

2013/14 DIRECTORATE CAPITAL MONITORING -
CORPORATE SUPPORT SERVICE

	13/14 Full Year Budget £'000	Second Quarter		13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
		Planned Maintenance Programme	571	72	65	
Upgrade of Industrial Units	313	2	2	0	0	It is anticipated that the works on the roofs on the industrial units at Oakwood Hill will not be carried out in this current financial year. Recommendations included in the consultant's report are under consideration and some feasibility costs may be incurred this financial year, the bulk of this budget is expected to be carried forward to 2014/15. More details on this particular project are included in the Five Year Planned Maintenance Review.
Other Capital Investments	180	0	0	0	0	This budget includes £89,000 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. Commencement of works on the Bakers Lane toilet refurbishment and the order for the property management system are all expected to take place in October and should be completed by the end of the financial year. Associated costs to show in next quarter's figures. Details of the feasibility works on solar energy panels are included in the Five Year Planned Maintenance Review presented to Cabinet in October.
Total	1,064	74	67			

2013/14 DIRECTORATE CAPITAL MONITORING -
FINANCE AND ICT

	13/14 Full Year Budget £'000	Second Quarter		13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
ICT Projects	519	33	40	7	21	This budget has been re-profiled to reflect anticipated patterns of expenditure during the year, whereby the majority of costs will fall in quarters 3 and 4. The replacement of the Council's telephone system, which has been allocated a budget of £295,000, is on target and expected to be completed by the end of the financial year. The bulk of the payments associated with this project are expected to be processed in the second half of the financial year. Other projects progressing include: the combining and integration of the Environment & Street Scene system; the completion of the document management system roll out; and the development of the Council's wireless network and mobile working facilities. Some slippage is expected on the disaster recovery server project and it is likely that some of this budget will be recommended for carry forward when the Capital Update Report is presented to Cabinet in December.
Total	519	33	40			

	13/14	Second Quarter		13/14		<u>Comments</u>
	Full Year	13/14	13/14	Variance		
	Budget	Budget	Actual	Budget v Actual		
	£'000	£'000	£'000	£'000	%	
Waste Management Equipment & Vehicles	417	45	31	-14	-32	This includes a budget of £327,000 for Waste Management Vehicles and £90,000 for the purchase of waste and recycling containers. Although two mechanical sweepers have been ordered at a price of £223,000, their delivery has been delayed and no payments have been made. The £31,000 actual expenditure shown on the schedule relates to the purchase of kitchen cadies and wheelie bins for the recycling service.
Parking Reviews	387	0	0	0	0	There has been no spending on this budget in the first half of the financial year. The contract for the Buckhurst Hill parking scheme has now been agreed and an order of over £100,000 placed with Essex County Council. These costs are expected to show in the next quarter. A meeting between Council officers, ECC and Members is scheduled to take place at the end of October and works are expected to commence on the Buckhurst Hill parking scheme soon after. The parking scheme in Loughton will follow once the Buckhurst Hill scheme is completed. Minor additional works were identified for the Epping parking scheme and these are being carried out at the same time as snagging works. The works should be completed by the end of this current financial year.
North Weald Airfield	74	18	1	-17	-94	This budget is funded from contributions from the airfield's market operator Hughmark. Minimal costs were incurred in the first half of the year following the Council's decision to carry out essential work only having negotiated a reduction in Hughmark's capital contributions this year. However, a new fence has now been installed on the market apron to replace the old one which was in a poor state of repair and a health and safety hazard. The associated costs will follow next quarter.
Other Environmental works	224	37	33	-4	-10	This category includes the Council's grounds maintenance vehicle replacement scheme, flood alleviation improvement works and the provision of new and upgraded CCTV systems. The grounds maintenance vehicles due for purchase this financial year have been received and payments made accordingly. The flood alleviation schemes budget of £97,000 has been set aside for new equipment as the Environment Agency is expected to transfer back to the Council the responsibilities for flood warning telemetry systems on four flood alleviation sites. Approval for the spending of £23,000 for equipment to receive flood warnings on one site will be sought at the October's Cabinet meeting. The programme of CCTV upgrades is in progress; work on the Coopersale system was completed during quarter 2; planning applications and street works licences for the Loughton CCTV upgrade have been submitted 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 both Lower and Upper Queens Road Buckhurst Hill. A supplementary estimate of £20,000 was approved at the September Cabinet meeting for a new CCTV system at Langston Road Depot.
Total	1,102	100	65			

2013/14 DIRECTORATE CAPITAL MONITORING -
DEPUTY CHIEF EXECUTIVE

	13/14 Full Year Budget £'000	Second Quarter		13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
Limes Farm Hall Development	11	6	-22	-28	-504	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	6	-29	-35	-589	The negative actual expenditure relates to an on-going sundry creditor. Good progress is being made on the remedial works to the surface and the outstanding works are expected to be completed in the next quarter. Retention monies are also expected to be released in the same period. The budget is predicted to be slightly underspent.
Museum Property Purchase	250	0	0	0	0	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 Update in December; 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	273	12	-52			

