

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

Agenda Item No 10

meeting date: 30 OCTOBER 2018  
 title: CAPITAL MONITORING 2018/19  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: ANDREW COOK

## 1 PURPOSE

1.1 To provide members with information on the progress of this Committee's approved 2018/19 capital programme, for the period to the end of September 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 Fourteen new capital schemes for this Committee, totalling £712,200, were approved by the Special Policy and Finance Committee and Full Council at their meetings in February 2018 and March 2018 respectively.

2.2 In addition to the original estimate budget, the following changes have been made so far in 2018/19:

- There were five 2017/18 capital schemes that were not completed by 31 March 2018 and had unspent budget available at that date. The total unspent balance on these schemes, £93,320, is known as slippage. This slippage was transferred into the 2018/19 capital programme budget, after approval by this Committee in May 2018.
- One new scheme for a replacement hook lift vehicle, totalling £50,000, was approved by Policy and Finance Committee in June 2018. This is known as an additional approval.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of twenty schemes is £855,520. This is shown at Annex 1.

## 3 CAPITAL MONITORING 2018/19

3.1 The table below summarises this Committee's capital programme budget, expenditure to date and variance, as at the end of September 2018. Annex 1 shows the full capital programme by scheme. Annex 2 shows scheme details, financial information and budget holder comments to date for each scheme.

BUDGET				EXPENDITURE	
Original Estimate 2018/19 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Actual Expenditure including commitments as at end of Sept 2018 £	Variance as at end of Sept 2018 £
712,200	93,320	50,000	855,520	613,931	-241,589

- 3.2 At the end of September 2018 £613,931 had been spent or committed. This is 71.8% of the annual capital programme for this Committee.
- 3.3 Of the twenty schemes in the capital programme:
- five schemes have been completed
  - eleven schemes are on track to be completed in-year at this stage
  - one scheme is on hold; and
  - three schemes may or may not be completed in-year - two specialist vehicle schemes involve long build and delivery times and the Ribblesdale Pool Improvement Work scheme snagged work is still awaiting completion by the contractor.
- 3.4 The main reasons for the underspend on the full year budget to date are:
- **Play Area Improvements 2018/19 (-£34,269):** Main improvement works are being planned from October 2018 onwards. This will include refurbishment work, based on playground assessments after the school summer holidays, and larger schemes for multi-play equipment at Highfield Road and wetpour refurbishment work at Barrow play area. 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.
  - **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 Paper Collection Vehicle VX55 KXD (-£6,753):** The paper collection vehicle cost £39,775 and was delivered in June 2018. The CCTV system for the vehicle, costing £2,472, was on order at the end of September 2018 and it was subsequently fitted and paid for in October 2018, which has completed the scheme. The scheme budget was £49,000.
  - **Replacement of Garwood (12 tonne GVW) single bodied RCV with single multi-use vehicle – PN05 PWL (-£10,724):** The Garwood refuse collection vehicle was delivered and paid for in July 2018, at a cost of £109,276. The scheme budget was £120,000.
  - **Replacement Mower (Haytor) - PN07 MVG (-£41,000):** Following receipt of some initial quotes, officers are currently evaluating all machine options currently available to see which will best satisfy the workload requirements before progressing any further with this purchase. 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 will be replaced by a tractor unit only. Procurement now in progress.

- **Replacement Truck (Ford) c/w tail lift PE60 KJJ (-£37,500):** Quotes have been obtained and the preferred supplier will be confirmed in the near future. This is a specialist vehicle, built to a bespoke specification, so the build and delivery time for this vehicle will be several months longer than for the purchase of a standard specification vehicle.
- **All Weather Pitch Lighting (-£31,000):** This scheme remains on hold, awaiting the Council's decision on the Roefield Artificial Grass Pitch Proposal scheme.
- **Castle Museum - Refurbishment of Windows (-£17,778):** The works administration team are continuing with their window refurbishment work and there are some elements of external contractor work to be completed. The scheme should be completed within the financial year and within budget, subject to any further additional works being identified.
- **Ribblesdale Pool Improvement Work (-£6,450):** The final snagged work has not been fully completed and the retention amount will only be paid when the snagged work is complete.
- **Replacement of Hook Lift Vehicle - PN07 VWG (-£6,690):** An order has been placed for this specialist vehicle, at a cost of £43,310. The budget for the scheme is £50,000.

