

**TO: THE EXECUTIVE  
15 DECEMBER 2015**

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**CAPITAL PROGRAMME 2016/2017 - 2018/2019  
(Borough Treasurer/Chief Executive)**

**1 PURPOSE OF DECISION**

- 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 any other interested parties or individuals for a period of at least six weeks. This report summarises the current position on the Council's Capital Programme budget preparations for 2016/17.
- 1.2 This report draws together each department's proposals so that the Executive can agree a draft capital programme for 2016/17-2018/19 as the basis for consultation. In compiling the draft programme the main focus is inevitably on determining the requirements for 2016/17, although future year's schemes do also form an important part of the programme.
- 1.3 The financial implications of the recommendations in this report are reflected in the subsequent report on the Council's draft revenue budget. Any revisions to the proposals put forward by each service would also need to be reflected in that report which will also be published as the basis for consultation following the Executive's meeting.

**2 RECOMMENDATIONS**

**That the Executive:**

- 2.1 **Approves, for consultation, an initial Council funded capital programme of £55.037m for 2016/17 as set out in paragraph 5.30 and summarised in Annex A, including the schemes listed in Annexes B – F.**
- 2.2 **Approves, for consultation, the inclusion of an additional budget of £1m for Invest-to-Save schemes in addition to the specific schemes identified in paragraph 5.24 subject to the detailed business case being reviewed and agreed by the Borough Treasurer.**
- 2.3 **Approves, for consultation, the inclusion of £2.092m of expenditure to be funded from S106 as outlined in paragraph 5.31.**
- 2.4 **Approves, for consultation, the inclusion of £17.498m of expenditure to be externally funded as outlined in paragraph 5.31.**
- 2.5 **Recommends to Full Council the approval of virements totalling £0.481m to the 2015/16 Children Young People and Learning Programme, as set out in Annex G, in order to meet the demands of the School Places Plan.**
- 2.6 **Recommends to Full Council the approval of £0.05m in 2015/16 from unallocated Basic Need Grant for Ascot Heath Schools as outlined in paragraph 5.35**

### **3 REASONS FOR RECOMMENDATIONS**

3.1 The reasons for the recommendations are set out in the report.

### **4 ALTERNATIVE OPTIONS CONSIDERED**

4.1 The alternative options are considered in the report.

### **5 SUPPORTING INFORMATION**

#### **Capital Resources**

5.1 Each year the Council agrees a programme of capital schemes. In the past these schemes have been funded from three main sources:

- the Council's accumulated capital receipts
- Government Grants
- other external contributions

5.2 The Local Government Act 2003 brought in radical changes to the financing of capital expenditure and from that date, the Government no longer issued borrowing approvals. Instead, under a new "prudential framework", Councils can set their own borrowing limits based on the affordability of the debt.

5.3 As the Council's accumulated capital receipts have been fully utilised, the Council returned to a position of internal borrowing in 2010 and as such a revenue contribution is required each year to repay this internal borrowing. Once the Council's current level of investments is exhausted, which is expected to be within the next 18 months the Council will need to borrow externally.

5.4 The Council's estimated total usable capital receipts at 31<sup>st</sup> March 2015 are zero. As a debt free authority the Council is partly reliant on capital receipts to fund its capital programme, although interest generated from capital receipts can also help support the revenue budget in the short term. The Council still receives a share of any Right-To-Buy proceeds from Bracknell Forest Homes in addition to a share of capital receipts from the VAT Shelter scheme.

5.5 The proposed capital programme for 2016/17 has been developed, therefore, on the assumption that it will be funded by a combination of Government grants, other external contributions and borrowing in addition to £5m of capital receipts. With such a large programme there is a likelihood that the Council may need to borrow externally however this will depend largely on the progress made at Binfield Learning Village and at Coral Reef. Internal resources will be used in the first instance and borrowing from external sources (eg the PWLB or the Green Investment Bank) will be used when necessary. The financing costs associated with the General Fund Capital Programme have been provided for in the Council's revenue budget plans which also appear on tonight's agenda.

#### **New Schemes**

5.6 Within the general financial framework outlined above, Service Departments have considered new schemes for inclusion within the Council's Capital Programme for 2016/17 – 2018/19. Given that both capital and revenue resources are under pressure, each Department has evaluated and prioritised proposed schemes into broad categories 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.

### **Town Centre**

- 5.7 Following the conclusion of the Development Agreement with Bracknell Regeneration Partnership (BRP) the Council set out its own planned investment on wider Town Centre infrastructure as part of the 2015/16 Capital Programme. These investment plans follow through into 2016/17 and beyond.
- 5.8 Similarly in order to facilitate transport movements around the Borough, including the planned Town Centre redevelopment, it is necessary to continue to fund a number of infrastructure schemes. As such a funding need of £2.0m has been identified in the 2016/17 proposals with further commitments required in future years to ensure that the regenerated town centre functions as a “whole centre” and not just as an isolated shopping outlet. As such spending levels of around £2m per annum are likely to be required until the new Northern Retail Quarter area is open and established for trading. This additional expenditure is aimed at maximising the positive experience of visiting the regenerated town centre.
- 5.9 All of these items have a much wider impact than the new development itself and will benefit the whole Borough. However the expenditure needs to be co-ordinated with the specific work that BRP are planning to carry out.

### **Binfield Learning Village**

- 5.10 The Binfield Learning Village is a priority for the Council. The programme will deliver statutory places required in the Borough alongside meeting the need for new housing and the associated community facilities. The plans for the development continue to be progressed and the main construction works will shortly be tendered in the market and an update will be provided once these have been evaluated. The figures included in the Capital Programme are prior to the addition of inflation which will be calculated from the time of the original estimates to the date of the contract award. With the heightened level of demand for construction in the South East of England over the last 24 months this could add up to 15% to the final cost.

### **Coral Reef Transformation**

- 5.11 The main roof structures at Coral Reef are complex and have required extensive monitoring and maintenance for the latter part of its life. The contracts for the main works are currently out to tender the evaluation will be reviewed by Executive in February 2016. The figures included in the Capital Programme are prior to the addition of inflation which will be calculated from the time of the original estimates in Q12014 up to the date of the contract award. With the heightened level of demand for construction in the South East of England over the last 24 months this could add up to 15% to the final budgeted cost and will be agreed in February 2016.

### **Old Magistrates' Court Property**

- 5.12 Funding is requested to acquire the former magistrates' court at £650,000 for the freehold premises. The Council is seeking to acquire this site to join with its own holdings for a significant and comprehensive future phase to support the development and vitality of the new town centre. There will be limited provision for some claw-back if sold/developed within 3 years, but this is unlikely to happen. Funding for this request also includes legal costs (£15,000), stamp-duty (£35,000) and refurbishment costs (£75,000) needed if the property is to be used pending any future redevelopment.

### Other Unavoidable & Committed schemes

- 5.13 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 legislation etc. Committed schemes also include those that have been started as part of the 2015/16 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.
- 5.14 Within these categories, provision has been made to address the rolling programme of disabled access requirements to Council buildings (£0.035m). 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.

### Maintenance (Improvements and capitalised repairs)

- 5.15 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. An assessment is made of the state of each building element and its repair priority with a condition rating and repair urgency.
- 5.16 The figures below are based on the information held in the Construction and Maintenance Groups' property management system. They have been adjusted to exclude those works that are already budgeted for within existing 2015/16 schools and corporate planned maintenance programmes.

The priorities can be broken down as follows:

#### Maintenance Backlog

		£ (000)	£ (000)
Schools	Priority 1C & 1D	4,799	
	Priority 2C & 2D	8,919	
	Lower Priorities	22,600	36,318
Corporate Properties	Priority 1C & 1D	1,677	
	Priority 2C & 2D	4,187	
	Lower Priorities	10,300	16,164
Total		<u>10,300</u>	<u>52,482</u>

- 5.17 The overall maintenance liability has increased from £25.2m in 2015/16 to £52.5m. The last couple of years have seen large increases in building costs. As the Council is now running a five year programme of condition surveys, some of the older data was quickly becoming out-of-date and, as a consequence, adjustments have been applied to that data to bring it in line with current costs. Secondly, the nature of the condition surveys has evolved such that more emphasis is now given to predicting the need for works further in advance than was previously the case. This is partly because of the five year programme approach mentioned above and partly because the asset management package that we now use to manage this data lends itself to better recording. As such much of the value attributed to lower priority works is for things that are likely to be required over the next several years.

