

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

TO: BARROWFORD AND WESTERN PARISHES COMMITTEE

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CAPITAL PROGRAMME 2020/21

PURPOSE OF REPORT

To advise members on the Committee's capital budget.

RECOMMENDATIONS

- (1) That members note £2,016 is uncommitted.
- (2) That members note only schemes listed in Appendix 1 have agreed funding.
- (3) That members consider the deferred bid detailed in paragraph 7.

REASON FOR RECOMMENDATIONS

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

ISSUE

Uncommitted funds carried forward from 2019/20

1. £476.

Allocation for 2020/21

2. £20,520.

Effective Total Allocation for 2020/21

3. £20,996 (i.e. £20,520 + £476)

Commitments

4. £36,643

Uncommitted funds

5. £2,016

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. 17TH Pendle Scouts. £4,000 bid (see appendix 2) deferred from 3 September 2020 meeting to allow discussions to take place regarding the possibility of Blacko Parish Council's marquees being used by Pendle Scouts as an outdoor shelter.
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

Underspend – Deallocate Funding

9. None.

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 2020/21

Appendix 2: 17th Pendle Scouts Bid

LIST OF BACKGROUND PAPERS

None.

Barrowford and Western Parishes Committee Commitments for 2020/21

Appendix 1

(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	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. Money spent – awaiting journal transfer to put the expenditure to the Capital Programme.
2	04/07/19 - £3,000 Barrowford Premises Improvement Grant	D McCarthy (PERS)	£3,000	£0	£3,000	£0	£3,000	This grant has not yet been awarded to any specific business.
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	On 07/11/19 the committee agreed to use this allocation for the Clough Springs investigations/solutions.
14	06/07/17 - £490 Litter Signs	M Wood (Blacko PC)	£490	£0	£490	£0	£490	Signs now ordered. Awaiting invoice.

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
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 (Scheme 29). Initial scheme too expensive and the application to LEF unsuccessful. Looking at a lower-priced scheme and making a fresh application to the LEF.
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 (Scheme 24). Initial scheme too expensive and the application to LEF unsuccessful. Looking at a lower-priced scheme and making a fresh application to the LEF.
31	07/02/19 - £2,000 04/07/19 - £500 Installation of CCTV system	J Sutcliffe (Goldshaw Booth PC)	£2,500	£0	£2,500	£0	£2,500	Quotes being sought.
34	04/07/19 - £1,000 Running Track around the perimeter of Football Pitch.	M Wood (Blacko PC)	£1,000	£0	£1,000	£0	£1,000	Money originally allocated for an extension to the Basket/Netball Court. On 07/11/19 it was agreed that this allocation could be used instead for a running track around the perimeter of the football pitch.

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
35	04/07/19 - £500 Replacement Notice Board at Sabden Fold	J Sutcliffe (Goldshaw Booth PC)	£50	-£50	£0	£0	£0	Scheme completed. £50 deallocated 30/07/20.
36	04/07/19 - £1,500 Refurbishment of footpath at Spenbrook	J Sutcliffe (Goldshaw Booth PC)	£1,500	£0	£1,500	£0	£1,500	Works to commence once the renovation to the adjacent property has been completed. Expected Completion Date: 31/07/20
42	06/02/20 - £1,300 Barrowford Cricket Club - Scorebox	K Roberts (ES)	£1,300	£0	£1,300	£1,300	£0	Completed.
43	05/03/20 - £3,000 Purchase of 2 Defribulators	J Sutcliffe (Goldshaw Booth PC)	£3,000	£0	£3,000	£2,640	£360	
44	30/07/20 - £2,500 Barley Car Park Payment System and Barriers	D Heap (Barley & Wheatley Booth PC)		£2,500	£2,500	£0	£2,500	
45	30/07/20 - £1,050 Notice Board at Recreation Ground	M Wood (Blacko PC)		£1,050	£1,050	£0	£1,050	
46	30/07/20 - £4,000 CCTV System	P Rosthorn (Higham with West Close Booth PC)		£4,000	£4,000	£0	£4,000	

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
47	30/07/20 - £2,900 Caring for our Community	R Hey (Old Laund Booth)		£2,900	£2,900	£0	£2,900	
48	30/07/20 - £220 Notice Board Project	M Reed (Roughlee PC)		£220	£220	£70	£150	
49	30/07/20 - £2,500 Riverside Shed-screening Project	M Reed (Roughlee PC)		£2,500	£2,500	£0	£2,500	
50	30/07/20 - £3,500 Surface improvements and steps at Newchurch Recreation area	T Partridge (PBC)		£3,500	£3,500	£0	£3,500	
51	03/09/20 - £2,360 Contribution towards St Thomas's Church CCTV	Rev J Smith		£2,360	£2,360	£0	£2,360	
	Subtotals		£21,673	£18,980	£40,653	£4,010	£36,643	
	Uncommitted Funds		£476	£1,540	£2,016	-	£2,016	
	TOTAL FUNDS AVAILABLE 2020/21		£22,149	£20,520	£42,669	£4,010	£38,659	

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

1. **Short project title:** Continuance Scouting Principals and development of 5 to 15 year olds

2. **Bid submitted** Tony Titchiner (Group Scout Leader)

3. **On behalf of (please include contact details):**

17th Pendle Scouts St Thomas' Barrowford

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?** 2

5. **Is your organisation VAT-registered?*** No.....

6. **Amount requested:** £ 4000 .00

7. **Brief details of project:** In view of the situation with Covid_19, our Beavers, Cubs and Scouts at 17th Pendle St Thomas' Barrowford, will be forced to meet outdoors possibly until 2021. As the weather changes and the dark nights draw in, this is going to be difficult. An outdoor shelter (tent) will solve this problem. We'd have to equip it with lighting, heating and furniture. This would need to be stored safely, requiring extra shelving in our, secure, shipping container. We will also require provision of IT equipment for members, leaders, volunteers to remain in contact, also facilitating our young people to work towards badges and research / communicate much more efficiently. We would also need to set up internet connection

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

To give our young people in Beavers, Cubs and Scouts the best possible experiences which will contribute to their development in becoming confident, caring and community minded adults. The enriching environment will also equip them with the skills they need to make good decisions in life and an awareness of the world's needs.

9. **When will the project be implemented?** As soon as possible

10. **Who will undertake the project works?** Leaders and Executive Committee.....

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?**

.....
Simply continued internet connection

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