.66 from Cllr White and £500 each from Cllrs Clegg, Cooney, Greaves, Lord and Roach.
16. **Laneshaw Bridge Horticultural Projects:** £166.66 from Cllr White.
17. **Trawden Horticultural Projects:** £166.66 from Cllr White.

November 2015

18. **Colne in Bloom:** £500 from Cllr Nixon.

December 2015

19. **Trawden Forest Parish Council:** £250 each from Cllrs Cockburn-Price and Foxley.
20. **Laneshaw Bridge Parish Council:** £100 each from Cllrs Cockburn-Price and Foxley.
21. **Colne in Bloom:** £150 each from Cllrs Cockburn-Price and Foxley.

Possible Future Schemes (no allocation made yet)

22. Possible allocation for three to four **gateway information signs** for Colne (12/10/2006).
23. **Litter and Dog Waste Bins:** A bid for £1,000 was submitted on 4 June 2015. It was resolved that the matter be deferred until later in the municipal year.

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 2013/14 for Colne and District Committee.

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

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) Painting of old street nameplates (31/3/2010)	J Hacking (NS)	£676	£0	£676	£0	£676	£326	£350	Ongoing
ii) Planting of wildflowers on Sutherland Street, Colne (12/5/2011 and 8/12/2011)	T Wilson (NS)	£1,222	£0	£1,222	-£1,222	£0	£0	£0	£5,000 allocated on 12/5/2011 with a further £700 allocated on 8/12/2011. Remaining funds were for maintenance but the wildflowers did not take. Members agreed on 9/10/2014 to retain the funds until member/officer discussions have been held. Resolved on 8/10/2015 to de-allocate £1,222
iii) 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

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iv) A Safer Colne Project (14/6/2012)	M Armfield (DLS)	£1,173	£336	£837	£0	£837	£0	£837	Ongoing. It is intended to use some of the funds this year for further sniffer dog operations in licensed premises and to purchase drugs amnesty boxes for licensed premises
v) Gateway premises improvements grants (14/6/2012)	P Collins (HHED)	£6,000	£0	£6,000	£0	£6,000	£4,073	£1,927	£4,073 spent on gateway premises improvement grant but full allocation committed and waiting for works to be completed. The main Premises Improvement Grant scheme is continuing with the Sainsbury's S106 funds (£32,000, with £26,430.50 carried forward to 2015/16). Spend on that this year is £11,976.39. £14,454.11 remaining from S106 funds
vi) Friday Night Football League (9/8/2012)	T Horsley (NS)	£300	£0	£300	£0	£300	£102	£198	Funding still required for cost of pitch hire. Journal transfer being arranged
vii) 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

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viii) Provision of missing grate covers (12/5/2011 and 4/7/2013)	S Whalley (NS)	£1,581	£549	£1,032	£0	£1,032	£130	£902	Ongoing. £2,000 agreed by CDC on 4/7/2013
ix) Ball Grove Local Nature Reserve footpath improvements (5/9/2013)	L Cooper (NS)	£1	£0	£1	-£1	£0	£0	£0	£2,015 agreed by CDC on 5/9/2013. Works completed. £1 de-allocated on 6/8/2015
x) Tree grille replacement for Albert Road and town centre (5/9/2013)	S Whalley (NS)	£2,000	£0	£2,000	£0	£2,000	£0	£2,000	£2,000 agreed by CDC on 5/9/2013. Meeting being arranged with an alternative contractor to discuss the works and obtain an up-to-date quotation
xi) Snow Angels pilot (10/10/2013)	A Drinkwater (NS)	£384	£73	£311	£0	£311	£0	£311	£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 happen. The equipment purchased is still with volunteers, and the scheme was rolled over into winter 2014
xii) 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 about to advertise the TRO. Bollards to be ordered once TRO in place

