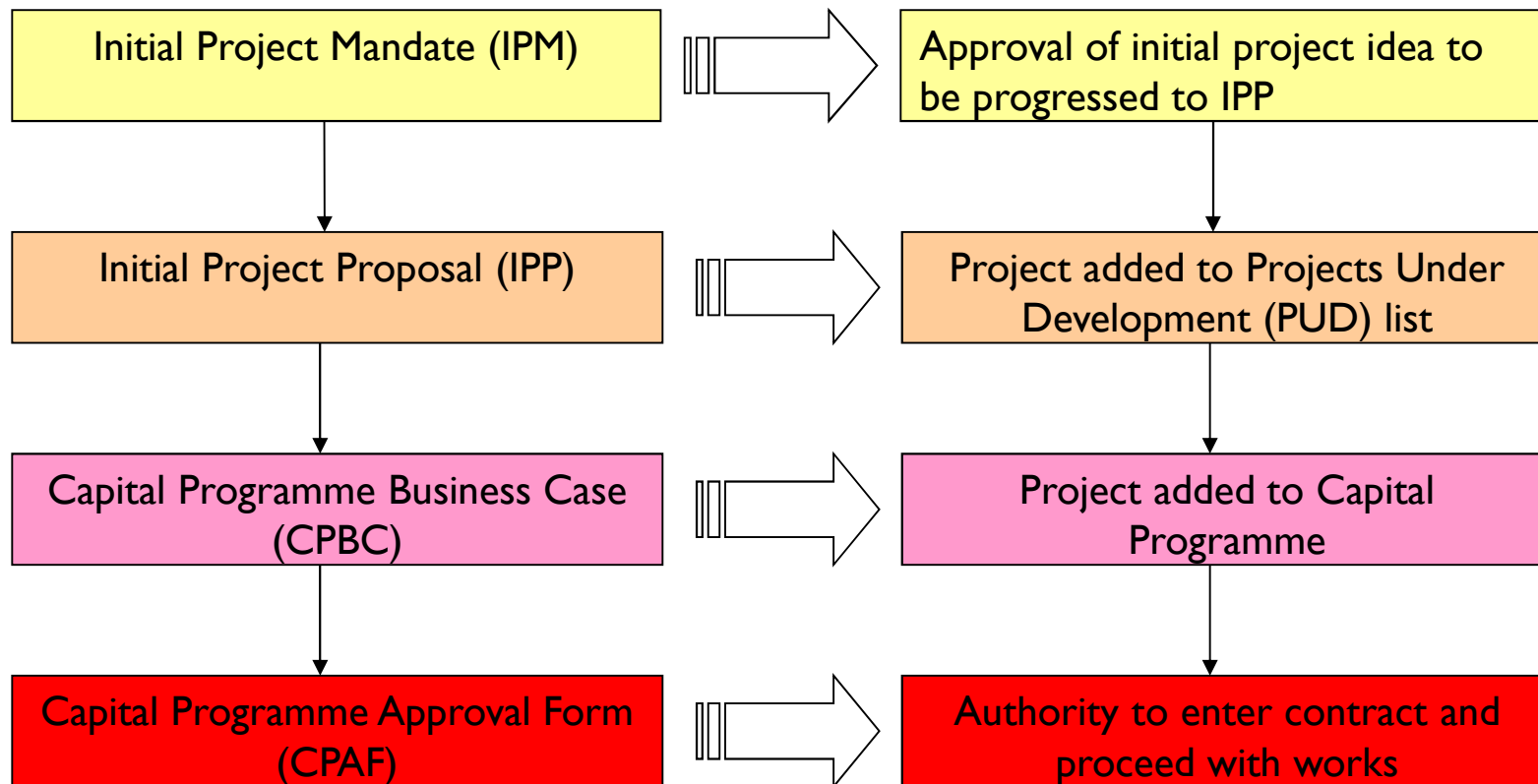
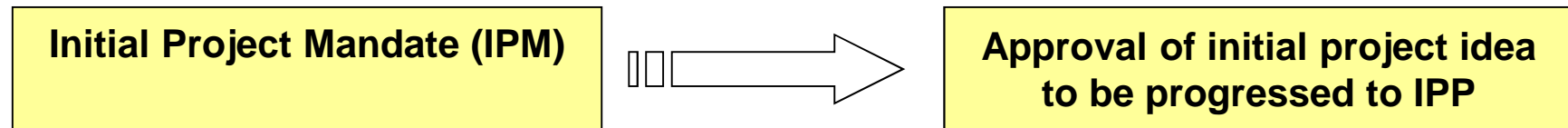