#### 4 CONCLUSION

- 4.1 At the end of September 2018 £613,931 had been spent or committed. This is 71.8% of the annual capital programme for this Committee.
- 4.2 Of the twenty schemes in the capital programme, five have been completed, eleven are on track to be completed in-year at this stage, one is on hold and three may or may not be completed in-year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM12-18/AC/AC  
19 October 2018

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

## Community Services Committee - Capital Programme 2018/19

Cost Centre	Scheme	Original Estimate 2018/19 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Actual Expenditure including commitments as at end of September 2018 £	Variance as at end of September 2018 £
PLAYS	Play Area Improvements 2018/19	40,000	0	0	40,000	5,731	-34,269
REPWB	Replacement of Refuse Wheelie Bins	10,000	0	0	10,000	10,006	6
TSFLR	Renewal of Sections of Floor to Residual Waste Transfer Station (Phase 2)	23,500	0	0	23,500	0	-23,500
RVKXD	Replacement of Paper Collection Vehicle - VX55 KXD	49,000	0	0	49,000	42,247	-6,753
RVYEK	Replacement of Refuse Collection Vehicle - PO60 YEK	222,500	0	0	222,500	219,689	-2,811
VERTI	Purchase of Verti Drain Equipment	46,000	0	0	46,000	43,944	-2,056
CPMHY	Replacement of Car Parking Van – Fiat Doblo PN09 MHY with an equivalent spec	13,000	0	0	13,000	9,740	-3,260
RVPWL	Replacement of Garwood (12 tonne GVW) single bodied RCV with single multi-use vehicle – PN05 PWL	120,000	0	0	120,000	109,276	-10,724
GVMVG	Replacement Mower (Haytor) - PN07 MVG	41,000	0	0	41,000	0	-41,000
GVKXP	Replacement Mower (Kubota) - PN09 KXP	18,500	0	0	18,500	17,334	-1,166
GVT SZ	Replacement Mini Tractor and Trailer (John Deere) - PN06 TSZ	12,000	0	0	12,000	0	-12,000

## Community Services Committee - Capital Programme 2018/19

Cost Centre	Scheme	Original Estimate 2018/19 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Actual Expenditure including commitments as at end of September 2018 £	Variance as at end of September 2018 £
GVKJJ	Replacement Truck (Ford) c/w Tail Lift - PE60 KJJ	37,500	0	0	37,500	0	-37,500
EAWPL	All Weather Pitch Lighting	31,000	0	0	31,000	0	-31,000
WVAZL	Replacement of IVECO Daily Crew Cab - PO60 AZL	48,200	0	0	48,200	44,500	-3,700
PLAYR	Play Area Improvements 2017/18	0	12,940	0	12,940	12,298	-642
CPPAY	Off-Street Car Parks – Update of Payment Systems	0	16,340	0	16,340	16,205	-135
CMWIN	Castle Museum – Refurbishment of Windows	0	36,000	0	36,000	18,222	-17,778
GVLSY + GVTZG	Replacement Pick-up Vehicles (Ford Ranger S/C 4WD x 2) - PK07 LSY and PK07 TZG	0	21,590	0	21,590	21,429	-161
RPIMP	Ribblesdale Pool Improvement Work	0	6,450	0	6,450	0	-6,450
GVVWG	Replacement of Hook Lift Vehicle – PN07 VWG	0	0	50,000	50,000	43,310	-6,690
<b>Total Community Services Committee</b>		<b>712,200</b>	<b>93,320</b>	<b>50,000</b>	<b>855,520</b>	<b>613,931</b>	<b>-241,589</b>

## Community Services Committee – Capital Programme 2018/19

## Play Area Improvements 2018/19

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

**Brief Description of the Scheme:**

The Council operates 18 play areas. This budget provides for incremental improvements to these areas each year. In addition the capital is used to deal with ad hoc equipment replacement which arises annually.

**Revenue Implications:**

None – Existing service.

**Timescale for Completion:**

2018/19.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	40,000	5,731	-34,269
ANTICIPATED TOTAL SCHEME COST	40,000		

**Progress – Budget Holder Comments:**

**September 2018:** Spend to date has been for grounds maintenance work, Whalley Woodland gate work, Proctors Field painting, slide work and new swings and bumper seats. Main improvement works are being planned from October 2018 onwards. This will include refurbishment work, based on playground assessments after the school summer holidays, and larger schemes for multi-play equipment at Highfield Road and wetpour refurbishment work at Barrow play area. 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.

**July 2018:** Spend to date has been for grounds maintenance team work, new swing seats, Whalley Woodland gate work and Proctors Field painting. 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 currently unforeseen work can be funded.

## Community Services Committee – Capital Programme 2018/19

### Replacement of Refuse Wheelie Bins

**Service Area:** Refuse Collection

**Submitted by:** Adrian Harper

**Brief Description of the Scheme:**

Although there is an annual revenue budget for replacing bins it is recognised that there will be a need for a more substantial annual capital scheme for replacement of bins due to age and fatigue.

This scheme will cover a selection of bin sizes and colours. There are approx 25,000 properties receiving a 3 stream waste collection comprising 3 bins.

**Revenue Implications:**

None.

**Timescale for Completion:**

YPO tender September. Delivery after 12 weeks lead in.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	10,000	10,006	6
ANTICIPATED TOTAL SCHEME COST	10,000		

**Progress – Budget Holder Comments:**

**September 2018:** The order has been made for this year's bulk purchase of bins and delivery is expected in November 2018.

