

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 6

meeting date: 7 NOVEMBER 2019
 title: CAPITAL PROGRAMME REVIEW AND NEW BIDS
 submitted by: DIRECTOR OF RESOURCES
 principal author: ANDREW COOK

1 PURPOSE

- 1.1 To recommend the proposed future five-year capital programme (2020/21 to 2024/25) for this Committee.

2 BACKGROUND

- 2.1 This report will review the schemes that were approved in the capital programme in March 2019, for the financial years 2020/21 to 2023/24. Also, new bids received from Heads of Service for the year 2024/25 are presented for consideration. No bids have previously been requested for 2024/25.

- 2.2 In the same manner as previous years, all Heads of Service were asked to submit new capital bids.

3 REVIEW OF THE CAPITAL PROGRAMME 2020/21 TO 2023/24

- 3.1 For this Committee there were six schemes previously approved for 2020/21 to 2023/24, totalling £1,619,600. These schemes are shown in Annex 1.

- 3.2 Review of the schemes by Heads of Service and information considered by Corporate Management Team has identified proposed amendments to two previously approved schemes, as follows:

- **AMENDMENT 1: Disabled Facilities Grants** – To increase the value of the Disabled Facilities Grants schemes already included in the capital programme for each of the four years 2020/21 to 2023/24 by a further £27,000 to £347,000. This is based on the current year's grant funding from Central Government. The overall increase over four years totals £108,000.
- **AMENDMENT 2: Replacement of Pest Control Van (PK13 FJP)** - To move back the replacement of this van from 2020/21 to 2021/22, due to the current good condition and low mileage of the van. The scheme value has been increased by £300 to £13,800 to reflect 2021/22 prices.

- 3.3 The table below shows the two proposed amendments and their financial impact on the 2020/21 to 2023/24 capital programme for this Committee. The proposed amendments are also included at Annex 1.

	2020/21 £	2021/22 £	2022/23 £	2023/24 £	TOTAL £
Previously Approved Capital Programme for Health and Housing Committee	383,500	383,500	370,000	482,600	1,619,600
AMENDMENT 1: Disabled Facilities Grants	27,000	27,000	27,000	27,000	108,000
AMENDMENT 2: Replacement of Pest Control Van (PK13 FJP)	-13,500	13,800			300
Amended Capital Programme for Health and Housing Committee	397,000	424,300	397,000	509,600	1,727,900

3.4 Please note, the Disabled Facilities Grants scheme is fully funded by Central Government and is set at a level equal to the Central Government grant received for this purpose at the time of setting the budget. Should the Central Government allocation in any year be higher or lower than budgeted for, then the scheme budget will be adjusted accordingly. No other scheme has any associated external funding.

4 NEW CAPITAL BIDS FOR THE PERIOD 2024/25

4.1 Heads of Service were also asked to put forward new bids for 2024/25. For this Committee, three new bids have been submitted, totalling £480,000.

4.2 A summary listing of the new scheme bids is shown in Annex 2 and detailed information for each new scheme bid is shown in Annex 3.

4.3 Points to highlight from the new bids are:

- BID 1: There will likely be Central Government funding towards the Disabled Facilities Grants scheme, as has been the case in past years.
- BID 3: Upgrade of Civica APP IT System has been requested for 2022/23, rather than 2024/25, as this is the best estimated year for undertaking the upgrade. The new bid of £83,000 has therefore been included in the proposed capital programme in 2022/23.

4.4 This Committee should therefore consider the new scheme bids. Members are also asked to put forward any capital bid suggestions and amendments that they may wish to make at this stage.

4.5 Please note that other committees will be receiving similar reports for new scheme bids. Bids from all committees will finally be considered alongside each other by the Budget Working Group and Policy and Finance Committee.

5 APPROVED SCHEMES AND CAPITAL PROGRAMME BIDS FOR 2020/21 TO 2024/25

5.1 The table below provides a summary of the financial impact of the currently approved capital programme schemes and also the proposed amendments and new bids that have been received from Heads of Service for 2020/21 to 2024/25 (subject to approval).

2020/21 £	2021/22 £	2022/23 £	2023/24 £	2024/25 £	TOTAL £
397,000	424,300	480,000	509,600	397,000	2,207,900

6 RISK ASSESSMENT

6.1 The approval of this report may have the following implications:

- Resources – The **proposed amendments** and **new bids** that have been submitted for this Committee would require funding of £588,300. Of this amount, £455,000 is identified as funded by Central Government for Disabled Facilities Grants, with the balance of £133,300 requiring funding from Council resources.
- Technical, Environmental and Legal – None.
- Political – None.

- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council.
- Equality and Diversity – Equality and Diversity issues are examined as part of the capital bid appraisal process.

7 CONCLUSION

- 7.1 There are currently six schemes in the proposed capital programme for the period 2020/21 to 2023/24 for this Committee, totalling £1,727,900. This includes £108,300 of proposed amendments submitted by Heads of Service.
- 7.2 There are three new capital scheme bids in years 2022/23 and 2024/25, totalling £480,000.
- 7.3 The Disabled Facilities Grants scheme would likely be fully funded by Central Government and has been included at an indicative value of £347,000 per annum. The final Disabled Facilities Grants scheme budget will be set to match the actual Central Government grant funding received each year.

8 RECOMMENDED THAT COMMITTEE

- 8.1 Consider the proposed five-year capital programme for 2020/21 to 2024/25 above and agree any amendments they wish to make.
- 8.2 Recommend to Policy and Finance Committee a future five-year capital programme for this Committee's services.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH11-19/AC/AC
28 October 2019

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

**Health and Housing Committee
Previously Approved Capital Programme and Proposed
Amendments Summary - 2020/21 to 2023/24**

Health and Housing Committee Schemes	2020/21 £	2021/22 £	2022/23 £	2023/24 £	TOTAL £
Disabled Facilities Grants (external funding expected to cover all spend – TBC)	320,000	320,000	320,000	320,000	1,280,000
Landlord/Tenant Grants	50,000	50,000	50,000	50,000	200,000
Replacement of Pest Control Van (PK13 FJP)	13,500				13,500
Replacement of Dog Warden Van (PE64 EYC)		13,500			13,500
Drainage to New Section of Clitheroe Cemetery				68,700	68,700
Joiners Arms Roof Renewal				43,900	43,900
Previously Approved Capital Programme	383,500	383,500	370,000	482,600	1,619,600
AMENDMENT 1: Disabled Facilities Grants (Annex 3)	27,000	27,000	27,000	27,000	108,000
AMENDMENT 2: Replacement of Pest Control Van (PK13 FJP) (Annex 3)	-13,500	13,800			300
Amended Capital Programme	397,000	424,300	397,000	509,600	1,727,900

Health and Housing Committee Summary of New Capital Bids

Schemes	2020/21 £	2021/22 £	2022/23 £	2023/24 £	2024/25 £	TOTAL £
BID 1: Disabled Facilities Grants (external funding expected to cover all spend – TBC)					347,000	347,000
BID 2: Landlord/Tenant Grants					50,000	50,000
BID 3: Upgrade of Civica APP IT system			83,000			83,000
New Bids Total	0	0	83,000	0	397,000	480,000

Health and Housing Committee

2020/21 to 2023/24 Proposed Amendments and New Capital Bids

AMENDMENT 1:	Disabled Facilities Grants (external funding expected to cover all spend – TBC)
Service Area:	Housing
Submitted by:	Colin Hirst

Brief Description of the Proposed Amendment:

The Disabled Facilities Grants scheme is fully funded by Central Government and the budget is re-set each year at a level equal to the Central Government grant received for this purpose. The previously approved amount included in the 2020/21 to 2023/24 capital programme for Disabled Facilities Grants was £320,000 per year. The current year's Central Government grant received for Disabled Facilities Grants is £346,368.

Therefore, it is proposed to increase the indicative Disabled Facilities Grants scheme value to £347,000 for each of the four years 2020/21 to 2023/24, which is an increase of £27,000 for each of those years.

Please note - The values are indicative only and the actual scheme budget for each year will be set to match the actual Central Government grant funding received each year.

Health and Housing Committee**2020/21 to 2023/24 Proposed Amendments and New Capital Bids**

AMENDMENT 2: Replacement of Pest Control Van (PK13 FJP)

Service Area: Dog Warden & Pest Control

Submitted by: Heather Barton

Brief Description of the Proposed Amendment:

The Pest Control van was originally planned for replacement in 2020/21. However, the van is currently in good condition and has low mileage on it, due to the on-going 0.5 FTE Pest Control Officer vacancy.

Therefore, it is proposed to move back the replacement of this van from 2020/21 to 2021/22. The scheme value has been increased by £300 to £13,800 to reflect 2021/22 prices.

