

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: NELSON COMMITTEE

DATE: 4 JUNE 2018

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CAPITAL PROGRAMME 2017/18 AND 2018/19

PURPOSE OF REPORT

To update members on the Committee's 2017/18 and 2018/19 capital budgets.

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendices 1 and 2 have agreed funding.
- (2) That members consider the new bid in paragraph 12.

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 £56,743 (see Appendix 1 for a detailed breakdown).

Balance for 2017/18

5. This is £506.

New Allocation for 2018/19

6. This is £51,500.

Effective Balance for 2018/19

7. This is £52,006.

Commitments for 2018/19

8. These total £7,000 (see Appendix 2 for a detailed breakdown).

Balance for 2018/19

9. This is **£45,006**.

Additional Sources of Capital Funding

10. Appendix 3 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

11. Please refer to the Financial Implications section of this report. Bids for new funding should be submitted on the revised 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

No late bids or funding allocations are to be made unless, with the consent of the Chairman, the bid is considered to be an urgent item. If a late/urgent bid is approved and is in the opinion of the Chief Finance Officer a revenue item then the decision will be reported to the Policy and Resources Committee for determination. No payment will be made in respect of the bid pending a resolution by the Policy and Resources Committee.

12. **Walverden Park Footpath Improvements** – submitted by Keith Chadwick, Friends of Walverden Park – £2,000 to provide a contribution towards improvements within Walverden Park (see Appendix 4).

Existing Bids

Overspend – Additional Funding Required

13. None.

Underspend – De-allocate Funding

14. None.

Nelson Ward Initiatives

15. 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	£500.00	£0.00
	Mohammad Sakib	£500.00	£500.00	£0.00
	Nadeem Younis	£500.00	£500.00	£0.00
Clover Hill	Eileen Ansar	£500.00	£500.00	£0.00
	Wayne Blackburn	£500.00	£500.00	£0.00
	Mrs Kathleen Shore	£700.00*	£700.00	£0.00
Marsden	Tommy Cooney	£500.00	£500.00	£0.00
	Brian Parker	£500.00	£500.00	£0.00
Southfield	Mohammad Ammer	£500.00	£500.00	£0.00
	David Whalley	£500.00	£500.00	£0.00
	Sheila Wicks	£500.00	£500.00	£0.00
Walverden	George Adam	£500.00	£500.00	£0.00
	Julie Henderson	£500.00	£500.00	£0.00
Whitefield	Nadeem Ahmed	£500.00	£500.00	£0.00
	Asjad Mahmood	£500.00	£500.00	£0.00
Total		£7,700.00	£7,700.00	£0.00

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

Current Spend

July 2017

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

September 2017

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

October 2017

21. **McMillan Nursery School:** £100 each from Cllrs Adam, Ammer, Ansar, Blackburn, Henderson, Shore, Whalley and Wicks.

December 2017

22. **Pendle Youth and Children's Choir:** £100 each from Cllrs Blackburn and Whalley, and £50 each from Cllrs Adam, Ammer, Ansar, Henderson, Iqbal, Shore, Wicks and Younis.

January 2018

23. **St John with St Philip PCC:** £100 each from Cllrs Ammer, Whalley and Wicks.
24. **Boys' Club at Little Marsden Parish Centre:** £150 each from Adam and Henderson.

February 2018

25. **1104 Pendle Squadron:** £150 from Cllr Mrs Shore.
26. **Valley Mills Allotment Society:** £100 each from Cllrs Ammer and Wicks, and £50 from Cllr Whalley.
27. **Bodies in Motion:** £284 from Cllr Iqbal.
28. **Watan Cricket Club:** £50 from Cllr Iqbal, £500 from Cllr Sakib and £450 from Cllr Younis.
29. **Refurbishment and Replacement of Street Nameplates within Marsden Ward:** £500 from Cllr Parker.

March 2018

30. **Whitefield Cricket Club:** £200 from Cllr Mahmood.
31. **Reading Café at Marsden Community Primary School:** £100 from Cllr Shore
32. **McMillan Nursery School:** £120 from Cllr Shore
33. **Watan Cricket Club:** £100 from Cllr Blackburn, £130 from Cllr Shore and £300 from Cllr Ansar.
34. **St Paul's CE Primary School:** £50 each from Cllrs Adam and Henderson.
35. **St John Southworth RCP School:** £50 each from Cllrs Adam and Henderson.
36. **Marsden Community Primary School:** £50 each from Cllrs Adam and Henderson.
37. **Works to potholes to back Street in Whitefield:** £500 from Cllr Ahmed.
38. **Quarry Hill Improvements:** £150 from Cllr Blackburn

IMPLICATIONS

Policy: The capital programme is required to be allocated and managed in accordance with the Council's Corporate Capital Strategy 2018/21.

