

**Financial Year 2005/06 Capital Programme Expenditure –
Interim And Post Capital Project Evaluation Self-Assessment Report
Template**

IMPORTANT: Deadline for completion Friday 23 June 2006

Please can the Capital Project Manager complete this report in as much detail as possible, on receipt of this pro-forma, the contents of which are for the attention of **Value for Money Stream Board**. The aim being to scrutinise 2005/06 capital programme expenditure for the outcomes achieved. The contents of your **self-assessment submission** may be subject to Audit review.

Thank you for your co-operation in completing and returning this form.

(Please click relevant boxes below)

Interim Capital Project Review (To Continue In 2006/07) Yes No

Post Capital Project Review (Finished In 2005/06) Yes No

No.	Description	Please complete (all sections) for either interim or post projects
1.0	Project / Scheme Name	Refer to attached spreadsheet
2.0	Project Manager & Tel No.	
3.0	SAP Programme Number or single Internal Order Number (hierarchy level of budget shown on SAP)	Please state the SAP Programme Number, to allow cross-referencing and reconciliation to the budget on SAP. In some cases there is a single SAP internal order number, which can be stated here.
4.0	Original Project Start Date	May have started before 2005/06, state date
5.0	Actual Project Completion Date	State future date if appropriate
6.0	Detailed Original Objectives	
7.0	Performance Measures	For example, BVPI 96 Condition of Principal Roads
8.0	Key Performance Targets At Start Of Project	Please state original key performance targets set at start of project. For example, reduction in percentage length of roads that have exceeded the point that the structural repairs of surface must be considered.
9.0	Actual Performance At Close Of Project	Please state actual performance obtained at close of project. For example, reduction from 10.25% to 8.28%.
10.0	Please state:	Include any significant outputs and outcomes such as: new construction or equipment installed to schedule; achievement of financial outturn; or meeting quality standards or achievement of envisaged timescales etc. For example, 1.5K of principal roads resurfaced; improved road safety and good quality riding surface.
10.1	• Major Activities Completed in 2005/06 (Output / Outcomes / Benefits)	
10.2	• Key Achievements in 2005/06	
11.0	Has the project spend provided value for money (economy, efficiency, & effectiveness)? Give key examples of VFM, efficiency savings achieved etc. (Did any project slippage impact on VFM? Improvements in VFM?)	Provide a fully comprehensive statement.
12.0	Key Learning Points From The	Provide a fully comprehensive statement.

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Please continue overleaf as necessary >