

RIBBLE VALLEY BOROUGH COUNCIL
REPORT TO POLICY AND FINANCE COMMITTEE

INFORMATION

Agenda Item No

meeting date: 24 NOVEMBER 2009
title: CAPITAL MONITORING 2009/10
submitted by: DIRECTOR OF RESOURCES
principal author: LAWSON ODDIE

1 PURPOSE

- 1.1 To inform members of progress to date with the capital programme for this committee for the current financial year.

2 BACKGROUND

- 2.1 The original schemes put forward for the council's five-year capital programme exceeded the finance that was available. As a result a capital programme was approved for the 2009/10 financial year only.
- 2.2 For the future five-year capital programme 2010/15 it was agreed at budget working group that all previously proposed schemes for the period 2010/14 should now be set aside and that a full review should be undertaken of all schemes, including a review of those schemes previously approved through past five-year capital programmes.
- 2.3 Full Council approved the 2009/10 schemes on 10 March 2009.

3 2009/10 SCHEMES

- 3.1 The programme for the year consists of schemes slipped from 2008/09 and also new schemes approved as part of the council's 5 year capital programme.
- 3.2 The largest scheme for this committee is the Roefield Extension and Changing Rooms. This scheme is broken down over three elements at Annex 1 and 2. The two elements shown as Roefield Loan and Grant to Roefield (Former MTI monies) must both be treated as capital expenditure, but relate to the financing of the scheme.
- 3.3 Annex 1 shows the full programme by scheme along with the budget and expenditure to date.
- 3.4 Responsible officers have been asked to update the capital evaluation sheets to give an indication of progress with their schemes. These are attached at Annex 2.

4 CONCLUSION

- 4.1 Most of the schemes for this committee are underway or have been completed. The scheme with the largest financial impact for this committee is the Roefield Extension and Changing Rooms, where work is not expected to commence until December 2009 and is likely to result in substantial slippage at the end of the financial year.

4.2 Members should consider the report and make any comments regarding specific schemes felt necessary.

LAWSON ODDIE
FINANCIAL SERVICES MANAGER

PF54-09/LO/AC
21 October 2009

Policy and Finance Capital Programme 2009/10

Cost Centre	Schemes	Budget Analysis				Expenditure Analysis
		Original Estimate 2009/10 £	Slippage £	Additional Approvals £	Total Approved Budget £	Actual and Commitments to date £
CIVLF	Civic Suite - Energy Efficiency Replace Light Fittings		10,300		10,300	8,133
EGIIV	E Government Initiative		23,140		23,140	9,364
OFCEI	Council Offices - Energy Efficiency		21,710		21,710	7,932
ROEEX	Roefield Extension & Changing Rooms		1,547,170	131,600	1,678,770	101,600
ROEFL	Roefield Loan		485,000	22,180	507,180	
ROMTI	Grant to Roefield – Former MTI monies		305,000		305,000	
SERVB	Computer Servers and Bulk Printer Replacement	10,000	8,000		18,000	6,491
	Total Policy and Finance Committee	10,000	2,400,320	153,780	2,564,100	133,520

RIBBLE VALLEY BOROUGH COUNCIL
CAPITAL PROGRAMME 2009/10
CAPITAL PROJECT EVALUATION STATEMENT

Cost Centre	CIVLF
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Name of Scheme	ENERGY EFFICIENCY REPLACE LIGHT FITTINGS CIVIC SUITE	
Officer Responsible	SYD CHAMLEY	
Description of Scheme	Review by external consultant of energy efficient improvements	
Benefits of Scheme		
Project Timetable	Start Date	June 2008
	Completion Date	February 2009
	Any Other Key Dates	Description of Work
Indication of any problems which may ultimately affect either the project timetable or final costs	None	
Can the scheme be achieved with existing staff capacity? If not, what do you propose	Use of Consultant	
What are the revenue implications of the scheme?		