### **Schools**

- 5.18 Historically the Schools Maintenance Programme has been funded from the Capital Maintenance grant allocation from the Department for Education (DfE). The allocation from the DfE for 2016/17 of £2.105m will be used to tackle the highest priority items identified in the condition surveys indicated above.

### **Non-schools**

- 5.19 From an initial analysis of the work required it is clear that some works, whilst urgent, cannot be legitimately capitalised and must be met from a revenue budget. An allowance of £200,000 is available in the 2016/17 Revenue Budget proposals to meet these liabilities.
- 5.20 In line with the policy adopted last year the Asset Management Group has considered only those works that fall within categories 1C and 1D. Given the financial constraints on both the revenue and capital budgets an allocation of £1.670m is recommended to address the most pressing 1C & 1D priorities.
- 5.21 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**

- 5.22 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 established Asset Management Plans.

### **Other Desirable Schemes**

- 5.23 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. The net cost of schemes which attract partial external funding are included in the schemes put forward.

### **Invest-To-Save Schemes**

- 5.24 These are schemes where the additional revenue income or savings arising from their implementation exceeds the Council's borrowing costs. In the past the Council has allocated £1m per annum to fund potential Invest-to-Save (ITS) schemes that may present themselves during the year. However in addition to this, two significant schemes have come forward that are best considered within the overall programme as a whole. These are to invest £1m on a new Chapel at the Cemetery and Crematorium and to redevelop the Waymead Flats at a cost of £0.580m creating additional emergency accommodation for care leavers.

### Additional Chapel

- 5.25 Over the past five years, business at the Cemetery and Crematorium has grown significantly at the expense of local competitors. This growth is believed to be largely due to the investment, attractiveness of the site and the attitude of the staff. All of the feedback received from funeral directors confirms that they are promoting Easthampstead Park Cemetery and Crematorium as their preferred facility. A second chapel could potentially double capacity and generate income to recover the capital investment and deliver future additional income. A feasibility report has been commissioned and an operationally acceptable solution has been devised and costed. The proposal includes for additional car parking with the minimal visual impact to the grounds. The estimated cost would be £1m.

- 5.26 It is believed that demand for the facility will increase both as a result of population growth and the diminishing burial plots as local churchyards reach capacity. In order to fund the investment, a net income stream of approximately £67,000 per annum will be required based on a 25 year life and current interest rates for a 25-year loan of 3.5%. Based on past performance and future demand it is believed this level of additional cremations can be easily met. Annual running costs of the Chapel are estimated to be in the region of £60,000 and include Business Rates (£16,000), Utilities (£10,000), Staffing (£24,000), Cleaning (£5,000) and miscellaneous expenditure (£5,000). To fund this level of net income an additional 15 cremations a month would need to be undertaken generating income of £127,000 per annum.
- 5.27 The existing Chapel is currently supporting up to 150 cremations a month and as such there is scope to increase the net income from the new facility in future years. Any additional income over and above that needed to payback the initial investment will be used to support the budget savings required by the Council over the medium-term and will be monitored as part of the Council's normal budget monitoring processes.

#### Waymead Flats

- 5.28 Waymead Flats is currently void and a plan is proposed to refurbish the property in order to provide accommodation for a supported housing group (Care Leavers) which in turn will generate revenue savings for the Council. Through a combination of rental income and savings in the current budget for care leavers accommodation an Invest-to-Save bid can be successfully developed that will bring back into use Waymead Flats as a viable asset and improve the level of service provided by the Council. In addition, by working closely with a Registered Social Landlord who will take a long-lease of the newly refurbished Waymead Flats, this proposal offers the opportunity of developing an additional site for redevelopment.
- 5.29 These two schemes are proposed for inclusion within the Council's 2016/17 Capital Programme and a further £1m made available for opportunities that arise during the year.

#### **Capital Programme 2016/17 – 2018/19**

- 5.30 A summary of the cost of schemes proposed by Departments is set out in the table below and in Annex A. A detailed list of suggested schemes within the draft capital programme, together with a brief description of each project, for each service is included in Annexes B – F. Total Council funding amounts to £55.037m. However excluding the funding for Binfield Learning Village, Coral Reef Transformation, the Invest to Save Schemes, the Local Housing Company, the Magistrates' Court, the Town Centre Redevelopment and the LED Streetlight Replacement scheme (approved in 2015/16 as part of a two-year scheme) the total Council funding requested is £8.054m in 2016/17 and this is in line with previous programmes and the amount allowed for in the Revenue Budget proposals.

<b>Capital Programme 2016/17-2018/19</b>				
<b>Annex</b>	<b>Service Area</b>	<b>2016/17 £000</b>	<b>2017/18 £000</b>	<b>2018/19 £000</b>
B	Adult Social Care, Health & Housing	9,227	500	0
C	Children, Young People & Learning	36,465	19,759	8,850
D	Corporate Services	165	0	0
E	Council Wide	6,493	2,180	544
F	Environment Culture & Communities	20,185	8,956	6,509
	<b>Total Capital Programme</b>	<b>72,535</b>	<b>31,395</b>	<b>15,903</b>
	<b>Externally Funded</b>	<b>17,498</b>	<b>14,096</b>	<b>11,014</b>
	<b>Total request for Council funding</b>	<b>55,037</b>	<b>17,299</b>	<b>4,889</b>

### **Externally Funded Schemes**

- 5.31 A number of external funding sources are also available to fund schemes within the capital programme. External support has been identified from two main sources:

#### **Government Grants**

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. The schools investment programme included in this report reflects the highest priority schemes identified by the Department and the Education Capital Programme Board. Excluding Binfield Learning Village, the total identified investment for Schools is £10.030m.

A second key constituent of capital grant funding relates to the Highway Maintenance and Integrated Transport Block. Grant approvals of £2.28m are currently anticipated for 2016/17.

#### **Section 106 (£2.092m)**

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 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 £3.8m, 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 2016/17, where funding becomes available. These are summarised below

Department	Schemes	Budget
		£000
ASCHH	Affordable Housing	501
CYPL	Various School Schemes	601
ECC	Leisure & Culture	125
ECC	Local Transport Plan	865
	<b>Total</b>	2,092

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

### **On-going Revenue Costs**

- 5.32 Schemes may have associated on-going revenue costs and tend to become payable in the year after implementation. As such these costs will be included within the Council's Commitment Budget for 2016/17. These total £36,000 and relate to the licence and maintenance contracts associated with the new IT hardware investment.

### **2015/16 CYPL (Schools) Capital Programme**

- 5.33 The CYPL Education Capital Programme is monitored on a monthly basis to assess progress against individual schemes and to track issues that impact on the costs and progress of schemes in the programme; e.g. inflationary pressures, planning delays, changes to requirements. This process leads to recommendations being put to the Education Capital Programme Board (ECPB) to approve virements within the programme at its regular meetings, enabling the impact of such issues to be best managed.
- 5.34 At its meetings in June and September the ECPB approved a number of virements to the allocation of Basic Need Grant within the programme which exceeded £0.25m in value; thereby requiring the final approval of the full Council. The Borough Treasurer has delegated authority to give final approval for virements up to this amount. The net change to the programme as a result of these changes is nil. The detailed schemes for which final approval is required is set out in Annex G
- 5.35 To ensure that the council is able to provide sufficient school places, advance design for new schemes is sometimes required ahead of a final decision on the individual schemes themselves. One such scheme is that of the proposed rebuild and expansion of the Ascot Heath Schools and in order to incur spending against this project, approval is sought for the scheme to be added to the 2015-16 capital programme.
- 5.36 There is the potential to move both the infant and junior schools into a single, bespoke building offering the opportunity to increase capacity in each of the infant and junior schools to 3FE from 2FE. Each school would occupy its own self contained wing within the single building. The scheme would involve a land swap for use of the existing school site by the developer for a housing project. However this scheme is still in its early stages and is subject to further consultation and planning permission. It is expected this scheme will require initial funding of £0.05m which is proposed to be financed from unallocated Basic Need Grant. Approval is being sought as Financial Regulations require Council approval to add new schemes to the capital programme.

