

REPORT FROM: NEIGHBOURHOOD SERVICES MANAGER

TO: NELSON COMMITTEE

DATE: 27 MARCH 2017

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CAPITAL PROGRAMME 2016/17 AND 2017/18

PURPOSE OF REPORT

To update members on the Committee's 2016/17 and 2017/18 capital budgets.

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendix 1 have agreed funding.
- (2) That members consider the deferred bids in paragraphs 10–12.

REASON FOR RECOMMENDATIONS

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

ISSUE

Uncommitted Balance from 2015/16

1. This is £706.

Allocation for 2016/17

2. This is £30,290 capital plus £21,210 revenue contribution to capital – totalling £51,500. However, the £12,120 of the revenue contribution that was held back as cover in the event that savings did not materialise from the transfer of some assets to the town and parish councils from the 2015/16 budget has now been released following the 30 June 2016 Executive meeting. This gives an effective total allocation for 2016/17 of £63,620.

Effective Total Allocation for 2016/17

3. This is £64,326 (made up of £706 plus £51,500 plus £12,120).

Commitments for 2016/17

4. These total £64,121 (see Appendix 1 for a detailed breakdown).

Balance for 2016/17

5. This is £205.

New Allocation for 2017/18

6. This is the same as last year, ie £51,500 (comprised of £30,290 capital and £21,210 revenue).

Additional Sources of Capital Funding

7. Appendix 2 to this report is a list (for information) of current Section 106 (Planning) Agreements where finance has been received provided by Planning and Legal Services relating to the Nelson Committee area.
8. The Pendle Three-Tier Forum (now disbanded) stressed at its meeting on 1 April 2014 the need to seek match funding for highway schemes and improvements. It was agreed that the Borough Council via its area committees should approach the County Council for match funding wherever possible.

Financial Advice

9. 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, Form B for External and Form C for Nelson Ward Initiatives) in order that members can evaluate them on a consistent basis.

New/Deferred Bids

10. **Nelson Food Festival: £5,000.** Bid submitted by Housing, Health and Economic Development (see bid form A in Appendix 3).
11. **Blocked and Missing Gully Grates: £1,500.** Bid submitted by Scott Whalley, Neighbourhood Services (see bid form A in Appendix 4).
12. **Grit and Grit Bins: £1,000.** Bid submitted by Joanne Hacking, Neighbourhood Services (see bid form A in Appendix 5).

Existing Bids

Overspend – Additional Funding Required

13. None.

Underspend – De-allocate Funding

14. None.

Nelson Ward Initiatives

15. The 2016/17 allocation for Ward Initiatives has been allocated per member as follows:

Ward	Councillor	2016/17 Allocation	Committed to Date	Balance
Bradley	Mohammed Iqbal	£500.00	£500.00	£0.00
	Mohammad Sakib	£500.00	£500.00	£0.00
	Nadeem Younis	£500.00	£500.00	£0.00
Clover Hill	Eileen Ansar	£500.00	£500.00	£0.00
	Wayne Blackburn	£500.00	£500.00	£0.00
	Mrs Kathleen Shore	£500.00	£300.00	£200.00
Marsden	Tommy Cooney	£500.00	£0.00	£500.00
	Brian Parker	£500.00	£497.00	£3.00
Southfield	Mohammad Ammer	£500.00	£400.00	£100.00
	David Whalley	£500.00	£500.00	£0.00
	Sheila Wicks	£500.00	£500.00	£0.00
Walverden	George Adam	£500.00	£500.00	£0.00
	Julie Henderson	£500.00	£500.00	£0.00
Whitefield	Nadeem Ahmed	£500.00	£0.00	£500.00
	Asjad Mahmood	£500.00	£300.00	£200.00
Total		£7,500.00	£5,997.00	£1,503.00

Current Spend

June 2016

16. **Works to Marsden Golf Course:** £497 from Cllr Parker.
17. **Gully Emptying to Rear Oak Street:** £100 from Cllr Iqbal.
18. **Community Eid Party:** £300 from Cllr Mahmood.
19. **Southfield Fun Day:** £100 each from Cllrs Ammer, Whalley and Wicks.

