

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: WEST CRAVEN COMMITTEE

DATE: 29 MARCH 2016

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CAPITAL PROGRAMME 2015/16 AND 2016/17

PURPOSE OF REPORT

To advise members on the Committee's 2015/16 and 2016/17 capital budgets.

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendices 1–3 have agreed funding.
- (2) That any late bids be considered by the Committee.
- (3) That members note the table at Appendix 3 showing the money allocated to the Bracewell and Brogden Meeting. Total funds available for 2015/16 are £4,908.
- (4) That members consider and approve the de-allocations outlined in paragraphs 15 and 16.

REASONS FOR RECOMMENDATIONS

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

ISSUE

Uncommitted Balance from 2014/15

1. This is £1,511.
 - Barnoldswick balance: £0.
 - Earby balance: £1,511.

Allocation for 2015/16

2. This is £29,690 capital plus £13,860 revenue contribution to capital totalling £43,550. However, £7,920 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 £35,630.

In addition, £6,640 has been added to the Barnoldswick 2015/16 allocation. This is from the former LRRAP scheme and has been allocated for the Barnoldswick Town Centre Improvement Scheme at Appendix 1, item (xvii).

Deducting the £8,000 advance from the Executive for Barnoldswick, the allocation for 2015/16 is **£34,270**.

- Barnoldswick: £22,393 (£23,753 plus £6,640 minus £8,000).
- Earby: £11,877.

Effective Total Allocation for 2015/16

3. This is £35,781.
4. The Barnoldswick/Earby split of the 2015/16 allocation is:
 - Barnoldswick allocation: £22,393.
 - Earby allocation: £13,388.

Commitments for 2015/16

5. These total £33,741 (see Appendices 1 and 2 for a detailed breakdown).
6. The Barnoldswick/Earby split of the commitments is:
 - Barnoldswick commitments: £22,393.
 - Earby commitments: £11,348.

Balance

7. This is £2,040.
 - Barnoldswick balance: £0.
 - Earby balance: £2,040.

New Allocation for 2016/17

8. This is £19,800 capital plus £13,860 revenue contribution to capital – totalling £33,660. The Barnoldswick/Earby split of the 2016/17 allocation is:
 - Barnoldswick allocation: £22,440.
 - Earby allocation: £11,220.

Additional Source of Capital Funding

9. Appendix 4 to this report is a list of current Section 106 (Planning) Agreements where finance has been received relating to the West Craven Committee area.
10. 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

11. 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 Bids

12. **Salterforth Fun-Day:** submitted by Salterforth Fun Day Committee – £750 (see bid form at Appendix 5).

Late Bids

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

Existing Bids

Overspend – Additional Funding Required

14. None.

Underspend – De-allocate Funding

15. **Hill Street/Earl Street Improvements (Appendix 1, item xiii):** The scheme has been completed resulting in an underspend of £24. The Committee is requested to consider de-allocating this amount and returning the funds to the Barnoldswick allocation of the capital programme.
16. **Removal of Tyre Stingers at Victory Park (Appendix 1, item xxiii):** The scheme has been completed resulting in an under spend of £10. The Committee is requested to consider de-allocating this amount and returning the funds to the Barnoldswick allocation of the capital programme.

Possible Future Allocations (no allocation made yet)

17. There were no future allocations at the time of writing the report.

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 Financial Manager in order to assist members when considering the allocation of the capital and revenue budgets. This list is as follows:

1. The funding shall 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 Barnoldswick 2015/16.

Appendix 2: Capital Programme Commitments for Earby 2015/16.

Appendix 3: Commitments from the Grant to Bracewell and Brogden Meeting.

Appendix 4: List of Section 106 Agreements for the West Craven Area.

Appendix 5: Salterforth Fun Day Bid (Form B).

LIST OF BACKGROUND PAPERS

None.

Scheme and Date Approved	Lead Officer and Service Area	Original Allocation	Spend to 31/3/2015	Allocation available 1/4/2015	Allocated 2015/16	Total Allocation	Spend to 29/2/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
i) Litter and dog waste bins – Barnoldswick (31/3/2015)	C Taylor (ES)	£3,415	£276	£3,139	£2,000	£5,139	£1,097	£4,042	£139 carried over from 2013/14; £3,000 carried over from 2014/15 approved 3/6/2014; £2,000 approved in 2015/16 (31/3/2015)
ii) Premises improvement grant scheme – Barnoldswick (31/3/2015)	P Collins (HHED)	£12,922	£10,568	£2,354	£5,000	£7,354	£3,028	£4,326	£2,354 carried over from 2014/15. £5,000 approved on 31/3/2015 from WCAC Capital Programme., with Barnoldswick Town Council contributing an additional £5,000. Total spend to the end of February 2016 is £8,028. The Town Council's contribution has been fully spent, leaving £4,326 from the WCAC Capital Programme
iii) Urban ginnels (7/6/2011, 12/6/2012, 3/6/2014, 5/8/2014)	T Partridge (NS)	£19,628	£0	£19,628	-£196	£19,432	£19,432	£0	Includes the following allocations: £7,056 (7/6/2011); £3,572 (12/6/2012); £8,000 (3/6/2014); £1,000 (5/8/2014). £8,765 spent on Kirkstall Drive to Ben Lane; £13,467 spent on Priors Way to Fernbank Mill with contributions of £1,104 and £1,696 from Barnoldswick Town Council. Underspend of £196 de-allocated

