

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: WEST CRAVEN COMMITTEE

DATE: 5 JUNE 2018

Report Author: Tricia Wilson
Tel. No: 661051
E-mail: tricia.wilson@pendle.gov.uk

CAPITAL PROGRAMME 2017/18 AND 2018/19

PURPOSE OF REPORT

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

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendices 1–5 have agreed funding.
- (2) That members note the table at Appendix 5 showing the money allocated to the Bracewell and Brogden Meeting in 2015/16. The balance remaining for 2017/18 is £2,620 and for 2018/19 is £0.

REASONS FOR RECOMMENDATIONS

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

ISSUE

Summary of 2017/18

1. A total of £1,733 was carried forward from 2016/17 (£0 for Barnoldswick and £1,733 for Earby). The new allocation £22,440 for Barnoldswick and £11,220 for Earby. Once added to the carried forward figure, this gave an effective allocation of £22,440 for Barnoldswick and £12,953 for Earby. The total commitments at the end of the financial year were £22,440 for Barnoldswick and £12,072 for Earby. This meant that Barnoldswick was fully spent but Earby had £881 to carry forward to this year (see Appendices 1 and 3 for a detailed breakdown).

New Allocation for 2018/19

2. This is £33,660 capital.
 - Barnoldswick allocation: £22,440.
 - Earby allocation: £11,220.

Effective Allocation for 2018/19

3. This is £34,541 capital.
 - Barnoldswick allocation: £22,440.
 - Earby allocation: £12,101.

Commitments for 2018/19

4. These total £7,589 (see Appendices 2 and 4 for a detailed breakdown).
 - Barnoldswick commitments: £5,274.
 - Earby commitments: £2,315.

Balance for 2018/19

5. This is £26,952.
 - Barnoldswick balance: £17,166.
 - Earby balance: £9,786.

Additional Source of Capital Funding

6. Appendix 6 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 revised 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

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.

8. There are no new/deferred bids.

Existing Allocations

Overspend – Additional Funding Required

9. None.

Underspend – De-allocate Funding

10. None.

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.

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 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 Barnoldswick 2018/19.

Appendix 3: Capital Programme Commitments for Earby 2017/18.

Appendix 4: Capital Programme Commitments for Earby 2018/19.

Appendix 5: Commitments from the Grant to Bracewell and Brogden Meeting 2017/18.

Appendix 6: 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 | 31/03/16 Litter and dog waste bins – Barnoldswick | C Taylor (ES) | £3,705 | £0 | £3,705 | £940 | £2,765 | |
| 2 | 05/07/16 & 09/05/17 Premises improvement grant scheme – Barnoldswick | P Collins (HHED) | £6,879 | £3,000 | £9,879 | £750 | £9,129 | |
| 3 | 07/06/11 Contribution to wheelchair route at Victory Park | S Whalley (NS) | £1,823 | £0 | £1,823 | £501 | £1,322 | Ongoing |
| 4 | 08/10/13 Improvements to lighting on Walmsgate Car Park | S Farnell (NS) | £1,194 | - £1,194 | £0 | £0 | £0 | £1,194 deallocated 03/10/17 |
| 5 | 03/03/15 Pavement improvement scheme Long Ing/ Clayton Street | S Whalley (NS) | £2,000 | £0 | £2,000 | £0 | £2,000 | |
| 6 | 07/07/15 Barnoldswick Town Centre improvement scheme | Barnoldswick Town Council | £8,640 | £0 | £8,640 | £0 | £8,640 | Money is from the former LRRAP. The sum of £6,640 was added to the Barnoldswick capital programme in 2015/16. An additional £2,000 was allocated for an improvement scheme for Barnoldswick Town Centre to match £2,000 from Barnoldswick Town Council. Total available = £10,640. |
| 7 | 10/07/16 Reintroduction of the M1 bus service | T Wilson (NS) | £1,283 | -£855 | £428 | £428 | £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 |
|----------|--|---------------------------------|-------------------------|-------------------|------------------|---------------|--------------------------------|---|
| 8 | 08/11/16 Maintenance and improvement work at Harper/ Parker Street Car Park | T Wilson (NS) | £1,870 | £0 | £1,870 | £0 | £1,870 | See separate report |
| 9 | 07/02/17 Realignment of the fencing around the dog enclosure at Letcliffe Park to exclude toilet block | K Roberts (NS) | £995 | £0 | £995 | £0 | £995 | |
| 10 | 07/03/17 Barnoldswick Town Football Club, upgrading kitchen facilities | Barnoldswick Town Football Club | £1,000 | £0 | £1,000 | £1,000 | £0 | Completed |
| 11 | 07/03/17 Valley Gardens Fair | Barnoldswick Town Council | £746 | £0 | £746 | £746 | £0 | Completed |
| 12 | 01/04/17 & 06/02/18 Sensory Garden at Memorial Gardens | J Laycock (NS) | £0 | £10,339 | £10,339 | £0 | £10,339 | Barnoldswick Town Council contributed £6,000 making £16,000 in total available. |
| 13 | 01/04/17 Drainage problems on Kelbrook Road | S Whalley (NS) | £0 | £4,000 | £4,000 | £4,000 | £0 | £8,167 spent – £4,000 from WCAC Capital Programme & £4,167 from Barnoldswick TC |
| 14 | 09/05/17 Gardening Workshops for schools | Garden Gates Association | £0 | £300 | £300 | £300 | £0 | Completed |
| 15 | 04/07/17 St Joseph's Centre – repairs to gutter and fascia boards | St Joseph's Centre | £0 | £1,000 | £1,000 | £1,000 | £0 | Completed |
| 16 | 08/08/17 Barnoldswick Fell Runners Training and First Aid | Barnoldswick Fell Runners | £0 | £750 | £750 | £750 | £0 | Completed |
| 17 | 08/08/17 Rainhall Centre – Day of Dance Contribution | Rainhall Centre | £0 | £300 | £300 | £300 | £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 |
|----------|--|----------------------------|-------------------------|-------------------|------------------|----------------|--------------------------------|--------------------------|
| 18 | 05/09/17 New Projector for Rainhall Centre | Rainhall Centre | £0 | £3,000 | £3,000 | £3,000 | £0 | Completed |
| 19 | 09/01/18 Barnoldswick Town Green drainage | L Edwards (NS) | £0 | £500 | £500 | £0 | £500 | |
| 20 | 09/01/18 Repairs to Coats Bridge steps | T Wilson (NS) | £0 | £1,300 | £1,300 | £0 | £1,300 | |
| | Subtotal Barnoldswick | | £30,135 | £22,440 | £52,575 | £13,715 | £38,860 | |
| | Unallocated Funds Barnoldswick | | £0 | £0 | £0 | | £0 | |
| | Total Funds Available 17/18 Barnoldswick | | £30,135 | £22,440 | £52,575 | £13,715 | £38,860 | |

