

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

**TO:** BRIERFIELD AND REEDLEY COMMITTEE

**DATE:** 8 JULY 2020

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## CAPITAL PROGRAMME 2019/20 & 2020/21

### PURPOSE OF REPORT

To advise members on the Committee's capital budget.

### RECOMMENDATIONS

- (1) That members note £20,021 is uncommitted.
- (2) That members note only schemes listed in Appendix 2 have agreed funding.
- (3) That members consider the new bid detailed in paragraph 8.
- (4) That members deallocate funding as detailed in paragraphs 10 & 11.
- (5) That members decide what action to take regarding the red grit bins in Brierfield (see paragraph 9).

### REASON FOR RECOMMENDATIONS

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

### ISSUE

#### *Uncommitted funds carried forward from 2019/20*

1. £61.

#### *Allocation for 2020/21*

2. £19,960.

### **Effective Total Allocation for 2020/21**

3. £20,021 (i.e. £19,960 + 61).

### **Commitments**

4. £16,204

### **Uncommitted funds**

5. £20,021

### **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. 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.
8. **Premises Improvement Grants** – submitted by the Economic Development Team – £3,000 (see Appendix 3).

### **Existing Bids**

9. Grit Bins (see appendix 2, scheme 4) – there is £627 remaining for the provision and maintenance of red grit bins which is not enough to fill them once this winter. As this is revenue expenditure, no further funding can be allocated. Reedley Hallows Parish Council agreed to maintain 7 bins in Reedley. This leaves 23 bins in Brierfield which generate unsupported calls and unfounded complaints to the Council where members of the public expect them to be filled during the winter. They could also become a hazard on the highway. The Committee is advised to use the remaining funds to remove them from site.

### **Underspend – Deallocate Funding**

10. Premises Improvement Grant for 56 Colne Rd, Brierfield – scheme completed. Request £7 underspend is deallocated and returned to the capital programme.
11. Massey Street signage in line with PSPO – scheme completed using available materials. Request £300 deallocated and returned to the capital programme.

## **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 risks 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 2019/20.

Appendix 2: Capital Programme Commitments 2020/21.

Appendix 3: Internal Bid Form A – Premises Improvement Grants.

## **LIST OF BACKGROUND PAPERS**

None.

(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	01/03/16 - £500 13/06/17 - £600 <b>Litter and dog waste bins</b>	C Taylor (ES)	£1,002	£0	£1,002	£524	£478	<b>No further funding can be allocated.</b> Awaiting journal transfer to put the expenditure to the Capital Programme.
2	05/02/19 - £1,952 05/03/19 - £3,000 03/09/19 - £650 <b>Town centre premises improvement grants</b>	D McCarthy (PERS)	£4,952	£650	£5,602	£5,595	£7	<b>Applications considered on a case by case basis:</b> £1,952 – 18 Burnley Rd, Brierfield – completed. £3,000 – 56 Colne Rd, Brierfield – Scheme completed, £2,993 spent. Request £7 underspend is deallocated. £650 – 1-3 Colne Rd, Brierfield – completed.
3	11/05/10 - £2,500 <b>Flood prevention works within the Brierfield and Reedley area</b>	S Whalley (HHES)	£2,500	£0	£2,500	£0	£2,500	Allocated to help deal with emergency flooding situations.
4	06/02/18 - £1,000 06/03/18 - £1,200 <b>Provision and maintenance of red grit bins</b>	D Walker (ES)	£1,349	£0	£1,349	£722	£627	<b>No further funding can be allocated.</b> Allocation remaining is not enough to fill the grit bins once this winter.
5	03/12/13 - £2,500 01/03/16 - £3,500 <b>Provision of a speed indicator device</b>	J Mousdale (HHES)	£3,220	£0	£3,220	£300	£2,920	<b>No further funding can be allocated.</b> LCC have been asked to manage the device in line with the remaining budget.
8	01/03/16 - £1,200 <b>Footpaths</b>	T Partridge (ES)	£795	£0	£795	£795	£0	Completed June 2019.
10	09/08/16 - £240 <b>Signage at Taylor Street MUGA, Brierfield</b>	T Horsley (PERS)	£240	£0	£240	£240	£0	Completed November 2019. Brierfield Town Council invoiced for their contribution towards this.

