

REPORT FROM: HEAD OF HOUSING AND ENVIRONMENTAL HEALTH

TO: NELSON, BRIERFIELD AND REEDLEY COMMITTEE

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AREA COMMITTEE BUDGET 2024/25

PURPOSE OF REPORT

To update members on the Committee's Budget.

RECOMMENDATION

- (1) That Members note the Budget as committed (see Appendix 1).
- (2) That Members reconsider monies committed at the 3rd June 2024 meeting and allocate in accordance with its Budget (see paragraphs 1, 6 and Appendix 2).
- (3) That Members note the financial requirements stipulated in paragraph 5.

REASON FOR RECOMMENDATION

To enable the Budget to be allocated effectively and in line with financial regulations.

ISSUE

1. The Budget was over committed at the meeting of this Committee on 3rd June due to confusion regarding outstanding 2023/24 schemes. To comply with financial regulations, the schemes now require funding from the 2024/25 Budget if they are to progress. Therefore, the Budget needs to be looked at again.

Unspent 2023/24 funds carried forward

2. £120,000.

Allocation for 2024/25

3. £78,270.

Total funds for 2024/25

4. £198,270 (£78,270 + £120,000).

Year-end

5. **The Budget carry forward is capped at a maximum of 1 year's Budget i.e. £78,270.** If the Committee has more than £78,270 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.

New/deferred bids

6. See Appendix 2.

IMPLICATIONS

Policy: The Budget is required to be allocated and managed in accordance with the Council's policies and procedures.

Financial: At the Council meeting on 29th 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 signing 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, e.g. Engineers' costs in delivering the scheme.
- Wherever possible, all payments should be made in the year of the Budget award by 31st 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 has been proposed by the Chief Finance Officer to assist Members when considering the allocation of the Budget. The 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 proper management of the Budget is intended to minimise any exposure to unnecessary risk associated with the Budget and the individual schemes within it.

Health and Safety: The implementation of the Budget 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 approved schemes have implications in terms of community safety. Wherever possible, the projects are managed in a way that enhances community safety.

Equality and Diversity: The 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: Commitments 2024/25

Appendix 2: Schemes to be confirmed

Appendix 3: PBC Bid – Litter and Dog Waste Bins

Appendix 4: PBC Bid – Edge End Cricket Reinstatement

Appendix 5: PBC Bid – Premises Improvement Grants

Appendix 6: Friends of Victoria Park Bid – PL Insurance for Events

Appendix 7: RC Lions Cricket Club Bid – Healthy Living Through Sport

LIST OF BACKGROUND PAPERS: None.

Nelson, Brierfield and Reedley Committee Commitments 2024/25

Appendix 1

(Shaded schemes are completed)

Sch. No.	Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2024/25	Total Allocation	In-Year Spend	Remaining	Status of Scheme/Remarks
1	05/02/24 - £120.00 Resurfacing various Unadopted Back Streets: Bk Larch St, Bk Pine St, Bk Fir St, Bk Rook St, Bk Garrick St, Bk Regent St.	S Whalley (EG)	120,000	0	120,000	109,744	10,256	Scheme carried forward from 2023/24 as the work had been commissioned.
2	05/08/24 - £2,500 Nelson Cenotaph	S Whalley (EG)	0	2,500	2,500	0	2,500	2023/24 Sch.29. Committee allocated £2,500 from 2024/25 budget.
3	05/08/24 - £5,500 Brunswick Street - Public Realm Improvements	S Whalley (EG)	0	5,500	5,500	0	5,500	2023/24 Sch.33. Committee allocated £5,500 from 2024/25 budget.
	Subtotal		£120,000	£8,000	£128,000	£109,744	£18,256	
	Un-allocated Funds		£0	£70,270	£70,270	-	£70,270	
	Total Funds Available 2024/25		£120,000	£78,270	£198,270	£109,744	£88,526	

