

AGENDA ITEM 6

COMMUNITY AND SOCIAL AFFAIRS COMMITTEE

18 MARCH 2014

REPORT OF HEAD OF CENTRAL SERVICES

CAPITAL PROGRAMME MONITORING TO 28 FEBRUARY 2014

1.0 PURPOSE OF THE REPORT

- 1.1 To update the Committee on the progress of schemes within the Capital Programme to 28 February 2014.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that:-

- (a) the progress made on each capital scheme be noted,
(b) a supplementary estimate of £20,000 be recommended for the Cemetery Lodge Works scheme as outlined in paragraph 5.3 below for submission to the Policy, Finance and Administration Committee.

3.0 KEY ISSUES

- 3.1 Under the Capital Programme Project Appraisal System, monitoring of actual capital expenditure against authorised expenditure is undertaken on a regular basis and reported to the Management Team in its capacity as the Council's Programme Board. Appendix A gives details of the spending against budget for all schemes within this Committee up to 28 February which is the latest available information at the agenda date.

4.0 POLICY AND CORPORATE IMPLICATIONS

- 4.1 Policy and corporate implications were addressed in setting the current year's budget. There are no further policy and corporate implications arising from this report.

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

- 5.1 The financial implications for each scheme are as set out in Appendix A
- 5.2 The overall position for all capital schemes falling within this Committee is as set out below.

Capital Schemes	Allocated Funding 2013/14 Budget	Authorised Funding 2013/14 (Business Case Approved)	Actual Expenditure to 28 Feb 2014	Balance to be Spent 2013/14 (Authorised funding less Actual)
	£'000	£'000	£'000	£'000
General Expenses	729	729	349	380
Special Expenses	88	48	19	29
HRA	3,720	3,720	1,105	2,615

The forecast is generally in line with the budget with schemes progressing although much expenditure has yet to be incurred. The exceptions to this are the Disabled facilities grants which continue to underspend due to the lower level of referrals made and the HRA capital programme which is forecasting an underspend of £618k, this can be attributed to the move from the previous databases to the new 'Codeman' system and the related transition, new staff members and the change in the way contracts are procured with a longer term view.

- 5.3 Members may recall at their meeting on 13th November 2013 a business case was presented to undertake a capital scheme on Cemetery Lodge of which 2 options were discussed. The committee duly approved a sum of £25,000 and selected the option to rent out the lodge on an assured short hold tenancy to members of the general public. Initial quotations have now been received which range from £36,000 to £45,000 and are considerably higher than the estimated of £25,000 due to a number of factors.

The original estimate based on the existing layout would have provided a very small kitchen and three reception rooms. In order to improve the attractiveness for letting purposes it is now considered preferable to convert one of the reception rooms to provide a larger kitchen and turn the existing kitchen into a small utility room. This might also result in a slightly higher rent. Revised quotations have been requested for the adjusted layout and are due to be received in week commencing 10th March.

As a result of these considerations the Committee is recommended to request Policy, Finance and Administration Committee to approve a supplementary estimate of £20,000 to enable the scheme to proceed.

6.0 LEGAL IMPLICATIONS

- 6.1 Legal implications/powers were addressed in setting the current year's programme. There are no further legal implications arising from this report.

7.0 COMMUNITY SAFETY

- 7.1 Individual schemes could have links to community safety issues. These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

8.0 EQUALITIES

- 8.1 Individual schemes could have links to equalities issues. These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

9.0 RISKS

- 9.1 These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

10.0 CLIMATE CHANGE

- 10.1 Individual schemes could have links to climate change issues. These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

11.0 CONSULTATION

- 11.1 Consultation takes place between project managers and the Accountancy Assistant – Community Services to determine the information included in Appendix A. Reports are also prepared on a quarterly basis for the Programme Board.

12.0 WARDS AFFECTED

- 12.1 To varying degrees all wards are affected by capital schemes within this Committee

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Date: 5 March 2014

Appendices: Appendix A – Capital Programme Progress Report – Feb 2014

Background Papers: Oracle Financial Reports
Budget Holder Comments on Performance

Reference: X: Ctte,Council & SubCttes/CSA/2013-14/18-3-14/DG-Capital Prog.
Monitoring-Feb 2014