

**REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER**

**TO: WEST CRAVEN COMMITTEE**

**DATE: 5 DECEMBER 2017**

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## **CAPITAL PROGRAMME 2017/18**

### **PURPOSE OF REPORT**

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

### **RECOMMENDATIONS**

- (1) That members note that only the schemes listed in Appendices 1-3 have agreed funding.
- (2) 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 2017/18 is £2,620.

### **REASONS FOR RECOMMENDATIONS**

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

### **ISSUE**

#### ***Uncommitted Balance from 2016/17***

1. This is £1,733
  - Barnoldswick balance: £0
  - Earby balance: £1,733

#### ***Allocation for 2017/18***

2. This is £19,800 capital plus £13,860 totalling £33,660.
  - Barnoldswick allocation: £22,440.
  - Earby allocation: £11,220.

### ***Effective Total Allocation for 2017/18***

3. This is £35,393.
- Barnoldswick effective total allocation: £22,440.
  - Earby effective total allocation: £12,953.

### ***Commitments for 2017/18***

4. These total £35,175 (see Appendices 1 and 2 for a detailed breakdown).
- Barnoldswick commitments: £20,301.
  - Earby commitments: £11,322.

### ***Balance for 2017/18***

5. This is £3,770.
- Barnoldswick balance: £2,139.
  - Earby balance: £1,631.

### ***Additional Source of Capital Funding***

6. 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.

### ***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 bids and Form B for external bids) in order that members can evaluate them on a consistent basis.

### ***New/Deferred Bids***

8. None at the time of writing the report.

### ***Existing Allocations***

#### ***Overspend – Additional Funding Required***

9. None

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

10. None

### ***Possible Future Allocations (no allocation made yet)***

11. None

## **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 (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 2017/18.

Appendix 2: Capital Programme Commitments for Earby 2017/18.

Appendix 3: Commitments from the Grant to Bracewell and Brogden Meeting 2017/18.

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

## **LIST OF BACKGROUND PAPERS**

None

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	<b>31/03/16</b> Litter and dog waste bins – Barnoldswick	C Taylor (ES)	£3,705	£0	£3,705	£0	£3,705	
2	<b>05/07/16 &amp; 09/05/17</b> Premises improvement grant scheme – Barnoldswick	P Collins (HHED)	£6,879	£3,000	£9,879	£0	£9,879	
3	<b>07/06/11</b> Contribution to wheelchair route at Victory Park	S Whalley (NS)	£1,823	£0	£1,823	£501	£1,322	Ongoing
4	<b>08/10/13</b> Improvements to lighting on Walmsgate Car Park	S Farnell (NS)	£1,194	<b>-£1,194</b>	£0	£0	£0	£1,194 deallocated 03/10/17
5	<b>03/03/15</b> Pavement improvement scheme Long Ing/ Clayton Street	S Whalley (NS)	£2,000	£0	£2,000	£0	£2,000	
6	<b>07/07/15</b> Barnoldswick Town Centre improvement scheme	Barnoldswick Town Council	£8,640	£0	£8,640	£0	£8,640	Money from the former LRRAP. The sum of £6,640 was added to the Barnoldswick allocation for 2015/16. £2,000 allocated towards an improvement scheme for Barnoldswick Town Centre to match the £2,000 provided by Barnoldswick Town Council
7	<b>10/07/16</b> Reintroduction of the M1 bus service	T Wilson (NS)	£1,283	<b>-£855</b>	£428	£428	£0	Completed
8	<b>08/11/16</b> Maintenance and improvement work at Harper/ Parker Street Car Park	T Wilson (NS)	£1,870	£0	£1,870	£0	£1,870	Residents meeting to be arranged to decide on the best way forward

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
9	<b>07/02/17</b> Realignment of the fencing around the dog enclosure at Letcliffe Park to exclude toilet block	K Roberts (NS)	£995	£0	£995	£0	£995	
10	<b>07/03/17</b> Barnoldswick Town Football Club, upgrading kitchen facilities	Barnoldswick Town Football Club	£1,000	£0	£1,000	£1,000	£0	Completed
11	<b>07/03/17</b> Valley Gardens Fair	Barnoldswick Town Council	£746	£0	£746	£746	£0	Completed
12	<b>01/04/17</b> Sensory Garden at Memorial Gardens	J Hacking (NS)	£0	£10,000	£10,000	£0	£10,000	
13	<b>01/04/17</b> Drainage problems on Kelbrook Road	S Whalley (NS)	£0	£4,000	£4,000	£4,000	£0	£8,167 spent with £4,000 from the WCAC Capital Programme and £4,167 from Barnoldswick Town Council
14	<b>09/05/17</b> Gardening Workshops for schools	Garden Gates Association	£0	£300	£300	£300	£0	Completed
15	<b>04/07/17</b> St Joseph's Centre – repairs to gutter and fascia boards	St Joseph's Centre	£0	£1,000	£1,000	£1,000	£0	Completed
16	<b>08/08/17</b> Barnoldswick Fell Runners Training and First Aid	Barnoldswick Fell Runners	£0	£750	£750	£0	£750	
17	<b>08/08/17</b> Rainhall Centre – Day of Dance Contribution	Rainhall Centre	£0	£300	£300	£300	£0	Completed
18	<b>05/09/17</b> New Projector for Rainhall Centre	Rainhall Centre	£0	£3,000	£3,000	£3,000	£0	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
	<b>Subtotal Barnoldswick</b>		<b>£30,135</b>	<b>£20,301</b>	<b>£50,436</b>	<b>£11,275</b>	<b>£39,161</b>	
	<b>Un-allocated Funds Barnoldswick</b>		<b>£0</b>	<b>£2,139</b>	<b>£2,139</b>		<b>£2,139</b>	
	<b>Total Funds Available 17/18 Barnoldswick</b>		<b>£30,135</b>	<b>£22,440</b>	<b>£52,575</b>	<b>£11,275</b>	<b>£41,300</b>	

