

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 5 JANUARY 2021
title: REVISED CAPITAL PROGRAMME 2020/21
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

1.1 To approve the 2020/21 revised estimate for this Committee's capital programme.

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 needs.
- 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 have been made so far in 2020/21:

- 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, has been 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, Replacement of Works Vehicle (Toilet Van) YP66 PZF, was added to the 2020/21 capital programme at short notice after agreement between the Head of Engineering Services, Director of Resources and Chief Executive in March 2020. This is because the scheme is 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 has been set for this scheme at this stage.

2.3 The above slippage and new scheme changes were agreed at senior officer level given that there were no Community Services Committee meetings between March 2020 and September 2020 because of Covid-19. Formal approval for these budget changes is now being sought from members as the changes are incorporated into the proposed revised estimate capital programme that members are being asked to approve in this report.

2.4 As a result of the above, the total approved budget for this Committee's capital programme of twelve schemes was £1,627,360. This is shown at Annex 1.

3 REVISING THE 2020/21 CAPITAL PROGRAMME

3.1 We have now discussed each of the schemes in the capital programme with budget holders and revised the programme to reflect their progress and estimated full year expenditure. Following this review, the proposed revised estimate is £381,370 for ten schemes, a reduction of £1,245,990 from the total approved budget. The reasons for this are:

- **Play Area Improvements 2020/21 (-£40,000):** 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.

- **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, 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.

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 (+£5,130):** 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.
- **Edisford Sports Complex (+£5,820):** The scheme is now complete and expenditure in 2020/21 was £39,144, which is an overspend of £5,814 in-year. The overspend was due to additional spend in 2019/20 for water connection works and additional WIFI/IT and equipment for the new building at the sports complex. In the context of the overall scheme, the overspend is only 0.4% of the overall scheme budget of £1,323,010. It is recommended that the 2020/21 revised estimate for the scheme is increased to £39,150.

- **Replacement of CCTV System (+£2,800):** 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.

- **Replacement of Works Vehicle (Toilet Van) YP66 PZF (+£14,560):** This is the scheme 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, as explained in paragraph 2.2. Because no budget has been approved by members so far, this now completed scheme is currently showing an overspend of £14,553. Therefore, it is recommended that a 2020/21 revised estimate budget of £14,560 is approved for this scheme.
- **Other completed schemes (-£4,300):** The combined expenditure on three other vehicle and equipment schemes already completed in-year was £4,304 lower than the combined total approved budgets for those schemes. It is recommended that the 2020/21 revised estimates for these completed schemes be set to match the scheme expenditure in each case:
 - Replacement of Refuse Collection Vehicle VN12 KYK = £229,150 (-£2,850 reduction)
 - Replacement of High Top Transit Van PJ63 WUC = £20,050 (+£50 increase)
 - Off-Street Car Parks – Update of Payment Systems = Nil (-£1,500 reduction).

3.2 Annex 1 shows the full capital programme by scheme, including the budget and expenditure to date. The summary position is shown below.

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 including commitments as at end of November 2020 £
1,555,120	58,880	13,360	0	1,627,360	381,370	1,270,000	315,777

3.3 At the end of November 2020 £315,777 had been spent or committed. This is 82.8% of the revised capital programme for this Committee.

3.4 Of the ten schemes in the revised capital programme, five schemes were completed by the end of November 2020.

3.5 Current progress on the schemes with the largest remaining budgets is as follows:

- **Play Area Improvements 2019/20 (-£24,531):** £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.

- **Replacement of Refuse Wheelie Bins (-£7,540):** Replacement bins are being purchased on a regular basis in-year and the spend covered by the capital scheme budget should be completed in-year.
- **Replacement of Pickup Ford Ranger PK60 HKN (-£25,250):** Different vehicle quotes were considered, given the higher cost of the scheme when compared to the original budget. The current aim is to order the replacement vehicle early in 2021 and completion in-year will then be dependent on supplier delivery timescales.
- **Replacement of CCTV System (-£7,640):** Officers are still awaiting permission from Lancashire County Council for the Whalley Road camera, but once permissions are received it is expected that the supplier can install the camera promptly. Thus, at this stage it is hoped that the scheme will be completed in-year, subject to gaining the required permissions from Lancashire County Council.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – Approval of the revised capital programme will see a decrease of £1,245,990 in the level of financing resources needed within the 2020/21 financial year, subject to the additional budget approvals of £28,310 requested for four schemes in this report. £1,270,000 of resources will be transferred to 2021/22 to finance the two capital schemes budgets moved to that 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.

5 CONCLUSION

5.1 The proposed revised estimate for this Committee's 2020/21 capital programme is £381,370, which is a £1,245,990 reduction from the previously approved capital budget.

5.2 It is recommended that budgets on two schemes, totalling £1,270,000, are moved to the 2021/22 financial year.

5.3 At the end of November 2020 £315,777 had been spent or committed. This is 82.8% of the revised capital programme for this Committee.

5.4 Of the ten schemes in the revised capital programme, five had been completed by the end of November 2020. The other five schemes were in-progress.

6 RECOMMENDED THAT COMMITTEE

6.1 Approve the 2020/21 revised estimate of £381,370 for this Committee's capital programme, as set out in Annex 1.

6.2 Approve the move of the following capital budgets from 2020/21 to 2021/22:

- Play Area Improvements 2020/21, £40,000.
- Installation of a Second Parking Deck on Chester Avenue Car Park, £1,230,000.

6.3 Recommend Policy and Finance Committee to approve the following additional scheme budgets:

- Replacement of Pickup Ford Ranger PK60 HKN, £5,130.
- Edisford Sports Complex, £5,820.
- Replacement of CCTV System, £2,800.
- Replacement of Works Vehicle (Toilet Van) YP66 PZF, £14,560.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM4-21/AC/AC
18 December 2020

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

COMMUNITY SERVICES COMMITTEE – REVISED 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 £	Revised Estimate 2020/21 £	Budget Moved to 2021/22 £	Actual Expenditure including commitments as at end of November 2020 £
PLAYU	Play Area Improvements 2020/21	40,000	0	0	0	40,000	0	40,000	0
PLAYT	Play Area Improvements 2019/20	0	28,000	2,830	0	30,830	30,830	0	6,299
REPWB	Replacement of Refuse Wheelie Bins	13,000	0	0	0	13,000	13,000	0	5,460
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
RVKYK	Replacement of Refuse Collection Vehicle VN12 KYK	232,000	0	0	0	232,000	229,150	0	229,150
WVHKN	Replacement of Pickup Ford Ranger PK60 HKN	20,120	0	0	0	20,120	25,250	0	0
GVWUC	Replacement of High Top Transit Van PJ63 WUC	20,000	0	0	0	20,000	20,050	0	20,046
ESCPX	Edisford Sports Complex	0	30,880	2,450	0	33,330	39,150	0	39,144
RCCTV	Replacement of CCTV System	0	0	4,840	0	4,840	7,640	0	0
AABED	Automatic Access Barrier – Edisford River Bank	0	0	1,740	0	1,740	1,740	0	1,125
CPPAY	Off-Street Car Parks – Update of Payment Systems	0	0	1,500	0	1,500	0	0	0
WPZFV	Replacement of Works Vehicle (Toilet Van) YP66 PZF	0	0	0	0	0	14,560	0	14,553
Total Community Services Committee		1,555,120	58,880	13,360	0	1,627,360	381,370	1,270,000	315,777