

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

**TO: WEST CRAVEN COMMITTEE**

**DATE: 10 MAY 2022**

**Report Author:** Tricia Wilson  
**Tel. No:** 661051  
**E-mail:** tricia.wilson@pendle.gov.uk

## **CAPITAL PROGRAMME 2021/22**

### **PURPOSE OF REPORT**

To advise members on the Committee's 2021/22 capital budget.

### **RECOMMENDATIONS**

- (1) That members note that only the schemes listed in Appendices 1 and 2 have agreed funding.
- (2) That members note that the 2021/22 allocation has been split six ways with each councillor allocated one-sixth of the budget. There is an equal number of councillors in each ward: three members in Barnoldswick and three members in Earby. The individual member allocations are shown on a separate table underneath Appendices 1 and 2.
- (3) That members note Barnoldswick Town Square is now showing as a separate item (item 11) in the report and will remain here as an update until completion.

### **REASONS FOR RECOMMENDATIONS**

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

### **ISSUE**

#### ***Uncommitted Balance from 2020/21***

1. This is £1,843.
  - Barnoldswick balance: £0.
  - Earby and Coates balance: £1,843.

### **Allocation for 2021/22**

2. This is £31,490 capital.
  - Barnoldswick allocation: £15,745.
  - Earby and Coates allocation: £15,745.

### **Effective Allocation for 2021/22**

3. £33,333 (including the uncommitted balance for Earby of £1,843).
  - Barnoldswick: £15,745.
  - Earby and Coates: £17,588.

### **Commitments for 2021/22**

4. These total £16,483 (see Appendices 1 and 2 for a detailed breakdown).
  - Barnoldswick commitments: £8,536.
  - Earby and Coates commitments: £7,947.

### **Balance for 2021/2022**

5. This is £16,850.
  - Barnoldswick balance: £7,209.
  - Earby and Coates balance: £9,641.

### **Financial Advice**

6. Please refer to the financial implications section of this report. Bids for new funding should be submitted on the usual forms (Form A for internal bids and Form B for external bids) in order that members can evaluate them on a consistent basis.

Committee Members are reminded that, as agreed in the Capital Programme 2018-2021 Report to Council on Thursday 22nd February 2018, only items of a capital nature can be funded from the area committee budgets. As such, all bids must be reviewed by Financial Services prior to their inclusion on the agenda for each meeting so as to determine whether the bids are capital or revenue. If not reviewed beforehand, Bids will need to be ratified as capital expenditure at a later date and agreement to allocate funds will need to be made at the following meeting.

### **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. None.

## **Existing Allocations**

### Overspend – Additional Funding Required

8. None.

### Underspend – De-allocate Funding

9. None.

### Virements – Re-allocate Funding

10. None.

## **Barnoldswick Town Square**

11. All funding from the West Craven Area Committee Capital Programme allocated to this scheme has been spent. However, additional funding was secured to carry out further works to the town centre, including improvements to the adopted footways. This additional funding (£200,000) is from Lancashire County Council (LCC) for phase 2.

The continuing work will be reported separately and so the item has been removed from the Barnoldswick table, Appendix 1.

The budget available for improvements to Barnoldswick Town Square, phase 1, was £81,701 via the West Craven Area Committee Capital Programme with further funds allocated from the Council's Capital Programme and Barnoldswick Town Council making a total of £206,701 available at the start of phase 1. With £200,000 from LCC for phase 2, the total allocation is **£406,701**.

There are still some works to be completed on phase 1. Work started on phase 2 in summer 2021 with some delays due to supply issues.

## **IMPLICATIONS**

**Policy:** The capital programme is required to be allocated and managed in accordance with the Council's Corporate Capital Strategy 2021/24.

**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.

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. This list is as follows:

1. The funding shall 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 Barnoldswick 2021/22.

Appendix 2: Capital Programme Commitments for Earby 2021/22.

## **LIST OF BACKGROUND PAPERS**

None.

