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<b>Report To:</b>	<b>Policy &amp; Resource Committee</b>	<b>Date:</b>	<b>25 March 2014</b>
<b>Report By:</b>	<b>Acting Corporate Director Environment, Regeneration &amp; Resources Head of Finance</b>	<b>Report No:</b>	<b>FIN/16/14/MT/AP</b>
<b>Contact Officer:</b>	<b>Matt Thomson</b>	<b>Contact No:</b>	<b>01475 712256</b>
<b>Subject:</b>	<b>Policy &amp; Resources Capital Programme – (2013/14-15/16) – Progress Report</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to update members on the status of the projects forming the Policy & Resources Capital Programme and to highlight the overall financial position.

## 2.0 SUMMARY

- 2.1 This report advises members of progress and the financial status of projects within the Policy & Resources Capital Programme.
- 2.2 It can be seen from the table in paragraph 6.2 that the projected expenditure is £6.371m, indicating total projected spend is on budget.
- 2.3 The approved budget for 2013/14 is £1.207m with a projected spend of £0.846m and projected slippage of £0.361m (29.91%) an increase in slippage of £0.060m from the previous report. The main areas of slippage are within 2013/14 ICT allocation (£0.089m), Storage Back-up Devices (£0.077m), Minor Works & Projects (£0.061m), Whiteboard/Projector Refresh (£0.036m), the Modernisation Fund (£0.032m) and Rolling Replacement of PC's (£0.052m).
- 2.4 Expenditure at 17th February 2014 is £0.757m, 89.48% of 2013/14 projected spend.
- 2.5 Appendix 1 contains details of the projects and the projected spend.

## 3.0 RECOMMENDATIONS

- 3.1 That the Committee note the current position of the 2013/16 Capital Programme and the progress of the specific projects detailed in the Appendix 1.

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.
- 4.2 The introduction of the unified Police Service of Scotland on 1<sup>st</sup> April 2013 means the Capital Grant is now paid directly to the Police Service, as a result the Police Grant budgets have been removed. The Council's General Capital Grant has been reduced by the same amount resulting in a nil impact to the Council.

## 5.0 PROGRESS

- 5.1 Modernisation – Two flexible working initiatives in CHCP have been approved by the Modernisation CIG. 22 staff in Children & Families Service and 20 staff in Welfare Rights will be equipped with secure, remote access to relevant information systems, in preparation for the major CHCP moves in 2014. The equipment has been purchased and is being distributed to staff.

The Digital Access/Channel Shift strategy has been approved at Policy and Resources Committee. Final costs have been requested from Kana and an update is elsewhere on this Committee agenda.

The Channel Shift Group is currently identifying requirements for a number of self-service and on-line access projects that will improve access to Council services by citizens and reduce internal transaction costs.

ICT have started data cleansing work with Kana, in preparation for the Lagan upgrade early in 2014/15.

- 5.2 EDRMS - Civica W2 now live in CSC and Revenues and Benefits. Migration of records to Civica is underway with Educational Psychology. Work in CHCP (back scanning and EDRM implementation) has started. The award of the back scanning tender is imminent.
- 5.3 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 underway. (MS support for Windows XP ends in 2014).

This work will consist of a combination of replacement desktop equipment and reimaged, existing kit, dependent upon age. The table below gives the current numbers.

	PC	Laptops
Refresh	363	98
Reimage	407	131
<b>Total</b>	<b>770</b>	<b>229</b>

- 5.4 Phase 2 of the data centre server virtualisation on schedule to complete by April 2014.
- 5.5 Flexible Working – Work is underway with Environmental and Commercial Services on Roads/Lighting Fault Reporting as part of the Digital Access Strategy. In addition, Education Services are starting a tablet use trial for More Choices More Chances staff. Another trial of tablet devices will start soon at management level in a number of Corporate Services. Building Standards wish to look at the use of portable devices for site visits.

## 6.0 FINANCIAL IMPLICATIONS

- 6.1 The figures below detail the position at 17th February 2014. Expenditure to date is £0.757m (89.48% of the 2013/14 projected spend).
- 6.2 The approved budget for 2013/16 is £6.371m made up of £5.143m ICT and £1.228m Finance funded by £4.409m Supported Borrowing and £1.962m Prudential Borrowing. The current

projected spend for 2013/16 is on budget.

6.3 The approved budget for 2013/14 is £1.207m. The Committee is projecting to spend £0.846m with slippage into future years of £0.361m. The slippage relates mainly to £0.089m within the 2013/14 ICT Allocation, £0.077m within Storage/Back-up Devices, £0.061m within Minor Works & Projects, £0.036m within the Whiteboard/Projector Refresh, £0.032m within the Modernisation Fund and £0.052m within the Rolling Replacement of PC's.

6.4 One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
Capital	Policy & Resources Capital	2013/16	£6,371	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 The report has been jointly prepared between ICT and Finance.

### Legal

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

### Human Resources

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

### Equalities

7.4 The report has no impact on the Council's Equalities policy.

### Repopulation

7.5 The report has no impact on repopulation.

**COMMITTEE: Policy & Resources**

	1	2	3	4	5	6	7	8	9
<u>Project Name</u>	<u>Est Total Cost</u>	<u>Actual to 31/3/13</u>	<u>Approved Budget 2013/14</u>	<u>Revised Est 2013/14</u>	<u>Actual to 17/02/14</u>	<u>Est 2014/15</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>£000</u>
<b><u>Environment, Regeneration &amp; Resources</u></b>									
<b><u>ICT</u></b>									
<b><u>Supported Borrowing</u></b>									
Storage/Backup Devices	151	19	132	55	48	77	0		
Minor Works & Projects	189	108	81	20	15	61	0		
Mobile Technology	47	29	18	4	3	14	0		
Rolling Replacement of PC's	2,260	1,758	502	450	423	52	0		
Server & Switch Replacement Programme	449	445	4	4	1	0	0		
Upgrade to Existing Data Centre	330	140	190	190	184	0	0		
2013/15 Indicative Allocation	983	0	89	0	0	450	483	50	
<b><u>Prudentially Funded</u></b>									
Additional PC Refresh	294	180	38	38	38	38	38	0	
Whiteboard/Projector Refresh	440	344	36	0		66	30	0	
<b><u>Finance</u></b>									
<b><u>Prudentially Funded</u></b>									
Modernisation Fund	1,228	761	117	85	45	32	350	0	
<b><u>CFCR</u></b>									
<b>TOTAL</b>	<b>6,371</b>	<b>3,784</b>	<b>1,207</b>	<b>846</b>	<b>757</b>	<b>790</b>	<b>901</b>	<b>50</b>	<b>0</b>