



2017/18 CAPITAL MONITORING DECEMBER 2017

Exp Code	2017/18 Approved Schemes	Project Manager	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	(12)	5,275	1,760	3,109	(2,166)		

RP - ROLLING PROGRAMME

Head of Strategic Finance & Property														
<a href="#">72352/7531</a>	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	Dec-17	RED	0	25		25	0	25	0	GREEN	Completed during Xmas closure 2017.
<a href="#">72346/7531</a>	Fanshawe Swimming Pool - Replace Pool Circulating Pumps	S. Whinnett	Dec-13	2017/18	RED	20			20	0	10	(10)	AMBER	Pumps to be refurbished rather than replaced, therefore, saving will be achieved.
<a href="#">72356/7502</a>	Fabric improvements to Swimming Pools	S. Whinnett	Not known	Jun-17		20			20	21	21	1	GREEN	Works completed..
<a href="#">72358/7531</a>	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	S. Whinnett & J. Earley	Dec-17	2018/19	RED	25			25	0	0	(25)	RED	Works were planned for Xmas closure 2017, however, scheme to slip to 18/19 due to SLM re-programming associated plant maintenance works.
<a href="#">71280/7502</a>	Investment of operational assets	S. Whinnett & J. Earley	RP	RP		240	100	(93)	247	0	0	(247)	RED	Budget in place to allow appropriate schemes to go forward upon provision of appropriate business case. No slippage required
<a href="#">75273/7502</a>	Riverbank Retaining Wall - St Andrews Street Car Park, Hertford.	D. Quinney/K.Perrin		Mar-18	GREEN			55	55	0	55	0	GREEN	Drawn down from operational assets budget
<a href="#">75274/7502</a>	Bell Street Car Park (Zone C) Sawbridgeworth - resurfacing & drainage	S. Whinnett & J. Earley		Mar-18	GREEN			30	30		30	0	GREEN	Tender & design stage - works to be completed by year end, however, this is weather dependant
<a href="#">71203/7531</a>	Replacement of Chairs & Desks		RP	RP		10			10	7	8	(2)	AMBER	
<b>Charringtons House 2nd Floor Suite Refurbishment</b>														
<a href="#">71285/7502</a>	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	2018/19	RED	0	156		156	2	2	(154)	RED	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. Slip to 18/19
<a href="#">71287/7502</a>	Demolition 1 The Causeway, B/S	S. Whinnett	Jul-17	Oct-17	RED					632	650	650		Funded from Commercial Property Fund. Works completed.
<a href="#">71288/7853</a>	CCTV at Wallfields	S. Whinnett		Nov-17	GREEN	0		14	14	12	12	(2)	AMBER	Additional cameras needed for security measures, drawn down from operational asset budget
<b>Total Strategic Finance &amp; Property</b>						<b>315</b>	<b>281</b>	<b>6</b>	<b>602</b>	<b>674</b>	<b>813</b>	<b>211</b>		

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<b>Head of Shared Business &amp; Technology Services</b>														
71414/7531	Information Technology Hardware Replacement	P. Wain	RP	RP		35	40	375	450	72	150	(300)	RED	<b>SHARED SCHEME w/Stevenage BC</b> Budget relates to delivery of improved resilience as part of the agreed IT Improvement plan. The next phase of spending will be informed by the outcomes of the review of IT Disaster Recovery Plans, which is due to take place in Jan/Feb 2018. Majority of spend is now likely to take place in early 18/19, although commitments will be made during current year.
71453/7531	New HR & Payroll System	P. Tyler		Jul-17		0	22	41	63	15	63	0	RED	<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.
<a href="#">71459/7531</a>	New Finance System	I. Brittain		Mar-18		125	110	13	248	306	280	32	AMBER	Implementation now underway with User Acceptance Testing starting in January 2018 . System Go Live will be in April 2018.
<a href="#">71459/7513</a>	New Finance System Capital Salaries							78	78	0	78	0	GREEN	
71460/7531	New Asset Management System	I. Brittain	Sep-16	Mar-18	RED	0	14		14	11	14	0	GREEN	Implementation due to complete Jan-18
71456/7531	Client Equipment		RP	RP		0		20	20	2	20	0	RED	Budget used to service new and replacement equipment needs identified within year.
71463/7531	Audio & Visual Equipment Council Chamber Wallfields	P. Wain				0	5	5	10	9	9	(1)	RED	Alternative solution identified
71464/7531	Audio & Visual Equipment Hertford Theatre	P. Wain				0			0	0	0	0	GREEN	Scheme was scheduled for completion in 2016/17, small overspend this year
71466/7531	Exchange 2013	P. Tyler				0	39	36	75	59	75	0	AMBER	<b>SHARED SCHEME w/Stevenage BC</b> Migration to an updated email platform that is shared with SBC. Additional consultancy and staff time has been required and resulted in a budgetary pressure.
71467/7531	ICON: Migration to be Hosted	P. Tyler				0	11		11	1	11	0	GREEN	Drawn down from rolling programme
71468/7531	Telephony Enhancements	P.Tyler	Sep-17	Jun-18	RED	0		75	75	11	50	(25)	AMBER	<b>SHARED SCHEME w/Stevenage BC</b> Project to relocate and upgrade the telephone system, including moving to a new SIP provider. Phase 1, which involved moving to a new SIP provider, successfully complete. Phase 2 involves upgrading the telephone system to the latest
71469/7531	Cyber Security	P.Tyler	Mar-18	2018/19	RED	0		83	83	26	50	(33)	AMBER	<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 and forms part of the agreed IT improvement plan. Associated revenue growth is part of 2018/19 budgets, resulting in some spend needing to take place next year.
71470/7531	Revenues and Benefits Mobile Working	P.Tyler						15	15	16	15	0	GREEN	Implementation of mobile working solution included in the Capita contract.
71471/7531	Land Charges Textual Data	P.Tyler						20	20	6	20	0	GREEN	Improve data quality to enable efficiencies through search automation. Drawn down from RP
71471/7513	Land Charges Textual Data - Capital Salaries	P.Tyler						3	3	0	3	0	GREEN	Overtime costs for A. Eley
71472/7531	Integration from Mayrise to Whitespace	P. Tyler & J. Khanom						20	20	0	20	0	GREEN	Mayrise integration with whitespace and possible web functions such as paying online for services such as bulky waste collections
71450/7531	Rolling programme to be utilised on ICT projects subject to ITSG review		RP	RP		380	417	(797)	0	0	0	0	GREEN	
<b>Total Shared Business &amp; Technology Services</b>						<b>540</b>	<b>658</b>	<b>(13)</b>	<b>1,185</b>	<b>534</b>	<b>858</b>	<b>(327)</b>		