**July 2018:** 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.

## Community Services Committee – Capital Programme 2018/19

### Renewal of Sections of Floor to Residual Waste Transfer Station (Phase 2)

Service Area: Engineering

Submitted by: Adrian Harper

#### Brief Description of the Scheme:

The Salthill waste transfer station has been in operation since 2007. The more heavily used sections of the reinforced concrete floor are showing limited signs of inevitable wear. It is considered likely that the remaining concrete floor to the recycle waste building is likely to need replacing in 2018/19 at a cost of £23,500.

#### Revenue Implications:

None.

#### Timescale for Completion:

2018/19.

#### Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	23,500	0	-23,500
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>23,500</b>		

#### Progress – Budget Holder Comments:

**September 2018:** 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.

**July 2018:** 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.



## Community Services Committee – Capital Programme 2018/19

### Replacement of Paper Collection Vehicle VX55 KXD

Service Area: Refuse Collection

Submitted by: Adrian Harper

#### Brief Description of the Scheme:

There are two vehicles dedicated to the daily waste paper and cardboard collection rounds. The two dedicated vehicles were purchased in 2013 for £12,000 each (including preparation costs) on the second-hand market and have a shorter life expectancy because of this. One vehicle, VX55 KXD, is programmed for replacement in 2018/19.

#### Revenue Implications:

Estimated £150 reduced fuel consumption per annum – expected small improvement in fuel economy.

#### Timescale for Completion:

The used vehicle will become available when new vehicles purchased by other authorities are commissioned. Liaison with vehicle manufacturers will determine the most appropriate period in which to procure the used vehicle.

#### Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	49,000	42,247	-6,753
ANTICIPATED TOTAL SCHEME COST	49,000		

#### Progress – Budget Holder Comments:

**September 2018:** The paper collection vehicle cost £39,775 and was delivered in June 2018. The CCTV system for the vehicle, costing £2,472, was on order at the end of September 2018 and it was subsequently fitted and paid for in October 2018, which has completed the scheme.

**July 2018:** The paper collection vehicle cost £39,775 and was delivered in June 2018. The CCTV system for the vehicle has been ordered at a cost of £2,472. It is due to be fitted by Autumn 2018. It is expected that the scheme will be completed within budget.

## Community Services Committee – Capital Programme 2018/19

### Replacement of Refuse Collection Vehicle PO60 YEK

**Service Area:** Refuse Collection

**Submitted by:** Adrian Harper

**Brief Description of the Scheme:**

This scheme is for the replacement of Refuse Collection Vehicle PO60 YEK. This scheme follows the vehicle and plant replacement programme that supports the 7 front-line RCVs and the 1 cover RCV that are necessary for the current collection regime.

**Revenue Implications:**

The new vehicle will be more fuel efficient and have lower carbon emissions than the existing vehicle it replaces. Fuel saving estimated to be 5% = 1,000 litres/per year/per vehicle.

**Timescale for Completion:**

Start in April 2018 for a minimum 30 week procurement period (including post tender stand-still period and vehicle commissioning).

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
<b>Total Approved Budget 2018/19</b>	<b>222,500</b>	219,689	<b>-2,811</b>
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>222,500</b>		

**Progress – Budget Holder Comments:**

**September 2018:** The vehicle was delivered and paid for in August 2018 and two way radio equipment will be fitted in due course. It is expected that the scheme will be completed within budget.

**July 2018:** The Council was awaiting delivery of the refuse collection vehicle at the end of July 2018. The vehicle has now been delivered in August 2018 and is to be paid for by September 2018. At this stage, no further costs are expected on this scheme.

## Community Services Committee – Capital Programme 2018/19

### Purchase of Verti Drain Equipment

**Service Area:** Culture and Leisure

**Submitted by:** Mark Beveridge

**Brief Description of the Scheme:**

The Council provides a total of 14 grass pitches for football, in Clitheroe and Longridge. The current budget for these pitches only allows for cutting, line painting and minor remedial work to goal mouth areas annually. The state of the pitches has over time deteriorated significantly. All are unplayable for parts of the year due to water logging. This scheme will enable the pitches to be revived, giving all ages from junior through senior, both male and female the chance to play football on a surface which is acceptable and encourage participation.

The provision of suitable surfaces for the playing of football is part of the Government agenda to promote healthier lifestyles. The scheme will dramatically improve year on year the state of the pitches which the Council hires out to teams in the Borough. This will not result in a significant premium being charged for the improvement works carried out, however it will enhance the service delivery and the reputation of the Council in terms of the quality of service provided.

This scheme is for the purchase of Verti-Drain machinery to allow cost effective undertaking of the grass pitch renovation work in-house.

**Revenue Implications:**

None.

