

## BCP Programme Budget Monitoring

Appendix 2

AS AT 20 February 2019

	Total Budget	Budgeted Cost Share	Budget	Total Committed	Remaining Budget	Actual To date	Forecast Cost Share	Forecast Outturn	Variance Budget v Forecast (Under)/Over 2018/19	Budget 2019/20 Total £
	2018/20 £	%	2018/19 Total £	2018/19 Total £	2018/19 Total £	2018/19 Total £	%	2018/19 Total £	£	£
<b>Specialist Support</b>										
<b>Legal &amp; Democratic</b>										
- Committee Management	1,000		1,000	1,000	0	0		1,000	0	0
- Modern.Gov	10,300		10,300	10,300	0	0		10,300	0	0
- Councillors Licensing Costs	34,266		34,266	34,266	0	0		34,266	0	0
- Registrars Booking System	8,610		7,550	7,550	0	7,550		7,550	0	1,060
	<b>54,176</b>		<b>53,116</b>	<b>53,116</b>	<b>0</b>	<b>7,550</b>		<b>53,116</b>	<b>0</b>	<b>1,060</b>
<b>Financial</b>										
- Council Tax Consultation	12,349		12,349	12,349	0	337		12,349	0	0
- Council Tax Leaflet	8,500		8,500	8,500	0	0		8,500	0	0
- Insurance - Actuarial Review	10,000		10,000	10,000	0	0		10,000	0	0
- Insurance	4,480		4,480	4,480	0	0		4,480	0	0
	<b>35,329</b>		<b>35,329</b>	<b>35,329</b>	<b>0</b>	<b>337</b>		<b>35,329</b>	<b>0</b>	<b>0</b>
<b>Human Resources</b>										
- Review of Terms and Conditions	175,000		175,000	175,000	0	90,701		175,000	0	0
- Tax & PAYE Advice	10,000		10,000	10,000	0	0		10,000	0	0
- Assessment & Recruitment Tier 2	32,495		32,495	32,495	0	27,044		32,495	0	0
- Recruitment of Chief Executive	32,000		32,000	46,000	(14,000)	42,754		42,754	10,754	0
- Tier 3 Evaluations & Transitional Support	32,500		32,500	32,500	0	0		32,500	0	0
- ID cards	25,000		25,000	25,000	0	0		25,000	0	0
- eRecruit Platform	28,000		24,000	24,000	0	0		24,000	0	4,000
	<b>334,995</b>		<b>330,995</b>	<b>344,995</b>	<b>(14,000)</b>	<b>160,499</b>		<b>341,749</b>	<b>10,754</b>	<b>4,000</b>
<b>ICT</b>										
- Microsoft Dynamics	70,000		70,000	70,000	0	0		70,000	0	0
- GIS	19,450		16,950	16,950	0	800		16,950	0	2,500
	<b>89,450</b>		<b>86,950</b>	<b>86,950</b>	<b>0</b>	<b>800</b>		<b>86,950</b>	<b>0</b>	<b>2,500</b>
<b>Communications</b>										
- Branding	12,500		12,500	0	12,500	0		0	(12,500)	0
- Website	80,000		80,000	80,000	0	33,560		80,000	0	0
	<b>105,000</b>		<b>105,000</b>	<b>92,500</b>	<b>12,500</b>	<b>38,120</b>		<b>92,500</b>	<b>(12,500)</b>	<b>0</b>
<b>Infrastructure Investment</b>										
<b>ICT</b>										
- email transfer	271,200		76,500	76,500	0	22,800		76,500	0	194,700
- Financial Management System	184,000		184,000	184,000	0	29,139		184,000	0	0
- Local Election changes	27,500		27,500	27,500	0	0		27,500	0	0
- Parking system reconfiguration	56,250		56,250	56,250	0	19,043		56,250	0	0
- Traffic Management System	109,754		109,754	109,754	0	0		109,754	0	0
- Highways Maintenance	7,490		7,490	7,490	0	0		7,490	0	0
- Confirm Software	37,500		25,000	25,000	0	3,204		25,000	0	12,500
