

Appendix A

**CAPITAL MONITORING REPORT AT 31 DECEMBER 2017**

Portfolio Member	ORIGINAL BUDGET	CARRY FORWARDS	SUPPLEMENTARY ESTIMATE	REVISED BUDGET	ACTUALS YTD	COMMITMENTS	MANAGERS PROJECTED OUTTURN	MANAGERS PROJECTION TO REVISED BUDGET
<b>Cllr Francis - Housing</b>	184,300	15,000	287,700	487,000	(147,800)	54,100	481,386	(5,614)
<b>Cllr Gething - Environment &amp; Compliance</b>	1,157,700	64,600	500,000	1,722,300	715,278	113,500	949,900	(772,400)
<b>Cllr Barnard - Planning and Economic Development</b>	1,236,600	56,200	-	1,292,800	34,330	-	285,600	(1,007,200)
<b>Cllr Harvey - Leader</b>	207,257,000	94,500,000	200,000,000	501,757,000	91,380,479	882	291,422,000	(210,335,000)
<b>Cllr Mitchell - Corporate Management</b>	441,000	221,800	-	662,800	345,691	27,556	460,000	(202,800)
	<b>210,276,600</b>	<b>94,857,600</b>	<b>200,787,700</b>	<b>505,921,900</b>	<b>92,327,977</b>	<b>196,037</b>	<b>293,598,886</b>	<b>(212,323,014)</b>

## Appendix B

## CAPITAL MONITORING REPORT AT 31 DECEMBER 2017

Portfolio Member / Service Head	Cost Centre	Description	Original Budget	Carry Forwards	Supplementary Estimate	Revised Budget	Actuals YTD	Commitments	Managers Projected Outturn	Managers Projection to Revised Budget	Comments
<b><u>Housing Investment Programme</u></b>											
<b><u>Cllr Francis - Housing</u></b>											
D Ashman & K Sinclair	40203	Disabled Facilities Mandatory	644,300	-	287,700	932,000	536,604	45,455	1,121,000	189,000	Higher expenditure expected to be funded through additional funding expected from Department for Communities & Local Government (DCLG) and A2 Dominion.
D Ashman & K Sinclair	40204	Disabled Facilities Discretion	29,600	-	-	29,600	98	-	29,600	-	Expenditure expected in the latter part of the financial year
		Less Specified Capital Grant	(644,300)	-	-	(644,300)	(707,366)	-	(838,914)	(194,614)	
		<b>Net Cost of Disabled Facilities Grants</b>	<b>29,600</b>	<b>-</b>	<b>287,700</b>	<b>317,300</b>	<b>(170,665)</b>	<b>45,455</b>	<b>311,686</b>	<b>(5,614)</b>	
D Ashman & K Sinclair	40209	Home Improvement Agency grant	81,000	-	-	81,000	-	-	81,000	-	Expenditure expected in the latter part of the financial year
		HIA Funding	(26,300)	-	-	(26,300)	-	-	(26,300)	-	
		<b>Total</b>	<b>54,700</b>	<b>-</b>	<b>-</b>	<b>54,700</b>	<b>-</b>	<b>-</b>	<b>54,700</b>	<b>-</b>	
<b>Total For HIP</b>			<b>84,300</b>	<b>-</b>	<b>287,700</b>	<b>372,000</b>	<b>(170,665)</b>	<b>45,455</b>	<b>366,386</b>	<b>(5,614)</b>	
<b><u>Other Capital Programme</u></b>											
<b><u>Cllr Francis - Housing</u></b>											
D Ashman & K Sinclair	42044	Community Bulding Grant Scheme	25,000	-	-	25,000	4,400	-	25,000	-	This scheme is highly unlikely to be continued due to Surrey County Council cuts which they announced recently. However, these funds are available for alternative capital projects administered via Grant Panel
		<b>Total</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>4,400</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	