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xiii) New and replacement litter and dog-waste bins (9/5/2013 and 23/1/2014)	C Taylor (ES)	£647	£445	£202	£0	£202	£0	£202	Quarterly spend is reported in the Environmental Crime Update reports. Two bins have been replaced in Quarter 3 totalling £301, resulting in a £99 overspend. Journal transfer being arranged
xiv) Boulsworth Environmental Improvement Fund (4/6/2015)	A Drinkwater (NS)	£4,000	£500	£3,500	£3,750	£7,250	£164	£7,086	CDC resolved on 10/4/2014 to top up the balance to £4,000. £3,336 allocated for a bus shelter on Keighley Road, Colne (10/4/2014). £500 paid for Trawden in Bloom. £164 allocated to Friends of Ball Grove (1/4/2015). New allocation of £3,750 agreed on 4/6/2015. <i>Up to £400 agreed by Boulsworth councillors towards noise abatement on the ball stop fence on the park in Laneshaw Bridge (15/1/2016)</i> £3,350 uncommitted

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xv) Foulridge Environmental Improvement Fund (4/6/2015)	A Drinkwater (NS)	£1,333	£1,333	£0	£1,250	£1,250	£1,250	£0	CDC resolved on 10/4/2014 to top up the balance to £1,333. All funds were transferred to Foulridge Parish Council. New allocation of £1,250 agreed on 4/6/2015. New funds also to be transferred to Foulridge Parish Council. All funds committed
xvi) Horsfield Environmental Improvement Fund (4/6/2015)	A Drinkwater (NS)	£4,000	£4,145	-£145	£3,750	£3,605	£0	£3,605	CDC resolved on 10/4/2014 to top up the balance to £4,000. Total spend was £4,145, resulting in an overspend of £145. New allocation of £3,750 agreed on 4/6/2015. £3,605 uncommitted

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
xvii) Vivary Bridge Environmental Improvement Fund (4/6/2015)	A Drinkwater (NS)	£5,950	£900	£5,050	£3,750	£8,800	£3,700	£5,100	CDC resolved on 10/4/2014 to top up the balance to £4,000. The balance from 2013/14 was £1,555 but with £1,350 towards footpath improvements at Foulridge Lower Reservoir (6/2/2014) and £600 for two picnic benches (10/4/2014) to be allocated. Timing of footpath works dependent on water levels reducing. Scheme has not started yet. Cheque sent to Friends of Alkincoats Park. £3,700 allocated towards Alkincoats Pavilion (1/4/2015) (completed and paid). New allocation of £3,750 agreed on 4/6/2015. £3,750 uncommitted
xviii) Waterside Environmental Improvement Fund (4/6/2015)	A Drinkwater (NS)	£4,000	£4,000	£0	£3,750	£3,750	£0	£3,750	CDC resolved on 10/4/2014 to top up the balance to £4,000. Funds were transferred to Waterside Neighbourhood Action Group. New allocation of £3,750 agreed on 4/6/2015. £3,750 uncommitted
xix) Festive decorations (10/4/2014)	S Whalley (NS)	£4,380	£2,350	£2,030	-£2,030	£0	£0	£0	£2,030 remaining for 2014/15. De-allocated on 4/6/2015

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xx) Grant to Colne in Bloom (12/3/2015 and 8/10/2015)	L Cooper (NS)	£11,996	£11,987	£9	£14,467	£14,476	£10,995	£3,481	£11,000 allocated on 12/3/2015. £3,466.66 vired from item xxxiii (horticultural projects/ events)
xxi) Footpath improvements (5/6/2014)	T Partridge (NS)	£5,000	£4,710	£290	£0	£290	£290	£0	£5,000 fully spent and payments processed as follows: FP 215, Trawden (path to Wycoller) – £2,000 (the main funding for this project was from LCC); FP at Carriers Row – £650; Ferndean Way Bridge repair (also at Carriers Row) – £560; FP 104, Colne (path to Wycoller from Carriers Row) – £1,790 (the main funding for this project was from LCC)
xxii) 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
xxiii) Street nameplates budget top-up (5/9/2014 and 6/8/2015)	J Hacking (NS)	£1,170	£0	£1,170	£1,170	£2,340	£0	£2,340	£1,170 allocated on 5/9/2014. Original allocation spent and journal transfer to be arranged. New allocation of £1,170 agreed on 6/8/2015