- Social Care Transport	11,975		11,975	11,975	0	0		11,975	0	0
- Land Charges	11,438		11,438	11,438	0	0		11,438	0	0
- Achieve E-form	8,675		8,675	8,675	0	6,500		8,675	0	0
- Gladstone - BCP only 50% total cost	4,623		4,623	4,623	0	4,623		4,623	0	0
- Daisy Network Connection	29,850		29,850	29,850	0	6,632		29,850	0	0
- ASC Debtors Transfer	30,200		30,200	30,200	0	0		30,200	0	0
- Property Management Software	10,000		10,000	10,000	0	2,007		10,000	0	0
- Payments web page branding	22,000		22,000	22,000	0	0		22,000	0	0
- Regulatory services	18,000		18,000	18,000	0	0		18,000	0	0
- MASH It equipment	66,415		66,415	66,415	0	0		66,415	0	0
- Libraries IT	68,000		68,000	68,000	0	0		68,000	0	0
- IT refresh Democratic	24,415		24,415	24,415	0	0		24,415	0	0
- MasterGov	3,938		3,938	3,938	0	3,150		3,938	0	0
- WAN Provider	120,000		120,000	120,000	0	0		120,000	0	0
- Synergy	200,000		200,000	200,000	0	50,000		200,000	0	0
- Mosaic	118,000		103,000	103,000	0	0		103,000	0	15,000
	<b>1,441,223</b>		<b>1,219,023</b>	<b>1,219,023</b>	<b>0</b>	<b>147,098</b>		<b>1,219,023</b>	<b>0</b>	<b>222,200</b>
<b>Accommodation</b>										
- Marketability of Assets	6,000		6,000	6,000	0	0		6,000	0	0
- Full Council Location	10,200		2,550	2,550	0	451		2,550	0	7,650
	<b>16,200</b>		<b>8,550</b>	<b>8,550</b>	<b>0</b>	<b>451</b>		<b>8,550</b>	<b>0</b>	<b>7,650</b>
<b>Contingency - Specialist Support</b>										
- Unison additional resources	37,000		37,000	37,000	0	21,336		37,000	0	0
	<b>37,000</b>		<b>37,000</b>	<b>37,000</b>	<b>0</b>	<b>21,336</b>		<b>37,000</b>	<b>0</b>	<b>0</b>
<b>Additional Resource Requirements</b>										
<b>Major Change Project Team</b>	1,188,208		809,826	809,826	0	601,534		809,826	0	378,382
<b>Backfill Capacity Requirements</b>	999,085		918,738	82,871	835,867	17,505		82,871	(835,867)	80,347
<b>Additional Staff Capacity Requirements</b>	2,118,338		1,738,671	842,010	896,661	114,679		842,010	(896,661)	379,667
<b>Shadow Authority Running Costs</b>	1,096,932		756,932	190,011	566,921	19,014		190,011	(566,921)	340,000
<b>Redundancy and Restructure Costs</b>	1,500,000		1,500,000	492,273	1,007,727	0		492,273	(1,007,727)	0
<b>Contingency - additional resource requirement</b>	80,224		80,224	0	80,224	0		0	(80,224)	0
<b>TOTAL EXPENDITURE</b>	<b>9,096,160</b>		<b>7,680,354</b>	<b>4,294,454</b>	<b>3,385,900</b>	<b>1,128,923</b>		<b>4,291,208</b>	<b>(3,389,146)</b>	<b>1,415,806</b>
<b>Recharge To Authorities</b>										
Bournemouth + Share of Gladstone		49.34%	3,791,919			49.34%		2,119,714		
Poole + Share of Gladstone		38.20%	2,935,779			38.20%		1,641,125		
Christchurch + Share of Gladstone		6.23%	478,793			6.23%		267,650		
Dorset CC - no share of Gladstone		6.23%	478,486			6.23%		267,342		
BCP			-					-		1,415,806
<b>TOTAL RECHARGE TO AUTHORITIES</b>			<b>7,680,354</b>					<b>4,291,208</b>		<b>1,415,806</b>