### **Funding Options**

- 5.37 Following the transfer of the housing stock in 2008, the Council's capital receipts are limited to miscellaneous asset sales, the contribution from the VAT Shelter Scheme and Right-to-Buy claw back agreed as part of the transfer and the new Community Infrastructure Levy (CIL).
- 5.38 The Council introduced CIL in April 2015 and it is expected that this will begin to generate capital receipts in the latter half of 2015/16. It is difficult to estimate the potential amount of CIL that will be generated as this will depend on the delivery of additional housing development in the Borough, which is to a large extent outside of the control of the authority. However based on the most recent housing trajectory estimates and knowledge of development schemes that will come forward in the next 18 months, it is estimated that £2m is an appropriate assumption for 2016/17.
- 5.39 The Council will also be bringing forward the sale of land at Sandy Lane during 2016/17. The aim is to market the land with the benefit of outline planning permission which should maximise the potential receipt. However this will increase the time taken to dispose of the site and at this stage it is not certain that this can be achieved in 2016/17, as such it has been excluded from the projected value of receipts in 2016/17. It is also hoped that other small scale miscellaneous receipts will arise over the year.
- 5.40 The proposed capital programme for 2016/17 has been developed, therefore, on the assumption that it will be funded by a combination of £5m of capital receipts, Government grants, other external contributions and borrowing. The financing costs associated with the Capital Programme have been provided for in the Council's revenue budget plans. Should any additional capital receipts be generated in 2016/17 the interest earned on these will be used to mitigate the revenue cost of the capital programme.
- 5.41 Given the level of investment proposed in 2016/17, in particular Binfield Learning Village and Coral Reef, it is inevitable that the Council will be required to borrow externally over the short-to-medium term. The timing of this will depend on the level of surplus cash held by the Council which will be used in the first instance to fund the Capital Programme commitments.
- 5.42 The use of these monies is known as internal borrowing and the Capital Finance regulations require the Council, through the General Fund, to set aside an amount, the Minimum Revenue Provision (MRP), which would be broadly equivalent to the amount the Council would need to re-pay if it borrowed externally. Any external borrowing will also require MRP in addition to an interest charge depending on the maturity of the loan.
- 5.43 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.
- 5.44 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.
- 5.45 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 2016/17 to 2018/19 in February 2016, alongside its consideration of the specific budget proposals for 2016/17 and the Council's medium-term financial prospects.

- 5.46 Members will need to carefully balance 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 2017/18 onwards, will need to be undertaken during next summer.

## **6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

- 6.1 The authorisation for incurring capital expenditure by local authorities is contained in the legislation covering the service areas. Controls on capital expenditure are contained in the Local Government Act 2003 and regulations made thereunder.

### Borough Treasurer

- 6.2 The financial implications are contained within the report.

### 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. Where necessary, impact assessments on specific schemes within the capital programme will be undertaken before work commences.

### Strategic Risk Management Issues

- 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 2016/17 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 2016/17, 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.

## 7 CONSULTATION

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 Schools Forum, town and 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 <http://consult.bracknell-forest.gov.uk/portal>. There will also be a dedicated mailbox to collect comments.

7.2 The timetable for the approval of the 2016/17 Budget is as follows

Executive agree proposals as basis for consultation	15 December 2015
Consultation period	16 December 2015 - 31 January 2016
Executive considers representations made and recommends budget.	9 February 2016
Council considers Executive budget proposals	24 February 2016

### Background Papers

None

### Contact for further information

Alan Nash -01344 352180

[alan.nash@bracknell-forest.gov.uk](mailto:alan.nash@bracknell-forest.gov.uk)

Calvin Orr – 01344 352125

[calvin.orr@bracknell-forest.gov.uk](mailto:calvin.orr@bracknell-forest.gov.uk)

**CAPITAL PROGRAMME - BY CATEGORY**

	<b>2016/17 £000</b>	<b>2017/18 £000</b>	<b>2018/19 £000</b>	<b>TOTAL £000</b>
Committed	895	495	425	1,815
Unavoidable	1,141	821	935	2,897
Town Centre Highway Works	2,000	2,000	2,000	6,000
Maintenance	2,165	470	470	3,105
Rolling Programme / Other Desirable	1,853	939	59	2,851
<b>Council Funding</b>	<b>8,054</b>	<b>4,725</b>	<b>3,889</b>	<b>16,668</b>
LED Streetlight Replacement	3,650	0	0	3,650
Town Centre Improvements	3,300	1,700	0	5,000
Local Housing Company	6,020	0	0	6,020
Coral Reef Roof & Flumes	8,358	574	0	8,932
Binfield Learning Village	23,300	10,300	1,000	34,600
Magistrates Court Building	775	0	0	775
Invest-to-Save Scheme	1,580	0	0	1,580
<b>Total Council Funding</b>	<b>55,037</b>	<b>17,299</b>	<b>4,889</b>	<b>77,225</b>
<b>Total External Funding</b>	<b>17,498</b>	<b>14,096</b>	<b>11,014</b>	<b>42,608</b>
<b>Total Capital Programme</b>	<b>72,535</b>	<b>31,395</b>	<b>15,903</b>	<b>119,833</b>

**CAPITAL PROGRAMME - ALL DEPARTMENTS**

	<b>2016/17 £000</b>	<b>2017/18 £000</b>	<b>2018/19 £000</b>	<b>TOTAL £000</b>
ASCH	9,227	500	0	9,727
CYPL	36,465	19,759	8,850	65,074
Corporate Services	165	0	0	165
Council Wide	6,493	2,180	544	9,217
ECC	20,185	8,956	6,509	35,650
<b>Total Capital Programme</b>	<b>72,535</b>	<b>31,395</b>	<b>15,903</b>	<b>119,833</b>
<b>External Funding</b>	<b>17,498</b>	<b>14,096</b>	<b>11,014</b>	<b>42,608</b>
<b>Council Funding</b>	<b>55,037</b>	<b>17,299</b>	<b>4,889</b>	<b>77,225</b>

## CAPITAL PROGRAMME - ADULT SOCIAL CARE, HEALTH & HOUSING

	2016/17 £000	2017/18 £000	2018/19 £000
<b>Committed</b>			
Older person accommodation and support services strategy	400	0	0
Local Housing Company	6,020	0	0
	<u>6,420</u>	<u>0</u>	<u>0</u>
<b>Unavoidable</b>			
	<u>0</u>	<u>0</u>	<u>0</u>
<b>Maintenance</b>			
See Council Wide	<u>0</u>	<u>0</u>	<u>0</u>
<b>Rolling Programme / Other Desirable</b>			
Capital Programme for Housing	1,525	500	0
	<u>1,525</u>	<u>500</u>	<u>0</u>
<b>TOTAL REQUEST FOR COUNCIL FUNDING</b>	<u>7,945</u>	<u>500</u>	<u>0</u>
<b>Invest-to-Save</b>			
Waymead Flats	580	0	0
	<u>580</u>	<u>0</u>	<u>0</u>
<b>External Funding</b>			
Community Capacity Grant	201	0	0
Capital Programme for Housing - S106	501	0	0
<b>TOTAL EXTERNAL FUNDING</b>	<u>1,282</u>	<u>0</u>	<u>0</u>
<b>TOTAL CAPITAL PROGRAMME</b>	<u>9,227</u>	<u>500</u>	<u>0</u>

**Adult Social Care, Health & Housing - New Schemes**

<b>Older person accommodation and support services strategy</b>	<b>£400,000</b>
<p>Dennis Pilcher House is being acquired by the Council from Bracknell Forest Homes (BFH) through an asset swap of the Ladybank site. The relocation of the services provided at the Ladybank site to Dennis Pilcher House forms part of the older person accommodation and support services strategy. The Bridgewell Centre on the Ladybank site posed capital costs close to £400,000 to address immediate repair issues and thus moving the service mitigates those costs and also provides facilities that are able to meet standards as set by Care Quality Commission.</p> <p>This represents a major plank of the strategy. A budget of £400,000 has already been approved as part of the 2015/16 capital programme. Latest estimates of the cost of works to meet the specification provided by Atkins indicate a total of £800,000 (inclusive of fees) will be required. Thus a bid is made for the balance of funding required, £400,000.</p>	
<b>Downshire Homes – Local Housing Company</b>	<b>£6,020,000</b>
<p>Downshire Homes, a Council owned local housing company, will borrow from the Council £6,020,000 at a borrowing rate of 4.5% in order to purchase 15 properties for homeless households and 5 properties for households with learning disabilities. The Council's loan will be secured on the properties purchased. Downshire Homes will repay the loan interest from net rental income. The Council's use of bed and breakfast accommodation will reduce. The current net cost of B&amp;B is £284 a week and so 15 households for 52 weeks represent a reduction of £221,520 (£284 x 15 x 52) and will be used to support the repayment of the loan. The other five properties will prevent households with learning disabilities presenting as homeless and thus mitigate future costs. The proposal is self-financing, albeit that the Council owned company will benefit from the equity growth of the properties.</p>	
<b>Capital Programme for Housing</b>	<b>£1,525,000 (+ £501,000 Commuted Sums)</b>
<p>As part of the transfer of the Authority's housing stock to Bracknell Forest Homes in 2008 the Council gave a commitment to invest a substantial proportion of the capital receipt in new affordable housing. A total of £17.5 million was identified to achieve this goal and a number of capital schemes that have been developed by the Council since the transfer. It is proposed to continue with the My Home Buy (£23k), Cash Incentive Scheme (£300k) and Temp-to-Permanent (£1,702k). The £501k commuted sum is yet to be agreed in the form the section 106 agreement but will contribute towards the Temp-to-Permanent programme.</p>	