July 2016

20. **Hodge House Allotment Show:** £100 from Cllr Whalley and £200 from Cllr Wicks.

October 2016

21. **St John Southworth Annual Show:** £100 each from Cllrs Ammer, Whalley and Wicks.

November 2016

22. **McMillan Nursery School Play Area:** £250 each from Cllrs Ansar and Blackburn.

December 2016

23. **Nelson Brass Band:** £100 each from Cllrs Ammer, Shore, Whalley and Wicks.

January 2017

24. **St John's Churchyard:** £100 each from Cllr Ammer and Whalley.
25. **Marsden PTFA NAATs Event:** £125 each from Cllrs Adam and Henderson.
26. **Hodge House Residents Association Event:** £200 from Cllr Iqbal and £100 each from Cllrs Sakib and Younis.
27. **St Paul's CE Primary School, New Forest School:** £125 each from Cllrs Adam and Henderson.

February 2017

28. **Friends of Walverden Park:** £100 each from Cllrs Ansar and Blackburn.
29. **Residential Trip at St John Southworth School:** £125 each from Cllrs Adam and Henderson.
30. **Watan Cricket Club:** £150 each from Cllrs Ansar and Blackburn.
31. **Bradley Community Association Football Introduction:** £200 from Cllr Iqbal and £400 each from Cllrs Sakib and Younis.

March 2017

32. **Equipment for Boy's Club at Little Marsden Centre:** £125 each from Cllrs Adam and Henderson.
33. **Learning Outdoors at McMillan Nursery School:** £200 from Cllr Mrs Shore.

IMPLICATIONS

Policy: The capital programme is required to be allocated and managed in accordance with the Council's Corporate Capital Strategy 2015/18.

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" must be treated as revenue expenditure.

As in previous years, and in accordance with proper accounting practice, the revenue allocations can be used to fund capital expenditure but under no circumstances can the capital allocation be used to fund 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 and revenue budgets. 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 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 2016/17 for Nelson Committee.

Appendix 2: List of Section 106 Agreements for the Nelson Committee Area.

Appendix 3: Nelson Food Festival (Form A).

Appendix 4: Blocked and Missing Gully Grates (Form A).

Appendix 5: Grit and Grit Bins (Form A).

LIST OF BACKGROUND PAPERS

None.

(Shaded schemes are complete)

Scheme Details	Lead Officer and Service Area	c/f from Previous Year/s	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
1) 04/07/16 Nelson town centre premises improvement grants	P Collins (HHED)	£36,146	£15,918	£20,228	£15,000	£35,228	£17,971	£17,257	Full allocation committed to grants. Breakdown of grants available on request from P Collins
2) 06/06/16 Ward initiatives	J Hacking (NS)	£8,350	£6,569	£1,781	£6,605	£8,386	£5,463	£2,923	£895 de-allocated from 15/16 allocation. Spend of £516 is late processing of 15/16 commitments.
3) 06/04/2014 Provide grit bins to each ward	J Hacking (NS)	£2,040	£1,312	£728	£0	£728	£643	£85	Grit topped up in November will show on ledger for January report
4) 11/05/2015 Dog and litter bins	C Taylor (ES)	£1,744	£285	£1,459	£0	£1,459	£0	£1,459	Continual spend throughout year, journal transfers quarterly
5) 05/12/2011 Safer Routes to Bradley School	S Whalley (NS)	£9,382	£0	£9,382	-£3,382	£6,000	£0	£6,000	£3,382 deallocated at NAC 3/10/2016
6) 30/01/2012 Locality working in the Southfield ward	T Horsley (NS)	£6,890	£1,350	£5,540	£0	£5,540	£0	£5,540	£2,500 originally agreed at NAC on 3/10/2010 for a front yard spring clean in the Southfield ward (minute 94). £2,500 allocated on 4/1/2012 & £2,500 on 30/1/2012

