

**MONITORING OF THE CAPITAL PROGRAMME 2003/04 and 2004/05
(Report by the Head of Financial Services)**

1. PURPOSE

- 1.1 This report outlines the outturn position for 2003/04 and the implications for 2004/05. Progress during the current year is also considered and proposals are made for necessary cost variations.
- 1.2 More detailed information on specific schemes can be obtained from the relevant Head of Service.

2. 2003/04 OUTTURN

- 2.1 The final budget position for 2003/04 is built up as follows :-

	Gross	External Contribs.	Net
	£000	£000	£000
Capital Budget			
Approved February 2004	9,712	1,219	8,493
Additional Revenue salaries charged to capital	91		91
Ramsey Roof Funded from R&R Fund	267		267
Country Parks Tractor transfer from revenue	19		19
Additional items funded from external contributions	1,341	1,341	0
Schemes deferred from previous years	266		266
Supplementary approval - Henbrook	48		48
Adjusted Total	11,744	2,560	9,184
Revenue Adjustments			
Savings			
• Salaries recharged to Capital	-91		-91
• Country Parks Tractor	-19		-19
Use of R&R Fund	-267		-267

- 2.2 Gross Capital expenditure in 2003/04 amounted to £8,400k compared to an adjusted budget total of £11,744k, as shown below:

	Gross	External Contribn s	Net
	£000	£000	£000
Capital Budget (as adjusted above)	11,744	2,560	9,184
Actual Capital Spending	8,400	2,560	5,840
Variation	-3,344	-	-3,344
Reasons for variation			
Net Project delays/deferrals to 2004/05	--3,038		-3,038
Previously reported savings (May Cabinet)	-341		-341
Additional costs (see para. 2.3 below)	135		135
Inflation Allowance (not allocated)	-100		-100

- 2.3 The table below shows the breakdown of the additional scheme costs now reported:-

	£000
St Ives Town Centre – Environmental Improvement – This increase is due to extra work needed to complete the scheme and claims from the contractor. There are further outstanding claims with the contractor, which are still being disputed, so this may not be the final figure.	27
CCTV – Extra Cameras New Areas – The extra cost of necessary upgrading of the Control Room to allow for the new cameras to be accommodated has resulted in this overspend.	21
CCTV – Vehicle Mounted Unit – The vehicle has not cost as much as budgeted.	-18
Hinchingbrooke Country Park – Phase 2 – This project was reported as an underspend in 2002/03 (-£13k), in error, as the final payment of £15k had not been included.	15
St Ivo Leisure Centre – Fitness Equipment – Replacement of previously leased equipment. Revenue budget will be reduced to meet this cost over three years.	14
Pathfinder House – Lift Upgrade – Contract was finalised with a cost saving	-11
Disabled Facilities Grants – Cabinet approved the principle of increasing spending in 2003/04 to maximise the amount eligible for 60% grant before the grant level became cash limited from April 2004. (Gross Cost £225k)	90
Other Minor Savings	-3
TOTAL EXTRA COST	<u>135</u>

- 2.4 The net revenue impact of the extra costs will be £6k in 2004/05 and future years. In 2004/05 this will be more than compensated for by the delayed/deferred expenditure.

- 2.5 The additional external contributions were:

	£000
New Acorn Oxmoor Project – Grants from ODPM	968
St Neots Leisure Centre Car Park – Work carried out on behalf of the school	202
Disabled Facilities Grants – Extra grant (see above)	126
Contributions towards IT projects – work on behalf of other local authorities	45
TOTAL EXTRA CONTRIBUTIONS/INCOME	<u>1,341</u>

3. MONITORING OF THE 2004/05 PROGRAMME

- 3.1 The approved 2004/05 Gross Capital programme of £15,344k, has been increased by £3,038k, as a result of work being carried over from 2003/04, by £288k through subsequently approved supplementary bids (Kent Road £243k and Server Room £45k) and £147k transferred from revenue resulting in a total of £18,817k. Annex A below shows the individual schemes position with comments from the Project Managers.
- 3.2 Two IT projects have been identified as certain to be delayed for another year - the Elections System Application Review (£38k) and part of the Voice and Data Infrastructure project (£50k).