Cost Centre	CIVLF
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Summary	Slippage from 2008/09:		£10,300
	Expected Total Cost of Scheme:		£10,300
	Approved by Committee:		Full Council
	Date:		4 March 2008
	Minute Ref:		
Expenditure Analysis		Expected Expenditure 2008/09 £	Total Expenditure £
	Land		
	Cost of Work	10,300	10,300
	Retention (show separately)		
	Other Costs		
	External Fees		
	Internal Salaries		
	TOTAL	10,300	10,300
Monitoring - Comments on Progress (Completed Each Period by Officer Responsible)			
End June 2008	Consultant has now carried out review of energy efficient potential improvements. Awaiting report.		
End Sept 2008	Currently waiting for quotations for the work.		
End June 2009	Goods have now been received on site, and the work is expected to be carried out in the week commencing 27 July		
End Sept 2009	The work has been completed.		

RIBBLE VALLEY BOROUGH COUNCIL
CAPITAL PROGRAMME 2009/10
CAPITAL PROJECT EVALUATION STATEMENT

Cost Centre	EGIIV
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Name of Scheme	E-GOVERNMENT INITIATIVE – IEG4 – PHASE 2	
Officer Responsible	MARSHAL SCOTT	
Description of Scheme	To introduce electronic methods of service delivery	
Benefits of Scheme	Improved access to services	
Project Timetable	Start Date	April 2005
	Completion Date	
	Any Other Key Dates	Description of Work
Indication of any problems which may ultimately affect either the project timetable or final costs	Shortage of staff resources. The number of computer projects to be implemented.	
Can the scheme be achieved with existing staff capacity? If not, what do you propose	Will be difficult given the Government's deadlines for priority outcomes	
What are the revenue implications of the scheme?	Not yet quantified but the Government believes there will be long-term savings from this initiative	

Cost Centre	EGIV
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	Slippage from 2008/09:		£23,140			
Financial Summary	Approved Budget for Current Year:		£23,140			
	Expected Total Cost of Scheme:		£50,006			
	Approved by Committee:		Council			
	Date:		1 March 2005			
	Minute Ref:					
Expenditure Analysis		Actual Expenditure 2006/07 £	Actual Expenditure 2007/08 £	Actual Expenditure 2008/09 £	Expected Expenditure 2009/10	Total Expenditure £
	Land					
	Cost of Work	6,773	4,722	15,371	23,140	50,006
	Retention (show separately)					
	Other Costs					
	External Fees					
	Internal Salaries					
	TOTAL	6,773	4,722	15,371	23,140	50,006
Monitoring – Comments on Progress (Completed Each Period by Officer Responsible)						
End June 2005	The £150,000 IEG4 grant money will be funding both the e-Government office and the East Lancashire e-Partnership (ELEP) initiatives. These initiatives consist of joint service delivery, e-Procurement, web interactions and joint e-Consultation.					
End Sept 2005	Continuing progress towards meeting the e-Government priority outcomes. Notified by ODPM funds need to be spent by 31 March 2006.					
End Dec 2005	Funds to be spent by 31 March 2006 to meet priority outcomes. Progress currently being reviewed.					
End Dec 2006	Evaluation of new projects currently underway. Electronic presentation improvements to Committee Room 1 costing £5,000 are underway. An E-forms package may be purchased at a cost of £7,500. May be some slippage into 2007/08.					
End September 2007	There is currently £40,000 remaining, which is uncommitted. A review of outstanding e-government projects will be undertaken.					
End June 2008	Slippage carried forward of £38,510. Securecode software to be purchased for Cash Receipting system. Decision needs to be taken over use of remaining budget.					
End Sept 2008	Following feedback from users of the council website £7,000 has been earmarked to purchase an upgraded version of Jadu, which will provide enhanced navigation of the site. The remaining funds will be used to ensure the council complies with the Government Connect requirements					
End June 2009	There is still some expenditure outstanding relating to the Government Connect requirements. Expenditure will be finalised shortly.					
End Sept 2009	For GovConnect initial purchase of network penetration software will be made in the next two months at a cost of approximately £700 (\$1,200)					

