

TO: THE EXECUTIVE
DATE: 18 DECEMBER 2007

**GENERAL FUND REVENUE BUDGET 2008/09
(Borough Treasurer)**

1. PURPOSE OF DECISION

- 1.1 The Provisional Local Government Finance Settlement was announced on 6 December and established the Council's general grant allocation for 2008/09 and the following two years, with the Dedicated Schools Grant and other direct grants being announced in the following few weeks.
- 1.2 This report summarises the Government's provisional proposals and considers their impact on the Council's own budget for 2008/09. The Executive will need to consult on its detailed budget proposals with the Council's Overview & Scrutiny Commission and other interested parties during the next six weeks.
- 1.3 All comments received on these budget proposals will then be submitted to the Executive on 12 February. 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 2008/09 budget and Council Tax on 27 February.

2 RECOMMENDATIONS

That the Executive:

- 2.1 **Approve the revised Commitment Budget at Annexe A;**
- 2.2 **Agree the draft budget proposals for 2008/09 as the basis for consultation with the Overview & Scrutiny Commission and other interested parties.**
- 2.3 **Recommend to Council that in accordance with the Local Government Act 2003, and in the circumstances provided for in subsequent regulations :**
 - **the council tax discount granted in 2008/09 to taxpayers of properties which are nobody's sole or main residence (commonly referred to as "second homes") shall be maintained at the current level of 10%.**
 - **the council tax discount granted in 2008/09 to taxpayers of properties which are empty and substantially unfurnished (commonly referred to as "long term empty homes") shall be reduced from the current 50% to 10%.**
 - **no locally defined discounts are created in 2008/09.**
- 2.4 **Recommend to the Council the budget request for £0.300m to be transferred from revenue to capital for the expenditure incurred by the Council to facilitate the transfer of the housing stock expected to be incurred in 2007/08.**
- 2.5 **Approve the virement request of £0.085m relating to 2007/08 budget as set out in section 10.**

3 REASONS FOR RECOMMENDATIONS

The recommendation is designed to allow the Executive to consult on its draft budget proposals as required by the Local Government Act 2000.

4 ALTERNATIVE OPTIONS CONSIDERED

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

5 COMMITMENT BUDGET 2008/09 – 2010/11

5.1 Initial preparations for the 2008/09 budget have focussed on the Council's Commitment Budget for 2008/09 – 2010/11. 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 in February 2007. The table below summarises the Commitment Budget position with base expenditure of £69.850m next year, before any new changes are considered in the light of the Provisional Finance Settlement. This is shown in more detail in Annexe A.

Table 1: Summary Commitment Budget 2008/09 – 2010/11

	Planned Expenditure		
	2008/09 £000	2009/10 £000	2010/11 £000
Base Budget	67,648	69,850	70,899
<i>Movements in Year:</i>			
Chief Executive / Corporate Services	-137	-40	-105
Education, Children's Services & Libraries (excluding schools)	-243	12	10
Environment & Leisure	1,096	314	401
Social Services & Housing	-105	24	0
Non Departmental / Common	1,591	739	776
<i>Total Movements</i>	2,202	1,049	1,082
Adjusted Base	69,850	70,899	71,981

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 above summary. Some of these simply represent allocations to individual departments of items previously included as "Non Departmental/Common" commitments, such as the impact of the increase in pension contributions. However, the changes which affect the overall level of commitments are set out below:

- The music festival organised by the Education, Children's Services and Libraries department is held every three years. The festival was last undertaken in 2007/08 and it is planned to be held again in 2010/11. This adds (£10k) to the budget profile in 2010/11.