- 3.3** The Medium Term Plan process is now underway and this may result in amendments to the capital programme with schemes being deleted, varied or delayed.

4. CONCLUSION

- 4.1** The large and varied Capital Programme for 2003/04 was substantially completed but there have been delays to various projects for the reasons highlighted in Annex A. Most of these delays will be for less than 6 months. Those schemes with the longest delays result from problems of identifying or agreeing sites. High inflation on some types of works is also creating delays due to amending designs and subsequent re-tendering.

- 4.2** Additional costs have arisen on the schemes shown above and will result in an extra £6k revenue impact.

- 4.3** Changes to the 2004/05 programme, some of which have been highlighted above, are beginning to emerge and these and others will be consolidated through the Medium Term Plan process which is now underway.

5. RECOMMENDATION

- 5.1** It is **RECOMMENDED** that Cabinet:

- a) note the capital outturn for 2003/04.
- b) approve the extra capital spending shown in para. 2.3 above
- c) note the position on individual schemes as shown in Annex A

BACKGROUND PAPERS

Capital programme and monitoring working papers

Previous Cabinet and Committee reports on capital expenditure

CONTACT OFFICER

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Active Schemes 2004/05

	Approved Date	COMPLETION		NET EXPENDITURE £000's			COMMENTS	
		Deferral (weeks)	Slippage (weeks)	Approved 2004/05	Approved Total	Projected Variance		
PORTFOLIO: Finance								
Administration								
03/999.02	VAT Exempt Capital (04/05)	31-Mar-05	0	0	90	90	0	SC
Total for Portfolio				90	90	0		
PORTFOLIO: Housing & Young People								
Housing Support								
01/039.02	Disabled Facilities Grants (04/05)	31-Mar-05	0	0	320	320	0	EM
00/141.02	HRAs and RENs (04/05)	31-Mar-05	0	0	277	277	0	EM
>>	Social Housing Grant (Contingency) (04/05)		0	0	1000	1000	0	Muir - Roman Way
Planning Policy & Conservation								
>>	02/078/B Huntingdon Town Centre Regen - CAPS Scheme	30-Mar-04	0	0	22	94	-94	RPb This scheme is being offered up for deletion in MTP as the joint funding for the scheme cannot be found.
Total for Portfolio				1619	1691	-94		
PORTFOLIO: Leader								
Economic Development								
03/365/A	Huntingdon Boatyard Improvements	28-Feb-04	0	43	75	100	0	KP Consultants appointed to assess possibilities for site
02/239/B	New Industrial Units	28-Feb-04	0	43	270	540	0	KP Land identified in St Ives. Acquisition commenced July 2003. Programme revised and consequential slippage identified. Conceptual Feasibility Study prepared, awaiting instruction to proceed. On hold awaiting member decision.
Information Technology								
03/301.00	Customer First - Programme Wide	31-Mar-05	0	0	121	630	0	CH Revised Customer First programme submitted to MTP
Office Accommodation								
03/300/A	Pathfinder House Imps and One Stop Shop	31-Mar-06	0	0	250	9600	0	RP