**BCP Programme Additional Resource Requirement**

	Board Requesting Funding	DR	Total Cost £	2018/19 £	2018/19 Committed £	2018/19 Spent £	2019/20 £
<b>Existing Staff Costs</b>							
Major Change Project Team		DR022	1,161,508	783,126	783,126	601,534	378,382
Mosaic Additional Support Major Project Team		DR473	67,000	26,700	26,700		40,300
<b>Backfill Staff Capacity Requirements</b>							
Social Worker - Cross Cutting Work Stream	Adults Delivery Board		26,700	22,800			3,900
Bop Under 5's Service Lead	Childrens Delivery Board		25,000	19,444			5,556
SEND - LGR work	Childrens Delivery Board		15,000	11,667			3,333
Bop Service Manager - LGR work	Childrens Delivery Board		50,000	38,889			11,111
Senior Manager - Schools	Childrens Delivery Board		50,000	38,889			11,111
Synergy - Backfill to increase capacity	Childrens & Adults Delivery Board		69,000	69,000	58,565	17,505	0
Recruitment Advisor - Free up manager time	Corporate Delivery Board - HR	DR420	7,000	6,125	6,125		875
Communication Officer - Christchurch	Corporate Delivery Board - Comms	DR225	24,242	18,181	18,181		6,061
Locum Solicitor - Commercial/contracts backfill Head of Legal	Corporate Delivery Board - Legal		96,000	57,600			38,400
Condition Surveys	Assets & Accommodation		65,000	65,000			0
Managerial/Officer & Administrative Support - to create capacity	Place Delivery Board		350,442	350,442			0
IT Support - data cleansing and migration	Place Delivery Board		220,701	220,701			0
			<b>999,085</b>	<b>918,738</b>	<b>82,871</b>	<b>17,505</b>	<b>80,347</b>
<b>Additional Staff Capacity Requirements</b>							
Project Worker/Commissioning Assistant	Adults Delivery Board		38,500	17,000			21,500
Finance Officers - Ensure readiness for vesting day	Adults Delivery Board	DR409	56,000	56,000	10,000		0
Helpdesk/Business Support - Knowledge of migration	Adults Delivery Board		25,000	22,222			2,778
Professional Register Support - Safeguarding and out of hours	Adults Delivery Board		10,000	10,000			0
Advanced Practice Manager & IT Systems Report - Data & case management transfer	Adults Delivery Board		146,000	90,333			55,667
Team Manager/Review Officer/Permanent & Agency Staff - transitional support	Childrens Delivery Board		434,000	434,000			0
Project and Administrative Support - LGR	Childrens Delivery Board		50,000	38,889			11,111
Commissioning Support Capacity	Childrens Delivery Board		25,000	19,444			5,556
Team Leader and Management Enhancement	Childrens Delivery Board		45,000	35,000			10,000
Mosaic - Additional staffing capacity	Childrens & Adults Delivery Board		224,880	224,880	308,000	46,388	0
Accountancy Closedown and General Support	Corporate Delivery Board - FS	DR419	102,000	89,500	89,500		12,500
Creditors/Debtors/Procurement Transitional Support	Corporate Delivery Board - FS	DR419	62,500	49,333	49,333	4,358	13,167
Creditors and Estates Data Migration	Corporate Delivery Board - FS	DR419	23,500	19,833	19,833	4,900	3,667
HR Service Centre/Payroll	Corporate Delivery Board - HR	DR420	28,000	21,500	21,500	471	6,500
HR Business Partners	Corporate Delivery Board - HR	DR420	96,500	96,000	96,000		500
Strategic Employee Relations Advisor	Corporate Delivery Board - HR	DR420	54,000	54,000	54,000		0
HR Project Officer	Corporate Delivery Board - HR	DR420	25,000	17,000	17,000		8,000
Senior HR Advisors	Corporate Delivery Board - HR	DR420	63,500	57,500	57,500	38,693	6,000
Programme Communications Officer	Corporate Delivery Board - Comms	DR225	22,058	16,544	16,544		5,514
Communication Support - as previously agreed	Corporate Delivery Board - Comms	DR023	37,900	37,900	37,900	13,931	0
Communication Support - Project support	Corporate Delivery Board - Comms	DR225	17,500	15,000	15,000		2,500
Registrars - Integration Support	Corporate Delivery Board - Legal		20,000	12,000			8,000
Specialist Officers & Administration Support - Elections May 19	Corporate Delivery Board - Legal		44,000	26,400			17,600
Administration Support - Democratic Services new constitution	Corporate Delivery Board - Legal		20,000	12,000			8,000
Locum Solicitor for Childrens Social Care change	Corporate Delivery Board - Legal		96,000	57,600			38,400
Desktop Technicians - Integration	Corporate Delivery Board - ICT		72,000	42,000			30,000
Network Engineer - Migration to new network	Corporate Delivery Board - ICT	DR111018	42,000	24,500	24,500		17,500
Application Developers & Technician - Data disaggregation	Corporate Delivery Board - ICT		160,000	93,333			66,667
Business Analyst - Capture business requirements	Corporate Delivery Board - ICT	DR0455	36,000	21,000	12,900		15,000
Service Desk Technician - increase capacity	Corporate Delivery Board - ICT		26,500	15,460			11,040
Contract & Compliance Officer	Corporate Delivery Board - ICT	DR111018	15,000	12,500	12,500	5,938	2,500
			<b>2,118,338</b>	<b>1,738,671</b>	<b>842,010</b>	<b>114,679</b>	<b>379,667</b>
<b>Shadow Authority Running Costs</b>							
Chief Executive			60,011	60,011	60,011	19,014	0
Strategic Directors - Tier 2			352,108	352,108			0
Tier 3 Appointments			204,813	204,813			0
BCP Elections Costs			470,000	130,000	130,000		340,000
General Administration Costs			10,000	10,000			0
			<b>1,096,932</b>	<b>756,932</b>	<b>190,011</b>	<b>19,014</b>	<b>340,000</b>
Contingency 10%			409,797	369,497			40,300
Allocated to HR			(151,657)	(151,657)			0
Allocated to Major Project Team			(67,000)	(26,700)			(40,300)
Allocated to 19/20			(110,916)	(110,916)			
<b>TOTAL FUNDING REQUESTED</b>			<b>5,456,087</b>	<b>4,277,691</b>	<b>1,898,018</b>	<b>752,732</b>	<b>1,178,396</b>