

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO POLICY AND FINANCE COMMITTEE

INFORMATION

Agenda Item No 16

meeting date: 17 NOVEMBER 2020  
title: OVERALL CAPITAL MONITORING 2020/21  
submitted by: DIRECTOR OF RESOURCES  
principal author: ANDREW COOK

### 1 PURPOSE

1.1 To provide Committee with information relating to the progress of the Council's approved capital programme for the period to the end of September 2020.

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 2020/21 CAPITAL PROGRAMME BACKGROUND

2.1 Eighteen capital schemes for this Committee's original estimate budget, totalling £2,455,140, were approved by the Special Policy and Finance Committee and Full Council at their meetings in February 2020 and March 2020 respectively. This included nine 2019/20 schemes where budget had been moved from the 2019/20 capital programme to the 2020/21 capital programme.

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

- There were sixteen 2019/20 capital schemes that were not completed by 31 March 2020 and had unspent budget available at that date. The total unspent budget on these schemes was £774,410 and this is known as slippage. This slippage has been transferred into the 2020/21 capital programme budget, after slippage requests from the budget holders were agreed by the Director of Resources.
- Additional budget approvals, totalling £157,550, have been approved on three capital schemes so far in 2020/21.

2.3 As a result of the above, the total approved budget for the 2020/21 overall capital programme of twenty-nine schemes is £3,387,100.

2.4 In addition to the approved schemes, one scheme has been added to the 2020/21 capital programme at short notice in order to purchase a replacement for a toilet van that was written off in a crash. No formal budget has been set for the scheme at this stage, but retrospective approval will be sought from members when the revised estimate capital programme is presented for approval in January 2021.

### 3 CAPITAL MONITORING 2020/21

3.1 The table overleaf summarises the overall capital programme by committee, showing the total approved budget, actual expenditure and remaining budget as at the end of September 2020. Annex 1 shows the overall capital programme by scheme, including budget, actual expenditure and remaining budget as at the end of September 2020.

Committee	Original Estimate 2020/21 £	Budget Moved from 2019/20 £	Slippage from 2019/20 £	Additional Approvals 2020/21 £	Total Approved Budget 2020/21 £	Actual Expenditure including commitments as at end of September 2020 £	Remaining Budget as at end of September 2020 £
Community Services	1,555,120	58,880	13,360	0	1,627,360	265,292	-1,362,068
Planning and Development	0	40,920	48,680	0	89,600	61,862	-27,738
Policy and Finance	95,800	108,730	33,480	25,000	263,010	116,708	-146,302
Health and Housing	397,000	116,940	658,890	132,550	1,305,380	315,471	-989,909
Economic Development	0	81,750	20,000	0	101,750	0	-101,750
<b>OVERALL TOTAL</b>	<b>2,047,920</b>	<b>407,220</b>	<b>774,410</b>	<b>157,550</b>	<b>3,387,100</b>	<b>759,333</b>	<b>-2,627,767</b>

3.2 At the end of September 2020 £759,333 had been spent or committed. This is 22.4% of the overall capital programme budget for 2020/21.

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

- eighteen schemes are currently on-track to be completed in-year
- four schemes will not be started in-year and the budgets will be moved to 2021/22
- four schemes are likely to be in progress but not completed at year-end and the remaining budgets will be moved to 2021/22; and
- two schemes are on-going Housing grants schemes.

3.4 Progress on the schemes with the largest remaining budgets is as follows:

- **Play Area Improvements 2020/21 (-£40,000) and Play Area Improvements 2019/20 (-£29,094):** It was estimated that £12,000 of the 2020/21 play areas budget plus the £28,000 play areas budget moved from 2019/20 in January 2020 was to be spent on a large refurbishment scheme at Kestor Lane play area in Longridge in 2020/21. However, at this stage it is expected the work will need to be moved to 2021/22, because the companies we would seek quotes from are still not operating at full capacity due to Covid-19 and staff furlough. This means getting meaningful quotes from them and then arranging work before the winter period cannot be guaranteed and carrying out groundworks over the winter period is not satisfactory for large play installations.