**Timescale for Completion:**

Purchase machinery in 2018/19. Work to be undertaken over time.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
<b>Total Approved Budget 2018/19</b>	<b>46,000</b>	43,944	-2,056
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>43,944</b>		

**Progress – Budget Holder Comments:**

**September 2018:** SCHEME COMPLETE - The verti-drain equipment has been delivered and paid for.

**July 2018:** Procurement of the verti-drain equipment was in progress at the end of July 2018. The equipment was ordered in August 2018, at a cost of £43,944, and part of the equipment has been delivered. At this stage, it is expected that the remaining equipment will be delivered in Autumn 2018.

## Community Services Committee – Capital Programme 2018/19

### Replacement of Car Parking Van – Fiat Doblo PN09 MHY with an equivalent spec

**Service Area:** Car Parking

**Submitted by:** Adrian Harper

**Brief Description of the Scheme:**

This scheme follows the vehicle and plant replacement programme. The scheme is for the replacement of the small Fiat Doblo currently used by the Car Park Enforcement Officers with an equivalent spec vehicle.

The Council's car parks need to be policed on a regular basis to ensure compliance with the off street car parking policy. Dedicated and reliable transport is necessary for the service to function efficiently.

**Revenue Implications:**

Estimated £100 reduced fuel consumption per annum - The new vehicle will be more fuel efficient and have lower carbon emissions than the existing vehicle that it replaces.

**Timescale for Completion:**

Start April for an 8 week procurement period.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	13,000	9,740	-3,260
ANTICIPATED TOTAL SCHEME COST	13,000		

**Progress – Budget Holder Comments:**

**September 2018:** Delivery of the van is expected in Autumn 2018. In addition, a tracker will be fitted before the van is fit for purpose for Council work.

**July 2018:** An order has been placed for the replacement van, with delivery expected in Autumn 2018. In addition, a tracker will be fitted to ensure the van is fit for purpose for Council work.

## Community Services Committee – Capital Programme 2018/19

### Replacement of Garwood (12 Tonne GVW) single bodied RCV with single multi-use vehicle – PN05 PWL

**Service Area:** Refuse Collection

**Submitted by:** Adrian Harper

#### Brief Description of the Scheme:

This scheme is for the replacement of the 12 tonne GVW “Garwood” PN05 PWL single bodied refuse collection vehicle c/w lifter which will be 12 years old. The life of this vehicle was extended in 2013 with the refurbishment of the body.

This multiuse, wide low open backed vehicle undertakes several operations. It undertakes the commercial trade waste collections in the restricted back streets of the town centre, empties the communal paper recycling collection containers (the current paper collection vehicles are not equipped with bin lifters), is used to collect the chargeable bulky and special waste collections that cannot be taken by the high narrow backed main collection vehicles and also acts as back up to the two ageing paper collection vehicles.

#### Revenue Implications:

An estimated 5% reduction in fuel consumption, £500 per annum.

#### Timescale for Completion:

Start April for a minimum 28 week procurement period.

#### Capital Cost:

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	120,000	109,276	-10,724
ANTICIPATED TOTAL SCHEME COST	109,276		

#### Progress – Budget Holder Comments:

**September 2018:** SCHEME COMPLETE - The Garwood refuse collection vehicle was delivered and paid for in July 2018, at a cost of £109,276. The scheme budget was £120,000.

**July 2018:** The Garwood refuse collection vehicle was delivered and paid for in July 2018.

## Community Services Committee – Capital Programme 2018/19

### Replacement Mower (Haytor) PN07 MVG

**Service Area:** Grounds Maintenance

**Submitted by:** Mark Beveridge

**Brief Description of the Scheme:**

This scheme is for the replacement of the Haytor Mower, PN07 MVG. It is a ride on mower for amenity areas and external contracts, purchased in 2007, by the time of renewal it will be over 10 years old.

As with all machinery it is used intensively for the growing season which now extends from late March until early November. The industry norm for replacement of this type of machinery is 8 years.

**Revenue Implications:**

None.

**Timescale for Completion:**

Within the 2018/19 financial year.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
<b>Total Approved Budget 2018/19</b>	<b>41,000</b>	0	<b>-41,000</b>
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>41,000</b>		

**Progress – Budget Holder Comments:**

**September 2018:** Following receipt of some initial quotes, officers are currently evaluating all machine options currently available to see which will best satisfy the workload requirements before progressing any further with this purchase. At this stage it is expected that the new mower will be purchased before the financial year-end.

**July 2018:** 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.

## Community Services Committee – Capital Programme 2018/19

### Replacement Mower (Kubota) PN09 KXP

**Service Area:** Grounds Maintenance

**Submitted by:** Mark Beveridge

**Brief Description of the Scheme:**

Scheme for the replacement of Kubota Mower PN09 KXP. It is a ride on mower for amenity areas and external contracts, purchased in 2009, by the time of renewal it will be over 8 years old.

