

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: WEST CRAVEN COMMITTEE

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CAPITAL PROGRAMME 2016/17 AND 2017/18

PURPOSE OF REPORT

To advise members on the Committee's 2016/17 and 2017/18 capital budgets.

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendices 1–3 have agreed funding.
- (2) That the new bid at paragraph 13 be considered.
- (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 shown at Appendix 3.

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 £41,221 (see Appendices 1 and 2 for a detailed breakdown).
 - Barnoldswick commitments: £27,754.
 - Earby commitments: £13,467.

Balance for 2016/17

8. This is £1,683
 - Barnoldswick balance: £0
 - Earby balance: £1,683

New Allocation for 2017/18

9. This is the same as last year, ie £19,800 capital plus £13,860 totalling £33,660.
 - Barnoldswick allocation: £22,440.
 - Earby allocation: £11,220.

Additional Source of Capital Funding

10. 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.
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.

New/Deferred Bids

13. **Salterforth Fun Day on 11 June 2017** – submitted by Salterforth Fun Day Committee – £750 (see bid form at Appendix 5).

Existing Allocations

Overspend – Additional Funding Required

14. None.

Underspend – De-allocate Funding

15. £6 to be de-allocated from the “Enhanced Path Maintenance Scheme”: Appendix 3, Bracewell and Brogden Meeting Commitments, Scheme No 3.
16. £50 to be de-allocated from the “Clearing the land at Goodhall Close and Vitoria Road junction”: Appendix 2, West Craven Committee Commitments for Earby, Scheme No 8.

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.

Appendix 5: Salterforth Fun Day Committee – Salterforth Fun Day on 11 June 2017 (Form B).

LIST OF BACKGROUND PAPERS

None.

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 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
1	31/03/16 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	05/07/16 Premises improvement grant scheme	P Collins (HHED)	£7,354	£3,028	£4,326	£3,500	£7,826	£947	£6,879	£4,326 carried over from 2015/16; £3,500 allocated in 2016/17
3	07/06/11 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	12/06/12 Festivals and events	Cllr D Whipp	£300	£0	£300	-£300	£0	£0	£0	£300 de-allocated
5	05/02/13 Improvements to Esp Lane	S Whalley (NS)	£1,000	£0	£1,000	£0	£1,000	£1,000	£0	Completed
6	08/10/13 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	03/03/15 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 14/3/2017	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	07/07/15 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	08/09/15 Memorial Gardens connection to water supply and some ancillary repairs	Barnoldswick Town Council	£3,000	£0	£3,000	-£210	£2,790	£2,790	£0	Completed £210 de-allocated
11	29/03/16 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	10/07/16 Reintroduction of the M1 bus	T Wilson (NS)	£0	£0	£0	£5,133	£5,133	£3,850	£1,283	£5,775 spent in total split one third /two thirds between Barnoldswick and Earby with two thirds to Barnoldswick @ £3,850. This is for payment from 5 th June 2016 to 5 th March 2017
13	05/07/16 Contribution towards the cost of a covered walkway in the garden at Cravenside	T Wilson (NS)	£0	£0	£0	£0	£0	£0	£0	Cheque from Friends of Cravenside for £1,746 returned £254 previously de-allocated

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 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
14	02/08/16 Barnoldswick Cricket Club for electronic scoreboard	T Wilson (NS)	£0	£0	£0	£1,000	£1,000	£1,000	£0	Completed
15	02/08/16 Barnoldswick Town Football Club for replacement showers	T Wilson (NS)	£0	£0	£0	£1,000	£1,000	£1,000	£0	Completed
16	04/10/16 Contribution towards installing a barrier at Greenberfield Lane Car Park	T Wilson (NS)	£0	£0	£0	£520	£520	£520	£0	Completed
17	08/11/16 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. Residents meeting to be arranged
18	07/02/2017 Realignment of the fencing around the dog enclosure at Letcliffe Park to exclude the toilet block	K Roberts (NS)	£0	£0	£0	£995	£995	£0	£995	
19	07/03/2017 Barnoldswick Town Football Club – upgrading kitchen facilities	Barnoldswick Town Football Club	£0	£0	£0	£1,000	£1,000	£0	£1,000	

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 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
20	07/03/2017 Valley Gardens Fair	Barnoldswick Town Council	£0	£0	£0	£746	£746	£0	£746	
	Subtotals		£37,024	£4,290	£32,734	£27,754	£60,488	£23,607	£36,881	
	Uncommitted Funds		£34	-	£34	-£34	£0	-	£0	
	TOTAL FUNDS AVAILABLE 2016/17		£37,058	£4,290	£32,768	£27,720	£60,488	£23,607	£36,881	