Given the above, approval will be sought from members to move the full Play Area Improvements 2020/21 budget of £40,000 into 2021/22 to fund the Kestor Lane scheme when the revised estimate capital programme is presented for approval in January 2021.

After taking out the £40,000 budget set aside for Kestor Lane, there was still £30,830 available from the Play Area Improvements 2019/20 budget for other improvement works in 2020/21. At the end of September 2020 £1,736 has been spent so far in 2020/21 on routine improvement works at play areas plus time input from the Amenity Cleansing Manager. Further work in-year will be focussed on routine improvement works, based on officer and/or insurance condition surveys, and some enhanced improvement works. These are being planned currently.

- **Replacement of Refuse Wheelie Bins (-£13,000):** Replacement bins have been purchased throughout the financial year. The spend covered by the capital budget will be completed before the financial year-end.
- **Installation of a Second Parking Deck on Chester Avenue Car Park (-£1,230,000):** At this stage, officers are considering two options for additional parking, those being Chester Avenue car park and another site in Clitheroe that officers are negotiating with the site owners. Negotiations on the second site were stalled by Covid-19 and officers are currently attempting to re-start these. Once some form of agreement is reached on the second site a feasibility study will be carried out on both sites and submitted to Policy and Finance Committee for consideration before any capital works are planned.

Given the above, this scheme is not likely to take place in 2020/21 so the scheme budget will be moved to 2021/22 when the revised estimate capital programme is presented for approval in January 2021.

*NOTE - This scheme was included in the capital programme on the basis that a feasibility study is undertaken and reported to Policy and Finance Committee for further consideration before the capital scheme can go ahead.*

- **Replacement of Pickup Ford Ranger PK60 HKN (-£20,120):** Quotes are currently being obtained for the replacement vehicle and the additional fittings required. It is likely that the vehicle will be ordered by November 2020. Completion within the financial year will then be dependent on supplier delivery timescales.
- **Edisford Sports Complex (-£32,860):** Payments so far in 2020/21 have been for WIFI and communications installation for the new building, which is now complete. The final payments to be made on the scheme relate to some final work and the final retention payment on the main contract, which is twelve months after substantial completion, plus some surveyors time charges. It is expected that these final payments will be made in October 2020 now that the final works have been completed by the contractor.

*NOTE - The latest estimate for 2020/21 costs is £39,293, which will mean there is an estimated overspend of £5,963 on the overall scheme budget. This overspend is due to additional spend in 2019/20 for water connection works and additional WIFI/IT and equipment for the new building. This overspend is only 0.4% of the overall scheme budget. This additional expenditure is required to complete the scheme and formal budget approval will be sought from members when the revised estimate capital programme is presented for approval in January 2021.*

- **Introduction of Planning Portal Link to the Planning Application System and Planning System Update (-£26,420):** The planning portal link has been installed and configured previously. The planning system update element of the scheme was previously put on-hold awaiting the outcome of the planned wider process review in the Planning section. That planned wider process review has not taken place yet because of Covid-19 issues since Spring 2020.

It is hoped that the wider process review can commence in early 2021, Covid-19 permitting. Given this, the planning system update element of this scheme will not be undertaken in 2020/21 and approval will be sought from members to move the remaining scheme budget into 2021/22 when the revised estimate capital programme is presented for approval in January 2021.

- **Dewhurst Road, Langho – Resurfacing Works (-£65,800):** The tender specification will be drawn up after additional pre-tender works are completed on the site to enable the site to be clear from flooding for the main resurfacing works to take place. The additional pre-tender works of £6,000, which will be undertaken in year, were not included in the original capital scheme specification. These additional costs will be picked up as part of the process of setting the revised capital programme.

The main resurfacing works will not now take place in 2020/21, due to waiting on the pre-tender works and the timescales involved in the specification and tender process, so the original scheme budget of £65,800 will be moved to 2021/22 when the revised estimate capital programme is presented for approval in January 2021.