| Sch. No. | Date Allocated and Scheme Details  | Lead Officer/ Service Area   | c/f from previous Years | Allocated 2021/22 | Total Allocation | In-Year Spend | Allocation Remaining in Ledger | Status of Scheme/Remarks   |
|----------|--|------------------------------|-------------------------|-------------------|------------------|---------------|--------------------------------|--|
| 28       | <b>07/07/20</b><br>Premises improvement grant scheme – Barnoldswick            | M Williams (PEDRS)           | £3,000                  | £0                | £3,000           | £0            | £3,000                         |  |
| 29       | <b>04/08/20</b><br>Extension of sett paved footpath at Letcliffe Park          | N Yates (HHE)                | £4,000                  | £0                | £4,000           | £4,000        | £0                             | Completed<br>Total cost - £11,284 with a contribution of £7,284 from Barnoldswick Town Council   |
| 33       | <b>06/10/20</b><br>Car park repairs at Victory Park                            | D Walker (ES)                | £440                    | £0                | £440             | £0            | £440                           |  |
| 34       | <b>30/03/21</b><br>Arboretum in Letcliffe Park                                 | Barnoldswick Town Council    | £500                    | £0                | £500             | £500          | £0                             | Completed  |
| 36       | <b>05/10/21</b><br>New carpet and curtains for Barnoldswick Pensioners Club    | Barnoldswick Pensioners Club | £0                      | £1,000            | £1,000           | £1,000        | £0                             | Completed<br>Allocated by Cllrs Adams, Purcell and T Whipp   |
| 37       | <b>05/10/21 &amp; 04/01/22</b><br>Improvements to Gisburn Road footpath        | T Partridge (ES)             | £0                      | £2,000            | £2,000           | £1,471        | £529                           | Allocated by Cllrs Adams, Purcell and T Whipp<br>An additional £600 was allocated at the January meeting following changes to the path specification |
| 38       | <b>30/11/21</b><br>Improvements to Victory Park/Westfield Rd Public Footpath 5 | T Partridge (ES)             | £0                      | £600              | £600             | £0            | £600                           | Allocated by Cllrs Adams, Purcell and T Whipp  |
| 39       | <b>01/03/22</b><br>Walmsgate Methodist Chapel to resolve damp issues           | G Aspey (HHE)                | £0                      | £2,000            | £2,000           | £0            | £2,000                         | Allocated by Cllrs Adams, Purcell and T Whipp  |

| Sch. No. | Date Allocated and Scheme Details  | Lead Officer/ Service Area  | c/f from previous Years | Allocated 2021/22 | Total Allocation | In-Year Spend | Allocation Remaining in Ledger | Status of Scheme/Remarks                      |
|----------|--|-----------------------------|-------------------------|-------------------|------------------|---------------|--------------------------------|---|
| 40       | <b>01/03/22</b><br>Reflagging Back Frank Street, Barnoldswick  | N Yates (HHE)               | £0                      | £1,445            | £1,445           | £0            | £1,445                         | Allocated by Cllrs Adams, Purcell and T Whipp |
| 41       | <b>29/03/22</b><br>Electrical improvements to the weaving shed heating system at Bancroft Mill Engine Museum | Bancroft Mill Engine Museum | £0                      | £1,491            | £1,491           | £0            | £1,491                         | Allocated by Cllrs Adams, Purcell and T Whipp |
|          | <b>Subtotal Barnoldswick</b>   |                             | <b>£7,940</b>           | <b>£8,536</b>     | <b>£16,476</b>   | <b>£6,971</b> | <b>£9,505</b>                  |   |
|          | <b>Un-allocated Funds Barnoldswick</b>   |                             | <b>£0</b>               | <b>£7,209</b>     | <b>£7,209</b>    |               | <b>£7,209</b>                  |   |
|          | <b>Total Funds Available 21/22 Barnoldswick</b>  |                             | <b>£7,940</b>           | <b>£15,745</b>    | <b>£23,685</b>   | <b>£6,971</b> | <b>£16,714</b>                 |   |

***Barnoldswick allocations per Councillor:***

| Councillor     | 2021/22 Allocation | Spend to date    | Allocation remaining | Contributed to Sch. No.       |
|----------------|--------------------|------------------|----------------------|-------------------------------|
| Marjorie Adams | <b>£5,248.33</b>   | <b>£2,845.34</b> | <b>£2,402.99</b>     | <b>36, 37, 38, 39, 40, 41</b> |
| Jenny Purcell  | <b>£5,248.33</b>   | <b>£2,845.34</b> | <b>£2,402.99</b>     | <b>36, 37, 38, 39, 40, 41</b> |
| Tom Whipp      | <b>£5,248.34</b>   | <b>£2,845.32</b> | <b>£2,403.02</b>     | <b>36, 37, 38, 39, 40, 41</b> |
| <b>Total</b>   | <b>£15,745.00</b>  | <b>£8,536.00</b> | <b>£7,209.00</b>     |                               |

