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**REPORT TO THE MEETING OF THE EXECUTIVE 27 JANUARY 2010**

**PORTFOLIO: FINANCE & RESOURCES**

**REPORT FROM HEAD OF FINANCE, AUDIT AND PERFORMANCE  
MANAGEMENT**

**SUBJECT: CAPITAL PROGRAMME - MONITORING REPORT  
QUARTER 3 2009-10**

**1 DECISION BEING RECOMMENDED**

- 1.1 To note the financial progress as at the end of Quarter 3 in completing the General Fund Capital Programme for 2009/10, which is shown in the appendix to this report.

**2 REASON/S FOR RECOMMENDATION**

- 2.1 To enable the Executive to raise any queries on progress made in implementing the current Capital Programme. Expenditure is monitored on a monthly basis by the Financial Programmes Group, a multidisciplinary officer group.

**3 OTHER SALIENT INFORMATION**

- 3.1 This report provides an update on the financial progress in completing the General Fund Capital Programme for 2009/10, which is shown in the appendix to this report. The current Capital Programme for 2009/10 was agreed by Council on 30 June 2009. A number of revisions to the Programme have been identified and are shown on the attached appendix. These will be reported to Council on 26 January for agreement as part of the agreement of the Medium Term Financial Strategy.
- 3.2 Following closure of the accounts for 2009/10, the final outturn for the 2009/10 Capital Programme will be reported to the June Council.
- 3.3 The majority of the capital provision in 2009/10 is for three projects, the purchase of new bins for the Waste Contract, Hall Road Cemetery Extension and Cherry Orchard Jubilee Country Park.
- 3.4 The Capital Programme is funded by capital receipts from proceeds of a VAT Shelter arrangement and the sale of council housing under a sharing arrangement with Rochford Housing Association.

**4 RISK IMPLICATIONS**

- 4.1 Delays in completing the items on the Capital Programme could prevent the Council from achieving its strategic objectives and lead to adverse publicity for the Council.

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**5 RESOURCE IMPLICATIONS**

- 5.1 The current Capital Programme for 2009/10 is fully funded from the Capital Receipts Reserve.

I confirm that the above recommendation does not depart from Council policy and that appropriate consideration has been given to any budgetary and legal implications.

SMT Lead Officer Signature: \_\_\_\_\_

**Head of Finance, Audit and Performance Management**

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**Background Papers:-**

None

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**CAPITAL PROGRAMME 2009/10**  
**COMPARISON OF EXPENDITURE TO BUDGET**

Programme Item	Approved Estimate £	Revised Estimate £	Spend to end of Q3 £	Commentary
IT Requirements	81,000	81,000	61,207	Allocation for 3 projects from the ICT Strategy. The new cash receipting system has been fully implemented and was within budget. The new elections software is now implemented and came in under budget. The 3rd project is the major work required to comply with the Government Connect project. Work is still ongoing in implementing all the requirements. It is anticipated that the total budget for this year will be fully used.
Wheelie Bins	122,500	122,500	14,316	£67,500 is for bin caddies funded by ECC which will be purchased this year. The remainder is provision for ongoing replacement of wheelie bins and will also be used to buy bins for the rollout to flats which is a priority to be completed by March 2011. Tenders are due back at the end of January for the wheelie bins for flats and a number of larger bins for dry recycling.
Vehicle replacements	32,000	-	-	Following the annual review of vehicle replacements, there was no requirement identified for 2009/10 so the budget is not required. However, the vehicles programmed for replacement in 2010/11 may be bought earlier if there is a cost benefit from applying for the scrappage allowance.

Programme Item	Approved Estimate £	Revised Estimate £	Spend to end of Q3 £	Commentary
Equipment Replacement Programme	65,000	65,000	35,968	New scanning equipment is now in place. The remainder of the budget is for new Audio Visual Equipment for the Council Chamber. This is currently being researched with various suppliers and we are awaiting their proposals prior to submitting a report to the Executive for a final decision. If the decision is made to proceed, the work will take place during the summer recess in order to avoid disruption to Council meetings.
Depot Yard Resurfacing	65,000	34,000	33,540	Works are now completed and cost is £31,460 below budget.
Hall Road Cemetery Extension	248,841	248,841	445	Tender specification is being finalised for issuing by the end of January. As reported at the end of quarter 2, the main programme of works will roll over to 2010/11.
Rochford Offices - Electrical Works	80,000	80,000	7,236	The detailed survey report on 3-15 South Street arrived just before Christmas. It has identified issues with the current electrical wiring and heating with some components being over 40 years old. The total costs exceed the current budget. The Asset Manager will be assessing what has to be done and preparing the business case for completing the works.