Nelson, Brierfield and Reedley Committee - Schemes To Be Confirmed

Appendix 2

	Details						Amount	Comments
A	Capital Projects - Brierfield West and Reedley	S Whalley (EG)					19,992	No bid submitted for this: Money was allocated for Brierfield West and Reedley ward schemes that were not carried out (2023/24 Scheme 16)
B	Refurbishment of Street Furniture at Nelson Town Centre	S Whalley (EG)					1,500	No bid submitted for this: Money was allocated for work that was not carried out. £4,000 was allocated originally but then £2,500 was later deallocated to be used elsewhere ((2023/24 Scheme 19)
C	Litter and Dog Bins	J Lord (OS)					2,000	Bid for £1,000 submitted to NBRC on 03/06/24. Then due to demand, Operational Services request that a further £1,000 be allocated. Bid for £2,000 attached. See Appendix 3
D	Edge End Cricket Reinstatement	P Riley (OS)					6,588	Bid for £13,176 submitted to NBRC on 03/06/24. <i>The Committee resolved to allocate £6,588 towards this.</i> See Appendix 4

	Details						Amount	Comments
E	Premises Improvement Grants	D McCarthy (EG)					15,000	Bid for £15,000 submitted to NBRC on 03/06/24. See Appendix 5
F	FOVP - Public Liability Insurance for Victoria Park events	R Oliver (FOVP)					75	Bid for £75 submitted to NBRC on 03/06/24. See Appendix 6
G	RC Lions Cricket Club – Healthy Living Through Sport	RC Lions Cricket Club					500	Bid for £500 submitted to NBRC on 03/06/24. See Appendix 7
H	Bradley - Ward Projects						11,731	No bid submitted for this See NBRC 03/06/24
I	Brierfield East and Clover Hill - Ward Projects						11,931	No bid submitted for this See NBRC 03/06/24
J	Brierfield West and Reedley – Ward Projects						7,958	No bid submitted for this See NBRC 03/06/24
K	Marsden and Southfield – Ward Projects						11,931	No bid submitted for this See NBRC 03/06/24
L	Whitefield and Walverden – Ward Projects						11,856	No bid submitted for this See NBRC 03/06/24
							TOTAL £101,062	Only £70,270 available

**BID FOR FUNDING FROM AREA COMMITTEE
PRO FORMA**

- A. Project title:** Litter and Dog Waste Bins
- B. Bid submitted by:** David Walker, Operational Services Manager
- C. On behalf of (please include contact details):** Operational Services,
Pendle Borough Council Tel 01282 661746 Email david.walker@pendle.gov.uk
- D. Amount requested:** £2,000
- E. Is there match funding for the project from elsewhere? No**
If so, please give details: N/A
- F. Details of project:** Provision of litter and dog waste bins for the financial year 2024/25.
- G. Main outcomes to be achieved:** To provide sufficient waste bins to help keep Pendle streets cleaner and to be able to respond to demand for such bins from members of the public, council members, etc.
- H. When will project be implemented?**
Start Date: 2024/25
Expected Completion Date: 2024/25
- I. Who will undertake the project works?** Operational Services
- J. Are there long-term revenue consequences and how will these be funded?**
Emptying of existing bins is currently funded via the Operational Services revenue budget. Any increase in the number of bins will add additional revenue costs. All requests received for bins to be sited in new locations will be assessed by Operational Services Officers. There must be sufficient demand and need for the bin.

**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

- A. Project title:** Edge End Cricket Reinstatement
- B. Bid submitted by:** Phil Riley – PBC Greenspaces Manager
- C. On behalf of (please include contact details):**
- D. Amount requested:** £13,176 (*i.e.* £8,446 Capital and £4,730 Revenue)
- E. Is there match funding for the project from elsewhere?
If so, please give details:**
- F. Brief details of project:** To reinstate the cricket ground at Edge End, which had been removed from service in 2021, due to demand from Pendle Cricket league. The cricket square will need a full refurbishment programme over 2024 prior to the surface being ready for use in 2025. As part of the refurbishment, sections of perimeter fencing will also need repairing to reduce access to the site and the associated vandalism.
- G. Main outcomes to be achieved:** Additional cricket facility being available in the Borough, promoting physical activity and wellbeing.
- H. When will project be implemented?**
Start Date: June 2024
Expected Completion Date: April 2025
- I. Who will undertake the project works?** PBC Landscape maintenance within Operational services.
- J. Are there long-term revenue consequences and how will these be funded?**
Annual costs of maintenance of a cricket square are £4,730. A portion of this will be recovered by Pitch / pavilion hire costs.

