

**REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER**

**TO: BRIERFIELD AND REEDLEY COMMITTEE**

**DATE: 5 JUNE 2018**

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## **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 £16,960 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 balance carried forward from 2017/18***

1. This is £844.

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

2. This is £19,960 capital.

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

3. This is £20,804.

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

4. These total £29,189 including commitments carried forward from 2017/18 (see appendix 2).

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

5. This is £16,960
6. No more than 50% of the uncommitted balance i.e. **£8,480** can be allocated prior to the meeting on 6 November 2018, without the unanimous approval of the committee.

### **Population/Electorate Breakdown**

7. Brierfield ward – 4,862/3,611; Reedley ward – 5,291/4,279 (2011 Census/2016 Electorate).

### **Additional Sources of Capital Funding**

8. 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 Brierfield and Reedley Committee area.

### **Financial Advice**

9. Please refer to the Financial Implications section of this report. 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.

### **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.

### **Existing Bids**

#### Underspend – De-allocate Funding

12. None

#### Overspend – Additional Funding Required

13. 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. 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 risks 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

Appendix 3: List of Section 106 Agreements for Brierfield and Reedley.

## **LIST OF BACKGROUND PAPERS**

None.

**Brierfield and Reedley 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	01/03/16 - £500 13/06/17 - £600 <b>Litter and dog waste bins</b>	C Taylor (ES)	£402	£600	£1,002	£0	£1,002	Ongoing (detailed in quarterly Environmental Crime Reports). Nothing spent on new bins during 2017/18.
2	10/05/11 - £6,000 07/06/16 - £3,000 <b>Town centre premises improvement grants</b>	M Williams (HHED)	£7,675	<b>-£2,277</b>	£5,398	£5,398	£0	<b>£3,000</b> - ECO World Energy, Brierfield <b>£2,398</b> - Farhat Khaliq Beauty Salon, Brierfield <b>£2,277</b> - deallocated on 27/03/18
3	11/05/10 - £2,500 <b>Flood prevention works within the Brierfield and Reedley area</b>	L Edwards (NS)	£2,500	£0	£2,500	£0	£2,500	Allocated to help deal with emergency flooding situations. Expected Completion Date: Not known.
4	02/10/12 - £3,000 06/02/18 - £1,000 06/03/18 - £1,200 <b>Provision and maintenance of red grit bins</b>	J Hibbert (NS)	£978	£2,200	£3,178	£1,829	£1,349	New grit bin at Limefield Avenue/Chapel Street. Ongoing purchase of grit and filling/refilling 30 grit bins. Due to cold weather this winter more grit has been used than in previous years. 2 bins found to be damaged and unusable.
5	03/12/13 - £2,500 01/03/16 - £3,500 <b>Provision of a speed indicator device</b>	J Hibbert (NS)	£3,632	£0	£3,632	£0	£3,632	Ongoing. Speed Indicator Device purchased September 2016. As resolved at the January 2018 meeting of Brierfield and Reedley Committee, LCC have been asked to manage the device in line with the remaining budget.
6	02/02/16 - £750 <b>Flood prevention on Patterdale Close, Reedley</b>	L Edwards (NS)	£750	<b>-£750</b>	£0	£0	£0	Not necessary for scheme to be implemented as other works carried out resolved the problem. £750 deallocated 08/08/17.

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7	01/03/16 - £9,000 <b>Highway improvements (unadopted and adopted)</b>	S Whalley (NS)	£4,500	£0	£4,500	£4,500	£0	£9,000 allocated as follows: £987 - Back Taylor St (completed) £850 - Higher Reedley Road (completed) £4,500 - Hardy Avenue, Brierfield (additional monies taken from scheme 13 budget) £2,663 – Deallocated.
8	01/03/16 - £1,200 <b>Footpaths</b>	T Partridge (NS)	£795	£0	£795	£0	£795	There are numerous outstanding rights of way issues. Tom Partridge to identify suitable scheme/s and consult with the committee chair as required. Expected Completion Date: Not known.
9	05/07/16 - £350 <b>Mansfield Crescent to Marsden Heights footpath overlay</b>	S Whalley (NS)	£350	£0	£350	£350	£0	£700 scheme. £350 also from Brierfield Town Council. Completed September 2017.
10	09/08/16 - £240 <b>Signage at Taylor Street MUGA, Brierfield</b>	T Horsley (NS)	£240	£0	£240	£0	£240	Signage still to be agreed with Town Council. Expected Completion Date: Not known.
11	09/08/16 - £1,380 <b>Implementation of Limefield Avenue PSPO, Brierfield</b>	T Horsley (NS)	£1,380	-£20	£1,360	£1,360	£0	Residents to contribute towards this scheme. Completed November 2017. £20 underspend deallocated on 06/02/18.
12	07/02/17 - £500 05/12/17 - £500 <b>Replacement trees at Burnley Rd, Sackville St and Railway St</b>	S Whalley (NS)	£500	£500	£1,000	£1,000	£0	Completed April 2018.

