
Report To:	Policy & Resources Committee	Date:	23 September 2014
Report By:	Acting Corporate Director Environment, Regeneration & Resources and Head of Finance	Report No:	FIN/42/14/AP/MT
Contact Officer:	Matt Thomson	Contact No:	01475 712256
Subject:	Policy & Resources Capital Programme – (2013/14 - 2015/16) - Progress Report		

1.0 PURPOSE

- 1.1 The purpose of the report is to update the Committee in respect of the status of the projects within the Policy & Resources Capital Programme and to highlight the overall financial position.

2.0 SUMMARY

- 2.1 This report advises Committee in respect of the progress and financial status of the projects within the Policy & Resources Capital Programme.
- 2.2 It can be seen from the table in 6.4 that the projected spend is £6.043m, which means that the total projected spend is on budget.
- 2.3 Expenditure at 31st July is 25.48% of 2014/15 projected spend, net advancement of £0.039m (4.94%) is being reported. Advancement within the Modernisation Fund (£0.163m) from future years is partly offset by slippage, mainly within Storage/Backup Devices and Minor Works & Projects (£0.037m) and Whiteboard/Projector Refresh (£0.036m).
- 2.4 Slippage in 2013/14 outturned at 32.5%. The Council position was 13.04% across total capital programme and an outturn report has been presented to Policy & Resources Committee detailing material slippage on individual capital projects. The detail relating to the Policy & Resources Committee is presented in Appendix 2.

3.0 RECOMMENDATIONS

- 3.1 That the Committee note current position of the 2014/16 Capital Programme and the progress on the specific projects detailed in Appendix 1.
- 3.2 That the Committee note the level of slippage in 2013/14 and the action being taken to improve matters in future years.

Alan Puckrin
Acting Corporate Director
Environment, Regeneration & Resources

Jan Buchanan
Head of Finance

4.0 BACKGROUND

- 4.1 In February 2013 the Council agreed the 2013/16 Capital Programme and further reviewed this in February 2014, no additional budgets were allocated to Policy & Resources Committee at that time.

5.0 PROGRESS

- 5.1 Modernisation – Princes Street Office and Hector McNeil House are now open, EDRMS & flexible working arrangements (Laptops, Hot Desks and Unified Comms) are in place for service staff.
- 5.2 Customer Service & Digital Access. Work agreed as part of the Council's Digital Access Strategy is progressing. This work breaks down into a number of project workstreams.
- Web Site Redesign. ICT is working with Corporate Communications and other services to draft a range of design approaches for consideration
 - Kana/Lagan Developments
 - Citizen record data cleansing
 - Upgrade to Lagan Enterprise 14R1
 - Procurement of Kana Self-Service Portal and Employee/Citizen Smartphone Reporting applications.
 - Prioritisation of service requirements and business process redesign
- ICT are working with Environmental and Commercial Services to map business processes in relation to Roads and Lighting Fault Reporting, in advance of introducing mobile reporting and recording of faults.
- 5.3 EDRMS Implementation – The new EDRM solution is now live in Revenues, Benefits and Customer Services. Supplementary work is now progressing that will allow integration between the EDRMS and the Council's eForms solution and Atlas. The roll out of EDRMS in CHCP is progressing along with the office accommodation moves.
- 5.4 The annual PC refresh programme for the year is complete and a further tranche of work to migrate from Windows XP to Windows 7 for Corporate users is also complete.
- 5.5 Flexible Working – This work aims to improve staff productivity, reduce office accommodation requirements and minimise travel time and costs by giving staff the ability to work from a number of locations around the Council, so that staff have access to email, calendars, telephony services and the normal range of network access to files, folders and records.

Education

- Educational Psychologists
- Bring Your Own Device Trial in Clydeview Academy – Pupils and Teachers
- Education – 'More Choices More Chances' tablet use trial and Virtual School database development

CHCP

- CHCP – Children & Families at Port Glasgow
- CHCP – Welfare Rights at Port Glasgow
- CHCP – Laptops for Hector McNeil House staff

Corporate

- Corporate – Management tablet use trial

6.0 FINANCIAL IMPLICATIONS

Finance

- 6.1 The figures below detail the position at 31st July 2014. Expenditure to date is £0.211m (25.48% of the 2014/15 projected spend).
- 6.2 The current budget is £6.043m. The current projection is £6.043m which means the total projected spend is on budget.

