

**Item: 7**

**Asset Management Sub-committee: 3 September 2024**

**Corporate Asset Improvement Programmes**

**Expenditure Monitoring Outturn**

**Report by Head of Finance**

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**1. Overview**

- 1.1. To demonstrate a focus on maintaining existing assets of the Council and ensuring that our buildings and infrastructure are maintained at levels expected by the Orkney public and that our IT, plant and vehicles achieve modern standards of security, safety and emissions, annual capital improvement and replacement programmes of work are agreed by the relevant service Committee or Sub-committee.
- 1.2. Delivery of these planned programmes of work are thereafter monitored throughout the financial year by the relevant service Committee or Sub-committee.
- 1.3. The annual programme of capital improvements are approved by the Asset Management Sub-committee. The plant and vehicle replacement programme for 2023/24 was approved on 31 January 2023, and the corporate asset improvement programme and the IT capital improvement programme for 2023/24 were approved on 21 March 2023.
- 1.4. The table below provides an overview of the expenditure incurred for the financial year 2023/24.

| <b>Project Description</b>                                    | <b>Expenditure 2023/ 2024.</b> | <b>Annual Budget 2023/24</b> | <b>Overspend/ (Underspend)</b> |
|---|--------------------------------|------------------------------|--------------------------------|
| <b>General Fund – Capital Improvement Programme</b>           | £952,510.                      | £1,146,400.                  | (£193,890).                    |
| <b>Strategic Reserve Fund – Capital Improvement Programme</b> | £0.                            | £118,400.                    | (£118,400).                    |

| <b>Project Description</b>   | <b>Expenditure<br/>2023/ 2024.</b> | <b>Annual Budget<br/>2023/24</b> | <b>Overspend/<br/>(Underspend)</b> |
|--|------------------------------------|----------------------------------|------------------------------------|
| <b>General Fund - Plant,<br/>Equipment and Vehicle<br/>Replacement Programme</b>     | £1,532,740.                        | £1,557,187.                      | (£24,447).                         |
| <b>Trading Services - Plant,<br/>Equipment and Vehicle<br/>Replacement Programme</b> | £184,870.                          | £568,201.                        | (£383,331).                        |
| <b>IT Replacement Programme.</b>   | £474,037.                          | £420,000.                        | £54,037.                           |
| <b>IT Replacement Programme<br/>- COVID-19 Recovery<br/>Projects</b>                 | £392,013.                          | £456,118.                        | (£64,105).                         |
| <b>Total</b>   | £3,536,170.                        | £4,266,306.                      | (£730,136).                        |

1.5. A detailed breakdown of the approved programmes of work for financial year 2024/25, including individual project updates, is attached as Appendix 1.

## 2. Recommendations

2.1. It is recommended that members of the Sub-committee:

- Note the summary outturn position of expenditure incurred for financial year 2023/24 in respect of the corporate asset improvement programmes, as detailed in section 1.4 of this report.
- Scrutinise the detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to this report, in order to obtain assurance regarding significant budget variances and progress made with delivery of the approved corporate asset improvement programmes.

### **For Further Information please contact:**

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### **Implications of Report**

**1. Financial** The Financial Regulations state that Corporate Directors can incur expenditure within approved revenue and capital budgets. Such expenditure must be in accordance with the Council's policies and objectives and subject to compliance with the Financial Regulations.

2. **Legal** Regular financial monitoring and reporting helps the Council meet its statutory obligation to secure best value.
3. **Corporate Governance** In terms of the Scheme of Administration, monitoring, on a quarterly basis, the levels of expenditure incurred against the approved annual corporate asset improvement programmes, funded through the approved capital programme, is referred to the Asset Management Sub-committee.
4. **Human Resources** N/A
5. **Equalities** Equality Impact Assessment is not required for financial monitoring.
6. **Island Communities Impact** Island Communities Impact Assessment is not required for financial monitoring.
7. **Links to Council Plan** The proposals in this report support and contribute to improved outcomes for communities as outlined in the following Council Plan strategic priorities:
  - Growing our economy.**
  - Strengthening our communities.
  - Developing our Infrastructure.
  - Transforming our Council.
8. **Links to Local Outcomes Improvement Plan** The proposals in this report support and contribute to improved outcomes for communities as outlined in the following Local Outcomes Improvement Plan priorities:
  - Cost of Living.
  - Sustainable Development.
  - Local Equality.
9. **Environmental and Climate Risk** Where resources allow, improvement works can include ‘greener’ solutions.
10. **Risk** Improvement of existing assets can help reduce risks associated with these assets.
11. **Procurement** Any contractual arrangements require to comply with the Financial Regulations and Contract Standing Orders.
12. **Health and Safety** Well-maintained assets will assist the Council in complying with relevant Health and Safety requirements for both staff and the public.
13. **Property and Assets** Included throughout the report and detailed in the Appendix.
14. **Information Technology** Up to date IT systems should help reduce risk to the Council.
15. **Cost of Living** N/A

### List of Background Papers

Asset Management Sub-committee, 31 January 2023, Plant and Vehicle Replacement Programme.

Asset Management Sub-committee, 21 March 2023, IT Replacement Programme and Corporate Asset Improvement Programme.

**Appendix**

Appendix 1 – Corporate Asset Improvement Programme Outturn 23/24.