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. 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 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: Capital Programme Commitments for 2018/19 for Nelson Committee.

Appendix 3: List of Section 106 Agreements for the Nelson Committee Area.

Appendix 4: Walverden Park Footpath Improvements (Form B).

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	11/05/15 Litter and dog waste bins	C Taylor (ES)	£1,267	£0	£1,267	£1,201	£66	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	£15,765	£14,363	Ongoing. Breakdown of grants available on request from P Collins
3	06/06/16 Ward initiatives	J Laycock (NS)	£1,420	£7,500	£8,920	£6,273	£2,647	Ongoing
4	06/04/14 and 05/03/18 Provide grit bins to each ward	J Laycock (NS)	£85	£2,007	£2,092	£1,675	£417	Ongoing
5	05/12/11 Safer routes to Bradley school	S Whalley (NS)	£6,000	£3,500	£9,500	£6,000	£3,500	£3,382 deallocated at NAC 3/10/2016. £6,000 spend currently shown differently on the ledger, awaiting journal transfer
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 and £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	£1,093	£6,294	Ongoing
9	01/06/15 Improvement schemes within Clover Hill ward	J Laycock (NS)	£1,695	-£1,695	£0	£0	£0	Completed. £1,695 de-allocated on 05/02/2018

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	£7,075	£0	Works completed, invoice currently being processed, therefore spend currently shown differently on the ledger, awaiting journal transfer
11	01/08/16 Cambridge Street improvements	J Laycock (NS)	£6,000	£0	£6,000	£6,000	£0	Works completed, invoice currently being processed, therefore spend currently shown differently on the ledger, awaiting journal transfer
12	03/08/15 Steven Burke Cycle Track - phase two	T Wilson (NS)	£2,000	£0	£2,000	£2,000	£0	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 completed.
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	£7,000	£0	Works completed, invoice currently being processed, therefore spend currently shown differently on the ledger, awaiting journal transfer
15	04/07/16 Back Hereford Street/St Mary's Street, Nelson	S Whalley (NS)	£8,000	£0	£8,000	£8,000	£0	Works completed, invoice currently being processed, therefore spend currently shown differently on the ledger, awaiting journal transfer
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	£3,500	£0	Works completed, invoice currently being processed, therefore spend currently shown differently on the ledger, awaiting journal transfer
18	03/10/16 Back 20/42 Bankhouse	S Whalley (NS)	£4,300	£0	£4,300	£4,300	£0	Works completed, invoice currently being processed, therefore spend currently shown differently on the ledger, awaiting journal transfer
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 Laycock (NS)	£10,000	£0	£10,000	£10,000	£0	Works completed, spend currently shown differently on the ledger, awaiting journal transfers. Other items to be journalled. Income - £85k from LCC, £12.5k from NTC, £1.8k from residents' contributions.
21	06/02/17 Street lighting at Rook Street, Nelson	J Laycock (NS)	£2,781	£0	£2,781	£0	£2,781	
22	29/03/17 and 6/11/17 Nelson Food Festival	M Williams (HHED)	£0	£10,000	£10,000	£5,000	£5,000	Ongoing
23	29/03/17 and 6/11/17 Whitefield Ward highway improvements	S Whalley (NS)	£0	£7,070	£7,070	£7,070	£0	Completed, Match funding agreed from NTC – £7,118. £118 de-allocated on 05/02/2018
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	Completed
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	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
26	07/08/17 Tea in the Park, Whitefield Community Association	J Laycock (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
29	6/11/17 Pothole repairs to Burlington Street	J Laycock (NS)	£0	£550	£550	£550	£0	Completed
30	6/11/17 Walverden Park footpath improvements	K Roberts (NS)	£0	£2,000	£2,000	£0	£2,000	Ongoing
31	6/11/17 Hodge House fitness facility access contribution	J Laycock (NS)	£0	£593	£593	£0	£593	Ongoing
32	4/12/17 Repair to highway collapse to rear of 30–32 Regent Street	S Whalley (NS)	£0	£800	£800	£0	£800	Ongoing
33	26/3/18 Grant to Pendle Tigers Cricket Club	J Laycock (NS)	£0	£300	£300	£0	£300	
	Subtotal		£86,578	£56,743	£143,321	£98,386	£44,935	
	Un-allocated Funds		£5,749	-£5,243	£506		£506	
	Total Funds Available 17/18		£92,327	£51,500	£143,827	£98,386	£45,441	

