
REPORT TO THE MEETING OF THE EXECUTIVE 20 OCTOBER 2010**PORTFOLIO: FINANCE AND RESOURCES****REPORT FROM HEAD OF FINANCE****SUBJECT: CAPITAL PROGRAMME MONITORING REPORT
QUARTER 2 2010/11****1 DECISION BEING RECOMMENDED**

- 1.1 To note the financial progress, as at the end of Quarter 2 in completing the Capital Programme for 2010/11, which is shown in the appendix to this report.
- 1.2 That an additional £6,040 be released from the £28,000 remaining budget for pavilions to enable the disabled adaptations to be put in place at Rochford Pavilion.

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.
- 2.2 Due to underestimating the costs of the works the original funding request was £6,040 too low, this was in part due to underestimating the cost of the DDA ramp and door works, both external and internal. The budget is for £45,000, of which £15,000 has already been allocated.

3 OTHER SALIENT INFORMATION

- 3.1 This report provides an update on the financial progress in completing the Capital Programme for 2010/11, which is shown in the appendix to this report. The current Capital Programme for 2010/11 was agreed by Council on 29 June 2010. A number of revisions to the Programme have been identified and are shown on the attached appendix. These will be updated and reported to Council in January for agreement as part of the agreement of the Medium Term Financial Strategy.
- 3.2 The appendix shows that, in financial terms only, 10% of the planned expenditure has been completed. However, there are a number of projects currently on hold pending financial decisions by the Council. These account for 35% of the programme. There are also a number of projects where we are in the tender process and therefore orders should be placed shortly - these account for 27% of the programme. The remainder are items where there is no requirement for Member approval, or the tenders have not yet been circulated. Other than the projects highlighted as being on hold, all other projects are anticipated at this stage to be completed by the year end.

- 3.3 The majority of the capital provision in 2010/11 is for three projects - the purchase of new bins for expansion of 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.

5 RESOURCE IMPLICATIONS

- 5.1 There is no additional resource requirement that has not already been approved by Council.

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: _____

Yvonne Woodward

Background Papers:

None.

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	Client Officer	Estimate 2010/11	Revised 2010/11	Actual 2010/11	Commentary
Information & Communications					
ICT Strategy	Sarah Fowler	56,000	59,000	13,672	Annual allocation to support implementation of ICT Strategy which is approved and monitored by Portfolio Holder. 2010/11 increased by small carry forward of £3,000 of unused budget from 2009/10.
Vehicles and Equipment					
Wheelie Bins	Richard Evans	55,000	55,000	-	Order was placed at start of October for 2,000 bins at a cost of £62,380. There is also £67,000 remaining from an Essex County Council Capital Grant received for purchasing bins.
Vehicle Replacements	Yvonne Woodward	41,000	41,000	-	Programme being revisited to assess best provision of vehicles. Mobile Exhibition Unit is one of the vehicles in this year's programme and is not being replaced.
Equipment Replacement Programme	Yvonne Woodward	16,500	42,500	3,115	<p>The outstanding project from 2009/10 is to replace the Audio-Visual equipment in the Council Chamber. The £26,000 unused budget has been rolled forward pending a decision by the Executive on this project. Tenders were received at the end of September and these are now being considered and compiled into a report for Executive decision.</p> <p>There has been a portfolio holder decision on the use of the 2010/11 budget which will be used for environmental health inspection equipment, back up power supply for the switchboard and scanning equipment to improve customer service at Rayleigh. The current spend is for the back up power supply for the switchboard.</p>

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Operational Assets					
Hall Road Cemetery Extension	Albert Bugeja	147,854	390,000	88,700	The groundworks are underway, laying in the roads, services and drains this forms the larger part of the works, there have been some weather delays and to keep costs down we have not expedited additional labour.
Rayleigh Cemetery railings	Albert Bugeja	8,000	-	-	Railings are responsibility of Essex County Council. In light of budget pressures, project has been referred back to County. Was originally included to ensure style in line with Rochford's type, and to carry out the work if Essex County decided not to do the work. This work appears to have now been completed by County.
Rochford Offices - Electrical Works	Albert Bugeja	60,000	128,000	-	During 2009/10 a full electrical survey has been carried out on the Rochford buildings prior to proceeding with phase 2 and 3 of the electrical rewire project. This identified that the entire electrical heating system, which was outside of the electrical re-wire project was time expired and in need of a timely replacement. This survey identified that to fully rewire the remaining office will cost about £220,000. It had been hoped that a proportion of this would be picked up during the new reception building work. The £128,000 will allow the phase 2 work to be completed with additional funds needed in 2012-13 for phase 3. The increased budget relates to the unspent budget from 2009/10 for phase 2 being rolled forward. Expenditure is currently on hold pending a decision on Rochford reception and is tied into this and Office Accommodation works.

