

**REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER**

**TO: NELSON COMMITTEE**

**DATE: 3 DECEMBER 2018**

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## **CAPITAL PROGRAMME 2018/19**

### **PURPOSE OF REPORT**

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

### **RECOMMENDATIONS**

- (1) That members note that only the schemes listed in Appendix 1 have agreed funding.
- (2) That members consider the new bids details in paragraphs 7–9.

### **REASON FOR RECOMMENDATIONS**

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

### **ISSUE**

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

1. This is £506.

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

2. This is £51,500.

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

3. This is £52,006.

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

4. These total £36,519 (see Appendix 1 for a detailed breakdown).

## **Balance for 2018/19**

5. This is **£15,487**.

## **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, Form B for external bids and Form C for Nelson Ward Initiatives) 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. **Portland Street Canal Fencing:** submitted by Tim Horsley, Principal Community Protection Officer – £2,240 to provide fencing at the back of 3–11 Portland Street, Nelson (see Appendix 2).
8. **Walverden Back Street Upgrade:** submitted by Cllrs Adam and Henderson – £7,000 to resurface Back 120–130 and Back 132-144 Railway Street and to provide a new handrail (see Appendix 3).
9. **Purchase of Office Equipment:** submitted by the Migrant Wellbeing Association – £1,098 (see Appendix 4).

## **Existing Bids**

### Overspend – Additional Funding Required

10. None.

### Underspend – De-allocate Funding

11. None.

## **Nelson Ward Initiatives**

12. The 2018/19 allocation for Ward Initiatives has been allocated per member as follows:

Ward	Councillor	2018/198 Allocation	Committed to Date	Balance
Bradley	Mohammed Iqbal	£300.00	£0.00	£300.00
	Mohammad Sakib	£300.00	£0.00	£300.00
	Nadeem Younis	£300.00	£0.00	£300.00
Clover Hill	Eileen Ansar	£300.00	£0.00	£300.00
	Wayne Blackburn	£300.00	£0.00	£300.00
	Mrs Kathleen Shore	£300.00	£0.00	£300.00

<b>Marsden</b>	Tommy Cooney	£300.00	£0.00	£300.00
	Neil McGowan	£300.00	£0.00	£300.00
<b>Southfield</b>	Mohammad Ammer	£300.00	£150.00	£150.00
	David Whalley	£300.00	£150.00	£150.00
	Sheila Wicks	£300.00	£150.00	£150.00
<b>Walverden</b>	George Adam	£300.00	£0.00	£300.00
	Julie Henderson	£300.00	£0.00	£300.00
<b>Whitefield</b>	Nadeem Ahmed	£300.00	£0.00	£300.00
	Asjad Mahmood	£300.00	£0.00	£300.00
<b>Total</b>		<b>£4,500.00</b>	<b>£450.00</b>	<b>£4,050.00</b>

## ***Current Spend***

October 2018

13. **18<sup>th</sup> Pendle Scouts:** £150 each from Cllrs Ammer, Whalley and Wicks towards a camping project.

## **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. 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 Chief Finance Officer in order to assist members when considering the allocation of the 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 Commitments for 2018/19 for Nelson Committee.

Appendix 2: Portland Street Canal Fencing (Form A).

Appendix 3: Walverden Back Street Upgrade (Form B).

Appendix 4: Purchase of Office Equipment (Form B).

## **LIST OF BACKGROUND PAPERS**

None.

