

To: Finance and Resources Committee

From: Chief Constable and Treasurer

Date: 20th January 2010

CAPITAL PROGRAMME 2009/10 – MONITORING REPORT

1. Purpose

- 1.1 To provide the Committee with a financial overview of the Capital Programme for the 8 months ending 30th November 2009 and a scheme by scheme report on progress highlighting variances from agreed budgets (Appendix 1) or any significant risks to achieving the stated objectives (Appendix 2).

2. Context

- 2.1 The Capital Programme comprises a range of projects covering maintenance and development of the force information infrastructure and specific technology development/change projects, estates projects and the vehicle replacement programme.
- 2.2 Budgeted Capital Payments for 2009/10 comprise payments approved as part of the Capital Programme and schemes brought forward from 2008/09 as approved by Finance and Resources Committee on 25th June 2009.
- 2.3 A scheme by scheme summary of spend and commitments against budget are set out at Appendix 1, together with predicted carry forward requirements and an indicative forecast of outturn. Appendix 2 is the project highlights report and Appendix 3 is a 'Gantt' chart which indicates the current predicted delivery date for each scheme and explanations for any slippage.

3. Financial Overview

- 3.1 A summary of spend against the 2009/10 Capital Programme for the 8 months ended 30th November 2009 is shown at Table 1 below:

Table 1. Summary of Capital Expenditure and Financing at 30th November 2009

All figures £'000	Brought Forward from 2008/09	2009/10 Capital Programme	Previously Authorised Additions, Deletions and Virements	Proposed Additions, Deletions and Virements	2009/10 Capital Programme	Actual & Committed YTD	%	Expected outturn	Expected outturn % of programme
Capital Payments:-									
Land and Buildings	3,614	3,445	2,280	450	9,789	6,196	63.3%	9,041	92.4%
IS/IT & Comms Operations Support	1,008	2,948	-428		3,528	2,765	78.4%	3,471	98.4%
IS/IT & Comms Support Services	208	635	-70		773	361	46.8%	635	82.1%
Vehicles	-	1,500	-100		1,400	1,295	92.5%	1,400	100.0%
Capital Staffing	-	200			200	200	100.0%	200	100.0%
Allocable Budget	-	-	193		193	-	0.0%	0	0.0%
TOTAL	4,830	8,728	1,875	450	15,883	10,817	68.1%	14,747	92.8%
Capital Financing:-									
Capital Grants		1,583			1,583	1,189	75.1%		
Revenue Contributions to Capital Outlay					-				
Capital Receipts / Reserves		394	1,175		1,569	243	15.5%		
Other Sources of Funding					-	*			
Use of Reserves			700		700	*			
Borrowing	4,830	6,751		450	12,031	*			
TOTAL	4,830	8,728	1,875	450	15,883	1,431			

*year end adjustments

Note: figures may not cast due to roundings

3.2 Capital Payments

- 3.2.1 Some 68.1% of the 2009/10 Capital Programme has been committed at the end of November, with an expected outturn of 92.8%. Principal spends in the period have been in respect of a number of significant buildings projects including: Cambourne Police Station (£1.3m), Copse Court refurbishment (£1.4m), HQ remodelling (£1.2m) and planned major repairs (£1.2m). In addition, actual and committed expenditure had reached £1.7m on the Microsoft Migration project and £1.1m on the vehicle replacements at the period end.
- 3.2.2 Last month the committed figure stood at 70%, the reduction in November is due to a technical addition to the Cambourne Police Station budget. Previously this budget had been reported, incorrectly, net of the S106 funding but the actual spend had always been reported gross. The adjustment increases the scheme budget and increases borrowing (as the S106 funding was received and incorrectly applied in an earlier year, thus reducing borrowing at that time)..
- 3.2.3 Parkside Replacement – the Committee approved a £900K budget for this scheme at the beginning of the financial year, this money was for architect and project fees associated with the scheme but should have been scheduled over the life of the scheme and not just allocated to 2009/10. This will require a carry forward into 2010/11. Full costings for the Parkside scheme are expected to be presented to the Committee at the end of March, with possible adjustments to the scheme budget and profile being required at that stage..
- 3.2.4 Copse Court – in the 2009/10 Capital Programme the Authority approved further expenditure on Copse Court to allow for cabling works that had been removed at the time of our occupation. Subsequently, on finding that the cabling had been removed, a lower price was negotiated for the purchase of Copse Court. The cost of the replacement cabling exceeded the negotiated reduction in payment for the site, and will future proof the Police Service Centre for the next 10 years.