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<b>Head of Operations</b>														
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	Apr-17	RED	0	34		34	52	52	18	RED	Recharge of relevant capital and revenue costs in Jackson Square MSCP to the landlord will eliminate the current overspend. £33,896.75 to be recharged
<b>Refurbishment of Hertford Theatre Café/Bar</b>														
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	Aug-17	RED		18		18	1	24	6	AMBER	Completed, however, due to essential developmental works involving IT, a £5k overspend has occurred.
72710/7531	Hertford Theatre replacement of 6 lighting hoists	B. Cannell								0	0		GREEN	Completed
72517/7502	Hartham Pavilion Refurbishment - Replace public toilets, redevelop existing café area, create functional changing area for footballers & incorporate meeting/training room. (Note 2)	M. Kingsland & S. Whinnett	Dec-15	Feb-17	RED				0	0	(3)	(3)	GREEN	Completed, £5k order to be cancelled, retention of £2,341.59 to be paid Feb 18
72526/7502	Waytemore Castle, Bishops Stortford - Open space improvements and historical conservation work	I. Sharratt	Sep-20			169			169	23	180	11	GREEN	We are on target with this project. The new community engagement officer is in post and the stakeholder meetings are ongoing. HLF is satisfied with progress report, all major contracts are now tendered. Consultation with the public was completed in October and started with BSTC Members. The full projected spend for this financial year is £180,000, resulting in an overspend of approximately £11,000. Spend to date £39k (miscoded, rectified in January)
72522/7531	Play Area Grange Paddocks, B/S - Install new play area, to include new activity equipment & surfacing. New footpath & installation of new seating. (Note 6)	I. Sharratt	Mar-17	Mar-17					0	0	0	0	GREEN	Completed, 5% retention fee to be paid.
72531/7502	Hertford & Beyond	I. Sharratt		2018/19	RED	30			30	19	19	(11)	AMBER	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. All mapping and route planning has been completed in support of the on site interpretation. The first part of the project to install an easy access footpath for a circular short walk in Hartham Common has been completed.
72528/7531	Play Equipment - Rowleys Road, Hertford	I. Sharratt		Mar-18		20			20	0	20	0	GREEN	Refurbishment of equipment in response to previous play audit. The basic plans are in place, subject to final amendments before tendering in January.
72527/7502	Woodland restoration at Presdales Recreation Ground, Ware - Installation of a circular walk, car park improvements & woodland restoration. (Note 3)	I. Sharratt		Mar-18		85			85	0	85	0	GREEN	This is in the programme to be completed by end of financial year 17/18. Plans are now drawn up and woodland management plan has been completed to support the access project. Works on site are due to be started in January.
72508/7531	Hartham Common, Hertford - Potential projects include development of water play area, improvements to car parking & pedestrian access (Note 8)	I. Sharratt		2019/20	RED	25			25	0	0	(25)	RED	This project is to be delayed & reviewed in 2019/20 pending 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. Slip to 19/20
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	Jan-18	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 due to be completed in January.
<b>Total Head of Operations</b>						<b>329</b>	<b>64</b>	<b>0</b>	<b>393</b>	<b>95</b>	<b>389</b>	<b>(4)</b>		