- A key Council priority is to implement the changes required by the Children's Act 2004, including provision of better integration of frontline services and the establishment of a children's trust. Funding for the Change for Children project officer is still required to enable the Council to deliver the Children's Act 2004.
 - The commitment budget included £0.080m in 2008/09 for the costs relating to the support costs associated with the integrated children's services computer system currently underway. The cost profile of this has been reviewed and the costs have been reduced to £0.050m and is not required until 2009/10.
 - The estimate for Equal pay has been increased by £0.008m to take effect of the recent pay settlement.
 - The commitment budget included £0.100m in 2008/09 for the traffic model. A detailed review of the revenue requirements to operate the model at the strategic level shows that the existing budget is adequate and no further resource is needed until the first five yearly major update of the model in 2012/13.
 - Discussions have recently been held with the Pension Fund actuaries. The draft actuarial valuation indicates that the employers rate will not need to increase over the next three years as the overall fund is now estimated to be 100% funded. Therefore the amounts included in the commitment budget in 2008/09 (£0.650m) and 2009/10 (£0.325m) for a 2% and 1% increase respectively can be removed.
- 5.3 Taking account of these changes, Table 1 shows that base expenditure (excluding schools) is planned to rise by £2.202m next year before consideration is given to allowances for inflation and budget proposals identified by individual Departments in 2008/09. Of this total £1.5m relates to the increasing loss of negative housing subsidy and increasing costs of waste disposal.

6 PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT 2008/09

National Perspective

- 6.1 The comprehensive spending review CSR07 was announced on 9 October and set out the Government's spending plans for the next three years. The headline figure is that Local Government will see a 1% growth on top of inflation over the period, which the Government believes is a fair and affordable settlement. The figures included in the CSR did not give detailed figures at individual authority level and did not give any indications to the level of the floor. This information is supplied with the normal Local Government Finance settlement.
- 6.2 The Provisional Local Government Financial Settlement was announced on 6 December. In respect of grant, the Council remains on the "Floor" and can only expect the minimum grant increase for the foreseeable future. It has been announced that this minimum grant increase will be 2% in 2008/09, 1.75% in 2009/10 and 1.5% in 2010/11. This is well below the overall national level of the settlement and well below inflation and growth pressures facing the Council. Therefore, Government support for 2008/09 will be £25.277m including the adjustment to the base for specific grants (£1.459m) which includes delayed discharges, access and systems capacity, waste and performance efficiency and Children's Services.

- 6.3 There is large degree of uncertainty for specific grants from next year onwards. Indications are that most of the grants will continue although it is far from certain what level of funding these will provide. Indeed there are proposals to change the method of distribution of the grants and there is limited information available on the impact of these changes. Some grants will continue in their current form, some will be distributed via the Local Area Agreement (LAA) and others will be absorbed into the General Grant (previously FSS). As part of the CSR07 we have been advised of some of the grants that will be distributed via the LAA and those that will be added to General Grants. At this stage, it is assumed that whatever change is introduced, the Council will continue to receive similar sums to support the required services in 2008/09. Any change in grants will need to be managed as information on the impact on Bracknell Forest is received and will be reported in February when the detail of the grants is clearer.

Council Tax

- 6.4 The Council currently levies the lowest Council Tax of all Unitary Councils in the country. There is a surplus on the collection fund arising in the current year and the Council's share of this surplus is estimated to be £0.337m. Council Tax at current levels will generate total income of £40.622m in 2008/09. In addition a further £0.810m will be generated from the increase in tax base arising from the occupation of new properties during 2008/09.
- 6.5 The Council has the option to review the level of discount applying to long term empty properties. When a property becomes vacant the owner has the right to 100% discount for the first six months. After this time there is a maximum local discretionary discount available of 50% i.e. the property owner has to pay at least 50% of the Council Tax due. Where a home is classified as a second home then they can obtain a 10% discount. The Council is concerned that there is a Council Tax incentive to keep properties empty for long periods. Therefore it is proposed to apply the same percentage discount to long term vacant properties from 1 April 2008. Based on the current list of empty properties reducing the discount to 10% will generate additional income net of the cost of collection of £75k. The level of discount offered is subject to decision by the full Council. When the level of discount has been approved the Director of Corporate Services will approve the calculation of the Council Tax base. A copy of the report approving the Council Tax base is attached at Annexe E.
- 6.6 The Government in announcing the CSR07 made it clear that it believes the growth included on the 3 year settlement is 'fair and affordable' and should not lead to 'excessive' Council tax increases. Indeed the sentiment is clearly focussed around average Council Tax increases being substantially below 5%.
- 6.7 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. However, it is extremely unlikely that any increase in excess of 5% will be supportable, no matter how well justified.