Active Schemes 2004/05

	Approved Date	COMPLETION Deferral (weeks)	Slippage (weeks)	NET EXPENDITURE £000's			COMMENTS	
				Approved 2004/05	Approved Total	Projected Variance		
>> 01/128/A	Public Buildings Access - Disability etc	30-Mar-04	0	26	0	90	-17	RP Essential works only being undertaken on Pathfinder House pending decision on future refurbishment. Works carried out at Little Paxton and Huntingdon Tourist Information Centre. Audit carried out in accordance with new DDA guidance
Planning Policy and Conservation								
03/358/A	Rural Renewal NE Hunts - Pump Priming (04/05)	31-Mar-05	0	0	50	50	0	MS
Total for Portfolio					766	11010	-17	
PORTFOLIO: Leisure								
Leisure Events and Facilities								
02/058/A	Grafham Water Centre Partnership Contribution	31-Mar-05	0	0	10	20	0	PJ
00/999.02	Local Leisure Project Grants (04/05)	31-Mar-05	0	0	105	105	0	SB
Leisure Policy and Development								
00/001/B	St Neots Tennis Initiative Partnership	01-Mar-02	0	113	30	60	0	JP NOF bid accepted
Parks and Open Spaces								
446	Football Improvements	31-Mar-05	0	0	205	205	0	Discussions with the Hunts Local Football Partnership
>> 01/074/A	Huntingdon - Riverside Park - Bridge Replacement	30-Dec-04	0	0	13	90	0	SM
>> 01/121/A	Pilot Linear Park Development	30-Nov-03	0	47	0	119	0	SM Outstanding works identified. Shelter installed. Bases installed. Landscaping completed. Scheme progressing.
03/369.01	Play Equipment (03/04)	31-Mar-04	0	26	0	46	0	SM Schemes delayed
03/369.02	Play Equipment (04/05)	30-Nov-04	0	0	47	47	0	SM
467	St Neots - Skate Park	31-Mar-05	0	0	100	100	0	Design Work by Bedford Design Group.
>> 01/107/A	Various Parks - Signs	30-Dec-03	0	52	0	40	0	SM Order placed. Design proposals of fabricator assessed and agreed. Fabrication in progress.
>> 02/004.01	Young People's Activity Parks (03/04)	31-Mar-04	0	30	0	64	-32	SM Schemes dependant on Partnership Funding. Criteria to be revised.
02/004.02	Young People's Activity Parks (04/05)	31-Mar-05	0	0	46	46	0	SM

Active Schemes 2004/05

		COMPLETION			NET EXPENDITURE £000's			COMMENTS	
Approved Date	Deferral (weeks)	Slippage (weeks)	Approved 2004/05	Approved Total	Projected Variance				
Leisure Centres									
00/022/A	CCTV - Improvements at Leisure Centres	31-Jul-05	0	0	20	80	0	SB 20K slipped from 2003/04 for Sawtry. Estimated completion of Sawtry July 2005. 5k to be slipped for improvements at SNLC when site design is finalised.	
01/135.01	Leisure Centres - Disabled Facilities (03/04)	31-Mar-04	0	26	0	30	0	SB £19k carried forward from 03/04 pending return of Disabled provision reports on all Centres.	
02/134.01	Leisure Centres - Future Maintenance (04/05)	31-Mar-05	0	0	803	803	0	SB Tenders out in stages. RLC/SLC returns 9/7, HLC/SNLC returns 23/7, SILC returns 10/8	
02/259/A	Ramsey - New Multi Activity Area	30-Nov-02	0	82	0	221	0	SB Pitch construction commenced April 04. Completion due July 04 Projected opening 20th July.	
03/424/A	Ramsey Leisure Centre - Creche, Office &	31-Jan-05	0	0	200	200	0	PJ Modifications to original plan now incorporated. Scheme now projected at £308k combining both schemes (L260 and L261) and increasing resultant revenue.	
03/338/A	Ramsey Leisure Centre - Impressions Expansion	31-Mar-05	0	0	100	100	0	PJ See L261	
02/262/B	Sawtry - Fitness Studio	30-Mar-05	0	13	444	630	0	SB Tenders being prepared. Car park to proceed (subject to planning 17/5/04) in advance of building work. Still issues to be resolved on Parking esp Schools financial contribution Estimated commencement Oct 04, completion July 05	
02/134.04	St Ivo Leisure Centre - Changing Rooms	01-Jun-04	0	0 **	0	92	0	Part of Condition Survey Work to take place from Easter 2004 Work commenced on schedule. 10 week programme. Completed on	
02/134.06	St Ivo Leisure Centre - Hammer Cage	30-Nov-03	0	30 **	0	22	0	Completed June 04	
02/134.05	St Ivo Leisure Centre - Sports Hall Floor	31-Mar-04	0	4 **	0	56	0	Part of Condition Survey Single supplier (Granwood) to overlay floor. Work to take place in Easter 2004 to correspond with pool changing room work. Reopened 05 May 04	
>>	02/134.07	St Ivo Leisure Centre - Squash Crts Roof Underline	31-Mar-04	0	13 **	0	17	0	Roof complete on schedule - replacement lighting still outstanding

