

**REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER**

**TO: BRIERFIELD AND REEDLEY COMMITTEE**

**DATE: 7 AUGUST 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 regarding the Committee's capital budget.

### **RECOMMENDATIONS**

- (1) That members note £16,960 is uncommitted.
- (2) That members note only schemes listed in Appendix 1 have agreed funding.
- (3) That members consider the new bids detailed in paragraphs 9 and 10.

### **REASON FOR RECOMMENDATIONS**

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

### **ISSUE**

#### ***Uncommitted 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 £24,933 including commitments carried forward from 2017/18 (see appendix 1).

### **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).

### **Financial Advice**

8. 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**

9. £2,223 – East Street Resurfacing (appendix 2)
10. £1,000 – Brierfield Back Street Lighting (appendix 3)
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 Commitments for 2018/19

Appendix 2: Bid for funding – East Street Resurfacing

Appendix 3: Bid for funding – Brierfield Back Street Lighting

## **LIST OF BACKGROUND PAPERS**

None.

| Sch. No. | Date Allocated and Scheme Details   | Lead Officer/ Service Area | c/f from previous year/s | Allocated 2018/19 | Total Allocation | In-Year Spend | Allocation Remaining in Ledger | Status of Scheme/ Remarks  |
|----------|---|----------------------------|--------------------------|-------------------|------------------|---------------|--------------------------------|--|
| 1        | 01/03/16 - £500<br>13/06/17 - £600<br><b>Litter and dog waste bins</b>                      | C Taylor<br>(ES)           | £1,002                   | £0                | £1,002           | £0            | £1,002                         | Expenditure shown in quarterly Environmental Crime Reports. No further funding can be allocated towards this.  |
| 2        | 08/05/18 - £3,000<br><b>Town centre premises improvement grants</b>                         | M Williams<br>(HHED)       | £0                       | £3,000            | £3,000           | £3,000        | £0                             | Applications considered on a case by case basis:<br><b>£3,000</b> – Hillstop Mini Market, Brierfield   |
| 3        | 11/05/10 - £2,500<br><b>Flood prevention works within the Brierfield and Reedley area</b>   | L Edwards<br>(NS)          | £2,500                   | £0                | £2,500           | £0            | £2,500                         | Allocated to help deal with emergency flooding situations.<br>Expected Completion Date: Not known.   |
| 4        | 06/02/18 - £1,000<br>06/03/18 - £1,200<br><b>Provision and maintenance of red grit bins</b> | J Hibbert<br>(NS)          | £1,349                   | £0                | £1,349           | £0            | £1,349                         | Ongoing - purchase of bins, grit and filling the bins (30 grit bins altogether).   |
| 5        | 03/12/13 - £2,500<br>01/03/16 - £3,500<br><b>Provision of a speed indicator device</b>      | J Hibbert<br>(NS)          | £3,632                   | £0                | £3,632           | £412          | £3,220                         | 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<br><b>Footpaths</b>   | T Partridge<br>(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.<br>Expected Completion Date: Not known.                         |

| Sch. No. | Date Allocated and Scheme Details   | Lead Officer/ Service Area        | c/f from previous year/s | Allocated 2018/19 | Total Allocation | In-Year Spend | Allocation Remaining in Ledger | Status of Scheme/ Remarks  |
|----------|---|-----------------------------------|--------------------------|-------------------|------------------|---------------|--------------------------------|--|
| 10       | 09/08/16 - £240<br><b>Signage at Taylor Street MUGA, Brierfield</b>   | T Horsley (NS)                    | £240                     | £0                | £240             | £0            | £240                           | Signage still to be agreed with Town Council.<br>Expected Completion Date: Not known.                  |
| 16       | 13/06/17 - £500<br><b>Blocked and Missing gully grates</b>  | S Whalley (NS)                    | £500                     | £0                | £500             | £0            | £500                           | Ongoing.   |
| 19       | 08/08/17 - £2,000<br>03/10/17 - £3,952<br><b>East Street, Brierfield - Construction of pavement</b>                                     | S Whalley (NS)                    | £5,952                   | £0                | £5,952           | £0            | £5,952                         | Scheme to be designed.<br>Expected Completion Date: Not known.   |
| 23       | 06/02/18 - £7,775<br><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<br><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<br><b>Area adjacent to Brierfield Town Hall</b>   | S Whalley (NS)                    | £0                       | £844              | £844             | £844          | £0                             |  |
|          | <b>Subtotals</b>  |                                   | <b>£25,345</b>           | <b>£3,844</b>     | <b>£29,189</b>   | <b>£4,256</b> | <b>£24,933</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>£4,256</b> | <b>£41,893</b>                 |  |

**BIDS FOR FUNDING FROM AREA COMMITTEES  
CAPITAL (AND REVENUE) PRO FORMA**

**Short Project Title:** East Street Resurfacing

**Bid submitted by:** Scott Whalley, Engineering Manager

**On behalf of (please include contact details):** Councillor Pauline McCormick

**Amount requested:** £2,223

**Brief details of Project:** Contribution towards resurfacing of East Street

**Main Outcomes to be Achieved:** To provide a safer and higher quality environment

**When will Project be implemented?** In progress

**Who will undertake the Project works?** Monk of Colne

**Is the bid for capital or revenue funding?** Capital

**Is there match funding for the Project from elsewhere?** Yes (£5,952 previously allocated from BRAC and £4,000 from Brierfield Town Council)

**If so, please give details:**

**BIDS FOR FUNDING FROM AREA COMMITTEES  
CAPITAL (AND REVENUE) PRO FORMA**

**Short Project Title:** Brierfield Back Street Lighting Schemes

**Bid submitted by:** Scott Whalley, Engineering Manager

**On behalf of (please include contact details):** Councillor Arshad

**Amount requested:** £1,000

**Brief details of Project:** Contribution to Back Street Lighting Schemes on Tunstill Square, back Bank Street, back Rothesay Road, back Railway Terrace

**Main Outcomes to be Achieved:** To provide a safer environment

**When will Project be implemented?** As soon as funding is made available

**Who will undertake the Project works?** Lancashire County Council Street Lighting

**Is the bid for capital or revenue funding?** Capital

**Is there match funding for the Project from elsewhere?** Yes (£2,930 from Brierfield Town Council)

**If so, please give details:**