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	<b>12/05/15</b> Litter and dog waste bins – Earby	C Taylor (ES)	£681	£0	£681	£0	£681	
2	<b>12/05/15</b> Premises improvement grant scheme – Earby	P Collins (HHED)	£3,185	£0	£3,185	£1,500	£1,685	
3	<b>10/05/16</b> Re-introduction of the M1 bus service	T Wilson (NS)	£642	<b>-£428</b>	£214	£214	£0	Money was allocated from Pendle’s central revenue budget for the reintroduction of the M1 bus
4	<b>05/07/16 and 04/07/17</b> Paths and drain works at Cemetery Road Car Park	T Wilson (NS)	£1,000	£3,000	£4,000	£4,000	£0	Paths and drain improvement works were done at Cemetery Road car park to prevent future flooding. This was done alongside property resilience measures in the area – wall building and flood gates – item 5 below



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
5	<b>02/08/16</b> Property flood resilience measures	S Whalley (NS)	£4,994	£0	£4,994	£4,994	£0	Additional £10,000 was approved from Pendle Council's central funding making £14,994 available. This was used together with the money for path and drain works at Cemetery Rd car park, item 4 above. Therefore, £18,994 was available in total and £19,246 spent. A slight overspend of £252 which should be covered by Liberata's 2016/17 Maintenance Programme which had funding earmarked for the works at Cemetery Rd car park. All the money allocated from the WCAC capital programme has been spent and schemes completed
6	<b>07/02/17</b> New entrance gate and fencing at Anne's Wood	The Woodland Trust	£400	£0	£400	£0	£400	
7	<b>07/03/17</b> Salterforth Festive Decorations	Salterforth Parish Council	£750	£0	£750	£750	£0	Completed
8	<b>07/03/17</b> Kelbrook and Sough Festive Decorations	Kelbrook and Sough Parish Council	£1,000	£0	£1,000	£1,000	£0	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
9	<b>01/04/17</b> Salterforth Fun Day	Salterforth Fun Day Committee	£0	£750	£750	£750	£0	Completed
10	<b>04/07/17</b> Salterforth Toilet Group	Salterforth Toilet Group	£0	£500	£500	£500	£0	Completed
11	<b>28/03/17</b> Earby Youth Hostel	Earby Youth Hostel	£0	£5,000	£5,000	£5,000	£0	Completed
12	<b>04/07/17</b> Cemetery Road Car Park	S Whalley (NS)	£0	£0	£0	£0	£0	Allocated in error and subsequently removed
13	<b>08/08/17</b> Earby Fieldfest	Earby Fieldfest Committee	£0	£500	£500	£500	£0	Completed
14	<b>08/08/17</b> Victoria Street Pavement Improvement	S Whalley (NS)	£0	£2,000	£2,000	£1,008	£992	£2,000 from Capital Programme and the rest from R&M – ongoing
	<b>Subtotal Earby</b>		<b>£12,652</b>	<b>£11,322</b>	<b>£23,974</b>	<b>£20,216</b>	<b>£3,758</b>	
	<b>Un-allocated Funds Earby</b>		<b>£1,733</b>	<b>-£102</b>	<b>£1,631</b>		<b>£1,631</b>	
	<b>Total Funds Available 17/18 Earby</b>		<b>£14,385</b>	<b>£11,220</b>	<b>£25,605</b>	<b>£20,216</b>	<b>£5,389</b>	

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	<b>28/03/17</b> Enhanced path maintenance		£0	£194	£194	£0	£194	
2	<b>07/11/17</b> Church star in Bracewell		£0	£200	£200	£0	£200	
	<b>Subtotal Bracewell and Brogden</b>		<b>£0</b>	<b>£394</b>	<b>£394</b>	<b>£0</b>	<b>£394</b>	
	<b>Un-allocated Funds Bracewell and Brogden</b>		<b>£3,014</b>	<b>-£394</b>	<b>£2,620</b>	<b>£0</b>	<b>£2,620</b>	
	<b>Total Funds Available 17/18 Bracewell and Brogden</b>		<b>£3,014</b>	<b>£0</b>	<b>£3,014</b>	<b>£0</b>	<b>£3,014</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
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	Commuted 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