



## 2017/18 CAPITAL MONITORING SEPTEMBER 2017

2017/18 Approved Schemes	Original Completion Date	Expected Completion Date	Project RAG Status	2017/18 Original Budget	2016/17 Slippage	2017/18 Amendments	2017/18 Revised Budget	2017/18 Total spend + commitment to Date	2017/18 Forecast Outturn	Variance between Forecast Outturn & Revised Budget	Outturn RAG Status	COMMENTS
				£'000	£'000	£'000	£'000	£'000	£'000	£'000		
<b>TOTAL</b>				3,388	1,899	0	5,287	1,261	3,714	(1,573)		
<b>RP - ROLLING PROGRAMME</b>												
<b>Head of Strategic Finance &amp; Property</b>												
Hartham Swimming Pool - Refurbishment of Pool Filters to ensure the efficiency of the pools filtration plant operation & to maintain the pools water quality	Dec-16	Dec-17	RED	0	25		25	0	25	0	GREEN	Works to be done Xmas closure 2017.
Fanshawe Swimming Pool - Replace Pool Circulating Pumps	Dec-13	2017/18	RED	20			20	0	10	(10)	RED	Pumps to be refurbished rather than replaced, therefore, saving will be achieved.
Fabric improvements to Swimming Pools	Not known	Jun-17		20			20	21	21	1	GREEN	Works completed, awaiting final invoices
Grange Paddocks Pool - to treat laminated timber beams to ensure they are properly protected from high humidity & chemicals used in the treatment of the pool water	Dec-17	Dec-17	GREEN	25			25	0	0	(25)	RED	Works were planned for Xmas closure 2017, however, scheme to slip due to SLM re-programming associated plant maintenance works.
<b>OPERATIONAL BUILDINGS</b>												
Rolling programme for planned preventative capital maintenance of operational buildings	RP	RP		240	100	2	342	0	12	(330)	RED	Budget in place to allow appropriate schemes to go forward upon provision of appropriate business case. Asset Management Group to be re-instated, with delegated authority to agree new bid proposals.
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	Aug-16	2017/18	RED	0	16	(16)	0	0	0	0	GREEN	1 <sup>st</sup> phase of works completed, 2 <sup>nd</sup> phase may not now be required. Budget transferred to rolling programme & any future works to be funded from rolling programme budget.
Replacement of Chairs & Desks	RP	RP		10			10	3	10	0	GREEN	
<b>Charringtons House 2nd Floor Suite Refurbishment</b>												
Maximise return from Council assets by generating rental income & business rates income from Charringtons House for the Council once the suite is refurbished	Apr-16	2017/18	RED	0	156		156	0	0	(156)	GREEN	There is a programme of works being undertaken to remodel the building but these will be funded from other sources and at this stage we are unlikely to need the remainder of this budget. Should the work prove to be more extensive than currently anticipated then we may need to draw on some of it at a later date.
Demolition 1 The Causeway, B/S	Jul-17	Oct-17	RED					315	600	600		Funded from Commercial Property Fund. Car Park works to commence 23.10.17
CCTV at Wallfields			GREEN	0		14	14	0	14	0	GREEN	Additional cameras needed for security measures, drawn down from rolling programme. Quotes received
North Drive, Ware - reconstruct road & drainage	Mar-10	Mar-18	RED	0	10		10	1	10	0	GREEN	Developer close to finishing drainage works for new development. Second planning application in for development of further land off North Drive so money held until this determined
<b>Total Strategic Finance &amp; Property</b>				<b>315</b>	<b>307</b>	<b>0</b>	<b>622</b>	<b>340</b>	<b>702</b>	<b>80</b>		

