

2013/14 DIRECTORATE CAPITAL MONITORING -
CORPORATE SUPPORT SERVICE

ANNEX 10

	13/14 Full Year Budget £'000	First Quarter		13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
Planned Maintenance Programme	575	44	35	-9	-20	This budget covers all projects being undertaken within the Planned Maintenance Programme. The five largest projects include a large scale upgrade of electrical & lighting works, energy conservation works, fire safety upgrades, DDA compliant works and environmental improvement works to the Upshire Road shopping precinct. Most projects have already commenced and costs associated with these works are expected to follow in the next quarter. Progress on all schemes will be assessed as part of the Five Year Planned Maintenance Review when amendments to profiling between years will be identified. This Review will be presented to Cabinet in October.
Upgrade of Industrial Units	313	0	0	0	0	A survey of the roofs on the industrial units at Oakwood Hill has now been received, which outlines a proposed method statement and a financial appraisal. The cost of the works are well within the total budget available of £313,000 and work will commence once a programme has been agreed to allow for the safe removal of the existing asbestos roof.
Other Capital Investments	176	0	0	0	0	This budget includes £85,000 for the Bakers Lane toilet block refurbishment works, £35,000 for a new property management system, and £56,000 for three areas of feasibility works. The feasibility works cover new developments; solar energy panels; and the Waltham Abbey swimming pool roof. Work is already underway on these projects and costs are expected to show in the figures next quarter.
Total	1,064	44	35			

2013/14 DIRECTORATE CAPITAL MONITORING -
FINANCE & ICT.

ANNEX 11

	13/14 Full Year Budget	First Quarter		13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget	13/14 Actual	£'000	%	
	£'000	£'000	£'000			
ICT Projects	519	72	8	-64	-89	The main ICT project which is receiving top priority at the moment is the replacement of the Council's telephone system; as the switches are fast approaching the end of their useful lives. Other projects progressing and planned this year include: the combining and integration of the Environment & Street Scene system; the continuation of the disaster recovery server project; the completion of the document management system roll out; and the development of the Council's wireless network and mobile working facilities. Although expenditure was low in the first quarter, several invoices have been processed since then and the second quarter costs are expected to be much higher.
Total	519	72	8			

2013/14 DIRECTORATE CAPITAL MONITORING -
ENVIRONMENT AND STREET SCENE

ANNEX 12

	13/14 Full Year Budget £'000	First Quarter		13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
		Waste Management Equipment & Vehicles	417	0	0	
Parking Reviews	387	0	0	0	0	<p>There has been no spending on this budget in the first Quarter. The contract for the Buckhurst Hill parking scheme is in the process of being finalised and works are due to commence in August / September. The parking scheme in Loughton will follow once the Buckhurst Hill scheme is completed. Minor additional works have been identified for the Epping parking scheme and they are due to be carried out at the same time as snagging works.</p>
North Weald Airfield	74	18	1	-17	-95	<p>This budget is funded from contributions from the airfield's market operator Hughmark. It is currently underspent as the Council has agreed to carry out essential work only following a negotiated reduction in Hughmark's capital contributions this year.</p>
Other Environmental works	204	0	0	0	0	<p>This category includes the Council's grounds maintenance vehicle replacement scheme, the flood alleviation improvement work and the provision of new and upgraded CCTV systems.</p> <p>Orders to replace grounds maintenance vehicles have been placed and the budget of £27,000 is expected to be fully spent by the end of Quarter 2.</p> <p>The flood alleviation schemes budget of £97,000 has been set aside for new equipment and plans are currently being drawn to assess the nature and scope of the equipment required.</p> <p>The programme of CCTV upgrades is progressing well; work on the Coopersale system has started and will be completed during Quarter 2; planning applications and street works licences for the Loughton CCTV upgrade will be submitted shortly and a contractor will be appointed following a tendering process with a view to commencing work in early spring; and further CCTV work is planned at Queens Road Buckhurst Hill.</p>
Total	1,082	18	1			

