

TO: SCHOOLS FORUM
DATE 17 JANUARY 2013

LOCAL AUTHORITY BUDGET PROPOSALS FOR 2013/14
(Director of Children, Young People & Learning)

1 PURPOSE OF REPORT

- 1.1 Under the Council's constitution, the Executive is required to consult on its detailed budget proposals with the Council's Overview & Scrutiny Commission and other interested parties for a period of at least six weeks. This report presents an overview of the Council's budget position and the specific proposals relevant to the Children, Young People and Learning (CYPL) Department to the Schools Forum for comment.
- 1.2 The 2013/14 budget process has been characterised by unprecedented levels of uncertainty around the level of central government support and proposed changes to the funding regime (e.g. localisation of business rates). At the time the Executive agenda was published (4 December) the Provisional Local Government Financial Settlement had not been announced. Therefore, in the absence of the provisional settlement, the proposals were based on a number of assumptions regarding government funding.
- 1.3 All comments received on these budget proposals will be submitted to the Executive on 13 February along with details of the final finance settlement. This will allow the Executive to determine its final budget package and recommend the appropriate Council Tax level to Council, who will formally approve the 2013/14 budget and Council Tax on 27 February 2013.

2 RECOMMENDATIONS

- 2.1 **That the Schools Forum comments on the 2013/14 budget proposals of the Executive for the Children, Young People and Learning Department in respect of:**
- i. **The revenue budget (Annexes B and C), and**
 - ii. **The capital programme (Annex D).**

3 REASONS FOR RECOMMENDATIONS

- 3.1 The Executive seeks the views of the Schools Forum as an interested party on the 2013/14 budget proposals.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 The range of options being considered is included in the report and its Annexes.

5 SUPPORTING INFORMATION

Revenue Budget

Commitment budget 2013/14 – 2015/16

- 5.1 Initial preparations for the 2013/14 budget have focussed on the Council's Commitment Budget for 2013/14 – 2015/16. This brings together the Council's existing expenditure plans, taking account of approved commitments and the ongoing effects of service developments and efficiencies that were agreed when the 2012/13 budget was set.
- 5.2 A number of changes are proposed to the Commitment Budget since it was last considered by the Executive in July and are reflected in the summary in Table 1. The most significant are set out below:
- Decreases in projected landfill tax and waste disposal costs (-£0.417m).
 - The Council will now be able to make a full pre-payment on its pension fund contributions for a further year and thus earn a higher discount than could be earned through its own investment opportunities (-£0.200m).
 - Increases in the projected Minimum Revenue Provision (£0.405m). This is based on new council financed capital spend divided by the resulting assets life. The latest projection incorporates the latest forecast for capital spend and receipts.
- 5.3 Taking account of these changes, Table 1 summarises the position and shows that base expenditure (excluding schools) is planned to decrease by £0.749m to £71.581m next year, before consideration is given to allowances for inflation and the budget proposals identified by individual Departments in 2013/14. The commitment budget for CYPL is shown in more detail in Annex A.

Table 1: Summary Commitment Budget 2013/14-2015/16

	Planned Expenditure		
	2013/14 £000	2014/15 £000	2015/16 £000
Base Budget	72,330	71,581	71,064
<i>Movements in Year:</i>			
Chief Executive / Corporate Services	-10	-72	56
Children, Young People and Learning (excluding schools)	-360	-160	30
Adult Social Care, Health and Housing	-113	-144	-10
Environment, Culture & Communities	-1,083	44	186
Non Departmental / Common	817	-185	50
<i>Total Movements</i>	-749	-517	312
Adjusted Base	71,581	71,064	71,376

Provisional Local Government Finance Settlement 2013/14

National Perspective

- 5.4 Alongside the publication of the 2012/13 Local Government Financial Settlement the Government set out a timetable for a major reform of how Councils are funded. It is widely recognised that England has one of the most centralised local government funding systems in the world and the reforms proposed would try to achieve two key priorities: economic growth and localism.
- 5.5 The reforms centre on the retention of business rates by local authorities, dismantling centralised pooling and the complex funding formulae of the current system. However these reforms will be implemented against a backdrop of significant reductions in public expenditure, and whilst 2013/14 was projected to be the year of minimal reductions (as per Spending Review 2010 Control Totals), it has become clearer over the last few months that additional financial pressures and considerable uncertainties will be faced by the sector as a whole.
- 5.6 The Government's firm proposals in relation to business rates became an Act in November 2012 following the publication of a technical consultation in July 2012. However, as at early December, many of the operational details of the scheme and the all important funding control totals had still not been published. Indeed a fundamental element of the baseline calculation was significantly changed as late as the 22 November 2012. The Chancellor of the Exchequer made his Autumn Statement on the 5 December, much later than in previous years, with the Provisional Local Government Settlement for 2013/14 announced on 19 December.
- 5.7 In order to meet the Council's consultation obligations, an informed judgement has had to be undertaken on the future level of funding expected to be received, recognising the considerable uncertainty that results from such a late settlement announcement. The Council has therefore assumed a 4.5% reduction in general grant, equating to a funding reduction of £1.04m on last year. By way of comparison, the national reduction in general grant for 2013/14 predicted in the 2010 Comprehensive Spending Review is 2%.
- 5.8 This local forecast makes no assumptions about the £13.7m of Specific grants (principally Early Intervention Grant and Learning Disability & Health Reform Grant) received by the Council. The Council will not know the outcome of these allocations before the Provisional Settlement and as such any changes from the 2012/13 level will have to be considered as part of the next stage in the budget planning process.
- 5.9 Based on the number of additional properties that have been built and liable for Council Tax in the last 12 months, the budget proposals assume an additional New Home Bonus grant of £0.5m. The actual figure will be announced as part of the Provisional Settlement in December.

Council Tax

- 5.10 Following the acceptance of the Council Tax Freeze Grant and the resulting zero increase in both 2011/12 and the current year, Council Tax at present levels will generate total income of £48.812m in 2013/14. In addition a further £0.432m will be generated from an increase in tax base primarily arising from the occupation of new properties during 2013/14.

Unrestricted

- 5.11 A surplus will be generated on the collection fund in the current year, primarily due to a reduction in write-offs and the Council's share of this surplus is estimated to be £0.268m.
- 5.12 The Government has again prioritised keeping Council Tax increases to the minimum possible next year. To support this aim, the Department for Communities and Local Government has announced that it will give Councils who agree to freeze or reduce Council Tax in 2013/14 a grant equivalent to a 1% increase in Council Tax. This grant will be provided for two financial years.
- 5.13 The Executive intends to accept the Government's offer to work in partnership with local authorities to protect council tax payers with a council tax freeze, thereby passing on the benefit to the council tax payers for a third consecutive year. The working assumption upon which the proposals in this report are based at this stage, therefore, is that there will be no increase in Council Tax and that the Council will receive additional grant from central Government of £0.492m.
- 5.14 The Local Government Finance Bill makes provision for the localisation of Council Tax Support in England by imposing a duty on all billing authorities to make a Localised Council Tax Benefit Scheme (LCTBS) by the 31 January 2013. The new schemes will operate on the basis of providing a discount on the Council Tax liability depending upon the local criteria established in the LCTBS and will therefore reduce the overall Tax Base. The Council is still developing its scheme proposals and intends to apply for the one-off transitional grant of £0.119m (£0.141m including preceptors) made available by the Department for Communities and Local Government. The scheme will be considered by the Executive on the 8 January 2013 and as such these budget proposals do not allow for the impact, if any, of the LCTBS. At the same meeting in January the Executive will also be considering potential changes to Council Tax exemptions and discounts. At this stage no impact on the Council's budget has been assumed.
- 5.15 The Executive at its meeting in February will recommend to Council the level of Council Tax in light of the final settlement, the results of the consultation and the final budget proposals.

