

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO POLICY AND FINANCE COMMITTEE

INFORMATION

Agenda Item No 19

meeting date: 25 SEPTEMBER 2018  
title: OVERALL CAPITAL MONITORING 2018/19  
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 August 2018.

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 Nineteen schemes, totalling £1,215,620, 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 2018 and March 2018.

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

- The 2017/18 capital programme budgets for two schemes, totalling £275,000, were moved from 2017/18 to the 2018/19 capital programme, following assessment of the progress on those schemes when the 2017/18 revised capital programme budget was set in January 2018.
- There were twelve 2017/18 capital schemes that were not completed by 31 March 2018 and had unspent budget available at that date. The total unspent budget on these schemes was £551,090 and this is known as slippage. This slippage has been transferred into the 2018/19 capital programme budget.
- Additional budgets have been approved on two capital schemes so far in 2018/19. One was an additional funding allocation of £23,990 from Central Government for Disabled Facilities Grants and one was approval from Policy and Finance Committee in June 2018 for a replacement Hook Lift vehicle scheme, totalling £50,000.

2.3 Consequently, the total approved budget for the 2018/19 overall capital programme of thirty two schemes is £2,115,700.

### 3 CAPITAL MONITORING 2018/19

3.1 The table overleaf summarises the overall capital programme by committee, showing the total approved budget, actual expenditure and variances to the end of August 2018. Annex 1 shows the overall capital programme by scheme, including budget, expenditure and variances to the end of August 2018.

Committee	Original Estimate 2018/19 £	Budget Moved from 2017/18 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Actual Expenditure including commitments as at end of August 2018 £	Variance as at end of August 2018 £
Community Services	712,200	0	93,320	50,000	855,520	539,642	-315,878
Planning and Development	0	0	30,200	0	30,200	0	-30,200
Policy and Finance	156,420	0	86,140	0	242,560	89,429	-153,131
Health and Housing	347,000	175,000	341,430	23,990	887,420	278,745	-608,675
Economic Development	0	100,000	0	0	100,000	0	-100,000
<b>OVERALL TOTAL</b>	<b>1,215,620</b>	<b>275,000</b>	<b>551,090</b>	<b>73,990</b>	<b>2,115,700</b>	<b>907,816</b>	<b>-1,207,884</b>

3.2 At the end of August 2018 £907,816 had been spent or committed. This is 42.9% of the overall capital programme for 2018/19.

3.3 Four schemes have been completed already. Based on review of progress on each of the remaining twenty eight schemes, at this stage:

- sixteen schemes are currently on-track to be completed in-year
- six schemes are in progress but may not be fully completed in-year
- one scheme will not be completed in-year
- two schemes are on hold, awaiting developments in other areas before any progress can be made; and
- three are on-going Housing grants schemes.

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

- **Play Area Improvements 2018/19 (-£35,891):** Main improvement works will be planned for October 2018 onwards, based on playground assessments after the school summer holidays. Further improvement works may also be required in-year if regular playground assessment checks or insurance condition surveys identify any improvement work. Some budget will be kept unallocated until March 2019 to ensure any work which may occur as a result of vandalism can be funded.
- **Replacement of Refuse Wheelie Bins (-£10,000):** No spend to date. An order for bulk purchase of bins will be placed in due course to ensure purchase within the 2018/19 financial year.
- **Renewal of Sections of Floor to Residual Waste Transfer Station, Phase 2 (-£23,500):** No spend to date. 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.

- **Replacement of Garwood (12 tonne GVW) single bodied RCV with single multi-use vehicle – PN05 PWL (-£10,724):** The vehicle was delivered and paid for in July 2018, at a cost of £109,276, so the scheme is complete. The scheme budget was £120,000.
- **Replacement Mower (Haytor) – PN07 MVG (-£41,000):** Quotes are currently being obtained for the replacement mower. At this stage, it is expected that the new mower will be purchased before the financial year-end.
- **Replacement Mini Tractor and Trailer (John Deere) – PN06 TSZ (-£12,000):** Initial assessment of replacement costs and needs means that the tractor and trailer is likely to be replaced by a tractor unit only. Procurement is in progress.
- **Replacement Truck (Ford) c/w Tail Lift – PE60 KJJ (-£37,500):** This is a specialist vehicle, built to a bespoke specification. The detailed specification has been developed with a potential supplier and quotes are now being obtained before the preferred supplier is chosen. The build and delivery time for this vehicle will be known only when the preferred supplier is chosen, but it is likely to be longer than for the purchase of a standard specification vehicle.
- **All Weather Pitch Lighting (-£31,000):** This scheme is on hold, whilst consideration is given to the Clitheroe Wolves/Lancaster Foundation Edisford development proposal.
- **Off-Street Car Parks – Update of Payment Systems (-£16,340):** No spend as at the end of August 2018, but an order has been made for refurbishing the seven car parking machines in September 2018, at a cost of £16,205. At this stage, it is expected that the work will be completed by the end of the calendar year.
- **Castle Museum – Refurbishment of Windows (-£20,924):** The works administration team are continuing with their window refurbishment work and the scheme should be completed within the financial year and within budget, subject to any further additional works being identified.
- **Replacement of Hook Lift vehicle – PN07 VWG (-£50,000):** This is a specialist vehicle, built to a bespoke specification. The detailed specification has been developed with a potential supplier, quotes have been obtained and the preferred supplier has been chosen. The build and delivery time for this vehicle is several months longer than for the purchase of a standard specification vehicle.
- **Introduction of Planning Portal Link to the Planning Application System and Planning System Update (-£30,200):** The Local Land Property Gazetteer and Planning integration has now been completed, so the Council's ICT team are in discussions with the software supplier on the approach, timings and revised costings for the Planning Portal Link and Planning System Update work. In addition, the scheme approach will be reviewed by the new Director, together with the Head of Planning and the ICT Manager.
- **Lift replacement at Council Offices (-£87,000):** The design and build specification needs to be finalised before the scheme is put out to tender. The time required for the tender, design and build stages means that the scheme will not be completed within the 2018/19 financial year. Slippage into 2019/20 will be requested for any unspent budget at year-end.

