

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: NELSON COMMITTEE

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CAPITAL PROGRAMME 2017/18

PURPOSE OF REPORT

To update members on the Committee's 2017/18 capital budget.

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendix 1 have agreed funding.
- (2) That members consider the new bids in paragraphs 8–11.

REASON FOR RECOMMENDATIONS

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

ISSUE

Uncommitted Balance from 2016/17

1. This is £5,749.

New Allocation for 2017/18

2. This is the same as last year, ie £51,500 (comprised of £30,290 capital and £21,210 revenue).

Effective Total Allocation for 2017/18

3. This is £57,249 (made up of £5,749 from 2016/17 – plus £51,500).

Commitments for 2017/18

4. These total **£46,118** (see Appendix 1 for a detailed breakdown).

Balance for 2017/18

5. This is £11,131.

Additional Sources of Capital Funding

6. Appendix 2 to this report is a list (for information) of current Section 106 (Planning) Agreements where finance has been received provided by Planning and Legal Services relating to the Nelson Committee area.

Financial Advice

7. 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, Form B for External and Form C for Nelson Ward Initiatives) in order that members can evaluate them on a consistent basis.

New/Deferred Bids

8. **Pothole Repairs, Burlington Street, Nelson: £550.** Bid submitted by Joanne Hacking, Neighbourhood Services, on behalf of Cllr A Mahmood (see bid form A in Appendix 3).
9. **Back Street Works – Westmoreland Street, Nelson: £2,188.** Bid submitted by Joanne Hacking, Neighbourhood Services, on behalf of Cllr A Mahmood (see bid form A in Appendix 4).
10. **Nelson Food Festival 2018: £5,000.** Bid submitted by Housing, Health and Economic Development (see bid form A in Appendix 5).
11. **Walverden Park Footpath Improvements: £2,000.** Bid submitted by Kieron Roberts, Green Spaces Manager (see bid Form A in Appendix 6).

Existing Bids

Overspend – Additional Funding Required

12. None.

Underspend – De-allocate Funding

13. None.

Nelson Ward Initiatives

14. The 2017/18 allocation for Ward Initiatives has been allocated per member as follows:

Ward	Councillor	2017/18 Allocation	Committed to Date	Balance
Bradley	Mohammed Iqbal	£500.00	£116.00	£384.00
	Mohammad Sakib	£500.00	£0.00	£500.00
	Nadeem Younis	£500.00	£0.00	£500.00
Clover Hill	Eileen Ansar	£500.00	£50.00	£450.00
	Wayne Blackburn	£500.00	£50.00	£450.00
	Mrs Kathleen Shore	£700.00*	£50.00	£650.00

Marsden	Tommy Cooney	£500.00	£200.00	£300.00
	Brian Parker	£500.00	£0.00	£500.00
Southfield	Mohammad Ammer	£500.00	£150.00	£350.00
	David Whalley	£500.00	£150.00	£350.00
	Sheila Wicks	£500.00	£150.00	£350.00
Walverden	George Adam	£500.00	£50.00	£450.00
	Julie Henderson	£500.00	£50.00	£450.00
Whitefield	Nadeem Ahmed	£500.00	£0.00	£500.00
	Asjad Mahmood	£500.00	£300.00	£200.00
Total		£7,700.00	£1,316.00	£6,384.00

*£200 underspend from Cllr Shore's 2016/17 allocation

Current Spend

July 2017

15. **Lomeshaye Residents' Association Eid Party:** £300 from Cllr Mahmood.
16. **Thomas Street Bowling Club Green Maintenance:** £50 each from Cllrs Adam, Ammer, Ansar, Blackburn, Henderson, Shore, Whalley and Wicks.
17. **Pendle Forest Cricket Club Grass Cutting:** £116 from Cllr Iqbal.

September 2017

18. **The Rocking Horse Club:** £200 from Cllr Cooney.
19. **Southfield Area Residents' Association Luncheon Club:** £100 each from Cllrs Ammer, Whalley and Wicks.

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 Chief Finance Officer 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 2017/18 for Nelson Committee.

Appendix 2: List of Section 106 Agreements for the Nelson Committee Area.

Appendix 3: Pothole Repairs – Burlington Street, Nelson (Form A).

Appendix 4: Back Street Works – Westmoreland Street, Nelson (Form A).

Appendix 5: Nelson Food Festival 2018 (Form A).

Appendix 6: Walverden Park Footpath Improvements (Form A).