- 3.2.5 Capital Staffing – capital staffing budget virements will be required at the end of the financial year to move the capital staff budget to match the staffing costs which have been charged directly to projects. However, capital staffing commitments already stand at £200k.
- 3.2.6 'Actual & Committed YTD' represents invoices paid plus outstanding purchase orders.

3.3 Capital Financing

- 3.3.1 Capital resources received to date include grants from Central Government (£1.2m) and receipts from the sale of vehicles of £0.2m which have been added to receipts brought forward of £2.3m.

4. Matters to Note

- 4.1 The Microsoft Migration project (CP09/05) has an expected outturn of £1.7m, which is £200k in excess of the budget allocated in the 2009/10 Capital Programme (Appendix 1). This project has been split over three financial years (a further £0.7m allocated for 2010/11 and £0.5m for 2011/12); work on this project had been progressing well, resulting in some expenditure incurred ahead of schedule. However, a technical issue with the HP servers will result in a slight delay (this is a global problem and not specific to Cambridgeshire Constabulary). The resolution of the issue is being monitored and the Committee will be kept updated on this matter.
- 4.2 Custody Interim Upgrade (CP08/01) is expected to overspend in this financial year (Appendix 1). This project considered all the points raised in the Custody inspection report and further work was considered necessary to address fully all the points. This included work on CCTV positioning and ligature points.
- 4.3 HQ remodelling (CP08/33) is also expected to marginally overspend. The floor required more work than anticipated in the original tender as problems were found when the old floor was taken up.
- 4.4 The Land & Buildings programme does contain over and underspends on projects. As our buildings are fairly old it is sometimes difficult to predict what will be found once works commence, particularly where structural alterations are required. Projects are managed very tightly and additional works have to be approved by the Constabulary before they can commence. Table 2 shows the extent of over and underspends.

Table 2. Estates Programme over/underspends

Project Title	Project No	Estimated Under/Over-spend £'000
Cambourne Police Station	CP05/04	519
Less: proposed addition (para. 3.2.2)		(450)
		69
Copse Court Refurbishment	CP08/25	563
Custody Interim Upgrades	CP08/01	25
HQ Remodelling	CP08/33	115
Major Repairs Planned	CP08/02	(63)
Chord Park Refurbishment	CP08/26	(216)
Custody - March & St Neots	CP08/32	(102)
Parkside Replacement	CP07/51	(72)
Total		319

5. Recommendations

5.1 The Committee is asked to:

- a) note the report, and
- b) approve the addition of £450k for Cambourne Police Station, (para. 3.2.2)

BIBLIOGRAPHY

Source Document (s)	Contact Officer	Location
Finance and Resources Agenda 25 th June 2009	Niki Howard Director of Resources T. (01480) 422705 E. niki.howard@cambs.pnn.police.uk	Cambridgeshire Police Headquarters, Hinchingsbrooke Park, Huntingdon, Cambridgeshire PE29 6NP
Finance and Resources Agenda 20 th October 2009	John Hummersone Treasurer T. (01638) 667090 E. john@hummersoneconsulting.co.uk	
Finance and Resources Agenda 14 th December 2009		
Police Authority Agenda 13 th February 2009		

Originating Officer Niki Howard, Director of Resources

Is it considered that this report contains 'exempt information' and should be considered in private? NO

If the answer is "YES", please state the nature of the exempt information **and the relevant clause(s)** in Part 1 of Revised Schedule 12A to the Local Government Act 1972

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The attached report has been cleared with the undermentioned officers: (delete as appropriate)

~~Chief Executive~~/Chief Constable/Treasurer

Others

Submitted on 5th January 2010.....

A report will not be sent to the Authority unless this box has been satisfactorily completed and all necessary consultation carried out - the responsibility for which rests with the originator (except for consultation with the Chairman and this will be undertaken by the Chief Executive).