Budget Proposals for 2013/14

Service pressures and Developments

- 5.16 In the face of significant reductions in public expenditure in general and in grants to Local Government in particular the scope to invest in new service provision is self evidently severely restricted. Nevertheless, it is important to retain a clear focus to ensure that the Council continues to protect and, wherever possible, improve services and to invest in the Borough, focussing on protecting front line services and delivering the Council's Medium Term Objectives. In preparing the 2013/14 draft budget proposals each department has evaluated the potential pressures on its services and these are summarised below in Table 2:

Table 2: Service Pressures/Development

	£'000
Chief Executive / Corporate Services	137
Children, Young People and Learning (excluding schools)	484
Adult Social Care, Health and Housing	623
Environment, Culture & Communities	155
Council Wide	50
Total Pressures/Developments	1,449

5.17 Many of the pressures are simply unavoidable and respond only to changing demographic trends, particularly as they principally relate to increases in children and young people in care, increases in client numbers within Adult Social Care or the economic climate. They do, however, also support the Council's six overarching priorities and medium term objectives in the following way:

- promote health & achievement (£0.5m);
- create a Borough where people are safe, and feel, safe (£0.5m);
- sustain economic prosperity (£0.1m).

5.18 The Children Young People and Learning proposals include a substantial pressure to cover the care and accommodation costs of children currently being looked after where numbers have increased by 16% over the last 2 years, together with associated support services. There are also pressures relating to the management of the assessment process for children with SEN and an impact on the LA budget from the School Funding Reforms. The full proposals from CYPL are detailed in Annex B.

5.19 In addition to these revenue proposals the Council continues to invest in its priorities through targeted capital expenditure, details of which are set out below in the paragraphs that present the proposed capital programme.

Service Economies /Balancing the Budget

5.20 Since April 2012 the Executive and CMT have held regular meetings to determine options for savings and a list of potential draft budget savings has been developed. This list totals £2.312m and is summarised in Table 3, with Annex C setting out the full proposals from CYPL. As in previous years, these economies focus as far as possible on central and departmental support rather than on front-line services. However, since it became a Unitary Authority the Council has successfully delivered savings of around £55m in total. Against this background of continually bearing down on costs and driving to improve efficiency it is becoming increasingly difficult to find further savings in these areas, which would not compromise the Council's ability to function effectively.

Table 3: Summary Service Economies

	£'000
Chief Executive / Corporate Services	436
Children, Young People and Learning (excluding schools)	398
Adult Social Care, Health and Housing	806
Environment, Culture and Communities	672
Total Savings	2,312

Council Wide Issues

5.21 Apart from the specific departmental budget proposals there are some Council wide issues affecting all departments' budgets which need to be considered. The precise impact of these corporate budgets is likely to change before the final budget proposals are recommended. However the current view on these issues is outlined in the following paragraphs:

a) Capital Programme

The scale of the Council's Capital Programme for 2013/14 will impact upon the revenue budget and will itself be subject to consultation over the coming weeks. All new spending on services will need to be funded from new capital receipts, government grants, developer contributions or borrowing from internal resources. The proposed Council Funded Capital Programme amounts to £12.190m with an externally funded programme of £11.272m. After allowing for projected receipts of approximately £5m in 2013/14, a £1.1m contribution from revenue balances to part fund works at Times Square and carry forwards, but excluding the self-funding Invest to Save schemes, the additional revenue costs will be £0.033m in 2013/14 and £0.394m in 2014/15. These figures include on-going costs associated with the maintenance and support of IT capital purchases.

b) Interest and Investments

After a very uncertain and economically challenging start to the year, there are initial signs that economic growth has returned after three quarters of recession. However the normal economic indicators used to evaluate the financial health of the country have been impacted by a range of unique circumstances, including the Queen's Jubilee and associated additional bank holidays followed closely by the London 2012 Olympics. Inflation has struggled to make further downward progress in the last quarter, and the latest forecasts by the Bank of England suggest it is unlikely to fall below the 2% target over the next 12 months. As a result of the above, GDP posted a quarterly rise of 1% in Quarter 3, however this is unlikely to contribute enough to generate positive growth for the year as whole and as such 2012 is likely to be seen as adding to the worst and slowest recovery from recession of any of the five recessions since 1930. There remain huge uncertainties in economic forecasts due to the following major difficulties:

- the impact of the Euro-zone crisis on financial markets and the banking sector;
- the impact of the UK Government's austerity plan on confidence and growth;
- monetary policy action failing to stimulate growth in western economies
- and the potential for weak growth or recession in the UK's main trading partners – the EU and the US.

The overall balance of risks remains weighted to the downside. Given the weak outlook for economic growth, the prospect for any interest rate changes before the end of 2014 are very limited.

Unrestricted

The 2013/14 budget is therefore based on an average rate of return of approximately 1% and reflects the lower cash balances as a result of the 2012/13 and proposed 2013/14 Capital Programme

The Council can once again make maximum use of the arrangement to make a pre-payment on its pension fund contributions and thus earn a higher discount than could be achieved through its own investment opportunities. With no change in interest rates predicted over the next 18 months, the change in total investment income expected by the Council need only reflect the impact of the capital expenditure in 2013/14 and the actual level of balances that exist on 1st April 2013. The net impact of these is a £0.015m pressure, being £0.033m related to the Capital Programme and additional income of £0.018m from the slightly higher predicted cash balances based on current trends.

There is a risk, however, that the Council's cash-flow will differ from past years as a result of the reforms to the local government funding mechanism (Business Rates Retention). Unfortunately it is too early to predict any impact before the full scheme proposals are published by the government. As such any change in interest rates or cash balances will clearly have an impact on the overall investment income generated by the Council with every 0.1% reduction in the average rate of return adding a £0.022m pressure to the General Fund.

The Council reviews the annual Treasury Management Strategy Statement under the requirement of the 2011 revised CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes ("the CIPFA TM Code"). The Local Government Act 2003 required the Council to "have regard to the Prudential Code and to set Prudential Indicators for the next three years to ensure that the capital investment plans are affordable, prudent and sustainable".

c) Provision for Inflation and Pay Awards

The Commitment Budget excludes the cost of inflation on both expenditure and income. In past years, the Council has restricted the provision for inflation on prices as a general economy measure, to help address the underlying budget gap, although pay awards have been fully funded. In the context of the Council's overall financial position, it is again prudent to consider where the provision for inflation on prices can be limited as an economy measure, although some exceptions will be necessary to reflect actual increases that will not be containable without real service reductions or to meet contractual commitments. In particular it will be important to have realistic discussions with key providers about what level of inflation is genuinely necessary on some contracts and placements.

