

**REPORT FROM: HOUSING, HEALTH AND ENGINEERING SERVICES
MANAGER**

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

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CAPITAL PROGRAMME 2019/20

PURPOSE OF REPORT

To advise members on the Committee's capital budget.

RECOMMENDATIONS

- (1) That members note £22,526 is uncommitted.
- (2) That members note only schemes listed in Appendix 1 have agreed funding.
- (3) That members consider the request from Goldshaw Booth Parish Council outlined in paragraph 10.

REASON FOR RECOMMENDATIONS

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

ISSUE

Uncommitted balance carried forward from 2018/19

1. £1,462

Allocation for 2019/20

2. £20,520.

Effective Total Allocation for 2019/20

3. £21,982 (i.e. £1,462 + £20,520)

Commitments

4. £16,953

Uncommitted balance

5. £22,526 (including £544 deallocated on 04/04/19)

Financial Advice (as reported to all area committees in May 2018)

6. Please refer to the Financial Implications section of this report. Bids for 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 Financial Officer can confirm that they qualify as capital spending and that members can evaluate them on a consistent basis.

New/Deferred Bids

7. None. Parish Councils have been invited to submit any new bids in time for consideration at the July meeting.
8. 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

Overspend – Additional Funding Requested

9. None.

Underspend – Deallocate Funding

10. **Screening for Wildlife Pond** (appendix 1, scheme 17) – this scheme is not going ahead. Goldshaw Booth Parish Council have asked if the £500 can be reallocated towards the Installation of CCTV system (appendix 1, scheme 31).

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" (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 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 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

LIST OF BACKGROUND PAPERS

None.

Barrowford and Western Parishes Committee Commitments for 2019/20

Appendix 1

(Shaded schemes are completed)

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2019/20	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	06/07/17 - £506 Litter and dog waste bins	C Taylor (ES)	£157	£0	£157	£0	£157	No further funding can be allocated for this.
3	08/05/08 – £2,500 05/07/12 - £2,500 Flood Prevention in the area of Barrowford and Western Parishes	S Whalley (HHES)	£3,000	£0	£3,000	£0	£3,000	Allocated to help deal with emergency flooding situations.
14	06/07/17 - £490 Litter Signs	M Wood (Blacko PC)	£490	£0	£490	£0	£490	The Parish Council have successfully trialled some signs but approval is required from LCC regarding the permanent signs. Expected Completion Date: Not known.
15	06/07/17 - £2,000 05/07/18 - £2,500 Car Park Extension	R Hey (Old Laund Booth PC)	£4,500	£0	£4,500	£0	£4,500	This is part of a £10,000 scheme. Planning permission applied for. Expected Completion Date: Not Known.
17	06/07/17 - £500 Screening for Wildlife Pond	J Sutcliffe (Goldshaw Booth PC)	£500	£0	£500	£0	£500	This scheme is not going ahead. Goldshaw Booth Parish Council have asked if the £500 can be reallocated towards the Installation of a CCTV system (see scheme 31).

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2019/20	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
23	05/10/17 - £600 Riverside Improvements - planting and walling scheme	M Reed (Roughlee PC)	£430	£0	£430	£0	£430	Environmental Permit obtained. Pendle's Environmental Action Group to work on the planting scheme. Expected Completion Date: Not known.
24	05/07/18 - £2,500 Footpath Repairs Project	D Heap (Barley with Wheatley Booth PC)	£2,500	£0	£2,500	£0	£2,500	Roughlee PC has also been allocated £2,500 towards this project by BWPC. Application for further funding submitted to LEF. Expected Completion Date: Not Known
26	05/07/18 - £1,000 Recreation Ground Playing Surface Improvements	M Wood (Blacko PC)	£544	-£544	£0	£0	£0	Completed. £544 underspend deallocated 04/04/19.
27	05/07/18 - £1,000 Rectify/control water at playing field	J Sutcliffe (Goldshaw Booth PC)	£676	£0	£676	£0	£676	Ongoing. Expected Completion Date: Not known
29	05/07/18 - £2,500 Footpath Repair Project	M Reed (Roughlee PC)	£2,500	£0	£2,500	£0	£2,500	Barley with Wheatley Booth PC has also been allocated £2,500 towards this project by BWPC. Application for further funding submitted to LEF. Expected Completion Date: Not known

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2019/20	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
30	10/01/19 - £200 Roughlee Habitat Project	A Walker (Roughlee PC)	£200	£0	£200	£0	£200	Expected Completion Date: Not known
31	07/02/19 - £2,000 Installation of CCTV system	J Sutcliffe (Goldshaw Booth PC)	£2,000	£0	£2,000	£0	£2,000	Expected Completion Date: Not known
	Subtotals		£17,497	-£544	£16,953	£0	£16,953	
	Uncommitted Funds		£1,462	£21,064	£22,526	–	£22,526	
	TOTAL FUNDS AVAILABLE 2019/20		£18,959	£20,520	£39,479	£0	£39,479	