RIBBLE VALLEY BOROUGH COUNCIL
CAPITAL PROGRAMME 2009/10
CAPITAL PROJECT EVALUATION STATEMENT

Cost Centre	OFCEI
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Name of Scheme	COUNCIL OFFICES – FIRE SAFETY IMPROVEMENTS TO CEILINGS	
Officer Responsible	SYD CHAMLEY	
Description of Scheme	Replacement of existing suspended ceilings	
Benefits of Scheme	Improved fire and safety energy performance	
Project Timetable	Start Date	July 2005
	Completion Date	
	Any Other Key Dates	Description of Work
		Strip our concealed grid ceiling and replace with exposed grid ceiling
Indication of any problems which may ultimately affect either the project timetable or final costs	None	
Can the scheme be achieved with existing staff capacity? If not, what do you propose	Yes	
What are the revenue implications of the scheme?	None	

Financial	Slippage from 2008/09:	£21,710
	Total Budget for Year:	£21,710
Summary	Expected Total Cost of Scheme:	£125,889
	Approved by Committee:	Council
	Date:	1 March 2005
	Minute Ref:	

Cost Centre	OFCEI
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Expenditure Analysis		Actual Expenditure 2005/06 & 2006/07 £	Actual Expenditure 2007/08 £	Actual Expenditure 2008/09 £	Expected 2009/10 £	Total Cost of Scheme £
	Land					
	Cost of Work	64,630	24,781	14,768	21,710	125,889
	Retention (show separately)					
	Other Costs					
	External Fees					
	Internal Salaries					
	TOTAL	64,630	24,781	14,768	21,710	125,889
Monitoring - Comments on Progress (Completed Each Period by Officer Responsible)						
End June 2005	Design works carried out. Delay due to programming on site. Works to start during holiday period to minimise disruption. Anticipate some of the budget may not be needed or may need to be moved to 2006/07, depending on progress.					
End Sept 2005	Work complete to several areas, including housing, level C, chief executive. Remaining ceiling due for replacing January 2006.					
End Dec 2005	As September 2005					
End March 2006	Work to commence on staircases March 2006. Office area to Level C legal services planned for July 2006.					
End Sept 2006	Work delayed since July due to contractor commitments. Work planned October 2006 for Environmental Health Section followed by Legal Services. If funding allows then other items will be identified and work carried out.					
End Dec 2006	Work done to Environmental Health Section ceiling. Legal Section to commence February. Hope to carry out other work before end of March. Will be some slippage into 2007/08.					
End March 2007	Work undertaken to remainder of Level C over weekends of 3, 4 and 10, 11 March 2007. Final phase of work to Level B will be undertaken during 07/08 in June with Budget for 2007/08					
End September 2007	Planned work during January 08 for level B finance office and remainder of level C.					
End June 2009	Further work is to be completed over the next six months					
End Sept 2009	Work done to Cashier office in recent weeks. Further replacement planned in the next 12 months.					

RIBBLE VALLEY BOROUGH COUNCIL
CAPITAL PROGRAMME 2009/10
CAPITAL PROJECT EVALUATION STATEMENT

Cost Centre	ROEEX
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Name of Scheme	ROEFIELD EXTENSION AND CHANGING ROOMS		
Officer Responsible	TIM LYNAS		
Description of Scheme	Extension to Roefield and changing rooms		
Benefits of Scheme	Improvements to sports facilities		
Project Timetable	Start Date	January 2010	
	Completion Date	September 2010	
	Any Other Key Dates	Description of Work	
		Demolition of Roefield Changing Rooms. Extension to Sports Centre including new changing room. Maintenance works to the existing building.	
Indication of any problems which may ultimately affect either the project timetable or final costs	Ability of Ribble Valley Sports and Recreation Association to raise funding needed for scheme to go ahead. Risk of further adjustments to design being requested by Roefield Leisure		
Can the scheme be achieved with existing staff capacity? If not, what do you propose	Yes		
What are the revenue implications of the scheme?	Yes and will depend on arrangements reached regarding running the new changing rooms		
Scheme Funding		Original	At Sept 09
	Sport England	120,000	120,000
	Former Clitheroe the Future	305,000	305,000
	Bowland Trust - via Roefield	150,000	90,000
	RVBC existing Capital Programme	215,000	215,000
	RVBC Additional	399,794	391,020
	Total	1,189,794	1,121,020
	Cost of Scheme	1,556,600	1,539,033
	Balance = Roefield Loan from RVBC PWLB)	366,806	418,013
	Roefield Loan for Scheme	366,806	418,013
	Add additional mini gym work	110,000	110,000
	Add abortive consultants costs	39,170	39,170
Total Loan to Roefield needed	515,976	567,183	

