

**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 £132 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.

### **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 £27,617 including commitments carried forward from 2016/17 (see appendix 1)

### ***Uncommitted for 2017/18***

5. This is £132.

### ***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. Replacement Notice Board at Spenbrook (appendix 1, scheme 18) - Scheme completed. Request £10 underspend be deallocated.

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

10. 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 (egg 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 <b>Litter and dog waste bins</b>	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 to be resubmitted in the new financial year.
2	09/07/15 - £4,000 07/07/16 - £3,000 <b>Town centre premises improvement grants</b>	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 <b>Flood Prevention in the area of Barrowford and Western Parishes</b>	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 <b>Holmefield House car park refurbishment</b>	I Lord (Barrowford PC)	£6,000	£0	£6,000	£1,100	£4,900	LCC to approve scheme. Expected Completion Date: Not known.
5	09/07/15 - £3,000 <b>Storage building on playing fields</b>	M Tetley (Higham PC)	£640	£0	£640	£640	£0	Completed June 2017.
6	07/07/16 - £5,000 <b>Contribution to ride-on mower</b>	I Lord (Barrowford PC)	£5,000	£0	£5,000	£0	£5,000	Mower to be purchased before the end of the financial year. Expected Completion Date: 31/03/18
7	07/07/16 - £2,500 <b>Footpath – Higham Village Green</b>	P Rosthorn (Higham PC)	£2,500	-£132	£2,368	£2,368	£0	Completed September 2017. £132 underspend deallocated on 07/12/17.
8	07/07/16 - £1,500 <b>Floral Fence</b>	R Hey (Old Laund Booth PC)	£1,500	£0	£1,500	£1,500	£0	Completed July 2017.

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
9	07/07/16 - £1,000 <b>Riverside Project</b>	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 <b>Steven Burke Sports Hub – Phase 2</b>	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 <b>Pétanque on playing fields</b>	M Wood (Blacko PC)	£3,000	£0	£3,000	£0	£3,000	Contractors shortly to start work on drainage repairs and petanque build which is to be done at the same time. Expected Completion Date: 31/03/18
12	09/02/17 - £400 <b>Barrowford Cricket Club – materials to install new kitchen</b>	J Hibbert (NS)	£400	£0	£400	£400	£0	Completed April 2017.
13	30/03/17 - £1,767 <b>Speed Indicator Device for Higherford, Barrowford and Pendleside villages.</b>	R Oliver (Barrowford PC)	£1,767	£0	£1,767	£0	£1,767	Higherford Residents Action Group bid - BACS payment being processed.
14	06/07/17 - £490 <b>Litter Signs</b>	M Wood (Blacko PC)		£490	£490	£0	£490	PC in discussion with LCC regarding type of signs that can be installed. Currently trialling some signs. Expected Completion Date: 31/03/18
15	06/07/16 - £2,000 <b>Car Park Extension</b>	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 <b>Stile Replacement Programme</b>	M Reed (Roughlee PC)		£1,000	£1,000	£1,000	£0	Completed October 2017.
17	06/07/17 - £500 <b>Screening for Wildlife Pond</b>	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.
18	06/07/17 - £1,000 <b>Replacement Notice Board at Spen Brook</b>	J Sutcliffe (Goldshaw Booth PC)		£1,000	£1,000	£990	£10	Completed November 2017. Request £10 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
19	06/07/17 - £6,000 <b>Electric supply to Barrowford Cricket Club</b>	J Ormerod (Barrowford Cricket Club)		£6,000	£6,000	£6,000	£0	Completed September 2017.
20	06/07/17 - £2,500 <b>Community Notice Board and Goal Posts on playing field</b>	P Rosthorn (Higham PC)		£2,500	£2,500	£2,500	£0	Completed November 2017.
21	06/07/17 - £2,000 <b>Barley Village Green and Car Park improvements</b>	D Heap (Barley with Wheatley Booth PC)		£2,000	£2,000	£0	£2,000	Work to be completed early 2018. Expected Completion Date: 31/03/18.
22	05/10/17 - £2,700 <b>Barrowford Celtic Football Club – upgrade floodlights at Bullholme</b>	K Roberts (NS)		£2,700	£2,700	£2,700	£0	Completed November 2017
23	05/10/17 - £600 <b>Riverside Improvements - planting and walling scheme</b>	M Reed (Roughlee PC)		£600	£600	£0	£600	PC currently looking at options. Will provide more information for the next report.
24	07/12/17 - £1,850 <b>Speed Indicator Device for Barrowford</b>	I Lord (Barrowford PC)		£1,850	£1,850	£0	£1,850	Further funding required. Expected Completion Date: Not known.
	<b>Subtotals</b>		<b>£32,858</b>	<b>£20,398</b>	<b>£53,256</b>	<b>£25,639</b>	<b>£27,617</b>	
	<b>Uncommitted Funds</b>		<b>£10</b>	<b>£122</b>	<b>£132</b>	<b>-</b>	<b>£132</b>	
	<b>TOTAL FUNDS AVAILABLE 2017/18</b>		<b>£32,868</b>	<b>£20,520</b>	<b>£53,388</b>	<b>£25,639</b>	<b>£27,749</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	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	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

Appendix 2

	Needs to be actively monitored
	Progressing according to timescale but requires monitoring
	No concerns as to progress