

REPORT FROM: HEAD OF ECONOMIC GROWTH

TO: WEST CRAVEN COMMITTEE

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AREA COMMITTEE BUDGET 2023/24

PURPOSE OF REPORT

To advise members on the Committee's 2023/24 area committee budget.

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendices 1, 2, 3, 4 and 5 have agreed funding.
- (2) That members note that electorate area allocations are shown on separate tables underneath Appendices 1, 2, 3, 4 and 5.
- (3) That members agree how to split the uncommitted Earby and Coates balance of £101 from 2022/23, shown in paragraph 2.
- (4) That members consider the deferred bids at paragraphs 8, 9, 10 and 11.

REASONS FOR RECOMMENDATIONS

To enable the area committee budget to be allocated efficiently and effectively.

ISSUE

Unspent 2022/23 Funds Carried Forward

1. This is £22,815 (£3,827 plus £18,988), which is under the permitted cap of one year's budget (ie £31,490).

Uncommitted Balance from 2022/23

2. This is £101.
 - Barnoldswick balance: £0.
 - Earby and Coates balance: £101.

Allocation for 2023/24

3. This is £31,490 split by electorate as requested. This is:

- Barnoldswick allocation £15,880.41.
- Earby allocation £7,872.50.
- Coates allocation £4,140.94.
- Kelbrook & Sough allocation £1,857.90.
- Salterforth allocation £1,738.25.

Effective Allocation for 2023/24

4. £31,591 (including the uncommitted balance of £101).

Commitments for 2023/24

5. These total £6,263 (see Appendices 1, 2, 3, 4 and 5 for a detailed breakdown).

- Barnoldswick commitments: £5,000.
- Earby and Coates commitments: £413.
- Coates commitments: £0.
- Kelbrook & Sough commitments: £850.
- Salterforth commitments: £0.

Balance for 2023/24

6. This is £25,328 (including £101 uncommitted balance from 2022/23).

- Barnoldswick balance: £10,880.41.
- Earby balance: £7,459.50.
- Coates balance: £4,140.94.
- Kelbrook & Sough balance: £1,007.90.
- Salterforth balance: £1,738.25.

Financial Advice

7. The budget carry forward is capped at a maximum of one year's budget, ie £31,490. If the Committee has more than £31,490 unspent at the end of the year, it will need to use the following year's budget to make good the difference. See Financial Implications below.

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.

New/Deferred Bids

At the last meeting bids from Rolls FC, Earby and Kelbrook Senior Citizen's Group and Earby and District History Society were deferred awaiting further information.

Information was also requested on the cost of replacing the broken ramp at the Skate Park in Victory Park and for the Committee, in conjunction with Barnoldswick Town Council, to look at further upgrades for Victory Park. Updates will be reported at the meeting.

8. **Rolls FC** – maintenance of the football pitch – submitted by from Rolls FC – £1,500 (deferred from the 9 May 2023 meeting).

9. **Earby and Kelbrook Senior Citizen's Group** – new boiler – submitted by Earby and Kelbrook Senior Citizen's Group – £1,500 (deferred from the 4 June 2023 meeting for the time being. Group encouraged to apply for Awards for All National Lottery funding).
10. **Earby and District History Society** – remote access projector – submitted by Kevin Singleton – £649 (deferred from the 4 June 2023 meeting).
11. **Barnoldswick Town Council** – replacement of broken ramp at the Skate Park in Victory Park and further upgrades.

Existing Allocations

Overspend – Additional Funding Required

12. None.

Underspend – De-allocate Funding

13. None.

Virements – Re-allocate Funding

14. None.

IMPLICATIONS

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

Financial: At the Council meeting on 29 September 2022, councillors resolved to move the area committee capital programme budgets to revenue.

- The budget allocations for each committee remain the same.
- Applications no longer require sign off by Financial Services in order to proceed.
- Awards can be made for schemes which are either revenue or capital in nature so capital schemes can still be funded.
- Capital schemes may incur additional charges for internal services, eg Engineers' costs in delivering the scheme.
- Wherever possible, all payments should be made in the year of the budget award by 31 March.
- The cap on budget slippage still applies and any slippage will need to be agreed by the Council in line with Financial Regulations.
- No more than one year's worth of budget can be rolled forward into future years.

A list of good practice in the allocation of funding has been proposed by the Council's Director of Resources in order to assist members when considering the allocation of the budget. This list is as follows:

1. Allocate reasonable amounts to projects early to allow for effective planning and implementation.
2. Look for opportunities to maximise the effectiveness of the allocation through match funding.
3. Consider allowing some contingency for projects that may be presented during the year.
4. Try to avoid allocation of funds at the end of the financial year.
5. 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 area committee budget 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 area committee budget 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: Area Committee Budget Commitments for Barnoldswick 2023/24.

Appendix 2: Area Committee Budget Commitments for Earby 2023/24.

Appendix 3: Area Committee Budget Commitments for Coates 2023/24.

Appendix 4: Area Committee Budget Commitments for Kelbrook & Sough 2023/24.

Appendix 5: Area Committee Budget Commitments for Salterforth 2023/24.

