

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

INFORMATION

meeting date: 19 OCTOBER 2021
title: CAPITAL MONITORING 2021/22
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

1.1 To report the progress on this Committee's 2021/22 capital programme for the period to the end of August 2021.

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 2021/22 CAPITAL PROGRAMME BACKGROUND

2.1 Five capital schemes for this Committee's original estimate budget, totalling £1,555,000, were approved by the Special Policy and Finance Committee and Full Council at their meetings in February 2021 and March 2021 respectively. This included three new schemes for 2021/22 and budget for two 2020/21 schemes that had been moved from the 2020/21 capital programme to the 2021/22 capital programme.

2.2 In addition to the original estimate budget above, the following budget changes have been made so far in 2021/22:

- Three capital schemes were not completed by 31 March 2021 and had unspent budget available at that date. The total unspent budget of £60,320 on those schemes, known as slippage, has been moved into the 2021/22 capital programme budget, after approval by this Committee in May 2021.
- One additional capital scheme with a budget of £45,000 was approved by Policy and Finance Committee in March 2021.
- One additional capital scheme with a budget of £24,000 was approved and one scheme had additional budget of £62,660 approved on it by Policy and Finance Committee in June 2021.
- One additional capital scheme with a budget of £25,200 was approved and one scheme had additional budget of £17,940 approved on it by Policy and Finance Committee in September 2021.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of eleven schemes is £1,790,120. This is shown at Annex 1.

3 CAPITAL MONITORING 2021/22

3.1 The table below summarises this Committee’s capital programme budget, expenditure to date and variance, as at the end of August 2021. 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.

Original Estimate 2021/22 £	Budget Moved from 2020/21 £	Slippage from 2020/21 £	Additional Approvals 2021/22 £	Total Approved Budget 2021/22 £	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
285,000	1,270,000	60,320	174,800	1,790,120	363,951	1,426,169

3.2 At the end of August 2021 £363,951 had been spent or committed. This is 20.3% of the annual capital programme budget for this Committee.

3.3 Of the eleven schemes in the capital programme at the end of August 2021:

- one scheme is complete
- seven schemes are currently expected to be completed in-year
- it is unclear whether two of the schemes will be completed in-year; and
- one scheme will not be completed in-year.

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

- **Play Area Improvements 2021/22 (£88,993) and Play Area Improvements 2020/21 (£40,000):** £80,600 of these budgets is for specific improvement schemes at Kestor Lane play area and Clitheroe Castle play area and installation of new equipment at Highfield Road and Highmoor Park play areas. These schemes are being put out to tender in one combined contract. At this stage it is expected that the work will be put out to tender at the end of October 2021. The current aim is for the schemes to be completed within this financial year, but the actual delivery of the works will be dependent on tender process timescales, preferred contractor availability, speed of equipment supply and the weather over the winter period. Thus, at this stage there is no certainty that the works will be completed in-year.

£40,000 was allocated to significant refurbishment works at Proctors Field play area, significant equipment replacement work at Calderstones play area and other in-year routine improvement works across various play areas, based on officer and/or insurance condition surveys. The Proctors Field work is now complete and the work at Calderstones is close to completion. The remaining budget of £8,393 is for the continuing in-year routine improvement works and it is expected that this budget will be used in 2021/22.

- **Installation of a Second Parking Deck on Chester Avenue Car Park (£1,230,000):** Officers are currently looking into the other site option for additional parking, now that the option of a second parking deck at Chester Avenue is no longer being pursued. This work includes the site issues which must be considered further before the option is considered in detail by the Car Parking Working Group. Given this, it is unclear whether any expenditure will take place on this scheme in 2021/22. *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.*

- **Refurbishment of Bowling Green Café – Castle Grounds (£15,325):** The majority of the scheme work has been completed. The kitchen works have been agreed with the new café concession holder and have commenced. The kitchen works and other final works are still planned for completion before Christmas 2021.
- **Concreting Works to Transfer Station (£12,088):** Further internal slab work to the recycling and residual areas and some external concrete work will be undertaken to complete the scheme. It is currently expected that this work will be undertaken in Autumn 2021, subject to contractor availability.
- **Brungerley Park Rebuild Steps (£25,200):** The preferred contractor has been selected. The final timescale for the work has still to be confirmed, but at this stage it is expected that the work will be completed by the end of November 2021, subject to contractor timescales and any adverse weather impact.

