

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

DATE: 9 JUNE 2016

Report Author: Julie Hibbert
Tel. No: 661569
E-mail: julie.hibbert@pendle.gov.uk

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 and 2 have agreed funding.
- (2) That members consider the underspend detailed in paragraphs 14 to 16.
- (3) That members consider the deferred bid detailed in paragraph 17.
- (4) 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 £115.

Allocation for 2015/16

2. This is £18,110 capital plus £8,450 revenue contribution to capital – totalling £26,560. However, £4,829 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 of £21,731 for 2015/16.

Effective Total Allocation for 2015/16

3. This is £21,846.

Commitments for 2015/16

4. This is £21,287 (see Appendix 1 for a detailed breakdown of the year-end figures).

Balance for 2015/16

5. This is £559.

New Allocation for 2016/17

6. This is £12,070 capital plus £8,450 revenue contribution to capital – totalling £20,520.

Effective Total Allocation for 2016/17

7. This is £21,079 (the Executive will be considering the funds held back from last year at the meeting on 23 June 2016).

Commitments for 2016/17

8. These total £1,330 (see Appendix 2 for a detailed breakdown).

Balance for 2016/17

9. This is £19,749.

Additional Source of Capital Funding

10. Appendix 3 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 Barrowford and Western Parishes area.
11. 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

12. 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.

Existing Bids

Overspend – Additional Funding Required

13. None.

Underspend – De-allocate Funding

14. **Improvement to Barrowford Bus Shelters (Appendix 2, item ii):** All invoices paid. Request remaining balance of £94 is de-allocated and the funds returned to the capital budget.
15. **Blacko Parish Council Bid: Phase 2 of Dry-Stone Walling Project (Appendix 2, item iii):** All invoices paid. Request remaining balance of £641 is de-allocated and the funds returned to the capital budget.
16. **Blacko Parish Council Bid: Replacement of Damaged Walling (Appendix 2, item xii):** Scheme cancelled after consulting with residents. Request £3,000 is de-allocated and the funds returned to the capital budget.

New/Deferred Bids

Money will need to be de-allocated from other schemes before any new bids of a greater value than the balance available can be approved for the 2016/17 capital programme if members deem these bids to be a higher priority.

17. **Blacko Parish Council Bid: Repairs to children’s play area (Appendix 4):** This bid was deferred on 12 May 2016 for consideration at the committee’s 9 June 2016 meeting.

Late Bids

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

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. 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 2015/16 for Barrowford and Western Parishes Committee.

Appendix 2: Capital Programme Commitments for 2016/17 for Barrowford and Western Parishes Committee.

Appendix 3: List of Section 106 Agreements for Barrowford and Western Parishes.

Appendix 4: Blacko Parish Council Bid for Funding – Repairs to Children's Play Area (Form B).

LIST OF BACKGROUND PAPERS

None.

Scheme Details	Lead Officer and Service Area	c/f from Previous Years	Spend to 31/3/2015	Allocation Available 1/4/2015	Allocated 2015/16	Total Allocation	Spend to 31/3/2016	Allocation Remaining in Ledger	Status of Scheme/ Remarks
i) Flood alleviation (8/5/2008 and 5/7/2012)	L Edwards (NS)	£3,000	£0	£3,000	£0	£3,000	£0	£3,000	
ii) Asset maintenance of Barrowford bus shelters (10/6/2010)	S Farnell (NS)	£94	£0	£94	£0	£94	£0	£94	
iii) Phase 2 of dry-stone walling project (10/6/2010)	C Barnes (Blacko PC)	£971	£0	£971	£0	£971	£0	£971	Works completed – to be invoiced
iv) Litter and dog waste bins (4/6/2015)	C Taylor (ES)	£182	£0	£182	£500	£682	£495	£187	Ongoing
v) Friday Night Football League (6/9/2012)	T Horsley (NS)	£300	£0	£300	£0	£300	£0	£300	Allocated on 6/9/2012
vi) Various projects (4/7/2013)	S Grindrod (Goldshaw Booth PC)	£1,250	£730	£520	£0	£520	£0	£520	Works ongoing
vii) Town centre premises improvement grants (9/7/2015)	P Collins (HHED)	£3,024	£1,913	£1,111	£4,000	£5,111	£1,545	£3,566	New allocation of £4,000 on 9/7/2015
viii) Festive decorations (10/4/2014)	S Whalley (NS)	£9,450	£8,987	£463	-£463	£0	£0	£0	Allocated on 10/4/2014 and a further £2,402 on 7/8/2014. All invoices paid. £463 de-allocated on 31/3/2016
ix) Church Street/ Helton Street ginnel improvements (3/7/2014)	T Partridge (NS)	£289	£0	£289	£0	£289	£0	£289	Allocated on 3/7/2014
x) Holmefield House car park refurbishment (3/7/2014)	I Lord (Barrowford PC)	£6,000	£0	£6,000	£0	£6,000	£0	£6,000	Allocated on 3/7/2014

