

REPORT FROM: HOUSING, HEALTH AND ENGINEERING MANAGER

TO: NELSON COMMITTEE

DATE: 3 JUNE 2019

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CAPITAL PROGRAMME 2019/20

PURPOSE OF REPORT

To update members on the Committee's 2019/20 capital budget.

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendices 1 and 2 have agreed funding.
- (2) That members consider the deferred bid attached detailed in paragraph 7.

REASON FOR RECOMMENDATIONS

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

ISSUE

Uncommitted Balance from 2018/19

1. This is £0.

New Allocation for 2019/20

2. This is £51,500.

Effective Balance for 2019/20

3. This is £51,500.

Commitments for 2019/20

4. These total £0 (see Appendix 2 for a detailed breakdown).

Balance for 2019/209

5. This is **£51,500**.

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. **Premises Improvement Grants** – submitted by Mike Williams – £9,543 (see Appendix 3).

Existing Bids

Overspend – Additional Funding Required

8. None.

Underspend – De-allocate Funding

9. None.

Nelson Ward Initiatives

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

Ward	Councillor	2018/19 Allocation	Committed to Date	Balance
Bradley	Mohammed Iqbal	£300.00	£300.00	£0.00
	Mohammad Sakib	£300.00	£300.00	£0.00
	Nadeem Younis	£300.00	£300.00	£0.00
Clover Hill	Eileen Ansar	£300.00	£0.00	£300.00
	Wayne Blackburn	£300.00	£300.00	£0.00
	Mrs Kathleen Shore	£300.00	£200.00	£100.00
Marsden	Tommy Cooney	£300.00	£300.00	£0.00
	Neil McGowan	£300.00	£300.00	£0.00
Southfield	Mohammad Ammer	£300.00	£300.00	£0.00
	David Whalley	£300.00	£300.00	£0.00
	Sheila Wicks	£300.00	£300.00	£0.00

Walverden	George Adam	£300.00	£300.00	£0.00
	Julie Henderson	£300.00	£300.00	£0.00
Whitefield	Nadeem Ahmed	£300.00	£300.00	£0.00
	Asjad Mahmood	£300.00	£300.00	£0.00
Total		£4,500.00	£4,100.00	£400.00

Current Spend

October 2018

11. **18th Pendle Scouts:** £150 each from Cllrs Ammer, Whalley and Wicks towards a camping project.

December 2018

12. **Repair to Footway to Rear 60–62 Fleet Street:** £265 from Cllr Younis.

February 2019

13. **Contribution towards capital works in Bradley:** £300 each from Cllrs Iqbal and Sakib, and £35 from Cllr Younis for surfacing to Back Leeds Road.
14. **Rock Steady Youth Club:** £50 each from Cllrs Ammer, Whalley and Wicks for purchase of badminton equipment.
15. **St John's Churchyard:** £100 each from Cllrs Ammer, Whalley and Wicks towards footpath works.
16. **Benches in Marsden Park:** £300 each from Cllrs Cooney and McGowan.
17. **St Paul's CE Primary School:** £100 from Cllr Adam for funding for polytunnel repairs.
18. **Marsden Community School:** £100 from Cllr Adam towards a reading café.
19. **McMillan Nursey School:** £100 from Cllr Adam funding towards "Woodland Day" at the nursery.
20. **St John Southworth School:** £100 from Cllr Henderson towards funding for new books.
21. **St Paul's Church and Little Marsden Parish Centre:** £100 from Cllr Henderson towards funding for community music workshops.
22. **Smartypants Nursery School:** £100 from Cllr Henderson towards a public open day.
23. **Contribution towards capital works in Whitefield:** £300 from Cllr Mahmood towards surfacing to Back Every Street.

March 2019

24. **Contribution towards enhancement of back streets in Whitefield:** £300 from Cllr Ahmed.

April 2019

25. **Clover Hill Footpath:** £300 from Cllr Blackburn towards footpath enhancement.

May 2019

26. **Army Cadet Force:** £100 from Cllr Mrs Shore towards Royal Armouries visit.

