
2018/19 Capital Financial Performance: Quarter Two

Committee considering report:	Executive on 20 December 2018
Portfolio Member:	Councillor Anthony Chadley
Date Portfolio Member agreed report:	6 December 2018
Report Author:	Shannon Coleman-Slaughter
Forward Plan Ref:	EX3592

1. Purpose of the Report

- 1.1 To inform Members of the progress with major capital schemes, particularly those considered to be high risk, and forecast spend against the 2018/19 approved capital budget.

2. Recommendations

- 2.1 That Members should note progress against the Council's capital programme and forecast expenditure against the approved capital budget.

3. Implications

- 3.1 **Financial:**
Any potential capital slippage will be monitored in year and any impact on the 2019/20 capital programme reviewed by the Capital Strategy Group (CSG).
- 3.2 **Policy:** n/a
- 3.3 **Personnel:** n/a
- 3.4 **Legal:** n/a
- 3.5 **Risk Management:** n/a
- 3.6 **Property:** n/a
- 3.7 **Other:** n/a

4. Other options considered

- 4.1 N/a – factual report for information.

5. Executive Summary

- 5.1 The Council set an original capital budget for 2018/19 of £72.8million, with funding of £25.5million from external grants, £4.5million section 106 contributions and Community Infrastructure Levy and with £42.8million planned to be funded from borrowing. In-year changes to the capital budget may occur as a result of budgets brought forward from the previous financial year, additional grants and section 106 allocations received in year and spend re-profiled into 2019/20.
- 5.2 The current capital budget has increased to £83.7million, mainly as a result of £12.7million programme slippage from the financial year 2017/18 and the re-profiling of £2 million highways spend to 2019/20, agreed by Capital Strategy Group in May and July 2018.
- 5.3 At the end of Quarter Two, total spend of £80million is forecast against the revised capital budget of £83.7million and 69% (£58million), of the revised budget has been committed. The Communities Directorate is forecasting an under spend of £937k mainly on Education schemes, the Economy and Environment Directorate is forecasting an under spend of £2.9million on Highways schemes and the Resources Directorate is forecasting a net overspend of £24k mainly relating to property schemes.

Directorate Summary	Current Budget	Quarter One		Quarter Two		Change in Forecast from Last Quarter
		Forecast Spend in Year	Forecast (under)/Over Spend	Forecast Spend in Year	Forecast (under)/Over Spend	
	£'000	£'000	£'000	£'000	£'000	£'000
Communities	12,715	12,061	(654)	11,778	(937)	(283)
Economy & Environment	28,825	26,825	(2,000)	25,947	(2,878)	(878)
Resources	42,125	42,149	24	42,149	24	0
Totals	83,665	81,035	(2,630)	79,874	(3,791)	(1,161)

- 5.4 At the end of Quarter Two the Communities directorate is forecasting capital spend of £11.7 million, or 93% of the revised capital budget of £12.7 million.
- 5.5 Education Services is forecasting an under spend of £944k against the current year's capital budget of £10.9million. The forecast under spend of £944k is net of £1.16million of spend on a number of schools schemes which is planned to be re-profiled to 2019/20. An additional saving of £174k achieved relating to the expansion of the Castle School which was completed in August. Additional in year savings forecast on the expansion of Compton and Fir Tree primary schools giving totalling £284k. The reduction in spend in the current year due to re-profiling and savings is offset by pressures of £502k, relating to planned maintenance of schools, the expansion of Theale and Winchcombe Primary Schools and the proposal to treat expenditure on aids and adaptations for disabled children as capital expenditure.
- 5.6 In respect of other major projects, construction of the new Highwood Copse School started in July and the school is planned to be completed in July 2019. Theale Parish Council has now agreed in principle to relinquish the lease on the land required for the relocation of Theale Primary school. Subject to finalising the new lease with the Englefield Estate and confirmation of the contract price, it is currently expected that construction will commence in February 2019 with completion

scheduled for April 2020. Agreement about the design of the replacement of the East of Area PRU with Tilehurst Parish Council, who own the site, is yet to be resolved.

- 5.7 Children & Family Services are forecasting a £7k pressure as a result of works to a foster carer's home estimated at £7k above the current year budget of £18k. Adult Social Care is forecasting on line.
- 5.8 At the end of Quarter Two the Economy & Environment Directorate is forecasting capital spend of £25.9million, or 90% of the capital budget of £28.8million. At Quarter Two £2.9million of spend has been identified for re-profiling into 2019/20. This includes £1.2million for the A339/Bear Lane junction improvements. The scheme is now scheduled for January 2019, so the majority of the cost will now be incurred in 2019/20. £980k spend on improvements to Station Road will be delayed to 2019/20, as this scheme is dependent on completion of the Station redevelopment by Great Western Rail. £350k Local Economic Plan (LEP) funding for the A4 cycleway improvements will also be delayed to tie in with the new racecourse junction which is scheduled for summer 2019.
- 5.9 The Development and Planning Service and the Public Protection and Culture Service are forecasting on line positions.
- 5.10 The Resources Directorate at the end of Quarter Two is forecasting capital spend of £42.15million, or 100.1% of the capital budget of £42.13million. The Finance and Property Service is forecasting an over spend of £39k, relating to pressures on maintenance of non-corporate buildings and to facilitate future developments of Council land. Human Resources is forecasting a £15k underspend relating to the new HR/Payroll system, it is anticipated that this sum will be re-profiled to 2019/20. Legal Services and Strategic Support are forecasting on line positions. Customer Services and ICT are also forecasting on line. However it should be noted that the three current Superfast Broadband contracts are still subject to delay, and the impact on spending in the current year will be reported at Quarter Three.