At this stage the inflation provision is not finalised, although for planning purposes a sum of £2.100m has been added to the budget. This compares to a provision of £1.521m last year and reflects the fact that a provision for pay of 1% is required for 2013/14 (0% in 2011/12 and 2012/13) in line with the Chancellor's statements. This will be achieved by:

- Assuming a pay award of no more than 1%;
- Negotiating to minimise inflation on contracts;

Unrestricted

- Using the Consumer Price Index for a number of budget lines rather than the Retail Price Index;
- Increasing fees and charges by 2.5% unless this is inconsistent with the Council's income policy.

The Council will need to consider where it is appropriate and necessary to provide for inflation over the coming weeks so that the actual inflation provision can be added to the final budget report in February 2013.

d) Fees and Charges

The Council established a policy for the review of fees and charges when setting the 2001/02 budget. This requires each Department to consider the level of charges against the following criteria:

- Fees and Charges should aim, as a minimum, to cover the costs of delivering the service;
- Where a service operates in free market conditions, fees and charges should at least be set at the market rate;
- Fees and charges should not be levied where this is an ineffective use of resources, i.e. the cost of collection exceeds any income generated.

It is estimated that most prices, where the Council charges users a fee for services, will need to increase by around 2.5% to recover the costs of those services. However, where current economic conditions and the market rate indicate a different percentage, for example for leisure income, this has been applied. Certain other fees also attract a different percentage as they are determined by statute. The proposed fees and charges that can be determined by CYPL that are not proposed to increase by around 2.5% are as follows:

- attendance at youth centres to remain unchanged to maintain current throughput
- Adoption fees increased by 1% in line with national agreement that is linked to the pay award
- Fostercare charges increased by national rate of 2%
- Fees charged to schools for consultancy and professional development courses to remain unchanged
- Room hire and sale of goods at the Education Centre to remain unchanged to reflect current market conditions

e) Corporate Contingency

The Council manages risks and uncertainties in the budget through the use of a general contingency added to the Council's budget. During the next year the Council will face significant risks on its budget particularly in relation to:

- demand led services;
- retention of business rates by councils;
- the localisation of Council Tax support;
- the transfer of Public Health functions to councils;
- the continuing general economic uncertainty.

Unrestricted

This scale of risk requires the consideration of an increase in the general contingency. The Borough Treasurer therefore recommends that the general contingency should be increased by £1m to £2m in order to set a realistic and deliverable budget in 2013/14. It should be possible to reduce the level of contingency at some point in the future when the level of risk and uncertainty diminishes.

The Executive will need to make a judgement on the appropriate level of contingency at its February meeting, taking advice from the Borough Treasurer who will need to certify the robustness of the overall budget proposals in the context of the Council's remaining general and earmarked reserves. All the reserves will be reviewed to ensure that they are sufficient to manage the financial risks facing the Council in the coming years.

f) Members Initiative Fund

It is proposed that a council wide revenue budget of £0.420m (£0.010m per Member) is created to fund small projects based on members' knowledge of local ward priorities or in conjunction with partners and other stakeholders.

Spending on Schools

- 5.22 From 2013/14 the DSG will be split into three notional blocks – schools (which will still include delegated school budgets and a smaller number of centrally managed services), early years and high needs, each with their own funding rate. In the first instance, each block will be based on 2012/13 budgeted spend. The blocks will not be ring-fenced but a ring-fence will continue on the DSG as a whole so that it can only be spent on the functions for which it is meant.
- 5.23 With the new funding framework comes a new timetable for the production of budgets. The DfE requires councils to confirm the actual budgets to be allocated to schools by 22 January 2013, even though relevant information required to calculate budgets will not be supplied before 10 December 2012. To meet this requirement, 2013/14 school budgets will have to be set on the basis of the estimated level of DSG plus any accumulated balance. The draft budget proposals therefore assume the Schools Budget is set at the level of DSG and that any accumulated deficit or surplus is managed to a nil balance by the end of the funding period.
- 5.24 Decisions around the final balance of the budget between spending by schools and that on services managed by the Council is the responsibility of the Executive Member for Children, Young People and Learning, although the Schools Forum must be consulted, and in certain circumstances, agree to spending increases on the services managed by the Council.

Summary position on the Revenue Budget

- 5.25 Adding the draft proposals to the Commitment Budget and taking account of the corporate issues identified above would result in total expenditure of £73.753m as shown in Table 4.

Unrestricted

Table 4: Summary of proposals:

	£'000
Commitment Budget	71,581
2013/14 Budget Pressures	1,449
2013/14 Budget Economies	-2,312
Capital Programme	33
Changes in Investment Income	-18
Inflation Provision	2,100
Increase in Contingency	1,000
Members Initiative Fund	420
New Homes Bonus 2013/14	-500
Draft Budget Requirement 2013/14	73,753

- 5.26 Without the provisional finance settlement assumptions have had to be made on the level of grant income. It has been assumed that the Council can anticipate income of up to £70.867m. This arises from Government grants (£22.083m), the Collection Fund surplus (£0.268m), additional Council Tax Freeze Grant (£0.492m) and Council Tax (£49.244m). The Council will also lose £1.22m in Council Tax Freeze Grant which was received in 2012/13 for one year only. Both the 2013/14 freeze grant and Council Tax yield may be impacted upon by decisions on the Local Council Tax Benefit Scheme and any technical changes to exemptions and discounts which will be taken by the Executive on the 8 January and Full Council on 23 January.
- 5.27 With the potential overall cost of the budget package being consulted on in the region of £73.753m, this leaves a potential gap of around £2.886m (£1.734m plus additional contingency of £1m and members' initiative fund of £0.420m, less the Collection Fund surplus of -£0.268m). Members can choose to adopt any or all of the following approaches in order to bridge the remaining gap:
- an appropriate contribution from the Council's revenue balances, bearing in mind the Medium Term Financial Strategy;
 - identifying further expenditure reductions.

Balances

- 5.28 The Council has an estimated £9.9m available in General Reserves at 31 March 2013. Details are contained in Table 5.

Table 5: General Reserves as at 31 March 2013

	£m
General Fund	10.3
Planned use in 2012/13	(0.4)
Estimated Balance as at 31 March 2013	9.9

- 5.29 The Council's Accommodation Strategy is underpinned by a programme of reducing the number of buildings across the Council estate. Some of this is dependent on the improvements to Time Square designed to accommodate the vast majority of Town Centre staff in that building. To maximise the capacity of the building additional funding of £3m will be required (on top of the £1.22m currently provided for essential

maintenance in the 2012/13 capital programme). By amalgamating staff in Time Square annual savings of £0.156m are predicted when it vacates its current accommodation in Seymour House, and its short term replacement, Ocean House, along with Amber House. These savings will fund a significant proportion of the additional investment and the associated financing costs over a 17 year period (approximately £1.9m). The remaining funding of £1.1m will be financed from revenue balances.

- 5.30 The Council has, in the past, planned on maintaining a minimum prudential balance of £4m. This assessment is based on the financial risks which face the Council and the Borough Treasurer considers these in the February report to the Executive at which a final decision on the use of balances can be taken, taking account of the financial position likely to face the Council over the next three to four years.

