

**REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER**

**TO: COLNE AND DISTRICT COMMITTEE**

**DATE: 7 FEBRUARY 2019**

**Report Author: Mark Hunting**  
**Tel. No: 661061**  
**E-mail: mark.hunting@pendle.gov.uk**

## **CAPITAL PROGRAMME 2018/19**

### **PURPOSE OF REPORT**

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

### **RECOMMENDATION**

- (1) That members note only the schemes listed in Appendix 1 have agreed funding.
- (2) That members consider the new bid detailed in paragraph 6.

### **REASON FOR RECOMMENDATION**

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

### **ISSUE**

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

1. This is £13,177.

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

2. This is £44,360 capital.

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

3. These total £47,926 (see Appendix 1 for a detailed breakdown).

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

4. This is **£9,611**.

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

5. 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.*

6. None.

### **Existing Bids**

#### Overspend – Additional Funding Required

7. None.

#### Underspend – De-allocate Funding

8. None.

### **Horticultural Projects**

9. The 2018/19 allocation for horticulture projects has been allocated per member as detailed below (£13,000 carried forward from last year and £13,000 from this year). Prior to any spend, a capital programme bid form must be submitted for approval.

Ward	Councillor	c/f from Previous Years	2018/19 Allocation	Committed (Revenue)	Committed (Capital)	Balance (Revenue)	Balance (Capital)
<b>Boulsworth</b>	M Foxley	£0.00	£2,000.00	£0.00	£100.00	£1,000.00	£900.00
	P Foxley	£0.00	£2,000.00	£0.00	£100.00	£1,000.00	£900.00
	P White	£0.00	£2,000.00	£0.00	£100.00	£1,000.00	£900.00
<b>Foulridge</b>	G Waugh	£0.00	£2,000.00	£1,000.00	£1,000.00	£0.00	£0.00
<b>Horsfield</b>	N Butterworth	£0.00	£2,000.00	£400.00	£100.00	£600.00	£900.00
	J Nixon	£0.00	£2,000.00	£0.00	£0.00	£1,000.00	£1,000.00
	S Petty	£0.00	£2,000.00	£0.00	£100.00	£1,000.00	£900.00
<b>Vivary Bridge</b>	J Cooney	£0.00	£2,000.00	£0.00	£100.00	£1,000.00	£900.00
	V Fletcher	£0.00	£2,000.00	£0.00	£100.00	£1,000.00	£900.00
	N McCollum	£500.00	£2,000.00	£0.00	£0.00	£1,500.00	£1,000.00
<b>Waterside</b>	T Greaves	£0.00	£2,000.00	£333.33	£100.00	£666.67	£900.00
	D Lord	£0.00	£2,000.00	£333.33	£0.00	£666.67	£1,000.00
	G Roach	£2,500.00	£2,000.00	£333.34	£0.00	£3,166.66	£1,000.00
<b>Total</b>		<b>£3,000.00</b>	<b>£26,000.00</b>	<b>£2,400.00</b>	<b>£1,800.00</b>	<b>£13,600.00</b>	<b>£11,200.00</b>

(Councillors may combine the revenue and capital funds for capital projects but the capital funding cannot be used for revenue projects.)

## August

10. **Nicholas Street Tidy-Up:** £1,000 total (revenue) from Cllrs Greaves, Lord and Roach.

## November

11. **Replacement Noticeboard for Colne Parish Church:** £100 each (capital) from Cllrs Butterworth, Cooney, Fletcher, M Foxley, P Foxley, Greaves, Petty and White. *(The cost of the works was £958.50 including VAT, so councillors have been asked if they wish to increase their contribution to £119.85 because the Parish Church is not VAT-registered.)*
12. **Never Mind: Grief and Anxiety Event:** £400 (revenue) from Cllr Butterworth (with chairman's approval). Event now to be held early in 2019 (approved in principle, subject to the receipt of a bid form).

## January

13. **Foulridge Parish Council:** £1,000 (capital) from Cllr Waugh for the creation of an access road to allotments.
14. **Foulridge Parish Council:** £1,000 (revenue) from Cllr Waugh (details to be confirmed).

## **Possible Future Schemes (no allocation made yet)**

15. **Greenfield Local Nature Reserve** (6/9/2018). Lee Johnson was looking into the cost of providing a secure container following a break-in of a shed which resulted in tools being stolen. The total cost was £2,000 including delivery. The Greenfield LNR is currently happy with the replacement lock and no further break-ins have been attempted and therefore the plans for a container have been placed on hold.

## **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 budget. 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.

**Sustainability:** 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 Colne and District Committee.

## **LIST OF BACKGROUND PAPERS**

None.