As with all machinery it is used intensively for the growing season which now extends from late March until early November. The industry norm for replacement of this type of machinery is 5 years.

**Revenue Implications:**

None.

**Timescale for Completion:**

The machine will be sourced via competitive quotes and be purchased within the 2018/19 financial year.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
<b>Total Approved Budget 2018/19</b>	<b>18,500</b>	17,334	-1,166
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>17,334</b>		

**Progress – Budget Holder Comments:**

**September 2018:** SCHEME COMPLETE - Replacement mower has been delivered and paid for.

**July 2018:** 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.

## Community Services Committee – Capital Programme 2018/19

### Replacement Mini Tractor and Trailer (John Deere) – PN06 TSZ

**Service Area:** Grounds Maintenance

**Submitted by:** Mark Beveridge

**Brief Description of the Scheme:**

This scheme is for the replacement of the mini tractor and trailer which is primarily based in the Castle Grounds, Clitheroe. It was purchased in 2006, by the time of renewal it will be 12 years old. As with all machinery it is used intensively for the growing season which now extends from late March until early November, but is also used through the winter months as the off season work is undertaken. The industry norm for replacement of this type of machinery is 8-10 years.

The nature of the Castle Grounds means the unit cannot be easily substituted due to the width of paths in the area.

**Revenue Implications:**

None – Existing service.

**Timescale for Completion:**

2018/19.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	12,000	0	-12,000
ANTICIPATED TOTAL SCHEME COST	12,000		

**Progress – Budget Holder Comments:**

**September 2018:** Initial assessment of replacement costs and needs means that the tractor and trailer will be replaced by a tractor unit only. Procurement now in progress.

**July 2018:** Initial assessment of replacement costs and needs means that the tractor and trailer is likely to be replaced by a tractor unit only. The detailed specification for the replacement tractor will be confirmed after the completion of demonstrations for different options and quotes will be sought at that stage.



## Community Services Committee – Capital Programme 2018/19

## Replacement Truck (Ford) c/w Tail Lift (PE60 KJJ)

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

**Brief Description of the Scheme:**

This scheme is for the replacement of the Ford truck with tail lift, PE60 KJJ. This vehicle is used in the grounds maintenance section to transport ride on and pedestrian machines, along with other machinery and equipment used to carry out work in areas such as Longridge, Ribchester, Chipping. It was purchased in 2011, by the time of renewal it will be 7 years old. As with all machinery it is used intensively for the growing season which now extends from late March until early November. The tail lift is necessary to get the machinery on and off the vehicle.

**Revenue Implications:**

None – Existing service.

**Timescale for Completion:**

2018/19.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	37,500	0	-37,500
ANTICIPATED TOTAL SCHEME COST	37,500		

**Progress – Budget Holder Comments:**

**September 2018:** Quotes have been obtained and the preferred supplier will be confirmed in the near future. This is a specialist vehicle, built to a bespoke specification, so the build and delivery time for this vehicle will be several months longer than for the purchase of a standard specification vehicle.

**July 2018:** This is a specialist vehicle, to be 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.

## Community Services Committee – Capital Programme 2018/19

### All Weather Pitch Lighting

**Service Area:** Edisford

**Submitted by:** Mark Beveridge

#### **Brief Description of the Scheme:**

The synthetic turf pitches at the Ribblesdale Pool are currently lit by 16 x 2KW metal halide floodlights mounted on 10m columns, these columns house the control gear for the lighting. They are approaching the end of their economic life.

Replacing the current fittings and control gear with more energy efficient self-contained LED fittings, without compromising on light output, is the basis for this scheme. Self-contained fittings will dramatically cut the currently high maintenance bill.

#### **Revenue Implications:**

£1,500 per annum reduction in years 1 to 3 – no maintenance costs.

£550 per annum - estimated reduction in electricity costs (all years).

#### **Timescale for Completion:**

Early 2018: Produce drawings and specifications.

Spring 2018: Tender and undertake programme of works.

Summer 2018: Completion and issue snagging list.

#### **Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Total Approved Budget 2018/19	31,000	0	-31,000
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>31,000</b>		

#### **Progress – Budget Holder Comments:**

**September 2018:** This scheme remains on hold, awaiting the Council's decision on the Edisford development.

**July 2018:** This scheme is on hold, whilst consideration is given to the Clitheroe Wolves/Lancaster Foundation Edisford development proposal.

## Community Services Committee – Capital Programme 2018/19

### Replacement of Iveco Daily Crew Cab (PO60 AZL)

**Service Area: Works Administration**

**Submitted by: Adrian Harper**

#### **Brief Description of the Scheme:**

This scheme is for the replacement of the existing vehicle PO60 AZL. This vehicle is currently 7 years old and is nearing the end of its useful economic life. It will be replaced with a like for like model (IVECO Daily Crew Cab with tail lift). The existing vehicle is regularly used by the Works team to undertake a multitude of tasks. The IVECO Daily Crew Cab plays a pivotal role in ensuring the Works team can undertake all tasks required of them.