LIST OF BACKGROUND PAPERS

None.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2023/24	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
33	06/10/20 Pothole repairs at Letcliffe Park	D Walker (ES)	£440	£0	£440	£0	£440	Agreed with councillors to amend the scheme from Victory Park to Letcliffe Park
44	05/07/22 Dog waste/litter bins	J Lord (ES)	£600	£0	£600	£0	£600	Allocated by Cllrs Adams, Purcell and T Whipp
45	05/07/22 Street nameplates	J Kelly (EG)	£400	£0	£400	£0	£400	Allocated by Cllrs Adams, Purcell and T Whipp
46	11/10/22 Barnoldswick Interchange public realm scheme	S Whalley (EG)	£2,387	£0	£2,387	£0	£2,387	Allocated by Cllrs Church, Purcell and T Whipp (£10,500 allocated on 11/10/22 with £2,387 left to spend)
47	09/05/23 Premises Improvement Grants	D McCarthy (EG)	£0	£3,000	£3,000	£0	£3,000	
48	09/05/23 Purchase of new instruments	Barnoldswick Band	£0	£1,500	£1,500	£0	£1,500	
49	06/06/23 Footpath improvements to Barnoldswick Church Primary School	S Whalley (EG)	£0	£500	£500	£0	£500	
	Subtotal Barnoldswick		£3,827.00	£5,000.00	£8,827.00	£0.00	£8,827.00	
	Un-allocated Funds Barnoldswick		£0.00	£10,880.41	£10,880.41		£10,880.41	
	Total Funds Available 23/24 Barnoldswick		£3,827.00	£15,880.41	£19,707.41	£0.00	£19,707.41	

Barnoldswick 2023/24 allocations per electorate:

Area	Electorate	Percentage	Budget	Allocated to date	Allocation remaining
Barnoldswick	6606	50.43%	£15,880.41	£5,000.00	£10,880.41

West Craven Committee Commitments for Earby 2023/24

Appendix 2

Sch No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2023/24	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
2	12/05/15 & 07/07/20 & 05/07/22 & 09/05/23 Premises improvement grant scheme – Earby	D McCarthy (PEDRS)	£2,587	£413	£3,000	£0	£3,000	Allocated by Cllrs Carroll, Goulthorp and D Whipp
17	10/05/22 Victoria Road reflagging scheme	S Whalley (HHE)	£15,000	£0	£15,000	£0	£15,000	Allocated by Cllrs Carroll, Goulthorp and D Whipp
18	05/07/22 Dog waste/litter bins	J Lord (ES)	£600	£0	£600	£0	£600	Allocated by Cllrs Carroll, Goulthorp and D Whipp
19	05/07/22 Street nameplates	J Kelly (HHE)	£400	£0	£400	£0	£400	Allocated by Cllrs Carroll, Goulthorp and D Whipp
22	03/01/23 Consideration of the Government's Frequently Flooded Allowance Programme for Earby	S Whalley (HHE)	£300	£0	£300	£0	£300	Allocated by Cllrs Carroll, Goulthorp and D Whipp
	Subtotal Earby		£18,887.00	£413.00	£19,300.00	£0.00	£19,300.00	
	Un-allocated Funds Earby		£0.00	£7,459.50	£7,459.50		£7,459.50	
	Total Funds Available 23/24 Earby and Coates		£18,887.00	£7,872.50	£26,759.50	£0.00	£26,759.50	

Earby 2023/24 allocations per electorate:

Area	Electorate	Percentage	Budget/uncommitted 2022/23 balance	Allocated to date	Allocation remaining
Earby	3278	25%	£7,872.50	£413.00	£7,459.50

West Craven Committee Commitments for Coates 2023/24

Appendix 3

Sch No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2023/24	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	None to date		£0	£0	£0	£0	£0	
	Subtotal Coates		£0.00	£0.00	£0.00	£0.00	£0.00	
	Un-allocated Funds Coates		£0.00	£4,140.94	£4,140.94		£4,410.94	
	Total Funds Available 23/24 Coates		£0.00	£4,140.94	£4,140.94	£0.00	£4,410.94	

Coates 2023/24 allocations per electorate:

Area	Electorate	Percentage	Budget	Allocated to date	Allocation remaining
Coates	1722	13.15%	£4,140.94	£0	£4,140.94

West Craven Committee Commitments for Kelbrook & Sough 2023/24

Appendix 4

Sch No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2023/24	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	04/07/23 Upgrade of changing rooms	Kelbrook Phoenix FC	£0	£850	£850	£0	£850	
	Subtotal Kelbrook & Sough		£0.00	£850.00	£850.00	£0.00	£850.00	
	Un-allocated Funds Kelbrook & Sough		£0.00	£1,007.90	£1,007.90		£1,007.90	
	Total Funds Available 23/24 Kelbrook & Sough		£0.00	£1,857.90	£1,857.90	£0.00	£1,857.90	

Kelbrook & Sough 2023/24 allocations per electorate:

Area	Electorate	Percentage	Budget	Allocated to date	Allocation remaining
Kelbrook & Sough	773	5.9%	£1,857.90	£850.00	£1,007.90

West Craven Committee Commitments for Salterforth 2023/24

Appendix 5

Sch No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2023/24	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	None to date		£0	£0	£0	£0	£0	
	Subtotal Salterforth		£0.00	£0.00	£0.00	£0.00	£0.00	
	Un-allocated Funds Salterforth		£0.00	£1,738.25	£1,738.25		£1,738.25	
	Total Funds Available 23/24 Salterforth		£0.00	£1,738.25	£1,738.25	£0.00	£1,738.25	

Salterforth 2023/24 allocations per electorate:

Area	Electorate	Percentage	Budget	Allocated to date	Allocation remaining
Salterforth	721	5.52%	£1,738.25	£0	£1,738.25