2013/14 DIRECTORATE CAPITAL MONITORING -
DEPUTY CHIEF EXECUTIVE

ANNEX 13

	13/14 Full Year Budget £'000	First Quarter		13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
Limes Farm Hall Development	11	3	-24	-27	-984	Limes Farm Hall Development is now completed. The budget of £11,000 is a carry forward from 2012/13 and is expected to be used up in this current financial year. The negative actual expenditure relates to a sundry creditor provision for retention monies. This will be released when snagging works are completed.
Waltham Abbey All Weather Pitch	12	3	-80	-83	-2756	The negative actual expenditure relates to an on-going sundry creditor. Remedial works to the surface are currently being carried out and the budget is predicted to be slightly underspent.
Waltham Abbey Regeneration	35	9	0	-9	-100	This budget is a grant earmarked for Waltham Abbey Regeneration. Grants are now classified as revenue expenditure, budget and expenditure figures will be included on the Revenue monitoring report in future quarters.
Museum Property Purchase	250	125	0	-125	-100	Funds amounting to £1,165,000 have been secured for this project and the income and expenditure budgets will be updated as part the Capital Review; at present the £250,000 represents the Council's budgeted allocation. Officers are currently working on the purchase of the lease of the first floor at 37 Sun Street. This has been submitted to Essex County Council following some alterations. The next stage of this project is the appointment of a project manager and an architect/designer.
Total	308	140	-104			

2013/14 - DIRECTORATE CAPITAL MONITORING -
HOUSING GENERAL FUND

ANNEX 14

	13/14	First Quarter		13/14		<u>Comments</u>
	Full Year	13/14	13/14	Variance		
	Budget	Budget	Actual	Budget v Actual		
	£'000	£'000	£'000	£'000	%	
Home Ownership Schemes	525	131	113	-18	-14	The Open Market Shared Ownership Scheme has been very successful and the budget is expected to be fully spent by the end of the financial year.
Disabled Facilities Grants	300	75	27	-48	-64	Expenditure is generally lower in Quarter 1 than later quarters. At this stage it is expected that the full budget will be spent by the year end but is rather dependant on the level of referrals from Occupational Health.
Other Private Sector Grants	250	63	22	-40	-65	Expenditure is rather low in Quarter 1. Discretionary Assistance is now repayable on sale or transfer rather than in the form of a grant so take up maybe lower because of this.
Housing Estate Off Street Parking	635	0	0	0	0	Off street parking schemes on council housing estates are jointly funded between the General Fund and the HRA. Although work has commenced on the second phase of three parking schemes, no expenditure has been incurred to date. A report is due to be presented to Cabinet later this year to seek approval for future schemes.
Total	1,710	269	162			

	13/14 Full Year Budget £'000	First Quarter		13/14 Variance Budget v Actual		Comments
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
Housing Developments	1,082	10	3	-7	-68	Six sites have been identified for Package 1 house building. Feasibility studies and construction designs are being carried out on those six sites. The tendering process for the appointment of a building contractor has started. The budget is underspent as construction works have not commenced.
Heating/Rewiring /Water Tanks	2,408	564	562	-2	0	Although the overall budget is on target, the heating and water tanks budgets are currently underspent while the rewiring budget is overspent. Expenditure on the rewiring programme is predicted to increase throughout the year and it is likely that this budget will be overspent by the end of the year. This is mainly due to the introduction of the 17th Edition of rewiring regulations which has resulted in an increase in rewiring work programmes. It is anticipated that underspends on other budgets should offset the current overspending on this budget. If any changes to this budget are deemed necessary, appropriate recommendations will be made as part of the Capital Review.
Windows/Doors/Roofing	3,266	779	271	-508	-65	All the budgets in this category are currently showing as underspent. The contractors for the windows and doors works have made a slow start on both planned programmes. The forecast is for a significant increase in the installations programme and the budget should be on target by the end of the second quarter. However, the three roofing contracts (Flat roofs, tiled roofs and balcony resurfacing) will all need to be re-tendered in this financial year. Delays in expenditure are expected until the contractors are appointed and an underspend is anticipated.
Other Planned Maintenance	656	145	51	-94	-65	This category includes Norway House improvements, communal TV upgrades, door entry system installation and energy efficiency works. The energy efficiency works and door entry installation budgets are significantly underspent. With regard to energy efficiency works, the pilot programme of external wall insulation has been completed and a contractor will be appointed shortly to carry out the main programme of works; it is anticipated that the budget will be fully spent by the end of the year. With regard to door entry installations, no major works have been identified so far this year and an underspend is likely; approval may be sought for a virement from this budget to the rewiring and voids budgets.
Kitchen Replacements	1,162	30	2	-28	-94	Properties requiring kitchen replacements are now being assessed under the new Modern Homes Standard which has recently been implemented. As a result of these assessments a full programme of kitchen replacements and upgrades has been identified. The budget is currently underspent because the contract for kitchen replacements is in the process of being renewed. It is anticipated that the appointment of a contractor will be completed during Quarter 2 and works will commence during the same period. This budget is likely to be underspent this year.
Bathroom Replacements	1,872	30	7	-23	-77	Properties requiring bathroom replacements are also subject to assessments under the new Modern Homes Standard and a full programme of bathroom replacements and upgrades is in place. However, bathroom replacements work was put on hold in this first quarter pending the reletting of this contract. This is due to be completed during Quarter 2 with works to replace non-standard bathrooms on the Limes Farm estate expected to commence in the same period. This budget is expected to be underspent by the end of the financial year. The position on both kitchen and bathroom replacements budgets is being monitored and recommendations with regards to underspends will be made accordingly as part of the Capital Review.
Void Refurbishments & Other Small Works	438	110	158	48	44	As part of the Repairs Refresh Programme, increased capital improvements are now being undertaken while properties are void. Although predicting the quality and condition of future void properties is notoriously difficult, expenditure has been very high in the current Quarter and this trend is predicted to continue throughout this financial year. The increase in void numbers is largely due to the introduction of the benefit cap within the Welfare Reform Act; this has resulted in a number of tenants downsizing due to underoccupancy. The situation will be closely monitored and if needed, recommendations will be made to increase the budget as part of the Capital Review.
Total c/f	10,884	1,668	1,053			