7 BUDGET PROPOSALS 2008/09

Large Scale Voluntary Transfer (LSVT)

- 7.1 The exact financial implications of the transfer will not be known until completion of the negotiations with Bracknell Forest Homes on the details of the transfer and the associated valuation, although progress is being made. Current expectations are that the transfer will deliver an additional income to the General Fund in 2008/09 of just under £3m, which clearly makes a significant impact on the overall difficulty of the budget package.
- 7.2 The General Fund will be impacted in a number of ways by the LSVT including:
- Its ability to sell services to BF Homes in the short term.
 - There are major assets which were previously held by HRA which are being retained and similarly some assets which were previously part of the General Fund which will transfer to BF Homes.
 - Prevailing interest rate on the date of transfer and the subsequent investments made.
- 7.3 At its meeting of the 26th June 2007 the Executive approved an early estimate of the additional costs that the Council would incur in relation to the Housing Transfer. This estimate, of £230,000, excluded the existing staff costs required to support the process that can be legitimately capitalised and offset against the future capital receipt. It is important to identify all of the relevant costs related to the transfer as these reduce the Transfer Levy payable to the Government and as such is advantageous to the Council in managing its resources.
- 7.4 Based on the work undertaken to date and that estimated to be necessary through to the transfer date of February 2008, a total sum of £530,000 is requested for approval, representing an additional £300,000 on the initial estimate. This overall budget request of £530,000 is made up of £385,000 in existing staffing costs with the balance being made up of external legal and conveyancing costs and other specialist advice (Finance, VAT Shelter and Environmental surveys which are still in line with the original estimate).

Service Pressures and Developments

- 7.5 In preparing the 2008/09 draft budget proposals each department has evaluated the potential pressures on its services and these are set out in Annex B. The following table summarises the pressures by department.

Table2: Service Pressures/Development

Pressures	£'000
Chief Executive / Corporate Services	109
Education, Children's Services & Libraries (excluding schools)	195
Environment & Leisure	431
Social Services & Housing	630
Total Pressures/Developments	1,365

These pressures largely respond only to changing demographic trends and the resultant increase in client numbers or additional requirements on the Council stemming from legislation. However £0.100m has been included to fund additional environmental maintenance to protect the visual amenity within the Borough.

Service Economies /Balancing the Budget

- 7.6 Last February, PricewaterhouseCoopers(PWC) were appointed to assist the Council in developing options to balance the forecast budget gap over the next three years. In order to maintain the medium term financial strategy to bring spending to a level that can be sustained by annually generated revenue, a range of economy measures have been sought alongside the identification of priority investment areas. As in previous years, these economies focus as far as possible on central and departmental support rather than on front-line services and this has been an important principle in the budget preparations over recent months. The “Balancing the Budget” projects originally identified potential savings of £2.8m in 2008/09 which provided the opportunity to deliver a balanced budget. Subsequently departments have been reviewing the practicality and deliverability of the options with leading Members. Within this general framework, the potential changes which the Executive are considering for each Department are outlined in Annexe C and are summarised in the table below. Inevitably some of the saving proposals included in Annexe C will impact on service provision, although this has, as indicated above, been minimised.

Table 3: Summary “Balancing the budget” proposals

	£'000
Chief Executive / Corporate Services	535
Education, Children’s Services & Libraries (excluding schools)	145
Environment & Leisure	420
Social Services & Housing	578
Organisational Wide	500
Total “balancing the budget” projects	2,178

Key Decisions

- 7.7 The Council’s constitution requires key decisions to be declared on the forward plan. It defines a key decision as being one over £0.400m and/or a major policy decision affecting more than one electoral ward. Consideration and approval of the budget as a major policy decision and is therefore a key decision. However the budget by its nature includes proposals which in themselves fall within the technical definition of a key decision. Examples of these are as follows:

- Close Cash Office
- Externalise Transport function
- Music services for schools
- Outsourcing of leisure facilities
- Concessionary fares
- Enhanced Environmental maintenance
- Modernise in House Home care

As the budget report is a policy document and is subject to six weeks consultation then the identification of these issues within the budget report fulfils the requirements under the Council’s constitution. However some of the above issues have been or will be subject to further separate reports to the Executive where necessary.