6. Proposal

- 6.1 To note the forecast position.

7. Conclusion

- 7.1 The level of expenditure against the agreed Capital Programme will continue to be monitored by CSG and a further report will be made to the Executive at the end of Quarter Three.

8. Appendices

Appendix A - Data Protection Impact Assessment
Appendix B - Equalities Impact Assessment
Appendix C - Supporting Information

Appendix A

Data Protection Impact Assessment – Stage One

The General Data Protection Regulations require a Data Protection Impact Assessment (DPIA) for certain projects that have a significant impact on the rights of data subjects.

Should you require additional guidance in completing this assessment, please refer to the Information Management Officer via dp@westberks.gov.uk

Directorate:	Resources
Service:	Finance and Property
Team:	Accountancy
Lead Officer:	Shannon Coleman-Slaughter
Title of Project/System:	Q2 Capital Financial Performance
Date of Assessment:	23/8/18

Do you need to do a Data Protection Impact Assessment (DPIA)?

	Yes	No
<p>Will you be processing SENSITIVE or “special category” personal data?</p> <p>Note – sensitive personal data is described as “<i>data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person’s sex life or sexual orientation</i>”</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will you be processing data on a large scale?</p> <p>Note – Large scale might apply to the number of individuals affected OR the volume of data you are processing OR both</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will your project or system have a “social media” dimension?</p> <p>Note – will it have an interactive element which allows users to communicate directly with one another?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will any decisions be automated?</p> <p>Note – does your system or process involve circumstances where an individual’s input is “scored” or assessed without intervention/review/checking by a human being? Will there be any “profiling” of data subjects?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will your project/system involve CCTV or monitoring of an area accessible to the public?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will you be using the data you collect to match or cross-reference against another existing set of data?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will you be using any novel, or technologically advanced systems or processes?</p> <p>Note – this could include biometrics, “internet of things” connectivity or anything that is currently not widely utilised</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you answer “Yes” to any of the above, you will probably need to complete [Data Protection Impact Assessment - Stage Two](#). If you are unsure, please consult with the Information Management Officer before proceeding.

Equality Impact Assessment - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity as set out in the Public Sector Equality Duty (Section 149 of the Equality Act), which states:

- “(1) A public authority must, in the exercise of its functions, have due regard to the need to:**
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;**
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; this includes the need to:**
 - (i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;**
 - (ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;**
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, with due regard, in particular, to the need to be aware that compliance with the duties in this section may involve treating some persons more favourably than others.**
- (2) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.**
- (3) Compliance with the duties in this section may involve treating some persons more favorably than others.”**

The following list of questions may help to establish whether the decision is relevant to equality:

- Does the decision affect service users, employees or the wider community?
- (The relevance of a decision to equality depends not just on the number of those affected but on the significance of the impact on them)
- Is it likely to affect people with particular protected characteristics differently?
- Is it a major policy, or a major change to an existing policy, significantly affecting how functions are delivered?
- Will the decision have a significant impact on how other organisations operate in terms of equality?
- Does the decision relate to functions that engagement has identified as being important to people with particular protected characteristics?
- Does the decision relate to an area with known inequalities?
- Does the decision relate to any equality objectives that have been set by the council?

Please complete the following questions to determine whether a full Stage Two, Equality Impact Assessment is required.

What is the proposed decision that you are asking the Executive to make:	No decision.
Summary of relevant legislation:	
Does the proposed decision conflict with any of the Council's key strategy priorities?	
Name of assessor:	Shannon Coleman-Slaughter
Date of assessment:	23/8/18

Is this a:		Is this:	
Policy	No	New or proposed	No
Strategy	No	Already exists and is being reviewed	No
Function	No	Is changing	No
Service	No		

1 What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	
Objectives:	
Outcomes:	
Benefits:	

2 Note which groups may be affected by the proposed decision. Consider how they may be affected, whether it is positively or negatively and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.)		
Group Affected	What might be the effect?	Information to support this
Age		
Disability		
Gender Reassignment		
Marriage and Civil		

Partnership		
Pregnancy and Maternity		
Race		
Religion or Belief		
Sex		
Sexual Orientation		
Further Comments relating to the item:		

3 Result	
Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?	Yes/No
Please provide an explanation for your answer:	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	Yes/No
Please provide an explanation for your answer:	

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the [Equality Impact Assessment guidance and Stage Two template](#).

4 Identify next steps as appropriate:	
Stage Two required	
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	

Name:

Date:

Please now forward this completed form to Rachel Craggs, Principal Policy Officer (Equality and Diversity) (rachel.craggs@westberks.gov.uk), for publication on the WBC website.