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									0	0		(0)		
	<b>Head of Housing &amp; Health</b>								0	0				
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	RP		125			125	26	35	(90)	RED	1 outstanding grant commitment remains from 15/16. Stanstead Abbots Parish Council has requested an extension until March/April and this is under consideration. Note: spending this budget is always dependant on successful applicants being able to complete their project within the 1 year time frame. 9 applications were received in 2nd funding round but budget was undersubscribed so it is requested that unallocated balance of £12,961 is slipped into 18/19.
72686/7601	Gladstone Road, Ware (Network Homes)	L. Harris		Mar-18		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>													
72602/7601	Disabled Facilities	P. Thomas-Jones	RP	RP		530	215		745	292	350	(395)		HIA went live in October 2017. The referral rate is projected to increase as a result of the new HIA for this year and subsequent years.  All funding (except some limited grants which EHDC retained) is to be transferred to the new HIA and East Herts will monitor spend hence the revised down target.
72605/7601	Disabled Facilities - Discretionary	P. Thomas-Jones	RP	RP		60			60	0	15	(45)	RED	HIA went live in October 2017. The referral rate is projected to increase as a result of the new HIA for this year and subsequent years.  DDFGs are retained by EHDC, but there has not been a call for spend against this budget to-date hence the revised down target.
71201/7513	Capital Salaries	I. Brittain	RP	RP		26			26	0	13	(13)		HIA went live in October 2017 so approximately 1/2 year spent on DFGs.
75160/7502	River & Watercourse Structures - Improve, maintain & renew structures along rivers and watercourses to alleviate possible flooding throughout the district.	P. Thomas-Jones	RP	RP		48	39		87	45	87	0	GREEN	We have recently lost a member of the team to Asset Management and another member is now off sick which means that the spend on this budget may be less than predicted. We should know more next month. Forecast spend includes £20k for works in Pishiobury Park
										0				
	<b>Total Housing &amp; Health</b>					<b>828</b>	<b>254</b>	<b>0</b>	<b>1,082</b>	<b>363</b>	<b>539</b>	<b>(543)</b>		

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									0	0				
	<b>Head of Planning</b>								0	0				
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		55	(3)		52	36	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.
72525/7502	Improvements to The Wash, Maidenhead Street & Bull Plain, Hertford	K. Steptoe		2018/19			476		476	30	120	(356)	RED	Due to the increased activity around consultation and consequential detailed design, up to March we are likely to spend approximately £50k - £60k on top of the £60k already paid & committed. Balance to slip to 18/19.
	<b>Total Planning</b>					<b>55</b>	<b>473</b>	<b>0</b>	<b>528</b>	<b>66</b>	<b>172</b>	<b>(356)</b>		
	<b>Head of Communications, Strategy &amp; Policy</b>													
71252/7531	Device Responsive Template - Revised website templates including new navigation, enhanced accessibility and device responsiveness	B. Wood	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.
72529/7502	Scotts Grotto - replacement of fencing	B. Wood		Mar-18				11	11	0	11	0	GREEN	Rebuild the border fence for Scotts Grotto in preparation for transferring ownership to a trust. Budget drawn down from operational asset budget
	<b>Total Communications, Strategy &amp; Policy</b>					<b>0</b>	<b>12</b>	<b>11</b>	<b>23</b>	<b>0</b>	<b>11</b>	<b>(12)</b>		

**PENDING - HELD AS APPROVED ITEMS PENDING TIMETABLES TO DELIVER SCHEMES**

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	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.
72568/7502	North Drive, Ware - reconstruct road &	A. Osborne	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
72513/7502	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.
75168/7502	Energy Efficiency & Carbon Reduction Measures - Installation of solar panels at Wallfields, Hertford	D. Thorogood/S. Whinnett	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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<a href="#">72591/7502</a>	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	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
72604/7601	Energy Grants	D. Thorogood	RP	RP		20	58		78	12	20	(58)	GREEN	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.
72685/7601	Future Social Housing Schemes	L. Harris				821			821	0	0	(821)	RED	No current commitments. First priority is to spend S106 sums which have been collected for affordable housing.
72606/7601	Decent Home Grants	P. Thomas-Jones	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.
<a href="#">75163/7502</a>	Land Management Programme - Land Management Asset Register & Associated Works	P. Thomas-Jones	RP	RP		50			50	12	25	(25)	GREEN	Programme of works underway.
74106/7531	Market Improvement Scheme	N. Kirby		2017/18	RED	42			42	0	0	(42)	GREEN	This was money identified for MIS but transferred to HUDs because, essentially, HUDs will be making the improvements to the 'market area'. The steer was to spend this money first, before we delve into the other pots that make up the £1mn. Given where we are in the design phase, this spend will likely fall into early 2018/19 if this is indeed the case.
74105/7601	Environmental Enhancements to East Herts town centres	B. Wood	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.

1,321	157	(16)	1,462	28	327	(1,135)
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