	13/14 Full Year Budget £'000	Second Quarter		13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
Housing Developments	1,082	35	28	-7	-19	The majority of this budget relates to Package 1 of the Housebuilding Programme. As this is a major capital scheme, a new page has been set up to provide more information on this project; please see comments on Annex 17.
Heating/Rewiring /Water Tanks	2,408	1,204	1,450	246	20	The overall budget is currently showing as overspent. The increase in spending on the rewiring programme was expected and the trend likely to continue throughout the year. This is mainly due to the introduction of the 17th Edition of rewiring regulations. On the other hand, the electric heating and water tanks budgets are currently underspent. It is anticipated that these underspends will offset the current overspending on the rewiring programme to some extent but, if additional funds are deemed necessary, appropriate recommendations will be made to Cabinet as part of the Capital Update.
Windows/Doors/Roofing	3,266	1,559	1,048	-510	-33	All the budgets in this category, except for double glazing, are currently showing as underspent. Despite a slow start at the start of the year, significant progress has been made on the planned programmes for windows and doors and both budgets are expected to be fully spent by the end of the financial year. 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	223	85	-138	-62	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, a contractor has been identified and appointment expected to be finalised in the next quarter with works anticipated to commence in Quarter 4. Leaseholders are currently being consulted on door entry installations works. An underspend on this budget is likely; approval may be sought for a virement from this budget to the rewiring and voids budgets as part of the Capital Update if necessary.
Kitchen Replacements	1,162	40	2	-38	-95	The contract for kitchen replacements has been renewed recently and the contractors have been surveying those properties due for kitchen replacements. Installation works are due to commence in Quarter 3. However, it is likely that there will be an underspend on the programme this year as a large number of kitchens are being replaced under the void refurbishment programme instead. The position on this budget is being monitored and recommendations with regards to virements to the voids budget will be made as part of the Capital Update as necessary.
Bathroom Replacements	1,872	60	38	-22	-37	The bathroom replacement contract has been re-let this year and work to replace non-standard bathrooms in properties on the Limes Farm estate has commenced. Again, this budget is expected to be underspent by the end of the financial year because more bathrooms are now being replaced as part of the voids refurbishment programme. The position on this budget is being monitored and suggested virements between budgets are likely to be recommended as part of the Capital Update.
Void Refurbishments & Other Small Works	438	219	663	444	203	Expenditure on the void refurbishment programme to month 6 has already exceeded the full year budget and this increased level of expenditure is expected to continue throughout this financial year. As part of the repairs refresh programme, increased capital improvements are now being undertaken while properties are void. In addition to this, there has been a significant increase in the number of void properties since the introduction of the benefit cap within the Welfare Reform Act; this has resulted in a number of tenants downsizing due to underoccupancy. This budget, together with the kitchen and bathroom replacements budgets, is being closely monitored and it is anticipated that recommendations will be made to increase the void budget as part of the Capital Update.
Total c/f	10,884	3,340	3,314			

	13/14	Second Quarter		13/14		Comments
	Full Year	13/14	13/14	Variance		
	Budget	Budget	Actual	Budget v Actual		
	£'000	£'000	£'000	£'000	%	
Total b/f	10,884	3,340	3,314			
Council Estate Parking, Garages & Other Environmental Works	1,387	60	50	-10	-16	This category includes garages, fencing, off street parking, estate environmental works, watercourse repairs, CCTV, drainage works and external lighting schemes. The largest project in this category is the off street parking programme on Council owned land where expenditure is low; a report on the progress of the current schemes and the plans for future schemes is due to be reported to Cabinet in December. Expenditure on the other budgets within this category is also low. The reduced work on drainage projects is due to a transfer of responsibility to the Water Authorities. A temporary hold on works to garage sites is in place until potential development sites, identified as part of the Housebuilding 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 Housebuilding Programme are completed. Recommendations to vire identified underspends will be made accordingly as part of the Capital Update. The contract for estate environmental works has been re-let and work is due to commence in quarter 3; this budget is expected to be fully spent by the end of this current financial year.
Structural & Other Works	600	288	198	-89	-31	The Council is monitoring a number of properties that are suffering with significant structural movement to ensure that works are carried out when needed. The budget is currently underspent but works are in progress on a number of sites including 661a Copperfield.
Disabled Adaptations	446	212	204	-7	-3	Expenditure on disabled adaptations in council dwellings is broadly in line with budget despite the additional budget allocation within the Service Enhancements last year. The number of disabled adaptations requests received from Essex County Council Occupational Therapists have increased and this trend is likely to continue. It is anticipated that this budget will be fully spent by the end of the current financial year.
Other Repairs and Maintenance	253	75	37	-38	-51	This category includes feasibilities studies, asbestos removal and a contingency sum. The current budget position is showing as underspent. Feasibility work is currently being carried out for a major gas pipe replacement project and costs relating to this will show next quarter. Expenditure on asbestos removal works is currently underspent but, as workload is demand-led, it will only pick up if asbestos materials are found on Council properties.
Capital Service Enhancements	239	94	43	-51	-54	This budget includes DDA conversion works to communal toilets, a programme of installing smoke detectors & rewiring, new IT software 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 this current financial year. Spending on the smoke detector & rewiring programme is lower than expected but works are expected to pick up in quarter 3. The position on the online rents system and repairs maintenance software remain unchanged with delays being incurred due to staff vacancies. However, 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 by March 2014.
Housing DLO Vehicles	82	67	64	-3	-4	Five vehicles have been purchased this year and all payments have been made in this period. The remaining budget is expected to be spent later this year.
Total	13,890	4,134	3,910			