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13	07/02/17 - £18,000 <b>Back street works in Brierfield and Reedley, including lighting. (Back of Commercial Street and Back of Clegg Street to be funded from this budget.)</b> BRC's Chairman delegated the authority to agree other works in consultation with PBC officers.	S Whalley (NS)	£18,000	£0	£18,000	£18,000	£0	<b>This is a £60,000 scheme. Brierfield Town Council, LCC and residents to contribute.</b>  Works Completed (in line with this £60,000 scheme): Back 2-26 Commercial Street Back Regent Street and Albert Street Back Montague Street and Guilford Street Back William Street and Commercial Street Back Commercial Street and Chapel Street Back Cambridge Street Back 21 to 61 Halifax Road Back Clegg Street and Albert Street Back Townley Street, Albert Street and Berry Street Back Walton Street and Hunter Street Back Walter Street  The remainder of the work carried out at Hardy Avenue was also funded from this budget. This was not part of the £60,000 scheme (see scheme 7).
14	07/03/17 - £1,000 <b>Brierfield Volleyball Club – Volley Ball Tournament</b>	J Hibbert (NS)	£1,000	£0	£1,000	£1,000	£0	Completed October 2017.
15	28/03/17 - £1,000 06/03/18 - £300 <b>Contribution to Pendle Tigers Cricket Club</b>	J Hibbert (NS)	£1,000	£300	£1,300	£1,300	£0	Completed April 2018.
16	13/06/17 - £500 <b>Blocked and Missing gully grates</b>	S Whalley (NS)		£500	£500	£0	£500	Ongoing.

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17	13/06/17 - £930 <b>Alleygating Maintenance</b>	G Whitehead (NS)		£930	£930	£930	£0	Completed February 2018.
18 (a)  (b)	04/07/17 - £1,370 <b>Brierfield Youth Panel Project (£750)</b> and <b>Project Pride Multicultural Event (£620)</b>	L Blackburn & N Ashraf (Brierfield Action in the Community)		£1,370	£1,370	£1,370	£0	Completed July 2017
19	08/08/17 - £2,000 03/10/17 - £3,952 <b>East Street, Brierfield - Construction of pavement</b>	S Whalley (NS)		£5,952	£5,952	£0	£5,952	Scheme to be designed. Expected Completion Date: Not known.
20	08/08/17 - £1,500 <b>Brierfield Celtic Junior Football Club</b>	J Hibbert (NS)		£1,500	£1,500	£1,500	£0	Completed September 2017.
21	03/10/17 - £1,000 <b>Reedley Drive Improvements</b>	L Oddie Reedley Drive Residents		£1,000	£1,000	£1,000	£0	Completed February 2018.
22	09/01/18 - £200 <b>Handrail outside 105 Sackville Gardens</b>	S Whalley (NS)		£180	£180	£180	£0	Completed March 2018. £20 underspend deallocated on 27/03/18.

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
23	06/02/18 - £7,775 <b>Provision of Street Lights in Brierfield: Back 18/20 Bank St.</b> (Max. £4,475) <b>Back Rothesay Rd.</b> (Max. £3,300)	S Whalley (NS)		£7,775	£7,775	£0	£7,775	Funding awarded in principle. Subject to the Neighbourhood Services Manager seeking further estimates.
24	27/03/18 - £1,600 <b>Free swimming for primary school children living in Brierfield and Reedley</b>	M Hanif (Brierfield Town Council)		£1,600	£1,600	£0	£1,600	
	<b>Subtotals</b>		<b>£43,702</b>	<b>£21,360</b>	<b>£65,062</b>	<b>£39,717</b>	<b>£25,345</b>	
	<b>Uncommitted Funds</b>		<b>£2,244</b>	<b>-£1,400</b>	<b>£844</b>	<b>-</b>	<b>£844</b>	
	<b>TOTAL FUNDS AVAILABLE 2017/18</b>		<b>£45,946</b>	<b>£19,960</b>	<b>£65,906</b>	<b>£39,717</b>	<b>£26,189</b>	