- **Network Infrastructure (-£30,000):** There has been no progress to date on this scheme because ICT staff resources have been focussed on supporting the Council's Covid-19 response and new ways of working since the end of March 2020. At this stage, it is expected that the scheme will not be completed in 2020/21 and will likely be moved to 2021/22 when the revised estimate capital programme is presented for approval in January 2021.
- **Re-Design of Corporate Website (-£12,000):** The website refresh work is in progress and officers are currently working with the current website provider on evaluating website designs and layouts and undertaking accessibility legislation compliance work. At this stage, it is expected that the refresh will be completed before financial year-end and within the budget set.
- **Purchase of Land Behind Old Row, Barrow (-£25,000):** The purchase of the land was completed in October 2020, at a cost of £20,000. Following on from this, the timing of the demolition and removal of garages work to complete the scheme is still to be confirmed, because it is subject to the licence being negotiated with Barrow Parish Council, who will use the site going forwards. At this stage, it is hoped that the work will be completed in-year, but this will be re-considered when the revised estimate capital programme is presented to members for approval in January 2021.
- **Disabled Facilities Grants (-£609,177):** Committed expenditure at the end of September 2020 was based on twenty-three schemes approved in previous years and sixteen schemes approved so far in 2020/21. In addition to this, there were a further twenty-one applications working towards approval, ten currently approved schemes where additional approval may be required to fund further work now identified and there are seventeen referrals from Occupational Therapists that may become formal applications in the near future. Further referrals and applications are expected in-year.

The number of schemes approved and completed so far in 2020/21 has been significantly reduced because non-urgent DFGs related works, occupational therapy assessments and technical assessments were put on-hold due to Covid-19 from late March 2020 onwards (the grant recipients are in the most vulnerable categories of people).

From June 2020, there has been some increase in DFGs work, mainly on minor adaptations and urgent high priority cases where possible, as lockdown restrictions are gradually eased. However, the rate of increase in DFGs work and grant payments made is only expected to be gradual for the foreseeable future, because many vulnerable clients may still be shielding, social distancing rules may not allow contractors to work in houses still occupied and there may be contractor and technical officer capacity issues.

At this stage, there is no certainty that the scheme budget will be fully committed by year-end. Any unspent budget at year-end will be rolled forward as slippage into 2021/22 because this scheme is financed by ring-fenced DFGs grant income from MHCLG and Onward Homes.

- **Landlord/Tenant Grants (-£142,976):** Committed expenditure at the end of September 2020 was based on two schemes approved in 2019/20. Of the two schemes approved, one has been completed and paid in 2020/21 and works are in progress on the other. No additional schemes have been approved so far in 2020/21, mainly as a result of Covid-19, meaning many landlords not bidding for renovations funding. Housing officers will continue to promote the scheme where possible for the rest of 2020/21.
- **Clitheroe Market Improvements (-£78,607):** The work on the initial phase of market improvements is now complete, save for the removal of stalls in the bull-ring and purchase of pop-up stalls element of work being put on-hold. This is because the removal of stalls in the bull-ring is being reconsidered following a recent increase in trader demand for stalls.

The unspent budget from this initial phase of works, £21,607, is to be added to the budget of £57,000 already set aside for a further phase of market improvements. The plans for this further phase, including the way forward for the bull-ring stalls, will be worked up by officers in early 2021. This will allow for consultation with the market traders following the busy Christmas period and the plans will be reported to a future meeting of the Health and Housing Committee for approval before work commences. Given this, the further phase of works will not be undertaken in 2020/21 and approval will be sought from members to move the remaining scheme budget into 2021/22 when the revised estimate capital programme is presented for approval in January 2021.