Scheme Details	Lead Officer and Service Area	c/f from Previous Year/s	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
7) 11/06/2012 Bradley play area	J Stockton (HHED)	£8,000	£0	£8,000	£0	£8,000	£8,000	£0	Complete.
8) 11/06/2012 Bradley play area	J Stockton (HHED)	£1,435	£0	£1,435	£0	£1,435	£1,435	£0	Complete.
9) 06/08/2012 Friday Night Football League	T Horsley (NS)	£300	£0	£300	-£300	£0	£0	£0	De-allocated 03/10/2016
10) 01/07/2013 Missing gully grates on unadopted streets	S Whalley(NS)	£942	£0	£942	-£597	£345	£205	£140	Ongoing. £597 deallocated 03/10/2016
11) 06/07/2015 Purchase of Athol Street triangle	T Horsley (NS)	£9,494	£2,107	£7,387	£0	£7,387	£0	£7,387	Ongoing.
12) 01/06/2015 Footpath Improvements to Deerstone Road/ Linkside Avenue	T Partridge (NS)	£5,800	£2,990	£2,810	-£911	£1,899	£1,899	£0	Scheme completed. Underspend of £911 de-allocated on 6/3/2017
13) 01/06/2015 Improvement schemes within Clover Hill ward	J Hacking (NS)	£4,601	£1,150	£3,451	£0	£3,451	£1,756	£1,695	Ongoing through EAG.
14) 06/07/2015 Back Beddington Street improvement scheme	S Whalley (NS)	£7,000	£0	£7,000	£0	£7,000	£125	£6,875	Subject to residents' agreements and contributions. Land registry completed. Scheme tendered with item 26 & 28, to be value engineered.

Scheme Details	Lead Officer and Service Area	c/f from Previous Year/s	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
15) 01/08/2016 Cambridge Street improvements	J Hacking (NS)	£1,500	£0	£1,500	£4,500	£6,000	£0	£6,000	Subject to residents' agreements and contributions. £2,000 allocated Aug '15 missed off report, shown as 16/17 allocation. £2,500 allocated 1/8/2016 to be tendered with other NAC schemes.
16) 03/08/2015 Pendle BMX pump track	T Wilson (NS)	£2,000	£0	£2,000	£0	£2,000	£0	£2,000	Match funding from BWPAC. Other funding streams being sought
17) 30/11/2015 Walverden Park Interpretation Boards	K Roberts (NS)	£1,200	£0	£1,200	£0	£1,200	£0	£1,200	Ongoing.
18) 29/02/2016 Repair to fence on Chapel Street	S Whalley (NS)	£310	£0	£310	£-10	£300	£300	£0	Scheme completed. Remaining £10 deallocated 7/11/16
19) 29/02/2016 Annual maintenance at Cliffe Street play area	S Whalley (NS)	£1,315	£0	£1,315	£0	£1,315	£1,315	£0	Complete.
20) 07/11/2016 Tweed Street bollards	T Horsley (NS)	£600	£0	£600	£400	£1,000	£1,000	£0	Complete.
21) 30/03/2016 Jet washing of Back Every Street/Forest Street, Nelson	D Walker (ES)				£0	£0	£0	£0	De-allocated 03/10/2016