Capital Programme

Introduction

- 5.31 The Local Government Act 2003 requires Councils to have regard to the Prudential Code for Capital Finance in Local Authorities when setting their capital expenditure plans, which must be affordable, prudent and sustainable.
- 5.32 The proposed capital programme for 2013/14 has been developed, therefore, on the assumption that it will be funded by a combination of Government grants, other external contributions, some internal borrowing and £5.0m of capital receipts. The financing costs associated with the General Fund Capital Programme have been provided for in the Council's revenue budget plans which are set out above.

New Schemes

- 5.33 Within the general financial framework outlined above, Service Departments have considered new schemes for inclusion within the Council's Capital Programme for 2013/14 – 2015/16. Given that both capital and revenue resources are under pressure, each Department has evaluated and prioritised proposed schemes into the broad categories, set out in the Council's Corporate Capital Strategy and in line with the Council's Asset Management Plan. Having done this, only the very highest priority schemes and programmes are being recommended for inclusion in the Capital Programme.

Unavoidable (Including committed schemes)

This category covers schemes which must proceed to ensure that the Council is not left open to legal sanction and includes items relating to health and safety issues, new statutory legislation etc. Committed schemes also include those that have been started as part of the 2012/13 Capital Programme. Also included within this category are those schemes that were previously funded from the General Fund Revenue Account, but which by their nature could be legitimately capitalised, thereby reducing pressure on the revenue budget. Schemes in this category form the first call on the available capital resources.

Within these categories, provision has been made to address the rolling programme of disabled access requirements to Council buildings (£0.1m). The works have been identified through independent access audits and have been prioritised to meet the needs of users of these buildings. Significant progress has been made in past years and a programme of works has been planned across a range of service areas.

Time Square

The Accommodation Strategy is underpinned by a programme of reducing the number of buildings across the Council estate. Some of these are dependent on the improvements to Time Square to accommodate the vast majority of Town Centre staff in that building. To maximise the capacity of the building and reduce the maintenance back-log additional funding of £3m (on top of the £1.22m currently provided for in 2012/13) will be required which will increase significantly the useful life of the building. By accommodating additional staff in Time Square annual savings of £156,000 are predicted from the release of two town centre buildings which will fund a significant proportion of this additional investment and the associated financing costs over a 17 year period (approximately £1.9m). The remaining funding of £1.1m will be financed from revenue balances.

In order to secure the current tendered prices and to avoid incurring the full cost of scoping and procurement for a second works programme, a request is made for the Executive to approve the £3m request in advance of the main consultation exercise. Providing this funding to complete a works programme will secure the envelope of the building, consolidate Customer Services and Registrars on one site improving service to the public, allow for works to heating, cooling & infrastructure and allow some office remodelling to accommodate 162 additional staff. It is also planned to achieve further efficiency savings where functions can be streamlined

Town Centre Highway Works

In order to facilitate transport movements around the Borough, including in the medium term the planned Town Centre redevelopment, it is necessary to fund a number of highway schemes. In particular works required on the Twin Bridges site. As such a funding need of £2.5m has been identified in the 2013/14 proposals with further commitments required in 2014/15 and 2015/16.

Maintenance (Improvements and capitalised repairs)

An assessment has been made of the condition of the Council's property assets to arrive at an estimate of the outstanding maintenance works required as follows.

Unrestricted

Definition of Condition Categories:	
A: Good – Performing as intended and operating efficiently.	
B: Satisfactory – Performing as intended but showing minor deterioration.	
C: Poor – Showing major defects and/or not operating as intended.	
D: Bad – Life expired and/or serious risk of imminent failure.	
Priority:	
1	Urgent works that will prevent immediate closure of premises and/or address an immediate high risk to the health and safety of the occupants and/or remedy a serious breach of legislation.
2	Essential work required within two years that will prevent serious deterioration of the fabric or services and/or address a medium risk to the health & safety of the occupants and/or a minor breach of the legislation.
3	Desirable work required within 3 to 5 years that will prevent deterioration of the fabric or services and/or address a low risk to the health & safety of the occupants and/or a minor breach of the legislation.
4	Long-term work required beyond a period of 5 years that will prevent deterioration of the fabric or services.

The figures below are based on the information held in the Building Group's property system as of the 30 November 2012. The system has been continually updated to take into account works that are already budgeted for within existing 2012/13 schools and corporate planned maintenance programmes:

Maintenance Backlog

		£ (000)	£ (000)
Schools	Priority 1C & 1D	1,439	
	Priority 2C & 2D	4,914	
	Lower Priorities	4,180	10,533
Corporate Properties	Priority 1C & 1D	2,074	
	Priority 2C & 2D	9,006	
	Lower Priorities	4,915	15,995
Total		<u>4,915</u>	<u>26,528</u>

Schools

Historically the Schools Maintenance Programme has been funded from the Capital Maintenance grant allocation from the Department for Education. The Council has been notified by the Department that the provisional allocation for 2013/14 will not be announced until January 2013 at the earliest. The 2012/13 allocation amounted to £1.89m and the assumption has been made at this stage in the budget process that the amount of grant funding will support the level of 1C and 1D liabilities identified above. This will be reviewed upon receipt of the final grant allocation.

Non-schools

For all non-schools property and in line with the policy adopted in previous years, the Asset Management Group has considered only those works that fall within categories 1C and 1D. From an analysis of the work required it is clear that a significant proportion of the works, whilst urgent, cannot be legitimately capitalised under the accepted accounting principles and must be met from a revenue budget. An allowance of £200,000 is available in the 2013/14 Revenue Budget proposals to meet such liabilities. However this will not be sufficient to meet the level of works identified within the 1C and 1D categories. Approximately £500,000 of the highest priority works can be legitimately capitalised and it is proposed to review the most effective way for the Council to fund any additional revenue works at the end of the current financial year as part of the 2012/13 Out-Turn Report.

The implications of failing to maintain Council buildings and to address the backlog will be a significant issue for the Council over the coming years and efforts will be focussed on ensuring that the highest priority items are tackled first, that efficiencies are maximised in the procurement of works and that maintenance which will result in energy efficiencies are undertaken through the invest-to-save programme.

Rolling programmes

These programmes cover more than one year and give a degree of certainty for forward planning schemes to improve service delivery. They make an important contribution towards the Council's Medium Term Objectives and established Asset Management Plans.

Additional School Places

Historically the Schools Places Programme has been funded from the Basic Needs grant allocation from the Department for Education. The Council has been notified by the Department that the provisional allocation for 2013/14 will not be announced until January 2013 at the earliest. The 2012/13 allocation amounted to £6.539m and the assumption has been made at this stage in the budget process that the amount of grant funding will support £5m of required works. This will be reviewed upon receipt of the final grant allocation.

Other Desirable Schemes

In addition to the schemes identified in the above categories, each service has requested funding for other high priority schemes that meet the needs and objectives of their service and the Council's Medium Term Objectives. The net cost of schemes which attract partial external funding are included in the schemes put forward.

Invest To Save Schemes

These are schemes where the additional revenue income or savings arising from their implementation exceeds the internal borrowing costs. The Council's approach to Invest to Save schemes is included in its Capital Strategy and in accordance with the Capital Strategy it is proposed that a further £1m be included in the 2013/14 capital programme for potential Invest to Save schemes.