**Nelson Committee Commitments for 2018/19**
Appendix 1

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>11/05/15</b> Litter and dog waste bins	C Taylor (ES)	£66	-£66	£0	£0	£0	Balance at £0, item deemed as revenue.
2	<b>04/07/16 and 04/06/18</b> Nelson town centre premise improvement grants	M Williams (HHED)	£14,363	£10,000	£24,363	£5,083	£19,280	Ongoing. Breakdown of grants available on request from P Collins. New allocation of £10,000 on 04/06/18
3	<b>06/06/16 and 04/06/18</b> Ward initiatives	J Laycock (NS)	£2,647	£4,500	£7,147	£1,600	£5,547	New allocation of £300 per councillor for 2018/19. The £1,150 in-year spend is for schemes committed last year (Marsden's street nameplates, potholes in Whitefield and Quarry Hill improvements).
4	<b>06/04/14 and 05/03/18</b> Provide grit bins to each ward	J Laycock (NS)	£417	-£417	£0	£0	£0	Remaining balance of £417 de-allocated on 04/06/18
5	<b>05/12/11</b> Safer routes to Bradley school	S Whalley (NS)	£3,500	£0	£3,500	£0	£3,500	£3,382 deallocated at NAC 3/10/2016. £6,000 spend currently shown differently on the ledger, awaiting journal transfer
7	<b>01/07/13</b> Replace missing gully grates on unadopted streets	S Whalley (NS)	£825	£0	£825	£75	£750	Ongoing. £597 deallocated 03/10/2016
8	<b>06/07/15</b> Acquisition of Athol Street triangle	T Horsley (NS)	£6,294	£0	£6,294	£3	£6,291	Ongoing
13	<b>30/11/15</b> Walverden Park interpretation boards	K Roberts (NS)	£1,200	£0	£1,200	£0	£1,200	Ongoing
21	<b>06/02/17</b> Street lighting at Rook Street, Nelson	J Laycock (NS)	£2,781	£0	£2,781	£235	£2,546	Awaiting instructions
22	<b>29/03/17 and 6/11/17</b> Nelson Food Festival	M Williams (HHED)	£5,000	£0	£5,000	£5,000	£0	Completed

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
28	<b>25/05/17</b> Repair, cleaning and maintenance of Nelson bus shelters	S Farnell (NS)	£4,149	-£4,149	£0	£0	£0	Remaining balance of £4,149 de-allocated on 04/06/18
30	<b>06/11/17 and 04/06/18</b> Walverden Park footpath improvements	K Roberts (NS)	£2,000	£2,000	£4,000	£0	£4,000	Ongoing
31	<b>06/11/17</b> Hodge House fitness facility access contribution	J Laycock (NS)	£593	£0	£593	£0	£593	Ongoing
32	<b>04/12/17</b> Repair to highway collapse to rear of 30–32 Regent Street	S Whalley (NS)	£800	-£800	£0	£0	£0	Remaining balance of £800 de-allocated on 04/06/18
33	<b>26/03/18</b> Grant to Pendle Tigers Cricket Club	J Laycock (NS)	£300	£0	£300	£300	£0	Completed
34	<b>09/05/18</b> Capital Works to Whitefield Area	J Laycock (NS)	£0	£7,000	£7,000	£0	£7,000	Scheme identified, works to proceed
35	<b>04/06/18</b> Capital works to Bradley 2018/19	J Laycock (NS)	£0	£7,500	£7,500	£0	£7,500	£4k earmarked for back 177-203 Leeds Rd at NAC 06/08/18
36	<b>02/07/18</b> Street lighting to Buccleuch Road	J Laycock (NS)	£0	£5,000	£5,000	£0	£5,000	£6k allocated from P&R 24/07/18. Works programmed for w/c 1 <sup>st</sup> Oct
37	<b>05/11/18</b> Pendle Leisure Trust free swimming	J Laycock (NS)	£0	£5,951	£5,951	£0	£5,951	
	<b>Subtotal</b>		<b>£44,935</b>	<b>£36,519</b>	<b>£81,454</b>	<b>£12,296</b>	<b>£69,158</b>	
	<b>Un-allocated Funds</b>		<b>£506</b>	<b>£14,981</b>	<b>£15,487</b>		<b>£15,487</b>	
	<b>Total Funds Available 18/19</b>		<b>£45,441</b>	<b>£51,500</b>	<b>£96,941</b>	<b>£12,296</b>	<b>£84,645</b>	

**(FORM A: INTERNAL BID)**

**BID FOR CAPITAL FUNDING FROM AREA COMMITTEES  
PRO FORMA**

**A. Short project title:** Portland Street Canal Fencing

**B. Bid submitted by:** Tim Horsley, Principal Community Protection Officer

**C. On behalf of (please include contact details):** Cllr Nadeem Ahmed

**D. Amount requested:** £2,240 (quotation from 2017)

**E. Brief details of project:** There is a gap between the fencing to Whitefield Primary School and the fencing to Council land at the corner of Macleod Street and Portland Street on the edge of the Leeds and Liverpool Canal at the back of 3–11 Portland Street (see plan below). The current fence and the stonework in which it is bedded across this gap is in a poor condition. Residents are concerned it will collapse into the canal.