<b>Waymead Flats</b>	<b>£580,000</b>
<p>Waymead Flats is currently void and a plan is proposed to refurbish the property in order to provide accommodation for a supported housing group (Care Leavers) which in turn will generate revenue savings for the Council. Through a combination of rental income and savings in the current budget for care leavers accommodation an Invest-to-Save bid can be successfully developed that will bring back into use Waymead Flats as a viable asset and improve the level of service provided by the Council. In addition, by working closely with a Registered Social Landlord who will take a long-lease of the newly refurbished Waymead Flats, this proposal offers the opportunity of developing an additional site for redevelopment.</p>	
<b>Community Capacity Grant</b>	<b>£201,000 (Externally funded)</b>
<p>This bid is for various projects in Adult Social Care funded by the Community Capacity Grant, inline with the purposes of the grant which are:</p> <ul style="list-style-type: none"> <li>- Innovative alternatives to residential care which can help people live in the most appropriate accommodation via a range of housing options for differing levels of needs and lifestyle. This supports a personalised community based approach.</li> <li>- Alternatives to residential care via community based services investment – specifically capital investment in telecare, simple aids to daily living and reablement infrastructure. These underpin the aim to enable people to remain in their homes for as long as possible.</li> </ul> <p>The allocation for 2016/17 is to be confirmed.</p>	

**CAPITAL PROGRAMME - CHILDREN YOUNG PEOPLE & LEARNING**

	2016/17	2017/18	2018/19	TOTAL
	£000	£000	£000	£000
<b>Committed</b>				
Priestwood Early Years Facility - Non Schools	70	70	0	140
	<u>70</u>	<u>70</u>	<u>0</u>	<u>140</u>
<b>Unavoidable</b>				
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Rolling Programme / Other Desirable</b>				
Multi Agency Safeguarding Hub - Non Schools	32	0	0	32
<b>Total</b>	<u>32</u>	<u>0</u>	<u>0</u>	<u>32</u>
<b>TOTAL REQUEST FOR COUNCIL FUNDING (Ex BLV)</b>	<u>102</u>	<u>70</u>	<u>0</u>	<u>172</u>
Binfield Learning Village	23,300	10,300	1,000	34,600
<b>TOTAL REQUEST FOR COUNCIL FUNDING (including BLV)</b>	<u>23,402</u>	<u>10,370</u>	<u>1,000</u>	<u>34,772</u>
<b>External Funding - DfE basic Need Grant*</b>				
Binfield Learning Village	0	1,000	1,000	2,000
Warfield Expansion (Warfield West)	360	310	10	680
Crowthorne Expansion (TRL)	10	10	350	370
Amen Corner North	105	313	0	418
Warfield East	10	10	20	40
Amen Corner South	21	141	479	641
Edgbarrow Expansion	3,147	1,234	1,065	5,446
Great Hollands Expansion	4,749	983	0	5,732
Surge Classrooms	517	134	1,210	1,861
Sandhurst Redevelopment	103	0	0	103
Ascot Heath Redevelopment	156	751	0	907
Jennett's Park FFE	5	5	5	15
The Pines - Phase 2	10	140	140	290
Wildmoor Heath Kitchen	10	0	0	10
Brakenhale Expansion - Phase 1	463	1,500	1,465	3,428
Easthampstead Park Classroom Refurbishment	52	1,981	1,556	3,589
Eastern Road	12	0	0	12
Project Management Office (PMO)	300	300	300	900
	<u>10,030</u>	<u>8,812</u>	<u>7,600</u>	<u>26,442</u>
<b>External Funding - Other</b>				
Schools Capital Maintenance Grant	2,105	0	0	2,105
	<u>2,105</u>	<u>0</u>	<u>0</u>	<u>2,105</u>
Section 106	250	250	250	750
Section 106 (over £50k) - Great Hollands	66	0	0	66
Section 106 (over £50k) - Easthampstead Park	285	0	0	285
Devolved Formula Capital (estimate)	327	327	tbc	654
	<u>928</u>	<u>577</u>	<u>250</u>	<u>1,755</u>
<b>TOTAL EXTERNAL FUNDING</b>	<u>13,063</u>	<u>9,389</u>	<u>7,850</u>	<u>30,302</u>
<b>TOTAL CAPITAL PROGRAMME</b>	<u>36,465</u>	<u>19,759</u>	<u>8,850</u>	<u>65,074</u>

## Children, Young People and Learning - New Schemes – Non Schools

<b>Multi Agency Safeguarding Hub (MASH)</b>	<b>£32,000</b>
<p>Bracknell Forest are establishing a MASH which will enable better information exchange and awareness, better informed multi agency risk based decisions and more coordinated responses. It is a co-located team of people drawn from the relevant local partners and agencies e.g. Children's Social Care, Thames Valley Police &amp; Health. Other agencies will join the hub as it is established through virtual links such as CAMHS, Adult Mental Health, Housing, Probation, Schools etc.</p> <p>Once the children's MASH is fully established, Adult Social Care will consider referrals for vulnerable adults coming through it. A Programme Board has been established to oversee the development of the MASH. Five work streams have been established and this bid relates to two of those namely accommodation and IT support.</p> <p><b>Accommodation</b>  Considerable work has gone into identifying a suitable base which is cost effective for the MASH. Total overall cost of accommodation project is estimated at £22k.</p> <p><b>ICT</b>  The MASH IT requirements are currently being specified and will require to meet the needs of BF IT users and also partners accessing TVP and Health databases. There will be a need for additional BF work stations and phone lines. Estimated cost: £10k.</p>	

**CAPITAL PROGRAMME - CORPORATE SERVICES / CHIEF EXECUTIVE**

	2016/17 £000	2017/18 £000	2018/19 £000
<b>Committed</b>	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
<b>Unavoidable</b>			
Financial Systems Upgrade (Agresso)	50	0	0
	<u>50</u>	<u>0</u>	<u>0</u>
<b>Maintenance</b>			
See Council Wide	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
<b>Rolling Programme / Other Desirable</b>			
Disposal of Land at Sandy Lane	100	0	0
Capita Payment Portal - Surcharge Module	15	0	0
	<u>115</u>	<u>0</u>	<u>0</u>
<b>TOTAL REQUEST FOR COUNCIL FUNDING</b>	<u>165</u>	<u>0</u>	<u>0</u>
<b>External Funding</b>			
<b>TOTAL EXTERNAL FUNDING</b>	<u>0</u>	<u>0</u>	<u>0</u>

