

**BRECKLAND COUNCIL DRAFT**  
 PROFORMA FOR THE RELEASE OF RESOURCES BY THE BUSINESS  
 IMPROVEMENT SUB COMMITTEE  
 (CAPITAL AND REVENUE BUDGETS)  
 FROM: Margaret Bailey (Senior Accountant – Capital and Treasury)

THIS PROFORMA PROVIDES THE FINANCIAL IMPLICATIONS  
 IN RESPECT OF THE ATTACHED

REPORT:	<b>Funding for ICT Project Management</b>				
REPORT DATE:	1 <sup>st</sup> March 2011				
	£ Year 1	£ Year 2	£ Year 3	£ Year 4	£ Year 5
	2010/11	2011/12	2012/13	2013/14	2014/15
<b>Capital</b>					
991 **** * * *	57,000				
<b>Revenue</b>					
<b>Total Capital</b>	<b>57,000</b>				

<b>Funding required:</b>	<b>Considered by:</b>	<b>Date:</b>
Total capital cost     £57,000	Business Improvement board	01/03/2011
Revenue cost		

**Financial Services Comments**

The ICT Manager has requested that £57,000 of unreleased ICT funds are released for project management purposes. This sum will be attributable to individual projects and will increase the cost of those projects. Project Management costs should ideally be released up front as part of the project approval but the ICT Manager has identified that due to key projects such as new ARP partners and in-sourcing of ICT, additional project management is now required to deliver the ongoing capital ICT programme.

The amount requested is reasonable based on the value of the released budget and equates to approximately 10%. If approved, there would be £332,180 of unreleased ICT funds available to support the ICT Strategy moving forward. There is no budget available in 2011/12. It is not clear whether this is sufficient as the requirements moving forward are still being worked up and the proposal for Members ICT is being considered at Scrutiny on 2<sup>nd</sup> March.

There are a number of projects that will not be complete at 31<sup>st</sup> March and it will be necessary to request carry over of these budgets into 2011/12. The ICT manager requests carry over of any unspent budget at year end (released and unreleased). A separate report to Cabinet is required to approve carry over but BISC is requested to approve that ICT budgets are included in the Cabinet report. An explanation for carry over will be required. Spend against budget as at 21<sup>st</sup> February is attached.

**Financial Risk**

Because the budget requirement moving forward is unclear, there is a risk that additional budget will be required to fund the programme moving forward but any request for additional resources will need to be the subject of a separate report to Cabinet and/or Council depending on the sum required.

Business Improvement Sub-Committee is requested to:

- Approve release of £57,000 for project management of the ICT programme
- Approve that all unspent ICT budgets (released and un-released) are carried over into 2011/12 subject to approval by Cabinet.

This PB is valid for 3 months from PB date	If this PB is not longer required please advise Finance	If there are changes to the original report it may invalidate this document, it must be reviewed by Finance.
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