**Colne and District 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>09/06/16</b> Litter and dog waste bins	C Taylor (ES)	£288	£0	£288	£0	£288	Quarterly spend is reported in the Environmental Crime Update reports. No capital spend reported up to August
3	<b>15/06/17</b> Premises improvement grants	M Williams (HHED)	£5,936	£5,000	£10,936	£2,124	£8,812	New allocation of £5,000 agreed on 10/05/18
5	<b>14/06/12</b> A Safer Colne project	M Armfield (PBCL)	£385	£0	£385	£0	£385	Ongoing. The remaining funds will be spent on purchasing cocaine wipes and further sniffer dog operations in licensed premises
7	<b>04/07/13</b> Provision of missing grate covers	S Whalley (NS)	£812	£0	£812	£0	£812	Ongoing
8	<b>05/12/13</b> Parkway TRO and lockable bollards	S Whalley (NS)	£1,750	£0	£1,750	£0	£1,750	£1,750 agreed by CDC on 05/12/13. LCC to advertise the TRO. Bollards to be ordered once TRO in place. Currently consulting with residents
9	<b>30/03/17</b> Boulsworth environmental improvement fund	M Hunting (NS)	£6,233	£0	£6,233	£700	£5,533	£5,092.81 uncommitted from 2017/18. 2018/19 commitments: <ul style="list-style-type: none"> <li>• £700 for Trawden Garden Festival (28/03/18) (paid)</li> <li>• £1,750 for replacement play equipment at Ball Grove (08/11/18)</li> </ul> <b>£2,642.81 uncommitted</b>
10	<b>30/03/17</b> Foulridge environmental improvement fund	M Hunting (NS)	£0	£0	£0	£0	£0	Last year's funds transferred to Foulridge Parish Council
11	<b>30/03/17</b> Horsfield environmental improvement fund	M Hunting (NS)	£6,889	£0	£6,889	£0	£6,889	£5,749.12 uncommitted from 2017/18

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
12	<b>30/03/17</b> Vivary Bridge environmental improvement fund	M Hunting (NS)	£8,635	£0	£8,635	£0	£8,635	£7,285 uncommitted from 2017/18
13	<b>30/03/17</b> Waterside environmental improvement fund	M Hunting (NS)	£0	£0	£0	£0	£0	£4,000 allocated on 30/03/17. All funds transferred to Waterside NAG
15	<b>01/04/15</b> Footpath improvements at Colne Water	T Partridge (NS)	£4,500	£0	£4,500	£0	£4,500	Planning and design work has been carried out but LCC's funding is no longer available. However, S106 money in relation to the development at Carry Lane has been requested
16	<b>30/03/17 and 05/07/18</b> Horticulture projects	M Hunting (NS)	£16,250	£26,000	£42,250	£13,408	£28,842	£2,000 allocated on 05/07/18 to each councillor. See main report for details
20	<b>28/03/18</b> Colne Gala	M Hunting (NS)	£1,000	£0	£1,000	£1,000	£0	£1,000 allocated on 28/03/18
24	<b>05/10/17</b> Tree pit enhancement	S Whalley (NS)	£2,000	£0	£2,000	£0	£2,000	£2,000 agreed, subject to the colour of the materials being sent to members for agreement
27	<b>07/12/17</b> Replacement of damaged street trees	S Whalley (NS)	£19	-£19	£0	£0	£0	Completed. £19 de-allocated on 07/06/18
28	<b>28/03/18</b> Haverholt Road resurfacing	S Whalley (NS)	£2,000	£0	£2,000	£0	£2,000	
29	<b>05/07/18</b> Multi-Use Games Area, Foulridge	Foulridge Parish Council	£0	£5,000	£5,000	£0	£5,000	Funds awaiting transfer
30	<b>06/09/18</b> Laneshaw Bridge to Wycoller footpath improvements	T Partridge (NS)	£0	£2,500	£2,500	£0	£2,500	

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
31	<b>08/11/18</b> Carriers Row drainage improvement works	S Whalley (NS)	£0	£3,000	£3,000	£0	£3,000	£3,000 approved subject to consultation with ward councillors regarding the suitability of the scheme
32	<b>08/11/18</b> Sutherland Street water overflow works	S Whalley (NS)	£0	£778	£778	£0	£778	Total cost of the works is expected to be £2,334, with £778 being sought from the Central Reclamation Budget 2018/19 and £778 from Colne Town Council
33	<b>06/12/18</b> Provision of future-proof fibre optic cable, Foulridge	S Schofield, Community Fibre Partnership, Foulridge	£0	£5,667	£5,667	£0	£5,667	Agreed on 06/12/18 to allocate up to £5,667 as a one-off payment, as a trial without prejudice to any future submissions of a similar nature, to support the delivery of future-proof fibre optic cable to a number of business and residential properties in the rural community above Foulridge, subject to the necessary legal obligations being in place
	<b>Subtotal</b>		<b>£56,697</b>	<b>£47,926</b>	<b>£104,623</b>	<b>£17,232</b>	<b>£87,391</b>	
	<b>Unallocated Funds</b>		<b>£13,177</b>	<b>-£3,566</b>	<b>£9,611</b>		<b>£9,611</b>	
	<b>Total Funds Available 18/19</b>		<b>£69,874</b>	<b>£44,360</b>	<b>£114,234</b>	<b>£17,232</b>	<b>£97,002</b>	