Corporate Issues

7.8 Apart from the specific departmental budget proposals there are some corporate 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 2008/09 will impact upon the revenue budget and will itself be subject to consultation over the coming weeks. As the Council no longer holds accumulated capital receipts, all new spending on services will henceforth need to be funded from borrowing (either from internal revenue funds, new capital receipts or external sources). The proposed capital programme of £6.481m (This excludes the £1m commitment for youth facilities to be funded from the proceeds of LSVT receipt housing) for 2008/09 is in a separate report on tonight's agenda. After allowing for future capital receipts of £2.7m the additional revenue costs will be £0.247m in 2008/09 and a further £0.190m in 2009/10, if approved.

b) Interest

Interest rates have risen in the past year (and are currently around 6%). However, due to the turmoil in the financial markets and the current credit squeeze it is more than likely that the repo rate will be reduced before next March. The 2007/08 budget is based on an average interest rate of 5% and the forecast rate for 2008/9 is 5.5% resulting in additional interest of £0.052m. It should be noted that the actual level of interest rate effective on the housing transfer date will have a significant impact on interest receipts in 2008/09.

c) Corporate Contingency

A sum of £0.400m is currently included in the base budget to meet the cost of unpredictable or unforeseen items that would represent in-year budget risks. 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 of which will be reviewed to ensure that they are sufficient to manage the financial risks facing the Council in the coming years.

d) Provision for Inflation and Pay Awards

The Commitment Budget excludes the cost of inflation on both expenditure and income. With consumer price inflation (CPI) currently running at around 2.8%, inflation will clearly impact on budgets.

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.

At this stage the inflation provision is not finalised, although for planning purposes a sum of £1.850m needs to be added to the budget which is consistent with previous years. This will be achieved by making allowance for non teaching pay award of 2%, limiting inflation were possible e.g. training, equipment, furniture, consultants, and increasing fees and charges by 5%.

The Executive 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 2007.

e) 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 set criteria. It is estimated that most prices, where the Council charges users of services a fee for that service, will need to increase by around 5% to cover increases in costs from inflation and other pressures. Using this as a standard, proposed fees and charges are shown at Annexe D. Any significant variances from the standard 5% increase which would have a material impact will be resubmitted to the Executive in February for further consideration at the same time as it considers its recommendation for the 2008/09 budget to Full Council following its budget consultations.

Spending on Schools

- 7.9 The Schools Budget – both delegated school funding and centrally managed items such as Special Educational Needs placements made outside of the Borough - is funded by a specific Dedicated Schools Grant (DSG) with any year end balance, either surplus or deficit, required to be ring-fenced within the Schools Budget. Therefore, use of this funding is outside the control of the Council.
- 7.10 However, Local Authorities have a legal duty to set the overall level of Schools Budget and individual budgets for each of their schools by 31 March. This must be no lower than the level of anticipated DSG, but can be higher, if the Council decides to add a top up. There is also a requirement to publish provisional budget data for each year of the current spending review cycle.
- 7.11 Based on guaranteed levels of per pupil funding and an estimate for pupil numbers, the Department for Children, Schools and Families (DCSF) has published indicative allocations of DSG for the next three years. These are £59.012 million for 2008-09, £60.896 million for 2009-10 and £63.199 million for 2010-11. This equates to increases in per pupil funding of 4.7%, 4.0% and 4.6%.
- 7.12 As the level of DSG is calculated from actual January pupil numbers, and the DCSF does not expect to be able to confirm its provisional amounts until May, to meet the statutory budget deadline, the Schools Budget for each of the next three years will have to be set on the basis of the estimated level of DSG plus any accumulated balance. The draft budget proposals assume the Schools Budget is set at the level of DSG, as estimated by the Council from the draft January pupil numbers and that any accumulated deficit or surplus at March 2008 is managed to a nil balance by the end of the three year budget period.

