

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

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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 £2,158 is uncommitted.
- (2) That members note only the schemes listed in Appendix 1 have agreed funding.
- (3) 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 from 2015/16

1. This is £559.

Allocation for 2016/17

2. This is £20,520 (i.e. £12,070 capital plus £8,450 revenue).

Effective Total Allocation for 2016/17

3. This is £25,908 (including £4,829 retained in 2015/16 pending progress on the implementation of service/asset transfers which was reinstated by the Executive on 30 June 2016).

Commitments for 2016/17

4. These total £23,750 (see Appendix 1).

Uncommitted for 2016/17

5. This is £2,158.

Additional Source of Capital Funding

6. 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 Barrowford and Western Parishes area.
7. 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

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.

Existing Bids

Overspend – Additional Funding Required

9. *None.*

Underspend – Deallocate Funding

10. **Removal of Caravan at Higherford (appendix 1, scheme 26)** –£45 invoice paid. Request the £9 underspend is deallocated and the funds returned to the capital budget.

New/Deferred Bids

11. **Barrowford Cricket Club** – installation of Kitchen. £400 bid submitted (see appendix 3).

Late Bids

12. Any late bids to be reported 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 2016/17 for Barrowford and Western Parishes Committee.

Appendix 2: List of Section 106 Agreements for Barrowford and Western Parishes.

Appendix 3: Bid for funding from Barrowford Cricket Club.

LIST OF BACKGROUND PAPERS

None.

(Shaded schemes are completed)

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2016/17	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	10/06/10 Improvement to Barrowford bus shelters	S Farnell (NS)	£94	-£94	£0	£0	£0	Completed. £94 underspend deallocated 09/06/16.
2	10/06/10 Phase 2 of dry-stone walling project	M Wood (Blacko PC)	£971	-£641	£330	£330	£0	Completed. £641 underspend deallocated 09/06/16.
3	04/07/13 Various projects (including refurbishment of Jinny Well and repair of Upper Sparable Lane footpath)	S Grindrod (Goldshaw Booth PC)	£520	£0	£520	£520	£0	Completed April 2016.
4	03/07/14 Church Street/Helton Street ginnel improvements	T Partridge (NS)	£289	£0	£289	£289	£0	Completed July 2016.
5	09/07/15 Replacement of damaged walling	M Wood (Blacko PC)	£3,000	-£3,000	£0	£0	£0	Scheme cancelled. £3,000 deallocated 09/06/16.
6	09/07/15 Barley car park and toilet block	D Heap (Barley PC)	£1,000	£0	£1,000	£1,000	£0	Completed April 2016.
7	09/07/15 Various projects (including toilet renovation)	S Grindrod (Goldshaw Booth PC)	£500	£0	£500	£500	£0	Completed June 2016
8	31/03/16 Bull Holme Cricket Pavilion repairs	J Ormerod (Barrowford Cricket Club)	£1,000	£0	£1,000	£1,000	£0	Completed May 2016.
9	12/05/16 Lower Clough Fold surfacing improvements	S Whalley (NS)	-£1,338	£1,338	£0	£0	£0	Completed April 2016. (£5,700 contribution from residents.)

