

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

**TO: WEST CRAVEN COMMITTEE**

**DATE: 2 AUGUST 2022**

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## **CAPITAL PROGRAMME 2021/22 AND 2022/23**

### **PURPOSE OF REPORT**

To advise members on the Committee's 2021/22 and 2022/23 capital budgets.

### **RECOMMENDATIONS**

- (1) That members note that only the schemes listed in Appendices 1, 2, 3 and 4 have agreed funding.
- (2) That members note that the 2022/23 allocation has been split six ways with each councillor allocated one-sixth of the budget, as last year. There is an equal number of councillors in each ward: three members in Barnoldswick and three members in Earby and Coates. The individual member allocations are shown on separate tables underneath Appendices 1, 2, 3 and 4.
- (3) That members consider the new bid at paragraph 7 and note the deallocation at paragraph 9.

### **REASONS FOR RECOMMENDATIONS**

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

### **ISSUE**

#### ***Uncommitted Balance from 2021/22***

1. This is £6,879.
  - Barnoldswick balance: £6,238.
  - Earby and Coates balance: £641.

### **Allocation for 2022/23**

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

### **Effective Allocation for 2022/23**

3. £38,369 (including the uncommitted balance of £6,879).
  - Barnoldswick: £21,983.
  - Earby and Coates: £16,386.

### **Commitments for 2022/23**

4. These total £9,668 (see Appendices 2 and 4 for a detailed breakdown).
  - Barnoldswick commitments: £1,193.
  - Earby and Coates commitments: £8,475.

### **Balance for 2022/2023**

5. This is £28,701.
  - Barnoldswick balance: £20,790.
  - Earby and Coates balance: £7,911.

### **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 22/02/2018, 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. **Avon Drive Play Area, Barnoldswick** – refurbishment – submitted by Barnoldswick Town Council – £6,000 (see bid form at Appendix 5).

## **Existing Allocations**

### Overspend – Additional Funding Required

8. None.

### Underspend – De-allocate Funding

9. **Improvements to Gisburn Road Footpath (Appendix 1, item 37):** The scheme came in under budget and therefore £529 has been deallocated and added onto the uncommitted balance for 2021/22 at £641 and carried forward to 2022/23.

### Virements – Re-allocate Funding

10. None.

## **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 Barnoldswick 2022/23.

Appendix 3: Capital Programme Commitments for Earby and Coates 2021/22.

Appendix 4: Capital Programme Commitments for Earby and Coates 2022/23.

Appendix 5: Bid form from Barnoldswick Town Council – Avon Drive Play Area.

## **LIST OF BACKGROUND PAPERS**

None.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
28	<b>07/07/20</b> Premises improvement grant scheme – Barnoldswick	M Williams (PEDRS)	£3,000	£0	£3,000	£0	£3,000	
29	<b>04/08/20</b> Extension of sett paved footpath at Letcliffe Park	N Yates (HHE)	£4,000	£0	£4,000	£4,000	£0	Completed Total cost – £11,284 with a contribution of £7,284 from Barnoldswick Town Council
33	<b>06/10/20</b> Car park repairs at Victory Park	D Walker (ES)	£440	£0	£440	£0	£440	
34	<b>30/03/21</b> Arboretum in Letcliffe Park	Barnoldswick Town Council	£500	£0	£500	£500	£0	Completed
36	<b>05/10/21</b> New carpet and curtains for Barnoldswick Pensioners Club	Barnoldswick Pensioners Club	£0	£1,000	£1,000	£1,000	£0	Completed Allocated by Cllrs Adams, Purcell and T Whipp
37	<b>05/10/21 &amp; 04/01/22</b> Improvements to Gisburn Road footpath	T Partridge (ES)	£0	£1,471	£1,471	£1,471	£0	Completed, <b>£529 underspend deallocated (from an original total allocation of £2,000)</b> Allocated by Cllrs Adams, Purcell and T Whipp.
38	<b>30/11/21</b> Improvements to Victory Park/Westfield Road 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> 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 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
40	<b>01/03/22</b> 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> 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
42	<b>29/03/22</b> Chapman Court Verge	N Yates (HHE)	£0	£1,500	£1,500	£0	£1,500	Allocated by Cllrs Adams, Purcell and T Whipp
	<b>Subtotal Barnoldswick</b>		<b>£7,940</b>	<b>£9,507</b>	<b>£17,447</b>	<b>£6,971</b>	<b>£10,476</b>	
	<b>Un-allocated Funds Barnoldswick</b>		<b>£0</b>	<b>£6,238</b>	<b>£6,238</b>		<b>£6,238</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	Allocated to date	Allocation remaining	Contributed to Sch. No.
Marjorie Adams	<b>£5,248.33</b>	<b>£3,169.00</b>	<b>£2,079.33</b>	<b>36, 37, 38, 39, 40, 41, 42</b>
Jenny Purcell	<b>£5,248.33</b>	<b>£3,169.00</b>	<b>£2,079.33</b>	<b>36, 37, 38, 39, 40, 41, 42</b>
Tom Whipp	<b>£5,248.34</b>	<b>£3,169.00</b>	<b>£2,079.34</b>	<b>36, 37, 38, 39, 40, 41, 42</b>
<b>Total</b>	<b>£15,745.00</b>	<b>£9,507.00</b>	<b>£6,238.00</b>	

