

**REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER**

**TO: WEST CRAVEN COMMITTEE**

**DATE: 6 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 that only the schemes listed in Appendices 1–3 have agreed funding.
- (2) That any late bids be considered by the Committee.
- (3) That the de-allocations at paragraphs 15 and 16 be approved.
- (4) That members note the table at Appendix 3 showing the money allocated to the Bracewell and Brogden Meeting in 2015/16. The balance remaining for 2016/17 is £2,008.

### **REASONS FOR RECOMMENDATIONS**

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

### **ISSUE**

#### ***Uncommitted Balance from 2015/16***

1. This is £1,324.
  - Barnoldswick balance: £34.
  - Earby balance: £1,290.

#### ***Allocation for 2016/17***

2. This is £19,800 capital plus £13,860 revenue contribution to capital – totalling £33,660.

- Barnoldswick allocation: £22,440.
- Earby allocation: £11,220.

### ***Release of £40,000 held back from Area Committees 2015/16 funding allocations***

3. On 30 June 2016 the Executive agreed to release in the current year the £40,000 held back from the Area Committee 2015/16 funding allocations pending progress on the implementation of service/asset transfers.
4. At the same meeting West Craven Committee was asked to consider allocating its share of the £40,000 to the re-introduction of the last (M1) bus service to and from Barnoldswick.
5. The amount held back from West Craven Committee was £7,920.
  - Barnoldswick: £5,280.
  - Earby: £2,640.

### ***Effective Total Allocation for 2016/17***

6. This is £42,904.
  - Barnoldswick effective total allocation: £27,754.
  - Earby effective total allocation: £15,150.

### ***Commitments for 2016/17***

7. These total £38,226 (see Appendices 1 and 2 for a detailed breakdown).
  - Barnoldswick commitments: £26,759.
  - Earby commitments: £11,467.

### ***Balance for 2016/17***

8. This is £4,678
  - Barnoldswick balance: £995.
  - Earby balance: £3,683.

### ***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 (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***

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/Deferred Bids***

12. None.

### ***Late Bids***

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

### ***Existing Allocations***

#### *Overspend – Additional Funding Required*

14. None.

#### *Underspend – De-allocate Funding*

15. £150 to be de-allocated for fencing at Hilltop Earby Recreation Ground for an enclosed dog walking area; Appendix 2, Scheme No 6.

16. £1,000 to be de-allocated for improvements to Esp Lane from the Bracewell and Brogden Meeting Commitments; Appendix 3, Scheme No 4.

### ***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 (e.g. 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 (e.g. 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 2016/17.

Appendix 2: Capital Programme Commitments for Earby 2016/17.

Appendix 3: Commitments from the Grant to Bracewell and Brogden Meeting 2016/17.

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

## **LIST OF BACKGROUND PAPERS**

None.

**West Craven Committee Commitments for Barnoldswick 2016/17**

Sch. No	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 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
1	<b>31/03/2016</b> Litter and dog waste bins – Barnoldswick	C Taylor (ES)	£5,139	£1,262	£3,877	£0	£3,877	£0	£3,877	£3,877 carried over from 2015/16
2	<b>05/07/16</b> Premises improvement grant scheme	P Collins (HHED)	£7,354	£3,028	£4,326	£3,500	£7,826	£775	£7,051	£4,326 carried over from 2015/16; £3,500 allocated in 2016/17
3	<b>07/06/11</b> Contribution towards completion of the wheelchair route at Victory Park	S Whalley (NS)	£8,397	£0	£8,397	£0	£8,397	£0	£8,397	Path work completed. Further works for Interpretation ongoing
4	<b>12/06/12</b> Festivals and events	Cllr D Whipp	£300	£0	£300	<b>-£300</b>	£0	£0	£0	<b>£300 de-allocated</b>
5	<b>05/02/13</b> Improvements to Esp Lane	S Whalley (NS)	£1,000	£0	£1,000	£0	£1,000	£1,000	£0	Completed
6	<b>08/10/13</b> Improvement to lighting on Walmsgate Car Park	S Farnell (NS)	£1,194	£0	£1,194	£0	£1,194	£0	£1,194	Electrical connections for new floodlighting
7	<b>03/03/15</b> Pavement Improvement Scheme Long Ing/ Clayton Street	S Whalley (NS)	£2,000	£0	£2,000	£0	£2,000	£0	£2,000	