4 CONCLUSION

- 4.1 At the end of August 2021 £363,951 had been spent or committed. This is 20.3% of the annual capital programme budget for this Committee.
- 4.2 Of the eleven schemes in the capital programme at the end of August 2021, one scheme is complete, seven schemes are currently expected to be completed in-year, it is unclear whether two of the schemes will be completed in-year and one scheme will not be completed in-year.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM12-21/AC/AC
8 October 2021

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

Community Services Committee - Capital Programme 2021/22

Cost Centre	Scheme	Original Estimate 2021/22 £	Budget Moved from 2020/21 £	Slippage from 2020/21 £	Additional Approvals 2021/22 £	Total Approved Budget 2021/22 £	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
PLAYV	Play Area Improvements 2021/22	40,000	0	0	80,600	120,600	31,607	88,993
PLAYU	Play Area Improvements 2020/21	0	40,000	0	0	40,000	0	40,000
PLAYT	Play Area Improvements 2019/20	0	0	16,500	0	16,500	16,500	0
REPWB	Replacement of Refuse Wheelie Bins	13,000	0	0	0	13,000	8,190	4,810
RVVUH	Replacement of Refuse Collection Vehicle VU62 HXK	232,000	0	0	0	232,000	229,150	2,850
PDECK	Installation of a Second Parking Deck on Chester Avenue Car Park	0	1,230,000	0	0	1,230,000	0	1,230,000
WVHKN	Replacement of Pickup Ford Ranger PK60 HKN	0	0	25,250	0	25,250	25,558	-308
RCCTV	Replacement of CCTV System	0	0	18,570	0	18,570	11,359	7,211
BGCAF	Refurbishment of Bowling Green Café – Castle Grounds	0	0	0	45,000	45,000	29,675	15,325
CONCR	Concreting Works to Transfer Station	0	0	0	24,000	24,000	11,912	12,088
BPSTP	Brungerley Park Rebuild Steps	0	0	0	25,200	25,200	0	25,200
Total Community Services Committee		285,000	1,270,000	60,320	174,800	1,790,120	363,951	1,426,169

Community Services Committee – Capital Programme 2021/22

Play Area Improvements 2021/22 (including Additional Approvals 2021/22)

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.

The play areas are well used, any injury arising from their use can result in potential insurance claims. The Council inspects on a monthly basis and the insurers annually. The Council as owner and operator has a duty of care to ensure the play areas are safe and replace, repair or remove worn out or broken equipment.

Without this annual budget the play areas would quickly fall into disrepair and reach a point where equipment would need to be removed and eventually the area would be closed.

In June 2021 the budget was increased by £62,660 when Policy and Finance Committee approved the following specific improvement work to be funded from s106 contributions:

- £30,000 to be added to the £40,000 budget in the 2020/21 Play Area Improvements budget for an improvement scheme at Kestor Lane play area, Longridge.
- £32,660 for an improvement scheme at the Castle Grounds play area, Clitheroe.

In September 2021 the budget was increased by £17,940 when Policy and Finance Committee approved budget for installation of new equipment at Highfield Road and Highmoor Park play areas. The additional budget was funded by s106 contributions.

Revenue Implications:

None – Existing service.

Timescale for Completion:

2021/22.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Original Estimate 2021/22	40,000		
Additional Approvals 2021/22	80,600		
Total Approved Budget 2021/22	120,600	31,607	88,993
ANTICIPATED TOTAL SCHEME COST	120,600		

Community Services Committee – Capital Programme 2021/22**Progress – Budget Holder Comments:**

August 2021: £80,600 of this budget is for specific improvement schemes at Kestor Lane play area and Clitheroe Castle play area and installation of new equipment at Highfield Road and Highmoor Park play areas. These schemes are being put out to tender in one combined contract. At this stage it is expected that the work will be put out to tender at the end of October 2021. The current aim is for the schemes to be completed within this financial year, but the actual delivery of the works will be dependent on tender process timescales, preferred contractor availability, speed of equipment supply and the weather over the winter period. Thus, at this stage there is no certainty that the works will be completed in-year.