- 6.3 The approved budget for 2014/15 is £0.789m. The Committee is projecting to spend £0.828m with net advancement from future years of £0.039m (4.94%). Advancement within the Modernisation Fund (£0.163m) from future years is partly offset by slippage, mainly within Storage/Backup Devices and Minor Works & Projects (£0.037m) and Whiteboard/Projector Refresh (£0.036m).
- 6.4 Slippage in 2013/14 outturned at 32.5%, an analysis of material slippage on individual capital projects relating to the Policy & Resources Committee is presented in Appendix 2.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
Capital	Policy & Resources Capital	2014/16	£6,043	n/a	On budget.

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

7.0 CONSULTATION

7.1 Legal

There are no legal issues arising from the content of this report and as such the Head of Legal and Property Services has not been consulted.

7.2 Human Resources

There are no direct staffing implications in respect of the report and as such the Head of Organisational Development, HR and Communications has not been consulted.

7.3 Equalities

There are no equalities implications in this report.

7.4 Repopulation

There are no repopulation implications in this report.

8.0 LIST OF BACKGROUND PAPERS

- 8.1 None.

Appendix 1

COMMITTEE: POLICY & RESOURCES

	1	2	3	4	5	6	7	8
<u>Project Name</u>	<u>Est Total Cost</u>	<u>Actual to 31/3/14</u>	<u>Approved Budget 2014/15</u>	<u>Revised Est 2014/15</u>	<u>Actual to 31/07/14</u>	<u>Est 2015/16</u>	<u>Est 2016/17</u>	<u>Future Years</u>
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
<u>Environment, Regeneration & Resources</u>								
<u>ICT</u>								
Storage/Backup Devices/Minor Works & Projects	340	225	115	78	14	37	0	0
Mobile Technology	47	32	15	6	0	9	0	0
Rolling Replacement of PC's	2,924	2,401	115	443	152	80	0	0
Whiteboard/Projector Refresh	440	344	66	30	0	66	0	0
Server & Switch Replacement Programme	529	446	3	83	2	0	0	0
2013/15 Indicative Allocation	533	0	450	0	0	483	50	0
Data Centre Remedial Works - complete on Site	2		2	2	0			
<u>ICT Total</u>	4,815	3,448	766	642	168	675	50	0
<u>Finance</u>								
Modernisation Fund	1,228	823	23	186	43	219	0	0
<u>Finance Total</u>	1,228	823	23	186	43	219	0	0
<u>TOTAL</u>	6,043	4,271	789	828	211	894	50	0

Capital Slippage Summary 2013-2014

Appendix 2

	<u>Approved Budget 2013/14 £000's</u>	<u>2013/14 Final Position £000's</u>	<u>Slippage from Approved Budget £000's</u>	<u>Slippage from Approved Budget %age</u>	<u>Comments</u>
<u>Policy & Resources</u>					
Storage/Backup Devices	132	68	(64)	(48.5)%	Primarily this budget is used for network storage and backup upgrades. This spend needs to be phased over a number of years as there is an ongoing requirement for additional storage.
Minor Works & Projects	81	30	(51)	(63.0)%	This is a budget line that was consolidated from several others a number of years ago. It is used to support small projects throughout the year that require ICT input (eg Network infrastructure) as well as the annual ICT health check for PSN etc. The spend needs to be phased over a number of years.
Rolling Replacement of PC's	502	425	(77)	(15.3)%	The original estimate is based on indicative figures. The actual spend varies with annual price changes as well as differences highlighted in site audits.
2013/15 Indicative Allocation	89	0	(89)	(100.0)%	This was from 13/14 Core Allocation due to timing of refresh project.
Modernisation Fund	117	62	(55)	(47.0)%	Budget was a general estimate which was not achieved.
Various Projects	286	230	(56)	(19.6)%	
TOTAL Policy & Resources	1,207	815	(392)	(32.48)%	