- 7.13 Decisions around the final balance of the budget between spending by schools and that on pupil services managed by the Council is the responsibility of the Executive Member for Education and Libraries, although the Schools Forum must be consulted, and in certain circumstances, agree to spending increases on the services managed by the Council. The Executive Member will also agree the level of Schools Budget for each year, with those set for 2009-10 and 2010-11 subject to review prior to the commencement of the relevant financial year, in order to take account of the most up to date data.

Summary

- 7.14 Adding the draft proposals to the Commitment Budget and taking account of the corporate issues identified above would result in total expenditure of £72.541m as shown in the table below.

Table 4: Summary of proposals:

	£m
Commitment Budget	69.850
Grants added to base budget (Local Government Finance Settlement)	1.459
2008/09 Budget Pressures	1.365
2008/09 Balancing the budget proposals	-2.178
Capital programme	0.247
Increased interest rate	-0.052
Inflation Provision (up to)	1.850
Draft Budget Requirement 2008/09	72.541

- 7.15 The Council can anticipate income before any Council Tax increase of up to £67.046m. This arises from Government grants (£25.277m), Collection Fund surplus (£0.337m) and Council Tax at current levels (£41.432m). However, with the potential overall cost of the budget package being consulted in the region of £72.541m, this leaves a potential gap of around £5.5m. As such, the potential economies outlined in Annexe C should be seen as a “core package” that may well need to be built upon. General options to bridge the gap are discussed further in the Chief Executive’s overview report. Nevertheless consultees’ views on the relative priorities of the various items in the overall package would be particularly helpful in assisting the Executive to finalise the budget at its meeting in February.

8 BALANCES

- 8.1 When reporting on the financial outturn for 2006/07 it was estimated that revenue balances would be £4.1m at 31 March 2008. Statutory regulations require that the Housing Reserve remaining after the transfer of Housing must be transferred to General Reserves. This should add around £3.8m on the closure of the Housing Revenue Account in 2008/09 assuming the transfer is completed by 31 March 2008. It was agreed that £0.5m would be set aside from these reserves for the one off costs of delivering "Balancing the Budget 2008/9 – 2010/11". Therefore, the Council can plan on £7.6m (including the above mentioned LABGI) available in General Reserves. Based on keeping the minimum prudent level of reserves of £4m there is £3.6m available to support future expenditure. In simple terms, balances can be used to help reduce the gap. However, this cannot disguise the fact that projected expenditure, even after the potential reductions offered in the draft proposals outlined above, significantly exceeds the Council's current resource base. With the Council similarly affected by the grant floor in 2009/10, further major reductions would be needed next year with limited flexibility to use balances if the full amount is used to bridge the budget gap.

9 CONCLUSION

- 9.1 The Council's constitution requires a six week consultation period on the draft budget proposals. At this stage, detailed information is still not available on grant funding transfers. In this context, it is inevitable that, of the broad range of options proposed for consultation, not all will necessarily be included in the final package. It is also likely that some further issues will arise between now and February.
- 9.2 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 Annexe C. 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.
- 9.3 It is suggested, therefore, that the Overview & Scrutiny Commission reviews the overall budget package and determines whether any specific issues should be considered further by the Overview and Scrutiny Panels, at their meetings in January and February.
- 9.4 All comments from the Overview & Scrutiny Commission, Overview and Scrutiny Panels and others on the revenue budget proposals will then be submitted to the Executive on 12 February 2008. This will allow the Executive to determine the final budget package and recommend the appropriate Council Tax level to the Council on 28 February.

10 BUDGET MONITORING 2007/08- VIREMENT REQUEST

- 10.1 Financial regulations require formal approval of the Executive of any virement over £0.050m. Social Services and Housing have reported in the latest budget monitoring a virement request of £0.085m relating to Mental Health Day Services. Over the past 12 months this service has been redefined as part of the modernisation process. Previously the whole service was purchased from the Royal Borough of Windsor & Maidenhead. However this service closed and the day services are now provided through staff employed by BFBC. Therefore this virement is needed to allocated funds on an ongoing basis from third party payments to the Devolved Staff Budget.

11 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 11.1 The Local Government Finance Act 1992 requires the Council to set the level of the Council Tax by 11 March each year. It is impossible to achieve this without having agreed an affordable revenue budget for the year in question.