#### **Revenue Implications:**

None.

#### **Timescale for Completion:**

April 2018: Tender new Vehicle. May 2018: Purchase new Vehicle.

#### **Capital Cost:**

		Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
<b>Total Approved Budget 2018/19</b>	<b>48,200</b>	44,500	-3,700
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>48,200</b>		

#### **Progress – Budget Holder Comments:**

**September 2018:** No change - The new vehicle was ordered in July 2018. Because this is a specialist vehicle, built to a bespoke specification, the preferred supplier has indicated that the build and delivery time will be approximately six months from order date.

**July 2018:** The new vehicle was ordered in July 2018, after quotes were obtained. This is a specialist vehicle, built to a bespoke specification, and the preferred supplier has initially indicated that the build and delivery time will be approximately six months from order date.

## Community Services Committee – Capital Programme 2018/19

### Play Area Improvements 2017/18 (slippage)

Service Area: Play Areas

Submitted by: Mark Beveridge

**Brief Description of the Scheme:**

Provide a fund for maintaining and improving the Council's eighteen play areas.

**Revenue Implications:**

None.

**Timescale for Completion:**

April of each financial year and lasting throughout the year.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	12,940		
<b>Total Approved Budget 2018/19</b>	<b>12,940</b>	12,298	-642
Actual Expenditure 2017/18	27,061		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>39,359</b>		

**Progress – Budget Holder Comments:**

**July 2018:** SCHEME COMPLETE - This was spend on budget slippage approved by Community Committee in May 2018, for supply and installation of fencing at Edisford, path work at Edisford and a new roundabout at Low Moor.

**March 2018:** The following projects within this budget were planned and ordered but not completed by the end of March 2018:

- New fencing and new footpath at Edisford play area, estimated cost £8,206 - This work was in progress at year-end, but completion was held up, largely by bad weather.
- New roundabout at Low Moor, estimated cost £4,376 – The supplier was not able to fit the roundabout until June 2018.

**Community Services Committee – Capital Programme 2018/19**

**November 2017:** Refurbishment work is on-going in-year and specific improvement works are planned for early 2018. Further improvement work will be planned once this early 2018 work is completed, dependent on the budget available at that stage. 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.

**August/September 2017:** 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 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.

**July 2017:** Spend to date has been for grounds maintenance team work plus Salthill Play Area log refurbishment work. Main improvement works will be planned for September 2017 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 2018 to ensure any currently unforeseen work can be funded.

## Community Services Committee – Capital Programme 2018/19

### Off-Street Car Parks – Update of Payment Systems (slippage)

Service Area: Engineering

Submitted by: Adrian Harper

#### **Brief Description of the Scheme:**

The Council takes payment of off street car parking charges from the motorist either through an annual contract (payable in advance) or through a cash payment to the on-site pay and display parking machines. These machines (23 in total on the Council's 19 chargeable sites) accept payment by cash only. It is becoming more common for parking machines to accept cashless payments e.g. by debit / credit card and by transfer of funds initiated from the motorist's "smart-phone" and there is some expectation by customers that non-cash payment systems should be available. This scheme will upgrade the payment systems for car park payment machines to be able to accept the new £1 coin and to accept chip and pin payments.

NOTE 1 – The part of the scheme which would upgrade machines to be able to accept the new £1 coin was brought forward to be implemented in the 2016/17 financial year as revenue expenditure funded from earmarked reserves. The estimated value of that part of the original 2017/18 capital scheme, £6,000, was removed from the scheme. This left a 2017/18 capital scheme value of £14,550 to fund the upgrade of machines to be able to accept chip and pin payments.

NOTE 2 - The scheme budget was increased to £16,340, after approval of additional £1,790 budget at Policy and Finance Committee in September 2017, to cover the additional cost of the scheme based on the quote from the preferred supplier.

#### **Revenue Implications:**

None.

#### **Timescale for Completion:**

September 2017 onwards, if going ahead.

#### **Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	16,340		
<b>Total Approved Budget 2018/19</b>	<b>16,340</b>	16,205	-135
Actual Expenditure 2017/18	0		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>16,340</b>		

**Community Services Committee – Capital Programme 2018/19****Progress – Budget Holder Comments:**

**September 2018:** An order has been placed for refurbishing the seven car parking machines. At this stage, it is expected that the work will be completed by the end of the calendar year.

**July 2018:** An order will be placed in the coming weeks for refurbishing the seven car parking machines. At this stage, it is expected that the work will be completed by the end of the calendar year.

**March 2018:** The refurbishment work was planned for the final quarter of 2017/18. Following discussions with the preferred supplier who is refurbishing the seven car parking machines, there are issues with compatibility of the replacement mechanism and it will be later in 2018 before this can be resolved by the manufacturer, Thus, the scheme could not be completed in 2017/18.