Active Schemes 2004/05

	Approved Date	COMPLETION Deferral (weeks)	Slippage (weeks)	NET EXPENDITURE £000's			COMMENTS
				Approved 2004/05	Approved Total	Projected Variance	
>> 03/333/A St Neots Leisure Centre - Creche & Kitchens	30-Nov-03	0	69	0	272	0	PJ Tenders came in 100K over expected. Work deferred. No decision on whether to proceed with re-tendering or packaging with
Total for Portfolio				2123	3465	-32	
PORTFOLIO: Planning Strategy							
Car Parks							
00/014/A Environmental Imps - Ph 5	30-Jan-05	0	0	21	102	0	CA
02/017/B Fenstanton Car Park	30-Dec-03	0	52	0	22	0	CA planning permission now received
Economic Development							
>> 00/999 Hunt Town Cent Dev - HDC Estate Advice	30-Mar-04	0	52	24	100	0	EW
>> 01/077/A Hunt Town Cent Dev - Planning Dev Issues	30-Mar-04	0	52	480	1119	0	MS Completion date quoted relates only to activity in 2003/04. The scheme runs to 2005/06.
>> 02/162/B St Ives Town Centre CAPS Scheme	03-Mar-06		52	0	12	-86	MS This scheme is being offered up for deletion in MTP as the joint funding for the scheme cannot be found.
Environmental Improvements							
03/431.01 Area Joint Committee Small Scale Imps (03/04)	31-Mar-04	0	8 **	0	103	0	CA
03/431.02 Area Joint Committee Small Scale Imps (04/05)	30-Mar-05	0	0	103	103	0	CA
Information Technology							
01/045/A Electronic Document Imaging Pilot in Planning	31-Mar-03	104	0	0	27	0	JT Peripheral equipment/software evaluated - purchase independent upon requirements generated by
Planning Policy and Conservation							
02/224/A Town Centre Developments	28-Feb-04	0	0	31	268	0	RPb Completion date quoted relates only to activity funded in 2003/04. The scheme runs to 2006/07.
Public Transport Support							
483 Rural Bus Stop Provision	28-Feb-05	0	0	25	25	0	
Transportation							
03/352.00 AJC - Safe Routes to School (03/04)	28-Feb-04	0	30	0	50	0	StB
03/366/A Cycle Route - Views Common, Huntingdon	30-Oct-03	0	57	0	55	0	StB Delay due to Great Crested Newts
00/037.02 Cycle Safety Storage Racks (04/05)	31-Mar-05	0	0	15	18	0	StB

