

2016/17 CAPITAL MONITORING JUNE 2016

Exp Code	2016/17 Approved Schemes	Project Manager	Original Completion Date	Expected Completion Date	Project RAG Status	2016/17 Original Budget	2015/16 Slippage	2016/17 Amendments	2016/17 Revised Budget	2016/17 Actual to Date	2016/17 Commitment to Date	2016/17 Total to Date	2016/17 Forecast Outturn	Variance between Forecast Outturn & Revised Budget	Outturn RAG Status	COMMENTS
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
TOTAL						4,609	291	678	5,578	162	181	343	4,826	(752)		
RP - ROLLING PROGRAMME																
Head of Strategic Finance & Property																
72356/7502	Fabric Improvements to Swimming Pools	S. Whinnett		Mar-17	AMBER	40			40			-	40	-	GREEN	Survey & specification stage
72357/7502	Glazing & equalities access works to Swimming Pools	S. Whinnett		Mar-17	AMBER	40			40			-	40	-	GREEN	Survey & specification stage
72355/7502	Grange Paddocks Teaching Pool - Replace existing handrail & tiles to walls, steps & base of pool	S. Whinnett & M. Kingsland	Jan-16	Jan-17	RED			34	34			-	34	-	GREEN	Works programmed for Xmas closedown.
72338/7502	Leventhorpe Swimming Pool - Renew main supply fan to the main pool area	S. Whinnett	Sep-13	Mar-17	RED	25			25			-	25	-	GREEN	Need to review scheme as essential repairs already carried out. Awaiting decision on joint provision capital expenditure
72352/7531	Hartham Swimming Pool - Refurbishment of Pool Filters to ensure the efficiency of the pools filtration plant operation & to maintain the pools water quality	S. Whinnett	Dec-16	Jan-17	GREEN	25			25			-	25	-	GREEN	Works programmed for Xmas closedown.
72353/7502	Fanshawe Swimming Pool - Joint Provision Pools (Ward Freman, Leventhorpe & Fanshawe) - Replacement Air Conditioning to Offices	S. Whinnett	Apr-14	Mar-17	RED	15			15			-	15	-	GREEN	Awaiting decision on joint provision capital expenditure, dependant on the Leisure Strategy report due in July.
72345/7531	Fanshawe Swimming Pool - Refurbish/Replace Pool Filters, to maintain efficient operation of the pool filter & pool water quality	S. Whinnett	Not known	Mar-17	RED	20			20			-	20	-	GREEN	Awaiting decision on joint provision capital expenditure, dependant on the Leisure Strategy report due in July.
72346/7531	Fanshawe Swimming Pool - Replace Pool Circulating Pumps	S. Whinnett	Dec-13	Mar-17	RED	20			20			-	20	-	GREEN	Awaiting decision on joint provision capital expenditure, dependant on the Leisure Strategy report due in July.
OPERATIONAL BUILDINGS																
71280/7502	Rolling programme for planned preventative capital maintenance of operational buildings	S. Whinnett & J. Earley	RP	RP		195		105	300			-	300	-	GREEN	Budget in place to allow appropriate schemes to go forward upon provision of appropriate business case
Hertford Theatre																
72706/7502	Entrance Lobby Roof - to replace the existing defective roof with new leak	S. Whinnett & J. Earley	Sep-15	Sep-16	RED	19			19	15	15		19	-	GREEN	Orders placed, due to be completed August closedown of Theatre
72711/7502	Hertford Theatre - Flood Alleviation Works to Sump Pumps - To modify the existing sump pump installation to reduce the likelihood of any future flooding of the Theatre	S. Whinnett & J. Earley	Aug-16	Mar-17	RED	20			20			-	20	-	GREEN	Works need to be phased to suit Theatre bookings