**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

- A. Project title:** Premises Improvement Grants 2024/25
- B. Bid submitted by:** Deborah McCarthy
- C. On behalf of (please include contact details):**
PBC, Planning, Economic Development and Regulatory Services
deborah.mccarthy@pendle.gov.uk Tel: 01282 661973
- D. Amount requested:** £15,000
- E. Is there match funding for the project from elsewhere? Yes**
If so, please give details: Applicants.

See report sent to Nelson, Brierfield & Reedley Committee on 25 March 2024.
- F. Brief details of project:**
To allow the Premises Improvement Grant programme to fund future projects. See report sent to Nelson, Brierfield & Reedley Committee on 25 March 2024.
- G. Main outcomes to be achieved:**
See report sent to Nelson, Brierfield & Reedley Committee on 25 March 2024.
- H. When will project be implemented?**
Start Date: When funding becomes available
Expected Completion Date: End of March 2025
- I. Who will undertake the project works?**
Applicant to organise works.
- J. Are there long-term revenue consequences and how will these be funded?**
No.

BID FOR FUNDING FROM AREA COMMITTEE BUDGET PRO FORMA

1. **Project title:** PUBLIC LIABILITY INSURANCE FOR VICTORIA PARK EVENTS
2. **Bid submitted by:** FRIENDS OF VICTORIA PARK
3. **On behalf of (please include contact details):** FoVP COMMITTEE,C/O ROBERT OLIVER (CHAIR) 6 LANGHOLME CLOSE, BARROWFORD, BB96DH (07811 546630)
4.
 - a) **Does your organisation have a constitution?** NO
 - 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?** TWO
5. **Is your organisation VAT-registered?*** NO
6. **Amount requested:** £75.00
7. **Total amount of project:** £157.00
8. **Is there match funding for the project from elsewhere?**
If so, please give details: A PARALLEL APPLICATION FOR THE SAME SUM HAS BEEN SUBMITTED TO BARROWFORD & WESTERN PARISHES AREA COMMITTEE
9. **Brief details of project:** PURCHASE OF PUBLIC LIABILITY INSURANCE FROM ZURICH INSURANCE TO ENABLE EVENTS TO TAKE PLACE IN THE PARK . THIS WILL ALLOW THE FRIENDS GROUP TO COVER THE COSTS OF EVENTS FROM THEIR EXISTING FUNDS.
10. **Main outcomes to be achieved:**
 1. BRASS BAND CONCERT
 2. TREE IDENTIFICATION WALK
 3. BAT WALK
11. **When will project be implemented?**
Start Date: 9 JUNE 2024 OR AS SOON AS POSSIBLE THEREAFTER
Expected Completion Date: 8 JUNE 2025
12. **Who will undertake the project works?** CHAIR AND TREASURER WILL ARRANGE THE INSURANCE. MEMBERS OF THE FRIENDS GROUP WILL ORGANISE THE EVENTS.

13. Are there long-term revenue consequences and how will these be funded?

NONE

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

**BID FOR FUNDING FROM AREA COMMITTEE BUDGET
PRO FORMA**

- A. **Project title:** healthy living through sport
- B. **Bid submitted by:** RC Lions Cricket Club
- C. **On behalf of (please include contact details):**
above
- D. 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
- E. **Is your organisation VAT-registered?*** no
- F. **Amount requested:** £500.00
- G. **Total amount of project:** £1000.00
- H. **Is there match funding for the project from elsewhere?**
If so, please give details: donations from club players
- I. **Brief details of project:** we are a Nelson based team playing in the Pendle District Cricket League, however we are struggling to cover the league registration fees and need help. Our players are youngsters from the local area
- J. **Main outcomes to be achieved:** allow young people to partake in sport improving health outcomes
- K. **When will project be implemented?**
Start Date: June 2024
Expected Completion Date: September 2024
- L. **Who will undertake the project works?** RC Lions CC
- M. **Are there long-term revenue consequences and how will these be funded?**
NO

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