

Agenda Item 8

POLICY, FINANCE AND ADMINISTRATION COMMITTEE

25 SEPTEMBER 2012

REPORT OF HEAD OF CENTRAL SERVICES

CAPITAL PROGRAMME MONITORING TO 31 AUGUST 2012

1.0 PURPOSE OF THE REPORT

- 1.1 To update the Committee on the progress of schemes within the Capital Programme to 31 August 2012.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that:-

(a) the progress made on each capital scheme be noted.

(b) the business cases as outlined in para 5.3 be approved

3.0 KEY ISSUES

- 3.1 Under the Capital Programme Project Appraisal System, monitoring of actual capital expenditure against authorised expenditure is undertaken on a regular basis and reported to the Management Team in its capacity as the Council's Programme Board. Appendix A gives details of the spending against budget for all schemes within this Committee up to 31 August which is the latest available information at the agenda date.

4.0 POLICY AND CORPORATE IMPLICATIONS

- 4.1 Policy and corporate implications were addressed in setting the current year's budget. There are no further policy and corporate implications arising from this report.

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

- 5.1 The financial implications for each scheme are as set out in Appendix A

- 5.2 The overall position for all capital schemes falling within this Committee is as set out below.

Capital Schemes	Allocated Funding 2012/13 Budget	Authorised Funding 2012/13 (Business Case Approved)	Actual Expenditure to 31 Aug 2012	Balance to be Spent 2012/13 (Authorised funding less Actual)
	£'000	£'000	£'000	£'000
General Expenses	991	838	95	743

The forecast is generally in line with the budget with schemes progressing although expenditure has yet to be incurred. There has been a small underspend on the cash receipting upgrade.

- 5.3 In addition Members are asked to approve the business cases in respect of the abattoir demolition and the Electronic Working for Members scheme attached at Appendices B & C.
- 5.4 As an update on the Electronic Working for Members scheme, Members have provided their requirements and these have been forwarded to the ICT section. 9 Members out of a possible 15 have signed up to the scheme for 2012/13. The figure allocated per

Member to training has been removed from the capital programme as this type of training is considered to be a revenue expense. Therefore the cost of an ICT package per Member is now £800 instead of £1,010. The capital programme forecast has been adjusted accordingly. So far only 1 Member has indicated they would be interested in a package in 2013/14, therefore this commitment may also need to be reduced.

The ICT section is dealing with the procurement process of new laptops for both Members and staff and it is anticipated that a contract will be agreed in September. Once the order is placed, delivery will be dependent on the supplier. When the laptops are received, they will be built and tested with the latest packages being Windows 7 and Office 2012 as well as anti-virus software. No passwords will be applied to the Members' build template.

6.0 LEGAL IMPLICATIONS

6.1 Legal implications/powers were addressed in setting the current year's programme. There are no further legal implications arising from this report.

7.0 COMMUNITY SAFETY

7.1 Individual schemes could have links to community safety issues. These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

8.0 EQUALITIES

8.1 Individual schemes could have links to equalities issues. These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

9.0 RISKS

9.1 These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

10.0 CLIMATE CHANGE

10.1 Individual schemes could have links to climate change issues. These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

11.0 CONSULTATION

11.1 Consultation takes place between project managers and the Accountancy Assistant – Community Services to determine the information included in Appendix A. Reports are also prepared on a quarterly basis for the Programme Board.

12.0 WARDS AFFECTED

12.1 To varying degrees all wards are affected by capital schemes within this Committee

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Date: 4 September 2012

Appendices: Appendix A – Capital Programme Progress Report – Aug 2012
Appendix B – Business Case – Abbatoir Demolition
Appendix C – Business Case – Electronic Working For Members

Background Papers: Oracle Financial Reports
Budget Holder Comments on Performance

Reference: X: Ctte,Council & SubCttes/PFA/2012-13/25-9-12/DG-Capital Prog.
Monitoring-Aug 2012