Sch. No	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 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
8	Barnoldswick Town Centre Improvement Scheme	Barnoldswick Town Council	£6,640	£0	£6,640	£0	£6,640	£0	£6,640	Additional money from the former LRRAP scheme. The sum of £6,640 was added to the Barnoldswick allocation for 2015/16
9	<b>07/07/15</b> Barnoldswick Town Centre Improvement Scheme	Barnoldswick Town Council	£2,000	£0	£2,000	£0	£2,000	£0	£2,000	£2,000 allocated towards an improvement scheme for Barnoldswick Town Centre to match the £2,000 provided by Barnoldswick Town Council
10	<b>08/09/15</b> Memorial Gardens connection to water supply and some ancillary repairs	Barnoldswick Town Council	£3,000	£0	£3,000	<b>-£210</b>	£2,790	£2,790	£0	Works completed. <b>£210 de-allocated</b>
11	<b>29/03/16</b> Permanent flood barrier along Skipton Road, Barnoldswick	S Whalley (NS)	£0	£0	£0	£12,500	£12,500	£12,500	£0	£10,000 approved on 29/3/2016; £2,500 on 10/5/2016. Total cost was £25,000; £12,500 to come from Barnoldswick Town Council
12	<b>10/07/16</b> Reintroduction of the M1 bus	T Wilson (NS)	£0	£0	£0	£5,133	£5,133	£0	£5,133	
13	<b>05/07/16</b> Contribution towards the cost of a covered walkway in the garden at Cravenside	T Wilson (NS)	£0	£0	£0	£1,746	£1,746	£1,746	£0	Lancashire County Council contributed £2,000 so the contribution from the capital programme could be reduced. <b>£254 deallocated</b>
14	<b>02/08/16</b> Barnoldswick Cricket Club for electronic scoreboard	T Wilson (NS)	£0	£0	£0	£1,000	£1,000	£1,000	£0	Completed

Sch. No	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 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
15	<b>02/08/16</b> Barnoldswick Town Football Club for replacement showers	T Wilson (NS)	£0	£0	£0	£1,000	£1,000	£1,000	£0	Completed
16	<b>04/10/16</b> Contribution towards installing a barrier at Greenberfield Lane Car Park	T Wilson (NS)	£0	£0	£0	£520	£520	£0	£520	The remaining half contribution to come from Park's budget. Reported on the Environmental Blight report
17	<b>08/11/16</b> Maintenance and improvement work at Harper/Parker Street car park	T Wilson (NS)	£0	£0	£0	£1,870	£1,870	£0	£1,870	Option 1 was selected
	<b>Subtotals</b>		<b>£37,024</b>	<b>£4,290</b>	<b>£32,734</b>	<b>£26,759</b>	<b>£59,493</b>	<b>£20,811</b>	<b>£38,682</b>	
	<b>Uncommitted Funds</b>		<b>£34</b>	<b>-</b>	<b>£34</b>	<b>£961</b>	<b>£995</b>	<b>-</b>	<b>£995</b>	
	<b>TOTAL FUNDS AVAILABLE 2016/17</b>		<b>£37,058</b>	<b>£4,290</b>	<b>£32,768</b>	<b>£27,720</b>	<b>£60,488</b>	<b>£20,811</b>	<b>£39,677</b>	