- 5.34 Scheme details relating to the CYPL Department are set out in Annex D, and these show externally funded expenditure only at £7.834m. The overall proposed capital programme requires £12.190m of funding from the Council. The following table summarises the draft programme for the CYPL Department.

Unrestricted

Table 6: Summary of CYPL capital proposals:

Draft Capital Programme	2013/14 £000	2014/15 £000	2015/16 £000
External Funding:			
Maintenance	1,439	1,500	1,500
Additional school places	5,000	4,000	0
Other desirable schemes	1,395	1,065	1,065
Total draft programme	7,834	6,565	2,565

Schemes highlighted in years subsequent to 2013/14 are indicative only and not subject to approval at this stage. At this stage, the requirement for additional school places from 2015/16 is still being assessed.

Externally Funded Schemes

- 5.35 A number of external funding sources are also available to fund schemes within the capital programme, amounting to £12.945m of investment in 2012/13. External support has been identified from two main sources:

Government Grants

- 5.36 A number of capital schemes attract specific grants. It is proposed that all such schemes should be included in the capital programme at the level of external funding that is available.

A significant element of the grant-funded capital programme relates to the planned investment in Schools. In 2011/12 the Department for Education (DfE) changed the way in which it delivered funding to local authorities, moving from supported borrowing approvals to capital grant. This simple change had a significant impact on the authority, as the supported borrowing approvals represented little or no cash increase to the Council's resources, whereas the move to cash grants means the Council can effectively invest every £ of allocation from DfE.

The schools investment programme included in this report (and outlined in Annex D) is based on the latest available information on requirements, both maintenance and basic need, whilst at the same time reflecting the estimated level of funding that could be received in 2013/14 through the grant allocation process, based on the 2012/13 allocation. The actual level of grant received by the authority will not be known until January 2013 at the earliest. As such there is a presumption that the final agreed programme will be re-prioritised based on the level of funding actually received.

A second key constituent of capital grant funding relates to the Highway Maintenance and Integrated Transport Block. The Council's 2013/14 allocation was provisionally announced as part of a two-year settlement last year, and the Council expects this to be confirmed as part of the Provisional Local Government Settlement in December 2012.

Section 106

- 5.37 Each year the Council enters into a number of agreements under Section 106 of the Town & Country Planning Act 1990 by which developers make a contribution towards

Unrestricted

the cost of providing facilities and infrastructure that may be required as a result of their development. Usually the monies are given for work in a particular area and/or for specific projects. The total money available at present, which is not financially committed to specific projects, is £5.1m, although conditions restricting its use will apply to almost all of this.

Officers have identified a number of schemes that could be funded from Section 106 funds in 2013/14, where funding becomes available. These are summarised below

Department	Schemes	Budget
		<i>£000</i>
CYPL	Schools	250
ECC	Parks & Open Spaces	100
ECC	Local Transport Plan	1,000
	Total	1,350

The level of new funding available through Section 106 will reduce significantly in the future following the introduction of the Community Infrastructure Levy (CIL). However the more flexible CIL funding should offset this reduction.

Funding options

- 5.38 There are a number of important issues concerning the long term funding of capital expenditure. Following the transfer of the housing stock in 2008, the Council's capital receipts are limited to miscellaneous asset sales and the contribution from the VAT Shelter Scheme and Right-to-Buy claw back agreed as part of the transfer. These receipts are estimated to be in the region of £5.0m.
- 5.39 The proposed capital programme for 2013/14 has been developed, therefore, on the assumption that it will be funded by a combination of £5.0m of capital receipts, Government grants, other external contributions and some internal borrowing. The financing costs associated with the Capital Programme have been provided for in the Council's revenue budget plans.
- 5.40 Should any additional capital receipts be generated in 2013/14 the interest earned on these will be used to mitigate the revenue cost of the capital programme.
- 5.41 For 2013/14 it is unlikely that the Council will need to resort to external borrowing as it will be able to utilise resources held internally. However the Capital Finance regulations require the General Fund to set aside an amount which would be broadly equivalent to the amount the Council would need to pay if it borrowed externally. If any amendments are made to the capital programme, the revenue consequences will need to be adjusted accordingly. Executive Members will therefore need to consider the impact of the capital programme as part of the final revenue budget decisions.
- 5.42 The reduction in available capital receipts has placed greater emphasis on the capital programme and its impact on the revenue budget. Following the introduction of the Prudential Borrowing regime local authorities are able to determine the level of their own capital expenditure with regard only to affordability on the revenue account. In practice this represents the amount of borrowing they can afford to finance, and will necessitate taking a medium-term view of revenue income streams and capital investment needs.

Unrestricted

- 5.43 To achieve its aim of ensuring that capital investment plans are affordable, prudent and sustainable, the Local Government Act requires all local authorities to set and keep under review a series of prudential indicators included in the CIPFA Prudential Code for Capital Finance in Local Authorities. The Capital Programme recommended in this report can be sustained and is within the prudential guidelines. Full Council will need to agree the prudential indicators for 2013/14 to 2015/16 in February 2013, alongside its consideration of the specific budget proposals for 2013/14 and the Council's medium-term financial prospects.
- 5.44 Given the known revenue budget gap, there will need to be a careful balance between the level of the Capital Programme in future years against other revenue budget pressures and a thorough review, including the prioritisation of those schemes planned for 2014/15 onwards, will need to be undertaken during next summer.

Conclusion

- 5.45 When the final settlement is known, the Executive can consider the prudent use of revenue balances and appropriate level of Council Tax to support expenditure in line with the overall medium term financial strategy along with further possible reductions to augment the "core package". In doing this, it will be important to manage the budget process effectively so that the inevitable important service pressures can be responded to whilst, as far as possible, front-line services are maintained with minimal disruption and without creating long term problems for the Council.
- 5.46 All comments from the Schools Forum and others on the revenue and capital budget proposals will then be submitted to the Executive on 13 February 2013. This will allow the Executive to determine the final budget package and recommend the appropriate Council Tax level to the Council on 27 February 2013.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The relevant legal provisions (including consultation) are addressed within the main body of the report.

Borough Treasurer

- 6.2 The financial implications arising from this report are set out within the supporting information.

Equalities Impact Assessment

- 6.3 The Council's final budget proposals will potentially impact on all areas of the community. A detailed consultation process is planned in order to provide individuals and groups with the opportunity to comment on the draft proposals. This will ensure that in making final recommendations, the Executive can be made aware of the views of a broad section of residents and service users. A number of the budget proposals require specific equality impact assessments to be carried out of which draft versions have been prepared. Consultation with equalities groups that are likely to be affected by the proposal is part of the assessment process. In respect of the Capital Programme, where necessary, impact assessments on specific schemes will be undertaken before work commences