Appendix 1

		Budget	Revised	Proposed	Total	Actual	Commitments	Committed	Expected	Predicted	Estimated
Project		C/fwd	Budget*	Virement	Budget	YTD	YTD	YTD	Outturn	Carry Forward	Under/Over-
Title	Project No	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	Requirement	spend
										£'000	£'000
Land & Buildings											
Cambourne Police Station	CP05/04	466	400	450	1,316	342	968	1,309	1,385	0	69
Thorpe Wood Residential Block Alterations	CP07/23	0	225	0	225	10	24	34	100	125	0
Estates Strategic Plan	CP07/30	96	0	0	96	87	9	96	96	0	0
Parkside Replacement	CP07/51	22	900	0	922	22	19	41	150	772	0
Custody Interim Upgrades	CP08/01	179	75	0	254	268	10	279	279	0	25
Major Repairs Planned	CP08/02	349	1,300	0	1,649	921	276	1,196	1,386	200	(63)
Stock Management System	CP08/03	30	0	0	30	0	0	0	0	30	0
Copse Court Refurbishment	CP08/25	731	400	0	1,131	1,125	253	1,378	1,694	0	563
Chord Park Refurbishment	CP08/26	16	400	0	416	38	1	39	200	0	(216)
Custody - March & St Neots	CP08/32	752	0	0	752	564	36	599	638	12	(102)
HQ Remodelling	CP08/33	973	100	0	1,073	1,102	86	1,188	1,188	0	115
Monks Wood	CP09/14	0	1,675	0	1,675	3	33	36	1,675	0	0
Electrical works - Force Control Room		0	250	0	250	0	0	0	250	0	0
Land & Buildings Total		3,614	5,725	450	9,789	4,481	1,715	6,196	9,041	1,139	391
IS / IT & Communications											
Operation Support											
NSPIS Case & Custody - Digital Image	CP05/13	91	0	0	91	48	31	79	79	0	(12)
DMS & New NSPIS HR System (Origin)	CP07/08	360	0	0	360	74	78	152	152	208	0
Fleet - Vehicle Key Management System	CP07/09	0	0	0	0	14	0	14	14	0	14
Scenes of Crime (SOCRATES) - Upgrade	CP07/27**	33	-33	0	0	0	0	0	0	0	0
Information Management & Operational Data Store (ODS)	CP08/04	370	0	0	370	38	0	38	260	110	0
Hard Drive Upgrade - Covert Digital Recording System	CP08/07	0	50	0	50	0	50	50	50	0	0
Audio Recording System	CP08/08	150	0	0	150	48	115	163	163	0	13
Hardware Refresh Phase II	CP08/12**	0	0	0	0	0	0	0	0	0	0
Asset Tracking Service Management Tool	CP08/13**	0	0	0	0	5	2	7	18	0	18
WAN Circuit Upgrades	CP08/14	4	0	0	4	0	13	13	13	0	9
Network - Core Upgrade	CP08/27	0	280	0	280	324	22	345	345	0	65
Special Branch Hardware	CP09/01	0	20	0	20	0	0	0	20	0	0
Edge Switching for Remote Service	CP09/02	0	65	0	65	0	0	0	65	0	0
RRD System (Retention, Review, Disposal)	CP09/03	0	100	0	100	0	0	0	50	50	0
Identity Access Management, incl. NABIS	CP09/04	0	230	0	230	93	61	154	234	0	4
Microsoft Migration	CP09/05	0	1,500	0	1,500	1,506	179	1,685	1,700	0	200
Rolling Lifecycle - Server Replacement	CP09/07	0	40	0	40	6	0	6	40	0	0
Rolling Replacement - Desktop Hardware and Laptops	CP09/08	0	268	0	268	57	2	60	268	0	0
Operation Support Total		1,008	2,520	0	3,528	2,212	552	2,765	3,471	368	311