**Corporate Services and Chief Executive - New Schemes**

<b>Financial System (Agresso) Upgrade</b>	<b>£50,000</b>
<p>The Council relies on Agresso as its primary accounting and financial reporting system, delivering a General Ledger, Accounts Payable and Receivable function that is used to manage, control and report on the Council's expenditure, as well as deliver on its statutory financial reporting requirements.</p> <p>The current version of Agresso used by the Council, Version 5.5, went out of "support" in December 2013. Whist Unit4 still provide maintenance for the software, it is no longer being developed or patched, and the vendor will no longer provide any updates. The current stable release, Milestone 4 will go out of support in November 2016, and as such Unit4 are delivering Milestone 5 to new clients which will be the preferred route for the Council.</p>	
<b>Capita Payment Portal - Surcharge Modules</b>	<b>£15,000</b>
<p>All payments that are received electronically via a credit or debit card are charged a surcharge (cost of transaction processing) by the card provider. This charge has always been met by the Council. These costs are escalating, and following the introduction of an EU (European Union) cap on charges the costs associated with debit card payments will in future be charged at a % of the transaction amount, having previously been a fixed charge. This will increase the charge for the use of debit cards both electronically, on-line and over the phone. The debit card surcharge rate is currently lower than the rate for credit card payments, although this may well increase over time. The Council receives the majority of payments on-line via a debit card; there has been a 16% increase in 2014/15 over the previous year, showing evidence that payments received electronically are increasing substantially as customers are more mobile, wish to use self service and carry out automated payments.</p> <p>The Capita Payment Portal, a hosted system used to administer payments, such as Council tax or Planning applications, provides modules for passing this surcharge on to customers, rather than the Council meeting the cost. This is a practice adopted by many other service providers. The Payment Portal is being upgraded during 2015 and the introduction of passing on the transaction surcharge to the customer will be introduced, if approved, during Q2 of 2016.</p> <p>The surcharging modules can be set up to pass on the charge for credit cards, or for debit cards, or for both. Currently the use of credit cards is expected to cost the authority approx. £40,000 in 2015/2016. The cost of the use of debit cards over the same period is expected to be in the region of £21,000. Failure to implement the surcharging modules would result in a significant pressure on the Revenue budget, as the allocated budget falls far short of the costs anticipated in 2015/2016 and 2016/2017. The proposal at this point is to implement the surcharging for credit cards, and to review the situation with debit cards in due course, with the option to implement that at a later date. Any decision to pass on this charge may require Members' approval.</p> <p>The licence cost is £12,000 and will have a revenue support charge of £500 per year. The total cost of this module is estimated to be £15,000, allowing for consultancy and set-up charges.</p>	

**CAPITAL PROGRAMME - COUNCIL WIDE**

	2016/17 £000	2017/18 £000	2018/19 £000	TOTAL £000
<b>Committed</b>				
Town Centre Redevelopment	3,300	1,400	0	4,700
Town Centre Redevelopment - Stamp Duty	0	300	0	300
	<b>3,300</b>	<b>1,700</b>	<b>0</b>	<b>5,000</b>
<b>Unavoidable</b>				
Microsoft Office Licences	60	0	0	60
Multi Functional Device & Desktop Printer Refresh	24	24	20	68
Network Refresh	57	50	50	157
Server Refresh	45	98	35	178
Desktop Services Estate Management	423	269	430	1,122
Server Anti-Virus/Intrusion Prevention	65	0	0	65
Access Improvement Programme (Equalities Act)	35	0	0	35
Asbestos	30	30	0	60
	<b>739</b>	<b>471</b>	<b>535</b>	<b>1,745</b>
<b>Maintenance</b>				
Buildings Planned Maintenance Programme	1,670	n/a	n/a	1,670
	<b>1,670</b>	<b>0</b>	<b>0</b>	<b>1,670</b>
<b>Rolling Programme / Other Desirable</b>				
Purchase of Magistrates' Court Building	775	0	0	775
Replacement of JEL Building Mgt System Controls	9	9	9	27
	<b>784</b>	<b>9</b>	<b>9</b>	<b>802</b>
<b>TOTAL REQUEST FOR COUNCIL FUNDING</b>	<b>6,493</b>	<b>2,180</b>	<b>544</b>	<b>9,217</b>
<b>External Funding</b>				
<b>TOTAL EXTERNAL FUNDING</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CAPITAL PROGRAMME</b>	<b>6,493</b>	<b>2,180</b>	<b>544</b>	<b>9,217</b>

**Council Wide – New Schemes**

<b>Microsoft Office licences</b>	<b>£60,000</b>
<p>The Council has 1,650 workstations that previously had Microsoft Office 2003 installed. The licencing that covered this with made up from two areas; 1,400 x Office 2010 licences and 250 x Office 2003 Licences. When the Council upgraded corporately to Office 2010 there was a shortfall of 250 Office 2010 licences. An initiative to acquire “recycled” Office 2010 licences from the Crown Commercial Services has not been possible, and as such full licences will need to be purchased.</p>	
<b>Multi Functional Device Refresh, Desktop Printer Refresh, plotter</b>	<b>£24,000</b>
<p>Following a recent tender process for MFDs, local printers and network printers, Konica Minolta was awarded a four year contract (2014-2017) that allows Bracknell Forest Council and Schools under BFC Local Authority control to purchase printers and MFDs at the lowest possible purchase price and click rates for day to day printing. Since the contract was awarded, the Bracknell Forest Council estate now has 54 Konica devices which the user base has reported as having a better print quality and cheaper click rates, reducing the on-going revenue costs for each department.</p> <p>It is not proposed to refresh all the Ricoh MFDs in the financial year 2016/17 and 2017/18 as some MFDs will only be 3-4 years old and the print volumes on the these MFDs will still be very low as some are located at small remote locations where only a handful of staff are based. The budget request is based on a strategy of refreshing MFD's &amp; printers where hardware is old / printer failures are frequent and colour is required. A list of MFDs and Printers was reviewed by the ICT Steering Group and the budget request was deemed appropriate.</p>	
<b>Network Refresh</b>	<b>£57,000</b>
<p>Funding is required to cover a number of ICT Network infrastructure replacements to ensure equipment is both current and supportable. The budget is also to maintain the network and ensure that it has the capacity to serve the business in the forthcoming budget year.</p> <p>The replacements include 13 Local Area Network (LAN) switches, 1 Digital Subscriber Line Access Multiplexer (DSLAM- equipment used to connect smaller remote sites), various IP Telephone handsets, and various battery back-up/ Uninterruptable Power Supplies (UPS) that were all procured prior to 2010 and are now obsolete and out of support.</p> <p>When the above devices go end of life, they will no longer receive any software updates including bug fixes, and no faults will be investigated by the manufacturer or their agents. The GCSX/PSN code of connection forbids the use of unsupported software or hardware on our network and therefore we would be at risk of losing our connected status, causing loss of access to services such as GCSX email, DWP, and NHS's RiO etc. if these devices are not replaced.</p>	

<b>Server Refresh</b>	<b>£45,000</b>
<p>Proposal for budget to cover a number of ICT infrastructure replacements to ensure equipment is both current and supportable and to provide consultation to support the design of the new Citrix farm. The budget is also to maintain the server hardware estate and ensure that it has the capacity to serve the business in the forthcoming budget year.</p> <p>The replacements include battery replacements for the Time Square Server Room Uninterruptable Power Supply (UPS) that was procured prior to 2008 and is now end of life. The remainder of the hardware costs is for servers coming out of warranty in 2016/17.</p> <p>Consultancy costs will be incurred required for the update of the Citrix Farm, as the current version is unsupported from 2016 and will no longer receive any software updates including bug fixes, and no faults will be investigated by the manufacturer or their agents.</p>	

<b>Desktop Services Estate Management</b>	<b>£358,000</b>
<p>It is clear that rather than expecting Directorates to try and build contingency in to already stretched budgets to deal with in-year changes to requirements, Corporate ICT should be responsible for managing and funding of desktop equipment. This includes new starters, changes to work styles and mobile solutions. During 2015/2016 Corporate ICT carried out a piece of work to bring all laptops and desktops out on the estate up to the maximum warranty of 5 years. However on-going additions to the estate are required on an annual basis. This budget request is broken down into the following areas:</p> <p><b><u>Computer Refresh</u></b></p> <p><b>252 laptops - £202,000</b>  <b>4 desktops - £2,000</b>  <b>Maintenance total - £58,000</b></p> <p>This equates to about 30% of the laptop estate that will be 5 years old during 2016/7. The Communication and Marketing team has an Apple Mac Pro that needs to be refreshed. Based on previous years there will be a requirement for a maintenance budget for equipment damaged or that fails in the year but was not due to be replaced.</p> <p><b><u>Dual Monitors &amp; Monitor refresh</u></b></p> <p>There are more requests coming in asking for dual monitor to be implemented in certain teams. In the past this has been funded by the directorates who required them but now this is to be funded corporately. There have been discussions with ASCH&amp;H, CYP&amp;L and ECC who are looking to expand on usage of dual monitors to improve productivity. It should be noted that CYP&amp;L and EC&amp;C have had a programme of providing dual monitors where required. To date this has not been the cases in ASCH&amp;H. Funds are also required to maintain a stock of monitors for hardware failures.</p> <p><b>Total = £20,000</b></p>	

**Loan Projector Refresh**

While the meeting rooms at the council offices have had ICT equipment refreshed in 2015 the loan projector hardware was not. These projectors are held by the ICT Helpdesk and Customer Services and loaned out to staff where they are holding meetings or conferences away from council buildings. There is a need to refresh the loan projector stock as none of the current stock has the correct connectors for a large proportion of our laptop estate to connect to them.