| General Fund Capital Improvements |  |  |                        |                    |                              |                           |                       | Outturn<br>2023/24 | Budget 2023/24 | Revised<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Indicative<br>Budget 2024/25 | Indicative<br>Budget<br>2025/26 |
|-----------------------------------|--|--|------------------------|--------------------|------------------------------|---------------------------|-----------------------|--------------------|----------------|------------------------------|----------------------------|------------------------------|---------------------------------|
| Asset Name                        | Description  |  |                        |                    |                              |                           |                       |                    |                |                              |                            |                              |                                 |
| 3                                 | <b>Orkney Museum</b>   | High level survey and scheme design - Project to identify extent of re-pointing, stone repairs, stone replacements, carvings and implement an improvement plan :<br>- Design tender accepted June 2020.<br>- Survey works completed in September 2020.<br>- Design works to be completed in financial year 2023/24.<br>- Construction to be undertaken in 2026/27.                                 |                        |                    |                              |                           |                       | £51,632            | £30,000        | £30,000                      | £21,632                    | £0                           | £0                              |
|                                   | <b>Budget</b>  | Design Consultant  | Contractor             | Tender Sum         | Target Contract Commencement | Target Project Completion | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |
|                                   | <b>£845,500</b>  | Robert Potter and Partners LLP   |                        |                    | Late Spring 2026             | 2027/28                   | £8,546                | £845,500           |                |                              |                            |                              |                                 |
|                                   | Committee Update: Programme revised to suit budget availability, design works were undertaken in financial year 2023/24. Construction works are now forecast to take place in financial years 2026/27 and 2027/28. Due to budgetary pressures this project is likely to suffer further delays which will be continually assessed.  |  |                        |                    |                              |                           |                       |                    |                |                              |                            |                              |                                 |
| 4                                 | <b>OIC Depot - Workshop and Office (H88)</b>   | Re-roofing of existing OIC depot (H88) after failure of component  |                        |                    |                              |                           |                       | £79,172            | £287,500       | £287,500                     | (£208,328)                 | £0                           | £0                              |
|                                   | <b>Budget</b>  | Design Consultant  | Contractor             | Tender Sum         | Target Contract Commencement | Target Project Completion | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |
|                                   | <b>£287,500</b>  | OIC - NS&I - Property  | WRC Construction Ltd   | £195,822           | Summer 2024                  | Autumn 2024               | £9,857                | £230,000           |                |                              |                            |                              |                                 |
|                                   | Committee Update: Existing roof covering at OIC Hatston Depot is perforated with severe corrosion and requires to be replaced. Project initially planned for the Summer 2023, but lack of internal resource has resulted in this project being delayed, with a consultant architect appointed June 2023. Project delayed by one year due to internal resources, and costs adjusted to reflect inflationary rises, taking the anticipated project total to £313,000. Tenders issued December 2023 and contractors appointed January 2024 to allow materials to be purchased before year end.                              |  |                        |                    |                              |                           |                       |                    |                |                              |                            |                              |                                 |
| 5                                 | <b>Council Offices</b>   | High level survey and scheme design - Project to identify extent of re-pointing, stone repairs, stone replacements, carvings and implement an improvement plan :<br>- Design Tender accepted June 2020.<br>- Survey works completed in September 2020.<br>- Design works to be completed in financial year 2022/23.<br>- Tender accepted June 2023.<br>- Construction to be undertaken in 2024/25. |                        |                    |                              |                           |                       | £218,220           | £200,000       | £200,000                     | £18,220                    | £100,000                     | £145,000                        |
|                                   | <b>Budget</b>  | Design Consultant  | Contractor             | Tender Sum         | Target Contract Commencement | Target Project Completion | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |
|                                   | <b>£1,630,000</b>  | Robert Potter and Partners LLP   | Casey Construction Ltd | Phase 1 - £337,541 | 2023/2024                    | 2027/2028                 | £159,767              | £1,630,000         |                |                              |                            |                              |                                 |
|                                   | Committee Update: Design works have been concluded. Due to budget constraints the works have been phased, and will now be delivered over several years. The budget of £1.63m, agreed in 2021, will be reviewed to take account of inflation over the extended period of works. The first phase has been procured and concluded in June 2023. Planning consent was approved August 2023. Extent of works in 2023/24 is slightly less than anticipated as the works are weather dependent. This first phases commenced to sheltered areas in the Autumn 2023, and will continue into 2024/25 due to unforeseen variations. |  |                        |                    |                              |                           |                       |                    |                |                              |                            |                              |                                 |

| General Fund Capital Improvements   |                                   |   |            |            |                              |                            |                       | Outturn<br>2023/24 | Budget 2023/24 | Revised<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Indicative<br>Budget 2024/25 | Indicative<br>Budget<br>2025/26 |          |
|---|-----------------------------------|---|------------|------------|------------------------------|----------------------------|-----------------------|--------------------|----------------|------------------------------|----------------------------|------------------------------|---------------------------------|----------|
| Asset Name  | Description                       |   |            |            |                              |                            |                       |                    |                |                              |                            |                              |                                 |          |
| 6   | St Margaret's Hope Primary School | <b>Improve thermal performance of building-</b> Improve thermal performance of fabric; Install new high performance doors and windows. Replace fascia's, soffits, gutters and downpipes.<br><b>Boiler and flue improvement works</b> - replace with renewable heat source to reduce reliance on fossil fuels. |            |            |                              |                            |                       |                    | £49,191        | £0                           | £0                         | £49,191                      | £300,000                        | £168,000 |
|   | <b>Budget</b>                     | Design Consultant   | Contractor | Tender Sum | Target Contract Commencement | Contract Completion        | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |          |
|   | £483,000                          | HRI Munro & FLN Ltd   |            |            | Summer 2024 & Summer 2025    | Summer 2024 & Summer 2025  | £20,593               | £483,000           |                |                              |                            |                              |                                 |          |
| <p>Committee Update: Due to resource constraints within the NS&amp;I property team, the design brief has been provided to HRI Munro to move this project forward. HRI Munro surveyed the site during October school holidays 2021. Although originally planned as one project, the design for the heating, insulation, windows/door and fascia's has now been split. One element being the windows/ doors and fascia board replacement, and a further procurement for the heating. A full review of the insulation strategy has also taken place in order to identify the most cost effective solution for installation and running costs. This has resulted in the external insulation being omitted for now, but will be undertaken at a later date to tie in with the planned re-roofing works. This will enable a seamless fabric / warm roof / EWI system to be implemented. The second procurement for the windows / fascia's was completed at the end of 2023 following an unsuccessful procurement, which delayed the programme. The delayed works were re-planned for financial years 2024/25 and the windows are anticipated to be complete by October 2024. The replacement heat source will follow the fabric works. The programme dates are to be confirmed, and both areas of work assessed against the programme budget and other commitments.</p> |                                   |   |            |            |                              |                            |                       |                    |                |                              |                            |                              |                                 |          |
| 7   | Stromness Swimming Pool           | <b>Heat Source improvement</b> - enhancement and replacement works - Design solution to be developed to see if can move away from Oil boilers and upgrade pool ventilation equipment to Low Surface Temperature (LST) to run off heat pumps   |            |            |                              |                            |                       |                    | £0             | £52,500                      | £52,500                    | (£52,500)                    | £350,000                        | £0       |
|   | <b>Budget</b>                     | Design Consultant   | Contractor | Tender Sum | Target Contract Commencement | Target Contract Completion | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |          |
|   | £402,500                          | FLN Ltd   |            |            | Summer 2024                  | Spring 2025                | £0                    | £402,500           |                |                              |                            |                              |                                 |          |
| <p>Committee Update: Design of the new heating and ventilation solutions is underway with construction planned for financial year 2024/2025.</p>  |                                   |   |            |            |                              |                            |                       |                    |                |                              |                            |                              |                                 |          |
| 8   | Stromness Academy                 | <b>Heat Source Replacement:</b> Heating and ventilation strategy to replace the aging oil boilers. Renewable solution to be developed following on from the Thermal upgrades  |            |            |                              |                            |                       |                    | £0             | £35,000                      | £35,000                    | (£35,000)                    | £0                              | £0       |
|   | <b>Budget</b>                     | Design Consultant   | Contractor | Tender Sum | Design Commencement          | Target Design Completion   | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |          |
|   | £35,000                           | FLN   |            |            | Jun-21                       | Winter 2024                | £0                    | £35,000            |                |                              |                            |                              |                                 |          |
| <p>Committee Update: The design consultants have carried out a site visit and a design solution is being developed. There are challenges in ensuring a solution that meets the needs of the school as due to the age of the existing installation all pipework and emitters require to be replaced. A solution must also take account of the learning and teaching requirements along with the phasing of the works. The works will take longer than a school holiday period. Once the solution is designed this will provide the basis to review the budget profile, which is likely to require additional capital funding. Feasibility works only at this stage. Current year budget is to cover feasibility work.</p>  |                                   |   |            |            |                              |                            |                       |                    |                |                              |                            |                              |                                 |          |