Borough Treasurer

- 11.2 The financial implications of this report are included in the supporting information.

Impact Assessment

- 11.3 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 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. Equality issues have been taken in account in each separate proposal.

Strategic Risk Management Issues

- 11.4 A sum of £0.4m is currently included in the base budget to meet the costs of unpredictable or unforeseen items that would represent in year budget risks. The Executive will need to make a judgement on the level of contingency at its meeting in February.
- 11.5 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.

12 CONSULTATION

Principal Groups Consulted

12.1 Consultation arrangements are set out in the Chief Executive's overview report.

12.2 The timetable for the approval of the 2008/09 Budget is as follows

Executive agree proposals as basis for consultation	18 December
Consultation period	19 December - 30 January
Executive considers representations made and recommends budget.	12 February
Council considers Executive budget proposals	27 February

Background Papers

None

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Commitment Budget 2008/09 to 2010/11

	2007/08 £'000	2008/09 £'000	2009/10 £'000	2010/11 £'000
Chief Executive / Corporate Services				
Approved Budget	15,949	16,033	15,896	15,856
Customer Services Centre				
Borough Elections		-60		
CPA Inspection		-30		
LPSA2-Community Leadership		-27		
Denominational transport		-40	-40	
Your Homes reversal of one-off transfer		35		
Town Centre redevelopment support (Project support)		40		
Town Centre promotion & support		50		
Email archiving		7		
Capital Invest to Save Bid Savings - SmartConnect		-15		
Capital Invest to Save Bid Savings - Server Refresh		-53		
LPSA2 - Crime Reduction		-35		
LPSA 2- Improving safety in the home		-6		
Full year effect of transfer from Finance to SSH re SWIFT		-3		
Net Inter Departmental Virements	84			
Chief Executive / Corporate Services Adjusted Budget	16,033	15,896	15,856	15,751
Education, Children's Services & Libraries				
Approved Budget	14,867	14,908	14,665	14,677
Suitability surveys (school sites)			20	
Music Festival		-10	0	10
Change for Children		0		
Young People in Sport		-16		
LPSA2-Better Health & Well Being		-49		
LPSA2-Looked After Children		-76		
LPSA2- Attendance and Exclusion at School		-83	-58	
LPSA2 -Community Leadership		-2		
Children's Services system integration			50	
Capital Invest to Save Bid- 7 Portman Close		-7		
Net Inter Departmental Virements	41			
Education, Children's services & Libraries Adjusted Budget	14,908	14,665	14,677	14,687
Environment & Leisure				
Approved Budget	20,662	20,631	21,727	22,041
Landfill Tax / Waste Disposal PFI		792	337	159
Landfill tax increase		106	63	74
Local Development Framework		-30	-82	242
LPSA2- Public transport		-35		
Tree preservation orders			-25	
Equal Pay		133		
Public protection		38		
Tree works		-25		
Traffic Modelling		0		
Town Centre redevelopment support (Planning/Transport)		98		
Capital Invest to Save - Downshire Golf Course		-9		
Capital Invest to Save - Easthampstead Park		-23	-1	-1
LPSA2- physical activity		20	22	-42
LPSA2- Commuity Cohesion through culture & sport		31	0	-31
Net Inter Departmental Virements	-31			
Environment & Leisure Adjusted Budget	20,631	21,727	22,041	22,442
Social Services & Housing				
Approved Budget	21,350	21,058	20,953	20,977
LPSA2 -Older People		-84		
Dementia team		84		
Modernisation of Shopping element of dom care		-10		
Modernisation of Housework element of dom care		-25		
Changes to In House Homecare		-25		
Effect of 2 Easters in 2007/08		-48	24	
Full year effect of transfer from Finance to SSH re SWIFT		3		
Net Inter Departmental Virements	-292			
Social Services & Housing Adjusted budget	21,058	20,953	20,977	20,977
Total Service Departments	72,630	73,241	73,551	73,857