Sandy Muirhead	42013	Civica EDMS&Locata Integration	25,000	-	-	25,000	18,465	8,645	25,000	-	This project is ongoing and linked to Civica upgrade subject to agreeing terms & conditions with Civica (Deputy Group Head Housing is progressing this) and expected to be completed by end of this financial year.
Sandy Muirhead	42015	Landlord Guarantee Scheme	50,000	15,000	-	65,000	-	-	65,000	-	Now looking to link to Civica System & building finance link via Integra. Project is expected to be completed by end of this financial year subject to housing teams, Customer Services and Finance being able to meet deadlines especially around testing
		<b>Total</b>	<b>75,000</b>	<b>15,000</b>	<b>-</b>	<b>90,000</b>	<b>18,465</b>	<b>8,645</b>	<b>90,000</b>	<b>-</b>	
<b><u>Cllr Gething - Environment &amp; Compliance</u></b>											
Jackie Taylor	41026	Laleham Park Upgrade	200,000	-	-	200,000	-	-	-	(200,000)	This project is underway with building proposals at pre planning stage and expected to be completed during 2018/19. Budget will be requested to be carried forward into next financial year
Jackie Taylor	41030	Hengrove Park	-	14,600	-	14,600	-	-	14,600	-	Project is under review to ascertain whether any enhancement work is still required in the park which is expected to be completed by end of this financial year
Jackie Taylor	41322	Bridge St Car Parking Machines	25,000	-	-	25,000	5,038	(0)	5,100	(19,900)	Machines have been installed and this project has been completed.
Jackie Taylor	41502	Refuse/Recycling Vehicles	225,000	-	-	225,000	236,240	-	236,300	11,300	This project has been completed
Jackie Taylor	41505	GroundsMaintenanceProject	-	-	500,000	500,000	422,480	79,604	500,000	-	Procurement is underway and project is expected to be completed by end of this financial year
Jackie Taylor	41506	Spelride Bus Replacement	-	-	-	-	(6,755)	-	-	-	Payment accrued in the previous year is expected to be made during this financial year
Jackie Taylor	41609	Replacement Multi Use Vehicle	80,000	-	-	80,000	-	-	80,000	-	Procurement is underway and the project is expected to be completed by end of this financial year
Jackie Taylor	41610	Miniature Railway Staines park	15,000	-	-	15,000	14,271	-	14,300	(700)	This project has been completed
Jackie Taylor	41620	Wheelie Bins	50,000	-	-	50,000	49,630	-	50,000	-	Bins will be ordered throughout the financial year depending on need as & when identified
Jackie Taylor	41624	InstallElecVehicleChargePoints	15,000	-	-	15,000	13,080	-	13,100	(1,900)	This project has been completed
Jackie Taylor	41625	TothillCarParkLightingUpgrade	30,400	-	-	30,400	-	-	30,400	-	The project is in progress and expected to be completed by end of this financial year.
Jackie Taylor	41626	GreenoDayCenLightingUpgrade	10,800	-	-	10,800	-	-	10,800	-	Work is in progress and this project is expected to be completed by end of this financial year