Exp Code	2016/17 Approved Schemes	Project Manager	Original Completion Date	Expected Completion Date	Project RAG Status	2016/17 Original Budget	2015/16 Slippage	2016/17 Amendments	2016/17 Revised Budget	2016/17 Actual to Date	2016/17 Commitment to Date	2016/17 Total to Date	2016/17 Forecast Outturn	Variance between Forecast Outturn & Revised Budget	Outturn RAG Status	COMMENTS
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
71286/7502	Hertford Theatre - Emergency Lighting works to backstage areas	S. Whinnett & J. Earley	Jul-16	Jul-16	GREEN			11	11	5	6	11	11	-	GREEN	£11k drawn down from Rolling Programme for these emergency works
71284/7502	Buntingford Service Centre - Energy Saving Lighting - To replace the existing lighting in the recycling, workshop and storage area with energy efficient/low maintenance LED lighting	S. Whinnett & J. Earley	Jun-16	Sep-16	AMBER	35		10	45	1	33	34	45	-	GREEN	Quotations received, however, anticipated cost of works now likely to be £45,000, therefore, drawn down further £10,000 from Rolling Programme. Need to be phased to suit depot users
71203/7531	Replacement of Chairs & Desks	T. Smith	RP	RP		10	(6)		4	1	1	2	10	6	RED	
	Charringtons House 2nd Floor Suite Refurbishment															
71285/7502	Maximise return from Council assets by generating rental income & business rates income from Charringtons House for the Council once the suite is refurbished	A. Osborne	Apr-16	Aug-16	RED	300			300			-	300	-	GREEN	Refurbishment underway completion due 1st Aug. No tenant secured yet.
72568/7502	North Drive, Ware - reconstruct road & drainage	A. Osborne	Mar-10	Not known	RED		(2)	12	10			-	10	-	GREEN	Currently in negotiation with contractor, slow progress
Total Strategic Finance & Property						764	(8)	172	928	7	55	62	934	6		
Head of Shared Business & Technology Services																
71414/7531	Replacement Infrastructure	P. Wain	RP	RP		35	12		47			-	47	-	GREEN	SHARED SCHEME w/Stevenage BC A 5yr investment programme for the shared ICT Infrastructure is being developed and proposals will be brought forward shortly.
71416/7531	Merging IT systems - Licensing & Env Health	J. Geall		Aug-16			9	40	49	7		7	49	-	GREEN	Additional draw down from rolling programme for consultancy to support transition to the new system
71416/7513	Merging IT systems - Licensing & Env Health. Capital Salaries	J. Geall						15	15			-	25	10	RED	Budget drawn down from rolling programme to fund contract extension in Env Health to support the implementation project. Additional costs in relation to IDOX project to be incurred, contract further extended for existing member of staff. To be drawn down from Rolling Programme.
71431/7531	Establishment of LES & internet links to replace MPLS	H. Lewis		Oct-16			24		24	2		2	24	-	GREEN	Work to migrate the data connections is now completed. Planning to migrate the telephony connections is now underway with the majority of remaining spend expected in Q3.
71435/7531	Funding for Applications	P. Tyler	RP	RP		40		(40)	-			-	-	-	GREEN	This scheme has been superseded by the Rolling programme
71439/7531	Service Desk & Utilities	H. Lewis		Mar-17			25		25			-	25	-	GREEN	Work to harmonise security software is ongoing with implementation expected March 2017
71440/7531	Shared service print investment costs 50%	H. Lewis						21	21			-	21	-	GREEN	SHARED SCHEME w/Stevenage BC Work is currently being undertaken to review the way forward, as a number of new opportunities have been identified. A business case will be presented in the near future, clear identifying the investment required
71449/7531	New Desktop Software	H. Lewis					4	(4)	-			-	-	-	GREEN	Funds transferred to Rolling programme (71450/7531).