**Total = £3,000**

**Mobile Devices**

Blackberry users are currently tied into 2 year contracts (Aug-Dec 2016 approx. end dates). Having reviewed previous working styles it is estimated that there could be as many as 30 new starters or working style changes who will need either an iPad or a Blackberry. The cost of an iPad is £390 per device and a Blackberry is £30 per device. Please note this does depend on the outcome of ongoing Mobile Technology project

**Total = £12,000**

**New Starter and Working Style Change Requests**

Using service request information from 2014/2015 it is estimated that there will be up to 40 new starter requests and 10 working style changes that will require the procurement of additional ICT equipment. We will continue to carefully monitor actual numbers throughout the year.

**Total = £61,000**

**Server Anti-Virus /Intrusion Prevention****£65,000**

Funding is required to cover the procurement of a system to help defend the BFC server estate against security vulnerabilities. Currently, each server has an Anti-Virus (AV) program installed on the Microsoft Windows Operating System (OS). This program can scan the server for malicious files, controlled by a central policy.

We are seeing increasing vulnerabilities in our systems mainly due to business applications not being updated by the vendors, and in many cases we are unable to apply critical software patches issued for Java, Oracle, etc. because the vendor has not validated their software against the latest versions.

This situation leaves us with outstanding vulnerabilities that are then flagged up by our annual PSN health-check. To help mitigate these vulnerabilities, we can use a different technology to protect our servers and applications that adds an Intrusion Prevention System (IPS) to the AV component. Although not a panacea for all of our server security vulnerabilities, this new system would add another layer of defence and help us achieve and maintain compliance with PSN (and PCI-DSS if required).

<b>Access Improvement Programme</b>	<b>£35,000</b>
<p>Access Improvement is an annual programme of construction works to improve the accessibility of our corporate buildings for people with disabilities. Originally designed to ensure that our publically accessible buildings met the appropriate standards, its' scope has been expanded in recent years to include all corporate buildings. The works included in the programme are identified through access audits undertaken at each property. Most of our buildings have been surveyed in this fashion although a small number remain outstanding due to changes in usage and responsibilities.</p> <p>The works identified by audits range from small items like signage and decorations up to complete new installations of facilities such as ramps, toilets and lifts.</p> <p>The works proposed for 2016/17 include the following properties:</p> <ul style="list-style-type: none"> <li>- The Oaks Children's Centre</li> <li>- Wick Hill Cottage</li> <li>- The Willows Children's Centre</li> <li>- Margaret Wells-Furby Centre</li> <li>- New Hope</li> </ul>	
<b>Asbestos Control</b>	<b>£30,000</b>
<p>A budget is required to cover any asbestos removal or encapsulating works in corporate properties that is identified in future Asbestos Management Surveys. The surveys are currently being carried out and started in April 2015. The survey programme will be phased over three years. £30k has been allocated for this financial year (2015/2016) but further funding for asbestos removal works will be required for the next two years of the programme (2016/2017 &amp; 2017/2018).</p> <p>This is a Health &amp; Safety compliance issue. In April 2012 the Control of Asbestos Regulations (CAR) 2006 were amended resulting in changes to the licensing category of certain types of Asbestos Containing Materials (ACMs).</p>	
<b>Buildings Planned Maintenance</b>	<b>£1,670,000</b>
<p>Buildings planned maintenance is an annual programme of repairs and maintenance to the Councils' building stock and associated assets. It encompasses a wide range of activities but typically includes the repair or replacement of elements of building fabric, fixtures or fittings that are worn, obsolete or otherwise damaged. The purpose of the work is to maintain the Councils' buildings to a sufficient standard to provide a safe and appropriate environment from which its' various services can operate.</p> <p>The works included in the programme are identified through a series of condition surveys, which are currently undertaken on our behalf by external engineers and surveyors. The present arrangement generally allows for each property to be surveyed every five years and we are currently three years into our first five year programme. As a consequence, a combination of both new and much older data is used in the creation of each individual programme. The backlog figures shown in the supporting data have been arrived at following detailed analysis of all of our condition survey records as well as consideration of wider property issues and intentions.</p>	

As such, based on previous instructions or knowledge of impending project works, the values of maintenance works to the following properties are **not** included:

- Commercial Centre
- Coopers Hill
- Easthampstead House
- Eastern Road
- Edgbarrow Sports Centre
- Harmans Water Community Centre
- Heathlands Residential and Day Centres
- High Street Car Park
- Ladybank (Bridgewell)
- North Ascot Youth Centre
- Sandhurst Sports Centre
- Whitegrove Youth Centre
- Commercial properties let on full repairing leases

With the above properties excluded, the estimated value of the remaining high priority works currently stands at £1.67m.

<b>Purchase of Magistrates' Court Building</b>	<b>£775,000</b>
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Funding is requested to acquire the former magistrates' court at £650,000 for the freehold premises. The Council is seeking to acquire this site to join with its own holdings for a significant and comprehensive future phase to support the development and vitality of the new town centre. There will be limited provision for some claw-back if sold/developed within 3 years, but this is unlikely to happen. Funding for this request also includes legal costs (£15,000), stamp-duty (£35,000) and refurbishment costs (£75,000) needed if the property is to be used pending any future redevelopment.

<b>Replacement of JEL Building Mgt System Controls</b>	<b>£9,000</b>
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The scope of this project involves replacing existing JEL BMS controls in Corporate Buildings namely libraries, Crematorium and Community Centres by up to date modern BMS controls with IT network capability or Conventional controls. The JEL systems are typically used for heating, hot water and boiler plant control. All of JEL systems for these buildings are not linked back to the JEL central supervisor in Times Square as such they are not monitored for heating coming on outside hours etc. It has been found that for controls that are not remotely monitored-heating has been found to left on out of hours, left on during public holidays and during the Summer period. In addition controller time is typically is 1 hour out due to BST/GMT changeover.

**CAPITAL PROGRAMME - ENVIRONMENT CULTURE AND COMMUNITIES**

	2016/17 £000	2017/18 £000	2018/19 £000	TOTAL £000
<b>Committed</b>				
LED Streetlights	3,650	0	0	3,650
Roads & Footway Resurfacing #	200	200	200	600
Equipment Replacement Downshire Golf Complex #	35	35	35	105
Maintenance Car Parks #	190	190	190	570
	<b>4,075</b>	<b>425</b>	<b>425</b>	<b>4,925</b>
<b>Unavoidable</b>				
Disabled Facility Grants - Mandatory	180	250	300	730
Land Drainage	80	100	100	280
Leisure Replacement Catering System	92	0	0	92
	<b>352</b>	<b>350</b>	<b>400</b>	<b>1,102</b>
<b>Town Centre Highway Works</b>				
Town Centre Highway Works	2,000	2,000	2,000	6,000
	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>6,000</b>
<b>Coral Reef Transformation</b>				
Coral Reef Roof and Flumes	8,358	574	0	8,932
	<b>8,358</b>	<b>574</b>	<b>0</b>	<b>8,932</b>
<b>Maintenance</b>				
Refurbishment / Replacement in Leisure Sites	150	150	150	450
BLC Main Sports Hall Refurbishment	75	0	0	75
Maintenance of Play Areas	70	70	70	210
Update Traffic Signal Infrastructure	200	200	200	600
	<b>495</b>	<b>470</b>	<b>470</b>	<b>1,435</b>
<b>Rolling Programme / Other Desirable</b>				
Trees and Woodland Management	75	50	50	175
Bracknell Athletics Track Replacement	0	200	0	200
Bracknell Athletics Track Replacement Lighting	0	180	0	180
Bracknell Library Introduction Self Service	97	0	0	97
	<b>172</b>	<b>430</b>	<b>50</b>	<b>652</b>
<b>TOTAL REQUEST FOR COUNCIL FUNDING</b>	<b>15,452</b>	<b>4,249</b>	<b>3,345</b>	<b>23,046</b>
<b>Invest-to-Save</b>				
Cemetery & Crematorium Additional Chapel	1,000	0	0	1,000
	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>
<b>External Funding</b>				
Highways Maintenance	1,560	1,512	1,369	4,441
Local Growth Fund - Martins Heron	0	1,400	0	1,400
Integrated Transport & Maintenance	720	720	720	2,160
Section 106 Schemes (LTP)	865	500	500	1,865
Disabled Facilities Grants (cash grant to be confirmed)	300	300	300	900
Sustainable Alternative Natural Green Space (SANGS)	150	150	150	450
Section 106 Leisure & Culture (smaller schemes)	125	125	125	375
Bracknell Library Introduction Self Service	13	0	0	13
	<b>3,733</b>	<b>4,707</b>	<b>3,164</b>	<b>11,591</b>
<b>TOTAL EXTERNAL FUNDING</b>	<b>4,733</b>	<b>4,707</b>	<b>3,164</b>	<b>12,591</b>
<b>TOTAL CAPITAL PROGRAMME</b>	<b>20,185</b>	<b>8,956</b>	<b>6,509</b>	<b>35,637</b>

