

# AGENDA ITEM 9

## POLICY, FINANCE AND ADMINISTRATION COMMITTEE

30 NOVEMBER 2016

### REPORT OF HEAD OF CENTRAL SERVICES

#### CAPITAL PROGRAMME MONITORING TO 31 OCTOBER 2016

##### 1.0 PURPOSE OF THE REPORT

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

##### 2.0 RECOMMENDATIONS

2.1 The progress made on each capital scheme at Appendix A be noted;

##### 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 October 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 £'000	Authorised Funding 2016/17 (Business Case Approved) £'000	Actual Expenditure to 31 Oct 2016 £'000	Year End Forecast £'000	Year End Variance (-) Underspend £'000
General Expenses	198	123	36	158	-40

The forecast is generally in line with the budget with schemes progressing although much expenditure has yet to be incurred. There are three exceptions to this as follows:

- Caretakers Van – the cost of the replacement vehicle is lower than budgeted for with a saving predicted of £5k. The cost of which is now below the de-minimis for capital and will therefore be charged to revenue; and
- Enterprise Document Management - The cost of the EDM software was spread over 5 years at £17k per year. There are two years remaining (2016/17 and 2017/18) and therefore £17k needs to be moved into 2017/18 to meet this cost.

- Committee System – An initial payment of £5k is required within 2016/17, the remaining balance of £10k is to be paid when the system goes live in 2017/18 and therefore £10k of the budget is to be moved into 2017/18.

The above changes have been reflected in the 2016-2021 capital programme item also on this agenda.

## **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: 10 October 2016  
 Appendices: Appendix A – Capital Programme Progress Report – Oct 2016  
 Background Papers: Oracle Financial Reports  
 Budget Holder Comments on Performance  
 Reference: X:\Cttee, Council & Sub Cttees\PFA\2016-17\30 Nov 2016\DG – Capital Programme Monitoring Apr to Oct 16