Exp Code	2016/17 Approved Schemes	Project Manager	Original Completion Date	Expected Completion Date	Project RAG Status	2016/17 Original Budget	2015/16 Slippage	2016/17 Amendments	2016/17 Revised Budget	2016/17 Actual to Date	2016/17 Commitment to Date	2016/17 Total to Date	2016/17 Forecast Outturn	Variance between Forecast Outturn & Revised Budget	Outturn RAG Status	COMMENTS
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
71453/7531	New HR & Payroll System	N. Roberson		Mar-17				55	55			-	55	-	GREEN	SHARED SCHEME w/Stevenage BC NGA selected as preferred solution and project kick off taking place in July. First payroll on new system anticipated in Apr-17, although some HR self-serve elements may be launched sooner.
71459/7531	New Finance System	P. Gregory		Mar-17		175			175			-	175	-	GREEN	Tender to go out Aug/Sept, update on prices once offered. Predict most will be in 16/17
71460/7531	New Asset Management System	P. Gregory	Sep-16	Dec-16		20			20			-	20	-	GREEN	System is the next in line for implementation following the upgrade of Uniform to v10, anticipated completion by Dec-16
71456/7531	Client Equipment	H. Lewis	RP	RP			5	10	15	3		3	15	-	GREEN	Budget used to service new and replacement equipment needs identified within year
71458/7531	Electoral Management Software							75	75			-	75	-	GREEN	The procurement documentation is complete, and the formal procurement process can start when it fits in with the service's timetable (the european referendum has delayed matters).
71461/7531	Revs & Bens EDM Solution	R. Brock		Dec-17				110	110			-	110	-	GREEN	Northgate I@W selected as the preferred solution and the project kick-off taking place in July.
71462/7531	Car Park Data Warehousing	P. Tyler							-			-	22	22	GREEN	
71450/7531	Rolling programme to be utilised on ICT projects subject to ITSG review	H. Lewis	RP	RP		405	171	(132)	444			-	340	(104)	AMBER	Additional draw down anticipated for infrastructure investment and any early projects to support the digital strategy
Total Shared Business & Technology Services						675	250	150	1,075	12	-	12	1,003	(72)		