Active Schemes 2004/05

			COMPLETION			NET EXPENDITURE £000's			COMMENTS
			Approved Date	Deferral (weeks)	Slippage (weeks)	Approved 2004/05	Approved Total	Projected Variance	
>>	02/277/B	Huntingdon Bus Station - Imps and Refurbishment	31-Jan-04	0	21 **	0	40	0	RP Combined with St Ives Bus Station to be let as one contract.
	03/361.00	Huntingdon Market Town Transport Strategy (03/04)	28-Feb-04	0	12 **	0	70	0	StB
	03/361.01	Huntingdon Market Town Transport Strategy (04/05)	31-Mar-05	0	0	70	70	0	StB
	01/095.01	Local Transport Plan (03/04)	31-Mar-04	0	13 **	0	85	0	StB
	01/095.02	Local Transport Plan (04/05)	05-Feb-30	0	0	85	85	0	StB
	02/132/A	Railway Stations - Improvements (04/05)	28-Feb-05	0	0	15	15	0	StB
	01/152.01	Safe Cycle Routes (03/04)	31-Jan-04	0	16 **	0	100	0	StB
	01/152.02	Safe Cycle Routes (04/05)	31-Mar-05	0	-13	105	105	0	StB
>>	02/278/B	St Ives Bus Station - Waiting Rm & Pub Cons Imps	30-Oct-03	0	34 **	0	30	0	RP Project being combined with Huntingdon Bus Station as one contract. See notes on Huntingdon Bus Station improvements
	02/250.02	St Neots Transport Strategy (04/05)	31-Mar-05	0	0	72	93	0	StB Mill common cycleway
Total for Portfolio						1058	2771	-86	
PORTFOLIO: Public Health & Community Safety									
CCTV									
	00/020.00	CCTV - Camera Replacements (03/04)	28-Feb-04	0	34	0	74	0	SH Cabinet has released funds.
	00/020.01	CCTV - Camera Replacements (04/05)	28-Feb-05	0	0	74	74	0	SH
Crime Reduction									
	00/036.02	Crime and Disorder - Lighting Improvements (04/05)	30-Mar-05	0	0	21	21	0	SH
Watercourses									
		Henbrook, St Neots - Retaining Wall	30-Mar-04	0	30	48	48	0	
Total for Portfolio						143	217	0	
PORTFOLIO: Resources Etc.									
Information Tech									
	03/301.30	Customer First - Technical Infrastructure	31-Mar-07	0	0	956	1907	0	
Information Technology									
	03/301.20	Customer First - People and Facilities	31-Mar-07	0	0	186	367	0	
	03/301.10	Customer First - Transaction Delivery	31-Mar-07	0	0	81	172	0	CH
	03/375/A	Desktop Rationalisation (03/04)	31-Mar-04	39	0	0	100	0	DW Project cannot be finalised until E-Financials upgrade complete

Active Schemes 2004/05

		COMPLETION			NET EXPENDITURE £000's			COMMENTS
		Approved Date	Deferral (weeks)	Slippage (weeks)	Approved 2004/05	Approved Total	Projected Variance	
03/301.04	Elections System Application Review	31-Mar-04	104	0	38	38	0	Deferred to 2005/06 at request of Head of Service
>>	01/082.01 Enhanced Security of Data Network & Comp Sys	31-Mar-04	17	0	0	15	0	MO Proposal agreed by eCAG 30-Apr-04
	01/082.02 Enhanced Security of Data Network & Comp Sys	31-Mar-05	0	0	45	45	0	MO
	I C T Server Room Extension	31-Jul-04	0	0 **	74	74	0	
03/301.04	Land Charges Application Review (03/04)	31-Mar-04	0	30	0	72	0	Delayed due to data migration problems
03/301.11	Leisure System Development	31-Mar-05	0	0	29	128	0	CH
	Operations Business System	31-Mar-05	0	0	75	75	0	
>>	03/301.08 Personnel/Payroll System	31-Mar-02	152	0	25	174	0	CG Delayed by one month due to unplanned absence of staff
03/301.04	Planning Application Review	31-Mar-04	0	52	0	35	0	Data migration for local plans/listed buildings delayed due to legislation changes/pending improvements to suppliers software
03/301.04	Switchboard Application Review	31-Mar-04	52	0	0	23	0	Awaiting consultants report
494	Voice and Data Infrastructure	31-Mar-07	0	0	100	200	0	£50k for integration with the Contact Centre in 2004-05. Remainder dependant upon results of an infrastructure review
Total for Portfolio					1609	3425	0	
PORTFOLIO: Waste Management & Streetscene								
Environmental Improvements								
02/050/A	Great Whyte, Ramsey - Env Imp Ph 2	30-Sep-05	0	0	21	175	0	CA
02/241/B	Heart of Oxmoor	28-Feb-06	0	0	450	800	0	MS
01/049/A	Huntingdon Town Centre - Phase 2	31-Dec-05	0	0	189	1066	0	CA
02/051/A	Little Whyte, Ramsey - Env Imps	31-Mar-05	0	0	21	124	0	CA
01/104.01	Oxmoor Environmental Improvements (03/04)	31-Mar-04	0	17	0	53	0	CA
01/104.02	Oxmoor Environmental Improvements (04/05)	28-Feb-05	0	0	63	63	0	CA
02/240/B	Oxmoor Kent Road Improvements	30-Nov-04	0	0	653	1037	0	CA
01/157.02	Small Scale Imps - District Wide (04/05)	31-Mar-05	0	0	82	82	0	CA
Operations Services								
462	Godmanchester Nursery	31-Mar-05	0	0	13	13	0	
03/313/A	New Refuse Collection Round	01-Apr-03	0	0 **	155	310	-31	RW New round in operation from April 2003.
03/304/A	Refuse/Green Waste Collection	31-Mar-04	52	0	2169	2409	0	RW Scheme roll out approved in three phases July 2004/Oct 2004/April 2005

