

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

DECISION

meeting date: 19 JANUARY 2021  
title: CAPITAL PROGRAMME REVIEW 2021/22 TO 2024/25  
submitted by: DIRECTOR OF RESOURCES  
principal author: ANDREW COOK

## 1 PURPOSE

- 1.1 To recommend the proposed future four-year capital programme (2021/22 to 2024/25) for this Committee.

## 2 CAPITAL PROGRAMME (2021/22 to 2024/25) BUDGET PROCESS

- 2.1 The future capital programme budget is reviewed and updated each year. In recent years, the Council has been setting a proposed and fully funded five-year capital programme each year. The process of updating the programme has involved reviewing and updating the schemes that were approved in the previous year's programme for what will become the first four years of the new five-year programme and submitting new bids for year five of the new five-year programme.

- 2.2 Given the additional burdens caused by and priority focus on Covid-19 issues throughout 2020, Budget Working Group has streamlined the capital programme budget update process for this year. This involves moving to a four-year capital programme only, covering 2021/22 to 2024/25, and there being no new capital bids for 2025/26 (year five).

- 2.3 Heads of Service/Directors were therefore asked to review and update the proposed four-year capital programme, as follows:

- Review the 2021/22 capital schemes already in the capital programme to confirm that costings are correct and that they will be able to be completed in that year.
- Review the current year's (2020/21) capital schemes to identify whether any may need to be moved to the 2021/22 financial year.

- 2.4 Each committee are being asked to consider and approve the proposed four-year capital programme for their own committee and then the proposed programmes from all committees will be considered alongside each other by the Budget Working Group and Special Policy and Finance Committee.

- 2.5 The proposed four-year capital programme (2021/22 to 2024/25) for this Committee is set out in this report for members to consider and approve.

## 3 REVIEW OF THE 2021/22 CAPITAL PROGRAMME SCHEMES

- 3.1 There were no schemes in the previously approved 2021/22 capital programme for this Committee, so no changes have been made.

## 4 REVIEW OF THE CURRENT YEAR'S (2020/21) CAPITAL SCHEMES

- 4.1 Review of progress on the 2020/21 current year schemes by Heads of Service has identified budgets on four schemes proposed to be moved from 2020/21 to the 2021/22 capital programme:

- **Dewhurst Road, Langho – Resurfacing Works, £65,800:** The main resurfacing contract works on this scheme, estimated at £65,800, will now not take place in 2020/21. This is because of additional pre-tender flooding and drainage works needing to be completed first, to enable the site to be clear for the main resurfacing works to take place, and the timescales then involved in the specification and tender process for the main resurfacing contract works. Therefore, the main resurfacing contract works will need to be moved to 2021/22.
- **Network Infrastructure, £30,000:** As reported to this Committee in November 2020, 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. Therefore, the scheme will not take place in 2020/21 and will need to be moved to 2021/22.
- **Lift replacement at Council Offices, £2,110:** The main contract works are now complete. However, the final retention payment of £2,103 on the main contract is still to be paid, because this is not due until twelve months after practical completion of the contract works, which will be summer 2021. Therefore, budget to cover the final retention payment will need to be moved to 2021/22.
- **Committee Administration IT System, £7,600:** The implementation of the ModGov system software is now complete and the final acceptance payment is expected to be made in early 2021. The remaining budget of £7,600 on this scheme relates to IT hardware purchases. The IT hardware requirements needed to support the use of the system, possibly some laptops, will be considered in 2021 now the system software is up and running. Given this, any IT hardware purchases, if required, will not be undertaken in 2020/21. Therefore, the outstanding scheme budget of £7,600 should be moved to 2021/22 to support any IT hardware purchases required in that year.

## 5 PROPOSED FOUR-YEAR CAPITAL PROGRAMME (2021/22 TO 2024/25)

5.1 The table below provides a summary of the changes proposed by Heads of Service to the previously approved four-year capital programme, resulting in a proposed four-year capital programme (2021/22 to 2024/25) of £538,390. Annex 1 shows all the schemes included in the proposed four-year capital programme.