The rest of the budget, £40,000, was allocated to significant refurbishment works at Proctors Field play area, significant equipment replacement work at Calderstones play area and other in-year routine improvement works across various play areas, based on officer and/or insurance condition surveys. The Proctors Field work is now complete and the work at Calderstones is close to completion. The remaining budget of £8,393 is for the continuing in-year routine improvement works and it is expected that this budget will be used in 2021/22.

July 2021: Some significant equipment replacement and refurbishment works have already been completed or ordered in 2021/22 at Proctors Field and Calderstones play areas and in-year routine improvement works continue. However, there has been no spend to date on the specific improvement schemes at Kestor Lane play area, £30,000, and Clitheroe Castle play area, £32,660. The work on these schemes is being put out to tender and the schemes specification and tender documentation is being worked up by officers currently. The current aim is for the schemes to be completed within this financial year.

The rest of the remaining budget, £8,727, relates to budget planned for in-year routine improvement works across various play areas, based on officer and/or insurance condition surveys. This work will continue in-year and it is expected that the budget will be used in 2021/22.

Community Services Committee – Capital Programme 2021/22

Play Area Improvements 2020/21 (Budget Moved from 2020/21)

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.

The play areas are well used, any injury arising from their use can result in potential insurance claims. The Council inspects on a monthly basis and the insurers annually. The Council as owner and operator has a duty of care to ensure the play areas are safe and replace, repair or remove worn out or broken equipment.

Without this annual budget the play areas would quickly fall into disrepair and reach a point where equipment would need to be removed and eventually the area would be closed.

This budget moved from 2020/21 is to be used to fund a specific improvement scheme at Kestor Lane play area, Longridge.

Revenue Implications:

None – Existing service.

Timescale for Completion:

2020/21.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Original Estimate 2021/22	0		
Budget Moved from 2020/21	40,000		
Total Approved Budget 2021/22	40,000	0	40,000
Actual Expenditure 2020/21	0		
ANTICIPATED TOTAL SCHEME COST	40,000		

Progress – Budget Holder Comments:

August 2021: The Kestor Lane scheme, funded by this £40,000 budget and £30,000 of the Play Area Improvements 21/22 budget, is being put out to tender along with some other improvement works. At this stage it is expected that the work will be put out to tender at the end of October 2021. The current aim is for the scheme to be completed within this financial year, but the actual delivery of the works will be dependent on tender process timescales, preferred contractor availability, speed of equipment supply and the weather over the winter period. Thus, at this stage there is no certainty that the works will be completed in-year.

Community Services Committee – Capital Programme 2021/22

July 2021: There has been no spend to date on the specific improvement scheme at Kestor Lane play area. The work is being put out to tender and the scheme specification and tender documentation is being worked up by officers currently. The current aim is for the scheme to be completed within this financial year.

November 2020: It was initially planned 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, this scheme will not take place this financial year and will need to be moved to 2021/22. This is because the companies we would seek quotes from are still not operating at full capacity due to Covid-19 lockdown periods in-year and staff furlough. This meant getting meaningful quotes from them and then arranging work would have been problematic before the winter period and carrying out groundworks over the winter period is not satisfactory for large play installations.

Given the above, it is recommended that the revised estimate for the Play Area Improvements 2020/21 scheme is reduced to nil and the £40,000 scheme budget is moved to the 2021/22 financial year to fund the Kestor Lane refurbishment. This will still leave £30,830 available from the Play Area Improvements 2019/20 budget to fund other play area improvement works in 2020/21.

July 2020: It was estimated that £12,000 of this 2020/21 budget plus the £28,000 play areas budget moved from 2019/20 was to be spent on a large refurbishment scheme at Kestor Lane play area in Longridge. 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.

After taking out the budget set aside for Kestor Lane above, there is £30,830 budget available for other improvement works in 2020/21, being £28,000 from this budget plus £2,830 budget slippage from the Play Area Improvements 2019/20 scheme. Payments so far in 2020/21 are for routine improvement works at play areas in Whalley, Longridge and Ribchester, 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 will be planned from September 2020 onwards.

Community Services Committee – Capital Programme 2021/22

Play Area Improvements 2019/20 (Slippage from 2020/21)

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 scheme is used to deal with ad hoc equipment replacement which arises annually.

