



Adur Joint Strategic Sub-Committee  
12th March 2024

# ADUR DISTRICT COUNCIL

Key Decision : No  
Ward(s) Affected: All

## 3rd Quarter Capital Investment Programme & Projects Monitoring 2023/24

### Report by the Director for Sustainability and Resources

#### EXECUTIVE SUMMARY

##### 1. PURPOSE

1.1 This report updates the Sub-Committee on the progress made on the delivery of the 2023/24 Capital Investment Programme for Adur District Council. The programme includes schemes which support the delivery of services by the Joint Services Committee.

1.2 The following appendices have been attached to this report:

**Appendix 1:** Adur District Council Capital Monitoring Summary

**Appendix 2:** Adur District Council Reprofiled Budgets

##### 2. RECOMMENDATIONS

2.1 The Adur Sub Committee of the Joint Strategic Committee is asked to:

- i) To note the reprofiling of the Adur District capital schemes as advised in paragraph 6.1 and appendix 2
- ii) To approve the changes to the current schemes as set out in section 6.2 report.

### 3. CONTEXT

3.1 In accordance with the Councils' Capital Strategy, the Capital Working Group oversees the implementation and progress of both Councils' Capital Investment Programmes.

3.2 The Capital Working Group meets regularly and monitors the programme's progress and finance, seeking to address any problems at an early stage in order for schemes to be completed within budget and timescales. Where problems are highlighted the Group considers possible remedies including virements between schemes, reprofiling of budgets between years and the withdrawal of schemes from the programme when schemes are unable to proceed. This could be due to resourcing problems, time delays or other factors beyond the Council's control.

3.3 Full summaries of the progress of all the schemes in the 2023/24 Capital Investment Programmes are prepared each quarter highlighting:

Schemes with significant challenges	<b>Red</b>
Schemes where progress is being closely monitored	<b>Amber</b>
Schemes progressing well	<b>Green</b>
Schemes where progress is beyond officers' control	#
Schemes with financial issues	£
Schemes where progress has improved	↑
Schemes where progress has deteriorated	↓

3.4 The Capital Working Group also ensures that capital schemes are approved within financial regulations.

3.5 Financial Regulations require officers to report each project on completion.

### 4. PROGRESS OF THE ADUR DISTRICT COUNCIL 2023/24 CAPITAL INVESTMENT PROGRAMME – Feb 2024

4.1 There are 82 schemes in the 2023/24 current capital investment programme which are progressing as follows:

	Number of schemes	Percentage %
Schemes completed	17	20.7%
Schemes which are progressing satisfactorily	60	73.2%
Schemes where progress is being closely monitored	5	6.1%
Schemes with significant challenges or financial issues	0	0%

4.2 A summary of the financial movements of the 2023/24 Capital Investment Programme is attached as Appendix 1 to this report. A summary of the progress of all the schemes in the 2023/24 Capital Investment Programme is available from the Council's Intranet.

## **5.0 SUCCESSES AND CHALLENGES IN THE 2023/24 ADUR DISTRICT COUNCIL CAPITAL INVESTMENT PROGRAMME**

5.1. The following schemes are progressing well:

### **5.1.1. Adur Homes Capital Investment Programme**

The Adur Homes Capital Investment Programme for 2023/24 was initially approved by Council in February 2023. Following the appointment of a new Head of Property, the proposed programme has been fully reviewed and the focus of the current planned spend for 2023/24 has been on health and safety issues as well as addressing the current backlog in void property.

The capital programme for 2024/25 was approved in February 2024 and will focus on delivering the schemes identified by this year's stock condition surveys.

### **5.1.2 Adur Homes External Works Programme**

The external capital works programme has been compiled and the following schemes are have begun:

- Roof replacement works to Fraser Court began in Quarter 1 and are now complete. Additional roof replacements are currently being planned.
- New Door Entry Systems have been installed at various flat blocks including Grange Court, Watling Court and Rectory Farm Road.
- Preparatory works for the Millfield Estate are underway with remedial works to begin in 2024/25.

### **5.1.3 Adur Homes Internal Works Programme**

The internal capital works programme has been compiled and the following schemes are have begun:

- A series of fire safety works programmes are continuing to push ahead with significant investment in Fire Safety improvements and the Inner Rooms programme. Fire Doors replacements are also beginning with a large amount of works expected to begin in 2024/25
- Boiler replacements have been installed in 62 properties in Quarters 1, 2 and 3
- Refurbishments to 99 council dwellings which have become unoccupied have been carried out to enable the housing of new tenants.