The land is not adopted highway and is not registered with the Land Registry. The likelihood is that it is part of the premises at 3–11 Portland Street. The Canal and River Trust does not fence canal banks and there is no evidence to suggest the current fence was put up by either the County Council or Borough Council.

Were the Council to carry out the work, it would take responsibility for future maintenance

**F. Main outcomes to be achieved:** Replace the current fencing with new, secure fencing

**G. When will project be implemented?** To be agreed

**H. Who will undertake the project works?** T&F Steel has provided the quotation

**I. Is there match funding for the project from elsewhere?** No  
**If so, please give details:**

**J. Are there long-term revenue consequences and how will these be funded?**  
The replacement fence will need to be inspected regularly and maintained. There is no funding identified for this type of work



- Districts**
- Other District/Unitary Authority
  - Lancashire Districts

### Portland Street Canal Fence





Revised May 2018

## (FORM B: EXTERNAL BID)

**BID FOR CAPITAL FUNDING FROM AREA COMMITTEES  
PRO FORMA**

1. Short project title: BACK STREET UPGRADE
2. Bid submitted by: Cllr. Adam + Cllr. Henderson.
3. On behalf of (please include contact details):  
Walverden (contact Cllr. above).
- 4(a). Does your organisation have a constitution? NO  
 (b). Does it have a board of governors/directors or a committee that oversees its work? NO  
 (c). Does your organisation have its own bank account? NO  
 (d). How many signatures are required to authorise a payment from your bank account? None.
5. Is your organisation VAT-registered? NO
6. Amount requested: £7,000
7. Brief details of project:  
 Resurface back street (Railway Street) between Nos 120 - 130 & 132 - 144 inclusive.  
 Handrail on steps from Vernon Street on back street of Railway Street
8. Main outcomes to be achieved:  
 To improve access for residents.
9. When will the project be implemented? ASAP.
10. Who will undertake the project works?  
 Scott Whalley.
11. Is there match funding for the project from elsewhere?  
 If so, please give details: Yes  
 £10,000 from Nelson Town Council
12. Are there long-term revenue consequences and how will these be funded? NO

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

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

- 1. Short project title:** Purchase of Office Equipment
- 2. Bid submitted by:** Migrant Wellbeing Association, Unity Wellbeing Centre, Vernon Street, Nelson, BB9 9DE
- 3. On behalf of (please include contact details):** As above
- 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?** Yes
- (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?\*** No
- 6. Amount requested:** £1,098.00
- 7. Brief details of project:** Our organisation was formed in 2017 and currently helps over 300 families who have arrived from Europe and made Pendle their home and we continue receiving and helping new arrivals from EU countries. We are meeting their ongoing needs. Their needs are quite complex and require a lot of time to sort their social welfare problems. We continue to service them on all social fronts despite limited resources. We have a team of volunteers and providing much deserving services to these needy and desperate (vulnerable) people. Operating from Unity Hall, Nelson.  
  
In order to continue providing much-needed services, we are required to pay £2,500 rent for 2018/19 and in addition a further £1,200 to cover basic stationary and equipment to deliver ongoing bases. We do not have any means to buy necessary equipment.
- 8. Main outcomes to be achieved:** See above
- 9. When will the project be implemented?** By 31 December 2018.
- 10. Who will undertake the project works?** Equipment to be purchased from 3B Systems Limited in Nelson
- 11. Is there match funding for the project from elsewhere?** No  
**If so, please give details:**
- 12. Are there long-term revenue consequences and how will these be funded?**  
No .....

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

<b>Total ex. Vat:</b>	<b>£ 915.00</b>
VAT @ 20%	£ 183.00
<b>TOTAL inc. Vat</b>	<b>£ 1,098.00</b>