

Cherwell District Council
Budget Planning Committee

29 July 2014

Proposed Refinements to the Capital Budget Process 2015-16

Report of Interim Head of Finance and Procurement

This report is public.

Purpose of report

To address areas for improvement raised following the capital budget process of 2014-15 ahead of the process for 2015-16.

1.0 Recommendations

The meeting is recommended to:

- 1.1 Approve the Capital Scoring Matrix for 2015-16
- 1.2 Approve the Capital Bid Proforma for 2015-16
- 1.3 Note the proposed budget timetable for 2015-16

2.0 Introduction

- 2.1 The Interim Head of Finance presented a report to Budget Planning Committee in January 2014 which took on board Committee member feedback with regards to the capital budget process for 2014-15. The report highlighted areas for improvement which members added to.

3.0 Report Details

- 3.1 The Capital Bid Proforma (Appendix 1) has been amended to capture more information of importance to members in evaluating and scoring bids. Enhancements include:
 - s.5 : category added for schemes which address Health and Safety issues
 - s.6 : a summary of the CDC contribution required in the context of other contributions/grant funding/borrowing to provide a total scheme cost

- s.13 : instructions have been made clearer, a table has been added for analysis of revenue costs (including from borrowing), savings, and income generation to arrive at the net revenue impact over years 0-2
- s.15 : provides analysis of other parties involved in the scheme, their contributions (financial or other) and clarifies whether the scheme is a Shared bid.

3.2 The Capital Scoring Matrix (Appendix 2) has been amended to standardise terminology. Enhancements include:

- New top section : summary information from Proformas, including the total scheme cost broken down by CDC contribution and contributions from other parties and whether the scheme is Shared
- Drivers: Health & Safety has been added to Legislation in the highest scoring category
- Strategic Objectives : scoring categories have been changed from 'Substantial' and 'Indirect' as the criteria for these were ambiguous
- Impact on Service Delivery : scoring categories have been changed from 'Substantial' and 'Indirect' as criteria for these were ambiguous
- Efficiency : This is now based on the net revenue impact, with a new category for less than £0 which denotes a net revenue cost

3.3 The Budget Timetable (Appendix 3) has been drafted for Executive approval in September. In addition to the scheduled Budget Committee meetings in November on the 4 and 18 an additional meeting is proposed on the 11 to evaluate IT capital bids exclusively.

4.0 Conclusion and Reasons for Recommendations

4.1 Members are asked to consider the above proposed refinements to the budget process for 2015-16 and whether they wish to make any further suggestions.

5.0 Consultation

No consultation

6.0 Alternative Options and Reasons for Rejection

6.1 The following alternative options have been identified and rejected for the reasons as set out below.

As this is a report for information and consideration by the committee and therefore no alternative recommendations have been proposed.

7.0 Implications

Financial and Resource Implications

- 7.1 There are no direct financial implications arising out of this report.
Comments checked by: Nicola Jackson, Corporate Finance Manager
01295 221731 nicola.jackson@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 There are no direct legal implications arising out of this report.
Comments checked by: Kevin Lane, Head of Law and Governance
0300 0030107 kevin.lane@cherwellandsouthnorthants.gov.uk

Risk Implications

- 7.1 There are no direct risk implications arising out of this report.
Comments checked by: Nicola Jackson, Corporate Finance Manager
01295 221731 nicola.jackson@cherwellandsouthnorthants.gov.uk

Document Information

Appendix No	Title
1	Capital Bid Proforma
2	Capital Scoring Matrix
3	Draft Budget Timetable 2015-16
Background Papers	
Review of Capital Process	
Report Author	Joanne Kaye, Interim Strategic Finance Accountant
Contact Information	01295 221545