## CAPITAL MONITORING REPORT AT 31 DECEMBER 2017

Portfolio Member / Service Head	Cost Centre	Description	Original Budget	Carry Forwards	Supplementary Estimate	Revised Budget	Actuals YTD	Commitments	Managers Projected Outturn	Managers Projection to Revised Budget	Comments
Jackie Taylor	<a href="#">41627</a>	Solar PV For Staines Comm Cent	25,000	-	-	25,000	800	24,200	-	(25,000)	Currently all the quotes are being looked at and considered. This project may not be completed until 2018/19 and the funding may need to be requested to be carried forward
Jackie Taylor	<a href="#">41628</a>	Parking Service Vans	20,000	-	-	20,000	21,452	-	21,500	1,500	This project is completed. Overspends against this will be funded through other lines of capital budget within Neighbourhood Services.
Jackie Taylor	<a href="#">42027</a>	Domestic Home Energy	30,000	-	-	30,000	15,250	5,920	30,000	-	Project is underway and expected to be completed by end of this financial year
<b>Total</b>			<b>726,200</b>	<b>14,600</b>	<b>500,000</b>	<b>1,240,800</b>	<b>771,486</b>	<b>109,725</b>	<b>1,006,100</b>	<b>(234,700)</b>	
			42.1%								
Lee O'Neil	<a href="#">41314</a>	Air Quality	24,500	-	-	24,500	-	-	-	(24,500)	The project is in progress with other priorities and expected to be completed by end of 2018/19. The balance of budget will be requested to be carried forward into next financial year
<b>Total</b>			<b>24,500</b>	<b>-</b>	<b>-</b>	<b>24,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(24,500)</b>	
<b><u>Cllr Barnard - Planning and Economic Development</u></b>											
Heather Morgan	<a href="#">41007</a>	Stanwell Skate Park	-	-	-	-	(1,249)	-	-	-	Retention payment is expected to be paid in this financial year
Heather Morgan	<a href="#">41015</a>	Runnymede Estates	55,600	-	-	55,600	-	-	55,600	-	Capitalised Planned Maintenance expenditure to be moved here at the end of the financial year
Heather Morgan	<a href="#">41622</a>	Affordable Housing Opportunity	1,181,000	-	-	1,181,000	39,105		215,000	(966,000)	Expenditure to date relates to redevelopment of Churchill Hall and Bugle, the unspent balance needs to be carried forward to 2018/19 to fund these and other projects as continue to look for the other opportunities and keep in touch with Registered Social landlords Partners
Heather Morgan	<a href="#">42017</a>	Memorial Gardens					(2,256)				There are some retention payments are still due to Runnymede Borough Council
Heather Morgan	<a href="#">42033</a>	Greeno Centre Car Park					(1,270)				Retention payment is still to be paid by end of this financial year.
Heather Morgan	<a href="#">42036</a>	Towpath Car Park		56,200		56,200			15,000	(41,200)	Work relating to clearing the site and installing fencing around is expected to undertaken in this financial year
<b>Total</b>			<b>1,236,600</b>	<b>56,200</b>	<b>-</b>	<b>1,292,800</b>	<b>34,330</b>	<b>-</b>	<b>285,600</b>	<b>(1,007,200)</b>	
<b><u>Cllr Harvey - Leader</u></b>											
D Ashman & K Sinclair	<a href="#">42045</a>	Ward Grants	260,000	-	-	260,000	149,637	-	222,000	(38,000)	Applications are being processed. Possible further allocations before the end of this financial year. So far a total of £38k has not been committed.
Heather Morgan	<a href="#">42038</a>	Acquisition of Assets	200,000,000	94,500,000	200,000,000	494,500,000	91,230,842	882	291,000,000	(203,500,000)	Expenditure has been incurred on acquiring two new sites i.e. 3 Roundwood Avenue and World Business Centre 4. More expenditure is expected on acquiring further sites i.e.12 Hammersmith Grove during this financial year.
Heather Morgan	<a href="#">42011</a>	Replace Council Accommodation	6,997,000	-	-	6,997,000	-	-	200,000	(6,797,000)	Now planned under Project Lima to reduce the space occupied by staff to free up space to let. There may be expenditure expected to carry out master plan study relating to the entire accommodation including redevelopment plans for Leisure Centre.
<b>Total</b>			<b>207,257,000</b>	<b>94,500,000</b>	<b>200,000,000</b>	<b>501,757,000</b>	<b>91,380,479</b>	<b>882</b>	<b>291,422,000</b>	<b>(210,335,000)</b>	
<b><u>Cllr Mitchell - Corporate Management</u></b>											
Helen Dunn	<a href="#">43621</a>	VDI		177,800		177,800	129,494	22,406	177,800		Work is currently in progress and expected to be completed by end of this financial year.
Helen Dunn	<a href="#">43003</a>	New Software	20,000	-	-	20,000	24,321	5,000	30,000	10,000	Expenditure on various software enhancements throughout the financial year. Overspends against this will be funded through other lines of capital budget within ICT
Helen Dunn	<a href="#">43608</a>	Other Hardware	30,000	-	-	30,000	6,820	-	20,000	(10,000)	Expenditure on various hardware enhancements throughout the financial year
Helen Dunn	<a href="#">43622</a>	ICT Network	150,000	-	-	150,000	143,008	150	150,000	-	Project is in progress and expected to be completed by end of this financial year
Helen Dunn	<a href="#">43623</a>	Peripheral Devices	3,500	-	-	3,500	724	-	3,500	-	Replacement tablet is required. The project is expected to be completed by end of this financial year
Helen Dunn	<a href="#">43624</a>	Council Chamber Audio	-	-	-	-	33,470	-	38,500	38,500	Project has already been approved by MAT to go ahead and the initial installation of equipment has been completed. There are some goosenecks and further replacement mics still required.
<b>Total</b>			<b>203,500</b>	<b>177,800</b>	<b>-</b>	<b>381,300</b>	<b>337,836</b>	<b>27,556</b>	<b>419,800</b>	<b>38,500</b>	