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2022/23	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
28	<b>07/07/20</b> Premises improvement grant scheme – Barnoldswick	M Williams (PEDRS)	£3,000	£0	£3,000	£0	£3,000	
33	<b>06/10/20</b> Car park repairs at Victory Park	D Walker (ES)	£440	£0	£440	£0	£440	
38	<b>30/11/21</b> Improvements to Victory Park/Westfield Road Public Footpath 5	T Partridge (ES)	£600	£0	£600	£600	£0	Completed Allocated by Cllrs Adams, Purcell and T Whipp
39	<b>01/03/22</b> Walmsgate Methodist Chapel to resolve damp issues	G Aspey (HHE)	£2,000	£0	£2,000	£0	£2,000	Allocated by Cllrs Adams, Purcell and T Whipp
40	<b>01/03/22</b> Reflagging Back Frank Street, Barnoldswick	N Yates (HHE)	£1,445	£0	£1,445	£1,445	£0	Completed Allocated by Cllrs Adams, Purcell and T Whipp
41	<b>29/03/22</b> Electrical improvements to the weaving shed heating system at Bancroft Mill Engine Museum	Bancroft Mill Engine Museum	£1,491	£0	£1,491	£1,491	£0	Completed Allocated by Cllrs Adams, Purcell and T Whipp
42	<b>29/03/22</b> Chapman Court Verge	N Yates (HHE)	£1,500	£0	£1,500	£0	£1,500	Allocated by Cllrs Adams, Purcell and T Whipp
43	<b>05/07/22</b> Litter bin for Gisburn Street, Barnoldswick	J Lord (ES)	£0	£193	£193	£0	£193	Allocated by Cllrs Adams, Purcell and T Whipp
44	<b>05/07/22</b> Dog waste/litter bins	J Lord (ES)	£0	£600	£600	£0	£600	Allocated by Cllrs Adams, Purcell and T Whipp
45	<b>05/07/22</b> Street nameplates	G Aspey (HHE)	£0	£400	£400	£0	£400	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 2022/23	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
	Subtotal Barnoldswick		£10,476	£1,193	£11,669	£3,536	£8,133	
	Un-allocated Funds Barnoldswick		£6,238	£14,552	£20,790		£20,790	
	Total Funds Available 22/23 Barnoldswick		£16,714	£15,745	£32,459	£3,536	£28,923	

***Barnoldswick 2022/23 allocations per Councillor:***

Councillor	2022/23 Effective Allocation (refer to item 3)	Allocated to date	Allocation remaining	Contributed to Sch. No.
Marjorie Adams	£7,327.67	£397.67	£6,930.00	43, 44, 45
Jenny Purcell	£7,327.67	£397.67	£6,930.00	43, 44, 45
Tom Whipp	£7,327.66	£397.66	£6,930.00	43, 44, 45
<b>Total</b>	<b>£21,983.00</b>	<b>£1,193.00</b>	<b>£20,790.00</b>	



Sch No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
2	<b>12/05/15 &amp; 07/07/20</b> Premises improvement grant scheme – Earby	M Williams (PEDRS)	£3,000	£0	£3,000	£1,475	£1,525	
5	<b>04/08/20</b> Public Footpath 49 drainage improvements	Earby Town Council	£3,500	£0	£3,500	£3,500	£0	Completed
8	<b>30/03/21</b> Salterforth Christmas decorations	Salterforth Parish Council	£1,000	£0	£1,000	£1,000	£0	Completed
9	<b>30/03/21</b> Kelbrook & Sough Village Hall patio refurbishment	Kelbrook & Sough Village Hall	£800	£0	£800	£800	£0	Completed
10	<b>06/07/21</b> Earby Flood Pump Piping Enhancement	Earby Town Council	£0	£1,732	£1,732	£1,732	£0	Completed
11	<b>07/09/21</b> St Peter's Community Garden pond creation and storage box	St Peter's Community Garden	£0	£100	£100	£100	£0	Completed Allocated by Cllrs Carroll, Goulthorp and D Whipp
12	<b>07/09/21</b> Salterforth Village Hall furniture upgrade	Salterforth Village Hall Management Committee	£0	£1,000	£1,000	£1,000	£0	Completed Allocated by Cllrs Carroll, Goulthorp and D Whipp
13	<b>05/10/21</b> Gardening tools and equipment for Ghyll Gardeners	Ghyll Gardeners	£0	£1,000	£1,000	£1,000	£0	Completed Allocated by Cllrs Carroll, Goulthorp and D Whipp
14	<b>01/03/22</b> Purchase of 4 tables	Salterforth Parish Council	£0	£915	£915	£915	£0	Completed 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 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
15	<b>01/03/22</b> LED lighting	Kelbrook & Sough Village Hall	£0	£1,200	£1,200	£1,200	£0	Completed Allocated by Cllrs Carroll, Goulthorp and D Whipp
16	<b>29/03/22</b> 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
17	<b>10/05/22</b> Victoria road reflagging scheme	N Yates (HHE)	£0	£9,000	£9,000	£0	£9,000	Allocated by Cllrs Carroll, Goulthorp and D Whipp
	<b>Subtotal Earby</b>		<b>£8,300</b>	<b>£16,947</b>	<b>£25,247</b>	<b>£12,722</b>	<b>£12,525</b>	
	<b>Un-allocated Funds Earby</b>		<b>£1,843</b>	<b>-£1,202</b>	<b>£641</b>		<b>£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 Effective Allocation	Spend to date	Allocation remaining	Contributed to Sch. No.
Rosemary Carroll	£5,862.67	£5,649.00	£213.67	10, 11, 12, 13, 14, 15, 16, 17
Mike Goulthorp	£5,862.67	£5,649.00	£213.67	10, 11, 12, 13, 14, 15, 16, 17
David Whipp	£5,862.66	£5,649.00	£213.66	10, 11, 12, 13, 14, 15, 16, 17
<b>Total</b>	<b>£17,588.00</b>	<b>£16,947.00</b>	<b>£641.00</b>	