LIST OF BACKGROUND PAPERS

None.

Nelson Committee Commitments 2017/18

Appendix 1

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2017/18	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	11/05/15 Litter and dog waste bins	C Taylor (ES)	£1,267	£0	£1,267	£0	£1,267	Continual spend throughout year, journal transfers quarterly
2	04/07/16 Nelson town centre premise improvement grants	P Collins (HHED)	£15,128	£15,000	£30,128	£9,693	£20,435	Full allocation committed to grants. Breakdown of grants available on request from P Collins
3	06/06/16 Ward initiatives	J Hacking (NS)	£1,420	£7,500	£8,920	£2,116	£6,804	Ongoing
4	06/04/14 Provide grit bins to each ward	J Hacking (NS)	£85	£1,000	£1,085	£0	£1,085	Grit topped up in November will show on ledger for January report
5	05/12/11 Safer routes to Bradley school	S Whalley (NS)	£6,000	£3,500	£9,500	£0	£9,500	£3,382 deallocated at NAC 3/10/2016. £6,000 spend currently shown on item 20, to be journalled.
6	30/01/12 Locality working in the Southfield ward	T Horsley (NS)	£0	£0	£0	£0	£0	£2,500 originally agreed at NAC on 3/10/2010 for a front yard spring clean in the Southfield ward (minute 94). £2,500 allocated on 4/1/2012 & £2,500 on 30/1/2012
7	01/07/13 Replace missing gully grates on unadopted streets	S Whalley (NS)	£140	£750	£890	£65	£825	Ongoing. £597 deallocated 03/10/2016
8	06/07/15 Acquisition of Athol Street triangle	T Horsley (NS)	£7,387	£0	£7,387	£12	£7,375	Ongoing
9	01/06/15 Improvement schemes within Clover Hill ward	J Hacking (NS)	£1,695	£0	£1,695	£0	£1,695	Ongoing through EAG

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2017/18	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
10	06/07/15 Back Beddington Street improvement scheme	S Whalley (NS)	£7,075	£0	£7,075	£0	£7,075	Works completed, invoice currently being processed, therefore shown differently on the ledger, £7,075 spend on item 20 to be journalled.
11	01/08/16 Cambridge Street improvements	J Hacking (NS)	£6,000	£0	£6,000	£0	£6,000	Works completed, invoice currently being processed, therefore shown differently on the ledger, £6,000 spend on item 20 to be journalled.
12	03/08/15 Steven Burke Cycle Track - phase two	T Wilson (NS)	£2,000	£0	£2,000	£0	£2,000	Match Funding - £30k agreed from LEF, £5k from New Ground, £2k BWPAC, £1k from Tesco bags for Help, £3k from CSP, £600 from LCC, £10k from Neighbourhood Services. Works tendered, contractor being appointed.
13	30/11/15 Walverden Park interpretation boards	K Roberts (NS)	£1,200	£0	£1,200	£0	£1,200	Ongoing
14	03/10/16 Back 154 Leeds Road/St Mary's Street, Nelson	S Whalley (NS)	£7,000	£0	£7,000	£0	£7,000	Works completed, invoice currently being processed, therefore shown differently on the ledger, £7,000 spend on item 20 to be journalled.
15	04/07/16 Back Hereford Street/St Mary's Street Nelson	S Whalley (NS)	£8,000	£0	£8,000	£0	£8,000	Works completed, invoice currently being processed, therefore shown differently on the ledger, £8,000 spend on item 20 to be journalled.
16	01/08/16 Surface patching to various back streets	S Whalley (NS)	£500	£0	£500	£500	£0	Works completed