Strategic Risk Management Issues

- 6.2 A sum of £2m is currently proposed to meet the costs of unpredictable or unforeseen items that would represent in year budget risks. This is £1m more than the contingency set for 2012/13. The Executive will need to make a judgement on the level of contingency at its meeting in February.
- 6.3 The Borough Treasurer, as the Council's Chief Finance Officer (section 151 officer), must formally certify that the budget is sound. This will involve identifying and assessing the key risk areas in the budget to ensure the robustness of estimates and ensuring that appropriate arrangements are in place to manage those risks, including maintaining an appropriate level of reserves and contingency. This formalises work that is normally undertaken each year during the budget preparation stages and in monthly monitoring after the budget is agreed. The Borough Treasurer will report his findings in February, when the final budget package is recommended for approval.
- 6.4 The most significant risk facing the Council is the impact of the capital programme on the revenue budget. The scale of the Council's Capital Programme for 2013/14 will impact upon the revenue budget and will itself be subject to consultation over the coming weeks. All new spending on services will need to be funded from new capital receipts or borrowing from internal resources. This effect is compounded by future year's capital programmes. As revenue resources are limited it is clear that a capital programme of this magnitude is not sustainable in the medium term without significant revenue economies. The generation of capital receipts in future years may mitigate the impact on the revenue budget, but as the timing and scale of these receipts is uncertain their impact is unlikely to be significant.
- 6.5 There are also a range of risks that are common to all capital projects which include:
- Tender prices exceeding the budget
 - Planning issues and potential delays
 - Uncertainty of external funding
 - Building delays due to unavailability of materials or inclement weather
 - Availability of staff with appropriate skills to implement schemes
- 6.6 These can be managed through the use of appropriate professional officers and following best practice in project management techniques. The report also identifies the risk associated with the shortfall in maintenance expenditure compared to that identified by the latest condition surveys. With only those highest priorities receiving funding in 2013/14, there will be a further build up in the maintenance backlog and a risk that the deterioration in Council assets will hamper the ability to deliver good services.

CONSULTATION

Principal Groups Consulted

- 7.1 The Overview & Scrutiny Commission will be consulted on the budget proposals and may also choose to direct specific issues to individual overview and scrutiny panels. Targeted consultation exercises will be undertaken with business rate payers, the Over 50's Forum, the Schools Forum, Parish Councils and voluntary organisations. Comments and views will be sought on both the overall budget package and on the detailed budget proposals. In addition, this report and all the supporting information are publicly available to any individual or group who wish to comment on any proposal included within it. To facilitate this, the full budget package will be placed on the Council's web site at www.bracknell-forest.gov.uk. There will also be a dedicated mailbox to collect comments.
- 7.2 The timetable for the approval of the 2013/14 Budget is as follows

Executive agree proposals as basis for consultation	11 December 2012
Consultation period	12 December 2012 - 22 January 2013
Executive considers representations made and recommends budget.	13 February 2013
Council considers Executive budget proposals	27 February 2013

Background Papers

None.

Contact for further information

David Watkins, Chief Officer : SR&EI (01344 354061)
David.watkins@bracknell-forest.gov.uk

Paul Clark, Head of Departmental Finance (01344 354054)
paul.clark@bracknell-forest.gov.uk

Doc. Ref

Doc. Ref G:\New Alluse\Executive\Schools Forum\60) 131212\LA Budget Proposals for 2013-14.doc

Commitment Budget 2013/14 to 2015/16

Item	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000
Children, Young People and Learning				
Approved Budget	12,809	12,781	12,421	12,261
<u>Suitability surveys</u> Suitability and access surveys are undertaken every three years to update the Asset Management Plan in order that up to date information is available to inform investment decisions on the capital programme.		-20		20
<u>Schools Music Festival</u> Biennial event which enables pupils from BF Primary schools to participate in a large scale production which links music, dance and art.		10	-10	10
<u>Local foster home placements</u> The investment in staffing agreed in the 2012-13 base budget has, as expected, resulted in more children being placed in local foster homes instead of expensive independent foster homes. The savings reflect the current looked after children population which is volatile, and therefore subject to change, often at very short notice.		-100	-150	
<u>Youth Service</u> Full year effect of the savings proposal implemented in 2012/13.		-250		
<u>Virements</u> Net Inter Departmental Virements (1).	-28			
Children, Young People and Learning Adjusted Budget	12,781	12,421	12,261	12,291

(1) These transfers net off to nil in the Council's budget, and most significant virements in CYPL relate to transferring £0.060m of funding to reduce domestic abuse to Corporate Services, and a budget addition of £0.032m to fund the increased contribution to finance the accumulated deficit on the Local Government Pension Scheme.

Revenue budget: proposed PRESSURES for CYPL Department

Description	2013/14 £'000	2014/15 £'000	2015/16 £'000
<p>Looked After Children</p> <p>Based on the current costed schedule of known placements, a pressure has been identified to ensure the fulfilment of statutory duties for children and young people in care (£295k). This reflects an increase in the number of children being looked after and requiring care and support from 82 when the budget requirement for 2012/13 was established, to 87.</p> <p>The increase in number of looked after children together with those on child protection plans has also had an impact on the number of required interventions. This has translated most acutely into extra demands on court proceedings and associated commissioned legal costs (£36k), an increase in use of the Emergency Duty Team which provides an emergency social work service for urgent situations which arise out of normal office hours and which cannot be left with an appropriate degree of safety until the next normal working day (£24k) and managing and reviewing cases of children at risk and on the Child Protection Register, within the statutory timescales (£28k).</p>	383		
<p>Special Educational Needs (SEN) Team</p> <p>There has been a significant increase in the workload of the SEN Team in recent years in terms of complexity of cases and numbers. Over the past 3 years, the number of statements issued has increased by 11% from 632 to 702. Coupled with an increasing need to design bespoke packages in particular for children with complex health needs and with local special schools at capacity, the work of the SEN team has significantly increased. This has impacted on the service provided which will be addressed through increasing the SEN Team Manager post to full time (from 0.8fte) and appointing an additional SEN Officer, on a temporary trial basis for 2 years.</p>	46		-35
<p>School Funding Reform</p> <p>New national funding reforms will result in the Council no longer being able to retain a share of income from other LA pupils with special educational needs placed in Bracknell Forest schools. Current arrangements allow for a share of income to be retained to reflect the estimated cost of support provided by the Council.</p>	55		
CHILDREN YOUNG PEOPLE AND LEARNING TOTAL	484	0	-35

Revenue budget: proposed ECONOMIES for CYPL Department

Description/ Impact	2013/14 £'000	2014/15 £'000	2015/16 £'000
<p>Additional income</p> <p>A small number of services are exceeding their income targets, either through improved trading, or additional external contributions, and where this is expected to continue, budgets will be increased accordingly. This relates to the School Improvement Team (£30k), Larchwood Short Break Unit (£20k), Children's Centres (£15k) and the Bracknell Open Learning Centre (£10k).</p>	-75		
<p>Managing new efficiencies on contracts and general expenses</p> <p>Efficiencies have been negotiated to reduce the cost of placements with a range of Independent Fostering Agencies and for the procurement of agency staff which will in total reduce expenditure by £17k.</p> <p>Spending on general operating expenses will be reduced by £67k from reductions to staff training and development (£21k), general efficiencies in the Youth Offending Service (£15k), reducing the use of external/professional journals to recruit hard to fill posts (£14k), greater use of the BF website for publishing documentation with reducing printing costs (£12k) and reductions in printed material at the Family Information Service, which provides information to parents and carers (£5k).</p> <p>A further saving (£15k) will be achieved from deleting a part time post that supports the Departmental Management Team. This post is vacant and can be covered from other posts.</p>	-99		
<p>Improved service delivery</p> <p>The management and support arrangements for the delivery of school place planning and commissioning have been reviewed. This has resulted in a more streamlined and automated process, centred on transactional activities that is less labour intensive. The two existing posts will be deleted and replaced with 1.5 full time equivalent posts at lower grades creating a total saving of £40k. The requirement for a lead officer remains and is covered below.</p> <p>A review of the management team has been undertaken as part of the three year programme to modernise the youth service which operates youth centres, outreach activities and targeted interventions for young people such as sexual health. This has identified the opportunity to delete two senior posts and make</p>	-90		