| General Fund Capital Improvements |  |   |                  |            |                              |                            |                       | Outturn<br>2023/24 | Budget 2023/24 | Revised<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Indicative<br>Budget 2024/25 | Indicative<br>Budget<br>2025/26 |    |
|-----------------------------------|--|---|------------------|------------|------------------------------|----------------------------|-----------------------|--------------------|----------------|------------------------------|----------------------------|------------------------------|---------------------------------|----|
| Asset Name                        | Description  |   |                  |            |                              |                            |                       |                    |                |                              |                            |                              |                                 |    |
| 9                                 | St Magnus Cathedral  | Boiler and flue improvement and upgrading works, comprising new high efficiency oil boiler and balanced flue - The existing boiler is reaching the end of its operational life and requires to be replaced. The proposal is to replace the current boiler with a new high efficiency oil boiler. The works will involve alterations to the existing flue and will require to have necessary. Tender accepted July 2023. |                  |            |                              |                            |                       |                    | £115,886       | £95,200                      | £95,200                    | £20,686                      | £0                              | £0 |
|                                   | <b>Budget</b>  | Design Consultant   | Contractor       | Tender Sum | Target Contract Commencement | Target Contract Completion | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |    |
|                                   | £115,000   | FLN Ltd & Ferrey & Mennim   | S R Paterson Ltd | £257,025   | Apr-24                       | Jun-24                     | £9,020                | £260,000           |                |                              |                            |                              |                                 |    |
|                                   | Committee Update: Design works, Listed Building Consent and procurement has been concluded, meetings convened with the building users. The building will have no heat for approximately 3 months, and so a decision was taken to delay the works until March / April 2024 when heating demand is falling. The project was initially planned for the summer of 2023, but due to a longer design phase and client feedback, the project was slightly delayed. The initial budget was set prior to any design works and has not been updated to reflect inflationary increases and the full extent of the works. Following a procurement and cost reduction exercise, a tender was accepted in April 2023. The project budget was reviewed and adjusted within the constraints of the overall capital budget. Additional contributions are being sought from the Friends of St Magnus. Anticipated spend is mainly for materials on site. |   |                  |            |                              |                            |                       |                    |                |                              |                            |                              |                                 |    |
| 10                                | Sanday Junior High School & Swimming Pool  | Existing windows are now nearing the end of life with the timber units starting to rot. To be replaced with high performance units.   |                  |            |                              |                            |                       |                    | £0             | £8,500                       | £8,500                     | (£8,500)                     | £95,000                         | £0 |
|                                   | <b>Budget</b>  | Design Consultant   | Contractor       | Tender Sum | Target Contract Commencement | Contract Completion        | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |    |
|                                   | £103,500   | OIC - NS&I - property   |                  |            | Summer 2024                  | Autumn 2025                | £0                    | £103,500           |                |                              |                            |                              |                                 |    |
|                                   | Committee Update: Existing windows are now nearing the end of life with the timber units starting to rot. To be replaced with high performance units. Works were due to be undertaken in summer 2024 but due to resourcing issues are now scheduled for summer 2025.   |   |                  |            |                              |                            |                       |                    |                |                              |                            |                              |                                 |    |
| 11                                | Pickaquooy Centre & playing fields   | Running track re-surfacing and line painting - Initial feedback from staff and users suggest that the track may require extensive works, possible replacement.  |                  |            |                              |                            |                       |                    | £8,500         | £241,500                     | £241,500                   | (£233,000)                   | £0                              | £0 |
|                                   | <b>Budget</b>  | Design Consultant   | Contractor       | Tender Sum | Target Contract Commencement | Target Contract Completion | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |    |
|                                   | £241,500   | OIC - D&I Property  |                  |            | Jun-23                       | Aug-23                     | £5,286                | £241,500           |                |                              |                            |                              |                                 |    |
|                                   | Committee Update - Initial survey works undertaken during 2020/21 by a specialist contractor, and this report guided the budget figure of £241,500. Track upgrading works were due on site Summer 2022. However, with the delay to the International Island Games to 2025 a review of programme was carried out, and in discussion with Pickaquooy Centre and the track suppliers the works were scheduled for Summer 2023. The tender exercise was unsuccessful, which delayed the works to 2024. A second procurement was undertaken in September 2023, which resulted in higher prices, resulting in external match funding to be sought and committee approval. Expenditure incurred to date relates to the survey works undertaken.   |   |                  |            |                              |                            |                       |                    |                |                              |                            |                              |                                 |    |
| 12                                | Stromness Town Hall  | Heat Source improvement - enhancement and replacement works. System failed summer 23, system unable to hold pressure, and works prioritised ahead of the Cathedral boilers  |                  |            |                              |                            |                       |                    | £245,442       | £115,000                     | £115,000                   | £130,442                     | £0                              | £0 |
|                                   | <b>Budget</b>  | Design Consultant   | Contractor       | Tender Sum | Target Contract Commencement | Target Contract Completion | Overall Value to date | Probable Outturn   |                |                              |                            |                              |                                 |    |
|                                   | £115,000   | FLN Ltd   | S R Paterson Ltd | £268,806   | Summer 2023                  | Autumn 2023                | £115,385              | £309,100           |                |                              |                            |                              |                                 |    |
|                                   | Committee Update: The design and the procurement was completed, and a contractor appointed following a cost reduction exercise. Works were due to commence in the September 2023, however the heating system failed completely and will now require replacement rather than repair. Because of the revision to the scope of works, the project was sent back for consultation, and listed building consent negotiated. Works were procured in Autumn 2023 and completed early 2024. The initial budget was set prior to any design works and has not been updated to reflect inflationary increases and the full extent of the works now required. The heating is now fully operational and the property is back in use.   |   |                  |            |                              |                            |                       |                    |                |                              |                            |                              |                                 |    |

| General Fund Capital Improvements       |  |  |            |            |                               |                               |                          | Outturn<br>2023/24                      | Budget 2023/24    | Revised<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Indicative<br>Budget 2024/25                    | Indicative<br>Budget<br>2025/26                 |
|---|--|--|------------|------------|-------------------------------|-------------------------------|--------------------------|---|-------------------|------------------------------|----------------------------|---|---|
| Asset Name                              | Description  |  |            |            |                               |                               |                          |   |                   |                              |                            |   |   |
| 13                                      | Stromness Town House   | <b>High level survey, design and works</b> - Project to identify extent of re-pointing, stone repairs, stone replacements, carvings and implement an improvement plan:<br>- Design tender accepted June 2020.<br>- Survey works completed in September 2020.<br>- Design works to be completed in financial year 2023/24.<br>- Construction to be undertaken - TBA |            |            |                               |                               |                          | £0                                      | £18,200           | £18,200                      | (£18,200)                  | £0  | £0  |
|   | <b>Budget</b>  | Design<br>Consultant   | Contractor | Tender Sum | Target Design<br>Commencement | Target Contract<br>Completion | Overall Value to<br>date | Probable Outturn                        |                   |                              |                            |   |   |
|   | <b>£230,000</b>  | Robert Potter and<br>Partners LLP  |            |            | Summer 2023                   | Summer 2028                   |                          | £230,000                                |                   |                              |                            |   |   |
|   | Committee Update: The design work have commenced, currently ongoing with the consultant. Construction works programmed for financial year 2028/29. |  |            |            |                               |                               |                          |   |                   |                              |                            |   |   |
| 18                                      | Contingency  | Committee Update; Contingency to be utilised to develop future projects once resource identified to develop the required projects.   |            |            |                               |                               |                          | £0                                      | £3,000            | £3,000                       | (£3,000)                   | £76,400   | £12,350   |
| <b>Totals</b>                           |  |  |            |            |                               |                               | <b>£768,043</b>          | <b>£1,086,400</b>                       | <b>£1,086,400</b> | <b>(£318,357)</b>            | <b>£921,400</b>            | <b>£325,350</b>                                 |   |
| <b>Retention Due During Coming Year</b> |  |  |            |            |                               |                               |                          | <b>Retention Due During Coming Year</b> |                   |                              |                            | <b>Retention Due<br/>During Coming<br/>Year</b> | <b>Retention Due<br/>During Coming<br/>Year</b> |