	13/14 Full Year Budget £'000	First Quarter		13/14 Variance Budget v Actual		Comments
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
Total b/f	10,884	1,668	1,053			
Council Estate Parking, Garages & Other Environmental Works	1,387	30	7	-23	-77	<p>This category includes garages, fencing, off street parking, estate environmental works, environmental improvements, watercourse repairs, Cctv, drainage works and external lighting schemes. The largest project in this category is the off street parking schemes on Council owned land. Expenditure in Quarter 1 is lower than expected following delays in the starting on construction works. Changes had to be made to the designs as part of the planning approval process. However, work is due to commence during Quarter 2 on the third phase of two parking schemes. The design work on phase four of six schemes is under way with the submission of planning applications also due in Quarter 2. A report on the outcome of the current schemes and future offStreet parking schemes is due to be reported to Cabinet in December.</p> <p>The overall budget position for the other budgets within this category are also showing as underspent. The reduced work on drainage projects due to a transfer of responsibility to the Water Authorities continues to reduce expenditure. A temporary hold on works to garage sites is in place until potential development sites identified as part of the House Building programme are confirmed. This has resulted in a reduction in expenditure for this quarter which is likely to continue for several years until all feasibilities on the House Building Programme are completed. Recommendations to vire identified underspends will be made accordingly as part of the Capital Review. The contract for Estate Environmental Works is in the process of being relet with works due to commence in August / September.</p>
Structural & Other Works	600	30	7	-23	-76	<p>The Council is monitoring a number of properties that are suffering with significant structural movement to ensure that works are carried out when needed. Although the budget is currently underspent, it is anticipated that expenditure will pick up against this budget in Quarter 2.</p>
Disabled Adaptations	446	106	101	-5	-4	<p>Expenditure on disabled adaptations in council dwellings is broadly in line with budget despite the additional budget allocation within the Service Enhancements 2012-13. There was an increase in the number of disabled adaptations requests received from Essex County Council Occupational Therapists in this Quarter. It is anticipated that this budget will be fully spent by the end of the current financial year.</p>
Other Repairs and Maintenance	253	55	13	-42	-76	<p>This category includes feasibilities studies, asbestos removal and a contingency sum. The current budget position is showing as underspent. New projects for feasibilities are not currently being prioritised as resources are directed towards the House Build project and meeting the Key Performance Indicator KPI 49, which identifies the number of key building components targeted for renewal in Council properties in order to achieve the Modern Homes Standard backlog target. Asbestos removal works are demand led and will only pick up if asbestos materials are found on Council properties.</p>
Capital Service Enhancements	239	57	36	-21	-37	<p>This category currently includes DDA conversion works to communal toilets, a programme of installing smoke detectors & rewiring, new IT softwares including the Locata housing system & module, online rents system and repairs maintenance software. DDA conversion works (ramps, wc, kitchens) are all underway and are expected to be completed by the end of Quarter 3. Spending on the smoke detector & rewiring programme is in line with the budget. The online rents system and repairs maintenance software have incurred slippages mainly due to staff leaving and the resources not being available to implement these systems. Approval is currently being sought for the procurement of a review module to complement the existing Locata housing system and this is expected to be purchased this financial year.</p>
Housing DLO Vehicles	82	0	0	0	0	<p>Five vehicles were on order and have now been delivered. Payment is expected shortly.</p>
Total	13,890	1,946	1,218			