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iv) Contribution towards completion of the wheelchair route at Victory Park (7/6/2011)	S Whalley (NS)	£18,692	£10,295	£8,397	£0	£8,397	£0	£8,397	Path work completed. Further works for Interpretation ongoing
v) Improvements to Barnoldswick Memorial Gardens. Money originally de-committed from Barnoldswick Portal (6/9/2011 and 12/6/2012)	S Whalley (NS)	£31,516	£32,562	-£1,046	£1,046	£0	£0	£0	Works completed. Total cost came to £45,296 but with £12,734 being contributed by Barnoldswick Town Council. An allocation of £1,046 was approved at the August meeting to cover the overspend on this scheme (4/8/2015)
vi) Festivals and events – carry over 2012/13 (12/6/2012)	Cllr D Whipp	£950	£650	£300	£0	£300	£0	£300	Earmarked for the Friday Night Football League
vii) Improvements to Esp Lane (5/2/2013)	S Whalley (NS)	£1,000	£0	£1,000	£0	£1,000	£0	£1,000	£1,000 was approved subject to Bracewell and Brogden Meeting providing £1,500 towards the improvements which they have agreed to. Work is due to start soon
viii) Improvement to lighting on Walmsgate car park (8/10/2013)	S Farnell (NS)	£1,194	£0	£1,194	£0	£1,194	£0	£1,194	Electrical connections for new floodlighting. Spend expected to be £736
ix) Barnoldswick War Memorial lettering (8/4/2014)	Barnoldswick Town Council	£1,000	£0	£1,000	£0	£1,000	£0	£1,000	Completed. Work to be charged to correct code. The cost total cost was £1,440 with £440 to be charged to Parks R&M budget

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x) Predator tyre stingers for Victory Park, Barnoldswick (3/6/2014)	N Yates (NS)	£3,500	£3,153	£347	£0	£347	£347	£0	Completed
xi) Street Nameplate Budget Top-up for Barnoldswick (2/9/2014)	J Hacking (NS)	£500	£0	£500	£0	£500	£500	£0	Completed
xii) Pavement Improvement Scheme Long Ing/Clayton Street (3/3/2015)	N Yates (NS)	£2,000	£0	£2,000	£0	£2,000	£0	£2,000	
xiii) Hill Street/Earl Street Improvements (3/3/2015)	T Wilson (NS)	£864	£0	£864	£0	£864	£840	£24	Completed. £24 to de-allocate
xiv) The Salterforth Toilet Group (2/6/2015)	T Wilson (NS)				£250	£250	£250	£0	Completed
xv) Improvements to Footpath 9, Barnoldswick (at Ghyll Church) (2/6/2015)	T Partridge (NS)				£187	£187	£187	£0	The scheme cost £2,500 with a contribution of £2,126 from LCC and £374 split equally between St Mary Le Ghyll Church and WCAC Capital Programme, Barnoldswick at £187 each. This results in a £209 underspend for WCAC Capital Programme, Barnoldswick. £209 de-allocated
xvi) Improvements to the flower bed at the junction with Skipton Road and Fernlea Avenue (2/6/2015)	Barnoldswick Town Council				£500	£500	£500	£0	Completed

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xvii) Barnoldswick Town Centre Improvement Scheme	Barnoldswick Town Council				£6,640	£6,640	£0	£6,640	Additional money from the former LRRAP scheme. The sum of £6,640 has been added to the Barnoldswick allocation for 2015/16 (see paragraph 2 of the report)
xviii) Barnoldswick Town Centre Improvement Scheme (7/7/2015)	Barnoldswick Town Council				£2,000	£2,000	£0	£2,000	Additional £2,000 allocated from the capital programme towards an improvement scheme for Barnoldswick Town Centre to match the £2,000 provided by Barnoldswick Town Council
xix) Fire-proof stage curtains at St Joseph's Community Centre (8/9/2015)	St Joseph's Community Centre				£1,000	£1,000	£1,000	£0	Completed
xx) Shop Radio Repairs (8/9/2015)	Safer Barnoldswick Group				£117	£117	£117	£0	Completed
xxi) Memorial Gardens connection to water supply and some ancillary repairs (8/9/2015)	Barnoldswick Town Council				£3,000	£3,000	£0	£3,000	Works to be ordered
xxii) Valley Gardens Summer Fayre 2016 (6/10/2015)	Valley Gardens Working Group				£444	£444	£444	£0	Completed
xxiii) Removal of tyre stingers in Victory Park (1/12/2015)	N Yates (NS)				£200	£200	£190	£10	Completed. £10 to de-allocate

