

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO POLICY AND FINANCE COMMITTEE

INFORMATION

Agenda Item No 23

meeting date: 7 NOVEMBER 2017
title: OVERALL CAPITAL MONITORING 2017/18
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

1.1 To provide members with information relating to the progress of the Council's approved capital programme for the period to the end of September 2017.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives - none identified.
- Corporate Priorities - to continue to be a well-managed council, providing efficient services based on identified customer need.
- Other considerations - none identified.

2 BACKGROUND

2.1 In total, sixteen new schemes, totalling £921,970, were approved for inclusion in the overall capital programme original estimate budget by the Policy and Finance Committee and Full Council at their respective meetings in February 2017.

2.2 In addition, the following amendments have been made to the capital programme in-year:

- The 2016/17 capital programme budgets for five schemes, totalling £342,450, were moved from 2016/17 to the 2017/18 capital programme, following assessment of the progress on those schemes when the 2016/17 revised capital programme budget was set in January 2017.
- There were seven 2016/17 capital schemes that were not completed by 31 March 2017 and had unspent budget available at that date. The total unspent balance on these schemes, £270,640, is known as slippage. This slippage has been transferred into the 2017/18 capital programme budget.
- One scheme, totalling £100,000, has been transferred from the Policy and Finance Committee to the new Economic Development Committee, because the nature of the scheme is in line with the Economic Development Committee's objectives.
- One new scheme with a budget of £26,670 was approved to be added to the 2017/18 capital programme in June 2017.
- Additional budgets of £14,840 across four existing schemes were approved by Policy and Finance Committee in September 2017.

2.3 Consequently, the total approved budget for the 2017/18 overall capital programme of twenty seven schemes is £1,576,570.

3 CAPITAL MONITORING 2017/18

3.1 The table below summarises the overall capital programme by committee, showing the total approved budget, actual expenditure and variances to the end of September 2017. Annex 1 shows the full programme by scheme, including budget, expenditure and variances to the end of September 2017.

Committee	BUDGET						EXPENDITURE	
	Original Estimate 2017/18 £	Budget Moved from 2016/17 £	Slippage from 2016/17 £	Budget Transferred between Committees in 2017/18 £	Additional Approvals 2017/18 £	Total Approved Budget 2017/18 £	Actual Expenditure including commitments as at end of September 2017 £	Variance as at end of September 2017 £
Community Services	447,610	0	23,600	0	3,240	474,450	326,762	-147,688
Planning and Development	0	0	30,200	0	0	30,200	0	-30,200
Policy and Finance	127,250	167,450	6,650	-100,000	1,350	202,700	8,000	-194,700
Health and Housing	347,110	175,000	210,190	0	36,920	769,220	152,212	-617,008
Economic Development	0	0	0	100,000	0	100,000	0	-100,000
OVERALL TOTAL	921,970	342,450	270,640	0	41,510	1,576,570	486,974	-1,089,596

3.2 At the end of September 2017 £486,974 had been spent or committed. This is 30.9% of the overall capital programme for 2017/18.

3.3 Four schemes have been completed already. Based on estimates of progress on each scheme at this stage, fifteen of the remaining twenty three schemes are aiming to be completed in-year.

3.4 The main reasons for the underspend on the full year budget to date are:

- **Play Area Improvements 2017/18 (-£37,954):** Post summer holidays refurbishment work is now in progress. This work will be completed and then further improvement work will be undertaken within the remaining budget from November 2017 onwards. Further works may also be required later in-year if regular playground assessment checks or insurance condition surveys identify any further improvement work. Some budget will be kept unallocated until March 2018 to ensure any currently unforeseen work can be funded.
- **Off-Street Car Parks – Update of Payment Systems (-£16,340):** The scheme budget has been increased to £16,340, after approval of the additional £1,790 budget at Policy and Finance Committee on 12 September 2017. The work will be planned for completion in-year.
- **Castle Museum – Refurbishment of Windows (-£53,002):** Work is on-going and will be completed in-year.

- **Renewal of Sections of Floor to Residual Waste Transfer Station (-£19,500):** A contractor has been selected for the work required. The work will be planned in at a convenient time later in the financial year, when there is less green waste transfer, to allow the waste transfer station to continue to operate as effectively as possible whilst the work is undertaken.
- **Ribblesdale Pool Improvement Work (-£11,877):** The main contract value was finalised in May 2017. The 2017/18 spend and commitments to date includes the commitment for the contract retention payment, which is due to be paid in March 2018. There is unlikely to be any further spend on this scheme in 2017/18.
- **Introduction of Planning Portal Link to the Planning Application System and Planning System Update scheme (-£30,200):** The progress of the scheme has been reviewed by ICT, including an update from the software supplier. Full Planning Portal integration is waiting for ICT and the software supplier to finish the integration of the current planning system and the National Land and Property Gazetteer and the software supplier has said it will be 12 months before the whole M3 planning system will be migrated over to Assure. Some partial migration could take place in the interim to take advantage of some of the new functionality offered.

