

**REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER**

**TO: WEST CRAVEN COMMITTEE**

**DATE: 7 AUGUST 2018**

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## **CAPITAL PROGRAMME 2018/19**

### **PURPOSE OF REPORT**

To advise members on the Committee's 2018/19 capital budget.

### **RECOMMENDATIONS**

- (1) That members note that only the schemes listed in Appendices 1-3 have agreed funding.
- (2) That members note the table at Appendix 3 showing the money allocated to the Bracewell and Brogden Meeting in 2015/16. The balance remaining for 2018/19 is £0.
- (3) That members consider the new bid detailed in paragraph 7.

### **REASONS FOR RECOMMENDATIONS**

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

### **ISSUE**

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

1. This is £881.
  - Barnoldswick balance: £0.
  - Earby balance: £881.

#### ***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 £9,589 (see Appendices 1 and 2 for a detailed breakdown).
  - Barnoldswick commitments: £7,274.
  - Earby commitments: £2,315.

### **Balance for 2018/19**

5. This is £24,952.
  - Barnoldswick balance: £15,166.
  - Earby balance: £9,786.

### **Financial Advice (as reported to all Area Committees in May 2018)**

6. Please refer to the financial implications section of this report. Bids for new funding should be submitted on the May 2018 revised forms (Form A for internal bids and Form B for external bids) in order that the Chief Finance Officer can confirm that they qualify as capital spending and 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.*

7. **“Bringing down the Barriers”** – troughs for Salterforth village – submitted by Salterforth Parish Council – £1,000 (see bid form at Appendix 4).

### **Existing Allocations**

#### Overspend – Additional Funding Required

8. None.

#### Underspend – De-allocate Funding

9. 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 (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" (Section 21(2) of the Local Government Act 2003) must be treated as 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 and revenue 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 2018/19.

Appendix 2: Capital Programme Commitments for Earby 2018/19.

Appendix 3: Commitments from the Grant to Bracewell and Brogden Meeting.

Appendix 4: Bringing Down the Barriers – Salterforth Parish Council (Bid Form B).

## **LIST OF BACKGROUND PAPERS**

None.

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	<b>31/03/16</b> Litter and dog waste bins – Barnoldswick	C Taylor (ES)	£2,765	£0	£2,765	£0	£2,765	
2	<b>05/07/16 &amp; 09/05/17</b> Premises improvement grant scheme – Barnoldswick	P Collins (HHED)	£9,129	£0	£9,129	£0	£9,129	
3	<b>07/06/11</b> Contribution to wheelchair route at Victory Park	S Whalley (NS)	£1,322	£0	£1,322	£0	£1,322	
5	<b>03/03/15</b> Pavement improvement scheme Long Ing/ Clayton Street	S Whalley (NS)	£2,000	£0	£2,000	£0	£2,000	
6	<b>07/07/15</b> 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	<b>08/11/16</b> Maintenance and improvement work at Harper/ Parker Street Car Park	T Wilson (NS)	£1,870	£0	£1,870	£1,870	£0	Completed. Total cost came to £4,460 with a contribution of £1,650 to come from Barnoldswick Town Council and an agreed £940 from the Council's Problem Sites' Budget. This site is now the