# Part Capitalisation of Revenue

## Environment, Culture and Communities – New Schemes

<b>Highway Network Maintenance</b>	<b>£200,000 (+ £1,560,000 external funding)</b>
<p>Maintaining the highway network (roads, footpaths, bridges, street lights etc) in a safe condition is a statutory duty. Arguably, the highway network is the most valuable asset within the Council's control. Without continual investment the condition of the network will deteriorate (the effects of the past seasons poor weather are evident) albeit the rate of deterioration is unpredictable given the several factors that contribute. To delay re-surfacing streets at the optimum stage, whilst the substrata of the original structures are in a largely sound condition, will result in continuing deterioration of the whole and the very much more expensive option being the (up to twice or more the cost of the preferred option) complete re-construction with consequent local disruption to pedestrian and vehicle traffic will become necessary to protect the asset.</p>	
<b>Equipment Replacement – Downshire Golf Complex</b>	<b>£35,000</b>
<p>Downshire golf complex generates an income of circa £1.5 million per year returning a net operating surplus. In order to maintain this income stream it is necessary to maintain the course to a standard commensurate with the fees charged. In order to do this specialist plant/equipment/machinery is required. The machine to be replaced is our Toro Groundskeeper Greens Mower, which is approx. 12 years old and suffering from worn away cutting cylinders, to the extent that repair would not be cost effective. The site will also consider replacing the current Fairway mower, depending on final formalised quotes and trade-in values. The machine is exhibiting major issues which are making repairs non cost effective.</p>	
<b>Car Park Structures</b>	<b>£190,000</b>
<p>A condition survey commissioned in 2009 identified a number of urgent actions that were necessary to rectify a number of defects in both car parks. The work on the Charles Square car park was completed in March 2015. However, the work on the High Street car park has yet to be completed.</p> <p>Currently the works outstanding on the High Street car park includes essential structural deck repairs and relining to maintain the structural integrity along with redecoration to support columns, stairwells and lift lobbies in both car parks to compliment works being undertaken as part of the Town Centre regeneration. This work will bring the Council's multi storey car parks to a standard similar to others in the regenerated town centre and ensure the standard and future income levels are maintained in the future. Without investment the facility will continue to decay and without improvement the visitor appeal will suffer along with income, and to the detriment of the Town Centre.</p>	
<b>Disabled Facilities Grants (DFG)</b>	<b>£180,000 (+ £300,000 external funding)</b>
<p>To provide sufficient funding to enable the provision of disabled facilities grants to continue during 2016-2017. There is a mandatory requirement to provide disabled facilities grants in appropriate circumstances. The Council also has a policy to offer discretionary assistance where the circumstances warrant it.</p>	

Over the last 3 year period, 228 adaptations have been undertaken to improve home environments and to assist a householder to continue to live independently in their own home. This is an increase upon previous 3 year periods. The provision of a DFG is not restricted to tenure type; however Bracknell Forest Homes fund adaptations in their properties if the cost of the work is below £7,000.

<b>Drainage/Land Drainage</b>	<b>£80,000</b>
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Under the Floods and Water Management Act 2010 the council has a responsibility to take the lead role in managing (and reducing) the risk of surface water flooding throughout the Borough. There is a continuing need to improve land drainage and watercourses throughout the Borough to reduce the risk of flooding to properties and roads. Operational experience and past seasons rainfall volumes indicate that the risk of flooding in both rural and urban areas has increased. Preliminary investigations indicate that a number of sites would benefit from local (often modest) improvements reducing the risk or frequency and severity of flooding incidents.

<b>Replacement of Leisure Catering System to include Coral Reef</b>	<b>£92,000</b>
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The catering software at Bracknell Leisure Centre, Downshire Golf Centre and Edgbarrow Sports Centre was upgraded to Clarity Hospitality in 2011. It was hoped by the business that this software would continue to be fit for purpose for a number of years. During the MS Windows 7 upgrade in 2014 it was found that the back office software had not been written to work in a Windows 7 64-bit environment even though it had been installed four years after Windows 7 was released. The current server that runs the catering system has been out of warranty since January 2014. The Council's chief information officer and the business are very concerned about the overall security of the current catering system.

There are a number of issues with the current system that are impacting on the business needs of the service including

- Random system shut-downs
- Limited discounting facilities
- Lack of independent control on login
- Slow and cumbersome payment system

Currently Coral Reef has an EPoS system consisting of seven tills used in reception, sauna world, the restaurant and the beach bar. They are supplied by Citedal and run on a system called Total Control. The tills are linked to a back office PC. Both the tills and PC are not on the corporate network. The system is considered basic with bookings still taken manually. This system is managing an annual income of £2.6 million of which £546,000 is taken at the catering tills. As part of the replacement roof project, the reception area in Coral Reef is being refurbished to include a new café. There is an opportunity to include the catering elements at Coral Reef on a new catering solution for the four leisure sites.

The system will be geared for the Hospitality sector, fast and efficient for customer satisfaction and easy to use so that training new staff will be quicker. Additional benefits will include; initiatives to save money and increase profits, potentially with marketing and loyalty applications. Finally by moving away from staff cards to fobs it will provide improved security and enable ID monitoring.

<b>Local Transport Plan (LTP3) – Integrated Transport</b>	<b>£2,000,000 (+ £720,000 Grant) (+ £865,000 S106)</b>
<p>The new Local Transport Plan (LTP3) sets out the Council's proposed strategy for capital expenditure over a 15 year period from April 2011 to March 2026 for Integrated Transport to fit with the Local Development Framework.</p> <p>LTP3 includes an Implementation Plan based upon realistic funding assumptions to demonstrate how the overall strategy will be delivered and will run for 3 years at a time to align with the Government's block allocation. The overall Integrated Transport Capital Programme is funded from the Integrated Transport Direct Grant, Borough Capital and S106/CIL developer contributions for transport related improvements.</p> <p>Transport improvements featured within the overall programme are key to facilitating existing and future development within the Borough and thus contribute to the growth agenda.</p>	

<b>Minor Works – Refurbishment – Leisure Sites</b>	<b>£150,000</b>
<p>This £150k fund provides for some facility/site refurbishment and replacement of plant/equipment/machinery across 7 Leisure sites. These sites include complex facilities containing sophisticated plant and equipment and represent a significant investment for the authority. Sites include a listed mansion, one of the largest indoor/outdoor wet/dry centres in the region, a state of the art leisure pool with many innovative features, an interactive science centre, two centres located on school sites and a golf complex. Current levels of customer visits to these sites is around 2.3 million/year. Failure to refurbish these facilities will result in a poorer quality product which in turn will result in decreased income. The £150,000, if approved, represents less than 1.5% of annual income.</p> <p>The 7 leisure sites have a significant need for investment but currently there are discussions relating to The Look Out, Edgbarrow &amp; Sandhurst Sports Centres and Easthampstead Park. These are expected to crystallise in the not to distant future. Consequently the list of proposals will be presented once this work has been completed.</p>	

<b>Main Sports Hall Refurbishment</b>	<b>£75,000</b>
<p>The current sports hall floor was laid in 1992 and over the past 24 years it has been well maintained with regular cleaning and sealing to preserve its integrity. There are areas of the floor now which require major refurbishment, sections running down the middle of the hall are crumbling due to wear and tear, and repair works cannot be carried out without involving the whole floor. The seal is becoming slippery and the colour of the floor has darkened to the extent that the markings are indistinguishable from each other due to the glare from the windows. This can make racquet sports and ball sports difficult to play in the hall. The whole floor now requires sanding, relining and resealing to bring it back to its original condition and colour.</p>	