Appendix 1

		Budget	Revised	Proposed	Total	Actual	Commitments	Committed	Expected	Predicted	Estimated
Project		C/fwd	Budget*	Virement	Budget	YTD	YTD	YTD	Outturn	Carry Forward	Under/Over-
Title	Project No	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	spend
											£'000
Support Services											
H/ware, S/ware & Consultancy - Citizen Focus Experience	CP07/20	0	160	0	160	62	1	63	63	0	(97)
Photographic Equipment Modernisation	CP07/26	0	0	0	0	9	0	9	9	0	9
Charter to Web Based Platform	CP08/21	50	50	0	100	0	0	0	100	0	0
SARC - Provision of Centre with Partners	CP08/28	80	0	0	80	18	0	18	80	0	0
NABIS (National Ballistics Intelligence System)	CP08/30	46	0	0	46	4	0	5	16	0	(30)
APLS (Automatic Person Location System)	CP08/31	32	255	0	287	85	182	267	267	0	(20)
Kidnap and Extortion Home Office System	CP09/09	0	60	0	60	0	0	0	60	0	0
Vetting Case Management (Collaboration)	CP09/10	0	40	0	40	0	0	0	40	0	0
Support Services Total		208	565	0	773	178	184	361	635	0	(138)
Total IS / IT		1,216	3,085	0	4,301	2,390	736	3,126	4,106	368	173
Fleet											
New Vehicle Equipment	CP09/11	0	300	0	300	180	26	206	300	0	0
Vehicle Replacement Programme	CP09/12	0	1,100	0	1,100	674	415	1,089	1,100	0	0
Fleet Total		0	1,400	0	1,400	854	441	1,295	1,400		0
Capital Staffing	CP09/13	0	200	0	200	0	0	200	200	0	0
Capital Staffing Total		0	200	0	200	0	0	200	200		0
Allocable to emerging capital pressures		0	193		193	0	0	0	0	0	-193
Grand Total		4,830	10,603	450	15,883	7,725	2,893	10,817	14,747		371
*Approved Capital Programme + / - previously authorised additions and deletions											
** Project previously approved for deletion											
Note: figures may not cast due to roundings											

Appendix 2

Project Title	Capital Proj No	Highlight Comments
Land & Buildings		
Cambourne Police Station	CP05/04	Work commenced in July 2009. Practical completion expected Apr 2010, with occupation in May 2010.
Thorpe Wood Residential Block Alterations	CP07/23	Commencement of tender process delayed by Estates department workload; now scheduled for late January 2010.
Estates Strategic Plan	CP07/30	Delivered July 2009.
Parkside Replacement	CP07/51	Consultants appointed. Carry forward required as spend on architect & project fees should be profiled across whole of project duration.
Custody Interim Upgrades	CP08/01	Delivered June 2009.
Major Repairs Planned	CP08/02	Number of projects progressing. Contracted work at HQ and Ely expected to complete in 2010/11, so predict carry forward requirement of approx £200k for these works.
Stock Management System	CP08/03	Project on hold pending outcome of feasibility study on collaboration with Herts and Beds.
Copse Court Refurbishment	CP08/25	Delivered September 2009.
Chord Park Refurbishment	CP08/26	Unit E refurbished and in full occupation. Units A and D partly refurbished; refurbishment can commence on the rest of the building now that ICT have vacated.
Custody - March & St Neots	CP08/32	Delivered September 2009.
HQ Remodelling	CP08/33	Delivered October 2009.
Monks Wood	CP09/14	Purchase completed December 2009. Refurbishment works to commence January 2010.
IS / IT - Operation Support		
NSPIS Case & Custody - Digital Image	CP05/13	Project in final phase and will be completed by March 2010
DMS & New NSPIS HR System (Origin)	CP07/08	Work ongoing. New functionality being introduced in next FY, so some aspects of project held back to take advantage of this, resulting in the requirement of a budget carry forward to 2010/11.
Fleet - Vehicle Key Management System	CP07/09	Previous technical issues resolved and resources for data entry now identified. HR records of driver permits require data cleanse prior to entry into the key management system.
Information Management & Operational Data Store (ODS)	CP08/04	Collaboration project with Essex as lead Force. Work ongoing but Cambridgeshire part of the project delayed due to technical problems within Essex's solution for the region.
Hard Drive Upgrade - Covert Digital Recording System	CP08/07	Purchase order raised Aug 2009, with delivery time of 16 weeks. Expected delivery date is Jan 2010.
Audio Recording System	CP08/08	Implementation delayed by tendering process, and ICT staff availability issues. Installation date set for December; completion expected in January 2010.
WAN Circuit Upgrades	CP08/14	Delivered December 2009.
Network - Core Upgrade	CP08/27	Work continuing to enhance stability of infrastructure across the sites, this projects spans a couple of years.
Special Branch Hardware	CP09/01	Work to be completed following Special Branch office relocation, which is taking place in January 2010.
Edge Switching for Remote Service	CP09/02	Work continuing on a rolling replacement basis.