Exp Code	2016/17 Approved Schemes	Project Manager	Original Completion Date	Expected Completion Date	Project RAG Status	2016/17 Original Budget	2015/16 Slippage	2016/17 Amendments	2016/17 Revised Budget	2016/17 Actual to Date	2016/17 Commitment to Date	2016/17 Total to Date	2016/17 Forecast Outturn	Variance between Forecast Outturn & Revised Budget	Outturn RAG Status	COMMENTS
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Head of Operations																
71253/7531	Car Park Management System - To implement a cost effective car park management system for the Council to manage its car parks for the next 10 years	A. Pulham	Sep-16	Dec-16	AMBER	340			340		2	2	340	-	GREEN	£300,000 Purchase Order placed 04/07/16. Still predict total spend of £340k when ancillary items such as tariff board amendments are included.
Refurbishment of Hertford Theatre Café/Bar																
72712/7502	The layout, design and equipment provision is in need of upgrade in order to meet the needs of our customers and maximise the potential for revenue generation	B. Cannell	Sep-16	Dec-16	AMBER	50			50			-	50	-	GREEN	Some preliminary works completed re sourcing equipment and services, and will be focusing fully on this project from June with completion in December
72710/7531	Hertford Theatre replacement of 6 lighting hoists	B. Cannell	Dec-15	Aug-16	RED			13	13			-	13	-	GREEN	Partly completed in 15/16, however, due to timescales of events at the Theatre, the remaining work will need to be completed in August 2016 when the Theatre closes for 2 weeks
Refuse Collection & Recycling																
75165/7531	Containers Replacement Programme	D. Allen	RP	RP		100	19	(10)	109	30	7	37	109	-	GREEN	Rolling programme for containers - on target
75145/7531	Replacement Litter Bins	D. Allen	RP	RP		6	3	(1)	8	4		4	8	-	GREEN	Rolling programme for litter bins - on target
75152/7531	Commercial Waste Bins	D. Allen	RP	RP		34	11	12	57		7	7	57	-	GREEN	Rolling programme for commercial bins - on target
72513/7502	Bell Street, Sawbridgeworth - Modernise the public convenience facilities, in preparation for transferring the operation to Sawbridgeworth Town Council under an agency agreement	D. Allen	Sep-15	Sep-16	RED			67	67	(2)	2	-	67	-	GREEN	The specification has now been agreed the procurement process will commence once the SLA has been agreed with STC.
72517/7502	Hartham Pavilion Refurbishment - Replace public toilets, redevelop existing café area, create functional changing area for footballers & incorporate meeting/training room	M. Kingsland & S. Whinnett	Dec-15	Mar-17	RED		1	58	59		1	1	59	-	GREEN	Application being prepared for Leadership Team to request additional funding to cover priced specification that came in above initial estimate. Works still planned to be completed in 2016/17
72522/7531	Play Area Grange Paddocks, B/S - Install new play area, to include new activity equipment & surfacing. New footpath & installation of new seating	I. Sharratt	Mar-17	Oct-16	GREEN	95			95			-	95	-	GREEN	Officers carried out desktop assessment of project in June. Site meeting to explore the location and review the PID due in July. Public engagement with stakeholders and residents is planned for late July 16 during the summer holidays. Construction should be completed by October 16.
72504/7531	Play equipment & infrastructure replacement	I. Sharratt	RP	RP		50			50			-	50	-	GREEN	A project is underway with CMS to design the Hartham Common & Beyond scheme part of which will be funded through this budget along with a range of play area and access improvements across the district to be finalised in August 16 and delivered by March 17.
72516/7531	Play Area, The Bourne, Ware (Phase 2) - Installation of a fitness & play facility for older children & open space access improvements	I. Sharratt	Mar-16	Aug-16	AMBER			41	41		45	45	48	7	GREEN	Public engagement completed. Tender awarded. Works on site stated 4 th July and the major elements of the project to be completed by end July. Supplier issues with product manufacture means that a final item of equipment to be installed by end August. Due to non delivery of expected grant, this scheme will overspend, however, it has been agreed that £6,500 is to be funded from Weston Homes S106 monies.
72508/7531	Hartham Common, Hertford - Preliminary works associated with the development of the major play site development project to be undertaken in 2016/17 in accordance with Hartham Common Development Plan	I. Sharratt	Mar-13	Mar-17	RED	25			25			-	25	-	GREEN	Early discussions under way with potential suppliers to gauge scope. CMS commissioned to assist in drawing up a draft brief. Works should be tendered by August 16 and designs delivered by December 16. Need to establish whether section 106 funds itemised in PID are now available, also to ensure that any emerging plans from Leisure Strategy are taken into consideration where wider scope may be beneficial.
72521/7502	Open Space improvements Bishop's Park, B/S - Installation of a car park, footpath improvements & health/play facilities	I. Sharratt	Mar-17	Mar-17	GREEN	106			106			-	106	-	GREEN	Early discussions under way with Hertfordshire Highways. Now arranging to liaise with County officers to explore Rights of Way further and opportunities for joined up approach with Safer Routes to School. Preliminary designs have been considered and public engagement is planned for August 16. Project to be delivered by March 17.
72507/7531	Pishiobury Park, Sawbridgeworth - Wetland Habitat Project - improvements to boardwalk/paths permitting safe access to the wetland area of the park	I. Sharratt	Mar-13	Oct-16	RED		12		12			-	12	-	GREEN	Plans still temporarily on hold due to delays in completing agreement with current owners of the Osier Bed woodland. EHC legal documents to secure the transfer have now been issued following agreement from the owners who are currently instructing their solicitors. Works are unlikely to be possible over the summer due to bird nesting but should go ahead in October 16.
72511/7531	Buryfield Recreation Ground, Ware - Installation of play area to encourage healthy activity for younger children	I. Sharratt					3		3		3	3	3	-	GREEN	Retention only

KEY: Project RAG status: Green = on schedule; Amber = 1-3 months delay; Red = over 3 months delay

KEY: Outturn RAG status: Green = up to 10% variance; Amber = 10-50% variance; Red = over 50% variance

