

REPORT FROM: DIRECTOR OF PLACE

TO: COLNE AND DISTRICT 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 only the schemes listed in Appendix 1 have agreed funding.
- (2) That members note the amended allocation for 2023/24 (see explanation in paragraph 4).

REASON FOR RECOMMENDATION

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

ISSUE

Allocation for 2023/24

1. This is **£41,613** (£42,390-£777).

Commitments for 2023/24

2. These total **£1,780** (see Appendix 1 for a detailed breakdown).

Balance for 2023/24

3. This is **£39,833**.

Financial Advice (as reported to all Area Committees in May 2018)

4. The budget carry forward is capped at a maximum of one year's budget, ie £42,390. If the Committee has more than £42,390 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.

We had previously reported that the year-end unspent balance was £42,370 (ie £20 under the limit). However, following the final adjustments carried out by the Finance department, they have determined that a payment for the Lidgett map and case which we had thought to be paid in 2022/23 had not and will appear in the 2023/24 spend instead. As a result, this unfortunately increases last year's unspent figure to £43,167, which is £777 above the permitted level and therefore this year's budget has to be reduced by an equivalent amount.

Please refer to the financial implications section of this report. Bids for new funding should be submitted on the May 2018 revised 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

5. None.

Existing Bids

Overspend – Additional Funding Required

6. None.

Underspend – De-allocate Funding

7. None.

Councillors' Projects

8. It was resolved at the meeting on 11.05.23, that the area committee budget remain as one central pot, with no allocation to individual councillors as in previous years. Below is the final table, showing an uncommitted balance of £3.07.

Ward	Councillor	c/f	Allocation	Committed	Balance
Boulsworth and Foulridge	David Cockburn-Price	£1,972.70	£1,000.00	£2,972.70	£0.00
	Sarah Cockburn-Price	£1,972.70	£1,000.00	£2,972.70	£0.00
	Kevin Salter	£0.00	£1,000.00	£1,000.00	£0.00
Vivary Bridge	David Albin	£3,250.00	£1,000.00	£4,250.00	£0.00
	Kieran McGladdery	£3,250.00	£1,000.00	£4,250.00	£0.00
	Paul McGladdery	£0.00	£1,000.00	£1,000.00	£0.00
Waterside and Horsfield	Neil Butterworth	£1,923.06	£1,000.00	£2,923.06	£0.00
	Dorothy Lord	£2,423.07	£1,000.00	£3,420.00	£3.07
	Ash Sutcliffe	£1,923.07	£1,000.00	£2,923.07	£0.00
Total		£16,714.60	£9,000.00	£25,711.53	£3.07

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.
- Previous allocations do not need to be revisited. There is no implication for these schemes.
- 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 Chief Finance Officer in order to assist members when considering the allocation of the area committee budget. 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 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.

Sustainability: 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 2023/24 for Colne and District Committee.

LIST OF BACKGROUND PAPERS

None.

Colne and District Committee Commitments for 2023/24
Appendix 1

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2023/24	Reallocated	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
3	04/04/19 & 10/06/21 Premises improvement grants	M Williams (ECO)	£10,000			£10,000	£3,000	£7,000	New allocation of £9,563 agreed on 10/06/21 One payment already made and another commitment of £2,599 nearing completion. £9,000 was committed for three businesses but the works have been delayed and may result in being de-committed. Further enquiries are being made whether the works will progress. £3,389 provisionally vired to Sch 51 (town centre litter bins). £101.50 de-allocated on 02.03.23
9	30/03/17 Boulsworth environmental improvement fund	M Hunting (HEH)	£3			£3	£3	£0	Completed
24	05/10/17 Tree pit enhancement	S Whalley (ECO)	£2,000			£2,000	£0	£2,000	£2,000 agreed, subject to the colour of the materials being sent to members for agreement
30	06/09/18 Laneshaw Bridge to Wycoller footpath improvements	T Partridge (OPS)	£2,500			£2,500	£0	£2,500	This £2,500 was intended as part of a funding package which included an LEF bid. This LEF bid was unsuccessful but we ended up doing a much smaller scheme to keep the path open but this has since collapsed into the river. Works to be combined with scheme 43

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2023/24	Reallocated	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
32	09/05/19 & 10/09/20 & 10/06/21 & 12/05/22 Councillors' capital projects	M Hunting (HEH)	£9,188			£9,188	£2,683	£6,505	£2,500 allocated to each councillor to be spent on appropriate capital projects, subject to receipt of a completed capital programme bid form. See main report for details. £1,800 allocated in previous years de-allocated on 10/06/21 and returned to the area committee budget. £1,500 vired to scheme 43 and £2,000 vired to scheme 44 in 2021/22. £2,477 de-allocated on 27.03.23. There is £3.07 uncommitted and £6,501.44 committed but not yet spent
43	10/06/21 Wycoller Beck Footpath Stabilisation Project	T Partridge (OPS)	£6,540			£6,540	£0	£6,540	Funding of £6,000 agreed on 10/06/21 together with an allocation of £500 each from the funds of Cllrs Neil Butterworth, David Cockburn-Price and Sarah Cockburn-Price. In addition, Trawden Forest Parish Council be asked to contribute a further £2,500 to the project. Ground investigations have started. These will be used to inform the design of a bridge which is intended to span the collapsed section. The project is currently on hold and will need to be rolled forward to 2023/24
48	13/10/22 CYAG-branded signage at CYAG's Youth Hub	M Hunting (HEH)	£805			£805	£458	£347	First payment made
49	03/11/22 Growth Lancashire commission to scope new conservation areas	N Watson (PEDRS)	£645			£645	£645	£0	Completed
51	02/02/23 & 02/03/23 Colne town centre litter bins	J Lord (OPS)	£8,324			£8,324	£5,405	£2,919	£3,389 vired from Sch 3 towards town centre litter bins. Additional allocation of £4,935 on 02/03/23

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2023/24	Reallocated	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
61	28/03/23 Black Horse Yard gate	Colne BID	£750			£750	£750	£0	Completed
62	28/03/23 Improvements to Colne Lane and Windy Bank Car Parks	S Whalley (ECO)	£1,327			£1,327	£0	£1,327	£423.07 from Cllr Ash Sutcliffe's Councillors' Project Fund and £1,326.93 from the central pot
63	28/03/23 Landscaping enhancements to car parks	S Whalley (ECO)	£1,085			£1,085	£0	£1,085	£1,142 committed, but with £57 coming from Councillors' Projects fund and £1,085 from the central pot
64	11/05/2023 Litter and Dog Waste Bins	J Lord (OPS)	£0	£1,000		£1,000	£0	£1,000	£1,000 allocated on 11.05.23 for the provision of litter and dog waste bins
65	08/06/2023 Improvements to communal footpath of Grosvenor Street and Mabel Street, Colne	M Hunting (HEH)	£0	£500		£500	£0	£500	That an allocation of £500 be made to Grosvenor and Mabel Community Land Trust towards improvements to the drainage of the communal footpath to the allotments on the site of Grosvenor Street and Mabel Street, Colne
66	08/06/2023 Elisha House camping equipment	M Hunting (HEH)	£0	£280		£280	£280	£0	That funding of £300 be awarded to Elisha House, Colne subject to receipt of a completed area committee budget bid form. Form received on 05.07.2023, but all required items were purchased for £280, so £20 de-allocated and reported on 06.07.23
	Subtotal		£43,167	£1,780	£0	£44,947	£13,224	£31,723	
	Unallocated Funds		£0	£39,833		£40,610		£39,833	
	Total Funds Available 23/24		£43,167	£41,613	£0	£84,780	£13,224	£71,556	