

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

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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 £1,850 is uncommitted.
- (2) That members note only the schemes listed in Appendix 1 have agreed funding.
- (4) That members deallocate funding as detailed in paragraphs 9.
- (3) That members consider the new bids detailed in paragraph 10.

REASON FOR RECOMMENDATIONS

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

ISSUE

Uncommitted from 2016/17

1. This is £10.

Allocation for 2017/18

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

Effective Total Allocation for 2017/18

3. This is £20,530.

Commitments for 2017/18

4. These total £29,389 including commitments carried forward from 2016/17 (see appendix 1)

Uncommitted for 2017/18

5. This is £1,850.

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.

Financial Advice

7. Please refer to the Financial Implications section of this report. New bids for 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

8. None.

Underspend – Deallocate Funding

9. Footpath – Higham Village Green (appendix 1, scheme 7) - Scheme completed. Request £132 underspend be deallocated.

New/Deferred Bids

10. a) PBC bid for Litter and Dog Waste Bins - £300 (appendix 3)
b) Barrowford Parish Council bid for a Speed Indicator Device - £1,800 (appendix 4)

Note that the two new bids total £2,100 but there will just be £1,982 available if the underspend detailed in paragraph 9 is deallocated.

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. 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 Barrowford and Western Parishes Committee.

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

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 2017/18	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	07/07/16 - £313 06/07/17 - £506 Litter and dog waste bins	C Taylor (ES)	-£6	£506	£500	£0	£500	Ongoing (detailed in quarterly Environmental Crime Reports). £446 spent in total leaving a balance of £54. This is not reflected in the table. Journal Transfer required to charge the expenditure to the capital programme. Further bid of £300 submitted with this report.
2	09/07/15 - £4,000 07/07/16 - £3,000 Town centre premises improvement grants	P Collins (HHED)	£6,057	-£57	£6,000	£6,000	£0	Completed August 2017. £57 underspend deallocated on 05/10/17.
3	08/05/08 – £2,500 05/07/12 - £2,500 Flood Prevention in the area of Barrowford and Western Parishes	L Edwards (NS)	£3,000	£0	£3,000	£0	£3,000	No scheme identified. Money allocated to help deal with emergency flooding situations. Expected Completed Date: Not known.
4	03/07/14 - £6,000 Holmefield House car park refurbishment	I Lord (Barrowford PC)	£6,000	£0	£6,000	£1,100	£4,900	Invoice paid regarding architectural works to achieve planning permission. Work going out to tender. Expected Completion Date: Not known.
5	09/07/15 - £3,000 Storage building on playing fields	M Tetley (Higham PC)	£640	£0	£640	£640	£0	Completed June 2017.
6	07/07/16 - £5,000 Contribution to ride-on mower	I Lord (Barrowford PC)	£5,000	£0	£5,000	£0	£5,000	Pending final agreement with PBC regarding taking over the park as this will determine the type of mower required. Ordered container to store mower. Expected Completion Date: 31/03/18
7	07/07/16 - £2,500 Footpath – Higham Village Green	P Rosthorn (Higham PC)	£2,500	£0	£2,500	£2,368	£132	Work completed September 2017. Request £132 underspend be deallocated.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2017/18	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
8	07/07/16 - £1,500 Floral Fence	R Hey (Old Laund Booth PC)	£1,500	£0	£1,500	£1,500	£0	Completed July 2017.
9	07/07/16 - £1,000 Riverside Project	M Reed (Roughlee PC)	£1,000	-£559	£441	£441	£0	Work Completed. £559 underspend be deallocated 10/08/17.
10	07/07/16 - £2,000 Steven Burke Sports Hub – Phase 2	K Roberts (NS)	£2,000	£0	£2,000	£0	£2,000	Hoping to start work early 2018. Expected completion Date: 31/03/18.
11	07/07/16 - £3,000 Pétanque on playing fields	M Wood (Blacko PC)	£3,000	£0	£3,000	£0	£3,000	PC has applied to PBC for permission to change use of part of recreation ground. Drainage repairs and petanque build to be done at the same time. Expected Completion Date: 31/03/18
12	09/02/17 - £400 Barrowford Cricket Club – materials to install new kitchen	J Hibbert (NS)	£400	£0	£400	£400	£0	Completed April 2017.
13	30/03/17 - £1,767 Speed Indicator Device for Higherford, Barrowford and Pendleside villages.	R Oliver (Barrowford PC)	£1,767	£0	£1,767	£0	£1,767	
14	06/07/17 - £490 Litter Signs	K Wood (Blacko PC)		£490	£490	£0	£490	PC in discussion with LCC regarding the type of signs that can be installed. Expected Completion Date: Not known.
15	06/07/16 - £2,000 Car Park Extension	R Hey (Old Laund Booth PC)		£2,000	£2,000	£0	£2,000	This is part of a £10,000 scheme. Additional funding required. Expected Completion Date: Not Known.
16	06/07/17 - £1,000 Stile Replacement Programme	M Reed (Roughlee PC)		£1,000	£1,000	£1,000	£0	Completed October 2017.
17	06/07/17 - £500 Screening for Wildlife Pond	J Sutcliffe (Goldshaw Booth PC)		£500	£500	£0	£500	Work to start at the end of the year due to the presence of wildlife. Expected Completion Date: 31/03/18.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2017/18	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
18	06/07/17 - £1,000 Replacement Notice Board at Spen Brook	J Sutcliffe (Goldshaw Booth PC)		£1,000	£1,000	£0	£1,000	Invoice for Notice Board being processed.
19	06/07/17 - £6,000 Electric supply to Barrowford Cricket Club	J Ormerod (Barrowford Cricket Club)		£6,000	£6,000	£6,000	£0	Completed September 2017.
20	06/07/17 - £2,500 Community Notice Board and Goal Posts on playing field	P Rosthorn (Higham PC)		£2,500	£2,500	£0	£2,500	Invoice for Notice Board being processed.
21	06/07/17 - £2,000 Barley Village Green and Car Park improvements	D Heap (Barley with Wheatley Booth PC)		£2,000	£2,000	£0	£2,000	Work will not be completed until early next year. Expected Completion Date: 31/03/18.
22	05/10/17 - £2,700 Barrowford Celtic Football Club – upgrade floodlights at Bullholme	K Roberts (NS)		£2,700	£2,700	£2,700	£0	Completed November 2017
23	05/10/17 - £600 Riverside Improvements - planting and walling scheme	M Reed (Roughlee PC)		£600	£600	£0	£600	PC currently looking at options. Will provide more information for the next report.
	Subtotals		£32,858	£18,680	£51,538	£22,149	£29,389	
	Uncommitted Funds		£10	£1,840	£1,850	-	£1,850	
	TOTAL FUNDS AVAILABLE 2017/18		£32,868	£20,520	£53,388	£22,149	£31,239	