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
								responsibility of Barnoldswick Town Council
9	<b>07/02/17</b> Realignment of the fencing around the dog enclosure at Letcliffe Park to exclude toilet block	K Roberts (NS)	£995	£0	£995	£0	£995	
12	<b>06/03/18</b> Sensory Garden Project at the Memorial Gardens	J Laycock (NS)	£10,339	£4,500	£14,839	£14,839	£0	Tender figure for the works is £26,429 with £14,839 from this Committee and the rest, £11,590, to come from Barnoldswick Town Council. An invoice for the final amount will be raised to Barnoldswick Town Council when the work is fully completed
19	<b>09/01/18</b> Barnoldswick Town Green drainage	L Edwards (NS)	£500	£0	£500	£0	£500	
20	<b>09/01/18</b> Repairs to Coats Bridge steps	T Wilson (NS)	£1,300	£0	£1,300	£0	£1,300	
21	<b>27/03/18</b> Upgrade Bracewell Village Hall	Bracewell Village Hall Committee	£0	£774	£774	£0	£774	
22	<b>05/06/18</b> New drainage works at Barnoldswick Town Football Club	Barnoldswick Town Football Club	£0	£2,000	£2,000	£0	£2,000	Grant towards new drainage works on the first team pitch
	<b>Subtotal Barnoldswick</b>		<b>£38,860</b>	<b>£7,274</b>	<b>£46,134</b>	<b>£16,709</b>	<b>£29,425</b>	
	<b>Un-allocated Funds Barnoldswick</b>		<b>£0</b>	<b>£15,166</b>	<b>£15,166</b>		<b>£15,166</b>	
	<b>Total Funds Available 18/19 Barnoldswick</b>		<b>£38,860</b>	<b>£22,440</b>	<b>£61,300</b>	<b>£16,709</b>	<b>£44,591</b>	

**West Craven Committee Commitments for Earby 2018/19**

Appendix 2

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

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	<b>28/03/17</b> Enhanced path maintenance		£0	£194	£194	£194	£0	Completed
2	<b>07/11/17</b> Church star in Bracewell		£0	£200	£200	£200	£0	Completed
3	<b>23/03/18</b> Enhanced path maintenance		£0	£194	£194	£194	£0	Completed
4	<b>23/03/18</b> Church star in Bracewell		£0	£200	£200	£200	£0	Completed
5	<b>23/03/18</b> Upgrade of Bracewell Village Hall		£0	£2,226	£2,226	£2,226	£0	Completed
	<b>Subtotal Bracewell and Brogden</b>		<b>£0</b>	<b>£3,014</b>	<b>£3,014</b>	<b>£3,014</b>	<b>£0</b>	
	<b>Un-allocated Funds Bracewell and Brogden</b>		<b>£3,014</b>	<b>(£3,014)</b>	<b>£0</b>		<b>£0</b>	
	<b>Total Funds Available 18/19 Bracewell and Brogden</b>		<b>£3,014</b>	<b>£0</b>	<b>£3,014</b>	<b>£3,014</b>	<b>£0</b>	

**(FORM B: EXTERNAL BID)****BID FOR CAPITAL FUNDING FROM AREA COMMITTEES  
PRO FORMA**

1. **Short project title:** "Bringing down the Barriers"
2. **Bid submitted by:** Cllr Kevin Singleton
3. **On behalf of (please include contact details):** Salterforth Parish Council
- 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?** Parish Council
  - (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?\*** ? (not sure)
6. **Amount requested:** £1,000
7. **Brief details of project:** The project is to provide six barrier troughs to enhance the village. The community together are painting the village railings to add to the work the troughs mounted on barriers will help to make the village look better with floral displays. Volunteers will keep them watered. It is the start of a longer term project to have a Salterforth in Bloom Working Group.
8. **Main outcomes to be achieved:** To enhance the village and make it an even better place to live with the help of flower troughs. These are planted with pollinator-friendly plants to help increase the number of bees, hoverflies, etc to integrate the new and old population with projects everyone can become involved in, thus making the expanding village a better place to live and enjoy through working as one.
9. **When will the project be implemented?** ASAP after funding: Approximately six weeks due to ordering and delivery.
10. **Who will undertake the project works?** Volunteers
11. **Is there match funding for the project from elsewhere?** Yes  
**If so, please give details:** The Parish Council has already contributed over £1,000 plus the local community has fitted four experimental troughs and four hanging baskets. It is proving to be popular and more people are willing to help with this project to give an overall better feel to the village. As the village expands, it is important the new villagers are integrated into village life. Projects like these act as a bridge between new and old community.
12. **Are there long-term revenue consequences and how will these be funded?**  
Parish will pay for the troughs to be planted up on an annual basis paid for by the Parish Council.

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