Scheme Details	Lead Officer and Service Area	c/f from Previous Years	Spend to 31/3/2015	Allocation Available 1/4/2015	Allocated 2015/16	Total Allocation	Spend to 31/3/2016	Allocation Remaining in Ledger	Status of Scheme/ Remarks
xi) Millennium corner (3/7/2014)	S Grindrod (Goldshaw Booth PC)	£1,500	£0	£1,500	£0	£1,500	£484	£1,016	Works ongoing
xii) Higham playing fields (3/7/2014)	M Tetley (Higham PC)	£1,750	£0	£1,750	£0	£1,750	£1,750	£0	Completed
xiii) Barley car park toilets (3/7/2014)	D Heap (Barley PC)	£1,500	£0	£1,500	£0	£1,500	£1,500	£0	Completed
xiv) Barley car park and toilet block (9/7/2015)	D Heap (Barley PC)				£1,000	£1,000	£0	£1,000	Allocated on 9/7/2015
xv) Replacement of damaged walling (9/7/2015)	M Wood (Blacko PC)				£3,000	£3,000	£0	£3,000	Allocated on 9/7/2015
xvi) Refurbishment of toilets (9/7/2015)	S Sunderland (Friends of Barrowford Park)				£2,500	£2,500	£2,500	£0	Completed
xvii) Various projects (9/7/2015)	S Grindrod (Goldshaw Booth PC)				£500	£500	£0	£500	Allocated on 9/7/2015
xviii) Storage building on playing fields (9/7/2015)	M Tetley (Higham PC)				£3,000	£3,000	£0	£3,000	Allocated on 9/7/2015
xix) Play area equipment and upkeep (9/7/2015)	R Hay (Old Laund Booth PC)				£3,000	£3,000	£3,000	£0	Completed
xx) Street furniture and play area upgrade (9/7/2015)	M Schofield (Roughlee PC)				£1,250	£1,250	£1,250	£0	Completed

Scheme Details	Lead Officer and Service Area	c/f from Previous Years	Spend to 31/3/2015	Allocation Available 1/4/2015	Allocated 2015/16	Total Allocation	Spend to 31/3/2016	Allocation Remaining in Ledger	Status of Scheme/ Remarks
xxi) Haddings Lane FP94 Higham (9/7/2015)	T Partridge (NS)				£0	£0	£0	£0	£750 allocated on 9/7/2015 but a bid to LCC for the remaining funding required was refused and so the project cannot proceed. £750 de-allocated on 31/3/2016
xxii) Lower Clough Fold surfacing improvements (9/7/2015)	S Whalley (NS)				£2,000	£2,000	£3,338	-£1,338	£5,700 contribution agreed from residents and £2,000 allocated by BWPAC. Works now completed. Additional funding required
xxii) Repairs to Bull Holme Cricket Pavilion (31/3/2016)	J Ormerod (Barrowford Cricket Club)				£1,000	£1,000	£0	£1,000	£1,000 allocated on 31/3/2016
Subtotals		£29,310	£11,630	£17,680	£21,287	£38,967	£15,862	£23,105	
Uncommitted Funds		£115	-	£115	£444	£559	-	£559	
TOTAL FUNDS AVAILABLE 2015/16		£29,425	£11,630	£17,795	£21,731	£39,526	£15,862	£23,664	

This table represents the agreed end-of-year financial position for 2015/16

Barrowford and Western Parishes Committee Commitments for 2016/17

Appendix 2

Date Allocated and 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 13/5/2016	Allocation Remaining in Ledger	Status of Scheme/ Remarks
i) 08/05/08 and 05/07/12 Flood Alleviation	L Edwards (NS)	£3,000	£0	£3,000	£0	£3,000	£0	£3,000	No scheme identified
ii) 10/06/10 Improvement to Barrowford bus shelters	S Farnell (NS)	£94	£0	£94	£0	£94	£0	£94	Completed. Request made that underspend of £94 be de-allocated
iii) 10/06/10 Phase 2 of dry-stone walling project	M Wood (Blacko PC)	£971	£0	£971	£0	£971	£330	£641	Completed. Request made that underspend of £641 be de-allocated
iv) 04/06/15 Litter and dog waste bins	C Taylor (ES)	£682	£495	£187	£0	£187	£0	£187	Ongoing
v) 06/09/12 Friday Night Football League	T Horsley (NS)	£300	£0	£300	£0	£300	£0	£300	Under review
vi) 04/07/13 Various projects	S Grindrod (Goldshaw Booth PC)	£520	£0	£520	£0	£520	£520	£0	Completed April 2016
vii) 09/07/15 Town centre premises improvement grants	P Collins (HHED)	£5,111	£1,545	£3,566	£0	£3,566	£0	£3,566	
viii) 03/07/14 Church Street/Helton Street ginnel improvements	T Partridge (NS)	£289	£0	£289	£0	£289	£0	£289	Ongoing. Works ordered

