

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 24 MAY 2022
title: CAPITAL OUTTURN 2021/22
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 2021/22 capital programme for this Committee and to seek member approval for the slippage of some capital scheme budgets from the 2021/22 financial year to the 2022/23 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 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 were made:

- Three 2020/21 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, was moved into the 2021/22 capital programme budget, after approval by this Committee in May 2021.
- One capital scheme had additional budget of £80,600 approved on it by Policy and Finance Committee in-year.
- Four additional capital schemes with budgets totalling £112,980 were approved by Policy and Finance Committee in-year.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of twelve schemes was £1,808,900.

2.4 The revised capital programme budget of £591,360 for twelve schemes was then approved by the Special Policy and Finance Committee in February 2022, following a review of progress on all schemes in the capital programme. This included moving £1,215,000 of budget on one scheme into the 2022/23 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 2021/22

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 2022/23. The table below summarises the final outturn position.

Original Estimate 2021/22 £	Budget Moved from 2020/21 £	Slippage from 2020/21 £	Additional Approvals 2021/22 £	Total Approved Budget 2021/22 £	Revised Estimate 2021/22 £	Budget Moved to 2022/23 £	Actual Expenditure 2021/22 £	Requested Slippage into 2022/23 £
285,000	1,270,000	60,320	193,580	1,808,900	591,360	1,215,000	430,510	153,240

3.2 Actual expenditure on this Committee's capital programme was £430,510, which is 72.8% of the revised estimate budget.

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

3.4 Five of the schemes were not completed in-year, as follows:

- **Play Area Improvements 2021/22 (-£79,860) and Play Area Improvements 2020/21 (-£40,000):** The budgets on these two schemes totalled £160,600. £40,000 budget was to be spent on regular in-year improvements across the Borough's eighteen play areas and £120,600 budget was to be spent on specific improvement schemes for the play areas at Kestor Lane, Clitheroe Castle, Highfield Road and Highmoor Park. £40,740 was spent on the regular in-year play areas improvement works, resulting in a minor £740 overspend in that area of work.

The specific improvement schemes, with a budget of £120,600, were put out to competition simultaneously in March 2022, so no work was completed on the schemes in-year. Contracts will be awarded in May 2022 for the schemes at Kestor Lane and Clitheroe Castle. However, the prices received for the works at Highfield Road and Highmoor Park were higher than the £17,940 budget available for these play areas, so a further round of quotes will be sought for installation of a revised set of play equipment to match the budget available.

At this stage, it is expected that the specific improvement schemes will be completed in 2022/23, but actual dates are to be confirmed, subject to contractor and materials availability matching preferred times in-year for completing works in play areas (outside school holidays and avoiding bad weather months). Slippage of £120,600 into 2022/23 is requested to fund this work.

- **Clitheroe Town Centre Car Park Scheme (-£15,000):** There was no initial feasibility spend on the scheme in 2021/22, but work was on-going on the site assessment. Slippage of £15,000 into 2022/23 is requested to add to the £1,215,000 budget already moved to 2022/23 on this scheme, to ensure the full scheme budget of £1,230,000 is available in 2022/23.

NOTE - This scheme was included in the capital programme on the basis that a feasibility study is undertaken to prove the need for additional car parking spaces, and that this be reported to Policy and Finance Committee for further consideration before the capital scheme and any associated expenditure can go ahead.

- **Refurbishment of Bowling Green Café – Castle Grounds (-£2,157):** The work on the café and surrounding area was substantially completed in-year and the café has been let. There are still some minor external works to be completed on the café and it is proposed to fit a handrail on the steps adjacent to the café. These works are expected to be completed in Summer 2022, dependent on supply of materials. Slippage of £2,150 into 2022/23 is requested to fund these remaining works.
- **Edisford Playing Pitches Drainage Works (-£15,494):** This scheme included main pitch drainage works and installation of a cut off drain. Initial work on the cut off drain has been completed in 2021/22 but further works are required on the cut off drain and these are still to be programmed. The main pitch drainage works have not been undertaken yet because these will be specified and procured once the cut off drain works are completed and the remaining budget available is confirmed. The remaining sum will likely provide for some drainage works but may not cover drainage works for the full pitch.

The further work required is expected to be undertaken in 2022/23, but actual dates are to be confirmed, subject to completion of the cut off drain work and availability of contractors and favourable weather conditions for the main pitch drainage works. Slippage of £15,490 into 2022/23 is requested to fund the remaining works on the scheme.

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 £153,240 is requested into 2022/23 for five schemes:

- Play Area Improvements 2021/22, £80,600.
- Play Area Improvements 2020/21, £40,000.
- Clitheroe Town Centre Car Park Scheme, £15,000.
- Refurbishment of Bowling Green Café – Castle Grounds, £2,150.
- Edisford Playing Pitches Drainage Works, £15,490.

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

5 RISK ASSESSMENT

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

- Resources – Overall expenditure on this Committee’s 2021/22 capital schemes was contained within the revised estimate budget approved in February 2022. As a result, less capital financing resources than budgeted for were required to fund the capital programme. Capital resources are already in place to fund the £153,240 requested slippage to the 2022/23 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.

