

AGENDA ITEM 12

POLICY, FINANCE AND ADMINISTRATION COMMITTEE

28 SEPTEMBER 2016

REPORT OF HEAD OF CENTRAL SERVICES

CAPITAL PROGRAMME MONITORING TO 31 AUGUST 2016

1.0 PURPOSE OF THE REPORT

1.1 To update the Committee on the progress of schemes within the Capital Programme to 31 August 2016.

2.0 RECOMMENDATIONS

It is recommended that:-

2.1 The progress made on each capital scheme be noted.

2.2 The Project Mandate and Business Case for the CRM project as outlined in paragraph 5.3, and a supplementary estimate of £12k from capital receipts to fund the project, be approved for inclusion in the 2016/17 capital programme

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 2016/17 Budget	Authorised Funding 2016/17 (Business Case Approved)	Actual Expenditure to 31 Aug 2016	Year End Forecast	Year End Variance (-) Underspend
	£'000	£'000	£'000	£'000	£'000
General Expenses	186	111	7	183	-3

The forecast is generally in line with the budget with schemes progressing although much expenditure has yet to be incurred. There is one exception to this; the purchase cost of the caretakers van is expected to be lower than budgeted for and therefore the budget within the capital programme can be reduced accordingly by £3k when the capital programme is reviewed as part of the budget setting process later in the year.

5.3 The Customer Relationship Management (CRM) system requires an upgrade to improve functionality and performance of the system and to allow transformational developments to progress. It is therefore requested that upgrade of the CRM system is added to the capital programme for 2016/17, funded through capital receipts, as outlined in Appendices B and C.

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 Financial Accountant 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

Contact Officer: Natasha Bailey
Date: 2 September 2016
Appendices: Appendix A – Capital Programme Progress Report – Aug 2016
Appendix B – CRM Project mandate
Appendix C – CRM Business case
Background Papers: Oracle Financial Reports
Budget Holder Comments on Performance
Reference: X:\Cttee, Council & Sub Cttees\PFA\2016-17\28 Sept 2016\DG – Capital Programme Monitoring – August 2016