Exp Code	2016/17 Approved Schemes	Project Manager	Original Completion Date	Expected Completion Date	Project RAG Status	2016/17 Original Budget	2015/16 Slippage	2016/17 Amendments	2016/17 Revised Budget	2016/17 Actual to Date	2016/17 Commitment to Date	2016/17 Total to Date	2016/17 Forecast Outturn	Variance between Forecast Outturn & Revised Budget	Outturn RAG Status	COMMENTS
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
75168/7502	Energy Efficiency & Carbon Reduction Measures - Installation of solar panels at Wallfields, Hertford	D. Thorogood/S. Whinnett	Mar-12	Oct-16	RED			45	45			-	45	-	GREEN	Discussions taken place with possible suppliers regarding option feasibility. Potential contractors are being asked to provide revised costings and estimated FIT paybacks for the project (after revisions to government FIT payments earlier this year). Assuming paybacks are satisfactory scheme expected Autumn 2016.
72591/7502	Castle Weir Micro Hydro Scheme - To provide a small Hydro-electricity turbine in the river Lee at Hertford Weir. This is an invest to save project and will generate electricity providing power for Hertford Theatre and for sale to the Grid. The scheme is subject to a rigorous approval process by the Environment Agency for flood risk and protection of biodiversity.	D. Thorogood	Mar-12	Mar-17	RED	201			201			-	201	-	GREEN	Waiting for EA and their consultants to agree final operating protocols together with revised water flow data following improvement works and automation of the main weir gates, which impacts upon flood risk modelling for the hydro scheme. Once confirmed will allow revised modelling to be completed and scheme to progress. Project completion currently anticipated March 2017.
74105/7601	Environmental Enhancements to East Herts town centres	P. Pullin	Not known	Mar-17	RED			28	28			-	28	-	GREEN	This scheme was expected to complete last year but there have been delays in the delivery of the Tudor Square project by Ware Town Council. Town Council have given reassurances that the scheme will be delivered this year.
74106/7531	Market Improvement Scheme	P. Pullin		Mar-17	RED	23		21	44	2		2	44	-	GREEN	This expenditure is expected to be delivered in this financial year but is dependent on Herts Highways developing a Traffic Regulation Order for Bull Plain in Hertford. If there are any further delays then a recommendation will go forward to withdraw this scheme
	Total Head of Operations					1,030	49	274	1,353	34	67	101	1,360	7		
	Head of Housing & Health															
72442/7601	Community Capital grants - to provide the right tools for people to get involved with projects that improve facilities such as green spaces or community buildings – inspiring ownership and pride.	C. Pullen	RP	Jan-02		120	(24)	41	137	20		20	92	(45)	AMBER	As of 10/6/16, it was agreed to make 9 awards, leaving £51,423 in the budget to allocate in the next funding round. Next deadline is 5 September. Note: spending this budget is always dependant on successful applicants being able to complete their project within the 1 year time frame or 6 months in case of a small capital grant. It is estimated that 92k of the budget will be spent by the end of financial year.
72685/7601	Future Social Housing Schemes	L. Harris				821			821			-	0	(821)	RED	No current commitments. First priority is to spend S106 sums which have been collected for affordable housing.
72685/7601	Ridgeway Scheme, Hertford (Network Homes)	L. Harris							-			-	500	500	GREEN	Grant to be paid to Network Homes - fully funded from S106 commuted sum. To build 120 new build properties which will all be affordable housing units
	Private Sector Improvement Grants															
72602/7601	Disabled Facilities (Govt funding of £530,136 rec'd for 16/17)	S. Winterburn	RP	RP		694			694	65		65	400	(294)	AMBER	Waiting for EA and their consultants to agree final operating protocols together with revised water flow data following improvement works and automation of the main weir gates, which impacts upon flood risk modelling for the hydro scheme. Once confirmed w
72605/7601	Disabled Facilities - Discretionary	S. Winterburn	RP	RP		100			100			-	50	(50)	RED	Current commitment on DDFG budget is only £3.1K. Unlikely to need more than £50K.
72606/7601	Decent Home Grants	S. Winterburn	RP	RP		150			150	8		8	100	(50)	AMBER	A few cases in pipeline. Current commitment +spend is £15k. Anticipate max spend of £100k.
72604/7601	Energy Grants	S. Winterburn	RP	RP		20		38	58			-	58	-	GREEN	Scope to expand range of measures was identified in energy strategy, to include higher cost measures enabling spend of budget.
71201/7513	Capital Salaries	P. Gregory	RP	RP		26			26			-	26	-	GREEN	
75160/7502	River & Watercourse Structures - Improve, maintain & renew structures along rivers and watercourses to alleviate possible flooding throughout the district.	G. Field	RP	RP		47	8		55		11	11	55	-	GREEN	Awaiting quotes from specialist contractor to carry out structural bridge surveys on East Herts owned bridges. These are carried out every 2 years and if remedial works are identified these will be carried out depending on priority & budget available.
75172/7502	Air Quality Capital Grant Scheme - Subway improvement works in Hertford to include bespoke artwork & signage	G. Field	Jul-15	Sep-16	RED			1	1			-	1	-	GREEN	Small underspend from 15/16 (from DEFRA Grant of £31,320), to be used to install information signage.