27. **1104 Pendle Squadron Air Cadets:** £100 from Cllr Mrs Shore towards Duke of Edinburgh scheme.

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 (Year-End Report.)

Appendix 2: Capital Programme Commitments for 2019/20 for Nelson Committee.

Appendix 3: Nelson Premises Improvements Grants (Form A).

LIST OF BACKGROUND PAPERS

None.

Nelson Committee Commitments for 2018/19 (Year-End Report)

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	11/05/15 Litter and dog waste bins	C Taylor (ES)	£66	-£66	£0	£0	£0	Balance at £0, item deemed as revenue.
2	04/07/16 and 04/06/18 and 03/12/18 Nelson town centre premise improvement grants	M Williams (HHED)	£14,363	£17,389	£31,752	£8,083	£23,669	Ongoing. Breakdown of grants available on request from M Williams. New allocation of £10,000 on 04/06/18 and a further £7,389 on 03/12/18
3	06/06/16 and 04/06/18 Ward initiatives	J Laycock (NS)	£2,647	£4,500	£7,147	£4,730	£2,417	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	06/04/14 and 05/03/18 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	05/12/11 Safer routes to Bradley school	S Whalley (NS)	£3,500	£0	£3,500	£0	£3,500	No scheme identified
7	01/07/13 Replace missing gully grates on unadopted streets	S Whalley (NS)	£825	£0	£825	£75	£750	Ongoing
8	06/07/15 Acquisition of Athol Street triangle	T Horsley (NS)	£6,294	£0	£6,294	£9	£6,285	Ongoing
13	30/11/15 Walverden Park interpretation boards	K Roberts (NS)	£1,200	£0	£1,200	£0	£1,200	Works progressing, waiting payment
21	06/02/17 Street lighting at Rook Street, Nelson	J Laycock (NS)	£2,781	£-2,546	£235	£235	£0	£2,546 de-allocated on 04/02/19
22	29/03/17 and 6/11/17 Nelson Food Festival	M Williams (HHED)	£5,000	£0	£5,000	£5,000	£0	Completed
28	25/05/17 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

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
30	06/11/17 and 04/06/18 Walverden Park footpath improvements	K Roberts (NS)	£2,000	£2,000	£4,000	£4,000	£0	Completed
31	06/11/17 Hodge House fitness facility access contribution	J Laycock (NS)	£593	£-593	£0	£0	£0	£593 de-allocated 4-2-19
32	04/12/17 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	26/03/18 Grant to Pendle Tigers Cricket Club	J Laycock (NS)	£300	£0	£300	£300	£0	Completed
34	09/05/18 Capital Works to Whitefield Area	J Laycock (NS)	£0	£7,000	£7,000	£5,817	£1,183	Scheme tendered. Start date to be scheduled
35	04/06/18 Capital works to Bradley 2018/19	J Laycock (NS)	£0	£10,639	£10,639	£0	£10,639	£4k earmarked for back 177–203 Leeds Road at NAC 06/08/18 & 4-2-19
36	02/07/18 Street lighting to Buccleuch Road	J Laycock (NS)	£0	£5,000	£5,000	£5,000	£0	£6k allocated from P&R 24/07/18. Works complete, awaiting final invoice. £3.2k to be transferred from P&R
37	05/11/18 Pendle Leisure Trust free swimming	J Laycock (NS)	£0	£5,951	£5,951	£5,951	£0	Complete
38	03/12/18 Walverden ward back street upgrade	S Whalley (NS)	£0	£7,000	£7,000	£0	£7,000	Scheme identified for blocks of back Railway Street with match funding from NTC
39	03/12/18 Migrant Wellbeing Association office equipment	J Laycock (NS)	£0	£1,098	£1,098	£1,098	£0	Grant to support charity with purchase of office equipment
	Subtotal		£44,935	£52,006	£96,941	£40,298	£56,643	
	Un-allocated Funds		£506	£-506	£0		£0	
	Total Funds Available 18/19		£45,441	£51,500	£96,941	£40,298	£56,643	