2013/14 DIRECTORATE CAPITAL MONITORING -
HOUSING GENERAL FUND

	13/14 Full Year Budget £'000	Second Quarter		13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	£'000	%	
	Home Ownership Schemes	525	263	256	-7	
Housing Estate Off Street Parking	635	10	5	-5	-50	Off street parking schemes on council housing estates are jointly funded between the General Fund and the HRA. Work on the third phase of the parking schemes is nearing completion and planning approval has been received for phase four. Work on this phase is due to commence before the end of this financial year. A report is planned for presentation to Cabinet later this year to seek approval for future schemes.
Total	1,160	273	261			

2013/14 DIRECTORATE CAPITAL MONITORING -
Revenue Expenditure Financed from Capital under Statute

ANNEX 16

	13/14	Second Quarter		13/14		<u>Comments</u>
	Full Year	13/14	13/14	Variance		
	Budget	Budget	Actual	Budget v	Actual	
	£'000	£'000	£'000	£'000	%	
Disabled Facilities Grants	236	118	137	19	16	Expenditure on Disabled Facilities Grants was low last year due to the reduced number of occupational therapist referrals received at the end of the previous financial year. Essex County Council has now taken action to address the situation and this has resulted in a doubling of the number of referrals received in quarters 1 and 2 of 2013/14 over the same period last year. Although the full effects of this in terms of work carried out and, therefore, grants paid will be partially seen in 2013/14, it is not likely to fully take effect until 2014/15. Conversations are currently taking place with Essex County Council in order to ascertain if the number of referrals will continue at this high level. It is very likely that the budget will need to be increased in 2013/14 to accommodate the increase; this will be addressed as part of the Capital Update, when expenditure and funding will have to be re-phased.
Other Private Sector Grants	239	120	97	-23	-19	Take up of the new discretionary grants has begun to pick up since the new Housing Assistance Policy was introduced in July 2012 and, as a result expenditure is on target.
Waltham Abbey Regeneration	35	17	27	10	59	This Regeneration Initiative started in 2011/12, financed from the £165,000 premium paid by Lidl in respect of 1 Cartersfield, Waltham Abbey. It consists of a number of grants to Waltham Abbey Town Council for various projects. As the projects do not enhance EFDC assets, these grants are now classified as revenue expenditure, although they can be financed from capital resources. The projects are progressing well and three more grant payments have been made this financial year. It is anticipated that the initiative will be completed this year.
Total	510	255	261			

2013/14 HOUSE BUILDING - PACKAGE 1										
Proposed Start on Site Date	Proposed Finish Date	Actual Start on Site Date	Actual Finish Date	Pre-Tender Forecast £'000	Updates £'000	Original Project Budget £'000	Actual Exp To Date £'000	Anticipated Outturn £'000	Variance to Original Cost %	Variance to Approved Budget %
Mar-14	Jun-15			3,948	0	TBA	20	TBA	0%	0%
<p>In July 2013 the Housebuilding Cabinet Committee met to consider the Council's Housebuilding Strategy and to agree a report on how the housebuilding programme will be funded as well as the financial appraisals and feasibilities for the schemes to be included in the first phase.</p> <p>Package 1 centres around the Roundhills and Harveyfields sites in Waltham Abbey. The principle reason for this area being the first to be selected was that the Council was successful in securing a grant of £90,000. This funding was secured through a bidding process from the Harlow Growth Area Fund for flood mitigation works to enable development of the former Red Cross Hall site on Roundhills. East Thames, who are the Council's Development Agent, have prepared individual feasibility study reports for the 5 sites included in Package 1: the former Red Cross Hall site; 3 further garage sites on the Roundhills Estate, Waltham Abbey; and a garage site in Harveyfields. In total, this package will deliver 25 new affordable Council dwellings.</p> <p>A financial viability assessment has been undertaken for each site individually and collectively as a package and a pre-tender forecast of £3,948,000 was agreed for Package 1 at the Housebuilding Cabinet Committee in July. This forecast represents the sum estimated prior to the planning application being submitted and it is expected to be updated once the scheme is tendered. At this stage an "Original Scheme Estimate" will be agreed.</p> <p>With the approval of the Cabinet Committee, East Thames have developed the five sites in Package 1 up to the detailed planning stage, with the first application being submitted in September 2013. Subject to planning approval, it is anticipated that the first phase will be tendered using the East Thames Framework Agreement and that work will commence on site in March 2014. If these timescales are achieved, the first phase of the housebuilding programme is expected to be completed by June 2015.</p>										