Active Schemes 2004/05

	COMPLETION			NET EXPENDITURE £000's			COMMENTS
	Approved Date	Deferral (weeks)	Slippage (weeks)	Approved 2004/05	Approved Total	Projected Variance	
02/192.02 Vehicles Fleet Replacement (04/05)	31-Mar-05	0	0	48	48	0	RW
Public Conveniences							
01/163/A General Improvements-Public Cons	01-Feb-04	0	34	0	36	0	CA Budget being used to complete feasibility studies to support project 03/302/A. Scheme out for public consultation Spring 04
03/302/A New Public Conveniences	31-Mar-06	0	0	300	1200	0	CA Awaiting outcome of Summer 2004 consultation on council tax and priorities before final decision on project programme.
Public Transport Support							
03/400.00 Bus Shelters - Extra Provision (03/04)	31-Jan-04	0	26	0	33	0	CA
03/400.01 Bus Shelters - Extra Provision (04/05)	30-Dec-04	0	0	33	33	0	CA
Transportation							
00/003.01 Accessibility Improvements/Signs (03/04)	28-Feb-04	0	34	0	60	0	CA
00/003.02 Accessibility Improvements/Signs (04/05)	28-Feb-05	0	0	30	30	0	CA
Waste Management							
02/279/B Joint Waste Management Contract Procurement	30-Mar-04	52	0	50	120	0	RP Deferred by MTP bid 02/240/B.
Total for Portfolio				4277	7692	-31	
Total all Portfolio				11685	30361	-260	

ANNEX: MTP - CAPITAL SCHEMES MONITORING REPORT - DEFINITIONS

Active Schemes 2004/05 All schemes with approved funding (gross or net) in the year to which the report relates or which have a predicted 'current' or 'actual' completion date within the year.

		COMPLETION			NET EXPENDITURE £000's			COMMENTS
		Approved Date	Deferral (weeks)	Slippage (weeks)	Approved 2003/04	Approved Total	Projected Variance	
PORTFOLIO:	ENVIRONMENT							
CCTV								
019	CCTV - Alarm Actuated Camera Position	31-Dec-02	0	0	40	40	0	

<i>Project appraisal reference</i>	<i>Name of scheme</i>	<i>The date given for the completion of the project in the original project appraisal or in a subsequently approved revised project appraisal.</i>	<i>The currently predicted or actual (for completed schemes) time in weeks by which completion will vary from the approved date.</i>	<i>The currently predicted or actual time in weeks by which completion will vary from the approved date or extend beyond the period for which a 'deferral' has been authorised.</i>	<i>Net amount included in MTP for the current year together any approved slippage from the previous year.</i>	<i>The overall net cost of the scheme based on historic actuals and future approved.</i>	<i>The projected difference between the approved total net cost of the scheme and the actual net expenditure to deliver the scheme.</i>	<i>Brief narrative describing any deferral, slippage or financial variance.</i>
<i>Projects are allocated to portfolio holders and then grouped by function.</i>		<i>For appraisals that relate to an annually recurring sum the approved date is assumed as the end of March for the year being reported on.</i>	<i>To qualify as a 'deferral' the delay/acceleration must have been approved in advance by a project board (which includes a Chief Officer).</i>	<i>Schemes where deferral/slippage is based on an 'actual' completion date are distinguished in the report by **.</i>		<i>For annually recurring sums this is the current year funding only. These are indicated in the report by #.</i>		