| General Fund Capital Improvements        |  |  |                         |            |                          |                        |                          | Outturn<br>2023/24 | Budget 2023/24 | Revised<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Indicative<br>Budget 2024/25 | Indicative<br>Budget<br>2025/26 |    |
|--|--|--|-------------------------|------------|--------------------------|------------------------|--------------------------|--------------------|----------------|------------------------------|----------------------------|------------------------------|---------------------------------|----|
| Asset Name                               | Description  |  |                         |            |                          |                        |                          |                    |                |                              |                            |                              |                                 |    |
| 22                                       | The Orkney Library & Archive   | <p><b>Improve Thermal efficiency by reducing heat loss through roof.</b> Inset lights that penetrate top floor suspended ceiling to be replaced with surface mounted LED fittings, there will be a new plasterboard ceiling to reduce air infiltration and installation of additional loft insulation. This will minimise air infiltration through the perforated plasterboard and through insulation.</p> <p><b>Lighting</b> - design complete. Installation works to be phased and tied in with insulation works.</p> <p><b>Insulation works</b> - design completed. Initial phasing plan agreed with users. Both projects to dovetail as they are related and focus on delivering energy efficiency savings. There is ongoing liaison with library staff to ensure that the minimum disruption is caused while implementing the works. Works are proposed to be developed over 2 years to allow for the best use of the spaces and minimise disruption.</p> |                         |            |                          |                        |                          |                    | £30,196        | £0                           | £0                         | £30,196                      | £0                              | £0 |
|  | <b>Budget</b>  | Design<br>Consultant   | Contractor              | Tender Sum | Contract<br>Commencement | Contract<br>Completion | Overall Value to<br>date | Probable Outturn   |                |                              |                            |                              |                                 |    |
|  | <b>£172,500</b>  | HRI Munro<br>Architecture Ltd  | WRC Construction<br>Ltd | £440,857   | Aug-22                   | Nov-23                 | £473,178                 | £506,000           |                |                              |                            |                              |                                 |    |
|  | <p><b>Committee Update:</b> Project has been procured, however the project came in in excess of the budget. The scope of the works has increased from the original proposal, with more works required to increase the air tightness and the thermal efficiency of the building, however the bulk of the cost increases has come from the increase in materials price, especially the LED fittings. A spend to save exercise was undertaken to review the project and costs are now anticipated to be £506,000. The works that are being undertaken will allow for a renewable heat source to replace the aging oil fired boilers. Works commenced on site in August 2022 and the contractor progressed well, and completed works well ahead of programme with completion achieved in March 2023. The additional costs have been covered by slippage in other projects in this programme and in agreement with Finance accelerating budget £265,000 from financial year 2024/25 into financial year 2023/2024. This project is now in the defects liability period and retention monies have been released.</p> |  |                         |            |                          |                        |                          |                    |                |                              |                            |                              |                                 |    |
| 23                                       | Pickaquooy Centre & Playing Fields   | <p>Replace internal lighting, car park lighting and running track lighting with new LED fittings - Mechanical and Electrical consultants FLN Ltd have been commissioned and the design. Contract documents went out to tender in January 2021, however tender prices received were in exceeds of the project budget. It is proposed to review the designs and replace the fittings in areas where the greatest reduction of running costs can be achieved, such as the track, main hall and corridor areas. Offices and other low use areas to be reviewed in the future.</p>  |                         |            |                          |                        |                          |                    | £24,985        | £0                           | £0                         | £24,985                      | £0                              | £0 |
|  | <b>Budget</b>  | Design<br>Consultant   | Contractor              | Tender Sum | contract<br>Commencement | Contract<br>Completion | Overall Value to<br>date | Probable Outturn   |                |                              |                            |                              |                                 |    |
|  | <b>£300,000</b>  | FLN Ltd  | RS Merriman Ltd         | £272,799   | Mar-21                   | Jan-23                 | £279,114                 | £270,000           |                |                              |                            |                              |                                 |    |
|  | Committee Update: Project complete and final account agreed.   |  |                         |            |                          |                        |                          |                    |                |                              |                            |                              |                                 |    |
| <b>Total - Retention due in the year</b> |  |  |                         |            |                          |                        |                          | <b>£55,181</b>     | <b>£0</b>      | <b>£0</b>                    | <b>£55,181</b>             | <b>£0</b>                    | <b>£0</b>                       |    |

| General Fund Capital Improvements  |   |                                  |            |                              |                           |                       |                  | Outturn<br>2023/24                | Budget 2023/24 | Revised<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Indicative<br>Budget 2024/25      | Indicative<br>Budget<br>2025/26   |
|--|---|----------------------------------|------------|------------------------------|---------------------------|-----------------------|------------------|-----------------------------------|----------------|------------------------------|----------------------------|-----------------------------------|-----------------------------------|
| Asset Name   | Description   |                                  |            |                              |                           |                       |                  |                                   |                |                              |                            |                                   |                                   |
| <b>Projects added during year</b>  |   |                                  |            |                              |                           |                       |                  | <b>Projects added during year</b> |                |                              |                            | <b>Projects added during year</b> | <b>Projects added during year</b> |
| <b>Stromness Community Centre ramp</b>   | <b>New ramp installation</b> - Works procured and on site. Ground works complete and awaiting return of galvanised structure for installation fourth quarter of 2023. |                                  |            |                              |                           |                       |                  | £78,637                           | £0             | £0                           | £78,637                    | £0                                | £0                                |
| <b>Budget</b>  | Design Consultant   | Contractor                       | Tender Sum | Contract Commencement        | Contract Completion       | Overall Value to date | Probable Outturn |                                   |                |                              |                            |                                   |                                   |
| <b>£82,733</b>   | AR Structural Design  | R. Clouston's                    | £70,641    | Jul-23                       | Dec-23                    | £69,737               | £82,733          |                                   |                |                              |                            |                                   |                                   |
| Committee Update: Works have been procured, statutory applications approved, works commenced in September 2023. This project is being fully funded by a contribution from the Place Based Investments fund, provided by the Scottish Government.   |   |                                  |            |                              |                           |                       |                  |                                   |                |                              |                            |                                   |                                   |
| <b>OIC Depot - Fire Alarm Upgrade</b>  | Project to replace fire system at OIC Depot.  |                                  |            |                              |                           |                       |                  | £28,948                           | £0             | £0                           | £28,948                    | £0                                | £0                                |
| <b>Budget</b>  | Design Consultant   | Contractor                       | Tender Sum | Target Contract Commencement | Target Project Completion | Overall Value to date | Probable Outturn |                                   |                |                              |                            |                                   |                                   |
| <b>£140,000</b>  | FLN Ltd   | E Fraser Electrical (Orkney) Ltd | £123,966   | Aug-22                       | Oct-22                    | £66,219               | £140,000         |                                   |                |                              |                            |                                   |                                   |
| Committee Update - Following a fire risk assessment of the OIC Depot the existing fire alarm and emergency lighting systems were found to be at the end of their operational life and therefore required to be replaced. The works have been procured and E Fraser Electrical (Orkney) Ltd appointed. Fire and lighting works were completed December 2023, and asbestos containing fuse boards to be removed prior to 31 March 2024. Final account remains to be concluded. |   |                                  |            |                              |                           |                       |                  |                                   |                |                              |                            |                                   |                                   |
| <b>Kirkwall Town Hall Improvements</b>   | High level survey - apportioned costs   |                                  |            |                              |                           |                       |                  | £1,100                            | £0             | TBC                          | £1,100                     | £0                                | £0                                |
| <b>Budget</b>  | Design Consultant   | Contractor                       | Tender Sum | Target Contract Commencement | Target Project Completion | Overall Value to date | Probable Outturn |                                   |                |                              |                            |                                   |                                   |
| <b>£0</b>  |   |                                  |            |                              |                           |                       |                  |                                   |                |                              |                            |                                   |                                   |
| Committee Update - Apportioned costs incurred to date relate to staff time spent developing these projects. Once the development works are complete a budget will be established.  |   |                                  |            |                              |                           |                       |                  |                                   |                |                              |                            |                                   |                                   |
| <b>Smiddybrae</b>  | Smiddybrae - Design Review process - apportioned costs  |                                  |            |                              |                           |                       |                  | £4,000                            | £0             | TBC                          | £4,000                     | £0                                | £0                                |
| <b>Budget</b>  | Design Consultant   | Contractor                       | Tender Sum | Target Contract Commencement | Target Project Completion | Overall Value to date | Probable Outturn |                                   |                |                              |                            |                                   |                                   |
| <b>£0</b>  |   |                                  |            |                              |                           |                       |                  |                                   |                |                              |                            |                                   |                                   |
| Committee Update - Apportioned costs incurred to date relate to staff time spent developing these projects. Once the development works are complete a budget will be established.  |   |                                  |            |                              |                           |                       |                  |                                   |                |                              |                            |                                   |                                   |
| <b>Total - Projects added during the year</b>  |   |                                  |            |                              |                           |                       |                  | <b>£112,686</b>                   | <b>£0</b>      | <b>£0</b>                    | <b>£112,686</b>            | <b>£0</b>                         | <b>£0</b>                         |