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

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<b>Head of Shared Business &amp; Technology Services</b>												
							0					
Replacement Infrastructure	RP	RP		35	40	375	450	71	271	(179)	AMBER	<b>SHARED SCHEME w/Stevenage BC</b> Implementation of new data centre hardware to improve performance and resilience in preparation for an increased reliance on technology. Additional funding to enable capitalisation of salaries, allowing recruitment of agency staff to support Business As Usual. Will need to slip £180k as this will be needed to refresh the hardware associated with the desktop environment. Before making this spend, a review needs to be taken place on how to deliver this service to ensure it's fit for purpose going forward - particularly thinking about a more mobile workforce and needs associated with the new building. Further £200k to be spent this year on UPS devices, new backup hardware & new server storage hardware
New HR & Payroll System		Jul-17		0	22	41	63	15	63	0	GREEN	<b>SHARED SCHEME w/Stevenage BC</b> Core HR and Payroll went live in Apr-17. Additional modules and reporting services are now being implemented with 3rd party support.
New Finance System		Jan-18		125	110		235	196	235	0	GREEN	Implementation now underway, with target completion of Jan-18
New Asset Management System	Sep-16	Mar-18	RED	0	14		14	10	14	0	GREEN	System is the next in line for implementation following the upgrade of Uniform to v10. Ongoing implementation due for completion in 2017/18.
Client Equipment	RP	RP		0		20	20	0	20	0	GREEN	Budget used to service new and replacement equipment needs identified within year.
Audio & Visual Equipment Council Chamber Wallfields				0	5	5	10	9	10	0	GREEN	Alternative solution identified
Audio & Visual Equipment Hertford Theatre				0			0	0	0	0	GREEN	Scheme was scheduled for completion in 2016/17, small overspend this year
Exchange 2013				0	39	15	54	26	54	0	GREEN	<b>SHARED SCHEME w/Stevenage BC</b> Migration to an updated email platform that is shared with SBC. Additional funding to enable capitalisation of salaries, allowing recruitment of agency staff to support Business As Usual.
ICON: Migration to be Hosted				0	11		11	2	11	0	GREEN	Drawn down from rolling programme
Telephony Enhancements	Sep-17	Sep-17		0		75	75	6	75	0	GREEN	<b>SHARED SCHEME w/Stevenage BC</b> Project to relocate and upgrade the Mitel phone system. Includes moving to a new SIP provider. Additional funding to enable capitalisation of salaries, allowing recruitment of agency staff to support Business As Usual.
Cyber Security	Mar-18	Mar-18		0		95	95	0	95	0	GREEN	<b>SHARED SCHEME w/Stevenage BC</b> A number of our existing security solutions need to be revisited to ensure our Cyber Risks are being effectively mitigated. Additional funding to enable capitalisation of salaries, allowing recruitment of agency staff to support Business As Usual.
Revenues and Benefits Mobile Working						12	12	15	15	3	AMBER	Implementation of mobile working solution included in the Capita contract.
Land Charges Textual Data						20	20	0	20	0	GREEN	Improve data quality to enable efficiencies through search automation. Drawn down from RP
Rolling programme to be utilised on ICT projects subject to ITSG review	RP	RP		380	417	(658)	139	0	139	0	GREEN	Remaining £139k funding to be used to support deliver of Digital East Herts programme
<b>Total Shared Business &amp; Technology Services</b>				<b>540</b>	<b>658</b>	<b>0</b>	<b>1,198</b>	<b>350</b>	<b>1,022</b>	<b>(176)</b>		