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
13/03/0416P	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
13/03/0032P		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 A: INTERNAL BIDS)

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

Short Project Title: Litter and Dog Waste Bins – Barrowford and Western Parishes Committee

Bid submitted by: David Walker, Environmental Services Manager

On behalf of (please include contact details): Environmental Services, Pendle Borough Council, Tel 01282 661746, email david.walker@pendle.gov.uk

Amount requested: £300

Brief details of Project: To continue to provide new litter and dog waste bins for the financial year 2017/18.

Main Outcomes to be Achieved: To provide sufficient waste receptacles to help keep Pendle streets cleaner and to be able to respond to demand for such receptacles from members of the public, council members, etc.

When will Project be implemented? 2017/18

Who will undertake the Project works? Environmental Services.

Is the bid for capital or revenue funding? Capital.

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?

Emptying of existing bins is currently funded via Environmental Services revenue budget. Any increase in the number of bins will incur additional revenue costs.

Requests for bins in new locations are assessed by officers from Environmental Services. There must be sufficient demand and need before a new bin is installed.

Please note that once a bin is installed, Environmental Services incur the maintenance costs and where applicable the installation costs of replacement receptacles. This is a drain on the revenue budget.

(FORM B: EXTERNAL BIDS)

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

Short Project Title: Speed Indicator Device (SPID) for Barrowford

Bid submitted by: Iain Lord

On behalf of (please include contact details): Barrowford Parish Council,
Holmefield House, Gisburn Road, Barrowford, BB9 8ND

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

Amount requested: £1850

Brief details of Project: To provide at intervals a mobile SPID at numerous sites within the Parish of Barrowford where speeding is considered to be either dangerous or a nuisance problem.

Main Outcomes to be Achieved: To help reduce speed at these locations by making drivers aware that they are exceeding the permitted speed limit.

When will Project be implemented? The project is envisaged to be completed by early in the 2018-19 financial year.

Who will undertake the Project works? Barrowford Parish Council.....

Is the bid for capital or revenue funding? Capital Funding

Is there match funding for the Project from elsewhere? Yes.....

If so, please give details: A grant is being sought from the County Councillors individual fund. Barrowford Parish Council will contribute to installation cost of brackets.

Are there long-term revenue consequences and how will these be funded?
The only revenue costs are the moving of the SPID from site to site and will be undertaken by the Parish Councils staff with all costs being met by the parish council.