

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

---

meeting date: 25 MAY 2021  
title: CAPITAL OUTTURN 2020/21  
submitted by: DIRECTOR OF RESOURCES  
principal author: ANDREW COOK

## 1 PURPOSE

1.1 The purpose of this report is to review the final outturn of the 2020/21 capital programme for this Committee and to seek member approval for the slippage of some capital scheme budgets from the 2020/21 financial year to the 2021/22 financial year.

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 Eight capital schemes for this Committee's original estimate budget, totalling £1,614,000, were approved by the Special Policy and Finance Committee and Full Council at their meetings in February 2020 and March 2020 respectively. This included six new schemes for 2020/21 and budget for two 2019/20 schemes that had been moved from the 2019/20 capital programme to the 2020/21 capital programme.

2.2 In addition to the original estimate budget above, the following budget changes were made:

- Five 2019/20 capital schemes were not completed by 31 March 2020 and had unspent budget available at that date. The total unspent budget of £13,360 on those schemes, known as slippage, was moved into the 2020/21 capital programme budget, after slippage requests from the budget holders were agreed by the Director of Resources.
- One new scheme was added to the 2020/21 capital programme at short notice because the scheme was for the replacement of a toilet van that was written off in a crash, so senior officers agreed prompt ordering of the replacement vehicle so as to minimise the time period where the Council would have to pay hire costs for a stand-in vehicle. No formal budget was set for that scheme prior to the revised estimate budget being approved (see below).

2.3 As a result of the above, the total approved budget for this Committee's capital programme of twelve schemes was £1,627,360.

2.4 The revised capital programme budget of £392,300 for ten schemes was then approved by the Special Policy and Finance Committee in February 2021, following a review of progress on all schemes in the capital programme. This included moving £1,270,000 of budget on two schemes into the 2021/22 financial year. The revised estimate budget is shown at Annex 1.

2.5 During the financial year this Committee has received reports monitoring the progress of schemes within the capital programme.

### 3 CAPITAL OUTTURN 2020/21

3.1 Annex 1 shows this Committee's capital programme outturn position by scheme, including budget approvals, actual expenditure in-year and requested slippage into 2021/22. The table below summarises the final outturn position.

Original Estimate 2020/21 £	Budget Moved from 2019/20 £	Slippage from 2019/20 £	Total Approved Budget 2020/21 £	Revised Estimate 2020/21 £	Budget Moved to 2021/22 £	Actual Expenditure 2020/21 £	Requested Slippage into 2021/22 £
1,555,120	58,880	13,360	1,627,360	392,300	1,270,000	331,349	60,320

3.2 Actual expenditure on this Committee's capital programme was £331,349, which is 84.5% of the revised estimate budget.

3.3 Seven of the ten capital programme schemes were completed in-year.

3.4 Three schemes were not completed in-year, as follows:

- **Play Area Improvements 2019/20 (-£16,508):** At revised estimate budget stage, it was approved that the 2020/21 Play Area Improvements budget was to be moved to 2021/22 to fund a large refurbishment scheme at Kestor Lane play area and that this budget, brought forward from 2019/20, was to be used to fund on-going playground improvement works in 2020/21. The underspend in-year was due to issues relating to Covid-19 and not being able to carry out work as normal during the lockdown periods in 2020/21, because suppliers were not able to supply materials as normal. It is planned to carry out the work from 2020/21 in 2021/22 before the onset of the school summer holidays. Slippage of £16,500 into 2021/22 is requested to fund this work.
- **Replacement of Pickup Ford Ranger PK60 HKN (-£25,250):** The pickup vehicle was ordered late in-year, as an increased budget was requested in-year and this required Committee approval. The vehicle was ordered before year-end and delivery is currently estimated by the supplier to be September 2021. Slippage of £25,250 into 2021/22 is requested to fund this purchase.
- **Replacement of CCTV System (-£18,570):** Three CCTV camera installations were planned for 2020/21 to complete the overall scheme. All three installations were planned or in progress at 31 March 2021, but none were completed. One of the camera installations is now complete, one is due to be installed in May 2021 and officers are awaiting electricity connection works to be completed before the final camera can be installed. Slippage of £18,570 into 2021/22 is requested to fund the remaining scheme costs.

## 4 SLIPPAGE

4.1 Where capital schemes are not complete at year-end and budget is requested to be moved into the next financial year, this is known as slippage. For this Committee slippage of £60,320 is requested into 2021/22 for three schemes:

- Play Area Improvements 2019/20, £16,500.
- Replacement of Pickup Ford Ranger PK60 HKN, £25,250.
- Replacement of CCTV System, £18,570.

4.2 Attached at Annex 2 are the individual “Request for slippage” forms. This Committee is asked to consider and approve these requests.