### 5.1.3 Housing Development and Acquisition Programme

#### Small Sites (Hidden Homes)

Following approval of the small sites programme to deliver 56 new homes, the Council is progressing with 7 sites, 3 of these have continuing construction works and will complete by the end of the financial year, whilst the remaining sites are due to commence in the new year and will be delivered by the end of the 2024/25 financial year. Leconfield Road and St Giles Close have now been completed and the 6 properties are being prepared for use.

#### South Street - Temporary Accommodation

Procurement has issued an Intention to Award Letter and once the contract has been confirmed and signed off, the design works will be finalised. The anticipated start date for construction is March 2024.

### 5.1.4 Information and Communications Technology - Digital Programme (Partnership Scheme with Worthing Borough Council)

The following projects are progressing well:

- i) Ultrafast Network / Gigabit Project
- ii) Cyber Security Solutions

### 5.1.5 Completed Schemes

The following schemes have been completed;

- i) Shoreham Centre - Changing Place Accessible Facilities
- ii) Southwick Square Improvement Scheme
- iii) Vehicle Incursion Prevention measures - Hamble Road Open Space and Park Avenue

## 5.2. Challenges in the 2023/24 Capital Investment Programme:

### 5.2.1 There continues to be challenges to the delivery of a number of schemes due to a number of factors outside the Councils controls:

Delays have been encountered as follows:

- i) In obtaining quotes and estimates from suppliers.
- ii) Long lead in times for deliveries due to supply issues.
- iii) Mid-project cost inflation presenting budget pressures.

In addition there have been staffing shortages in the Technical Services Department which have now been addressed and projects and non urgent works will continue into 2024/25.

These issues have directly impacted on a number of projects which have required additional financial support which as set out below.

## 5.2.2 Albion Street.

Following the collapse of the previous contractor, the scheme has been delayed and will run over budget. However a new contractor has been appointed to complete the project and the works are due to complete in 2024/25.

## 6. ISSUES FOR CONSIDERATION

6.1 Budgets totalling £72,893,286 have been reprofiled to 2024/25 and future years, where the original project plan has changed and the schemes are not expected to complete in 2023/24. A list of schemes reprofiled is attached as Appendix 2 to this report.

6.2 The following amendments to the Adur District Council 2023/24 Capital Investment Programmes are recommended:

### 6.2.1 Gigabit Network Refresh Wifi Upgrade

This joint project is approaching its conclusion around October 2024, yet it has encountered notable delays and additional tasks owing to complex technical design and implementation with external partners. We are seeking a virement from the Digital Strategy General Provision Capital budget to address the funding requirements arising from these challenges. Initially designated for implementing the digital strategy and vital investments in replacing IT infrastructure and equipment, this budget is currently unallocated to any ongoing initiatives. The current allocation in the Joint Digital Strategy General Provision budget stands at £170,320, and we are requesting a virement of £161,880 to ensure the successful completion of the Network Refresh project.

## 7. ENGAGEMENT AND COMMUNICATION

7.1 The purpose of this report is to communicate with stakeholders on the progress of the Worthing Borough Council 2023/24 Capital Investment Programmes. Officers of the Council have been consulted on the progress of the schemes which they are responsible for delivering.

7.2 Specific schemes are subject to public consultation (e.g new playgrounds) to ensure that they meet community needs.

## 8. FINANCIAL IMPLICATIONS

8.1 There are no unbudgeted financial implications arising from this report as the Adur District Council 2023/24 Capital Investment Programmes were approved by the Council in February 2023. Subsequent changes have been reported to and approved by the Joint Strategic Committee or by Officers where a delegation exists. The issues considered in this report can be funded from within existing resources or through external funding.

## **9. LEGAL IMPLICATIONS**

- 9.1 Section 28 Local Government Act 2003, as amended by the Localism Act 2011, provides that where in relation to a financial year, a Local Authority has made the calculations required by sections required by sections 31A 32, 42A and 42B of the Local Government Finance Act 1992, it must review them from time to time during the year. If it appears that there has been a deterioration in its financial position it must take such action, if any, as it considers is necessary to deal with the situation.
- 9.2 Section 151 of the Local Government Act 1972 requires the Councils to make arrangements for the proper administration of their financial affairs.
- 9.3 Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

### **Background Papers**

- Capital Investment Programme 2023/24 – 2026/27 Adur District Council
- Capital Strategy 2024/27.

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# **SUSTAINABILITY AND RISK ASSESSMENT**

## **1. ECONOMIC**

- The capital programme prioritisation model awards points for capital project proposals that impact positively on the economic development of our places or the economic participation of our communities.