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
xxiv) White line markings at parking area at Back Lane, Trawden (6/11/2014)	S Whalley (NS)	£300	£0	£300	£0	£300	£0	£300	Allocated on 6/11/2014 subject to clarification of ownership of the land
xxv) Do Not Feed the Pigeons leaflet and poster campaign (4/12/2014)	A Drinkwater (NS)	£200	£0	£200	-£40	£160	£160	£0	Allocated on 4/12/2014. Works completed at a cost of £160. Journal transfer being arranged. £40 de-allocated on 8/10/2015
xxvi) Replacement glazing to the market's glass box (12/3/2015)	T Brown (LPS)	£4,000	£0	£4,000	-£1,149	£2,851	£2,851	£0	Works completed at a cost of £2,851. Journal transfer being arranged. £1,149 de-allocated on 8/10/2015
xxvii) Footpath improvements at Colne Water (1/4/2015)	T Partridge (NS)				£4,500	£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
xxviii) Footpath improvements at Colne Lane (1/4/2015)	T Partridge (NS)				£1,672	£1,672	£1,672	£0	Work has started on this project, which should be completed by mid-September. Scheme completed at a cost of £6,059.20, with the majority of funding from LCC

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xxix) Footpath improvements at Wycoller View (1/4/2015)	T Partridge (NS)				£300	£300	£300	£0	Works completed at a cost of £1,074, with the majority of funding from LCC
xxx) No Through Road signage at Haverholt Road, Colne (1/4/2015)	J Hacking (NS)				£318	£318	£273	£45	Completed at a cost of £318. Final payment of £45 to be processed
xxxii) New commercial oven for Trawden Forest Community Centre (4/6/2015)	M Hunting (NS)				£1,500	£1,500	£0	£1,500	Agreed in principle at CDC meeting on 4/6/2015. Cllr White to ask the parish council if they would be willing to make a contribution
xxxiii) Colne Rhythm and Blues Festival 2015: town centre entertainment (4/6/2015)	P Collins (HHED)				£7,965	£7,965	£7,965	£0	Agreed at CDC meeting on 4/6/2015. Final spend is confirmed as £7,965. £195 de-allocated on 3/12/2015
xxxiiii) Horticultural projects/events (9/7/2015)	A Drinkwater (NS)				£3,033	£3,033	£500	£2,533	Agreed at CDC meeting on 9/7/2015. £3,466.66 vired to Colne in Bloom (item xx)
xxxv) North Valley Holiday Club (9/7/2015)	M Hunting (NS)				£500	£500	£500	£0	Agreed at CDC meeting on 9/7/2015. Cheque posted on 16/7/2015
xxxvi) Dog fouling signs at Trawden School and Trawden Rec (5/11/2015)	S Whalley (NS)				£300	£300	£61	£239	Agreed at CDC meeting on 5/11/2015
xxxvii) Lakeside Café and toilet signs at Ball Grove Park, Colne (5/11/2015)	S Whalley (NS)				£550	£550	£0	£550	Agreed at CDC meeting on 5/11/2015

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xxxvii) Teacher training courses for Colne Swimming Club (3/12/2015)	M Hunting (NS)				£2,370	£2,370	£2,370	£0	Agreed at CDC meeting on 3/12/2015
xxxviii) New waste bin for Market Street, Colne (3/12/2015)	M Hunting (NS)				£259	£259	£0	£259	Agreed at CDC meeting on 3/12/2015, subject to a second waste bin being provided by Environmental Services
xxxix) Provision of CCTV for Colne Football Club (7/1/2016)	M Hunting (NS)				£500	£500	£0	£500	Agreed at CDC meeting on 7/1/2016
Subtotals		£80,830	£31,328	£49,502	£51,212	£100,714	£37,682	£63,032	
Uncommitted Funds		£5,522	-	£5,522	-£4,236	£1,286	-	£1,286	
TOTAL FUNDS AVAILABLE 2015/16		£86,352	£31,328	£55,024	£46,976	£102,000	£37,682	£64,318	

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
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