| General Fund Capital Improvements   |   |  |            |            |                               |                               |                          | Outturn<br>2023/24             | Budget 2023/24    | Revised<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Indicative<br>Budget 2024/25 | Indicative<br>Budget<br>2025/26    |                                    |
|---|---|--|------------|------------|-------------------------------|-------------------------------|--------------------------|--------------------------------|-------------------|------------------------------|----------------------------|------------------------------|------------------------------------|------------------------------------|
| Asset Name  | Description   |  |            |            |                               |                               |                          |                                |                   |                              |                            |                              |                                    |                                    |
| <b>COVID Recovery Projects</b>  |   |  |            |            |                               |                               |                          | <b>COVID Recovery Projects</b> |                   |                              |                            |                              | <b>COVID Recovery<br/>Projects</b> | <b>COVID Recovery<br/>Projects</b> |
| 19  | <b>The Orkney Library &amp; Archive</b>   | Project to replace existing oil boilers with renewable heat source |            |            |                               |                               |                          | £0                             | £30,000           | £30,000                      | (£30,000)                  | £470,000                     | £0                                 |                                    |
|   | <b>Budget</b>   | Design<br>Consultant   | Contractor | Tender Sum | Target Design<br>Commencement | Target Contract<br>Completion | Overall Value to<br>date | Probable Outturn               |                   |                              |                            |                              |                                    |                                    |
|   | £500,000  | Rykba Ltd  |            |            | May-23                        | Mar-25                        |                          | £500,000                       |                   |                              |                            |                              |                                    |                                    |
|   | Committee Update - Apportioned costs incurred to date relate to staff time spent developing these projects. Once the development works are complete a budget will be established.       |  |            |            |                               |                               |                          |                                |                   |                              |                            |                              |                                    |                                    |
| 20  | <b>Orphir Primary School -<br/>Replacement Heat Source<br/>Project</b>  | Project to replace existing oil boilers with renewable heat source |            |            |                               |                               |                          | £16,600                        | £15,000           | £15,000                      | £1,600                     | £300,000                     | £0                                 |                                    |
|   | <b>Budget</b>   | Design<br>Consultant   | Contractor | Tender Sum | Target Design<br>Commencement | Target Contract<br>Completion | Overall Value to<br>date | Probable Outturn               |                   |                              |                            |                              |                                    |                                    |
|   | £300,000  |  |            |            | Sep-23                        | To Be Agreed                  |                          | £300,000                       |                   |                              |                            |                              |                                    |                                    |
|   | Committee Update - Commission to be issued. Works delayed due to internal resource constraints.   |  |            |            |                               |                               |                          |                                |                   |                              |                            |                              |                                    |                                    |
| 21  | <b>Glaitness Primary School -<br/>Replacement Heat Source<br/>Project</b>   | Project to replace existing oil boilers with renewable heat source |            |            |                               |                               |                          | £0                             | £15,000           | £15,000                      | (£15,000)                  | £285,000                     | £0                                 |                                    |
|   | <b>Budget</b>   | Design<br>Consultant   | Contractor | Tender Sum | Target Design<br>Commencement | Target Contract<br>Completion | Overall Value to<br>date | Probable Outturn               |                   |                              |                            |                              |                                    |                                    |
|   | £300,000  |  |            |            | Sep-23                        | To Be Agreed                  |                          | £300,000                       |                   |                              |                            |                              |                                    |                                    |
|   | Committee Update - Our Framework Mechanical and Electrical consultant has been briefed and surveys have been undertaken. Awaiting feedback, with design work to commence in due course. |  |            |            |                               |                               |                          |                                |                   |                              |                            |                              |                                    |                                    |
| <b>Total - COVID Recovery Projects</b>  |   |  |            |            |                               |                               | <b>£16,600</b>           | <b>£60,000</b>                 | <b>£60,000</b>    | <b>(£43,400)</b>             | <b>£1,055,000</b>          | <b>£0</b>                    |                                    |                                    |
| <b>Total General Fund</b>   |   |  |            |            |                               |                               | <b>£935,910</b>          | <b>£1,086,400</b>              | <b>£1,086,400</b> | <b>(£150,490)</b>            | <b>£921,400</b>            | <b>£325,350</b>              |                                    |                                    |
| <b>Total COVID Recovery Funding</b>   |   |  |            |            |                               |                               | <b>£16,600</b>           | <b>£60,000</b>                 | <b>£60,000</b>    | <b>(£43,400)</b>             | <b>£1,055,000</b>          | <b>£0</b>                    |                                    |                                    |
| <b>Overall Total</b>  |   |  |            |            |                               |                               | <b>£952,510</b>          | <b>£1,146,400</b>              | <b>£1,146,400</b> | <b>(£193,890)</b>            | <b>£1,976,400</b>          | <b>£325,350</b>              |                                    |                                    |
| <b>Contact Officer - Service Manager (Property &amp; Capital Programme) Extn 2327</b> |   |  |            |            |                               |                               |                          |                                |                   |                              |                            |                              |                                    |                                    |