- **Replacement server for Revenues and Benefits (-£12,400):** The pre-installation technical architecture review has been completed, the preferred server has been selected and IT consultant installation input has been confirmed, so the new server will be installed by December 2018. The latest cost of the server coupled with the need for IT consultant input on the scheme means that the estimated scheme cost is now £24,000 and additional budget of £10,500 is required. Approval for the additional budget is being requested from Policy and Finance Committee elsewhere on this agenda (see Policy and Finance Capital Monitoring 18/19 report).
- **New Council telephone system (-£45,000):** Following supplier input on the type of replacement system or system upgrade available to provide telephony resilience for future years, lead officers and CMT discussed the initial options considered and agreed the next steps for the scheme. Lead officers will now gather more information on technical specifications, costings and timescales and suggest a preferred solution. The preferred solution will be reported to CMT and a future Policy and Finance Committee meeting. At this stage, officers are aiming to complete the scheme in 2018/19, but this is dependent on the timescale for the preferred solution.
- **Disabled Facilities Grants (-£335,138):** Committed expenditure at the end of August 2018 was £257,382, based on twenty schemes approved prior to this financial year and thirty three schemes approved so far in 2018/19. There were a further twenty six applications working towards approval. There is a higher level of referrals and grants approved so far in 2018/19 than in previous years.
- **Landlord/Tenant Grants (-£85,091):** One scheme has been approved so far and works are in progress on this scheme. One potential scheme is currently being considered by the Housing team, involving grants for six individual flats. This scheme would use up a significant amount of the remaining 2018/19 budget, but a formal application can only be made on this scheme if it is granted planning permission.
- **Clitheroe Market Improvements (-£175,000):** The scheme remains on hold, awaiting the final plans for the Clitheroe Market Development scheme.
- **Affordable Warmth – Capital Grants (-£13,446):** Committed expenditure at the end of August 2018 was £7,434, based on five grants approved in 2017/18 and nine grants approved so far in 2018/19. Other applications are currently being considered. It is expected that the rest of the unspent budget will be committed over the winter months.
- **Economic Development Initiatives (-£100,000):** Development opportunities to bring forward land for employment will be reported to this Committee in due course. It is anticipated that this capital scheme be considered to help support any emerging initiatives that arise as a result of that report.

#### 4 CONCLUSION

- 4.1 At the end of August 2018 £907,816 had been spent or committed. This is 42.9% of the overall capital programme for 2018/19.
- 4.2 Four schemes have been completed already. Based on review of progress on each of the remaining twenty eight schemes, at this stage:
- sixteen schemes are currently on-track to be completed in-year
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- one scheme will not be completed in-year
- two schemes are on hold, awaiting developments in other areas before any progress can be made; and
- three are on-going Housing grants schemes.

4.3 Approval for £10,500 additional budget for the Replacement server for Revenues and Benefits scheme is being requested from Policy and Finance Committee elsewhere on this agenda. As this request is subject to approval, this additional £10,500 budget has not been included within this overall monitoring report.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF55-18AC/AC  
17 September 2018