Unrestricted

Description/ Impact	2013/14 £'000	2014/15 £'000	2015/16 £'000
other cost reductions. There will be consequential impacts on quality assurance and staff training, with a range of other activities absorbed into other posts or ceased. One new post would be created to take the operational lead for the Youth Service, commissioning, trading with schools and school places planning. This will deliver a total saving of £50k.			
<p>Older looked after children, care leavers and direct payments</p> <p>The demand for some aspects of support are currently below the amount allowed for in the budget and based on the current profile of clients, a number of savings can be made against services that support vulnerable children. Reductions can be made on direct payments made to young people to manage their own care needs (£5k), computers for children in care (£5k), activities with social workers (£7k), finance for supported lodgings for young people who cannot live at home but are not quite ready to live independently (£6k) and setting up grants for young people leaving care to help the live independently (£30k).</p>	-53		
<p>Support for 13-19 year old pupils</p> <p>The service includes information, advice and guidance to young people, and additional support to those not in education, employment or training (NEET). It is provided externally via contract which has recently been re-configured to deliver a cost saving.</p>	-20		
<p>Choice Advice Service</p> <p>The independent parental Choice Advice service provides targeted support to parents and carers who need help in making an informed choice of school for their child. When introduced by the previous Government this was a statutory responsibility, however, this duty has now been removed. The post holder supporting this function will be made redundant, with relevant information being made available on the BF website.</p>	-11		
<p>Early Years, Childcare & Play – Graduate Leader Programme</p> <p>The fund available to support the expansion of graduates leading practice, particularly in day care, will be reduced, resulting in only those courses currently included in the programme continuing to receive funding to their completion. No new courses will be funded.</p>	-20		

Unrestricted

Description/ Impact	2013/14 £'000	2014/15 £'000	2015/16 £'000
<p>Extended Services</p> <p>Support to the Area Partnerships in the delivery and development of a range of extended services to young people will be reduced through deleting a part time post and reducing the level of resources that fund activities. Some support will in future be provided through the Youth Service.</p>	-30		
CHILDREN YOUNG PEOPLE AND LEARNING TOTAL	-398	0	0

Unrestricted

Annex D

CYPL Proposed Capital Programme

	2013/14 £000	2014/15 £000	2015/16 £000
Committed			
None	0	0	0
	0	0	0
Unavoidable			
None	0	0	0
	0	0	0
Maintenance			
None	0	0	0
	0	0	0
Rolling Programme / Other Desirable			
None	0	0	0
	0	0	0
TOTAL REQUEST FOR COUNCIL FUNDING	0	0	0
External Funding			
Capital Maintenance / Condition			
Schools	1,439	1,500	1,500
Basic Need (School Places)			
Additional Capacity - Primary	3,250	2,250	0
Additional Capacity - Secondary	1,750	1,750	0
	5,000	4,000	0
Other Schemes			
Fire Safety - Schools	200	200	200
Disabled Access - Schools	100	100	100
Suitability Improvements	200	200	200
Heatwave Mitigation Measures - Schools	45	45	45
School Kitchen Refurbishments	100	100	100
School Caretakers Houses	70	70	70
Carbon Reduction Measures	80	80	80
Ascot Heath Infants Classroom extension - School Bid	200	0	0
Wooden Hill Suitability Phase 2 - School Bid	100	0	0
	1,095	795	795
Total Schools Basic Need and Maintenance	7,534	6,295	2,295
Other			
Wooden Hill Suitability Phase 2 - School Funding	30	0	0
School Kitchen Refurbishments	20	20	20
Section 106 Contributions - Schemes less than £50k	250	250	250
Schools Devolved Formula Capital (ex VA Schools)	tbc	tbc	tbc
	300	270	270
TOTAL EXTERNAL FUNDING	7,834	6,565	2,565
TOTAL CAPITAL PROGRAMME	7,834	6,565	2,565

Capital Programme 2013/14 – Children, Young People and Learning

Maintenance – Schools	£1,439,000
See body of report	

Additional Capacity - Primary	£3,250,000
--------------------------------------	-------------------

A budget for provision of the additional primary school places required to meet the Council's statutory duty to provide sufficient primary school places from September 2013.

This includes works at Owlsmoor Primary which will be increased from a Published Admission Number (PAN) of 76 to a PAN of 90 in all year groups to create an additional 98 school places. And expansion of an as yet unselected South Bracknell Primary school by 1FE to create an additional 210 places. The demand for these additional places is derived from the School Places Plan which utilises housing, birth rate and demographic data to forecast school rolls in future years. These works form part of the CYPL School Capacity Strategy which has been drawn up with input from the Asset Management Group and Education Capital Programme Board, and is set out in the Education Estates Strategy approved by the Executive Member for Education.

Additional Capacity – Secondary	£1,750,000
--	-------------------

A budget for provision of the additional secondary school places required in North Bracknell to meet the Council's statutory duty to provide sufficient school places from September 2013 onwards.

This will involve works at Garth Hill College to increase the capacity of the school by 1FE. The method being explored is to construct a new detached post 16 building freeing up space in the main school for key stages 3 & 4.

The demand for these additional places is derived from the School Places Plan which utilises housing, birth rate and demographic data to forecast school roll in future years. These works form part of the CYPL School Capacity Strategy which has been drawn up with input from the Asset Management Group and Education Capital Programme Board, and is set out in the Education Estates Strategy approved by the Executive Member for Education.

This additional secondary capacity is expected to be required until construction of the proposed new secondary school in North Bracknell is completed, however this has been delayed and the earliest the new school is expected to be opened is September 2018.

Fire Safety – Schools	£200,000
------------------------------	-----------------

A budget to undertake fire compartmentation works in accordance with current Building Regulations following building surveys. Works include fire doors and suspended ceilings. Fire compartmentation is a key part of ensuring buildings are protected from fire risk. The majority of the works will be in schools which are a high fire risk due to the amount of paper etc. in the buildings.

This project also mitigates health and safety risks from both staff and pupils. If a fire breaks out in a school with proper fire compartmentation there is a good chance that the fire barriers will enable much of the buildings to be saved as they will prevent the spread of fire until the fire service arrives on site.

Unrestricted

Disabled Access – Schools	£100,000
<p>Disabled access works to school buildings to meet the needs of disabled staff, pupils and visitors.</p> <ul style="list-style-type: none"> - is in line with Council strategy to improve access for disabled pupils and potential pupils who are disabled to the curriculum and facilities of schools in Bracknell Forest, thereby meeting a statutory duty to plan systematically to improve access and avoid unreasonable discrimination - prevents greater cost of out – Borough placements, possibly in the independent sector. One placement of a physically disabled child in the independent sector would cost approximately £50k per annum - addresses health and safety issues in relation to the safe movement of disabled pupils around the school - meets customer demands – parental preference is enshrined in Sections 9 and Schedule 27 of the Education Act 1996 and in the Special Educational Needs and Disability Act 2001 as well as the associated codes of practice. - meets the specific needs of individual pupils and adults in schools who are physically disabled in accordance with the Council’s legal duty under the Disability Discrimination Act and Special Educational Needs and Disability Acts. 	