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xxiv) Stone marking to help combat stone theft (5/1/2016)	Barnoldswick Town Council				£205	£205	£0	£205	
Subtotals		£97,181	£57,504	£39,677	£22,393	£62,070	£27,932	£34,138	
Uncommitted Funds		£0	-	£0	£0	£0	-	£0	
TOTAL FUNDS AVAILABLE 2015/16		£97,181	£57,504	£39,677	£22,393	£62,070	£27,932	£34,138	

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i) Premises improvement grant scheme – Earby (12/5/2015)	P Collins (HHED)	£9,432	£8,765	£667	£4,500	£5,167	£640	£4,527	£667 carried over from 2014/15: £4,500 approved in 2015/16 (12/5/2015)
ii) Floodlighting to Sough Park bowling green (26/3/2013)	K Roberts (NS)	£1,300	£0	£1,300	-£1,300	£0	£0	£0	The cost for floodlighting is too high for the amount allocated. It was suggested that this funding be de-allocated for use on other schemes. £1,300 de-allocated
iii) Sough Park upgrade of skate/cycle facilities (8/4/2014)	K Roberts (NS)	£4,000	£0	£4,000	£0	£4,000	£4,000	£0	Completed
iv) Real Christmas trees for Salterforth, Kelbrook and Sough Parish Councils (4/11/2014)	Salterforth, Kelbrook and Sough Parish Councils	£600	£0	£600	£0	£600	£600	£0	Completed
v) Barnwood Crescent to Stoneybank Road Footpath 49, Earby (31/3/2015)	T Partridge (NS)				£3,648	£3,648	£3,648	£0	Total spend on this scheme was £13,672. The project was jointly funded by LCC £10,024 and WCAC Capital Programme allocation of £4,025. With an underspend of £376.75 for WCAC Capital Programme, Earby. £377 de-allocated
vi) Salterforth Fun Day (31/3/2015)	T Wilson (NS)				£750	£750	£750	£0	Completed

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vii) Litter and dog waste Bins in Earby (12/5/2015)	C Taylor (ES)				£1,000	£1,000	£116	£884	
viii) Festive decorations in Earby (12/5/2015)	T Wilson (NS)				£1,000	£1,000	£1,000	£0	Completed
ix) The Salterforth Toilet Group (2/6/2015)	T Wilson (NS)				£500	£500	£500	£0	Completed
x) Christmas tree for Earby (3/11/2015)	T Wilson (NS)				£250	£250	£250	£0	Completed
xi) Refurbishment of Kelbrook and Sough Village Hall floor (1/3/2016)	T Wilson (NS)				£1,000	£1,000	£0	£1,000	
Subtotals		£15,332	£8,765	£6,567	£11,348	£17,915	£11,504	£6,411	
Uncommitted Funds		£1,511		£1,511	£529	£2,040		£2,040	
TOTAL FUNDS AVAILABLE 2015/16		£16,843	£8,765	£8,078	£11,877	£19,955	£11,504	£8,451	

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i) Improvements to ESP Lane	S Whalley (NS)	£0	£0	£0	£1,500	£1,500	£0	£1,500	Awaiting invoice
ii) Church star at Bracewell	S Whalley (NS)	£0	£0	£0	£200	£200	£200	£0	Completed
iii) Enhanced paths maintenance scheme	S Whalley (NS)	£0	£0	£0	£200	£200	£0	£200	Allocated 1/12/2015
iv) Additional monies for Improvements to ESP Lane	S Whalley (NS)	£0	£0	£0	£1,000	£1,000	£0	£1,000	Allocated 5/1/2016
Subtotals		£0	£0	£0	£2,900	£2,900	£200	£2,700	
Uncommitted Funds		£0		£0	£2,008	£2,008		£2,008	
TOTAL FUNDS AVAILABLE 2015/16		£0	£0	£0	£4,908	£4,908	£200	£4,708	