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<b>Head of Operations</b>												
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	Sep-16	Apr-17	RED	0	34		34	37	52	18	RED	5% retention still likely to be paid, however, due to poor contractor performance in a number of areas, this decision has yet to be made. Legitimate recharge of 50% of relevant capital and revenue costs in Jackson Square MSCP to the landlord will eliminate the current overspend.
Waytemore Castle, Bishops Stortford - Open space improvements and historical conservation work	Sep-20			169			169		169	0	GREEN	We are on target with this project and are currently completing the procurement process for the main contracts which we should be awarding this month. The new community engagement officer is in post and the stakeholder meetings are ongoing. HLF satisfied with progress report, all major contracts are now tendered. Consultation with the public
<b>Refurbishment of Hertford Theatre Café/Bar</b>												
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	Sep-16	Aug-17	RED		18		18	24	24	6	AMBER	Completed during summer closure
Hertford Theatre replacement of 6 lighting hoists								0	0		GREEN	Old year invoice
Bell Street, Sawbridgeworth - Modernise the public convenience facilities, in preparation for transferring the operation to Sawbridgeworth Town Council under an agency agreement	Sep-15	2017/18	RED	67			67	0	67	0	GREEN	Various meetings held with Sawbridgeworth Town Council & HOS to discuss future proposals. Project may go ahead during 2017/18.
Hartham Pavilion Refurbishment - Replace public toilets, redevelop existing café area, create functional changing area for footballers & incorporate meeting/training room. (Note 2)	Dec-15	Feb-17	RED				0	0	0	0	GREEN	Old year invoice still o/s
Play Area Grange Paddocks, B/S - Install new play area, to include new activity equipment & surfacing. New footpath & installation of new seating. (Note 6)	Mar-17	Mar-17					0	0	0	0	GREEN	Completed, 5% retention fee to be paid.
Hertford & Beyond				30			30	19	30	0	GREEN	Hertford and Beyond - creation of walking routes emanating from Hertford Town centre providing health and well being opportunities. Will include waymarked routes supported by interpretation boards, maps and leaflets and footpath improvements in EHC parks. Follows on from the success of Southern Country Park and Beyond. CMS are applying for external funding to support the project
Play Equipment - Rowleys Road, Hertford				20			20	0	20	0	GREEN	Refurbishment of equipment in response to previous play audit.
Woodland restoration at Presdales Recreation Ground, Ware - Installation of a circular walk, car park improvements & woodland restoration. (Note 3)		Mar-18		85			85	0	85	0	GREEN	This is in the programme to be completed by end of financial year 17/18
Hartham Common, Hertford - Potential projects include development of water play area, improvements to car parking & pedestrian access (Note 8)				25			25	0	25	0	GREEN	This project is to be delayed & reviewed in 2017/18 pending decisions on plans for the leisure centre. The play area revamp is still an important improvement but may benefit from being considered as part of a larger project. A draft brief has been created & is ready to modify in line with any new objectives.
Pishiobury Park, Sawbridgeworth - Wetland Habitat Project - improvements to boardwalk/paths permitting safe access to the wetland area of the park	Mar-13	Oct-17	RED		12		12	0	12	0	GREEN	Agreement with fishing club has now been found. Bat, ecological and tree surveys completed. Project design is complete and EA approval has been applied for. Stakeholders are on board and works are planned through October to January.
Energy Efficiency & Carbon Reduction Measures - Installation of solar panels at Wallfields, Hertford	Mar-12	2017/18	RED		45		45	0	45	0	GREEN	Project awaiting programming within property work plan but it is currently anticipated that the project can be completed this financial year.

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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.	Mar-12	2018/19	RED	201			201	0	12	(189)	RED	Health and Housing are taking opportunity to undertake a wider business case review to determine if it is possible for this and future flood modelling analysis work to be undertaken in-house which may also achieve revenue generating opportunities if it proves possible to offer a wider external service. A range of modelling software is being examined. Hydro project will form a significant part of the initial in-house modelling and once software/ staff training undertaken, hydro modelling can be completed. After modelling complete, it will be submitted to Env Agency for draft approval. Officers are hopeful that scheme delivery will move forward this year, official consents permitting, although scheme will not be completed this financial year. Periodic meetings with local ward members to update them on progress continue to be held.
Energy Grants	RP	RP		20	58		78	0	20	(58)	RED	We have a Member Task and Finish Group taking place which will consider home energy measures with a report to Overview Scrutiny on 12 December where it is the intention to take a report on new grant proposals - these will be for considerably more expensive measures which would then utilise the budget. However, clearly once approved it only gives us 3 months to spend so will be tight for this year , but very much dependent on what members agree.
								0				
<b>Total Head of Operations</b>				<b>617</b>	<b>167</b>	<b>0</b>	<b>784</b>	<b>80</b>	<b>561</b>	<b>(223)</b>		