Nelson Committee Commitments for 2019/20

Appendix 2

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2019/20	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
2	04/07/16 and 04/06/18 and 03/12/18 Nelson town centre premise improvement grants	M Williams (PBCL)	£23,669	£0	£23,669	£0	£23,669	Ongoing. Breakdown of grants available on request from M Williams. New allocation of £10,000 on 04/06/18 and a further £7,389 on 03/12/18
3	06/06/16 and 04/06/18 Ward initiatives	J Laycock (HHE)	£2,417	£0	£2,417	£0	£2,417	New allocation of £300 per councillor for 2018/19
5	05/12/11 Safer routes to Bradley school	S Whalley (HHE)	£3,500	£0	£3,500	£0	£3,500	No scheme identified
7	01/07/13 Replace missing gully grates on unadopted streets	S Whalley (HHE)	£750	£0	£750	£0	£750	Ongoing
8	06/07/15 Acquisition of Athol Street triangle	T Horsley (COR)	£6,285	£0	£6,285	£0	£6,285	Ongoing
13	30/11/15 Walverden Park interpretation boards	K Roberts (ES)	£1,200	£0	£1,200	£0	£1,200	Works progressing, waiting payment
34	09/05/18 Capital Works to Whitefield Area	J Laycock (HHE)	£1,183	£0	£1,183	£0	£1,183	Scheme completed. Finances to be transferred
35	04/06/18 Capital works to Bradley 2018/19	J Laycock (HHE)	£10,639	£0	£10,639	£0	£10,639	£4k earmarked for back 177–203 Leeds Road at NAC 06/08/18 & 04/02/19
38	03/12/18 Walverden ward back street upgrade	S Whalley (HHE)	£7,000	£0	£7,000	£0	£7,000	Scheme identified for blocks of back Railway Street with match funding from NTC
	Subtotal		£56,643	£0	£56,643	£0	£56,643	
	Un-allocated Funds		£0	£51,500	£51,500		£51,500	
	Total Funds Available 19/20		£56,643	£51,500	£108,143	£0	£108,143	

(FORM A: INTERNAL BID)

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

A. Short project title: Nelson Town Centre Premises Improvement Grants

B. Bid submitted by: Mike Williams, Tourism and Events Officer

C. On behalf of (please include contact details): Planning, Economic Development and Regulatory Services, Email: michael.williams@pendle.gov.uk; Tel No 661963

D. Amount requested: £9,543

E. Brief details of project: Premises improvement grants are promoted, targeted and administered by Economic Development staff who support the applicant throughout the process. All retail premises within the defined town centre boundary are eligible for a 50 per cent grant (at a maximum of £3,000) for improvements to their premises. The main aim of the premises improvement grants scheme is to improve the overall look of the town

In 2018/19 these grants were popular with eight businesses receiving grant approvals. The grants safeguarded 24 jobs and generated 12 new jobs. In 2018/19 there was a total budget of £24,363 available for Premises Improvement Grants in Nelson. This included an allocation from NAC of £10,000 out of the Capital Programme and a slippage contribution from the previous finance year of £14,363

F. Main outcomes to be achieved: To improve the appearance of the town centre by assisting commercial organisations to improve premises and encourage the use of vacant properties. The grants scheme is a tool used to encourage private investment in town centre buildings; the outcome of this investment is an aesthetic improvement to the town centre which in turn increases retail and public confidence in the area. The grants can encourage the use of vacant buildings as they can reduce the overall cost of changing the exterior and interior of the building to suit the needs of the incoming business

G. When will project be implemented? From budget approval to 31 March 2020

H. Who will undertake the project works? Private contractors appointed by the individual applicant, who can be either the owner or tenant of the premises. Applicants must provide three quotations to demonstrate value for money before the grant is approved

I. Is there match funding for the project from elsewhere? Yes

If so, please give details: The grants scheme is based on 50 per cent (maximum of £3,000) funding from PBC and 50 per cent from the private sector (the grant applicant)

J. Are there long-term revenue consequences and how will these be funded?

No