## **2. SOCIAL**

### **2.1 Social Value**

- The capital programme prioritisation model awards points for capital project proposals that impact positively on our communities.

### **2.2 Equality Issues**

- The capital programme prioritisation model awards points for capital project proposals that address DDA requirements and reduce inequalities.

## **3. ENVIRONMENTAL**

- The management, custodianship and protection of our natural resources are considered when capital schemes are assessed for inclusion in the Councils' Capital Investment Programme.

## **4. GOVERNANCE**

- The Councils' priorities, specific action plans, strategies or policies are considered when capital schemes are assessed for inclusion in the Councils' Capital Investment Programmes.
- The Councils' reputation or relationship with our partners or community is taken into account when capital schemes are assessed for inclusion in the Councils' Capital Investment Programmes.
- Resourcing, risk management (including health and safety) and the governance of either Council are fully considered during the preparation of the Councils' Capital Investment Programmes.

CAPITAL MONITORING SUMMARY 2023/24									3rd Quarter
Executive Portfolios	(1) Total ADC Scheme Budgets £	(2) Previous Years' Spend £	(3) 2023/24 Original Budget £	(4) Net budget b/f from 2022/23 £	(5) Approved Changes to Original Budget £	(6) 2023/24 Budget Reprofiled to and (from) 2024/25 £	(7) 2023/24 Current Budget £	(8) 2023/24 Spend to Date £	(9) Spend % of Current Budget
Adur Homes and Customer Services	95,528,220	15,811,640	34,440,830	4,796,690	2,474,720	23,801,830	17,910,410	11,548,649	64.48%
Environment and Leisure	9,023,526	518,630	1,728,840	459,550	277,546	1,370,136	1,095,800	487,901	44.52%
Communities and Wellbeing	919,680	990	607,050	137,470	11,170	513,650	242,040	83,318	34.42%
Regeneration and Strategic Planning	7,792,830	4,354,560	2,241,270	206,570	595,000	1,500,000	1,542,840	619,944	40.18%
Resources	132,162,850	84,936,500	45,854,190	537,750	(77,470)	45,707,670	606,800	149,826	24.69%
<b>TOTALS</b>	<b>245,427,106</b>	<b>105,622,320</b>	<b>84,872,180</b>	<b>6,138,030</b>	<b>3,280,966</b>	<b>72,893,286</b>	<b>21,397,890</b>	<b>12,889,638</b>	<b>60.24%</b>

**Financing of 2023/24 Programme:**

<b>Adur Homes Capital Programme:</b>	<b>£'000</b>
Capital Receipts:	100
Major Repairs Reserve:	4,650
Prudential Borrowing:	8,637
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	<b>13,387</b>

<b>General Fund Capital Programme:</b>	<b>£'000</b>
Prudential Borrowing:	4,852
Capital Receipts:	334
Government Grants:	1,822
Revenue Reserves and Contributions	153
S106 Receipts	150
Other Contributions	700
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	<b>8,011</b>

**Summary of Progress:**

Schemes with significant challenges:	0
Schemes where progress is being closely monitored:	4
Schemes progressing well or completed:	75
<b>Total Schemes:</b>	<hr/> <b>79</b>





**ADUR DISTRICT COUNCIL - CAPITAL BUDGETS REPROFILED TO FUTURE YEARS**

Scheme	Reprofiled Budgets	Reason
<b>1. Schemes in Progress where the completion has been delayed beyond 31st March 2024</b>		
<b>Adur Homes Capital Investment Programme</b>		
Albion Street	400,000	A new contractor has been tendered. Phase 1 to complete the structure has begun and will
Asbestos Management	150,000	The capital schedule has been revised as part of the dialogue with the regulator and Adur Homes. Budget reprofiled in line with anticipated expenditure.
Building Services - replacement Vehicle	48,000	Currently out for pricing, delivery expected in 2024/25.
Capital Works on Empty Properties	950,000	The capital schedule has been revised as part of the dialogue with the regulator and Adur Homes. Budget reprofiled in line with anticipated expenditure.
Decarbonisation schemes - Adur Homes	100,000	Invest to Save budget. No schemes have been identified. Budget profiled for future demand.
Development of Properties	8,253,330	i) Small Sites Programme - Construction expected to begin on a number of sites. Some sites to begin in 2024/25. Budget reprofiled in line with anticipated expenditure.
Electrical Safety Works	600,000	Electrical safety works to be combined with upgrades in the next year. Revised works schedules have been arranged for the new year.
External Structural Works	5,270,000	The capital schedule has been revised as part of the dialogue with the regulator and Adur Homes. Budget reprofiled in line with anticipated expenditure.
Fire Safety Works	2,650,000	Delivery of the fire safety works will progress in 24/25. Delays have occurred due to quality concerns with the original fire door contractor.
Professional and Consultancy Fees	1,007,750	The capital schedule has been revised as part of the dialogue with the regulator and Adur Homes. Budget reprofiled in line with anticipated expenditure.
Southwick Leasehold Acquisitions	1,900,000	The scheme has gone live in February for current leaseholders to put their properties forward for acquisition. Reviews and acquisitions are expected to take place in 2024/25.
Stock Condition Surveys	240,000	The capital schedule has been revised as part of the dialogue with the regulator and Adur Homes. Budget reprofiled in line with anticipated expenditure.