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2017/18	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
17	01/08/16 Works to Whitefield area	S Whalley (NS)	£3,500	£0	£3,500	£420	£3,080	Works completed, invoice currently being processed, therefore shown differently on the ledger, £3,080 spend on item 20 to be journalled.
18	03/10/16 Back 20/42 Bankhouse	S Whalley (NS)	£4,300	£0	£4,300	£0	£4,300	Works completed, invoice currently being processed, therefore shown differently on the ledger, £4,300 spend on item 20 to be journalled.
19	05/12/16 Arthur Street community garden	T Wilson (NS)	£1,100	£0	£1,100	£1,100	£0	Completed
20	09/01/17 Improvements to back streets (three blocks of Barkerhouse Road)	J Hacking (NS)	£10,000	£0	£10,000	£141,610	-£131,610	Works completed, invoice currently being processed, therefore shown differently on the ledger, £10,000 spend. Other items to be journalled. Income - £85k from LCC, £12.5k from NTC, £1.8k from residents' contributions and £41,455 from NAC items. Total funds = £150,755, awaiting final invoice.
21	06/02/17 Street lighting at Rook Street, Nelson	J Hacking (NS)	£2,781	£0	£2,781	£0	£2,781	
22	29/03/17 Nelson Food Festival	M Williams (HHED)	£0	£5,000	£5,000	£5,000	£0	Complete
23	29/03/17 Whitefield Ward highway improvements	S Whalley (NS)	£0	£5,000	£5,000	£0	£5,000	Match funding agreed from NTC, works tendered
24	07/08/17 Upgrade to street lighting at Back 12-46 Every Street, Nelson	S Whalley (NS)	£0	£1,250	£1,250	£1,250	£0	Complete

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2017/18	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
25	07/08/17 Pothole repairs between Wickworth Street and Marsden Hall Road South	S Whalley (NS)	£0	£2,000	£2,000	£2,000	£0	Complete
26	07/08/17 Tea in the Park, Whitefield Community Association	J Hacking (NS)	£0	£669	£669	£669	£0	Complete. The original bid was £1,338. NAC agreed to contribute £669 and Nelson Town Council be requested to match fund
27	04/09/07 Clean footpath between Fletcher and Bracewell Street	D Walker (ES)	£0	£300	£300	£300	£0	Completed
28	25/05/17 Repair, cleaning and maintenance of Nelson bus shelters	S Farnell (NS)	£0	£4,149	£4,149	0	£4,149	The Executive resolved on 25/05/17 the redirection of £4,149 for repair, maintenance and cleaning of Nelson bus shelters in 2017/18 for a period of 12 months from NAC capital programme
	Subtotal		£86,578	£46,118	£132,696	£164,735	-£32,039	£99.3k income to be journaled back onto capital programme, therefore total = £67,261
	Un-allocated Funds		£5,749	£5,382	£11,131	£0	£11,131	
	Total Funds Available 17/18		£92,327	£51,500	£143,827	£164,735	-£20,908	Following journal transfers = £78,392

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
13/03/0788P	1826	IA022	29/6/2004	Yes	29/6/2004	Land at Edge End Lane, Nelson	A play area in the locality of the development at Edge End Lane, Nelson	Nelson	Date of agreement	30,000.00	2,838.50	2,838.50		28/6/2011	K Roberts	Bradshaw Street MUGA completed. Residual money is for ongoing maintenance of the site
13/98/0169P		IA052	2/12/1998	Yes	2/12/1998	Clitheroe Road, Brierfield	Transfer land	Nelson	Two years of agreement being signed	19,783.14	6,551.38		6,844.00		K Roberts	Money is for ongoing maintenance. EAG doing some tidying. Check time limit
13/04/0740P - 13/07/0608P		IA055	7/12/2004	No	No	Great Marsden Hotel, Barkerhouse Road, Nelson	£20,000 for equipped play area	Nelson	Prior to occupation	20,000.00	10,824.90				K Roberts	Marsden MUGA completed. Residual money is for ongoing maintenance of the site. Is all the £10,824.90 needed for maintenance? Drainage improvements scheme was mentioned in past

(FORM A: INTERNAL BIDS)

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

Short Project Title: Pothole Repairs – Burlington Street, Nelson

Bid submitted by: Joanne Hacking, Neighbourhood Services, Elliott House,
9 Market Square, Nelson

On behalf of (please include contact details): Cllr Asjad Mahmood

Amount requested: £550

Brief details of Project: To carry out pothole repairs to unadopted section to
the end of Burlington Street, Nelson

Main outcomes to be achieved: To ensure safety of pedestrians and
vehicles using the highway, and to mitigate any further damage

When will Project be implemented? ASAP

Who will undertake the Project works? Neighbourhood Services has
sought a price from Marchbridge Building Contractors.