**November 2017:** The work is due to be ordered and undertaken in the new calendar year and is expected to be completed by the end of the financial year. Following receipt of a further quote for this work, the preferred approach is to now upgrade by refurbishment of the pay and display machines rather than replacing them. The advantage is that six machines in total can be upgraded to accept chip and pin payments by this refurbishment approach, within the scheme budget available, rather than just the three machines identified for upgrade by replacement.

**August/September 2017:** The agreed scheme now involves replacing pay and display machines at three car parks, Edisford Road, Lowergate and Railway View, to accept chip and pin payments. 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.

**July 2017:** The chip and pin upgrade will be undertaken in-year at three car parks, subject to approval by this Committee of the proposed scheme included in the General Parking Report elsewhere on this agenda. If given the go ahead, the costs of the scheme will be £16,341, which is £1,791 higher than the current scheme budget of £14,550. The additional budget requirement can be funded from the 2017/18 revenue budget.

## Community Services Committee – Capital Programme 2018/19

### Castle Museum – Refurbishment of Windows (slippage)

**Service Area:** Surveyors

**Submitted by:** Adrian Harper

**Brief Description of the Scheme:**

As the appearance of the Castle Museum forms the first impression to all visitors or residents of the borough when visiting the Castle grounds, it is an aim that they are adequately maintained to support the Council's efforts to attracting tourism to the Borough.

Due to the prominent location of the building the timber windows are exposed to all weather conditions. Following the survey of the Castle Museum windows it has been noted that the majority of the windows are suffering from wet rot in the window frames / sills with some being severe, missing sealant around window edges and delamination of paint finishes. It is recommended that the windows be refurbished using an epoxy resin solution carried out in-situ with the possibility that some may require removing and refurbishing in the factory depending on the exact condition.

The works would include scaffolding around the building to provide adequate and safe access to all windows and will involve cutting back of all defective timber, mixing and applying the epoxy resin and moulding to the existing window profile. The fixtures will be prepared and redecorated with all sealant around the windows being replaced, all as agreed with the Council's listed buildings officer.

**Revenue Implications:**

None.

**Timescale for Completion:**

April 2017: Tender and undertake programme of works.

June 2017: Commencement of works.

July 2017: Completion.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	36,000		
<b>Total Approved Budget 2018/19</b>	<b>36,000</b>	18,222	-17,778
Actual Expenditure 2017/18	26,560		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>62,560</b>		



**Community Services Committee – Capital Programme 2018/19****Progress – Budget Holder Comments:**

**September 2018:** The works administration team are continuing with their window refurbishment work and there are some elements of external contractor work to be completed. The scheme should be completed within the financial year and within budget, subject to any further additional works being identified.

**July 2018:** UK restorations have now completed the lintels work around the windows and the asbestos has now been safely removed from the strong room windows. The potential additional lead flashing and pointing work is not now required as part of this scheme and has been accommodated in the repairs and maintenance budget. 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.

**March 2018:** Work has been held up since January 2018, as the Council had to obtain planning approval for lintels work, which was not obtained until March 2018, and the works administration team were subsequently employed on other priority repair and maintenance work.

**November 2017:** Work is on-going by the works administration team. At this stage, the completion of the scheme within the current financial year cannot be guaranteed because lintel work is now needed that requires listed building consent and less works administration team input is currently available.

**August/September 2017:** Work is on-going and will be completed in-year. The scaffolding will be planned in as and when needed, rather than a permanent presence during the works, which is likely to keep costs to a minimum.

**July 2017:** This work is being carried out by the works administration team. The main cost elements will be works administration labour, materials and scaffolding. The work has begun and will be completed in-year.

## Community Services Committee – Capital Programme 2018/19

## Replacement Pick Up Vehicles (Ford Ranger S/C 4WD) x 2 – PK07 LSY and PK07 TZG (slippage)

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

**Brief Description of the Scheme:**

The two vehicles due for replacement were purchased in 2007, they are on a 10 year replacement cycle. They are used to transport materials and towing equipment for grounds maintenance to use on site.

**Revenue Implications:**

None.

**Timescale for Completion:**

2017/18

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	21,590		
Total Approved Budget 2018/19	21,590	21,429	-161
Actual Expenditure 2017/18	19,411		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>40,840</b>		

**Progress – Budget Holder Comments:**

**July 2018:** SCHEME COMPLETE - This scheme was slippage of budget from 2017/18 to fit additional kit onto one pick up vehicle purchased in March 2018 and to purchase a new pick up vehicle and fit additional kit onto that vehicle, so both replacement pick up vehicles are fit for purpose for Council use. All the vehicle purchase and additional kit fitting has been completed.

