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<b>Report To:</b>	<b>Policy &amp; Resources Committee</b>	<b>Date:</b>	<b>24 March 2015</b>
<b>Report By:</b>	<b>Chief Financial Officer and Corporate Director Environment, Regeneration &amp; Resources</b>	<b>Report No:</b>	<b>FIN/20/15/AP/MT</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 2014/18 - Progress Report</b>		

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## 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 6.3 that the projected spend is £6.942m, which means that the total projected spend is on budget.
- 2.3 Expenditure at 31<sup>st</sup> January is 61.23% 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).

## 3.0 RECOMMENDATIONS

- 3.1 That the Committee note the current position of the 2014/18 Capital Programme and the progress on the specific projects detailed in Appendix 1.

Alan Puckrin  
Chief Financial Officer

Aubrey Fawcett  
Corporate Director  
Environment, Regeneration  
& Resources

## 4.0 BACKGROUND

- 4.1 On February 19<sup>th</sup> 2015 the Council approved a new 3 year Capital Programme covering the period 2015/18, effectively extending the previously approved 2013/16 Capital Programme to 2017/18.

## 5.0 PROGRESS

- 5.1 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.
- CRM Upgrade and customer data cleansing work is ongoing
    - Kana/Lagan Developments
    - Citizen record data cleansing
    - Upgrade to Lagan Enterprise 14R1
  - Web Site Redesign. A new website design and layout has been agreed and is being developed by the Council's Web Developers and ICT. Content for the new site is being produced by all Council Services.
  - Prioritisation of service requirements and business process redesign.
  - ICT is in discussion with The Improvement Service regarding on-line school payments and the national MyAccount project.
  - ICT are working with Environmental and Commercial Services to map business processes in relation to Roads and Lighting Fault Reporting. A mobile reporting and fault recording tool has been commissioned and is ready for pilot testing by the service.
- 5.2 EDMS Implementation – The new EDMS solution is live in Revenues, Benefits and Customer Services and further work is underway in NDR. It has been deployed to around half of the services in the CHCP and implementation is continuing to the remaining services. A business case has been produced for EDMS implementation in HR/Payroll service.
- 5.3 PC Refresh Programme - The annual PC refresh programme for the year is now complete. 1,346 devices were replaced (819 Desktops and 142 laptops were replaced in Schools and nurseries and 297 desktops and 88 laptops were replaced in Corporate Services). All PCs have now been updated with Windows 7 and Office 2010.
- 5.4 Infrastructure Refresh Programme. ICT are continuing their programme of upgrading core Network Infrastructure Equipment in support of the migration to the Scottish Wide Area Network (SWAN). Additional Network Storage has been implemented in support of the Virtualised Infrastructure Environment and in anticipation of additional capacity requirements.
- 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. The mezzanine within the Customer Service Centre is one area where employees can hot desk.

### 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 31<sup>st</sup> January 2015. Expenditure to date is £0.507m (61.23% of the 2014/15 projected spend).
- 6.2 The current budget is £6.942m. The current projection is £6.942m 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).

#### One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

#### 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

## COMMITTEE: POLICY &amp; RESOURCES

Project Name	1	2	3	4	5	6	7	8	9
	<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 31/01/15</u>	<u>Est 2015/16</u>	<u>Est 2016/17</u>	<u>Est 2017/18</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>									
Storage/Backup Devices/Minor Works & Projects	340	225	115	78	75	37	0	0	0
Mobile Technology	47	32	15	6	0	9	0	0	0
Rolling Replacement of PC's	2,924	2,401	115	443	332	80	0	0	0
Whiteboard/Projector Refresh	572	344	66	30	0	40	92	66	0
Server & Switch Replacement Programme	529	446	3	83	13	0	0	0	0
2013/15 Indicative Allocation	977	0	450	0		333	347	297	0
Scottish Wide Area Network	323	0	0	0	0	0	323	0	0
Data Centre Remedial Works - complete on Site	2	0	2	2	0	0	0	0	0
<b><u>ICT Total</u></b>	<b>5,714</b>	<b>3,448</b>	<b>766</b>	<b>642</b>	<b>420</b>	<b>499</b>	<b>762</b>	<b>363</b>	<b>0</b>
<b><u>Finance</u></b>									
Modernisation Fund	1,228	823	23	186	87	109	110	0	0
<b><u>Finance Total</u></b>	<b>1,228</b>	<b>823</b>	<b>23</b>	<b>186</b>	<b>87</b>	<b>109</b>	<b>110</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>6,942</b>	<b>4,271</b>	<b>789</b>	<b>828</b>	<b>507</b>	<b>608</b>	<b>872</b>	<b>363</b>	<b>0</b>