**West Craven Committee Commitments for Earby 2016/17**

Sch. No	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 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
1	<b>12/05/15</b> Premises improvement grant scheme	P Collins (HHED)	£5,167	£640	£4,527	£0	£4,527	£1,342	£3,185	£4,527 carried over from 2015/16
2	<b>12/05/15</b> Litter and dog waste Bins	C Taylor (ES)	£1,000	£279	£721	£0	£721	£0	£721	£721 carried over from 2015/16
3	<b>29/03/16</b> Salterforth Fun Day 2016	Salterforth Fun Day Committee	£750	£0	£750	£0	£750	£750	£0	Completed
4	<b>10/05/16</b> Reintroduction of the M1 bus service	T Wilson (NS)	£0	£0	£0	£2,567	£2,567	£0	£2,567	
5	<b>05/07/16</b> Contribution towards paths and drain works at Cemetery Road car park	T Wilson (NS)	£0	£0	£0	£1,000	£1,000	£0	£1,000	On the Environmental Blight report. Contribution of £500 from Liberata also approved
6	<b>05/07/16</b> Fencing at Hilltop, Earby Recreation Ground to create an enclosed dog area	K Roberts (NS)	£0	£0	£0	£2,000	£2,000	£1,850	£150	Completed. <b>£150 to be de-allocated</b>
7	<b>02/08/16</b> Contribution towards Salterforth Toilet Group	T Wilson (NS)	£0	£0	£0	£500	£500	£500	£0	Completed



Sch. No	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 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
8	<b>04/10/16</b> Clearing the land at Goodhall Close and Victoria Road junction	T Wilson (NS)	£0	£0	£0	£400	£400	£0	£400	Site reported on the Environmental Blight report
9	<b>04/10/16</b> Property flood resilience measures	S Whalley (NS)	£0	£0	£0	£5,000	£5,000	£0	£5,000	Additional £10,000 has been approved for this from Pendle Council's central funding making £15,000 available
	<b>Subtotals</b>		<b>£6,917</b>	<b>£919</b>	<b>£5,998</b>	<b>£11,467</b>	<b>£17,465</b>	<b>£4,442</b>	<b>£13,023</b>	
	<b>Uncommitted Funds</b>		<b>£1,290</b>		<b>£1,290</b>	<b>£2,393</b>	<b>£3,683</b>		<b>£3,683</b>	
	<b>TOTAL FUNDS AVAILABLE 2016/17</b>		<b>£8,207</b>	<b>£919</b>	<b>£7,288</b>	<b>£13,860</b>	<b>£21,148</b>	<b>£4,442</b>	<b>£16,706</b>	

**Bracewell and Brogden Meeting Commitments for 2016/17**

Sch. No	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 31/10/2016	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
1	Improvements to ESP Lane	S Whalley (NS)	£1,500	£0	£1,500	£0	£1,500	£1,500	£0	Completed
2	Church star at Bracewell	S Whalley (NS)	£200	£200	£0	£0	£0	£0	£0	Completed
3	<b>01/12/15</b> Enhanced paths maintenance scheme	S Whalley (NS)	£200	£0	£200	£0	£200	£0	£200	
4	<b>05/01/16</b> Additional monies for Improvements to ESP Lane	S Whalley (NS)	£1,000	£0	£1,000	£0	£1,000	£0	£1,000	Scheme completed. Allocation no longer required. <b>£1,000 to be de-allocated</b>
	<b>Subtotals</b>		<b>£2,900</b>	<b>£200</b>	<b>£2,700</b>	<b>£0</b>	<b>£2,700</b>	<b>£1,500</b>	<b>£1,200</b>	
	<b>Uncommitted Funds</b>		<b>£2,008</b>		<b>£2,008</b>	<b>£0</b>	<b>£2,008</b>		<b>£2,008</b>	
	<b>TOTAL FUNDS AVAILABLE 2016/17</b>		<b>£4,908</b>	<b>£200</b>	<b>£4,708</b>	<b>£0</b>	<b>£4,708</b>	<b>£1,500</b>	<b>£3,208</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
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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<b>Sub-Total</b>	<b>102,492.60</b>	<b>49,357.11</b>	
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	Needs to be actively monitored
	Progressing according to timescale but requires monitoring
	No concerns as to progress