The play areas are well used, any injury arising from their use can result in potential insurance claims. The Council inspects on a monthly basis and the insurers annually. The Council as owner and operator has a duty of care to ensure the play areas are safe and replace, repair or remove worn out or broken equipment.

Without this annual budget the play areas would quickly fall into disrepair and reach a point where equipment would need to be removed and eventually the area would be closed.

Revenue Implications:

None – Existing service.

Timescale for Completion:

2019/20.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Original Estimate 2021/22	0		
Slippage from 2020/21	16,500		
Total Approved Budget 2021/22	16,500	16,500	0
Actual Expenditure 2019/20	9,169		
Actual Expenditure 2020/21	14,322		
ANTICIPATED TOTAL SCHEME COST	39,991		

Progress – Budget Holder Comments:

August 2021: Part of the cost of replacement play equipment being installed at Calderstones has been allocated to this budget. It is currently expected that the Calderstones work will be completed by the end of October 2021, subject to the contractor obtaining the final equipment supplies. This scheme will then be complete.

July 2021: Wetpour works have been completed at Proctors Field play area and part of the cost of replacement play equipment ordered for Calderstones play area has been allocated to this budget.

Community Services Committee – Capital Programme 2021/22

March 2021: 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.

November 2020: £6,299 has been spent or committed so far on various improvement works. Further work in-year is on-going and will be a combination of routine improvement works, based on condition surveys, and some enhanced improvement works. At this stage, officers are aiming to utilise the remaining budget before year-end.

July 2020: It was estimated that the £28,000 play areas budget moved from 2019/20 plus £12,000 of the 2020/21 play areas budget was to be spent on a large refurbishment scheme at Kestor Lane play area in Longridge. 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.

The £2,830 budget slippage from the 2019/20 play areas budget will be added to £28,000 of the Play Area Improvements 2020/21 scheme budget and focussed on routine improvement works in-year, based on officer and/or insurance condition surveys, and some enhanced improvement works. These will be planned from September 2020 onwards.

March 2020: Less improvement works were completed in-year based on the level of work identified in condition surveys of play areas. Slippage of £2,830 will fund further play area improvement works in 2020/21 alongside the new budget for that year.

November 2019: Plans are being developed to significantly upgrade Kestor Lane play area. The actual budget for the upgrade will be confirmed after detailed plans are developed, but the budget required would be unaffordable from within the 2019/20 scheme budget alone. After taking into account the spend to date and the need to set aside some budget to cover any further in-year refurbishment works as a result of regular playground assessment checks and insurance condition surveys, the remaining balance will be earmarked for the Kestor Lane scheme.

Given the above, it is recommended that the Play Area Improvements 2019/20 revised estimate budget is reduced to £12,000 to fund priority work in-year and that £28,000 budget is moved to the 2020/21 financial year, to be used alongside some of the Play Area Improvements 2020/21 budget to fund the Kestor Lane play area upgrade costs.

September 2019: Work in August and September has been on playgrounds checking and minor work by the Grounds Maintenance team plus time input from the Amenity Cleansing Manager. The playground assessments after the school summer holidays have identified improvement and refurbishment works across various play areas. The allocation of some work to internal staff and obtaining external quotes for the rest of the work will be completed by early December 2019, with the aim of completing all the works in early 2020. Further improvement works may also be required in-year if regular playground assessment checks or insurance condition surveys identify any improvement work.

July 2019: Initial work to date has been on playgrounds checking and various refurbishment work by Works Administration and Grounds Maintenance teams plus time input from the Amenity Cleansing Manager. Main improvement and refurbishment works will be planned for October 2019 onwards, based on playground assessments after the school summer holidays in September 2019. The aim is to complete this work by the end of November 2019. Further improvement works may also be required in-year if regular playground assessment checks or insurance condition surveys identify any improvement work.

Community Services Committee – Capital Programme 2021/22

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:

Throughout the financial year.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Total Approved Budget 2021/22	13,000	8,190	4,810
ANTICIPATED TOTAL SCHEME COST	13,000		

Progress – Budget Holder Comments:

August 2021: £8,190 of bins ordered so far. The full budget will be used in-year.

July 2021: Replacement bins covered by the capital budget are to be ordered throughout 2021/22 and the spend covered by the capital scheme budget should be completed in-year.