Scheme Details	Lead Officer and Service Area	c/f from Previous Year/s	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
22) 09/05/2016 Pendle Dementia Action Alliance	J Hacking (NS)				£900	£900	£900	£0	Completed
23) 06/06/2016 Bollards to Manchester Road shops	J Hacking (NS)				£800	£800	£800	£0	Requires match funding from NTC, bid submitted. Completed
24) 04/07/2016 Pendle's Cycling Legacy Event	T Wilson (NS)				£1,000	£1,000	£1,000	£0	Paid
25) 03/10/2016 Back 154–174 Leeds Road, Nelson	S Whalley (NS)				£7,000	£7,000	£0	£7,000	£3,500 allocated at NAC 4/7/2016. Additional £3,500 allocated at NAC 3/10/2016
26) 04/07/2016 Back Hereford/St Marys Street, Nelson	S Whalley (NS)				£8,000	£8,000	£0	£8,000	Tendered with item 14 & 28, to be value engineered
27) 01/08/2016 Surface patching to various back streets	S Whalley (NS)				£500	£500	£0	£500	Ongoing.
28) 01/08/2016 Works to Whitefield area	S Whalley (NS)				£3,500	£3,500	£0	£3,500	Tendered with Items 14 & 26, to be value engineered
29) 05/09/2016 Contribution to event at Victoria Park Pavilion	J Hacking (NS)				£375	£375	£375	£0	Complete.

Scheme Details	Lead Officer and Service Area	c/f from Previous Year/s	Spend to 31/3/2016	Allocation Available 1/4/2016	Allocated 2016/17	Total Allocation	Spend to 14/3/2017	Allocation Remaining in Ledger	Commitments/Status of Scheme/Remarks
30) 05/09/2016 Provision of bollards to Pinder Street/Lee Road	S Whalley (NS)				£360	£360	£360	£0	Completed
31) 03/10/2016 Back 20/42 Bankhouse Road	S Whalley (NS)				£4,300	£4,300	£0	£4,300	Ongoing.
32) 05/12/2016 Arthur Street Community Garden	T Wilson (NS)				£1,100	£1,100	£0	£1,100	Ongoing
33) 09/01/2017 Improvements to Back Streets (three blocks of Barkerhouse Road)	J Hacking (NS)				£10,000	£10,000	£0	£10,000	
34) 06/02/2017 Walverden Park drainage improvement works	K Roberts (NS)				£2,200	£2,200	£2,200	£0	Completed
35) 06/02/2017 Street lighting at Rook Street, Nelson	J Hacking (NS)				£2,781	£2,781	£0	£2,781	
Subtotals		£109,049	£31,681	£77,368	£64,121	£141,489	£45,747	£95,742	
Uncommitted Funds		£706	-	£706	-£501	£205	-	£205	
TOTAL FUNDS AVAILABLE 2016/17		£109,755	£31,681	£78,074	£63,620	£141,694	£45,538	£115,156	

Section 106 Agreements

Appendix 2

Finance Received

Planning Ref	Legal Ref	Finance Ref	PP Granted	Started	Section 106 Completed	Location	Purpose of Agreement	Committee	Trigger for Payment	Amount	Amount in Accounts	Amount Committed	Utilised	Completion Date	Lead Officer	Progress
13/03/0786P	1826	IA022	29/6/2004	Yes	29/6/2004	Land at Edge End Lane, Nelson	A play area in the locality of the development at Edge End Lane, Nelson	Nelson	Date of agreement	30,000.00	2,838.50	2,838.50		28/6/2011	K Roberts	Bradshaw Street MUGA completed. Residual money is for ongoing maintenance of the site
13/98/0169P		IA052	2/12/1998	Yes	2/12/1998	Clitheroe Road, Brierfield	Transfer land	Nelson	Two years of agreement being signed	19,783.14	6,551.38		6,844.00		K Roberts	Money is for ongoing maintenance. EAG doing some tidying. Check time limit
13/04/0740P - 13/07/0808P		IA055	7/12/2004	No	No	Great Marsden Hotel, Barkerhouse Road, Nelson	£20,000 for equipped play area	Nelson	Prior to occupation	20,000.00	10,824.90				K Roberts	Marsden MUGA completed. Residual money is for ongoing maintenance of the site. Is all the £10,824.90 needed for maintenance? Drainage improvements scheme was mentioned in past

(FORM A: INTERNAL BIDS)

**BIDS FOR FUNDING FROM AREA COMMITTEES
CAPITAL (AND REVENUE) PRO FORMA**

Short Project Title: Nelson Food Festival 2017

Bid submitted by: Housing, Health and Economic Development

On behalf of (please include contact details): Housing, Health and Economic Development, Elliott House, 9 Market Square, Nelson