| 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 | 31/03/16 Litter and dog waste bins – Barnoldswick | C Taylor (ES) | £2,765 | £0 | £2,765 | £0 | £2,765 | |
| 2 | 05/07/16 & 09/05/17 Premises improvement grant scheme – Barnoldswick | P Collins (HHED) | £9,129 | £0 | £9,129 | £0 | £9,129 | |
| 3 | 07/06/11 Contribution to wheelchair route at Victory Park | S Whalley (NS) | £1,322 | £0 | £1,322 | £0 | £1,322 | Ongoing |
| 5 | 03/03/15 Pavement improvement scheme Long Ing/ Clayton Street | S Whalley (NS) | £2,000 | £0 | £2,000 | £0 | £2,000 | |
| 6 | 07/07/15 Barnoldswick Town Centre improvement scheme | Barnoldswick Town Council | £8,640 | £0 | £8,640 | £0 | £8,640 | Money is from the former LRRAP. The sum of £6,640 was added to the Barnoldswick capital programme in 2015/16. An additional £2,000 was allocated for an improvement scheme for Barnoldswick Town Centre to match £2,000 from Barnoldswick Town Council. Total available = £10,640. |
| 8 | 08/11/16 Maintenance and improvement work at Harper/ Parker Street Car Park | T Wilson (NS) | £1,870 | £0 | £1,870 | £0 | £1,870 | See separate report |

| 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 |
|----------|--|----------------------------------|-------------------------|-------------------|------------------|---------------|--------------------------------|---|
| 9 | 07/02/17 Realignment of the fencing around the dog enclosure at Letcliffe Park to exclude toilet block | K Roberts (NS) | £995 | £0 | £995 | £0 | £995 | |
| 12 | 01/04/17, 06/02/18 & 06/03/18 Sensory Garden at Memorial Gardens | J Laycock (NS) | £10,339 | £4,500 | £14,839 | £0 | £14,839 | Barnoldswick Town Council contributed £6,000 making £16,000 in total available. |
| 19 | 09/01/18 Barnoldswick Town Green drainage | L Edwards (NS) | £500 | £0 | £500 | £0 | £500 | |
| 20 | 09/01/18 Repairs to Coats Bridge steps | T Wilson (NS) | £1,300 | £0 | £1,300 | £0 | £1,300 | |
| 21 | 27/03/18 Upgrade Bracewell Village Hall | Bracewell Village Hall Committee | £0 | £774 | £774 | £0 | £774 | |
| | Subtotal Barnoldswick | | £38,860 | £5,274 | £44,134 | £0 | £44,134 | |
| | Unallocated Funds Barnoldswick | | £0 | £17,166 | £17,166 | | £17,166 | |
| | Total Funds Available 18/19 Barnoldswick | | £38,860 | £22,440 | £61,300 | £0 | £61,300 | |