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
16	13/06/17 - £500 <b>Blocked and Missing gully grates</b>	S Whalley (HHES)	£500	£0	£500	£0	£500	Ongoing.
26	07/08/18 - £300 <b>Massey Street signage in line with PSPO</b>	T Horsley (PERS)	£300	£0	£300	£0	£300	Scheme completed by PBC officer using available materials. Request £300 underspend is deallocated:
27	05/03/19 - £5,000 <b>Surfacing of Victoria Avenue, Brierfield</b>	S Whalley (HHES)	£5,000	£0	£5,000	£5,000	£0	Completed June 2019.
28	02/04/19 - £3,500 <b>Surfacing of Dudley St., Brierfield</b>	S Whalley (HHES)		£3,500	£3,500	£3,500	£0	Completed June 2019.
29	06/11/19 - £2,500 <b>Refurbishment of Brierfield Town Centre</b>	S Whalley (HHES)		£2,500	£2,500	£0	£2,500	
30	07/01/20 - £9,651 04/02/20 - £5,000 03/03/20 - £3,200 <b>Resurfacing of back streets in Brierfield</b>	S Whalley (HHES)		£17,851	£17,851	£0	£17,851	£9,651 – Back Arthur Street and Livingstone Walk £5,000 – Back Wood and Hill Street etc. £3,200 – Back Street 15/17 Colne Rd
	<b>Subtotals</b>		<b>£19,858</b>	<b>£24,501</b>	<b>£44,359</b>	<b>£16,676</b>	<b>£27,683</b>	
	<b>Uncommitted Funds</b>		<b>£4,602</b>	<b>- £4,541</b>	<b>£61</b>	<b>-</b>	<b>£61</b>	
	<b>TOTAL FUNDS AVAILABLE 2019/20</b>		<b>£24,460</b>	<b>£19,960</b>	<b>£44,420</b>	<b>£16,676</b>	<b>£27,744</b>	

(Shaded schemes are completed)

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/ Remarks
1	13/06/17 - £600 <b>Litter and dog waste bins</b>	C Taylor (ES)	£478	£0	£478	£0	£478	<b>No further funding can be allocated.</b> Awaiting journal transfer to put the expenditure to the Capital Programme.
2	05/03/19 - £3,000 <b>Town centre premises improvement grants</b>	D McCarthy (PERS)	£7	£0	£7	£0	£7	Applications considered on a case by case basis. <b>£3,000 – 56 Colne Rd, Brierfield</b> – Scheme completed, £2,993 spent. Request £7 underspend is deallocated.
3	11/05/10 - £2,500 <b>Flood prevention works within the Brierfield and Reedley area</b>	S Whalley (HHES)	£2,500	£0	£2,500	£0	£2,500	Allocated to help deal with emergency flooding situations.
4	06/02/18 - £1,000 06/03/18 - £1,200 <b>Provision and maintenance of red grit bins</b>	D Walker (ES)	£627	£0	£627	£0	£627	<b>No further funding can be allocated.</b> Allocation remaining is not enough to fill the grit bins once this winter.
5	01/03/16 - £3,500 <b>Provision of a speed indicator device</b>	J Mousdale (HHES)	£2,920	£0	£2,920	£0	£2,920	<b>No further funding can be allocated.</b> LCC have been asked to manage the device in line with the remaining budget.
16	13/06/17 - £500 <b>Blocked and Missing gully grates</b>	S Whalley (HHES)	£500	£0	£500	£0	£500	Ongoing.
26	07/08/18 - £300 <b>Massey Street signage in line with PSPO</b>	T Horsley (PERS)	£300	£0	£300	£0	£300	Scheme completed by PBC officer using available materials. Request £300 underspend is deallocated:
29	06/11/19 - £2,500 <b>Refurbishment of Brierfield Town Centre</b>	S Whalley (HHES)	£2,500	£0	£2,500	£0	£2,500	

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous year/s	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/ Remarks
30	07/01/20 - £9,651 04/02/20 - £5,000 03/03/20 - £3,200 <b>Resurfacing of back streets in Brierfield</b>	S Whalley (HHES)	£17,851	£0	£17,851	£11,479	£6,372	£9,651 – Back Arthur Street and Livingstone Walk £5,000 – Back Wood and Hill Street etc. £3,200 – Back Street 15/17 Colne Rd
	<b>Subtotals</b>		<b>£27,683</b>	<b>£0</b>	<b>£27,683</b>	<b>£11,479</b>	<b>£16,204</b>	
	<b>Uncommitted Funds</b>		<b>£61</b>	<b>£19,960</b>	<b>£20,021</b>	<b>-</b>	<b>£20,021</b>	
	<b>TOTAL FUNDS AVAILABLE 2020/21</b>		<b>£27,744</b>	<b>£19,960</b>	<b>£47,704</b>	<b>£11,479</b>	<b>£36,225</b>	

**(FORM A: INTERNAL BID)**

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

**A. Short project title:** Premises Improvement Grants

**B. Bid submitted by:** Pendle Council – Planning Economic Development & Regulatory Services

**C. On behalf of (please include contact details:** Mike Williams, 661963

**D. Amount requested:** £3,000

**E. Brief details of project:** The grant programme aims to improve the overall appearance of the town centre by assisting businesses 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 and in turn increases retail and public confidence in the area.

**F. Main outcomes to be achieved:**

- a) To improve the look of the town centre and therefore improve its sustainability and ensure that the town thrives
- b) To bring back vacant properties in to use
- c) To assist new and existing local businesses – especially important as businesses bounce back after the pandemic

**G. When will project be implemented?** Until the end of March 2021

**H. Who will undertake the project works?** The Economic Development Team will administer the grants and appointed members of the Committee will decide on grant approvals

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

**If so, please give details:**

The project is matched funded by the businesses themselves 50/50 up to a maximum of £3000 per business

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

There are no long term revenue consequences for the Council, but the grants will help businesses achieve better revenues