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1	01/03/16 - £500 13/06/17 - £600 <b>Litter and dog waste bins</b>	C Taylor (ES)	£1,002	£0	£1,002	£0	£1,002	Ongoing (detailed in quarterly Environmental Crime Reports). Nothing spent on new bins during 2017/18.
2	08/05/18 - £3,000 <b>Town centre premises improvement grants</b>	M Williams (HHED)	£0	£3,000	£3,000	£0	£3,000	<b>£3,000</b> – Hillstop Mini Market, Brierfield (applications considered on a case by case basis)
3	11/05/10 - £2,500 <b>Flood prevention works within the Brierfield and Reedley area</b>	L Edwards (NS)	£2,500	£0	£2,500	£0	£2,500	Allocated to help deal with emergency flooding situations. Expected Completion Date: Not known.
4	06/02/18 - £1,000 06/03/18 - £1,200 <b>Provision and maintenance of red grit bins</b>	J Hibbert (NS)	£1,349	£0	£1,349	£0	£1,349	Ongoing purchase of grit and filling/refilling 30 grit bins. Due to cold weather last winter more grit was used than in previous years. 2 bins have been damaged.
5	03/12/13 - £2,500 01/03/16 - £3,500 <b>Provision of a speed indicator device</b>	J Hibbert (NS)	£3,632	£0	£3,632	£0	£3,632	Ongoing. Speed Indicator Device purchased September 2016. As resolved at the January 2018 meeting of Brierfield and Reedley Committee, LCC have been asked to manage the device in line with the remaining budget.
8	01/03/16 - £1,200 <b>Footpaths</b>	T Partridge (NS)	£795	£0	£795	£0	£795	There are numerous outstanding rights of way issues. Tom Partridge to identify suitable scheme/s and consult with the committee chair as required. Expected Completion Date: Not known.

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10	09/08/16 - £240 <b>Signage at Taylor Street MUGA, Brierfield</b>	T Horsley (NS)	£240	£0	£240	£0	£240	Signage still to be agreed with Town Council. Expected Completion Date: Not known.
16	13/06/17 - £500 <b>Blocked and Missing gully grates</b>	S Whalley (NS)	£500	£0	£500	£0	£500	Ongoing.
19	08/08/17 - £2,000 03/10/17 - £3,952 <b>East Street, Brierfield - Construction of pavement</b>	S Whalley (NS)	£5,952	£0	£5,952	£0	£5,952	Scheme to be designed. Expected Completion Date: Not known.
23	06/02/18 - £7,775 <b>Provision of Street Lights in Brierfield: Back 18/20 Bank St. (Max. £4,475) Back Rothesay Rd. (Max. £3,300)</b>	S Whalley (NS)	£7,775	£0	£7,775	£0	£7,775	Funding awarded in principle. Subject to the Neighbourhood Services Manager seeking further estimates.
24	27/03/18 - £1,600 <b>Free swimming for primary school children living in Brierfield and Reedley</b>	M Hanif (Brierfield Town Council)	£1,600	£0	£1,600	£0	£1,600	
25	08/05/18 - £844 <b>Area adjacent to Brierfield Town Hall</b>	S Whalley (NS)	£0	£844	£844	£0	£844	
	<b>Subtotals</b>		<b>£25,345</b>	<b>£3,844</b>	<b>£29,189</b>	<b>£0</b>	<b>£29,189</b>	
	<b>Uncommitted Funds</b>		<b>£844</b>	<b>£16,116</b>	<b>£16,960</b>	<b>-</b>	<b>£16,960</b>	
	<b>TOTAL FUNDS AVAILABLE 2018/19</b>		<b>£26,189</b>	<b>£19,960</b>	<b>£46,149</b>	<b>£0</b>	<b>£46,149</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
	LEG/8/475	IA006				Higher Reedley Road	Maintenance of green land at Hillingdon Road and Higher Reedley Road	Brierfield	Capital received	40,630.00	26,193.64	24,770.69			K Roberts	Money is being used for ongoing maintenance by Parks	VG 22/5/2015
13/98/0034P	LEG/8	IA018		Yes	5/1/1999	Hillsborough Avenue, Brierfield	Maintenance of land	Brierfield	Date of transfer	9,315.00	9,237.85	9,237.85			K Roberts	Money is being used for ongoing and ad hoc maintenance by Parks	TW 9/10/2014
13/08/0558P & 13/10/0296P	4582		11/5/2010 and 6/8/2010		10/5/2011	Land at Reedley Drive, Reedley	Open space contribution	Brierfield	On transfer of open space land which shall be before 22 dwellings occupied	224,276.00				Any monies not expended five years after the 10 years' maintenance period		22 houses to be built before we receive the money. Barnfield to build pavilion, one football pitch and one cricket pitch as part of the agreement	Input by BK 21/12/2012. Updated by TW 9/10/2014

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