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 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
1	12/05/15 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	12/05/15 Litter and dog waste Bins	C Taylor (ES)	£1,000	£279	£721	£0	£721	£0	£721	£721 carried over from 2015/16
3	29/03/16 Salterforth Fun Day 2016	Salterforth Fun Day Committee	£750	£0	£750	£0	£750	£750	£0	Completed
4	10/05/16 Reintroduction of the M1 bus service	T Wilson (NS)	£0	£0	£0	£2,567	£2,567	£1,925	£642	£5,775 spent in total split one third /two thirds between Barnoldswick and Earby with one third to Earby @ £1,925. This is for payment from 5 th June 2016 to 5 th March 2017
5	05/07/16 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	05/07/16 Fencing at Hilltop, Earby Recreation Ground to create an enclosed dog area	K Roberts (NS)	£0	£0	£0	£1,850	£1,850	£1,850	£0	Completed £150 de-allocated

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 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
7	02/08/16 Contribution towards Salterforth Toilet Group	T Wilson (NS)	£0	£0	£0	£500	£500	£500	£0	Completed
8	02/08/16 Clearing the land at Goodhall Close and Vitoria Road junction	T Wilson (NS)	£0	£0	£0	£400	£400	£350	£50	Completed £50 to be de-allocated
9	02/08/16 Property flood resilience measures	S Whalley (NS)	£0	£0	£0	£5,000	£5,000	£6	£4,994	Additional £10,000 has been approved for this from Pendle Council's central funding making £15,000 available.
10	07/02/17 New entrance gate and fencing at Anne's wood	The Woodland Trust	£0	£0	£0	£400	£400	£0	£400	
11	07/03/17 Salterforth festive decorations	Salterforth Parish Council	£0	£0	£0	£750	£750	£0	£750	
12	07/03/17 Kelbrook and Sough festive decorations	Kelbrook and Sough Parish Council	£0	£0	£0	£1,000	£1,000	£0	£1,000	
	Subtotals		£6,917	£919	£5,998	£13,467	£19,465	£6,723	£12,742	
	Uncommitted Funds		£1,290		£1,290	£393	£1,683		£1,683	
	TOTAL FUNDS AVAILABLE 2016/17		£8,207	£919	£7,288	£13,860	£21,148	£6,723	£14,425	

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 14/3/2017	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	01/12/15 Enhanced paths maintenance scheme	S Whalley (NS)	£200	£0	£200	£0	£200	£194	£6	Completed £6 to be de-allocated
4	05/01/16 Additional monies for Improvements to ESP Lane	S Whalley (NS)	£1,000	£0	£1,000	-£1,000	£0	£0	£0	Completed £1,000 de-allocated
	Subtotals		£2,900	£200	£2,700	-£1,000	£1,700	£1,694	£6	
	Uncommitted Funds		£2,008		£2,008	£1,000	£3,008		£3,008	
	TOTAL FUNDS AVAILABLE 2016/17		£4,908	£200	£4,708	£0	£4,708	£1,694	£3,014	

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
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?
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. Brierfield Mill?
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
13/09/0376P		IA056	9/11/2009	Yes	9/2/2010	Ravenscroft Way, Barnoldswick	CCTV	West Craven	On the signing of the agreement	35,000.00	5,795.00			5 years from 9/2/2010	P Atkinson	Residual money for ongoing maintenance
13/04/0381P	2248	IA034	11/8/2004	Yes	30/06/2005	Gisburn Street/West Close Road, Barnoldswick	Commutated sum for maintenance of land to be transferred to PBC	West Craven	Prior to first occupation	24,719.61	24,719.61	24,719.61		None	K Roberts	Parks carrying out some maintenance works on three specified areas of land
		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	Need to spend by 2018

(FORM B: EXTERNAL BIDS)

**BIDS FOR FUNDING FROM AREA COMMITTEES
CAPITAL (AND REVENUE) PRO FORMA**

Short Project Title: Salterforth Fun Day (11 June 2017)

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 (list attached)

When will Project be implemented? Sunday, 11 June 2017

Who will undertake the Project works? Salterforth 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 the Fun Day account

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

None.

Salterforth Fun Day 2016

Summary of Donations

Charity or Organisation	Amount Donated
Salterforth School	£500
Salterforth WI for the Senior Citizens' Christmas Lunch	£350
Pendleside Hospice	£400
North West Air Ambulance	£200
Bosom Friends, Barnoldswick	£400
Barnoldswick and Earby First Responders	£250
Barnoldswick 1st West Craven Scout Group	£100
Salterforth Toilet Group	£400
Pendle RDA (Riding for Disabled)	£300
Salterforth Chapel	£100
Grand Total	£3,000