| Strategic Reserve Fund Capital Improvements |  |                   |            |            |                            |                           |                       | Indicative Budget 2023/24 | Indicative Budget 2024/25 | Indicative Budget 2025/26 |
|---|--|-------------------|------------|------------|----------------------------|---------------------------|-----------------------|---------------------------|---------------------------|---------------------------|
| Asset Name                                  | Description  |                   |            |            |                            |                           |                       |                           |                           |                           |
| 1   | No projects planned for 2023/24  |                   |            |            |                            |                           |                       | £0                        | £0                        | £0                        |
|   | Budget   | Design Consultant | Contractor | Tender Sum | Target Design Commencement | Target Project Completion | Overall Value to date | Probable Outturn          |                           |                           |
|   |  |                   |            |            |                            |                           |                       |                           |                           |                           |
|   | Committee Update - No projects completed in financial Year 2023/24         |                   |            |            |                            |                           |                       |                           |                           |                           |
| 2   | Contingency  |                   |            |            |                            |                           |                       |                           | £118,400                  | £118,400                  |
|   | Contact Officer - Service Manager (Property & Capital Programme) Extn 2327 |                   |            |            |                            |                           |                       |                           |                           |                           |

| Plant & Vehicle Replacement Programme                          | Final Outturn<br>2023/24 | Capital<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Purchase Status/Update   |
|--|--------------------------|------------------------------|----------------------------|--|
| <b>Planned purchases as approved at AM Sub 31 January 2023</b> |                          |                              |                            |  |
| Minibus - Renault Master                                       | £46,192                  | £43,917                      | £2,275                     | Budget carry over of £35,000 from 2022/23 PVR - Delivered 31/07/23.  |
| Van - Ford Transit   | £22,370                  | £22,340                      | £30                        | Budget carry over of £20,000 from 2022/23 PVR - Delivered 22/06/23.  |
| Volkswagen Diesel Caddy Van                                    | £19,690                  | £19,690                      | £0                         | Budget carry over of £17,000 from 2022/23 PVR - Delivered 24/07/23.  |
| VW Transporter Minibus (9 Seats)                               | £30,380                  | £30,380                      | £0                         | Budget carry over of £20,000 from 2022/23 PVR - Delivered 22/06/23.  |
| Skid Steer - New Holland L225                                  | £50,269                  | £50,269                      | £0                         | Budget carry over of £45,000 from 2022/23 PVR - Delivered 04/01/24   |
| Lorry - DAF FA LF45.180 HL5 Hooklift                           | £89,720                  | £109,720                     | (£20,000)                  | Budget carry over of £109,720 from 2022/23 PVR - Delivery 30/03/24. Chassis cab delivered in 23/24, additional works to be carried out in 24/25.   |
| Pickup - Iveco Daily 45C15 Tipper 5.2T                         | £46,775                  | £46,775                      | £0                         | Budget carry over of £42,000 from 2022/23 PVR - Delivery 30/03/24.   |
| Hotbox - Proteus Demountable HL5                               | £0                       | £18,096                      | (£18,096)                  | Budget carry over of £18,096 from 2022/23 PVR - Service requested replacement moved to 2027. This has now been incorporated in a new quick change body vehicle, this will appear in 24/25 programme. |
| Mower Verge Cutter - Shelbourne Reynolds PB450                 | £0                       | £16,000                      | (£16,000)                  | Budget carry over of £16,000 from 2022/23 PVR - Order placed 23/10/23 - Delivered 27/5/24  |
| Tractor  | £71,354                  | £70,000                      | £1,354                     | Arrived 29/3/24  |
| Pickup - Iveco Daily Tipping Pickup 3.5T                       | £0                       | £45,000                      | (£45,000)                  | Order placed 04/12/23. Still awaiting delivery   |
| Pickup - Iveco Daily Tipping Pickup 3.5T                       | £0                       | £45,000                      | (£45,000)                  | Order placed 04/12/23 . Still awaiting delivery  |
| Pickup - Iveco Daily 70C17 Crewcab Tipping TT                  | £54,795                  | £48,000                      | £6,795                     | Order placed 04/12/23 Delivered 08/01/24   |
| Pickup - Iveco Daily 65C15C 6.5T                               | £54,795                  | £48,000                      | £6,795                     | Order placed 04/12/23 Delivered 08/01/24   |
| Sprayer - Phoenix 1000 litre tow behind                        | £0                       | £35,000                      | (£35,000)                  | Service requested replacement moved to 2027.   |
| Roller - Bomag 162   | £0                       | £85,000                      | (£85,000)                  | Service requested replacement moved to 2027.   |
| Ford 4x4 Pickup - Garage Standby Vehicle                       | £30,240                  | £35,000                      | (£4,760)                   | Order placed 23/11/23 - Arrived 16/2/24.   |
| Van - Vauxhall Movano 4C05                                     | £25,326                  | £24,000                      | £1,326                     | Arrived 11/03/24   |
| Sweeper - Scarab Euro 5 Minor                                  | £0                       | £89,000                      | (£89,000)                  | Now in 24/25 programme.  |
| Trailer - 2000kg beavertail c/w skids                          | £0                       | £4,600                       | (£4,600)                   | Following assessment, replacement moved to 2027  |
| Teletruck - JCB TL T 35D 2WD                                   | £62,000                  | £100,000                     | (£38,000)                  | Arrived 27/3/24  |
| Paper Shredder/Baler   | £0                       | £30,000                      | (£30,000)                  | Service requested replacement moved to 2025.   |
| Fire Tender Isuzu  | £70,214                  | £70,000                      | £214                       | Arrived 27/3/24  |
| Fire Tender Isuzu  | £70,214                  | £70,000                      | £214                       | Arrived 27/3/24  |
| Van - Fiat Doblo   | £25,326                  | £24,000                      | £1,326                     | Arrived 11/03/24   |
| Responders Van - additional                                    | £20,631                  | £24,000                      | (£3,369)                   | Arrived 29/03/24   |
| Fiat Ducato Chiller Van  | £0                       | £30,000                      | (£30,000)                  | Service cancelled requirement.   |
| Minibus - Mercedes Benz - Disabled Access                      | £0                       | £105,000                     | (£105,000)                 | Now in 24/25 programme.  |
| Car - Nissan ENV200 Electric 7 Seater                          | £0                       | £30,000                      | (£30,000)                  | Now in 24/25 programme.  |
| Minibus - Mercedes Benz - Disabled Access                      | £0                       | £105,000                     | (£105,000)                 | Now in 24/25 programme.  |
| Minibus - Volkswagen Crafter CR50 - Disabled Access            | £0                       | £55,000                      | (£55,000)                  | Now in 24/25 programme.  |
| Volkswagen Caddy Van   | £20,631                  | £24,000                      | (£3,369)                   | Arrived 29/03/24   |
| Contingency  | £0                       | £4,400                       | (£4,400)                   |  |