- **Chipping Community Housing Grant (-£157,530):** Completion of the purchase of the affordable rent properties by Chipping Community Land Trust was delayed due to delays in the developer completing the building works. However, building works are now complete, so the purchase of all four properties by the Land Trust and payment of the grant by the Council took place towards the end of October 2020.
- **Economic Development Initiatives (-£81,750):** There are no current schemes in progress which are likely to be funded from this economic development capital pot. Therefore, at this stage there is the possibility that not all of the budget will be committed by year-end. Officers will consider whether any of the scheme budget will be moved to 2021/22 when the revised estimate capital programme is presented for approval in January 2021.
- **Gateway Signs for Whalley, Longridge and Clitheroe (-£20,000):** No spend to date on this scheme. As reported to members in January 2020, the budget will be used to fund the installation of two new welcome signs and replacement of a damaged sign at Simonstone. At this stage, it is expected that installation will be completed within this financial year, but this is subject to gaining the required permissions from Lancashire County Council and supplier delivery timescales.

3.5 In addition to the above, the following issues should also be noted:

- **Replacement of Works Vehicle (Toilet Van) YP66 PZF (+£12,711):** The scheme is currently showing an overspend of £12,711 because the scheme was added to the 2020/21 capital programme at short notice in order to purchase a replacement for a toilet van that was written off in a crash. Formal budget approval will be sought from members when the revised estimate capital programme is presented for approval in January 2021. At this stage, the estimated final cost is likely to be in the region of £14,600.
- **Longridge Affordable Housing Scheme (-£1,619):** Some final refurbishment items on the second property have now been identified in conjunction with the registered provider's surveyors. These items need to be costed up and it is possible that the final refurbishment costs will be higher than the remaining budget. If so, these will be agreed with senior officers. Housing officers suggest that any additional budget is funded by transfer of budget from the Landlord/Tenant Grants scheme to the Longridge Affordable Housing Scheme in-year and formal budget approval will be sought from members when the revised estimate capital programme is presented for approval in January 2021.
- **Clitheroe Affordable Housing Scheme (-£0):** This is a new scheme which will be added to the 2020/21 capital programme if it is approved by Policy and Finance Committee (*see reference to committee elsewhere on the agenda*). The scheme was approved for referral to Policy and Finance Committee by Health and Housing Committee on 1 October 2020. The scheme budget of £140,840 is for the purchase and refurbishment of one property in Clitheroe, utilising commuted sum monies, to be rented out as an affordable rental unit.

#### 4 CONCLUSION

4.1 At the end of September 2020 £759,333 had been spent or committed. This is 22.4% of the overall capital programme budget for 2020/21.

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- two schemes are on-going Housing grants schemes.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF25-20/AC/AC  
30 October 2020

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

## Overall Capital Programme 2020/21

Cost Centre	Scheme	Original Estimate 2020/21 £	Budget Moved from 2019/20 £	Slippage from 2019/20 £	Additional Approvals 2020/21 £	Total Approved Budget 2020/21 £	Actual Expenditure including commitments as at end of September 2020 £	Remaining Budget as at end of September 2020 £
	<b>Community Services Committee</b>							
PLAYU	Play Area Improvements 20/21	40,000				40,000	0	-40,000
PLAYT	Play Area Improvements 19/20		28,000	2,830		30,830	1,736	-29,094
REPWB	Replacement of Refuse Wheelie Bins	13,000				13,000	0	-13,000
PDECK	Installation of a Second Parking Deck on Chester Avenue Car Park	1,230,000				1,230,000	0	-1,230,000
RVKYK	Replacement of Refuse Collection Vehicle VN12 KYK	232,000				232,000	229,820	-2,180
WVHKN	Replacement of Pickup Ford Ranger PK60 HKN	20,120				20,120	0	-20,120
GVWUC	Replacement of High Top Transit Van PJ63 WUC	20,000				20,000	19,661	-339
ESCPX	Edisford Sports Complex		30,880	2,450		33,330	470	-32,860
RCCTV	Replacement of CCTV System			4,840		4,840	0	-4,840
AABED	Automatic Access Barrier - Edisford River Bank			1,740		1,740	894	-846
CPPAY	Off-street car parks - Update of payment systems			1,500		1,500	0	-1,500
WPZFV	Replacement of Works Vehicle (Toilet Van) YP66 PZF					0	12,711	12,711
	<b>Total Community Services Committee</b>	<b>1,555,120</b>	<b>58,880</b>	<b>13,360</b>	<b>0</b>	<b>1,627,360</b>	<b>265,292</b>	<b>-1,362,068</b>
	<b>Planning &amp; Development Committee</b>							
PLOTT	Replacement of Plotter/Copier in the Planning Section		14,500			14,500	13,190	-1,310
PLANN	Introduction of planning portal link to the planning application system and planning system update		26,420			26,420	0	-26,420
PRMLG	Primrose Lodge Blue and Greenway Project			48,680		48,680	48,672	-8
	<b>Total Planning &amp; Development Committee</b>	<b>0</b>	<b>40,920</b>	<b>48,680</b>	<b>0</b>	<b>89,600</b>	<b>61,862</b>	<b>-27,738</b>