Programme Item	Approved Estimate £	Revised Estimate £	Spend to end of Q3 £	Commentary
Rayleigh Accommodation - Heating	66,000	66,000	34,161	Because one part of the building is used during the day as offices - whilst another part sits empty and then in the evening the other part starts is used for meetings, the Asset Manager is seeking a solution that will address this by zone control - this cannot be done by conventional methods because the pipe work is existing and too expensive to alter. The zone control wasn't part of the original specification because of costs but we got better than expected pricing at tender. The alternative is to leave it as it is and accept the extra energy usage.
Rochford Reception and office improvements	35,000	35,000	4,500	Designs have been drawn up and the detailed costings are being completed. Planning application will be submitted in due course and the decision on the final scheme will be subject to Executive approval.
Office accommodation building works	50,000	-	-	Budget was included in the programme to allow the capitalization of any special items that could be classified as capital. Following a review of the current year's programme, this budget will not be required.
Pavilion Refurbishments	30,000	30,000	-	The proposal for Rawreth Pavilion disabled toilet has now gone out to tender and the scheme is being reviewed by planning. The delay has in part been due to the external architect's illness
District Boundary Signs	29,500	7,000	4,445	The works are complete and we are just awaiting final invoices. It is anticipated that the final cost will be under £7,000.

Programme Item	Approved Estimate £	Revised Estimate £	Spend to end of Q3 £	Commentary
Great Waking Public Conveniences	30,500	37,500	170	The Great Waking scheme had been held up because of access issues. The proposals are with Planning for approval – once that's received the works will go ahead. The tender came in £7,000 over budget and this has been funded by a transfer of budget from the under spend on the depot scheme.
Play Spaces	100,000	100,000	99,991	All works have been completed. This includes schemes at Conway Avenue, Rawreth Lane Hockley Woods and Canewdon recreation ground.
Cherry Orchard Jubilee Country Park	100,200	100,200	28,328	Work on fencing and planting of new trees have been completed. Progress on this project was reported to the Executive on 9 December 2009 and it was noted that an underspend on this year's budget will be carried forward into 2010/11.
Parks and Open Spaces Programme	100,000	100,000	6,734	On target for whole of the budget to be used in this financial year. Schemes completed to date include boundary fencing at Rochford recreation ground, Rayleigh Fairview and Grove Wood car park. Further issues need to be resolved regarding the gates and cricket ball fencing at Canewdon recreation ground.
Sweyne Park - Football Pitches	191,000	191,000	137,605	Ground preparation works including leveling, drainage and seeding completed. The programme for completion is:- - toilet block, soil spreading/grading of banks by September 2010 - hedge planting by November 2010. This will be completed within budget.

Programme Item	Approved Estimate £	Revised Estimate £	Spend to end of Q3 £	Commentary
Great Waking Youth Facilities	80,026	80,026	-	Two teen shelters have been installed on the recreation ground with much success. High level talks are ongoing with ECC with regard to the provision of additional facilities in Great Waking. The budget will be carried forward in to 2010/11.
Teen Shelters	27,500	27,500	7,065	Units have been installed in Rochford, Canewdon, Hullbridge and Rayleigh. A temporary shelter has been installed in Ashingdon to assess its suitability, with the potential to install a shelter on a permanent basis. Dependent on this timescale and size of shelter required, some of this budget may be required to carry forward to 2010/11. Also discussing with Hawkwell Parish Council, the installation of a Green Gym.
Clements Hall Bridleway Extension	28,000	15,200	-	The final scheme was agreed by the Executive on the 9th December at a cost of £15,200. The timetable for starting the works will depend on the weather.
Rawreth Recreation Ground - Extension to Car Park	30,000	7,800	-	The final scheme was agreed by the Executive on the 9th December at a cost of £7,800. The timetable for starting the works will depend on the weather.
Home maintenance and Adaptation Grants	107,441	107,441	104,475	On target for whole of the budget to be used in this financial year.
Disabled Facilities Grants	196,000	196,000	151,263	On target for whole of the budget to be used in this financial year.