## Overall Capital Programme 2018/19

Cost Centre	Scheme	Original Estimate 2018/19 £	Budget Moved from 2017/18 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Actual Expenditure including commitments as at end of August 2018 £	Variance as at end of August 2018 £
<b>Community Services Committee</b>								
PLAYS	Play Area Improvements 2018/19	40,000	0	0	0	40,000	<b>4,109</b>	-35,891
REPWB	Replacement of Refuse Wheelie Bins	10,000	0	0	0	10,000	<b>0</b>	-10,000
TSFLR	Renewal of Sections of Floor to Residual Waste Transfer Station (Phase 2)	23,500	0	0	0	23,500	<b>0</b>	-23,500
RVKXD	Replacement of Paper Collection Vehicle - VX55 KXD	49,000	0	0	0	49,000	<b>42,247</b>	-6,753
RVYEK	Replacement of Refuse Collection Vehicle - PO60 YEK	222,500	0	0	0	222,500	<b>219,689</b>	-2,811
VERTI	Purchase of Verti Drain Equipment	46,000	0	0	0	46,000	<b>43,944</b>	-2,056
CPMHY	Replacement of Car Parking Van – Fiat Doblo PN09 MHY with an equivalent spec	13,000	0	0	0	13,000	<b>9,740</b>	-3,260
RVPWL	Replacement of Garwood (12 tonne GVW) single bodied RCV with single multi-use vehicle – PN05 PWL	120,000	0	0	0	120,000	<b>109,276</b>	-10,724
GVMVG	Replacement Mower (Haytor) - PN07 MVG	41,000	0	0	0	41,000	<b>0</b>	-41,000
GVKXP	Replacement Mower (Kubota) - PN09 KXP	18,500	0	0	0	18,500	<b>17,334</b>	-1,166
GVTSZ	Replacement Mini Tractor and Trailer (John Deere) - PN06 TSZ	12,000	0	0	0	12,000	<b>0</b>	-12,000
GVKJJ	Replacement Truck (Ford) c/w Tail Lift - PE60 KJJ	37,500	0	0	0	37,500	<b>0</b>	-37,500
EAWPL	All Weather Pitch Lighting	31,000	0	0	0	31,000	<b>0</b>	-31,000

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WVAZL	Replacement of IVECO Daily Crew Cab - PO60 AZL	48,200	0	0	0	48,200	44,500	-3,700
PLAYR	Play Area Improvements 2017/18	0	0	12,940	0	12,940	12,298	-642
CPPAY	Off-Street Car Parks – Update of Payment Systems	0	0	16,340	0	16,340	0	-16,340
CMWIN	Castle Museum – Refurbishment of Windows	0	0	36,000	0	36,000	15,076	-20,924
GVLSY + GVTZG	Replacement Pick-up Vehicles (Ford Ranger S/C 4WD x 2) - PK07 LSY and PK07 TZG	0	0	21,590	0	21,590	21,429	-161
RPIMP	Ribblesdale Pool Improvement Work	0	0	6,450	0	6,450	0	-6,450
GVVWG	Replacement of Hook Lift vehicle – PN07 VWG	0	0	0	50,000	50,000	0	-50,000
	<b>Total Community Services Committee</b>	<b>712,200</b>	<b>0</b>	<b>93,320</b>	<b>50,000</b>	<b>855,520</b>	<b>539,642</b>	<b>-315,878</b>
<b>Planning and Development Committee</b>								
PLANN	Introduction of Planning Portal Link to the Planning Application System and Planning System Update	0	0	30,200	0	30,200	0	-30,200
	<b>Total Planning and Development Committee</b>	<b>0</b>	<b>0</b>	<b>30,200</b>	<b>0</b>	<b>30,200</b>	<b>0</b>	<b>-30,200</b>
<b>Policy and Finance Committee</b>								
QGARR	Queensway Garages – replace roof covering and repairs	23,000	0	0	0	23,000	15,375	-7,625
COLFT	Lift replacement at Council Offices	87,000	0	0	0	87,000	0	-87,000
CFUPG	Financial system upgrade	46,420	0	0	0	46,420	46,420	0
RBSVR	Replacement server for Revenues and Benefits	0	0	13,500	0	13,500	1,100	-12,400

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Cost Centre	Scheme	Original Estimate 2018/19 £	Budget Moved from 2017/18 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Actual Expenditure including commitments as at end of August 2018 £	Variance as at end of August 2018 £
PHONE	New Council telephone system	0	0	45,000	0	45,000	0	-45,000
CSUPG	Civic suite upgrade	0	0	27,640	0	27,640	26,534	-1,106
	<b>Total Policy and Finance Committee</b>	<b>156,420</b>	<b>0</b>	<b>86,140</b>	<b>0</b>	<b>242,560</b>	<b>89,429</b>	<b>-153,131</b>
<b>Health and Housing Committee</b>								
DISCP	Disabled Facilities Grants	297,000	0	271,530	23,990	592,520	257,382	-335,138
LANGR	Landlord/Tenant Grants	50,000	0	49,020	0	99,020	13,929	-85,091
CMIMP	Clitheroe Market Improvements	0	175,000	0	0	175,000	0	-175,000
CWARM	Affordable Warmth – Capital Grants	0	0	20,880	0	20,880	7,434	-13,446
	<b>Total Health and Housing Committee</b>	<b>347,000</b>	<b>175,000</b>	<b>341,430</b>	<b>23,990</b>	<b>887,420</b>	<b>278,745</b>	<b>-608,675</b>
<b>Economic Development Committee</b>								
ECDVI	Economic Development Initiatives	0	100,000	0	0	100,000	0	-100,000
	<b>Total Economic Development Committee</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>-100,000</b>
<b>OVERALL CAPITAL PROGRAMME 2018/19 TOTAL</b>								
		<b>1,215,620</b>	<b>275,000</b>	<b>551,090</b>	<b>73,990</b>	<b>2,115,700</b>	<b>907,816</b>	<b>-1,207,884</b>