Given this, the scheme will not be fully implemented within this financial year, but ICT and the Head of Planning have agreed to proceed with partial migration to Assure once the Planning Portal integration work has been completed.

- **Clitheroe Townscape Scheme (-£55,000):** The scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme. A report will be brought to a future meeting of this Committee when plans are drawn up.
- **Replacement server for Revenues and Benefits (-£13,500):** The scheme implementation and procurement plan will be worked up between Revenues section and ICT. At this stage, the aim is to complete the scheme by the end of the financial year.
- **Printing section equipment upgrade (-£12,500):** Procurement is in progress for both the printing equipment and the design system upgrade elements of the scheme. At this stage, it is hoped to complete the scheme in-year, subject to successful trial-use of the proposed design system upgrade solution.
- **Council chamber - tables and seating renewal scheme (-£11,250):** Tables and seating samples are currently being assessed. The plan is to place an order by the end of November 2017, after the preferred tables and seating have been specified and quotes have been obtained from suppliers, so the scheme is completed within the financial year.
- **New Council telephone system (-£45,000):** Officers met with a potential supplier in September and are currently awaiting technical feedback on the system requirements. Following this, a detailed specification will be produced and quotes obtained. The implementation timescale will be clearer at detailed specification stage. Given this, completion within the current financial year cannot be estimated with any certainty at this stage.
- **Civic suite upgrade (-£45,000):** A preferred supplier will be selected for the Civic Suite upgrade scheme following receipt of quotes, with the aim of completing the scheme within the financial year.
- **Clitheroe Market Improvements (-£175,000):** The scheme is on hold, awaiting the final plans for the Clitheroe Market Development scheme.

- **Disabled Facilities Grants (-£370,987):** Committed expenditure at the end of September 2017 was £96,253, based on six schemes approved prior to this financial year and twelve schemes approved so far in 2017/18. There are a further fourteen applications awaiting approval and seven applications working towards approval following recommendation referrals received from Occupational Therapists. All these schemes can be funded from the remaining 2017/18 budget.

Further applications are expected in-year and we have seen an increase in referrals now that Lancashire County Council have appointed additional Occupational Therapists, but the budget may not be fully committed in-year, based on the level of applications received to date against the level of funding received from DCLG this year and the high level of slippage carried forward from 2016/17.

More applications will be received if we get confirmation that the Council's new "DFG adaptations grants" and "provision to allow a discretionary grant above the current DFG maximum" proposed schemes meet the regulations for use of Disabled Facilities Grants monies.

- **Landlord/Tenant Grants (-£59,620):** One scheme for £15,900 has been completed, but there is a lower level of commitments against budget than expected because a previously proposed scheme is not currently able to go ahead. Housing officers are now encouraging new applications for schemes in-year and one further application has been approved in October 2017.
- **Affordable Warmth – Capital Grants (-£11,398):** Additional Affordable Warmth funding of £10,251 has been received from Lancashire County Council in-year and this makes up the bulk of the underspend at the end of September 2017. Housing officers will publicise the availability of these grants to residents of the borough.
- **Economic Development Initiatives (-£100,000):** At this stage, development opportunities to bring forward land for employment are being reviewed and will be reported to the Economic Development Committee. It is anticipated that this capital scheme be considered to help support any emerging initiatives that arise as a result of that report.

4 AFFORDABLE WARMTH – CAPITAL GRANTS 2017/18 FUNDING BID

- 4.1 Lancashire County Council have confirmed to Housing officers that the Council can bid for up to £21,684 of further Affordable Warmth – Capital Grants funding in 2017/18. This funding is ring-fenced for use on affordable warmth capital grants only. A bid is currently being prepared. We will report to the next Committee meeting on whether the bid has been successful or not. If it is successful, the additional funding will be added to the Affordable Warmth – Capital Grants scheme budget.

5 CONCLUSION

- 5.1 At the end of September 2017 £486,974 had been spent or committed. This is 30.9% of the overall capital programme for 2017/18.
- 5.2 Four schemes have been completed already. Based on estimates of progress on each scheme at this stage, fifteen of the remaining twenty three schemes are aiming to be completed in-year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF67-17AC/AC
26 October 2017