Suitability Improvements	£200,000
<p>Improvement works to the Department’s buildings and facilities identified and prioritised by Suitability Surveys under the CYP&L Asset Management Plan. There are 725 items of suitability works across all the CYP&L establishments and are distributed as follows:</p> <p>Schools: 686 items The majority of issues are due to under sized and poor shaped classrooms</p> <p>Youth Service: 5 items At Edgbarrow there is no dedicated toilet provision or visitor reception.</p> <p>Early Years: 15 items There are shortages in storage and play area</p> <p>Childrens social care: 12 items There are issues with solar gain and a lack of storage.</p> <p>Adult & Community Learning: 7 items There are issues with solar gain, no reprographic facility or medical room,</p> <p>Funds would allow capital works to address the Priority 1 suitability issues highlighted in the surveys. Suitability works include internal adaptations, refurbishment and remodelling.</p>	

Unrestricted

Heatwave Mitigation Measures – Schools	£45,000
<p>Works to mitigate the impact of a heat wave on the delivery of CYP&L services, most particularly where these affect young or vulnerable children.</p> <p>Very hot weather has a disruptive effect on the delivery of CYP&L services most particularly to young and vulnerable children, who may be unaware of the effect that exposure to hot weather may have on them. Where these services are delivered in buildings, it may be possible to mitigate the effect of a heat wave by putting in place works to alter the buildings and/or mechanical and electrical services. This does not mean installing air conditioning which should only be considered as a last resort after other measures have first been considered. Works could include natural ventilation, shade, solar window film, mechanical ventilation (air handling), heat exchangers, provision of drinking water etc. The ideal solution will be likely to be different at each establishment and a package of measures may be required.</p> <p>Suitability surveys undertaken between 2006 and 2009 have identified 54 individual areas of concern where heat gain is having a direct impact on the quality of service across CYP&L establishments. Edgbarrow School was identified as having 11 classrooms affected by heat gain. By mitigating the impact of heat wave this will remove impediments to service delivery such as children being unable to concentrate in school, and also contribute to the health and well being of service users who would be spared from the debilitating effects of high temperatures.</p>	

School Kitchen Refurbishment	£100,000
<p>There are 30 school meal kitchens in Bracknell Forest schools which have intensive use and require periodic capital investment to keep them operating in line with statutory compliance issues such as gas safety and environmental health. Key items of the fabric, ventilation and heavy equipment are becoming obsolete or in need of urgent replacement.</p> <p>All school kitchens have been surveyed and a priority order has been established based on condition and need. Ascot Heath and Meadow Vale are currently the highest priority.</p> <p>All users of the school meals service (pupils and staff) will benefit. The refurbishments will also address H&S compliance issues identified by the occupational health officer during their regular inspections. The school meals service is a key component of the Healthy Schools initiative. Hot, nutritious meals benefit all pupils and staff on site and if they are successfully promoted through the School and the catering contractor.</p> <p>The refurbishments will also address H&S compliance issues identified by the Environment Health officer during their regular inspections. The school meals service is a key component of the Healthy Schools initiative.</p>	

School Caretakers Houses	£70,000
<p>A budget to bring school caretakers houses up to the national “Decent Homes” standard. Works include kitchen refurbishments, bathroom refurbishments etc.</p> <p>A rolling programme of works identified by recent “Decent Homes” surveys to be addressed. Works include Kitchen and Bathroom refurbishments in order to bring the homes up to the nationally recognised decent homes standard</p>	

Carbon Reduction Measures	£80,000
<p>This project will provide a budget for high payback energy projects in schools that will be prioritised by the CYP&L Schools Carbon Working Group.</p> <p>BFC has a Management Agenda to drastically reduce Carbon emissions. The Carbon Management Plan commits the Council to a target of reducing CO² by 30% for which schools on their own are responsible for approximately 40% of this figure.</p> <p>The objective is to reduce schools' carbon emissions which come under the responsibility of the Council under the Government's Carbon Reduction Commitment (CRC) which is effectively a carbon tax. This programme will mitigate and reduce this amount payable in future years by targeting high payback energy projects that will have the greatest impact in reducing carbon emissions.</p> <p>Suitable projects will be identified by the Borough Energy Manager.</p>	

Ascot Heath Infants Classroom extension – School Bid	£200,000
<p>The existing library is 5.8m x 5.6m (approx) and we would like to extend it to create a classroom 5.8m x 11m. Currently we have a reception class in a central, open shared circulation space through the centre of which is the entrance to our school hall.</p> <p>Once the new classroom is built we would relocate the library to the open central space. We would install partition walls at the other end to create a group withdrawal space / PPA room, neither of which we have in school.</p> <p>Finally in the large open area we would like to create a server and hub station/cupboard with air conditioning. These are currently located in the small staffroom. They are both noisy and create a large amount of heat and there is no air conditioning available to keep the servers at an optimum temperature.</p> <p>There are several reasons for this proposal:</p> <ul style="list-style-type: none"> • The reception children who are taught in the large open circulation space find it very difficult to concentrate as older children are continually walking through to go to PE or assembly in the hall. Extending the library to be used as a classroom will eliminate this problem and hence improve the surroundings for the children. • The open middle area with alterations would allow for the space to be used as a library and a group withdrawal room. At present there is no Group Room and this puts tremendous pressure on space and means that staff use the staff room for their PPA time but are constantly interrupted as the staffroom is used for other activities including small groups, cooking and meetings. • With alterations being made in the middle area this would allow for the server to be moved out of the staff room and to be placed in a room with air conditioning or at least adequate ventilation. This would improve the climate in the staff room as currently the server puts out a lot of heat and the staffroom becomes overheated. It also means that the servers will be kept in a suitable environment and should therefore prolong their life expectancy. 	

Unrestricted

Wooden Hill Suitability Phase 2 – School Bid	£100,000
<p>This project is to strengthen the Foundation Stage Provision by undertaking Phase 2 of a project to upgrade and refurbish the existing Foundation and Key Stage 1 classrooms.</p> <p>The layout of the accommodation in the main school building is restricting the delivery of the education service due to poorly shaped and undersized rooms. Access/circulation between rooms is also an issue for the school and the layout does not fit with modern teaching methods, as it is open plan with circulation through teaching spaces. A programme of works has been drawn up to revamp the accommodation by moving internal partitions to create proper sized classrooms and teaching spaces with an improved access, separate circulation and an improved general layout. This will improve service delivery for Foundation and Key Stage 1 and the provision of improved physical environments will also have a positive impact on performance.</p>	
Wooden Hill Suitability Phase 2 – School Bid	£30,000
Schools funding element – see above	
School Kitchen Refurbishment	£20,000
Schools funding element – see above	
Section 106 Contributions – less than £50k	£250,000
Various schemes or part funding to be agreed by Education Capital Programme Board	