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Rochford reception & office improvements	Albert Bugeja	475,000	475,000	-	This will be subject of a report to the November Executive.
Old House roof	Albert Bugeja	25,000	25,000	-	Following some unforeseen delays due to the historic nature of the building, we have received final confirmation that the scaffolding will be erected around the Old House this coming weekend, with some finishing off works being completed next Tuesday, and the actual works to then commence.
Rayleigh Office Accommodation - Structural Repairs	Albert Bugeja	25,000	25,000	-	A design has been determined and NPS have been appointed to project manage the works, which will be completed this fiscal year.
Council buildings - Climate CO ₂ de Actions	Albert Bugeja	57,500	57,500	-	Executive agreed in September that budget be used to provide a replacement boiler in the Old House, Rochford, to change the heating system in No. 15 South Street, Rochford from electric to gas, to upgrade the controls in the Old House and No. 19 South Street and to replace the existing bottled chilled water dispensers with plumbed in devices The work is scheduled to take place once the tenders have been returned.
Pavilion Refurbishments	Richard Evans	45,000	45,000	-	The Portfolio Holder has agreed that £10,000 from the allocated budget be used on the Rochford Pavilion toilets including the provision of disabled facilities and that £5,000 be used on anti vandal provisions at a number of pavilions on a trial basis. This report includes a request for further funds to be released.

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Town & Village improvements					
Sensory Garden Information Board	Richard Evans	1,500	1,500	400	Information Board provided which came in under estimate at £500.00.
Brooklands Grove - vehicle access	Richard Evans	30,000	30,000	6,675	Order raised in September for start of works. Works are now underway.
Public Conveniences	Alan Thomas	15,000	15,000	3,433	Rolling Programme for improvements to Public Conveniences, this year's programme is looking to target further energy efficiency and water saving measures. This work is still to be scoped but it is estimated that it should be under £5,000.
Parks & Play Facilities					
Play Spaces	Richard Evans	50,000	50,000	-	Tenders are out, work will commence when returned and assessed. TI Tenders due back on 16/10/2010 with work to start soon thereafter. These relate to Bedford Close and the skate park at Rayleigh Leisure Centre.
Cherry Orchard Jubilee Country Park	Richard Evans	115,000	193,000	20,686	Tenders are out for the car parks. Start date will be dependent on the information in the returned documents. Planning application submitted for the car park at Cherry Orchard Way.
Parks & Open Spaces Programme	Richard Evans	50,000	108,800	-	2010/11 includes Hockley Woods and Sweyne Park. The timing of completion and payment for the agreed 2009/10 programme means that the unused budget has been rolled into 2010/11 and added to the existing budget.

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					The works to Installation of drainage around children's play area and adjacent car park to prevent continual flooding during winter months and resurfacing of a car park with permeable grass crete to allow car parking in severe wet conditions. Have been tendered, work is due to start the week commencing 11 October.
Sweyne Park	Jeremy Bourne	-	49,000	38,429	Works are in hand to rectify ground shrinkage and to finalise the hedge and other planting. This is to be carried out when weather is consistently wet.
Great Wakering Youth Facilities	Paul Warren	-	80,026	-	Further meeting is set up with ECC to consider possible options.
Teen Shelters Rolling Programme	Jeremy Bourne	-	10,300	-	The unused budget has been rolled forward into 2010/11 to provide funding towards further facilities such as green gyms in Hullbridge. Expenditure is dependent on the parish council obtaining external funding to match, they are currently waiting to find out whether a grant application has been successful.
Disabled Facilities Grant	Steve Neville	250,000	250,000	-	There are 18 projects committed to the 2010/11 budget so far totalling £131,000. Works to date have been on commitments from 2009-10's grant allocation.
Private Sector Renewal Grant	Steve Neville	70,000	108,000	16,624	This is actual spend, there is also an additional £43,000 committed to 13 projects. Following agreement of the revised estimate in June 2010, a further £30,000 grant has been received from Government Office East which will be added to the revised estimate for 2010/11.
<u>Total Capital Programme</u>		1,343,354	1,960,626	191,734	9.78% complete.