Capital Scheme Approval Process



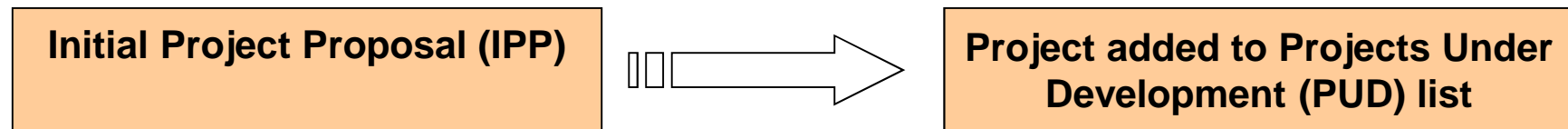
Initial Project Mandate (IPM)



Ist Stage of Process

- ❖ Very little detail but outlines initial proposal for DMT to accept or reject

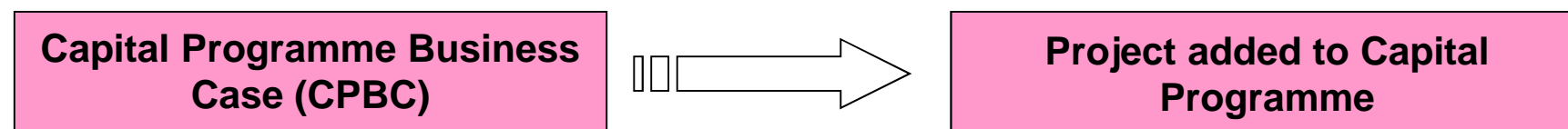
Initial Project Proposal (IPP)



2nd Stage of Process

- ❖ If DMT are happy with the proposal then more detail is required for the IPP that is then taken to Capital Delivery Board (CDB)
- ❖ This often gives approval to bid for resources
- ❖ When agreed at CDB it can then be worked up to next stage

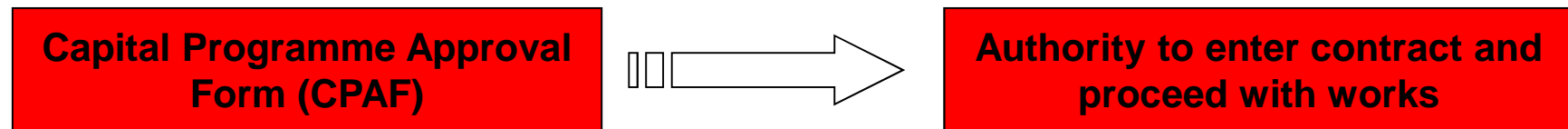
Capital Programme Business Case (CPBC)



3rd Stage of Process

- ❖ Business Case is much more detailed and gives all details of the scheme or project to be worked up incl detailed funding, cashflow etc.
- ❖ CPBC taken back to CDB and, if approved there, is added to the capital programme awaiting approval at next Cabinet / Full Council
- ❖ No capital spend until CPAF received and approved

Capital Programme Approval Form (CPAF)



Final Stage of Process

- ❖ Once tender prices have been received then the CPAF is completed and taken back to CDB for approval to start with the project.
- ❖ At this stage the project or scheme is given a capital code and capital expenditure can then be charged against it.