## 5 OTHER ISSUES

5.1 Following a review of the condition of some of the Council’s vehicles, the replacement vehicles purchased on two of this Committee’s capital schemes will replace different vehicles than originally envisaged when the schemes were approved, as follows:

- The new refuse collection vehicle purchased in 2020/21 was initially planned to replace refuse collection vehicle VN12 KYK. However, it will instead replace refuse collection vehicle PK63 JZO, which is in a poor state of repair. Refuse collection vehicle VN12 KYK will now continue to be used until it is replaced in 2022/23, which is when refuse collection vehicle PK63 JZO was previously planned to be replaced.
- The new high top transit van purchased in 2020/21 was initially planned to replace high top transit van PJ63 WUC. However, it will instead replace tail lift truck PE60 KJJ. This is because PJ63 WUC is still in a reasonable state of repair and is a more suitable vehicle to continue to be used by the depot mechanics than the older tail lift truck PE60 KJJ that they were previously using. High top transit van PJ63 WUC will now continue to be used until it is replaced in 2022/23, which is when tail lift truck PE60 KJJ was previously planned to be replaced.

## 6 RISK ASSESSMENT

6.1 The risks associated with this report are set down below:

- Resources – There are no additional financing requirements needed for this Committee’s 2020/21 capital programme. Capital resources are already in place to fund the £60,320 requested slippage to the 2021/22 financial year.
- 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 Actual expenditure on this Committee’s 2020/21 capital programme was £331,349, which is 84.5% of the revised estimate budget.

7.2 Seven of the ten capital programme schemes were completed in-year and overall expenditure on these schemes was contained within the revised estimate budget approved in February 2021.

7.3 Three schemes were not completed in 2020/21. Slippage of £60,320 has been requested to fund completion of these schemes in 2021/22.

8 RECOMMENDED THAT COMMITTEE

8.1 Approve the slippage of the following budgets into the 2021/22 capital programme:

- Play Area Improvements 2019/20, £16,500.
- Replacement of Pickup Ford Ranger PK60 HKN, £25,250.
- Replacement of CCTV System, £18,570.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM8-21/AC/AC  
10 May 2021

For further information please ask for Andrew Cook.

BACKGROUND PAPERS – None

COMMUNITY SERVICES COMMITTEE – CAPITAL PROGRAMME OUTTURN 2020/21

Annex 1

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 £	Revised Estimate 2020/21 £	Budget Moved to 2021/22 £	Actual Expenditure 2020/21 £	Requested Slippage into 2021/22 £
PLAYU	Play Area Improvements 2020/21	40,000	0	0	0	40,000	0	40,000	0	0
PLAYT	Play Area Improvements 2019/20	0	28,000	2,830	0	30,830	30,830	0	14,322	16,500
REPWB	Replacement of Refuse Wheelie Bins	13,000	0	0	0	13,000	13,000	0	13,009	0
PDECK	Installation of a Second Parking Deck on Chester Avenue Car Park	1,230,000	0	0	0	1,230,000	0	1,230,000	0	0
RVKYK	Replacement of Refuse Collection Vehicle PK63 JZO	232,000	0	0	0	232,000	229,150	0	229,150	0
WVHKN	Replacement of Pickup Ford Ranger PK60 HKN	20,120	0	0	0	20,120	25,250	0	0	25,250
GVWUC	Replacement of Ford Tail Lift Truck PE60 KJJ	20,000	0	0	0	20,000	20,050	0	20,046	0
ESCPX	Edisford Sports Complex	0	30,880	2,450	0	33,330	39,150	0	39,144	0
RCCTV	Replacement of CCTV System	0	0	4,840	0	4,840	18,570	0	0	18,570
AABED	Automatic Access Barrier – Edisford River Bank	0	0	1,740	0	1,740	1,740	0	1,125	0
CPPAY	Off-Street Car Parks – Update of Payment Systems	0	0	1,500	0	1,500	0	0	0	0
WPZFV	Replacement of Works Vehicle (Toilet Van) YP66 PZF	0	0	0	0	0	14,560	0	14,553	0
<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>392,300</b>	<b>1,270,000</b>	<b>331,349</b>	<b>60,320</b>

