

# POLICY, FINANCE AND ADMINISTRATION COMMITTEE

29 NOVEMBER 2017

## REPORT OF CORPORATE DIRECTOR

### CAPITAL PROGRAMME MONITORING TO 31 OCTOBER 2017 AND CAPITAL PROGRAMME 2017-2022

#### 1.0 PURPOSE OF THE REPORT

- 1.1 To update the Committee on the progress of schemes within the Capital Programme to 31 October 2017.
- 1.2 To determine the Committee's Capital Programme for 2017-22 based on a review of spending in the current year's programme and schemes included in the programme for later years.

#### 2.0 RECOMMENDATIONS

- 2.1 Members note the progress made on the capital schemes as attached at Appendix A;
- 2.2 The revised Capital Programme for 2017-22, attached as Appendix B, is approved; and
- 2.3 The project mandate in relation to the Northgate Server, attached at Appendix C, is approved.

#### 3.0 KEY ISSUES

##### 3.1 Capital Programme Monitoring

- 3.1.1 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.
- 3.1.2 The overall position for all capital schemes falling within this Committee is as set out below.

Capital Schemes	Allocated Funding 2017/18 Budget	Authorised Funding 2017/18 (Business Case Approved)	Actual Expenditure to 31 Oct 2017	Year End Forecast	Year End Variance (-) Underspend
	£'000	£'000	£'000	£'000	£'000
General Expenses	144	69	17	69	-75

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

- Transformation Welfare Reform – as reported at the last round of Committees, Programme Board at its April meeting agreed that the Transformation Welfare Reform project is not to be continued in its current form and the budget has therefore been removed from the programme. As the project was funded from capital receipts, £25k will be added back to this balance; and
- Telephony Upgrade - the decision on the upgrade has been delayed to ensure that any new software will link with the new Customer Relationship Management (CRM) system which is currently being scoped out takes into consideration new cloud based technology and considers any option for joint procurement with other authorities in the delegation. The budget has therefore been moved into 2018/19.

## **3.2 Capital Programme 2017-2022**

The Capital Programme 2017-22 for this Committee is attached at Appendix B. The Programme gives the total cost of each scheme, the spending profile, the amounts authorised to be spent and the stage each scheme has reached within the Capital Programme Project Appraisal System.

## **3.3 Changes to the Programme**

- 3.3.1 The changes proposed to the Capital Programme for the current and future years are set out within Appendix B.
- 3.3.2 In addition to the changes highlighted above in section 3.1.2, members will note the recommendation to approve the project mandate for the Northgate server, attached at Appendix C, for inclusion within the 2018/19 and 2020/21 programme.
- 3.3.3 The above changes result in £68k of schemes being included in the capital programme for 2018-19 being the previously funded telephony upgrade and the new Northgate server which can also be funded from the ICT renewal and repair fund.
- 3.3.4 The council is also currently reviewing the future requirements for its finance system to ensure it remains fit for purpose which may require some investment in the future. If any investment is needed a project mandate and business case will be brought forward for consideration at the appropriate time.

## **4.0 POLICY AND CORPORATE IMPLICATIONS**

- 4.1 Policy and corporate implications in relation to the current capital programme were addressed in setting the current year's budget. Any policy and corporate implications for the proposed capital programme should be covered in any associated reports and forms linked to these schemes as they progress through the decision making process.

## **5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS**

- 5.1 The financial and resource implications for the proposed capital programme have been addressed within section 3.
- 5.2 The financial implications for each current scheme are as set out in Appendix A.

## **6.0 LEGAL IMPLICATIONS**

- 6.1 Legal implications/powers were addressed in setting the current year's programme. For the proposed capital programme individual schemes could have links to legal issues. These should be covered in any associated reports and forms linked to these schemes as they progress through the decision making process.

## **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 There will be risks associated with each of the individual projects and these should be considered as the schemes progress through the decision making process. There is also the risk that the Council is unable to fund all of the schemes in the Capital Programme and therefore public expectations may not be met.

## **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 to be included in Appendices A and B. In addition, the capital programmes reports are submitted to the Council's Programme Board. The extent to which consultation has been undertaken on individual schemes is set out in the associated project mandates.

## **12.0 WARDS AFFECTED**

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

Contact Officer: Natasha Allsopp  
Date: 02 November 2017  
Appendices: Appendix A – Capital Monitoring Report – Oct 2017  
Appendix B – Capital Programme 2017-2022  
Appendix C – Northgate Server Project Mandate  
Background Papers: Oracle Financial Reports  
Budget Holder Comments on Performance  
Reference: X:\Cttee, Council & Sub Cttees\PFA\2017-18\29 Nov 2017\ DG-Capital Prog. Monitoring- Apr 17 to Oct 17 and Capital Programme 2017-22.