6 CONCLUSION

- 6.1 Actual expenditure on this Committee's capital programme was £430,510, which is 72.8% of the revised estimate budget.
- 6.2 Seven of the twelve capital programme schemes were completed in-year and overall expenditure on these schemes was contained within the revised estimate budget approved in February 2022.
- 6.3 Slippage of £153,240 into 2022/23 has been requested to fund completion of the five schemes not completed in 2021/22.

7 RECOMMENDED THAT COMMITTEE

- 7.1 Approve the slippage of the following budgets into the 2022/23 capital programme:
- Play Area Improvements 2021/22, £80,600.
 - Play Area Improvements 2020/21, £40,000.
 - Clitheroe Town Centre Car Park Scheme, £15,000.
 - Refurbishment of Bowling Green Café – Castle Grounds, £2,150.
 - Edisford Playing Pitches Drainage Works, £15,490.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM3-22/AC/AC
10 May 2022

For further information please ask for Andrew Cook.

BACKGROUND PAPERS – None

COMMUNITY SERVICES COMMITTEE – CAPITAL PROGRAMME OUTTURN 2021/22

Annex 1

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 £	Revised Estimate 2021/22 £	Budget Moved to 2022/23 £	Actual Expenditure 2021/22 £	Requested Slippage into 2022/23 £
PLAYV	Play Area Improvements 2021/22	40,000	0	0	80,600	120,600	120,600	0	40,740	80,600
PLAYU	Play Area Improvements 2020/21	0	40,000	0	0	40,000	40,000	0	0	40,000
PLAYT	Play Area Improvements 2019/20	0	0	16,500	0	16,500	16,500	0	16,500	0
REPWB	Replacement of Refuse Wheelie Bins	13,000	0	0	0	13,000	13,000	0	13,000	0
RVVUH	Replacement of Refuse Collection Vehicle VU62 HXK	232,000	0	0	0	232,000	229,150	0	229,150	0
PDECK	Clitheroe Town Centre Car Park Scheme	0	1,230,000	0	0	1,230,000	15,000	1,215,000	0	15,000
WVHKN	Replacement of Pickup Ford Ranger PK60 HKN	0	0	25,250	0	25,250	25,560	0	25,558	0
RCCTV	Replacement of CCTV System	0	0	18,570	0	18,570	18,570	0	18,556	0
BGCAF	Refurbishment of Bowling Green Café – Castle Grounds	0	0	0	45,000	45,000	45,000	0	42,843	2,150
CONCR	Concreting Works to Transfer Station	0	0	0	24,000	24,000	24,000	0	24,135	0
BPSTP	Brungerley Park Rebuild Steps	0	0	0	25,200	25,200	25,200	0	16,742	0
EDPDR	Edisford Playing Pitches Drainage Works	0	0	0	18,780	18,780	18,780	0	3,286	15,490
Total Community Services Committee		285,000	1,270,000	60,320	193,580	1,808,900	591,360	1,215,000	430,510	153,240

**COMMUNITY SERVICES COMMITTEE – CAPITAL PROGRAMME
OUTTURN 2021/22**

Annex 2

Request for slippage into 2022/23

Cost Centre and Scheme Title	PLAYV: Play Area Improvements 2021/22 and PLAYU: Play Area Improvements 2020/21
Scheme Description	£40,000 budget for regular in-year improvements across the Borough's eighteen play areas. £120,600 budget for specific improvement schemes for the play areas at Kestor Lane, Clitheroe Castle, Highfield Road and Highmoor Park. £80,600 of this budget is funded by S106 monies.
Head of Service	Mark Beveridge
Year Originally Approved	PLAYV = 2021/22 PLAYU = 2020/21
Revised Estimate 2021/22 for the Scheme	PLAYV = £120,600 PLAYU = £40,000
Actual Expenditure in the Year 2021/22	PLAYV = £40,740 PLAYU = £0
Variance - (Underspend) or Overspend	(£119,860)
Please provide full reasons for the (under) or over spend variance shown above?	£40,740 was spent on the regular in-year play areas improvement works, resulting in a minor £740 overspend. The £120,600 specific improvement schemes were put out to competition simultaneously in March 2022, so no work was completed on the schemes in-year. Contracts will be awarded in May 2022 for the schemes at Kestor Lane and Clitheroe Castle. However, the prices received for the works at Highfield Road and Highmoor Park were higher than the £17,940 budget available for these play areas, so a further round of quotes will be sought for installation of a revised set of play equipment to match the budget available.

Slippage Request

Please grant the amount of Budget Slippage from 2021/22 to 2022/23 requested.	PLAYV = £80,600 PLAYU = £40,000
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.	To fund specific improvement schemes for the play areas at Kestor Lane, Clitheroe Castle, Highfield Road and Highmoor Park.
By what date would the work or services related to any requested slippage be completed, if it were to be approved.	Within 2022/23, but actual dates are to be confirmed, subject to contractor and materials availability matching preferred times in-year for completing works in play areas (outside school holidays and avoiding bad weather months).