| Plant & Vehicle Replacement Programme  | Final Outturn<br>2023/24 | Capital<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Purchase Status/Update   |
|--|--------------------------|------------------------------|----------------------------|--|
| <b>Additional Purchases in 2023/24 (Accelerated From Indicative 2024-2026 Programme)</b> |                          |                              |                            |  |
| Manitou MT1335 Tele Handler  | £86,860.00               | £0                           | £86,860                    | WP11127 P158004 SY24 BAO arrived 29/03/24 J & W Tait Ltd   |
| Van Renault Kangoo ZE Electric/Hydrogen  | £25,325.96               | £0                           | £25,326                    | WP011027 C115102 SG24 YTC arrived 11/03/24 Park's Motor Group  |
| Van Renault Kangoo ZE Electric/Hydrogen  | £25,325.96               | £0                           | £25,326                    | WP011027 W115105 SG24 YUW arrived 11/03/24 Park's Motor Group  |
| Lorry - HL20 Hooklift  | £152,080.00              | £0                           | £152,080                   | WP11065 W119009 SP24 XWK arrived 18/03/24 A M Phillip  |
| CASE JXU105 4WD Tractor  | £57,755.00               | £0                           | £57,755                    | WP11079 W145033 SY24 OUU arrived 29/03/24 Robertsons Orkney  |
| VW Transporter Van   | £36,050.00               | £0                           | £36,050                    | WP11094 T1160135 SP24 XCR arrived 30/03/24 A M Phillip   |
| Roadmender   | £36,577.20               | £0                           | £36,577                    | Arrived 19/03/24 - Additional Purchase approved by H Green   |
| Van  | £25,325.96               | £0                           | £25,326                    | Ordered - paid for with additional funding   |
| <b>Slippage from 2022/23</b>   |                          |                              |                            |  |
| Mower - Verge Cutter Spearhead Excel 504   | £16,000                  | £0                           | £16,000                    | This item has been carried forward from the 2022/23 programme, however it had been anticipated that it would be received by 31 March 2023 and as such was not included for approval on the 2023/24 programme. Received 02/05/23 from MLM Engineering.Arrived |
| Mower - Verge Cutter Spearhead Twigga  | £16,000                  | £0                           | £16,000                    | This item has been carried forward from the 2022/23 programme, however it had been anticipated that it would be received by 31 March 2023 and as such was not included for approval on the 2023/24 programme. Received 02/05/23 from MLM Engineering.        |
| Minibus - Mercedes-Benz - Disabled Access  | £101,579                 | £0                           | £101,579                   | This item has been carried forward from the 2022/23 programme, however it had been anticipated that it would be received by 31 March 2023 and as such was not included for approval on the 2023/24 programme. Received 25/05/23 from Mellor Coachcraft Ltd.  |
| Volkswagen Caddy Diesel Van  | £23,719                  | £0                           | £23,719                    | Arrived 16/02/24   |
| Van - Volkswagen Caddy Diesel  | £23,719                  | £0                           | £23,719                    | Arrived 16/02/24   |
| Van - Volkswagen Caddy Diesel  | £23,719                  | £0                           | £23,719                    | Arrived 16/02/24   |
| Weighbridge  | £68,615                  | £0                           | £68,615                    | Delivery completed but no date confirmed to Fleet Services   |
| Weighbridge  | £3,165                   | £0                           | £3,165                     | Delivery completed but no date confirmed to Fleet Services   |
| <b>GENERAL FUND</b>  | <b>£1,532,740</b>        | <b>£1,557,187</b>            | <b>(£24,447)</b>           |  |



| Plant & Vehicle Replacement Programme | Final Outturn<br>2023/24 | Capital<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Purchase Status/Update |
|---------------------------------------|--------------------------|------------------------------|----------------------------|------------------------|
|---------------------------------------|--------------------------|------------------------------|----------------------------|------------------------|

| Trading Service Purchases - Funded by The Service |                |                 |                  |   |
|---|----------------|-----------------|------------------|---|
| Orkney College                                    |                |                 |                  |   |
| Isuzu D-Max 2.STD 4x4 Double Cab Pickup           | £31,900        | £30,000         | £1,900           | Delivered 17/10/23                                |
| Ford Minibus                                      | £0             | £35,000         | (£35,000)        | Carried into 24/25 awaiting decision from service |
| Minibus- Ford Transit                             | £0             | £35,000         | (£35,000)        | Carried into 24/25 awaiting decision from service |
| <b>Orkney College</b>                             | <b>£31,900</b> | <b>£100,000</b> | <b>(£68,100)</b> |   |

| Marine Services             |         |         |           |   |
|-----------------------------|---------|---------|-----------|---|
| Forklift Electric 2.5T      | £39,950 | £55,000 | (£15,050) | Arrived 25/03/24  |
| HL5 Closed Skip Full Height | £0      | £7,000  | (£7,000)  | 2022/23 Slippage - A carry over from the 2021/22 budget which has been moved to 2026 at request of the Service.   |
| HL5 Closed Skip Full Height | £0      | £7,000  | (£7,000)  | 2022/23 Slippage - A carry over from the 2021/22 budget which has been moved to 2026 at request of the Service.   |
| Forklift Electric 3.5T      | £0      | £55,000 | (£55,000) | 2022/23 Slippage - Specification sent to Procurement 15/02/22 requested by Engineering Superintendent - Evaluated 15/11/22. Currently a query on towing weight, which is waiting to be resolved.  |
| Forklift Electric 3.5T      | £0      | £55,000 | (£55,000) | 2022/23 Slippage - Specification sent to Procurement 15/02/22 requested by Engineering Superintendent - Evaluated 15/11/22. Currently a query on towing weight, which is waiting to be resolved.  |
| Land Rover Defender         | £0      | £35,000 | (£35,000) | 2022/23 Slippage - Awaiting advice from Marine services if they require to continue with replacement.   |
| Second Hand Van             | £0      | £17,500 | (£17,500) | 2022/23 Slippage - The specification for a used van received no bid submissions by the closing date of the 29/06/22. The Deputy Harbour Master Strategy and Support has confirmed that they have the budget of £17,500 in place for this purchase. The specification was to be reissued but Procurement are reviewing the criteria to allow the purchase of second-hand vehicles. |
| Second Hand Van             | £0      | £17,500 | (£17,500) | 2022/23 Slippage - Tendered with above, no bid submissions were received. The Deputy Harbour Master Strategy and Support has confirmed that they have the budget of £17,500 in place for this purchase. The specification was to be reissued but Procurement are reviewing the criteria to allow the purchase of second-hand vehicles.  |

|  | Final Outturn<br>2023/24 | Capital<br>Budget<br>2023/24 | Overspend/<br>(Underspend) | Purchase Status/Update   |
|--|--------------------------|------------------------------|----------------------------|--|
| <b>Plant &amp; Vehicle Replacement Programme</b>                 |                          |                              |                            |  |
| Van - Renault Kangoo - Electric                                  | £25,756                  | £23,000                      | £2,756                     | Arrived 11/03/24   |
| Van - Renault Kangoo - Electric                                  | £0                       | £23,000                      | (£23,000)                  | Service requested replacement moved to 2024  |
| Van - Ford Transit Custom 290                                    | £0                       | £25,000                      | (£25,000)                  | Service requested replacement moved to 2026  |
| Pick-Up - Iveco  | £0                       | £36,000                      | (£36,000)                  | Service requested replacement moved to 2024  |
| <b>Additions to Approved Programme</b>                           |                          |                              |                            |  |
| Peugeot Van  | £30,063                  | £0                           | £30,063                    | Ordered on 25/07/22 from Snows Peugeot Ltd - delivered 28/08/23.   |
| Peugeot Boxer Pickup   | £0                       | £0                           | £0                         | Ordered 23/06/23 from A M Phillip - Delivery delayed arrived 02/05/24 so slippage into 2024/25. Order total £55,595 which will be funded in 2024/25. |
| Compact Tractor - Additional item                                | £31,875                  | £31,875                      | £0                         | Arrived January 2024   |
| Loadall - JCB  | £0                       | £0                           | £0                         | Credit for Parts/Service- Balgownie Ltd - plant purchased 2022/2023  |
| <b>Marine Services</b>   | <b>£127,644</b>          | <b>£387,875</b>              | <b>(£260,231)</b>          |  |
| <b>Quarry Services</b>   |                          |                              |                            |  |
| JCB 926 4WD Rough Terrain Forklift                               | £0                       | £55,000                      | (£55,000)                  | Service requested replacement moved to 2025.   |
| Renault Electric Van   | £25,326                  | £25,326                      | £0                         | Arrived 11/03/24 Accelerated from 2024/25 programme  |
| <b>Quarry Services</b>   | <b>£25,326</b>           | <b>£80,326</b>               | <b>(£55,000)</b>           |  |
| <b>NON-GENERAL FUND</b>  | <b>£184,870</b>          | <b>£568,201</b>              | <b>(£383,331)</b>          |  |
| <b>Contact Officer - Service Manager (Fleet), Extension 4240</b> | <b>£1,717,610</b>        | <b>£2,125,387</b>            | <b>(£407,778)</b>          |  |