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										(0)		
<b>Head of Housing &amp; Health</b>												
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.	RP	RP		125			125	13	56	(69)	RED	3 outstanding grant commitments remaining (1 from 15/16 and 2 from 16/17); these will be claimed by end of Dec 2017. Note: spending this budget is always dependant on successful applicants being able to complete their project within the 1 year time frame. 15 applications for capital funding were received by 2 Oct and the fund was oversubscribed. Next round closes 22 Dec.
Future Social Housing Schemes				821			821	0	0	(821)	RED	No current commitments. First priority is to spend S106 sums which have been collected for affordable housing.
Gladstone Road, Ware (Network Homes)				39			39	0	39	0	GREEN	Grant to be paid to Network Homes - fully funded from S106 commuted sum. To build 10 affordable housing units. Scheme should be completed by early 2018. 50% paid when work commenced on site & 50% on completion.
<b>Private Sector Improvement Grants</b>												
Disabled Facilities	RP	RP		530	215		745	246	745	0	GREEN	Work underway on new HIA with planned "go live" in October 2017. The referral rate is projected to increase as a result of the new HIA for this year and subsequent years.  In addition alternative projects are being looked at for spending increase in BCF allocation.  All funding is to be transferred to the new HIA and East Herts will monitor spend.
Disabled Facilities - Discretionary	RP	RP		60			60	0	15	(45)	RED	We are profiling an increase in the number of DFGs because of the new HIA, however likely spend this year is projected to be lower than subsequent years.  This money will remain with East Herts after the HIA is up and running.
Decent Home Grants	RP	RP		120			120	3	120	0	GREEN	Assistance policy is being reviewed, to increase the scope of works that the money can be spent on. It is too early to profile this budget, once the new policy is agreed, we will have a better understanding of likely spend.
Capital Salaries	RP	RP		26			26	0	26	0	GREEN	
River & Watercourse Structures - Improve, maintain & renew structures along rivers and watercourses to alleviate possible flooding throughout the district.	RP	RP		48	39		87	49	87	0	GREEN	Programme of works underway.
Land Management Programme - Land Management Asset Register & Associated Works	RP	RP		50			50	0	50	0	GREEN	Programme of works underway.
							0	0				
<b>Total Housing &amp; Health</b>				<b>1,819</b>	<b>254</b>	<b>0</b>	<b>2,073</b>	<b>311</b>	<b>1,138</b>	<b>(935)</b>		

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							0					
<b>Head of Planning</b>												
Historic Building Grants - Enable grants to be offered to the owners of historic buildings to encourage their maintenance and upkeep.	RP	RP		55	(3)		52	27	52	0	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.
Improvements to The Wash, Maidenhead Street & Bull Plain, Hertford					476		476	153	169	(307)	RED	The procurement phase for this project is not scheduled to be complete until end March '18 so the remaining £306k in the budget, that has not currently been committed, will not be spent until 18/19.
Market Improvement Scheme		2017/18		42			42	0	42	0	GREEN	Options appraisal for markets went to Community Scrutiny March 2017 - preferred option was to work with town councils to transfer the management of markets service subject to formal Members approval. Now to be included as part of wider HUDS (Herts Urban Design Scheme)
<b>Total Planning</b>				<b>97</b>	<b>473</b>	<b>0</b>	<b>570</b>	<b>180</b>	<b>263</b>	<b>(307)</b>		
<b>Head of Communications, Strategy &amp; Policy</b>												
Device Responsive Template - Revised website templates including new navigation, enhanced accessibility and device responsiveness	Sep-16	Sep-17	RED		12		12	0	0	(12)	RED	It is unlikely we will spend the £11k capital for website templates. Reality is that we are looking at smaller pieces of work to support the on-going development of the w/site which would total £10k but likely to be composed of smaller transactions of <£5k.
Environmental Enhancements to East Herts town centres	Not known		RED		28		28	0	28	0	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. Further delays encountered, including delays relating to challenges from Herts Highways on the proposals, which the Town Council are addressing. No delivery date as of yet.
<b>Total Communications, Strategy &amp; Policy</b>				<b>0</b>	<b>40</b>	<b>0</b>	<b>40</b>	<b>0</b>	<b>28</b>	<b>(12)</b>		