Community Services Committee – Capital Programme 2021/22

Replacement of Refuse Collection Vehicle VU62 HXK

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

This scheme is for the replacement of Refuse Collection Vehicle VU62 HXK. 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:

Annual maintenance savings of £2,000.

Timescale for Completion:

1 month tender – delivery period not known.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Total Approved Budget 2021/22	232,000	229,150	2,850
ANTICIPATED TOTAL SCHEME COST	229,150		

Progress – Budget Holder Comments:

July 2021: SCHEME COMPLETE – The vehicle was received and paid for by May 2021.

Community Services Committee – Capital Programme 2021/22

Installation of a Second Parking Deck on Chester Avenue Car Park (Budget Moved from 2020/21)

Service Area: Car Parking

Submitted by: Adrian Harper

Brief Description of the Scheme:

A proposal has been considered for the installation of a second car parking deck on to the current Chester Avenue car park. This scheme has the potential of adding a further 100 car parking spaces.

Note – Special Policy and Finance Committee, when recommending inclusion of this scheme in the 2020/21 capital programme to Full Council in February 2020, resolved to ask officers to carry out a feasibility study for this scheme and to submit this to Policy and Finance Committee for further consideration. Therefore, this scheme can only go ahead after consideration of the feasibility study and subsequent scheme approval by Policy and Finance Committee.

Revenue Implications:

The scheme should generate increased car parking income.

An increased surface area and associated signage/pay and display machines would increase maintenance costs in the long term.

Timescale for Completion:

Following manufacture (lead-in time 16 weeks maximum), installation of the car park deck is estimated to take 1 week. Associated works will take approximately 1 month.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Original Estimate 2021/22	0		
Budget Moved from 2020/21	1,230,000		
Total Approved Budget 2021/22	1,230,000	0	1,230,000
Actual Expenditure 2020/21	0		
ANTICIPATED TOTAL SCHEME COST	1,230,000		

Progress – Budget Holder Comments:

August 2021: Officers are currently looking into the other site option for additional parking, including the site issues which must be considered further before the option is considered in detail by the Car Parking Working Group. Given this, it is unclear whether any expenditure will take place on this scheme in 2021/22.

Community Services Committee – Capital Programme 2021/22

July 2021: The option of a second parking deck at Chester Avenue is no longer being pursued, given planning issues relating to that site. Officers are now considering another option for additional parking, but this has some site issues which must be considered further before the option is considered in detail by the Car Parking Working Group. Given this, it is unclear whether any expenditure will take place on this scheme in 2021/22.

November 2020: 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, the scheme will not take place in 2020/21. It is recommended that the 2020/21 revised estimate for the scheme is reduced to nil and the £1,230,000 scheme budget is moved to the 2021/22 financial year.

July 2020: 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. 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. At this stage, it is unlikely that this scheme will be completed in-year.

Community Services Committee – Capital Programme 2021/22

Replacement of Pick-up Ford Ranger PK60 HKN (Slippage from 2020/21)

Service Area: Works Administration

Submitted by: Adrian Harper

Brief Description of the Scheme:

This scheme would look to replace the current Pick-up Ford Ranger with a like for like vehicle, subject to the review of alternative vehicle makes.

Revenue Implications:

Annual maintenance savings of £350.

Timescale for Completion:

1 month tender - delivery period not known.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Original Estimate 2021/22	0		
Slippage from 2020/21	25,250		
Total Approved Budget 2021/22	25,250	25,558	-308
Actual Expenditure 2020/21	0		
ANTICIPATED TOTAL SCHEME COST	25,558		

Progress – Budget Holder Comments:

August 2021: Delivery is still currently estimated by the supplier to be November 2021.

July 2021: The vehicle was ordered in March 2021 and delivery is currently estimated by the supplier to be November 2021.

March 2021: 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.

November 2020: The original budget for this scheme was £20,210, However, the estimated cost of the scheme is now £25,250. The increase is because the initial scheme budget set in 2017 was based on estimated costs only at that stage, but the actual quote received for the vehicle specified now is higher. Therefore, it is recommended that the 2020/21 revised estimate for the scheme is increased to £25,250. The current aim is to order the replacement vehicle early in 2021 and completion in-year will then be dependent on supplier delivery timescales.

July 2020: The new vehicle will be ordered by early Autumn 2020 and it is expected that it will be delivered by March 2021.