67-17pf

Overall Capital Programme 2017/18

Cost Centre	Scheme	Original Estimate 2017/18 £	Budget Moved from 2016/17 £	Slippage from 2016/17 £	Budget Transferred between Committees in 2017/18 £	Additional Approvals 2017/18 £	Total Approved Budget 2017/18 £	Actual Expenditure including commitments as at end of September 2017 £	Variance as at end of September 2017 £
Community Committee									
PLAYR	Play Area Improvements 2017/18	40,000	0	0	0	0	40,000	2,046	-37,954
CPPAY	Off-Street Car Parks – Update of Payment Systems	14,550	0	0	0	1,790	16,340	0	-16,340
CMWIN	Castle Museum – Refurbishment of Windows	62,560	0	0	0	0	62,560	9,558	-53,002
TSFLR	Renewal of Sections of Floor to Residual Waste Transfer Station	19,500	0	0	0	0	19,500	0	-19,500
RVJJK	Replacement of Twin-bodied Refuse Collection Vehicle (VU59 JJK)	218,000	0	0	0	0	218,000	216,626	-1,374
WCOJV	Replacement of Works Vehicle (PO54 COJ)	23,500	0	0	0	0	23,500	20,953	-2,547
GVSWO	Replacement of Mower (Kubota) PN09 SWO	15,500	0	0	0	1,450	16,950	16,949	-1
SCGMW	Replacement of Scag Mower 4x4 (rvbc016) and Scag Mower (rvbc014)	13,000	0	0	0	0	13,000	11,976	-1,024
GVLSY + GVTZG	Replacement Pick-up Vehicles (Ford Ranger S/C 4WD x 2) - PK07 LSY and PK07 TZG	41,000	0	0	0	0	41,000	40,421	-579
RPIMP	Ribblesdale Pool Improvement Work	0	0	16,820	0	0	16,820	4,943	-11,877
PLAYQ	Play Area Improvements 2016/17	0	0	6,780	0	0	6,780	3,290	-3,490
	Total Community Committee	447,610	0	23,600	0	3,240	474,450	326,762	-147,688

Overall Capital Programme 2017/18

Cost Centre	Scheme	Original Estimate 2017/18 £	Budget Moved from 2016/17 £	Slippage from 2016/17 £	Budget Transferred between Committees in 2017/18 £	Additional Approvals 2017/18 £	Total Approved Budget 2017/18 £	Actual Expenditure including commitments as at end of September 2017 £	Variance as at end of September 2017 £
Planning and Development Committee									
PLANN	Introduction of Planning Portal Link to the Planning Application System and Planning System Update	0	0	30,200	0	0	30,200	0	-30,200
	Total Planning and Development Committee	0	0	30,200	0	0	30,200	0	-30,200
Policy and Finance Committee									
OROOF	Council Offices – Re-roofing (retention)	0	7,910	0	0	0	7,910	0	-7,910
WINDW	Council Offices – Replacement Windows and Rooflights (retention)	0	4,540	0	0	0	4,540	0	-4,540
TNSCP	Clitheroe Townscape Scheme	0	55,000	0	0	0	55,000	0	-55,000
ECDVI	Economic Development Initiatives	0	100,000	0	-100,000	0	0	0	0
RBSVR	Replacement server for Revenues and Benefits	13,500	0	0	0	0	13,500	0	-13,500
PSEQP	Printing section equipment upgrade	12,500	0	0	0	0	12,500	0	-12,500
CSEAT	Council chamber – Tables and Seating renewal scheme	11,250	0	0	0	0	11,250	0	-11,250
PHONE	New Council telephone system	45,000	0	0	0	0	45,000	0	-45,000
CSUPG	Civic suite upgrade	45,000	0	0	0	0	45,000	0	-45,000
ITSAN	ICT Infrastructure Refresh (Storage Area Network (SAN) and Network and Server Replacement)	0	0	6,650	0	1,350	8,000	8,000	0
	Total Policy and Finance Committee	127,250	167,450	6,650	-100,000	1,350	202,700	8,000	-194,700

Overall Capital Programme 2017/18

Cost Centre	Scheme	Original Estimate 2017/18 £	Budget Moved from 2016/17 £	Slippage from 2016/17 £	Budget Transferred between Committees in 2017/18 £	Additional Approvals 2017/18 £	Total Approved Budget 2017/18 £	Actual Expenditure including commitments as at end of September 2017 £	Variance as at end of September 2017 £
Health and Housing Committee									
CMIMP	Clitheroe Market Improvements	0	175,000	0	0	0	175,000	0	-175,000
DISCP	Disabled Facilities Grants	297,110	0	170,130	0	0	467,240	96,253	-370,987
LANGR	Landlord/Tenant Grants	50,000	0	25,520	0	0	75,520	15,900	-59,620
CWARM	Affordable Warmth – Capital Grants	0	0	14,540	0	10,250	24,790	13,392	-11,398
PURAP	Remaining Share of Alma Place Property	0	0	0	0	26,670	26,670	26,667	-3
	Total Health and Housing Committee	347,110	175,000	210,190	0	36,920	769,220	152,212	-617,008
Economic Development Committee									
ECDVI	Economic Development Initiatives	0	0	0	100,000	0	100,000	0	-100,000
	Total Economic Development Committee	0	0	0	100,000	0	100,000	0	-100,000
OVERALL CAPITAL PROGRAMME 2017/18 TOTAL		921,970	342,450	270,640	0	41,510	1,576,570	486,974	-1,089,596