**ADUR DISTRICT COUNCIL - CAPITAL BUDGETS REPROFILED TO FUTURE YEARS**

Scheme	Reprofiled Budgets	Reason
<b>1. Schemes in Progress where the completion has been delayed beyond 31st March 2024</b>		
<b>General Fund Schemes</b>		
Asbestos Surveys and Remediation Works	110,000	Some reactive work has been carried out in 2023. Technical services are focused on delivering higher priority projects and anticipate further work in 24/25. Budget profiled for future demand.
Buckingham Park - Infrastructure replacements	34,360	Works are currently underway to replace the pavilion. Infrastructure improvements required will be informed by the planning of this scheme
Commerce Way - Replacement floor coverings	100,000	Some reactive work has been carried out in 2023. Technical services are focused on delivering higher priority projects and anticipate this project will begin in 2024/25
Commerce Way - Replacement roof covering	150,000	Project out to tender in February. Works to be on site in April. Budget reprofiled in line with anticipated expenditure.
Commerce Way - Upgrade of male showers	35,000	Project out to tender in January. Works will roll into the new financial year.
Corporate Hardware and Infrastructure	28,200	Fewer equipment replacements have been requested this year. Budget reprofiled in line with replacement equipment schedule.
Cemeteries and Crematorium Software	28,070	Plotbox is on hold pending a more complete service review process. Budget profiled in line with anticipated expenditure.
Community Alarm Service	40,000	Demand-led service. Fewer replacements of old equipment this year. Budget profiled for future demand.
Condition Surveys	15,000	External supplier now in place to implement surveys for council assets. Budget profiled in line with anticipated expenditure.
Cyber Security	19,980	The mobile phone security software will go live from April 2024. Budget reprofiled in line with anticipated expenditure.
Decarbonisation schemes - Corporate Buildings	513,000	Invest to Save budget. No schemes have been identified. Budget profiled for future demand.
Digital Strategy - General Provision	28,200	Identity and Access Management System being reviewed. It is expected this will include other systems to produce a Single Sign On solution. Implementation now expected in 2024/25.



**ADUR DISTRICT COUNCIL - CAPITAL BUDGETS REPROFILED TO FUTURE YEARS**

Scheme	Reprofiled Budgets	Reason
<b>1. Schemes in Progress where the completion has been delayed beyond 31st March 2024</b>		
Disability Discrimination Act Improvements to council buildings	12,600	No improvements have been identified in the current year. Budget reprofiled for future demand.
Eastbrook Community Centre - Redevelopment	291,050	Funds are being finalised following acceptance of a YIF Grant. Works will begin in 2024/25. Budget profiled in line with anticipated expenditure.
Empty Property Grants and Loans	21,000	Demand-led service. No grant request from local residents in the current year. Budget profiled for future demand.
Equalities Act - Access Audits	35,000	No required audits have been identified in the current year. Budget reprofiled for future demand.
Extension of Ultrafast Fibre Network	1,175,000	Scheme in partnership with Adur District Council. Current delays with the contractor. Budget profiled in line with expected expenditure.
Fire Door Replacements to Council properties	40,000	No replacements have been identified in the current year. Budget reprofiled for future demand.
Fire Risk Assessment Remedial Works	12,500	No improvements have been identified in the current year. Budget reprofiled for future demand.
Fishersgate Car Park	140,000	Works will begin alongside the Eastbrook CC scheme. Budget profiled in line with anticipated expenditure.
Ground Maintenance - Rolling programme of vehicle replacements	30,030	Joint programme to replace assets used by the parks team to deliver the service. The budget is being reprofiled to next year in anticipation of future replacements required.
Ground Maintenance - Rolling programme of equipment replacements	35,720	Joint programme to replace assets used by the parks team to deliver the service. The budget is being reprofiled to next year in anticipation of future replacements required.
Housing Development - South Street Car Park	2,171,750	Currently in the design phase. Construction expected to begin in 24/25. Budget profiled in line with anticipated expenditure.
Lancing Manor Leisure Centre Improvements	449,400	Works to the cladding and roof are due to be tendered after revised plans have been finalised. The previous tender price was too high. Budget profiled in line with anticipated expenditure.
Landscape Adaptions	60,000	Initiatives designed to help cope with the changing climate including rain gardens, wildflower planting and prairie planting. Future improvements will be considered in the next financial year.