Appendix 2

Project Title	Capital Proj No	Highlight Comments
RRD System (Retention, Review, Disposal)	CP09/03	Collaboration project: delivery of this project is dependent on implementation of ODS by Essex Police, which has been delayed, resulting in this project completion now being expected in 2010/11.
Identity Access Management, incl. NABIS	CP09/04	Orders now placed and work commenced. This project spans a couple of years
Microsoft Migration	CP09/05	Technical issue with HP servers (not CC specific) will cause slight delay. Resolution being sought ASAP.
Rolling Lifecycle - Server Replacement	CP09/07	Project delayed as the Microsoft Project has a bearing on the infrastructure required for the servers
Rolling Replacement - Desktop Hardware and Laptops	CP09/08	Work continuing on a rolling replacement basis.
IS / IT - Operation Support - Support Services		
H/ware, S/ware & Consultancy - Citizen Focus Experience	CP07/20	This programme has delivered to brief but the anticipated hardware and software application can now be absorbed by the Microsoft Migration, therefore will underspend.
Photographic Equipment Modernisation	CP07/26	Delivered November 2009.
Charter to Web Based Platform	CP08/21	New version of system now available with increased functionality, but also increased cost. Additional budget agreed by F&R in December; project can now progress.
SARC - Provision of Centre with Partners	CP08/28	Work commenced 19th October 2009 with a 6 week schedule. Building works slightly delayed; official opening 11th January 2010.
NABIS (National Ballistics Intelligence System)	CP08/30	Project delayed by cabling work and a need to reassign workloads to provide a member of staff for front end data entry work. Workloads now reassigned and project can progress.
APLS (Automatic Person Location System)	CP08/31	Orders placed. Implementation work has commenced. Testing scheduled for February. Requires Microsoft Migration to be fully operable
Kidnap and Extortion Home Office System	CP09/09	Exemption certificate signed; order to be placed in December 2009, with installation due to begin in February 2010. However, there is a risk that this project will slip to 2010/11 as the Microsoft Migration project is a higher priority and diversion of resources may delay the implementation of this project.
Vetting Case Management (Collaboration)	CP09/10	Collaboration project: implementation by Herts and Beds was delayed, causing a delay in roll-out to Cambs. Delivery now expected early 2010/11.
Fleet		
New Vehicle Equipment	CP09/11	Conversion work is being carried out on new vehicles prior to delivery.
Vehicle Replacement Programme	CP09/12	Rolling programme of replacement is continuing.
Capital Staffing		
Capital Staffing	CP09/13	Transactions required at end of financial year to move capital staff budget to match staffing costs charged directly to projects.