Health and Housing Committee

2020/21 to 2023/24 Proposed Amendments and New Capital Bids

BID 1:	Disabled Facilities Grants (external funding expected to cover all spend – TBC)
Service Area:	Housing
Submitted by:	Colin Hirst

Brief Description of the Scheme:

The scheme provides grant aid to adapt homes so elderly and disabled occupants can remain in their own home. The grants can provide for minor adaptation, for example the installation of a stair lift, up to the provision of a bathroom and bedroom extension.

Environmental Considerations:

Any construction is to be carried out to comply with current Building Regulations. Providing facilities to enable people to remain in their own homes can reduce the need for additional specialist buildings to be created.

Revenue Implications:

Administration fees are paid to the Council for any individual Disabled Facilities Grants scheme that the Council administers. The actual administration fee income varies each year, dependent on the number and value of schemes completed in-year.

Timescale for Completion:

The Disabled Facilities Grants budget operates throughout the financial year.

Any Risks to Completion:

The population age of Ribble Valley occupants is increasing and therefore demand for the service will continue, but with finite resources.

The scheme is dependent on the level of funding awarded by the Government.

Capital Cost:

	2024/25 £
Grant payments	347,000
Total Capital Cost	347,000

Please Note: The values above are indicative only and the final scheme budget will be set to match the actual government grant funding received each year.

Health and Housing Committee

2020/21 to 2023/24 Proposed Amendments and New Capital Bids

BID 2: Landlord/Tenant Grants

Service Area: Housing

Submitted by: Colin Hirst

Brief Description of the Scheme:

The scheme match funds a landlord's investment in a property in return for an affordable rental property. Conditions of the grant are nomination rights and a set rent level in line with LHA. The scheme is crucial for move-on accommodation for families in temporary accommodation as the social housing waiting list is so long. The scheme is also used to bring empty properties back into use.

Environmental Considerations:

The environmental impact of the scheme can be measured in the improved energy efficiency measures included in the property renovation. The scheme promotes bringing empty property back into use which has a positive environmental impact on the neighbourhood.

Revenue Implications:

Administration fees are paid to the Council for any individual Landlord/Tenant Grants scheme that the Council administers. The actual administration fee income varies each year, dependent on the number and value of schemes completed in-year.

Timescale for Completion:

The Landlord/Tenant Grants budget operates throughout the financial year.

Any Risks to Completion:

Potential for over demand for the scheme.

Capital Cost:

	2024/25 £
Grant payments	50,000
Total Capital Cost	50,000

Health and Housing Committee

2020/21 to 2023/24 Proposed Amendments and New Capital Bids

BID 3:	Upgrade of Civica APP IT System
Service Area:	Environmental Health / Housing / Land Charges
Submitted by:	Heather Barton

Brief Description of the Scheme:

Civica APP is the management information system that records and helps plan the environmental health, housing assistance and land charges work. Civica have introduced a new web-hosted system called Cx and will terminate support of the APP system in the next few years. The new Cx system includes a "Citizens' Portal" which allows service requests to be entered directly online by the public. Cx Environmental Health has just been released and Cx Land Charges and Cx Housing Assistance modules will be released in 2020 and 2021 respectively. The Cx system is available now for Licensing, which is currently provided by an alternative supplier, but the costs have been obtained just for replacing the current Environmental Health, Housing and Land Charges system. The costs for external Hosting of the system over 5 years have been included in the initial capital cost.

NOTE – At this stage, it is estimated that 2022/23 would be the most opportune year to introduce this move to a Cx style system because it will allow initial bugs to be ironed out of this new product, but will avoid being unable to secure implementation time from Civica if many local authorities need to migrate from APP at the end of its support. It is requested that this scheme is therefore included in the capital programme for 2022/23, at a cost of £83,000.

Environmental Considerations:

The purchase of software should not have an adverse environmental impact.

Revenue Implications:

Increase in annual licence costs for 10 concurrent users = £1,800 per annum.

NOTE - Annual licence costs would increase from Year 6 onwards if annual charges are then made for external Hosting of the system.

Timescale for Completion:

Once the purchase decision has been taken, the data migration and commissioning process would be achieved in approximately six months.

Any Risks to Completion:

The lack of in-house staff with detailed knowledge of the current APP configuration will increase the reliance on expensive consultancy services. Training of staff in the current APP system would be a good investment prior to implementation of the new system.

Capital Cost:

	2022/23 £
Equipment / Materials	83,000
Total Capital Cost	83,000