

**REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER**

**TO: BARROWFORD AND WESTERN PARISHES COMMITTEE**

**DATE: 7 JUNE 2018**

**Report Author: Julie Hibbert**

**Tel. No: 661569**

**E-mail: [julie.hibbert@pendle.gov.uk](mailto:julie.hibbert@pendle.gov.uk)**

## **CAPITAL PROGRAMME 2018/19**

### **PURPOSE OF REPORT**

To advise members on the Committee's capital budget including the 2017/18 year-end report.

### **RECOMMENDATIONS**

- (1) That members note £20,662 is uncommitted.
- (2) That members note only the schemes listed in Appendix 2 have agreed funding.

### **REASON FOR RECOMMENDATIONS**

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

### **ISSUE**

#### ***Uncommitted from 2017/18***

1. This is £142.

#### ***Allocation for 2018/19***

2. This is £20,520 capital.

#### ***Effective Total Allocation for 2018/19***

3. This is £20,662.

### ***Commitments for 2018/19***

4. These total £12,297 and are commitments carried forward from the previous year (see appendix 2).

### ***Uncommitted balance for 2018/19***

5. This is £20,662.

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

6. Appendix 3 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. None.

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

10. None.
11. No late bids or funding allocations can 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 can be made in respect of the bid pending a resolution by the Policy and Resources Committee.

## **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 (e.g. 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. 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 to assist members when considering the allocation of 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 Year-End Report 2017/18

Appendix 2: Capital Programme Commitments for 2018/19 carried forward from previous year/s.

Appendix 3: List of Section 106 Agreements for Barrowford and Western Parishes.

## **LIST OF BACKGROUND PAPERS**

None.

**Barrowford and Western Parishes Committee Commitments for 2017/18 (year-end report)**

(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	06/07/17 - £506 <b>Litter and dog waste bins</b>	C Taylor (ES)	-£6	£506	£500	£343	£157	Ongoing (detailed in quarterly Environmental Crime Reports). Dog bin at Barley deemed not required.
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	£2,450	£3,550	Preliminary tree works carried out. 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	£5,000	£0	Completed February 2018.
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.
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.

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
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	Work Completed. Invoice to be processed.
11	07/07/16 - £3,000 <b>Pétanque on playing fields</b>	M Wood (Blacko PC)	£3,000	£0	£3,000	£3,000	£0	Completed March 2018.
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>	H Simpson (Higherford Residents Association)	£1,767	£0	£1,767	£1,767	£0	Completed January 2018.
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: Not known.
15	06/07/17 - £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: Not known.
18	06/07/17 - £1,000 <b>Replacement Notice Board at Spen Brook</b>	J Sutcliffe (Goldshaw Booth PC)		£990	£990	£990	£0	Completed November 2017. £10 underspend deallocated on 08/02/18.
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.

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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: Not known.
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	Environmental Permit application to be submitted to the Environment Agency. Pendle's Environmental Action Group have been asked to carry out the works. Expected Completion Date: Not known.
24	07/12/17 - £1,850 <b>Speed Indicator Device for Barrowford</b>	I Lord (Barrowford PC)		£1,850	£1,850	£1,850	£0	Completed March 2018.
	<b>Subtotals</b>		<b>£32,858</b>	<b>£20,388</b>	<b>£53,246</b>	<b>£38,949</b>	<b>£14,297</b>	
	<b>Uncommitted Funds</b>		<b>£10</b>	<b>£132</b>	<b>£142</b>	<b>-</b>	<b>£142</b>	
	<b>TOTAL FUNDS AVAILABLE 2017/18</b>		<b>£32,868</b>	<b>£20,520</b>	<b>£53,388</b>	<b>£38,949</b>	<b>£14,439</b>	

(Shaded schemes are completed)

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2	<b>Town centre premises improvement grants</b>	M Williams (HHED)	£0	£0	£0	£0	£0	New bid to be considered and a decision to be made on the request to lower the maximum Premises Improvement Grant to £1,500 at the July meeting.
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)	£3,550	£0	£3,550	£0	£3,550	Preliminary tree works carried out. Expected Completion Date: Not known.
10	07/07/16 - £2,000 <b>Steven Burke Sports Hub – Phase 2</b>	K Roberts (NS)	£2,000	£0	£2,000	£2,000	£0	Completed April 2018.
14	06/07/17 - £490 <b>Litter Signs</b>	M Wood (Blacko PC)	£490	£0	£490	£0	£490	PC in discussion with LCC regarding type of signs that can be installed. Currently trialling some signs. Expected Completion Date: Not known.
15	06/07/17 - £2,000 <b>Car Park Extension</b>	R Hey (Old Laund Booth PC)	£2,000	£0	£2,000	£0	£2,000	This is part of a £10,000 scheme. Additional funding required. Expected Completion Date: Not Known.
17	06/07/17 - £500 <b>Screening for Wildlife Pond</b>	J Sutcliffe (Goldshaw Booth PC)	£500	£0	£500	£0	£500	Work to start at the end of the year due to the presence of wildlife. Expected Completion Date: Not known.

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23	05/10/17 - £600 <b>Riverside Improvements - planting and walling scheme</b>	M Reed (Roughlee PC)	£600	£0	£600	£0	£600	Environmental Permit application to be submitted to the Environment Agency. Pendle's Environmental Action Group have been asked to carry out the works. Expected Completion Date: Not known.
	<b>Subtotals</b>		<b>£14,297</b>	<b>£0</b>	<b>£14,297</b>	<b>£2,000</b>	<b>£12,297</b>	
	<b>Uncommitted Funds</b>		<b>£142</b>	<b>£20,520</b>	<b>£20,662</b>	<b>-</b>	<b>£20,662</b>	
	<b>TOTAL FUNDS AVAILABLE 2018/19</b>		<b>£14,439</b>	<b>£20,520</b>	<b>£34,959</b>	<b>£2,000</b>	<b>£32,959</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	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