**COMMUNITY SERVICES COMMITTEE – CAPITAL PROGRAMME
OUTTURN 2021/22**

Annex 2

Request for slippage into 2022/23

Cost Centre and Scheme Title	PDECK: Clitheroe Town Centre Car Park Scheme
Scheme Description	To identify and develop a site to add further car parking spaces in Clitheroe town centre. <i>NOTE - This scheme was included in the capital programme on the basis that a feasibility study is undertaken to prove the need for additional car parking spaces, and that this be reported to Policy and Finance Committee for further consideration before the capital scheme and any associated expenditure can go ahead.</i>
Head of Service	Adrian Harper
Year Originally Approved	2020/21
Revised Estimate 2021/22 for the Scheme	£15,000
Actual Expenditure in the Year 2021/22	£0
Variance - (Underspend) or Overspend	(£15,000)
Please provide full reasons for the (under) or over spend variance shown above?	<p>Work to assess the practicalities and challenges of acquiring and developing a specific site that had been identified in the town centre was on-going at 2021/22 revised estimate budget stage.</p> <p>In addition, a feasibility study to prove the need for additional car parking spaces in the town centre had not yet been reported to Policy and Finance Committee.</p> <p>Given this, there was only the possibility of some initial feasibility study spend in 2021/22, so the majority of the scheme budget was moved to 2022/23 and £15,000 budget was left in 2021/22.</p> <p>In practice, there was no initial feasibility spend in 2021/22, but work was on-going on the site assessment.</p>

Slippage Request

Please grant the amount of Budget Slippage from 2021/22 to 2022/23 requested.	£15,000
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.	The unspent £15,000 budget will be added to the £1,215,000 budget already moved to 2022/23 on this scheme, to ensure the full scheme budget of £1,230,000 is available in 2022/23.
By what date would the work or services related to any requested slippage be completed, if it were to be approved.	To be confirmed, dependent on the outcome of the feasibility study.

**COMMUNITY SERVICES COMMITTEE – CAPITAL PROGRAMME
OUTTURN 2021/22**

Annex 2

Request for slippage into 2022/23

Cost Centre and Scheme Title	BGCAF: Refurbishment of Bowling Green Café – Castle Grounds
Scheme Description	Work to be undertaken to return the bowling green 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.
Head of Service	Mark Beveridge
Year Originally Approved	2021/22
Revised Estimate 2021/22 for the Scheme	£45,000
Actual Expenditure in the Year 2021/22	£42,843
Variance - (Underspend) or Overspend	(£2,157)
Please provide full reasons for the (under) or over spend variance shown above?	The work on the café and surrounding area was substantially completed in-year and the café has been let. The underspend is due to some minor external works still needing to be completed on the café and not all the contingency included in the scheme budget was required to be used.

Slippage Request

Please grant the amount of Budget Slippage from 2021/22 to 2022/23 requested.	£2,150
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.	Slippage is requested to fund the minor external works still to be completed and work to fit a handrail on the steps adjacent to the café.
By what date would the work or services related to any requested slippage be completed, if it were to be approved.	Summer 2022, dependent on supply of materials for final work.

**COMMUNITY SERVICES COMMITTEE – CAPITAL PROGRAMME
OUTTURN 2021/22**

Annex 2

Request for slippage into 2022/23

Cost Centre and Scheme Title	EDPDR: Edisford Playing Pitches Drainage Works
Scheme Description	<p>Works to improve the drainage of the levelled Edisford grass pitch created from the spoil of the synthetic pitch installation in 2019, namely:</p> <ul style="list-style-type: none"> • Installation of drainage to extend the usable time the pitch can be played on in Winter. • Installation of a cut off drain to prevent surface water run-off onto a nearby path. <p>This budget is funded by S106 monies.</p>
Head of Service	Mark Beveridge
Year Originally Approved	2021/22
Revised Estimate 2021/22 for the Scheme	£18,780
Actual Expenditure in the Year 2021/22	£3,286
Variance - (Underspend) or Overspend	(£15,494)
Please provide full reasons for the (under) or over spend variance shown above?	<p>Initial work on the cut off drain has been completed but further works are required and these are still to be programmed.</p> <p>The main pitch drainage works have not been undertaken yet because these will be specified and procured once the cut off drain works are completed and the remaining budget available is confirmed. The remaining sum will likely provide for some drainage works but may not cover drainage works for the full pitch.</p>

Slippage Request

Please grant the amount of Budget Slippage from 2021/22 to 2022/23 requested.	£15,490
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.	To fund completion of the cut off drain work and the installation of drainage on the Edisford grass pitch created from the spoil of the synthetic pitch installation, as planned.
By what date would the work or services related to any requested slippage be completed, if it were to be approved.	Within 2022/23, but actual dates to be confirmed, subject to completion of cut off drain work and availability of contractors and favourable weather conditions for the main pitch drainage works.