<b>Play Area Renewal Programme</b>	<b>£70,000</b>
<p>There are currently 25 equipped play areas managed by Bracknell Forest Council. These have predominantly been provided through the planning process; either through funding contributions and/or as part of land transfers secured through Section 106 Agreements. Annual management and maintenance is co-ordinated by the Parks &amp; Countryside service. This includes carrying out weekly inspections, routine maintenance, and repairs. Capital monies are needed to refurbish sites as part of a rolling programme, with some of the play areas old and in poor condition. The project priority for 2016/17 is to refurbish the play area at Westmorland Park, Warfield.</p>	
<b>Traffic Signal Preventative Maintenance</b>	<b>£200,000</b>
<p>Since becoming a Unitary Authority, and inheriting a network of traffic signal infrastructure, no preventative maintenance regime has extended locally. This situation has resulted in the gradual degradation of the traffic signal assets and vulnerability of sites. Some of these are major sites and failure to address issues will inevitably result in consequences including non operational sites, increased disruption to the network and inflated reactive repair costs.</p> <p>The aim of the project is to ensure the longevity of the assets and smooth operation of the signal installations which benefits the public, the Council and local economy. These works also reduce energy costs by means of extra low voltage signals equipment. It is hoped that by targeting aging equipment the future maintenance will be easier and financially more manageable.</p>	
<b>Tree and Woodland Management</b>	<b>£75,000</b>
<p>Officers within the Parks &amp; Countryside Service are currently drafting a Tree Woodland and Hedgerow Strategy. This is being led by the biodiversity officer and is a key action within the Biodiversity Action Plan (as approved on 26 May 2012).</p> <p>Bracknell Forest has an ageing stock of plantation pines, left after the construction of the new town. These are excellent landscape features and are recognised as giving the borough character and creating a desirable area in which to live, work and visit. However, these are reaching maturity and will increasingly become a risk to people and property. A strategic approach to the management of these areas of significant landscape trees will ensure their health, safety and long term security in Bracknell Forest. The proposal is to carry out a pilot project to selectively fell an area of pines and replant with a higher proportion of native, deciduous trees. The initial area identified is on amenity land adjacent to Crowthorne Road (between Mill Lane and Nine Mile Ride).</p>	

<b>Introduction of Self Service at Bracknell Library</b>	<b>£97,000</b> <b>(+ £13,000 S106 funding) subject to Member approval</b>
<p>The library service is looking to better employ limited staffing resources on the promotion of the service, outreach to target client groups and better management of stock and other assets. We are also looking to maintain or possibly extend opening hours in Bracknell Library.</p> <p>These goals can be achieved by automating routine tasks such as the issue and return of books and creating an environment in which library users carry out these simple tasks themselves. Various technologies exist that allow users to issue, return, renew and pay for items borrowed from the library with minimum or no staff intervention. Bracknell Forest is lagging behind many other library services in the country in providing self service to its customers.</p> <p>The most successful and widely used system is based on Radio Frequency Identification (RFID), in which the current item barcode is replaced by a tag containing information about that item. This tag can then be scanned and read by a terminal connected to the Library Management System which then updates the borrower's record as appropriate. It also acts as a trigger for the security system, helping to prevent theft.</p> <p>Based on the experience of other public library authorities; both staff and public benefit from the properly managed introduction of RFID technology. Staff time is freed up to concentrate more on helping users find information, in promoting and marketing the service and in ensuring stock is accounted for and correctly displayed. Customers benefit from quicker service with fewer queues, more accurate stock information and availability and increased interaction with library staff. It may also be possible to extend opening hours within existing resources, as staff can be deployed over longer hours without any reduction in service or increase in staff costs. It is also claimed that RFID technology is also more effective in preventing stock loss, even when items such as DVDs are left on open access.</p> <p>Another benefit is that payment of fines and for the loan of chargeable items can be automated, either through cash payments or by credit/debit cards. The RFID system would be integrated and managed through the Library Service's new library management system. Lastly large counter areas are made redundant, freeing up space for display, promotion, more stock or more public PCs.</p> <p>Although this bid only covers <u>Bracknell Library</u> it will include the development of the interface to the Council's smartcard system and tagging of all library stock. Thus further implementation of self service at other branches will only require purchase of RFID equipment kiosk, security gates, if existing ones are not suitable and appropriate cabling. The Library Service is also currently investigating the ability to open libraries outside staffing hours which would be dependent on self-service to work. Once self-service is live in Bracknell library, its usage will be assessed to determine whether there is a business case to expand to other library branches.</p>	

<b>Easthampstead Cemetery &amp; Crematorium – Additional Chapel</b>	<b>£1,000,000 (Invest-to-save)</b>
<p>Over the past five years the business has grown at the expense of our competitors. This growth is believed to be largely due to the investment, attractiveness of the site and the attitude of the staff. All of the feedback we get from funeral directors and officiants confirms that they are promoting Easthampstead Park Cemetery and Crematorium as their preferred facility. Our ability to meet their needs is determined by the availability of the Chapel. A three week wait, for example, is not acceptable and they will and do go elsewhere</p> <p>Aware of this we have looked at the options and it's clear that, if we had a reasonable sized second chapel we could potentially over time double our capacity. Services would be staggered and coffins would be cremated over a longer day. In doing so the cremators would operate with improved efficiency, although obviously maintenance costs would be higher. The facility has potentially the equipment and space to enable this (subject to planning consent).</p> <p>Currently we are budgeted on the basis of providing for 1,800 cremations a year. This represents a gross income of £1.3m (£1.054m not including the cemetery). We have been consistently increasing the income target over time.</p> <p>The demand for the facilities will increase with the population growth but also as the number of burial opportunities also decline as the local churchyards are almost full. The current population of Bracknell Forest is 118,500. In ten years this is forecast to be 129,400. This equates to an 8% increase.</p>	

<b>S106 Leisure and Culture</b>	<b>£125,000 (S106 funding)</b>
<p>The capital programme for 2015/16 includes an allocation of £110,000 towards quality and quantity improvements for parks and open spaces, libraries, and built sports. The proposal is to allocate £125,000 in 2016/17. Project priorities are being drawn up in consultation with local community groups, site users and partners including town and parish councils.</p> <p>Projects will support the delivery of Spatial Planning strategies (particularly targets relating to provision standards for Open Space of Public Value, Libraries and Built Sports) and directly contribute to delivery of the Parks &amp; Open Spaces strategy (particularly re. raising quality standards). Projects will also support the emerging Playing Pitch strategy.</p>	

<b>Suitable Alternative Natural Green Spaces (SANGs)</b>	<b>£150,000 (S106 funding)</b>
<p>This proposal is for an allowance of £150,000 to be allocated in 2016/17.</p> <p>The provision of alternative recreational land to attract new residents away from the SPA is a key part of avoiding the effects of new development on the Thames Basin Heaths SPA. Within Bracknell Forest there are two ways for developers to provide new SANGs:</p> <ul style="list-style-type: none"> <li>a) Make a payment contribution towards strategic SANGs</li> <li>b) Make an in-kind, bespoke provision (based upon defined principles)</li> </ul> <p>Guidance is set out within the Thames Basin Heaths Special Protection Area Avoidance and Mitigation Supplementary Planning Document (TBH SPD) which was adopted and published in accordance with the Executive Decision made on 20 March 2012 (plus the Planning Obligations SPD February 2015).</p> <p>With regards to strategic SANGs (ref. a) above); the TBH SPD identifies that £1,128,000 is required to fund improvement works to identified sites managed by Bracknell Forest Council. The money for this is provided through s106 contributions from different developments to facilitate and implement enhancements and make these sites available for SPA mitigation purposes.</p>	

## ECPB Approved Basic Need Grant Virements Seeking Final Approval

	Approver	
	Borough Treasurer up to £0.25m £m	Full Council over £0.25m £m
<b>Approved at ECPB meeting 22 June 2015</b>		
Fox Hill Primary Net under £250k	0.472	-0.472
<b>Approved at ECPB meeting 30 September 2015</b>		
Cranbourne Primary		-0.372
Great Hollands Surge & Expansion Phases 1a, 2, 3		0.418
Owlsmoor Suitability (modernisation)		0.300
Easthampstead Park Refurbishment		-0.254
Edgbarrow School Expansion		-0.380
Edgbarrow Phase 1 - Sports Centre Net under £250k	0.009	0.280
<b>Totals</b>	<b>0.481</b>	<b>-0.481</b>
<b>Net Change to CYPL Capital Programme</b>		<b>0.000</b>

Note: Figures are rounded.