<b>POLICY AND FINANCE COMMITTEE</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>TOTAL</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Previously Approved Capital Programme (2021/22 to 2024/25) for this Committee</b>	<b>0</b>	<b>226,600</b>	<b>118,200</b>	<b>88,080</b>	<b>432,880</b>
<b>2020/21 capital programme changes:</b>					
Dewhurst Road, Langho – Resurfacing Works <i>Moved from 2020/21</i>	65,800				<b>65,800</b>
Network Infrastructure <i>Moved from 2020/21</i>	30,000				<b>30,000</b>
Lift replacement at Council Offices <i>Moved from 2020/21</i>	2,110				<b>2,110</b>
Committee Administration IT System <i>Moved from 2020/21</i>	7,600				<b>7,600</b>
<b>Proposed Capital Programme (2021/22 to 2024/25) for this Committee (Annex 1)</b>	<b>105,510</b>	<b>226,600</b>	<b>118,200</b>	<b>88,080</b>	<b>538,390</b>

5.2 Members are asked to consider the proposed four-year capital programme (2021/22 to 2024/25) for this Committee and recommend the programme to the Special Policy and Finance Committee for approval.

## 6 RISK ASSESSMENT

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

- Resources – The proposed changes to the four-year capital programme for this Committee would require additional funding of £105,510 over the period. In practice this funding is available because the increased budget relates to budgets on four schemes being moved from the 2020/21 capital programme and these schemes are already funded as part of that year's capital programme. Thus, if budgets on those schemes move to 2021/22 then the funding for those schemes will also move to 2021/22.
- 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 A four-year capital programme (2021/22 to 2024/25) of £538,390 is proposed for this Committee.

## 8 RECOMMENDED THAT COMMITTEE

8.1 Consider the proposed four-year capital programme (2021/22 to 2024/25) of £538,390 for this Committee, as set out in Annex 1.

8.2 Recommend to Special Policy and Finance Committee the proposed four-year capital programme (2021/22 to 2024/25) of £538,390 for this Committee, as set out in Annex 1.

SENIOR ACCOUNTANT  
PF9-21/AC/AC  
6 January 2021

DIRECTOR OF RESOURCES

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

**\*\* = Changes proposed from the Capital Programme review**

<b>POLICY AND FINANCE COMMITTEE</b>	<b>2021/22 £</b>	<b>2022/23 £</b>	<b>2023/24 £</b>	<b>2024/25 £</b>	<b>TOTAL £</b>
Dewhurst Road, Langho – Resurfacing Works <i>**Moved from 2020/21</i>	65,800				<b>65,800</b>
Network Infrastructure <i>**Moved from 2020/21</i>	30,000				<b>30,000</b>
Lift replacement at Council Offices <i>**Moved from 2020/21</i>	2,110				<b>2,110</b>
Committee Administration IT System <i>**Moved from 2020/21</i>	7,600				<b>7,600</b>
Brookfoot Footbridge, Ribchester – Replacement of Bridge		110,000			<b>110,000</b>
ICT Infrastructure Refresh		116,600			<b>116,600</b>
Revenues and Benefits Replacement Server			27,400		<b>27,400</b>
Cyber Security Solutions Refresh			58,300		<b>58,300</b>
Replacement Air Conditioning Units in Server Room			10,000		<b>10,000</b>
E-Recruitment System			22,500		<b>22,500</b>
Replacement PCs				66,000	<b>66,000</b>
Firewall Refresh				22,080	<b>22,080</b>
<b>Proposed Capital Programme (2021/22 to 2024/25) for this Committee</b>	<b>105,510</b>	<b>226,600</b>	<b>118,200</b>	<b>88,080</b>	<b>538,390</b>