**March 2018:** Both vehicles were ordered in June 2017, but delivery was put back on several occasions by the supplier. By year-end only one of the two vehicles had been delivered. The one vehicle delivered was only delivered in late March 2018 and this left no time to complete the fitting of additional kit on that vehicle to make it fit for purpose for Council use in-year.

**November 2017:** No delivery date has been confirmed by the supplier, but completion by financial year-end is expected at this stage.

**August/September 2017:** No change to July 2017 comments.

**July 2017:** Vehicles have been ordered and delivery is expected by late Autumn 2017.

## Community Services Committee – Capital Programme 2018/19

## Ribblesdale Pool Improvement Work (slippage)

Service Area: Ribblesdale Pool  
Head of Service: Mark Beveridge

**Brief Description of the Scheme:**

An improvement scheme which comprises modernisation work to the reception and changing areas and pool viewing balcony, and the creation of separate disability changing area provision with access from reception and straight to the pool hall.

**Revenue Implications:**

None expected.

**Timescale for Completion:**

Works - December 2016

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Slippage from 2017/18	6,450		
<b>Total Approved Budget 2018/19</b>	<b>6,450</b>	0	-6,450
Actual Expenditure 2016/17	260,604		
Actual Expenditure 2017/18	-1,509		
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>265,545</b>		

**Progress – Budget Holder Comments:**

**September 2018:** No change since July 2018 - The final snagged work has not been fully completed and the retention amount will only be paid when the snagged work is complete.

**July 2018:** No spend to date - The final contract retention payment was initially due to be paid to the contractor in March 2018, after final snagging work was complete. At this stage, the final snagging work is not fully completed and the retention amount will only be paid when the snagging work is complete.

**March 2018:** The main contract retention payment was due to be paid in March 2018, but the contractor is to complete some final snagging work in Spring 2018. The retention payment will not be paid until the snagging work is completed.

**November 2017:** Contract retention payment due to be paid in March 2018.

**August/September 2017:** There is unlikely to be any further spend or commitments required on this scheme.

**Community Services Committee – Capital Programme 2018/19**

**July 2017:** The main contract value was finalised in May 2017. The 2017/18 spend to date is made up of two elements:

- £6,452 – commitment for the contract retention payment, which is due to be paid in March 2018, twelve months after practical completion of the contract work.
- -£1,509 - the final contract value agreed with the contractor in May 2017 was £1,509 less than the final contract valuation creditor estimated in the 2016/17 year-end accounts.

There is unlikely to be any further spend required on this scheme.

**March 2017:** The work on the main contract was completed in 2016/17 and Ribblesdale Pool re-opened in March 2017. The main contract value is still to be finalised, as officers are negotiating some final contract variation items. There may be further costs identified from this process. In addition, the main contract retention payment cannot be paid until twelve months after practical completion of the main contract. Slippage of the remaining scheme budget of £16,820 into 2017/18 is requested to fund the expenditure required.

**August/September 2016:** The current timetable is for the work to be put out to tender and a contractor appointed by early November 2016 and for the improvement work to be carried out between December 2016 and February 2017. Work is on-going to finalise and agree the Lottery Funding Agreement with Sport England.

**July 2016:** External funding of £150,000 from Sport England was confirmed in June 2016, subject to the signing of the Lottery Funding Agreement between the council and Sport England. The detailed specification for the improvement work is being worked up at present. The current timetable is for the scheme contractor to be chosen via tender and for the work to be carried out between December 2016 and February 2017.

**May 2016:** Initial bid submitted to Sport England in March 2016 for £150,000 grant funding and further bid information submitted in May 2016. Awaiting the formal funding announcement in June 2016.

## Community Services Committee – Capital Programme 2018/19

## Replacement of Hook Lift Vehicle – PN07 VWG (Additional Approval)

Service Area: Grounds Maintenance

Submitted by: Mark Beveridge

**Brief Description of the Scheme:**

The current vehicle is a bespoke vehicle purchased in 2007. The vehicle is used for delivering the grounds maintenance programme at the cemetery and on various other sites around the borough. Due to the age of the vehicle and risk of further parts failing it would need to be replaced in the current financial year with a like for like vehicle.

**Revenue Implications:**

None.

**Timescale for Completion:**

Purchase in 2018/19.

**Capital Cost:**

	£	Actual Expenditure and commitments as at end of September 2018 £	Variance as at end of September 2018 £
Original Estimate 2018/19	0		
Additional Approval 2018/19	50,000		
<b>Total Approved Budget 2018/19</b>	<b>50,000</b>	43,310	-6,690
<b>ANTICIPATED TOTAL SCHEME COST</b>	<b>50,000</b>		

**Progress – Budget Holder Comments:**

**September 2018:** An order has now been placed with the preferred supplier. This is a specialist vehicle, built to a bespoke specification, so the build and delivery time for this vehicle is several months longer than for the purchase of a standard specification vehicle.

**July 2018:** This is a specialist vehicle, to be 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.