Cost Centre	ROEEX
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Financial Summary	Slippage from 2008/09:		£1,547,170	
	Total original scheme budget:		£1,556,600	
	Latest Expected Total Cost of Scheme:		£1,539,033	
	Approved by Committee:		Full Council	
	Date:		4 March 2008	
	Minute Ref:			
Expenditure Analysis		Actual Expenditure 2008/09 £	Expected Expenditure 2009/10 £	Total Expenditure £
	Land			
	Cost of Work		1,348,533	1,348,533
	Retention (show separately)			
	Other Costs			
	External Fees	9,431	181,069	190,500
	Internal Salaries			
	TOTAL	9,431	1,529,602	1,539,033
Monitoring – Comments on Progress (Completed Each Period by Officer Responsible)				
End June 2008	Discussions still taking place with Ribble Valley Sports and Recreation Association over final choice of scheme and overall funding.			
End Sept 2008	As reported to Policy & Finance Committee, the council has agreed to a joint scheme to extend the Leisure Centre and provide new council changing facilities for the Edisford sports pitches. The estimated loan to the Sports Association has reduced to £485,000.			
End June 2009	The design brief has been developed and consultants engaged. A shortlist of potential contractors has been identified and invitations to tender are to be sent out on 17 July. The project is due to start onsite mid/late September			
End Sept 2009	The tender prices came back over budget, therefore cost savings have had to be found. The adjustments to the scheme were significant. Therefore the project will be re-tendered. The tenders should be returned by 16 November 2009. The project is due to start on site late December 2009 or early January 2010. Spent to date £111,031.			

**RIBBLE VALLEY BOROUGH COUNCIL
CAPITAL PROGRAMME 2009/10
CAPITAL PROJECT EVALUATION STATEMENT**

Cost Centre	ROEFL
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Name of Scheme	ROEFIELD LOAN	
Officer Responsible	JANE PEARSON	
Description of Scheme	Loan funding to Roefield	
Benefits of Scheme	Improvements to sports facilities	
Project Timetable	Start Date	unknown
	Completion Date	
	Any Other Key Dates	Description of Work
Indication of any problems which may ultimately affect either the project timetable or final costs		
Can the scheme be achieved with existing staff capacity? If not, what do you propose	Yes	
What are the revenue implications of the scheme?	None	

Cost Centre	ROEFL
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Financial Summary	Slippage:	£485,000	
	Increased loan due to increase in estimated cost of scheme:	£22,180	
	Total 2009/10:	£507,180	
	Expected Total Cost of Scheme:	£507,180	
	Approved by Committee:	Full Council	
	Date:	4 March 2008	
	Minute Ref:		
Expenditure Analysis		Expected Expenditure 2009/10	Total Expenditure £
	Land		
	Cost of Work		
	Retention (show separately)		
	Other Costs	507,180	507,180
	External Fees		
	Internal Salaries		
	TOTAL	507,180	507,180
Monitoring – Comments on Progress (Completed Each Period by Officer Responsible)			
End June 2009	The Roefield extension scheme, to which this loan relates, is expected to commence mid to late September		
End Sept 2009	The Roefield extension scheme, to which this loan relates, is now due to start on site late December 2009 or early January 2010.		