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2016/17	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
10	08/05/08 – £2,500 05/07/12 - £2,500 Flood Prevention	L Edwards (NS)	£3,000	£0	£3,000	£0	£3,000	Allocated for flood prevention work to be carried out within the Barrowford and Western Parishes area.
11	06/09/12 - £300 Friday Night Football League	T Horsley (NS)	£300	-£300	£0	£0	£0	Initiative did not go ahead. £300 deallocated 04/08/16
12	03/07/14 - £6,000 Holmefield House car park refurbishment	I Lord (Barrowford PC)	£6,000	£0	£6,000	£0	£6,000	PC advised - plans to be finalised and then submitted to the Committee for approval.
13	03/07/14 - £1,500 Millennium Garden	S Grindrod (Goldshaw Booth PC)	£1,016	£0	£1,016	£1,016	£0	Completed August 2016
14	09/07/15 - £3,000 Storage building on playing fields	M Tetley (Higham PC)	£3,000	£0	£3,000	£2,360	£640	PC advised - one last job outstanding.
15	09/06/16 - £3,000 Children's play area repairs	M Wood (Blacko PC)		£3,000	£3,000	£3,000	£0	Completed November 2016
16	07/07/16 - £5,000 Contribution to ride-on mower	I Lord (Barrowford PC)		£5,000	£5,000	£0	£5,000	This is pending the final agreement with PBC regarding taking over the park as this will determine the type of mower required.
17	07/07/16 - £1,000 Replacement of notice boards	S Grindrod (Goldshaw Booth PC)		£1,000	£1,000	£0	£1,000	The PC has raised an order for the notice boards to be made.
18	07/07/16 - £2,500 Footpath – Higham Village Green	P Rosthorn (Higham PC)		£2,500	£2,500	£0	£2,500	
19	07/07/16 - £1,500 Floral Fence	R Hey (Old Laund Booth PC)		£1,500	£1,500	£0	£1,500	PC advised – this project to be carried out early March when the weather is better
20	09/07/15 - £4,000 07/07/16 - £3,000 Town centre premises improvement grants	P Collins (HHED)	£3,566	£3,000	£6,566	£509	£6,057	Ongoing. Currently promoting availability of grants.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2016/17	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
21	07/07/16 - £1,000 Riverside Project	M Reed (Roughlee PC)		£1,000	£1,000	£0	£1,000	PC advised - picnic bench to be ordered. Balsam bashing to take place in the Spring.
22	07/07/16 - £1,000 Barley Playground upgrade	D Heap (Barley PC)		£1,000	£1,000	£1,000	£0	Scheme completed January 2017. Invoice to be processed.
23	07/07/16 - £2,000 Steven Burke Sports Hub – Phase 2	K Roberts (NS)		£2,000	£2,000	£0	£2,000	Work will not be completed before the end of March 2016.
24	04/06/15 - £313 Litter and dog waste bins	C Taylor (ES)	£187	£313	£500	£0	£500	Ongoing. Money to be spent throughout the year as required.
25	07/07/16 - £3,000 Pétanque on playing fields	M Wood (Blacko PC)		£3,000	£3,000	£0	£3,000	PC advised this was ongoing. Waiting for better weather.
26	08/09/16 - £54 Removal of Caravan at Higherford	H Simpson (Higherford Residents Action Group)		£54	£54	£45	£9	Completed. Request £9.00 underspend be deallocated.
27	06/10/16 - £880 Replacement Bus Shelter at Dickie Nook	I Lord (Barrowford PC)		£880	£880	£0	£880	PC advised - work completed. Awaiting invoice.
28	12/12/16 - £2,200 Resurfacing of Wilton Street/Bullholme Bridge	K Roberts (NS)		£2,200	£2,200	£0	£2,200	£569 contribution from PBC revenue budget. Work to be carried out in February.
	Subtotals		£23,105	£23,750	£46,855	£11,569	£35,286	
	Uncommitted Funds		£559	£1,599	£2,158	–	£2,158	
	TOTAL FUNDS AVAILABLE 2016/17		£23,664	£25,349	£49,013	£11,569	£37,444	

Section 106 Agreements

Appendix 2

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
13/09/0032P		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: Installation of Kitchen

Bid submitted by: Jonny Ormerod, Secretary, Barrowford Cricket Club

On behalf of (please include contact details):
Barrowford Cricket Club, 8 Portland Street, Barrowford

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

Amount requested: £400.00

Brief details of Project: To help towards the materials needed to install new kitchen.

Main Outcomes to be Achieved:

When will Project be implemented?

Who will undertake the Project works?

Is the bid for capital or revenue funding? Capital

Is there match funding for the Project from elsewhere?

If so, please give details: Applied also to Barrowford Parish Council

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