Community Services Committee – Capital Programme 2021/22

Replacement of CCTV System (Slippage from 2020/21)

Service Area: Crime Prevention

Submitted by: Adrian Harper

Brief Description of the Scheme:

The CCTV system provides a sense of security to the people of Ribble Valley covering Clitheroe, Whalley and Longridge town centres. It was installed in 2002 and comprises 23 cameras, switchgear and monitoring equipment. The cameras are analogue and are no longer maintainable.

The proposal is to replace all analogue cameras and the switchgear.

As part of the scheme the police will be asked for details of any areas where further cameras may be beneficial. Any increased camera coverage suggested by them will be considered and may see an increase in budget, if needed.

Additional budget of £13,730 was approved on this scheme in 2020/21 to fund both an increase in costs of the final camera to be fitted from the original scheme plus the costs required for additional cameras at Edisford Riverbank and the Bowling Green café in the castle grounds.

Revenue Implications:

Some of the cameras are starting to fail/experience problems and due to the obsolete nature of many of the cameras, the Council now has to fully replace them rather than undertake repairs.

Timescale for Completion:

Tender 6 weeks, lead in time 6 weeks, contract 2 months.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Original Estimate 2021/22	0		
Slippage from 2020/21	18,570		
Total Approved Budget 2021/22	18,570	11,359	7,211
Actual Expenditure 2019/20	55,162		
Actual Expenditure 2020/21	0		
ANTICIPATED TOTAL SCHEME COST	73,732		

Progress – Budget Holder Comments:

August 2021: The relevant legal agreements and permissions for the final camera installation on Whalley Road have been agreed with Lancashire County Council. The contractor has been given the go ahead to install the camera and it is currently expected to be installed in Autumn 2021, subject to contractor availability.

Community Services Committee – Capital Programme 2021/22

July 2021: Two of the three camera installations included in this budget have been installed and paid for, those being the ones at Edisford Riverbank and at the Bowling Green cafe in the castle grounds. The Whalley Road camera installation is currently estimated to take place in Autumn 2021, after the finalisation of legal agreements with Lancashire County Council.

March 2021: 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.

November 2020: The £4,840 budget slippage from 2019/20 for this scheme was for the installation of a new camera on Whalley Road. Permissions are required for the siting of the camera from Lancashire County Council as it is located on the adopted footway. Unfortunately, permissions have been held up since March 2020 by Covid-19. In the meantime, the expected cost for the camera has increased to £7,640 because the contractor has updated the provisional item quote for the camera. Therefore, it is recommended that the 2020/21 revised estimate for the scheme is increased to £7,640.

NOTE – A separate report elsewhere on this meeting's agenda is requesting approval for the installation of two further CCTV cameras, which are not currently included in this proposed revised estimate budget for the Replacement of CCTV System scheme.

July 2020: The budget left on this scheme is for installation of the new camera on Whalley Road. Permissions are required for the siting of the camera from Lancashire County Council as it is located on the adopted footway. Once permission is received the contractor will be able to complete installation, which should be completed before financial year-end.

March 2020: Contract works agreed within the budget included the planned replacements, plus a new camera on Whalley Road and an alternative method of relaying images from cameras in Whalley. The only outstanding item at year-end was installation of one new camera on Whalley Road, which we require permission for from Lancashire County Council before it can be installed. Slippage of £4,840 will fund the installation of that camera.

November 2019: Following specification of the CCTV requirements, the tender documentation is being finalised and tenders are to be requested in early January 2020. The aim is for the scheme to be completed by March 2020, subject to the tender requests being issued as planned and the availability of cameras and equipment at the preferred supplier.

After meeting with the Police and discussion with Corporate Management Team, two additional cameras have been added to the scheme as provisional items. These may be included in the scheme if there is budget available after tenders are returned.

September 2019: CCTV requirements have now been specified. After meeting with the Police and discussion with Corporate Management Team, two additional cameras have been added to the scheme as provisional items. These may be included in the scheme if there is budget available after tenders are returned. Tenders are to be requested in November 2019. The aim is for the scheme to be completed by March 2020.

July 2019: CCTV requirements are being specified currently, which will form the basis for tenders to be requested by October 2019. The aim is for the scheme to be completed by February/March 2020.