RIBBLE VALLEY BOROUGH COUNCIL
CAPITAL PROGRAMME 2009/10
CAPITAL PROJECT EVALUATION STATEMENT

Cost Centre	ROMTI
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Name of Scheme	Grant To Roefield – Former MTI monies	
Officer Responsible	JANE PEARSON	
Description of Scheme	Former MTI funding towards Roefield scheme	
Benefits of Scheme	Improvements to sports facilities	
Project Timetable	Start Date	unknown
	Completion Date	
	Any Other Key Dates	Description of Work
Indication of any problems which may ultimately affect either the project timetable or final costs		
Can the scheme be achieved with existing staff capacity? If not, what do you propose	Yes	
What are the revenue implications of the scheme?	None	

		Cost Centre	ROMTI
Financial Summary	Slippage:	£305,000	
	Expected Total Cost of Scheme:	£305,000	
	Approved by Committee:		
	Date:		
	Minute Ref:		
Expenditure Analysis		Expected Expenditure 2009/10	Total Expenditure £
	Land		
	Cost of Work		
	Retention (show separately)		
	Other Costs	305,000	305,000
	External Fees		
	Internal Salaries		
	TOTAL	305,000	305,000
Monitoring – Comments on Progress (Completed Each Period by Officer Responsible)			
End June 2009	The Roefield extension scheme, to which this relates, is expected to commence mid to late September		
End Sept 2009	The Roefield extension scheme, to which this loan relates, is now due to start on site late December 2009 or early January 2010.		

RIBBLE VALLEY BOROUGH COUNCIL
Capital Project Evaluation Statement - Capital Programme 2009/10

Cost Centre	SERVB
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Scheme Title	COMPUTER SERVER & BULK PRINTER REPLACEMENT
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Officer Responsible	PETER HOTHERSALL	
Brief Description of Scheme	Three year project to rationalise the council's server utilisation and replacement of the bulk printers	
Link to Council Ambitions and Priorities	To be a well managed council providing efficient services based on identified customer needs	
Statutory or Legal Obligations	None	
Performance Management		
Efficiency and Value for Money		
Consultation		
Key Dates	Start Date:	April 2008
	Anticipated Completion Date:	March 2011
	Any Other Key Dates	Description of Work
	Phase 1 Completion	March 2009
Useful Economic Life	Approximately 4 to 5 years	
Environmental Impact	All requirements of the Waste Electrical and Electronic Equipment Regulations (WEEE) are satisfied	
Additional Information		
Risk Assessment	None at present other than workload commitments	

Cost Centre	SERVB
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Financial Summary	Approved Budget for Current Year:		£10,000		
	Slippage from 2008/09:		£8,000		
	Total budget for 2009/10:		£18,000		
	Expected Total Cost of Scheme:		£28,000		
	Revenue Implications:		Under Investigation		
	Approved by Committee:		Full Council		
	Date Approved:		10 March 2009		
	Minute Reference:				
Expenditure Analysis		Expected Expenditure 2008/09	Expected Expenditure 2009/10	Expected Expenditure 2010/11	Total Cost of Scheme
		£	£	£	£
	Cost of Land:				
	Contractors:				
	Equipment/Materials:	8,000	10,000	10,000	28,000
	Fees (External):				
	Internal Staff Salaries:				
	Planning Fees/Building Regulations:				
Other (Grants):					
	TOTAL:	8,000	10,000	10,000	28,000
MONITORING – COMMENTS ON PROGRESS (COMPLETED EACH PERIOD BY OFFICER RESPONSIBLE)					
End June 2008	<p>Initial planning stage is now complete.</p> <p>The printer replacement has been placed in year three of the project.</p> <p>We are to purchase and implement a server for initial Server Virtualisation, with a completion date of end Sept 2008. Once this is complete we will use the experience gained to proceed with the rest of the servers.</p>				
End Sept 2008	<p>Workload commitments mean that the initial Server Virtualisation will now be pushed back to the end of December 2008.</p>				
End June 2009	<p>Initial planning phase nearing completion with an anticipated start date by the end of August</p>				
End Sept 2009	<p>Some server operating systems have been upgraded. Central server backup and a server for virtualisation have been costed and will be purchased by the end of December 2009</p>				