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2018/19	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)	£66	£0	£66	£0	£66	Continual spend throughout year; journal transfers quarterly
2	04/07/16 Nelson town centre premise improvement grants	M Williams (HHED)	£14,363	£0	£14,363	£0	£14,363	Ongoing. Breakdown of grants available on request from P Collins
3	06/06/16 Ward initiatives	J Laycock (NS)	£2,647	£0	£2,647	£0	£2,647	Ongoing
4	06/04/14 and 05/03/18 Provide grit bins to each ward	J Laycock (NS)	£417	£0	£417	£0	£417	Ongoing
5	05/12/11 Safer routes to Bradley school	S Whalley (NS)	£3,500	£0	£3,500	£0	£3,500	£3,382 deallocated at NAC 3/10/2016. £6,000 spend currently shown differently on the ledger, awaiting journal transfer
7	01/07/13 Replace missing gully grates on unadopted streets	S Whalley (NS)	£825	£0	£825	£0	£825	Ongoing. £597 deallocated 03/10/2016
8	06/07/15 Acquisition of Athol Street triangle	T Horsley (NS)	£6,294	£0	£6,294	£0	£6,294	Ongoing
13	30/11/15 Walverden Park interpretation boards	K Roberts (NS)	£1,200	£0	£1,200	£0	£1,200	Ongoing
21	06/02/17 Street lighting at Rook Street, Nelson	J Laycock (NS)	£2,781	£0	£2,781	£0	£2,781	
22	29/03/17 and 6/11/17 Nelson Food Festival	M Williams (HHED)	£5,000	£0	£5,000	£0	£5,000	Ongoing

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2018/19	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
28	25/05/17 Repair, cleaning and maintenance of Nelson bus shelters	S Farnell (NS)	£4,149	£0	£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
30	6/11/17 Walverden Park footpath improvements	K Roberts (NS)	£2,000	£0	£2,000	£0	£2,000	Ongoing
31	6/11/17 Hodge House fitness facility access contribution	J Laycock (NS)	£593	£0	£593	£0	£593	Ongoing
32	4/12/17 Repair to highway collapse to rear of 30–32 Regent Street	S Whalley (NS)	£800	£0	£800	£0	£800	Ongoing
33	26/3/18 Grant to Pendle Tigers Cricket Club	J Laycock (NS)	£300	£0	£300	£0	£300	
34	9/5/18 Capital Works to Whitefield Area	J Laycock (NS)	£0	£7,000	£7,000	£0	£7,000	
	Subtotal		£44,935	£7,000	£51,935	£0	£51,935	
	Un-allocated Funds		£506	£44,500	£45,006		£45,006	
	Total Funds Available 18/19		£45,441	£51,500	£96,941	£0	£96,941	

Section 106 Agreements

Appendix 3

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
13/03/0786P	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 - 13/07/0808P		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

BID FOR CAPITAL FUNDING FROM AREA COMMITTEES PRO FORMA

1. **Short project title:** Walverden Park Footpath Improvements
2. **Bid submitted by:** Keith Chadwick (Chair)
3. **On behalf of (please include contact details):** Friends of Walverden Park, C/o Keith Chadwick, 21 Lansbury Place, Nelson, BB9 8RY

- 4(a). **Does your organisation have a constitution?** Yes
- (b). **Does it have a board of governors/directors or a committee that oversees its work?** The Friends Group act as a democratic working group working in coordination with the local authority.
- (c). **Does your organisation have its own bank account?** Yes
- (d). **How many signatures are required to authorise a payment from your bank account?** Two

5. **Is your organisation VAT-registered?*** No

6. **Amount requested:** £2,000 (Total cost of project is £4,500)

7. Brief details of project: Walverden Park Footpath Improvements – some of the existing paths are starting to crumble and improvements are needed urgently in certain areas of the park. We also have a number of steep paths within the park that are very slippery and need attention. The Council has been able to install some additional handrails and reconfigure existing ones over the past year to alleviate the situation somewhat but their money is extremely limited.

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 in the near future, we may lose our Green Flag Award status.

The application of a Colas bitumen slurry on the sections of paths that are starting to crumble will improve the look and health of the paths whilst making them less slippery.

8. Main outcomes to be achieved: Improved health and safety for users of the park due to improved path network. Help to support Green Flag Management Plan aims/objectives and implement actions detailed in the 2018/19 action plan.

9. **When will the project be implemented?** As soon as funding secured.

10. **Who will undertake the project works?** Landscape Engineering.

11. **Is there match funding for the project from elsewhere?** Yes

If so, please give details: Pendle Council's Neighbourhood Services has committed £2,000 towards the project from its revenue budgets and the Friends Group has committed £500.

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

No – ongoing maintenance of the park is still with Pendle Council's Neighbourhood and Environmental Services sections (budgets in place to sweep/litter pick/weed kill the paths).

****Please note that grants inclusive of VAT will only be awarded where the organisation is not VAT-registered and is unable to reclaim VAT***