Is the bid for capital or revenue funding? Revenue

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?** None, as the works will be completed without prejudice

(FORM A: INTERNAL BIDS)

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

Short Project Title: Back Street Works – Westmoreland Street, Nelson

Bid submitted by: Joanne Hacking, Neighbourhood Services, Elliott House,
9 Market Square, Nelson

On behalf of (please include contact details): Cllr Asjad Mahmood

Amount requested: £2,188

Brief details of Project: To provide a resurfacing scheme for the back of Westmoreland Street, Nelson, due to the highway falling into disrepair. The works had been budget estimated at £10,000. Nelson Committee has previously allocated £5,000 and Nelson Town Council has provided the match funding of £5,000. A tendering exercise has been carried out; the lowest tender received is £14,188. A request for the remaining match funding of £2,000 is being sought from Nelson Town Council

Main outcomes to be achieved: To ensure safety of pedestrians and vehicles using the highway, and to mitigate any further damage

When will Project be implemented? ASAP

Who will undertake the Project works? The lowest tender received was from Monks of Colne.

Is the bid for capital or revenue funding? Revenue

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? None, as the works will be completed without prejudice

(FORM A: INTERNAL BIDS)

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

Short Project Title: Nelson Food Festival 2018

Bid submitted by: Housing, Health and Economic Development, Elliott House,
9 Market Square, Nelson

On behalf of (please include contact details)

Amount requested: £5,000 (50 per cent of the project cost: Nelson Town Council has also allocated £5,000 towards the event)

Brief details of Project: The Nelson Food Festival has been running for the past two years, and has been successfully organised by Scott Dawson Advertising. It is proposed that the 2018 event will again be held in September.

The Food Festival itself was held in September 2017 with around 20 to 30 stalls selling a variety of foods, cooking demonstrations from a celebrity chef and entertainment throughout the day. The event attracted an estimated 9,000 visitors to the town centre. A sample of 40 visitors polled said that 70 per cent of them thought that the event was excellent

Scott Dawson undertook a survey of stall traders and 54 per cent said they had a successful day with 75 per cent interested to book again. It would be useful for the 2018 event and going forward if a general survey of the town's traders were conducted as per the previous event and that any visitor survey asked where people had come from

The total cost to Scott Dawson Advertising to organise and host a Food Festival in 2018 would be £10,000. It is requested that the cost be equally split between Nelson Committee and Nelson Town Council. Nelson Town Council has already agreed to fund the 2018 event with £5,000

It is requested that approval to fund is given as soon as possible so that arrangements can be made for the 2018 event, including confirming sponsorships

Main Outcomes to be Achieved: When will Project be implemented? The exact date is to be confirmed, but the Food Festival is likely to be held in September 2018

Who will undertake the Project works? The Food Festival will be organised and run by Scott Dawson Advertising, working alongside the Chair/Clerk of Nelson Town Council and Pendle's Tourism Officer

Is the bid for capital or revenue funding? Capital

Is there match funding for the Project from elsewhere? Yes

If so, please give details: Nelson Town Council has agreed to fund 50 per cent (£5,000) towards the overall cost of hosting and organising the Food Festival

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

(FORM A: INTERNAL BIDS)

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

Short Project Title: Walverden Park Footpath Improvements

Bid submitted by: Kieron Roberts, Green Spaces Manager, Fleet Street, Nelson, BB9 7YQ. Tel No (01282) 661587

On behalf of (please include contact details): Neighbourhood Services and in conjunction with the Friends of Walverden Park

Amount requested: £2,000

Brief details of Project: Some of the existing paths are starting to crumble and new tarmac needs laying in certain areas of the park. We also have a number of steep paths within the park that are very slippery and need attention including installation of additional handrails and reconfiguration of existing ones

The state of the paths is causing real concern in terms of the health and safety of users. This issue has also been flagged up in the last two Green Flag Feedback Reports as a major concern and unless we do something proactive about the state of the paths, we may lose our Green Flag Award status in 2018

The application of a Colas bitumen slurry will improve the look and health of the paths whilst making them less slippery

The total cost of the scheme is £4,500

Main Outcomes to be Achieved: Better quality paths, improved health and safety for park users, and to ensure path safety issues highlighted as part of the Green Flag Award Feedback Report are being actioned – unless we do something about the problems we may lose our Green Flag Award status for the park

When will Project be implemented? As soon as funding is secured

Who will undertake the Project works? Landscape Engineering

Is the bid for capital or revenue funding? Capital

Is there match funding for the Project from elsewhere? Yes

If so, please give details: Pendle Council's Neighbourhood Services section has circa £2,500 they can contribute towards the scheme from revenue budgets

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

No – the money will be used for one-off works that will hopefully improve the situation. We do have some revenue budgets for the park that can be used for smaller-scale works and patch-up jobs if necessary