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
13/05/0722P	3380	IA029	30/11/2005	Yes	8/5/2006	Dotcliffe Mill, Earby	Highway improvement work to Main Street, Kelbrook	West Craven	Prior to development commencing	19,000.00	0.00			5 years from payment (11/1/2013)	P Atkinson	Scheme completed. Slight underspend was utilised for legal fees for the land transfer	TW 8/10/2015
13/05/0722P	3380	IA029	1/7/1998	Yes	8/5/2006	Dotcliffe Mill, Kelbrook	Traffic Regulation Order on Dotcliffe Road, Kelbrook	West Craven	Prior to occupation	10,000.00	0.00			(24/9/2013)	P Atkinson	TRO was not processed due to the introduction of 20mph zones. The £10,000 could not be utilised. This must be returned to the developer as the deadline is overrun	TW 8/10/2015
13/05/0722P	3380	IA029	30/11/2005	Yes	8/5/2006	Dotcliffe Mill, Earby	Verge hardening at Dotcliffe Road, Kelbrook	West Craven	Prior to occupation of any dwelling	7,500.00	0.00			5 years from payment (11/1/2013)	P Atkinson	Completed	TW 8/10/2015
13/05/0722P	3380	IA029	30/11/2005	Yes	8/5/2006	Dotcliffe Mill, Earby	Footway improvements to Dotcliffe Road, Kelbrook	West Craven	No development shall commence	10,000.00	8,872.56			5 years from payment (11/1/2013)	P Atkinson	Footway completed BUT TRO not. Money is sitting on wrong item. Should be £10,000 remaining but money to go back to developer?	TW 8/10/2015
13/04/0555P	2345	IA033	8/10/2004	Yes	21/3/2005	Grove Street, Earby	Brownfield fund	West Craven	Prior to development	19,200.00	19,200.00			None	D Morris	Redevelopment of existing sites for industry. Money is for anywhere in the borough	TW 8/10/2015
13/04/0555P	2345	IA033	8/10/2004	Yes	21/3/2005	Grove Street, Earby	Flood alleviation work	West Craven	Prior to the occupation of 18th dwelling	20,000.00	20,000.00			10 years from payment (23/1/2018)	P Atkinson	Completed - Water Street flood alleviation scheme	TW 8/10/2015
13/04/0514P	3063	IA025	1/9/2004	Yes	22/12/2005	Bawhead Road, Earby	Contribution to flood alleviation work in Earby	West Craven	Prior to occupation of any dwelling	30000	0.00			7 years from payment (18/10/2014)	P Atkinson	Completed in 2014	TW 8/10/2015
13/09/0376P		IA056	9/11/2009	Yes	40,218.00	Ravenscroft Way, Barnoldswick	CCTV	West Craven	On the signing of the agreement	35,000.00	5,795.00			5 years from 9 February 2010	P Atkinson	Residual money for ongoing maintenance	TW 8/10/2015
13/04/0381P	2248	IA034	11/8/2004	Yes	30/06/2005	Gisburn Street/West Close Road, Barnoldswick	Commuted sum for maintenance of land to be transferred to PBC	West Craven	Prior to first occupation	24,719.61	23,987.54	24,719.61		None	K Roberts	Parks carrying out some maintenance works on three specified areas of land	TW 8/10/2015
		IA064	21/10/2013	Yes		Unit 8, West Craven Business Park	Cycle path connection to Bridleway 38	West Craven		24,637.50	24,637.50	24,637.50			P Atkinson	Scheme identified. Need to spend by 2018	TW 8/10/2015

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Sub-Total	102,492.60	49,357.11	
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	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: Salterforth Fun Day 2016

Bid submitted by: Kevin Dowbiggin (Chairman)

On behalf of (please include contact details): Salterforth Fun Day Committee

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

We are a non-profit community organisation raising funds for local charities and good causes

Amount requested: £750 (hire of tea tent, tables, chairs, etc)

Brief details of Project: Annual village-based fun day with entertainment stalls, giant raffle, BBQ, road race and supported by village school, Women's Institute, Salterforth Community Action Group and many others

Main Outcomes to be Achieved: To raise funds for local good causes (see attached)

When will Project be implemented? Sunday, 12 June 2016

Who will undertake the Project works? Fun Day Committee

Is the bid for capital or revenue funding? Revenue

Is there match funding for the Project from elsewhere?

If so, please give details: Only from Fun Day Fund Account

Are there long-term revenue consequences and how will these be funded?

None

Salterforth Fun Day 2015

Summary of Donations

Charity or Organisation	Amount Donated
Salterforth School	£500
Salterforth WI for the Senior Citizens' Christmas Lunch	£350
Hospice Care for Burnley and Pendle	£400
North West Air Ambulance	£200
Bosom Friends, Barnoldswick	£400
Barnoldswick and Earby First Responders	£250
Kelbrook luncheon Club for OAPs	£100
Emergency Fund	£300
Contribution to Defibrillator for Salterforth	£400
Barnoldswick 1st West Craven Scout Group	£100
Salterforth Toilet Group	£750
Pendle RDA (Riding for Disabled)	£300
Salterforth Chapel	£50
GRAND TOTAL	£4,100