## CAPITAL MONITORING REPORT AT 31 DECEMBER 2017

Portfolio Member / Service Head	Cost Centre	Description	Original Budget	Carry Forwards	Supplementary Estimate	Revised Budget	Actuals YTD	Commitments	Managers Projected Outturn	Managers Projection to Revised Budget	Comments
Sandy Muirhead	43503	Agile Working	28,200	19,000	-	47,200	7,855	-	20,200	(27,000)	The project is quite wide ranging in terms of moving towards more agile working and has been subsumed into Project Lima. This will cover the proposed office moves and any needs for staff including any changes in current working patterns and lessons learned from trials in Environmental Health. Plans are now moving ahead under the auspices of Project Lima to make better use of space in Knowle Green and this links to the agile working and technology used. This project is now progressing rapidly and therefore there will be significant expenditure between now and the end of this financial year. Balance of budget will be requested to be carried forward into next financial year.
Sandy Muirhead	43511	ScannersCorporateEDMS Roll out	31,000	5,000	-	36,000	-	-	5,000	(31,000)	This project will also be subsumed into Project Lima as it enables us to accurately assess the number and type of scanners required including needs for future and back scanning requirements. Initial assessments have been made but spends will be in tandem with Project lima and some work may carry over into the next financial year depending on timings of moves.
Sandy Muirhead	43512	Sharepoint redesign & Relaunch	70,000	20,000	-	90,000	-	-	-	(90,000)	This project is under review and will be integrated with other ICT projects and not expected to be completed in this financial year. The budget will be requested to be carried forward in the next financial year as this work with the go-ahead on project lima provides more opportunities for successful implementation.
Sandy Muirhead	43515	Corporate EDMS Project	108,300	-	-	108,300	-	-	15,000	(93,300)	Work on Phase II is being undertaken. Project is currently in progress linked to office moves and largely expected to be completed by end of this financial year subject to all services allocating resources to deal with archiveable documents. Any spends in this area does rely on proactive action by services to archive documents via back scanning. Balance of budget will be requested to be carried forward into next financial year.
<b>Total</b>			<b>237,500</b>	<b>44,000</b>	<b>-</b>	<b>281,500</b>	<b>7,855</b>	<b>-</b>	<b>40,200</b>	<b>(241,300)</b>	
<b>CIIR Gething - Environment &amp; Compliance</b>											
Keith McGroary	41619	Small Scale Area Regeneration	620,000	-	-	620,000	14,131	275	14,200	(605,800)	Edinburgh Drive Parade has been completed, contracts have now been awarded for the final 3 parades. S278 licences are imminent. No more funding for future projects of this type is available as funding from Suirey County Council has ceased. The project is expected to be completed by end of this financial year.
Keith McGroary	41621	External Funding CCTV Enhancement	(310,000) 97,000	- 50,000	-	(310,000) 147,000	(71,840) 1,500	- 3,500	(71,900) 1,500	238,100 (145,500)	Contracts for the wireless CCTV conversion went out to tender in December 2017. This project is likely to be completed early in the next financial year. Balance of budget will be requested to be carried forward into next financial year.
<b>Total</b>			<b>407,000</b>	<b>50,000</b>	<b>-</b>	<b>457,000</b>	<b>(56,208)</b>	<b>3,775</b>	<b>(56,200)</b>	<b>(513,200)</b>	
<b>Total For Other</b>			<b>210,192,300</b>	<b>94,857,600</b>	<b>200,500,000</b>	<b>505,549,900</b>	<b>92,498,642</b>	<b>150,583</b>	<b>293,232,500</b>	<b>(212,317,400) #</b>	
Total Expenditure			211,257,200	94,857,600	200,787,700	506,902,500	93,107,183	196,037	294,536,000	(212,366,500)	
Total Funding			(980,600)	-	-	(980,600)	(779,206)	-	(937,114)	43,486	
<b>GRAND TOTAL</b>			<b>210,276,600</b>	<b>94,857,600</b>	<b>200,787,700</b>	<b>505,921,900</b>	<b>92,327,977</b>	<b>196,037</b>	<b>293,598,886</b>	<b>(212,323,014)</b>	