Date Allocated and 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 13/5/2016	Allocation Remaining in Ledger	Status of Scheme/ Remarks
ix) 03/07/14 Holmefield House car park refurbishment	I Lord (Barrowford PC)	£6,000	£0	£6,000	£0	£6,000	£0	£6,000	Ongoing
x) 03/07/14 Millennium corner	S Grindrod (Goldshaw Booth PC)	£1,500	£484	£1,016	£0	£1,016	£765	£251	Ongoing
xi) 09/07/15 Barley car park and toilet block	D Heap (Barley PC)	£1,000	£0	£1,000	£0	£1,000	£1,000	£0	Completed April 2016
xii) 09/07/15 Replacement of damaged walling	M Wood (Blacko PC)	£3,000	£0	£3,000	£0	£3,000	£0	£3,000	Scheme cancelled. Request £3,000 be deallocated. Blacko PC request new bid considered, ie repairs to children's playground
xiii) 09/07/15 Various projects	S Grindrod (Goldshaw Booth PC)	£500	£0	£500	£0	£500	£150	£350	Ongoing
xiv) 09/07/15 Storage building on playing fields	M Tetley (Higham PC)	£3,000	£0	£3,000	£0	£3,000	£0	£3,000	Ongoing. Most of the work completed
xv) 09/07/15 & 12/05/16 Lower Clough Fold surfacing improvements	S Whalley (NS)	£2,000	£3,338	-£1,338	£1,330	-£8	£0	-£8	£5,700 contribution agreed from residents and £2,000 allocated by BWPAC. Works now completed. Additional funds of £1,330 allocated on 12/5/2016

Date Allocated and 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 13/5/2016	Allocation Remaining in Ledger	Status of Scheme/ Remarks
xvi) 31/03/16 Repairs to Bull Holme Cricket Pavilion	J Ormerod (Barrowford Cricket Club)	£1,000	£0	£1,000	£0	£1,000	£0	£1,000	Works completed. Invoice to be processed
Subtotals		£28,967	£5,862	£23,105	£1,330	£24,435	£2,765	£21,670	
Uncommitted Funds		£559	-	£559	£19,190	£19,749	-	£19,749	
TOTAL FUNDS AVAILABLE 2016/17		£29,526	£5,862	£23,664	£20,520	£44,184	£2,765	£41,419	

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
13/03/0416P	1610	IA019	29/3/2004	Yes	21/3/2004	Grange Avenue, Barrowford	Future maintenance of land to be transferred to PBC	Barrowford	Date of agreement	9,626.91	9,626.91	9,626.91		None	K Roberts	Site is hard landscaped and well maintained. Money to be used for maintenance	TW 9/10/2014
13/03/0032P		IA064	11/10/2009	Yes	27/10/2009	Wheatley Court	Provision of open space in the locality	Barrowford	5 years from payment	10,000.00	10,000.00			16/01/2017	K Roberts		NW 20/3/2013
13/10/94830	4942	IA060			26/10/210	Land at Gisburn Road, Barrowford	Enhancement of cycling facilities and improvements to bus service serving development	Barrowford	Prior to opening to public	130,000.00	30,000.00	30,000.00		7 years from payment	P Atkinson	ESP producing plans for cycle link improvements in accordance with the Cycling Strategy. £100,000 to LCC for the bus subsidy	Input by BK 21/12/12 updated by TW 21/7/2015
13/98/0325P + 13/00/0563P	LEG/8	IA004	14/3/2000	Yes	13/3/2000	Land at Gisburn Road, Barrowford	Provision of equipped play area	Barrowford	By instalments	48,000.00	780.00			27/07/2007	K Roberts	£780 residual	TW 5/11/2014
13/06/0116P	4088	IA044	12/5/2006	Yes	25/5/2007	Land at Clover Croft Mill, Higham	Provision of public open space in vicinity of development	Barrowford	Prior to the occupation of first dwelling	33,000.00	33,000.00	33,000.00	33,000.00	7 years from final payment	Parish Council	Money was passed to the Parish Council who paid for the facility	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: Repairs to our children's play equipment and repairs to the play flooring within the playground at the Recreation Ground Beverley Road Blacko

Bid submitted by: Margaret Wood – Parish Clerk

On behalf of (please include contact details): Blacko Parish Council c/o Parish Clerk, 30 Dryden Street, Padiham, Lancashire BB12 8TQ

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

Amount requested: £3,326.02

Brief details of Project: Repair of items of play equipment £1,258.02 and cutback and relay of play flooring £2,068.00

Main Outcomes to be Achieved: To make safe the equipment and to remove the trip hazards on the play flooring

When will Project be implemented? ASAP

Who will undertake the Project works? Wicksteads Play Equipment

Is the bid for capital or revenue funding? Capital

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