## Overall Capital Programme 2020/21

Cost Centre	Scheme	Original Estimate 2020/21 £	Budget Moved from 2019/20 £	Slippage from 2019/20 £	Additional Approvals 2020/21 £	Total Approved Budget 2020/21 £	Actual Expenditure including commitments as at end of September 2020 £	Remaining Budget as at end of September 2020 £
	<b>Policy &amp; Finance Committee</b>							
DHRST	Dewhurst Road, Langho - Resurfacing Works	65,800				65,800	0	-65,800
NTWRK	Network Infrastructure	30,000				30,000	0	-30,000
COWEB	Re-design of Corporate Website		30,000			30,000	18,000	-12,000
COLFT	Lift replacement at Council Offices		78,730	2,700		81,430	75,471	-5,959
COADM	Committee Administration IT System			12,350		12,350	4,750	-7,600
REPPC	Replacement PCs			10,000		10,000	10,000	0
CFUPG	Financial system upgrade			8,430		8,430	8,487	57
	Purchase of land behind Old Row, Barrow				25,000	25,000	0	-25,000
	<b>Total Policy &amp; Finance Committee</b>	<b>95,800</b>	<b>108,730</b>	<b>33,480</b>	<b>25,000</b>	<b>263,010</b>	<b>116,708</b>	<b>-146,302</b>
	<b>Health &amp; Housing Committee</b>							
DISCP	Disabled Facilities Grants	347,000		329,960	90,020	766,980	157,803	-609,177
LANGR	Landlord/Tenant Grants	50,000	59,940	58,300		168,240	25,264	-142,976
CMIMP	Clitheroe Market Improvements		57,000	29,860		86,860	8,253	-78,607
LONAH	Longridge Affordable Housing Scheme			125,770		125,770	124,151	-1,619
CHCHG	Chipping Community Housing Grant			115,000	42,530	157,530	0	-157,530
	Clitheroe Affordable Housing Scheme					0	0	0
	<b>Total Health &amp; Housing Committee</b>	<b>397,000</b>	<b>116,940</b>	<b>658,890</b>	<b>132,550</b>	<b>1,305,380</b>	<b>315,471</b>	<b>-989,909</b>

## Overall Capital Programme 2020/21

Cost Centre	Scheme	Original Estimate 2020/21 £	Budget Moved from 2019/20 £	Slippage from 2019/20 £	Additional Approvals 2020/21 £	Total Approved Budget 2020/21 £	Actual Expenditure including commitments as at end of September 2020 £	Remaining Budget as at end of September 2020 £
	<b>Economic Development Committee</b>							
ECDVI	Economic Development Initiatives		81,750			<b>81,750</b>	<b>0</b>	-81,750
GWSGN	Gateway Signs for Whalley, Longridge and Clitheroe			20,000		<b>20,000</b>	<b>0</b>	-20,000
	<b>Total Economic Development Committee</b>	<b>0</b>	<b>81,750</b>	<b>20,000</b>	<b>0</b>	<b>101,750</b>	<b>0</b>	<b>-101,750</b>
	<b>OVERALL CAPITAL PROGRAMME 2020/21 TOTAL</b>	<b>2,047,920</b>	<b>407,220</b>	<b>774,410</b>	<b>157,550</b>	<b>3,387,100</b>	<b>759,333</b>	<b>-2,627,767</b>