| 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 | 12/05/15 Litter and dog waste bins – Earby | C Taylor (ES) | £681 | £0 | £681 | £0 | £681 | |
| 2 | 12/05/15 Premises improvement grant scheme – Earby | P Collins (HHED) | £3,185 | £0 | £3,185 | £1,500 | £1,685 | |
| 3 | 10/05/16 Re-introduction of the M1 bus service | T Wilson (NS) | £642 | -£428 | £214 | £214 | £0 | Completed |
| 4 | 05/07/16 and 04/07/17 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. |
| 5 | 02/08/16 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. The overspend was covered by Liberata's 2016/17 Maintenance Programme. All the money allocated from WCAC capital programme has been spent and schemes 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 |
|---------|---|-----------------------------------|-------------------------|-------------------|------------------|----------------|--------------------------------|--|
| 6 | 07/02/17 New entrance gate and fencing at Anne's Wood | The Woodland Trust | £400 | £0 | £400 | £0 | £400 | |
| 7 | 07/03/17 Salterforth Festive Decorations | Salterforth Parish Council | £750 | £0 | £750 | £750 | £0 | Completed |
| 8 | 07/03/17 Kelbrook and Sough Festive Decorations | Kelbrook and Sough Parish Council | £1,000 | £0 | £1,000 | £1,000 | £0 | Completed |
| 9 | 01/04/17 & 27/03/18 Salterforth Fun Day | Salterforth Fun Day Committee | £0 | £1,500 | £1,500 | £750 | £750 | |
| 10 | 04/07/17 Salterforth Toilet Group | Salterforth Toilet Group | £0 | £500 | £500 | £500 | £0 | Completed |
| 11 | 28/03/17 Earby Youth Hostel | Earby Youth Hostel | £0 | £5,000 | £5,000 | £5,000 | £0 | Completed |
| 12 | 04/07/17 Cemetery Road Car Park | S Whalley (NS) | £0 | £0 | £0 | £0 | £0 | Allocated in error and subsequently removed |
| 13 | 08/08/17 Earby Fieldfest | Earby Fieldfest Committee | £0 | £500 | £500 | £500 | £0 | Completed |
| 14 | 08/08/17 Victoria Road Pavement Improvement | S Whalley (NS) | £0 | £2,000 | £2,000 | £2,000 | £0 | Completed (£2,000 from Capital Programme, the rest from R&M) |
| | Subtotal Earby | | £12,652 | £12,072 | £24,724 | £21,208 | £3,516 | |
| | Un-allocated Funds Earby | | £1,733 | -£852 | £881 | | £881 | |
| | Total Funds Available 17/18 Earby | | £14,385 | £11,220 | £25,605 | £21,208 | £4,397 | |

West Craven Committee Commitments for Earby 2018/19

Appendix 4

| 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 | 12/05/15 Litter and dog waste bins – Earby | C Taylor (ES) | £681 | £0 | £681 | £0 | £681 | |
| 2 | 12/05/15 & 08/05/18 Premises improvement grant scheme – Earby | P Collins (HHED) | £1,685 | £1,315 | £3,000 | £0 | £3,000 | |
| 6 | 07/02/17 New entrance gate and fencing at Anne's Wood | The Woodland Trust | £400 | £0 | £400 | £0 | £400 | |
| 9 | 01/04/17 & 27/03/18 Salterforth Fun Day | Salterforth Fun Day Committee | £750 | £0 | £750 | £0 | £750 | |
| 10 | 08/05/18 Improvements to Christmas decorations | Kelbrook and Sough Parish Council | £0 | £1,000 | £1,000 | £0 | £1,000 | |
| | Subtotal Earby | | £3,516 | £2,315 | £5,831 | £0 | £5,831 | |
| | Unallocated Funds Earby | | £881 | £8,905 | £9,786 | | £9,786 | |
| | Total Funds Available 18/19 Earby | | £4,397 | £11,220 | £15,617 | £0 | £15,617 | |

| 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 | 28/03/17 Enhanced path maintenance | | £0 | £194 | £194 | £0 | £194 | |
| 2 | 07/11/17 Church star in Bracewell | | £0 | £200 | £200 | £0 | £200 | |
| 3 | 23/03/18 Enhanced path maintenance | | £0 | £194 | £194 | £0 | £194 | |
| 4 | 23/03/18 Church star in Bracewell | | £0 | £200 | £200 | £0 | £200 | |
| 5 | 23/03/18 Upgrade of Bracewell Village Hall | | £0 | £2,226 | £2,226 | £0 | £2,226 | |
| | Subtotal Bracewell and Brogden | | £0 | £3,014 | £3,014 | £0 | £3,014 | |
| | Unallocated Funds Bracewell and Brogden | | £3,014 | (£3,014) | £0 | | £0 | |
| | Total Funds Available 17/18 Bracewell and Brogden | | £3,014 | £0 | £3,014 | £0 | £3,014 | |

Section 106 Agreements

Appendix 6

| 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 |
|--------------|-----------|-------------|------------|---------|-----------------------|-----------------------------------|---------------------------------------|-------------|---------------------------------|-----------|--------------------|------------------|----------|------------------------------|--------------|--|
| 13/04/0555P | 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? |
| 13/09/0376P | | IA056 | 9/11/2009 | Yes | 40,218.00 | Ravenscroft Way, Barnoldswick | CCTV | West Craven | On the signing of the agreement | 35,000.00 | 5,795.00 | | | 5 years from 9 February 2010 | P Atkinson | Residual money for ongoing maintenance |
| | | 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 October 2018 |