Community Services Committee – Capital Programme 2021/22

Refurbishment of Bowling Green Café – Castle Grounds (Additional Approval 2021/22)

Service Area: Bowling Green Cafe

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The Bowling Green Café and the area around it is an important part of the overall Castle Grounds site. The café is currently in a poor state of repair as a result of vandalism and cannot be let out for business. The path around the bowling green adjacent to the café is also in a poor and dilapidated state.

In March 2021, Policy and Finance Committee approved bringing forward the Refurbishment of Bowling Green Café in Castle Grounds capital scheme from 2023/24 to 2021/22, with a budget of £45,000, so that work can be undertaken promptly to return the café to a state where it can be let for a business to operate from and the area around the café is returned to a condition where many people can enjoy that green space safely.

Revenue Implications:

Refurbishment allows the café to be let to a new concession holder, providing rental income from 2021/22 onwards.

Timescale for Completion:

By Christmas 2021.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Original Estimate 2021/22	0		
Additional Approvals 2021/22	45,000		
Total Approved Budget 2021/22	45,000	29,675	15,325
ANTICIPATED TOTAL SCHEME COST	45,000		

Progress – Budget Holder Comments:

August 2021: The kitchen works have been agreed with the new café concession holder and have commenced. The kitchen works and other final works are still planned for completion before Christmas 2021.

July 2021: The majority of the scheme work has been completed by July 2021. New kitchen work and some final mainly external works are currently planned for completion before Christmas 2021. The new kitchen work will be undertaken following consultation with the new café concession holder.

Community Services Committee – Capital Programme 2021/22

Concreting Works to Transfer Station (Additional Approval 2021/22)

Service Area: Refuse Collection

Submitted by: Adrian Harper

Brief Description of the Scheme:

The concrete floors and capping in the Council's waste transfer station required some refurbishment due to their current disrepair. In 2020/21 the Council received funding from Lancashire County Council for works to increase the quality of recycling and reduce contamination and some of this funding was still unspent by Spring 2021.

Therefore, in June 2021 Policy and Finance Committee approved an additional scheme for concreting works at the Waste Transfer Station. The additional capital budget of £24,000 is to be funded from a £12,000 contribution from the Lancashire County Council funding and £12,000 from the Capital Earmarked Reserve, supported by income from the sale of vehicles in year.

Revenue Implications:

None.

Timescale for Completion:

Autumn 2021.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Original Estimate 2021/22	0		
Additional Approvals 2021/22	24,000		
Total Approved Budget 2021/22	24,000	11,912	12,088
ANTICIPATED TOTAL SCHEME COST	24,000		

Progress – Budget Holder Comments:

August 2021: Further internal slab work to the recycling and residual areas and some external concrete work will be undertaken to complete the scheme. It is currently expected that this work will be undertaken in Autumn 2021, subject to contractor availability.

July 2021: Initial internal concrete slab work and capping work has been completed. Further internal slab work to the recycling and residual areas and some external concrete work will be undertaken in Autumn 2021 to complete the scheme.

Community Services Committee – Capital Programme 2021/22

Brungerley Park Rebuild Steps (Additional Approval 2021/22)

Service Area: Ribble Valley Parks

Submitted by: Mark Beveridge

Brief Description of the Scheme:

The steps linking the lower and upper paths in Brungerley Park, which are part of the main access route through the park, are in a poor state and had to be closed after a safety assessment. Substantial works are required to rebuild the steps to be safe to use.

In September 2021, Policy and Finance Committee approved a budget of £25,200 for work to be undertaken to:

- rebuild the steps with concrete treads
- install a drain alongside the steps to stop water erosion; and
- install a handrail.

Revenue Implications:

None identified.

Timescale for Completion:

2021/22 financial year.

Capital Cost:

	£	Actual Expenditure including commitments as at end of August 2021 £	Remaining Budget as at end of August 2021 £
Original Estimate 2021/22	0		
Additional Approvals 2021/22	25,200		
Total Approved Budget 2021/22	25,200	0	25,200
ANTICIPATED TOTAL SCHEME COST	25,200		

Progress – Budget Holder Comments:

August 2021: The preferred contractor has been selected. The final timescale for the work has still to be confirmed, but at this stage it is expected that the work will be completed by the end of November 2021, subject to contractor timescales and any adverse weather impact.