*NB: £17,588 allocation in the above table includes the £1,843 carried forward from 2020/21 and is the “Effective Total Allocation” for 2021/22. £1,732 was allocated at the beginning of 2021/22 to Earby Flood Pump Piping Enhancement, item 10 of Appendix 3 prior to items being split between councillors but has been added to the above table for ease of reference.*

Sch No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
2	<b>12/05/15 &amp; 07/07/20 &amp; 05/07/22</b> Premises improvement grant scheme – Earby	M Williams (PEDRS)	£1,525	£1,475	£3,000	£0	£3,000	£1,475 allocated by Cllrs Carroll, Goulthorp and D Whipp in 2022/23
16	<b>29/03/22</b> West Close Road Lorry Park resurfacing	G Aspey (HHE)	£2,000	£0	£2,000	£0	£2,000	Allocated by Cllrs Carroll, Goulthorp and D Whipp
17	<b>10/05/22</b> Victoria road reflagging scheme	N Yates (HHE)	£9,000	£6,000	£15,000	£0	£15,000	Allocated by Cllrs Carroll, Goulthorp and D Whipp
18	<b>05/07/22</b> Dog waste/litter bins	J Lord (ES)	£0	£600	£600	£0	£600	Allocated by Cllrs Carroll, Goulthorp and D Whipp
19	<b>05/07/22</b> Street nameplates	G Aspey (HHE)	£0	£400	£400	£0	£400	Allocated by Cllrs Carroll, Goulthorp and D Whipp
	<b>Subtotal Earby</b>		<b>£12,525</b>	<b>£8,475</b>	<b>£21,000</b>	<b>£0</b>	<b>£21,000</b>	
	<b>Un-allocated Funds Earby</b>		<b>£641</b>	<b>£7,270</b>	<b>£7,911</b>		<b>£7,911</b>	
	<b>Total Funds Available 22/23 Earby</b>		<b>£13,166</b>	<b>£15,745</b>	<b>£28,911</b>	<b>£0</b>	<b>£28,911</b>	

**Earby and Coates 2022/23 allocations per Councillor:**

Councillor	2022/23 Effective Allocation (refer to item 3)	Allocated to date	Allocation remaining	Contributed to Sch. No.
Rosemary Carroll	£5,462.00	£2,825.00	£2,637.00	2, 17, 18, 19
Mike Goulthorp	£5,462.00	£2,825.00	£2,637.00	2, 17, 18, 19
David Whipp	£5,462.00	£2,825.00	£2,637.00	2, 17, 18, 19
<b>Total</b>	<b>£16,386.00</b>	<b>£8,475.00</b>	<b>£7,911.00</b>	

**(FORM B: EXTERNAL BID)****BID FOR CAPITAL FUNDING FROM AREA COMMITTEES  
PRO FORMA**

- 1. Short project title:** Avon Drive Play Area
- 2. Bid submitted by:** Jo Geldard
- 3. On behalf of (please include contact details):** Barnoldswick Town Council –  
01282 788090 – [barnoldswicktowncouncil@gmail.com](mailto:barnoldswicktowncouncil@gmail.com)
- 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?** Committee  
**(c). Does your organisation have its own bank account?** Yes  
**(d). How many signatures are required to authorise a payment from your bank account?** Two
- 5. Is your organisation VAT-registered?\*** No
- 6. Amount requested:** £6,000
- 7. Brief details of project:** Avon Drive Playground is in need of a complete refurb due to its age
- 8. Main outcomes to be achieved:** Renewed playground for children to play
- 9. When will the project be implemented?** As soon as possible
- 10. Who will undertake the project works?** Barnoldswick Town Council
- 11. Is there match funding for the project from elsewhere?** Yes  
**If so, please give details:** Funds from the Town Council
- 12. Are there long-term revenue consequences and how will these be funded?**  
Barnoldswick Town Council will maintain going forward

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