

**Summary of the Decisions Taken at the Meeting  
of Budget Planning Committee held on 21 January 2014**

**Decisions**

<b>Agenda Item No.</b>	<b>Agenda Item and Recommendations</b>	<b>Decision and Actions</b>
<b>3</b>	<p><b>Urgent Business</b></p> <p>The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.</p>	<p>The Chairman reported that he had agreed to accept one item of urgent business as a decision was required by the Committee before their next meeting on a matter that had arisen since publication of the agenda. The item would be taken after agenda item 7.</p>
<b>6</b>	<p><b>Review of IT Capital Bids</b></p> <p>Report of Interim Head of Finance and Procurement.</p>	<p><b>Resolved</b></p> <p>(1) That the five IT Capital Bids (Citrix – Expansion to Support Agile Working (CDC); Electronic Document and Records Management Pilot jointly with SNC; Aerial Imagery; Microsoft Hyper – V, and VMware virtual centre site recovery software) be recommended to Executive for approval.</p>
<b>7</b>	<p><b>2014/15 Base Budget, including Capital Bids</b></p> <p>Report of Interim Head of Finance and Procurement.</p> <p><b>Purpose of Report</b></p> <p>To provide members with the latest position for the 2014-15 General Fund Budget</p> <p><b>Recommendations</b></p> <p>1.1 To consider the contents of this report.</p>	<p><b>Resolved</b></p> <p>(1) That the report be noted.</p>

<b>Agenda Item No.</b>	<b>Agenda Item and Recommendations</b>	<b>Decision and Actions</b>
8	<p><b>Review of Capital Process</b></p> <p>Report of Interim Head of Finance and Procurement.</p> <p><b>Purpose of Report</b></p> <p>To review the process of scoring capital bids by the committee and to consider ways in which the process can be improved in future years.</p> <p><b>Recommendations</b></p> <p>1.1 To consider the attached report and make recommendations for the 2015/16 capital bid process.</p>	<p><b>Resolved</b></p> <p>(1) That the refinements detailed in the report be applied to the 2015/16 capital bid process.</p> <p>(2) That consideration also be given to incorporating the following additional refinements:</p> <ul style="list-style-type: none"> <li>• Revenue savings or earnings to be better explained – particularly whether one-off or on-going.</li> <li>• Consistency of language and terminology.</li> <li>• Separating bids that involve joint arrangements with other bodies or that are necessary to address Health and Safety requirements.</li> <li>• If borrowing required, and the costs involved.</li> </ul>