KEY: Project RAG status: Green = on schedule; Amber = 1-3 months delay; Red = over 3 months delay

KEY: Outturn RAG status: Green = up to 10% variance; Amber = 10-50% variance; Red = over 50% variance

Exp Code	2016/17 Approved Schemes	Project Manager	Original Completion Date	Expected Completion Date	Project RAG Status	2016/17 Original Budget	2015/16 Slippage	2016/17 Amendments	2016/17 Revised Budget	2016/17 Actual to Date	2016/17 Commitment to Date	2016/17 Total to Date	2016/17 Forecast Outturn	Variance between Forecast Outturn & Revised Budget	Outturn RAG Status	COMMENTS
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
75163/7502	Land Management Programme - Land Management Asset Register & Associated Works	G. Field	RP	RP		50	(4)	22	68	8	28	36	68	-	GREEN	Works are ongoing. Many assets have been identified and surveyed with areas still to investigate. The data will be correlated and any remedial works that are identified will be carried out depending on priority & budget available.
75163/7513	Land Management Programme - Land Management Asset Register & Associated Works. Capital Salaries	G. Field	RP	RP				4	4			-	4	-	GREEN	To fund 7 1/2 hour post until September 16
75173/7531	Air Pollution Monitoring Equipment	G. Field	Feb-16	Jul-16	RED		20		20		20	20	20	-	GREEN	Fully funded from HCC Contribution
Total Housing & Health						2,028	1	105	2,134	101	59	160	1,374	(760)		
Head of Planning & Building Control																
74102/7601	Historic Building Grants - Enable grants to be offered to the owners of historic buildings to encourage their maintenance and upkeep.	K. Steptoe	RP	RP		92	(1)	(23)	68	8		8	68	-	GREEN	Claimants have 6 months from grant offer date to complete works. Maximum payment now £2,000. However, if a grant is approved for a property on the Buildings at Risk Register, maximum payment will be £10,000.
Head of Communications, Strategy &																
71252/7531	Device Responsive Template - Revised website templates including new navigation, enhanced accessibility and device responsiveness	A. McWilliams	Not known	Sep-16		20			20			-	20	-	GREEN	Officers working on action plan with Goss (supplier)
Director																
72523/7502	Watton-at-Stone Parish Council - New Tennis Courts (fully funded from S106)	A. Taylor							-			-	38	38	GREEN	Fully funded from S106 as agreed at CMT 9.2.16
72524/7502	Bishops Stortford Town Council - path works on Sworders Field (fully funded from S106)	A. Taylor							-			-	29	29	GREEN	Fully funded from S106 as agreed in May 2014