Amount requested: £5,000 (50 per cent of the project cost. Nelson Town Council has also allocated £5,000 towards the event)

Brief details of Project: The Nelson Food Festival has been running for the past two years, and has been successfully organised by Scott Dawson Advertising. It is proposed that the 2017 event will again be held in September

The Food Festival itself was held in September with around 30 stalls selling a variety of foods, cooking demonstrations from a celebrity chef and entertainment throughout the day. The event attracted thousands of visitors to the town centre and received positive comments from stallholders, Nelson businesses and visitors

Scott Dawson undertook a survey of businesses in the town to see what impact the Food Festival had on trade. Seventy-three per cent of businesses had an increased footfall on the day and 64 per cent had a better trading day compared to a standard Saturday

The total cost to Scott Dawson Advertising to organise and host a Food Festival in 2017 would be £10,000. It is requested that the cost be equally split between Nelson Committee and Nelson Town Council. Nelson Town Council agreed to fund £5,000 in February 2017

Main Outcomes to be Achieved: When will Project be implemented? Exact date is to be confirmed, but the Food Festival is likely to be held in September 2017

Who will undertake the Project works? The Food Festival will be organised and run by Scott Dawson Advertising, working alongside a steering group of Pendle officers, Borough and Town Councillors, and Nelson businesses

Is the bid for capital or revenue funding? Capital

Is there match funding for the Project from elsewhere? Yes

If so, please give details: Nelson Town Council has agreed to fund 50 per cent (£5,000) towards the overall cost of hosting and organising the Food Festival

Are there long-term revenue consequences and how will these be funded? N/A

(FORM A: INTERNAL BIDS)

**BIDS FOR FUNDING FROM AREA COMMITTEES
CAPITAL (AND REVENUE) PRO FORMA**

Short Project Title: Blocked and Missing Gully Grates

Bid submitted by: Scott Whalley, Engineering Manager

On behalf of (please include contact details): Neighbourhood Services, Elliott House, 9 Market Square, Nelson

Amount requested: £1,500

Brief details of Project: There is currently a balance of £140 within the capital programme for replacing missing gully grates on unadopted back streets. Within this financial year £205 has been spent on installing grate covers which we have in stock. The intention of this bid is to help top this balance up to keep providing this service, alongside clearing out blocked gullies to unadopted back streets. There is currently no provision for jetting of gullies to unadopted highways, and the request for this service has been increasing, especially following recent flooding activity across Pendle

Main outcomes to be achieved: To provide a service to Pendle residents for safety and cleansing reasons

When will Project be implemented? Ad hoc

Who will undertake the Project works? Neighbourhood Services

Is the bid for capital or revenue funding? Capital

Is there match funding for the Project from elsewhere? No
If so, please give details:

Are there long-term revenue consequences and how will these be funded? No

(FORM A: INTERNAL BIDS)

**BIDS FOR FUNDING FROM AREA COMMITTEES
CAPITAL (AND REVENUE) PRO FORMA**

Short Project Title: Grit and Grit Bins

Bid submitted by: Joanne Hacking, Engineer (Projects and Structural)

On behalf of (please include contact details): Neighbourhood Services, Elliott House, 9 Market Square, Nelson

Amount requested: £1,000

Brief details of Project: For the maintenance of red grit bins and ordering of new grit bins

Note £1,312 was spent over 2015/16 and £643 was spent over 2016/17. There is £85 remaining in the balance

Main Outcomes to be Achieved: To aid in keeping Nelson safe in winter weather with the provision of grit and grit bins

When will Project be implemented? Continuously throughout the year

Who will undertake the Project works? Neighbourhood Services

Is the bid for capital or revenue funding? Capital

Is there match funding for the Project from elsewhere? No

If so, please give details:

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

Yes, through capital funding allocation for future bins and grit