**ADUR DISTRICT COUNCIL - CAPITAL BUDGETS REPROFILED TO FUTURE YEARS**

Scheme	Reprofiled Budgets	Reason
<b>1. Schemes in Progress where the completion has been delayed beyond 31st March 2024</b>		
Mill Lane Cemetery - Replacement Boundary Fence	85,000	Internal works beginning to prepare the project. Contractor works expected in the new financial year. Budget reprofiled in line with anticipated expenditure.
Office Equipment - Microphone system replacement	14,100	The systems at the Shoreham Centre and Worthing Town Hall require replacing. This is now expected to take place in 2024/25.
Parks and Open Spaces - Infrastructure Improvements	10,770	Future improvements will be considered in the next financial year.
Parks - Play Area improvements	107,510	New capital funds will be available in the new financial year for this scheme. Budget reprofiled in line with the availability of the new funds.
Parks And open Spaces - Signage	8,650	Rolling programme to replace signs in parks and open spaces.
Parks and Open Spaces - Public Art	15,000	S106 funds held in reserves as a public art contribution. Plans to be considered in the new financial year.
Planning and Building Control - Document Management System	60,200	IDOX delivery to begin in Dec 23 and will be complete by Dec 24. Budget reprofiled in line with anticipated expenditure.
Public Conveniences - Rolling programme of upgrades and improvements	110,000	Technical services are focused on delivering higher priority projects and will begin work on selected public convenience sites in 2024/25
Refuse/Recycling - Trade Waste Bins	30,000	Demand led. Budget reprofiled for future demand.
Refuse/Recycling - Wheeled Bins	18,200	No further purchases expected in the current year. Budget reprofiled to 24/25 for future demand
Shadwells Play Area Improvements	104,150	Plans drawn up for works in the new financial year.
Shoreham Harbour Walls - West Harbour Arm	1,500,000	Construction works are planned to begin in 2024/25 pending the conclusion of a public consultation. Budget reprofiled in line with anticipated expenditure.
Southlands Play area improvements	31,226	Plans drawn up for works in the new financial year.



**ADUR DISTRICT COUNCIL - CAPITAL BUDGETS REPROFILED TO FUTURE YEARS**

Scheme	Reprofiled Budgets	Reason
<b>1. Schemes in Progress where the completion has been delayed beyond 31st March 2024</b>		
Southwick Community Centre - Replacement Windows and Flooring	65,000	The project will go out to tender following the approval of additional funding which has been requested as part of the 24/25 capital programme.
Strategic Property Investments	43,488,420	Investments in property for regeneration or service delivery. Currently no suitable properties have been identified that meet the council's strategic needs.
Street Cleansing Vehicles - EV charging points	18,200	Charging points to be installed in 24/25
Street Litter and Dog Bins	6,920	No further purchases expected in the current year. Budget reprofiled to 24/25 for future demand
Vehicle Incursion Prevention Measures	75,000	Hamble Road and Park Avenue completed under budget. Funds for Southwick and Adur Rec forecast for 2024/25. Budget reprofiled in line with planned expenditure
<b>Total Reprofiled Budgets:</b>	<b>72,893,286</b>	

**Grants / Contributions Anticipated towards above schemes:**

Business Rates Pool - Ultrafast Network	640,000
Community Alarms - Revenue Contribution	40,000
Empty Property Grants - Capital Receipts	21,000
Environment Agency - Shoreham Harbour Walls	59,840
Ground Maintenance - Replacement of equipment - Capital Receipts	11,840
HRA - Major Repairs Reserve	7,540,000
Local Enterprise Partnership - Shoreham Harbour Walls	112,280
Parks and Open Spaces- Artwork - S106	15,000
Shadwells Play Area - S106	104,150
South Downs Leisure Contribution - Wadurs Entrance Doors	11,000
Southlands Play area improvements - S106	31,226
Southwick Leasehold Acquisitions - Capital Receipts	550,000
Worthing Borough Council Contributions - Commerce Way Schemes	142,500

<b>Council Prudential Borrowing Budgets Reprofiled:</b>	<b>63,614,450</b>
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