

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

Agenda Item No 15

meeting date: 2 APRIL 2019
 title: CAPITAL PROGRAMME 2019/20
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

1 PURPOSE

- 1.1 To inform members of the schemes which have been approved for inclusion in this Committee's 2019/20 capital programme.

2 BACKGROUND

- 2.1 As members will be aware, this Committee proposed a five year capital programme for 2019/20 to 2023/24 at its meeting on 20 November 2018. As it stood at that time the draft capital programme across all the committees was unaffordable. The proposals have since been reviewed by Budget Working Group and Corporate Management Team in order to arrive at an affordable programme for 2019/20 to 2023/24.
- 2.2 Following recommendation by Special Policy and Finance Committee on 5 February 2019, Full Council approved the five year capital programme for 2019/20 to 2023/24 on 5 March 2019.
- 2.3 The Council's overall capital programme for the five year period 2019/20 to 2023/24 totals £8,123,530 for all committees. The total for this Committee is £672,950 over the five year life of the programme. £196,250 of this relates to the 2019/20 financial year.

3 CAPITAL PROGRAMME 2019/20 – APPROVED SCHEMES

- 3.1 For this Committee there are five approved schemes in the 2019/20 capital programme, totalling £196,250. These are shown in the table below.

Scheme	Budget for 2019/20 £
Re-design of the Corporate Website	30,000
Corporate Firewall	15,000
Committee Administration IT System	20,100
Replacement PCs	47,100
<i><u>Budget moved from 2018/19</u></i>	
Lift Replacement at Council Offices	84,050
Total – Policy and Finance Committee	196,250

- 3.2 The detailed information for each scheme is shown in **Annex 1**.

3.3 The 2019/20 approved capital programme includes the following changes to the proposals seen by this Committee at its meeting in November 2018:

- The Committee Administration IT System scheme has been brought forward from 2023/24 to 2019/20 to allow web-based access, storage and management of Council documents for members and officers as soon as possible. Bringing forward the scheme has reduced the budgeted cost from £21,700 to £20,100.
- The Replacement PCs scheme has been brought forward from 2023/24 to 2019/20 to ensure all the Council's PCs are enabled to use Windows 10 from 2020 onwards. Bringing forward the scheme has reduced the budgeted cost from £51,000 to £47,100.
- £84,050 of budget on the Lift Replacement at Council Offices scheme was approved to be moved from the 2018/19 capital programme to the 2019/20 capital programme when the 2018/19 revised estimate capital budget was set by this Committee on 22 January 2019. The budget moved into 2019/20 is for the main contract work on the lift, which is now expected to begin in summer 2019.

3.4 During the closure of our capital accounts there may be some slippage on schemes in the current year, 2018/19. One of the tasks of the Budget Working Group will be to review any requests for slippage on capital schemes within the 2018/19 capital programme. A report will be brought to this Committee at a future meeting, giving details of any slippage.

3.5 Responsible officers will complete and update capital monitoring sheets for each scheme, which will be reported regularly to members to give an indication of progress.

4 CONCLUSION

4.1 This Committee has a capital programme for 2019/20 of five schemes, totalling £196,250.

4.2 Any slippage on schemes in the 2018/19 capital programme will be added onto the 2019/20 capital programme.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF14-19/AC/AC
15 March 2019

For further background information please ask for Andrew Cook.
BACKGROUND PAPERS – None

Re-design of the Corporate Website

Service Area: ICT

Submitted by: Lawson Oddie

Brief Description of the Scheme:

The last major re-design of the corporate website took place in 2014, by 2019/20 the current site will be 5 years old and website styling, best practice and functionality will have moved on greatly since 2014.

The current site will be showing its age, and be less engaging to members of the public.

Revenue Implications:

None above the existing budgeted revenue charges.

Timescale for Completion:

5 months based on the previous re-design.

Any Risks to Completion:

Staff absence, limited experienced resources, supplier going out of business.

Capital Cost:

2019/20 £
30,000

Corporate Firewall

Service Area: ICT

Submitted by: Lawson Oddie

Brief Description of the Scheme:

The current corporate firewall was replaced in 2014. New security threats from the internet are emerging at a rapid rate and technology must keep pace. In order to protect RVBC from cyber threats we will need to enhance our firewall/internet gateway.

Revenue Implications:

None above the existing budgeted revenue charges.

Timescale for Completion:

2-3 months depending on hardware availability.

Any Risks to Completion:

Staff absence, limited experienced resources, supplier going out of business, fluctuation of the pound against the dollar, hardware availability.

Capital Cost:

2019/20 £
15,000

Committee Administration IT System

Service Area: Committee Services

Submitted by: Diane Rice

Brief Description of the Scheme:

This system will provide web-based access, storage and management of Council documents for members and officers.

Members will be able to:

- set up bespoke access to the committee papers and other documents that suits their individual needs
- add in personal notes on documents
- store all this information on their iPads; and
- link in with social media communication channels.

A small number of additional iPads will support committee administration in the Civic Suite.

The scheme will also potentially streamline committee admin, reducing costs for printing and delivery, moving away from paper based committee documents.

Revenue Implications:

Year 1: Restricted App annual costs, £3,100.

Year 2 onwards: Annual support and maintenance and Restricted App annual costs, £10,300.

Possible future printing and delivery reduced costs but no accurate estimate available.

Timescale for Completion:

2019/20.

Any Risks to Completion:

Technological advances may mean a different solution is required.

Capital Cost:

2019/20 £
20,100

Replacement PCs

Service Area: ICT

Submitted by: Lawson Oddie

Brief Description of the Scheme:

We have just recently had notification that extended support for Windows 7 will cease on 14 January 2020. Without such support we are unable to operate such PCs on the council network. Based on our current desktops this move to Windows 10 will affect 169 PCs and the majority (115) will either not support Windows 10 or the performance would be very poor.

Whilst some PC replacements can be accommodated in the lead up to January 2020, some other PCs will be approaching end of life.

This bid proposes the replacement of 115 PCs with those of a specification that should help assure an anticipated usable life of around 5 years.

Further considerations and planning may require a change in the phasing of these replacements and PC specifications.

Revenue Implications:

None identified.

Timescale for Completion:

Required to be in place by January 2020.

Any Risks to Completion:

Available ICT team resources - This is a very sizeable project and ideally work should begin in April 2019 for completion by January 2020.

Capital Cost:

2019/20 £
47,100

Lift Replacement at Council Offices

Service Area: Council Offices

Submitted by: Adrian Harper

Brief Description of the Scheme – 2019/20 UPDATE:

The Lift Replacement at Council Offices scheme was approved for inclusion in the 2018/19 capital programme, with a budget of £87,000. £84,050 of this budget was approved to be moved from the 2018/19 capital programme to the 2019/20 capital programme when the 2018/19 revised estimate capital budget was set by this Committee on 22 January 2019, as follows:

- The work specification needs to be completed before the scheme is put out to tender. The work specification is expected to be completed in 2018/19 at an estimated cost of £2,950. However, the time then required for the tendering and contractor selection means that no spend will take place on the main contract work before the end of 2018/19. Thus, the 2018/19 revised estimate budget is reduced to £2,950 and the remaining budget of £84,050 is moved to the 2019/20 capital programme.

Revenue Implications:

None.

Timescale for Completion:

Spring 2019: Out to tender. Summer 2019: Install new lift.

Any Risks to Completion:

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Capital Cost:

2019/20
£
84,050