**West Craven Committee Commitments for Earby and Coates 2021/22**
**Appendix 2**

| Sch No. | Date Allocated and Scheme Details  | Lead Officer/ Service Area                    | c/f from previous Years | Allocated 2021/22 | Total Allocation | In-Year Spend | Allocation Remaining in Ledger | Status of Scheme/Remarks                                       |
|---------|--|---|-------------------------|-------------------|------------------|---------------|--------------------------------|--|
| 2       | <b>12/05/15 &amp; 07/07/20</b><br>Premises improvement grant scheme – Earby  | M Williams (PEDRS)                            | £3,000                  | £0                | £3,000           | £1,475        | £1,525                         |  |
| 5       | <b>04/08/20</b><br>Public Footpath 49 drainage improvements                  | Earby Town Council                            | £3,500                  | £0                | £3,500           | £3,500        | £0                             | Completed  |
| 8       | <b>30/03/21</b><br>Salterforth Christmas decorations                         | Salterforth Parish Council                    | £1,000                  | £0                | £1,000           | £1,000        | £0                             | Completed  |
| 9       | <b>30/03/21</b><br>Kelbrook & Sough Village Hall patio refurbishment         | Kelbrook & Sough Village Hall                 | £800                    | £0                | £800             | £800          | £0                             | Completed  |
| 10      | <b>06/07/21</b><br>Earby Flood Pump Piping Enhancement                       | Earby Town Council                            | £0                      | £1,732            | £1,732           | £1,732        | £0                             | Completed  |
| 11      | <b>07/09/21</b><br>St Peter's Community Garden pond creation and storage box | St Peter's Community Garden                   | £0                      | £100              | £100             | £100          | £0                             | Completed<br>Allocated by Cllrs Carroll, Goulthorp and D Whipp |
| 12      | <b>07/09/21</b><br>Salterforth Village Hall furniture upgrade                | Salterforth Village Hall Management Committee | £0                      | £1,000            | £1,000           | £1,000        | £0                             | Completed<br>Allocated by Cllrs Carroll, Goulthorp and D Whipp |
| 13      | <b>05/10/21</b><br>Gardening tools and equipment for Ghyll Gardeners         | Ghyll Gardeners                               | £0                      | £1,000            | £1,000           | £1,000        | £0                             | Completed<br>Allocated by Cllrs Carroll, Goulthorp and D Whipp |
| 14      | <b>01/03/22</b><br>Purchase of 4 tables                                      | Salterforth Parish Council                    | £0                      | £915              | £915             | £915          | £0                             | Completed<br>Allocated by Cllrs Carroll, Goulthorp and D Whipp |

| Sch No. | Date Allocated and Scheme Details                  | Lead Officer/ Service Area    | c/f from previous Years | Allocated 2021/22 | Total Allocation | In-Year Spend  | Allocation Remaining in Ledger | Status of Scheme/Remarks                                       |
|---------|--|-------------------------------|-------------------------|-------------------|------------------|----------------|--------------------------------|--|
| 15      | 01/03/22<br>LED lighting                           | Kelbrook & Sough Village Hall | £0                      | £1,200            | £1,200           | £1,200         | £0                             | Completed<br>Allocated by Cllrs Carroll, Goulthorp and D Whipp |
| 16      | 29/03/22<br>West Close Road Lorry Park resurfacing | G Aspey (HHE)                 | £0                      | £2,000            | £2,000           | £0             | £2,000                         | Allocated by Cllrs Carroll, Goulthorp and D Whipp              |
|         | <b>Subtotal Earby</b>                              |                               | <b>£8,300</b>           | <b>£7,947</b>     | <b>£16,247</b>   | <b>£12,722</b> | <b>£3,525</b>                  |  |
|         | <b>Un-allocated Funds Earby</b>                    |                               | <b>£1,843</b>           | <b>£7,798</b>     | <b>£9,641</b>    |                | <b>£9,641</b>                  |  |
|         | <b>Total Funds Available 21/22 Earby</b>           |                               | <b>£10,143</b>          | <b>£15,745</b>    | <b>£25,888</b>   | <b>£12,722</b> | <b>£13,166</b>                 |  |

***Earby and Coates allocations per Councillor:***

| Councillor       | 2021/22 Allocation | Spend to date    | Allocation remaining | Contributed to Sch. No. |
|------------------|--------------------|------------------|----------------------|-------------------------|
| Rosemary Carroll | £5,248.34          | £2,071.66        | £3,176.68            | 11, 12, 13, 14, 15, 16  |
| Mike Goulthorp   | £5,248.33          | £2,071.67        | £3,176.66            | 11, 12, 13, 14, 15, 16  |
| David Whipp      | £5,248.33          | £2,071.67        | £3,176.66            | 11, 12, 13, 14, 15, 16  |
| <b>Total</b>     | <b>£15,745.00</b>  | <b>£6,215.00</b> | <b>£9,530.00</b>     |                         |

NB: There is £111 remaining to be allocated from the uncommitted Earby 2020/21 balance which was £1,843. Of this balance, £1,732 was allocated to item 10 for Earby flood pump piping enhancement, in July. Total allocation remaining is therefore **£9,641**