**COMMUNITY SERVICES COMMITTEE – CAPITAL PROGRAMME  
OUTTURN 2020/21**

**Annex 2**

**Request for slippage into 2021/22**

<b>Cost Centre and Scheme Title</b>	PLAYT: Play Area Improvements 2019/20
<b>Scheme Description</b>	Improvements to the Borough's eighteen play areas.
<b>Head of Service</b>	Mark Beveridge
<b>Year Originally Approved</b>	2019/20
<b>Revised Estimate 2020/21 for the Scheme</b>	£30,830
<b>Actual Expenditure in the Year 2020/21</b>	£14,322
<b>Variance - (Underspend) or Overspend</b>	(£16,508)
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<p>At revised estimate budget stage, it was approved that the 2020/21 Play Area Improvements budget was to be moved to 2021/22 to fund a large refurbishment scheme at Kestor Lane play area and that this budget, brought forward from 2019/20, was to be used to fund on-going playground improvement works in 2020/21.</p> <p>The underspend is due to issues relating to Covid-19 and not being able to carry out work as normal during the lockdown periods in 2020/21, because suppliers were not able to supply materials as normal. It is planned to carry out the work from 2020/21 in 2021/22 before the onset of the school summer holidays, as there are outstanding issues which this budget would have been allocated to in 2020/21.</p>

**Slippage Request**

<b>Please grant the amount of Budget Slippage from 2020/21 to 2021/22 requested.</b>	£16,500
<b>Please give detailed information on the reasons for any request for slippage. Please provide as much information as possible in order to allow the request to be fully considered.</b>	To fund play area improvements work in 2021/22, including the outstanding issues from 2020/21, alongside the new budget for that year.
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	It is currently expected that the budget slippage from 2020/21 would be spent before the start of the school summer holidays.

**COMMUNITY SERVICES COMMITTEE – CAPITAL PROGRAMME  
OUTTURN 2020/21**

**Annex 2**

**Request for slippage into 2021/22**

<b>Cost Centre and Scheme Title</b>	WVHKN: Replacement of Pickup Ford Ranger PK60 HKN
<b>Scheme Description</b>	Purchase of replacement pickup truck to allow continued use of such a vehicle by the Works Administration team.
<b>Head of Service</b>	Adrian Harper
<b>Year Originally Approved</b>	2020/21
<b>Revised Estimate 2020/21 for the Scheme</b>	£25,250
<b>Actual Expenditure in the Year 2020/21</b>	£0
<b>Variance - (Underspend) or Overspend</b>	(£25,250)
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	Underspend due to ordering of the pickup vehicle late in-year, as an increased budget was requested in-year and this required Committee approval. The vehicle was ordered before year-end and delivery is currently estimated by the supplier to be September 2021.

**Slippage Request**

<b>Please grant the amount of Budget Slippage from 2020/21 to 2021/22 requested.</b>	£25,250
<b>Please give detailed information on the reasons for any request for slippage. Please provide as much information as possible in order to allow the request to be fully considered.</b>	To allow purchase of the replacement pickup vehicle.
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	Delivery is currently expected in September 2021.

**COMMUNITY SERVICES COMMITTEE – CAPITAL PROGRAMME  
OUTTURN 2020/21**

**Annex 2**

**Request for slippage into 2021/22**

<b>Cost Centre and Scheme Title</b>	RCCTV: Replacement of CCTV System
<b>Scheme Description</b>	The CCTV system provides a sense of security to the people of Ribble Valley covering Clitheroe, Whalley and Longridge town centres. The cameras are analogue and are no longer maintainable. This scheme replaces all analogue cameras and the switchgear and includes some new cameras.
<b>Head of Service</b>	Adrian Harper
<b>Year Originally Approved</b>	2019/20
<b>Revised Estimate 2020/21 for the Scheme</b>	£18,570
<b>Actual Expenditure in the Year 2020/21</b>	£0
<b>Variance - (Underspend) or Overspend</b>	(£18,570)
<b>Please provide full reasons for the (under) or over spend variance shown above?</b>	<p>Three CCTV camera installations were planned for 2020/21 to complete the overall scheme. All three installations were planned or in progress at 31 March 2021, but none were completed:</p> <ul style="list-style-type: none"> <li>• Edisford Riverbank camera and Bowling Green Café camera – these cameras were awaiting installation by the suppliers.</li> <li>• Whalley Road camera – officers were awaiting permission from Lancashire County Council to site the CCTV camera before installation could be confirmed.</li> </ul>

**Slippage Request**

<b>Please grant the amount of Budget Slippage from 2020/21 to 2021/22 requested.</b>	£18,570
<b>Please give detailed information on the reasons for any request for slippage. Please provide as much information as possible in order to allow the request to be fully considered.</b>	To fund the installation costs for the three remaining CCTV cameras.
<b>By what date would the work or services related to any requested slippage be completed, if it were to be approved.</b>	<p>Edisford Riverbank camera – Completed in April 2021.</p> <p>Bowling Green Café camera – Mid May 2021.</p> <p>Whalley Road camera – Unknown but expected to be completed within the 2021/22 financial year. Orders have been placed for the street works licence and Electricity North West connections work and we are awaiting electricity connection before completion is possible.</p>