Appendix 3

		Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	10/11	Reasons for slippage			
Land & Buildings																		
CP05/04	Cambourne PS	[Blue bar from Apr to Mar]																
CP07/23	T/Wood Res Block	[Blue bar from Apr to Mar]												[Red]	Decisions re design/specification delayed until Copse Court relocations complete, so tender process delayed until December; work to begin in 09/10 & complete in 10/11			
CP07/30	Estates Strategy	[Blue bar from Apr to July]				Delivered in July 2009												
CP07/51	Parkside Replacement	[Blue bar from Apr to Mar]																
CP08/01	Custody Int Upgrade	[Blue bar from Apr to May]	[Yellow bar from June to July]	Delivered in June 2009														
CP08/02	Major Repairs Planned	[Blue bar from Apr to Mar]																
CP08/03	Stock Manage Sys	[Blue bar from Apr to July]				[Yellow bar from Aug to Mar]								[Yellow]	Project on hold pending feasibility study on collaboration (possibly 2010/11 start date)			
CP08/25	Copse Court	[Blue bar from Apr to July]				[Yellow bar from Aug to Nov]				Delivered in September 2009								
CP08/26	Chord Park	[Blue bar from Apr to July]				[Yellow bar from Aug to Mar]								[Yellow]	Refurbishment of Units B & C to be completed once current leases expire			
CP08/32	Custody March/St Neots	[Blue bar from Apr to July]				[Yellow bar from Aug to Nov]				Delivered in September 2009								
CP08/33	HQ Remodelling	[Blue bar from Apr to July]				[Yellow bar from Aug to Sept]	[Red bar from Oct to Nov]	Delivered October 2009										
CP09/14	Monks Wood	[Blue bar from Apr to May]	[Yellow bar from June to July]	[Red bar from Aug to Oct]	[Pink bar from Nov to Dec]					[Pink bar from Jan to Feb]		Finalising contract terms re access road with Natural England caused delay in purchasing site (purchase now complete)						
ICT & Comms - Operation Support																		
CP05/13	Case/Custody Dig Image	[Blue bar from Apr to July]				[Yellow bar from Aug to Nov]									Resolving issues identified in testing caused delay, including wait for work plan from supplier			
CP07/08	DMS & Origin	[Blue bar from Apr to Mar]																
CP07/09	Veh Key Management Sys	[Yellow bar from Apr to Dec]								[Red bar from Jan to Mar]					Technical & extra resources issues resolved. Further delay caused by data cleanse of HR driver permit data.			
CP08/04	MOPI ODS	[Blue bar from Apr to Mar]																
CP08/07	HD Upgr Covert Dig Rec Sys	[Purple bar from Apr to May]	[Blue bar from June to Mar]												Project split over 3 FYs; 08/09 section of project now delivered			
CP08/08	Audio Rec Sys	[Blue bar from Apr to Oct]						[Red bar from Nov to Feb]								Tendering process took longer than expected, further delayed by ICT staff availability issues.		
CP08/14	WAN Circuit Upgrades	[Blue bar from Apr to July]				[Red bar from Aug to Nov]				[Pink bar from Dec to Jan]	Delivered in December 2009							
CP08/27	Network Core Upgrade	[Blue bar from Apr to Mar]																

Appendix 3

		Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	10/11	Reasons for slippage	
CP09/01	Special Branch H/ware	[Blue]														
CP09/02	Edge Switch (Remote Serv)	[Blue]												[Red]		Project replacing old technology on rolling basis over 3 years; expected delivery date previously reported incorrectly
CP09/03	RRD System	[Blue]												[Red]		Delivery of this project is dependent on implementation by Essex police, which has been delayed
CP09/04	IAMS incl NABIS	[Blue]												[Red]		Placing of order delayed by issues with quotes received through procurement framework (orders now placed)
CP09/05	Microsoft Migration	[Blue]														
CP09/07	Roll L/cycle Server Replace	[Grey]														
CP09/08	Roll Replace Desktop/Laptops	[Grey]														
ICT & Comms - Support Services																
CP07/20	Citizen Focus Experience	[Blue]														Project now ending this financial year
CP08/21	Charter Web Based Platform	[Blue]				[Yellow]				[Red]						Delay caused by requirement for additional budget, which has now been agreed.
CP08/28	SARC	[Blue]				[Yellow]				[Pink]		[White]				Delay caused by second tender process after new spec. Further slight delay to building work completion.
CP08/30	NABIS	[Yellow]														Cabling work delayed; reassignment of staff workloads added to delay.
CP08/31	APLS	[Blue]						[Red]								Implementation of this project dependent on release of Active Directory by Microsoft project, which was delayed
CP09/09	Kidnap & Extortion HO Sys	[Blue]														
CP09/10	Vetting Case Management	[Blue]												[Red]		Delivery of this project is dependent upon implementation by Hertfordshire & Bedfordshire, which was delayed
Fleet																
CP09/12	Vehicle Replacement	[Grey]														
CP09/11	New Vehicle Equipment	[Grey]														
Capital Staffing																
CP09/13	Capital Staffing	[Grey]														

Key	
[Blue]	Original timeline
[Grey]	Rolling programmes
[Light Purple]	Slippage reported in 08/09
[Yellow]	Slippage - 1st report 09/10
[Red]	Slippage - 2nd report 09/10
[Pink]	Slippage - 3rd report 09/10
[Green]	Slippage - 4th report 09/10

Note: Timeline is to the actual delivery. Payments may be made some time after completion of the work (e.g. retentions, late invoices)