| INFORMATION TECHNOLOGY CAPITAL REPLACEMENT PROGRAMME 2023/2024   | Outturn 2023/24 | Capital Budget<br>2023/24 | Overspend<br>(Underspend) |
|--|-----------------|---------------------------|---------------------------|
| <b>Datacentre Replacements</b>   |                 |                           |                           |
| <i>Server Room Replacement</i>   | £39,797         | £40,000                   | (£203)                    |
| Replacement of server and network room equipment including Uninterruptable Power Supply (UPS) (backup power), remote management, monitoring and access controls. New UPS devices have been installed. Replacement is complete  |                 |                           |                           |
| <b>Server Replacements</b>   |                 |                           |                           |
| <i>Replacement of servers that are end-of-life</i>   | £14,599         | £15,000                   | (£401)                    |
| Replacement of the servers that are at end of operational lifetime and reaching or beyond vendor support. Servers have been installed and are in use. Replacement complete.  |                 |                           |                           |
| <i>Replacement of Storage and Backup Infrastructure</i>  | £10,000         | £10,000                   | £0                        |
| Replacement of storage that is approaching capacity and enhance the resilience of data backups. All has arrived and have been installed.   |                 |                           |                           |
| <b>Local Area Network Replacements</b>   |                 |                           |                           |
| <i>Wi-Fi Modernisation</i>   | £19,645         | £20,000                   | (£355)                    |
| Renew and improve Wi-Fi systems to maintain capacity and currency of support, replacing end of life equipment including the introduction of 6th generation Wi-Fi 6 services. Devices have been installed. This replacement is complete.  |                 |                           |                           |
| <i>Replacement of Network Switches</i>   | £34,766         | £35,000                   | (£234)                    |
| Replacement of network switches that are end of support. Ensuring devices are in current support is an essential objective in maintaining Public Sector Network Accreditation in line with the Public Sector Action Plan. Devices have been ordered and installed. This replacement is complete. |                 |                           |                           |
| <b>Security Gateways</b>   |                 |                           |                           |
| <i>Proxy/Firewall Replacements</i>   | £0              | £0                        | £0                        |
| There are none forecast as requiring replacement in this year.   |                 |                           |                           |
| <b>Wide Area Network Replacement</b>   |                 |                           |                           |
| <i>Replacement of End Life and Poor Performing Radio Wireless and Microwave Mast Equipment</i>   | £29,810         | £30,000                   | (£190)                    |

| INFORMATION TECHNOLOGY CAPITAL REPLACEMENT PROGRAMME 2023/2024  | Outturn 2023/24 | Capital Budget 2023/24 | Overspend (Underspend) |
|---|-----------------|------------------------|------------------------|
| <p>To replace core Fixed Wireless and Microwave Radio Links to ensure connectivity between our main mast sites and OIC locations. A delay was encountered with Ofcom licensing, however it is anticipated that the project will still be completed this FY. Wireless units have now been ordered and installed.</p> |                 |                        |                        |

| INFORMATION TECHNOLOGY CAPITAL REPLACEMENT PROGRAMME 2023/2024   | Outturn 2023/24 | Capital Budget 2023/24 | Overspend (Underspend) |
|--|-----------------|------------------------|------------------------|
| <b>Device Replacement</b>  |                 |                        |                        |
| <i>Replacement of end User Devices (Corporate)</i>   | £70,211         | £70,000                | £211                   |
| To replace end of life user devices in Council Offices. This replacement program is now complete.  |                 |                        |                        |
| <i>Replacement of end User Devices (Schools).</i>  | £160,100        | £160,000               | £100                   |
| To replace end of life end- user devices in schools. This replacement program is now complete  |                 |                        |                        |
| <b>Other</b>   |                 |                        |                        |
| <i>Failures and Emergency Replacements of Capital Equipment</i>  | £34,179         | £30,000                | £4,179                 |
| Allocation to replace failures not covered by repairs, and any systems that fail security audit requirements. During the winter months several failures of wireless equipment occurred. These were all replaced in a timely fashion. |                 |                        |                        |
| <i>Centros Upgrade</i>   | £60,930         | £0                     | £60,930                |
| Upgrade of the Finance system. This expenditure was funded in full from a contribution from the Capital Fund.  |                 |                        |                        |
|  | £0              | £10,000                | (£10,000)              |
| <b>Contact Officer - ICT Services Manager, Extension 3007</b>  | <b>£474,037</b> | <b>£420,000</b>        | <b>£54,037</b>         |

|  |          |          |           |
|--|----------|----------|-----------|
| <b>Additions to Approved Programme: COVID-19 Recovery Projects</b>   |          |          |           |
| <i>Replacement of Corporate IT Equipment</i>   | £51,172  | £81,019  | (£29,847) |
| There has been an expansion of the IT equipment in use to allow home working and connection to office G drives which has meant that some equipment that would otherwise have been "retired" is still in use. This work has included the replacement of the aging backup infrastructure with an immutable backup system. Replacement networking infrastructure has also been procured for the corporate estate. All orders for equipment have been placed and equipment has arrived and has been installed. some invoices at the end of 2324 FY were outstanding. The remaining budget will be carried over into financial year 2024/25 and fully utilised. |          |          |           |
| <i>Replacement of School's IT Equipment</i>  | £226,438 | £230,133 | (£3,695)  |

| INFORMATION TECHNOLOGY CAPITAL REPLACEMENT PROGRAMME 2023/2024   | Outturn 2023/24 | Capital Budget 2023/24 | Overspend (Underspend) |
|--|-----------------|------------------------|------------------------|
| <p>The age profile of the IT equipment deployed across the education service is such that many young learners are working on computer equipment that is older than they are with consequent reliability and capability constraints. This allocation from the COVID-19 Fund will supplement the regular replacement of school's IT equipment. The majority of spend has been on interactive displays. The second round of Interactive Displays for schools have been delivered and have now been installed. Networking equipment for schools has also been procured and invoiced. This programme is complete.</p> |                 |                        |                        |
| <i>Windows 11</i>  | £114,403        | £144,966               | (£30,563)              |
| <p>This project is to ensure the corporate desktop/laptop estate is upgraded to Windows 11. The first stage of 300 new Windows 11 devices (funded in 2022/23) are being deployed. All items ordered have been received with some outstanding invoices still to be recieved at end of 2324 FY. The remaining budget will be carried over into financial year 2024/25 and fully utilised.</p>  |                 |                        |                        |
| <b>Contact Officer</b> - Services Manager (ICT), Extension 3007  | <b>£392,013</b> | <b>£456,118</b>        | <b>(£64,105)</b>       |