Commitment Budget 2008/09 to 2010/11

	2007/08 £'000	2008/09 £'000	2009/10 £'000	2010/11 £'000
Non Departmental / Council Wide				
Approved Budget	-5,180	-4,982	-3,391	-2,652
Loss of negative subsidy-final year 20011/12		703	703	703
Further increase in pension contributions based on valuation report		0	0	
07/08 capital programme (full year effect) -Interest		231		
07/08 capital programme (full year effect) -MRP		280		
07/08 use of balances (full year effect)		67		
Property land Sales		-70		
Invest to save capital bids approved		67		
Capital Invest to Save Bid- Energy Efficiency measures		-33		
LPSA 2- Payment to PCT - Health & Well Being of over 75's		-20		
LPSA 2 -Payment to Fire Authority -reduction in hoax calls/arson		-38		
LPSA 2- Payment to Fire Authority - improving safety in the home		-20		
LPSA 2- Payment to Police Authority - Community Leadership		-2		
LPSA 2 funding from Earmarked reserves		426	36	73
Net Inter Departmental Virements	198			
Non Departmental / Council Wide	-4,982	-3,391	-2,652	-1,876
TOTAL BUDGET	67,648	69,850	70,899	71,981
Change in commitment budget		2,202	1,049	1,082

Key

Changes to previously agreed commitments (Bold Text)

New Commitments Identified (shaded items with bold text)

text

text

For management purposes budgets are controlled on a cash basis. The following figures which are used for public reports represent the cost of services including recharges and capital charges:

	2007/08 £'000	2008/09 £'000	2009/10 £'000	2010/11 £'000
Corporate Services & Resources	6,964	6,827	6,787	6,682
Education, Children's Services & Libraries	20,693	20,450	20,462	20,472
Environment & leisure	26,403	27,499	27,813	28,214
Social Services & Housing	23,991	23,886	23,910	23,910
Non Departmental/Council Wide	- 10,403	- 8,812	- 8,073	- 7,297
	67,648	69,850	70,899	71,981

Chief Executives/Corporate Services

	2008/09 £'000	2009/10 £'000	2010/11 £'000
Corporate Property – Office Accommodation - Rental Income Facilities receive rental income of £0.029M from the Community Mental Health Team for office space within the Councils existing office accommodation. They gave notice to vacate the accommodation with effect from October 2007 resulting in a part year budget pressure of £0.014M in 2007/08 and £0.029M ongoing. It is not desirable to immediately re-let this space due to necessary refurbishment works and the impact of the change in the Council's office accommodation arising from the Town Centre redevelopment.	29		
Democratic & Registration Services - Electoral Canvassing The electorate has increased by approximately 3000 since 2003 matching the increase in properties of 1300. Further developments already underway at Jennets Park, RAF Staff College site and Kelvin Gate will bring further increase in the number of properties of approximately 2500. It is estimated that the increase in the electorate will result in additional electoral administrative costs, mainly the appointment of canvassers.	5		
Democratic & Registration Services - Members Allowances Following the local election in early 2007 the Leader appointed the Executive Members replacing the vacancy which arose in the previous administration.	15		
Democratic & Registration Services - Members Conferences With the significant change agenda facing Local Government Members need to be supported with adequate training to enable them to fulfil their required role. This training is provided through attendance at seminars and conferences.	20		
Financial Services - External Audit Following the mandatory change in External Auditors there has been an increase in the overall level of the Audit Fee. Some of the increase in the fee reflects the relatively high financial risks facing the Council in a time of significant change.	35		
Community Event Support to Bracknell Forest Voluntary Action for a community event in 2008/09	5	-5	
Net Proposed Budget Movement	109	-5	0

Education Children's Services & Libraries

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<p>Looked After Children Placements and direct support to Looked After Children, based on known cases, adjusted for anticipated leavers but no allowance for growth added, so this represents the current client base.</p> <ul style="list-style-type: none"> - Children's Residential Homes - Learning Disability - Independent Fostering Agencies - BFBC Foster Carers 	-150 20 180 -35		
<p>Larchwood Respite Unit. The use of this facility is virtually at capacity as local use increases while income earned from other Local Authority placements has reduced. In the last 3 years, earned income has reduced from £143k to £27k as other Local Authorities have developed their own local provisions.</p>	70		
<p>Direct payments As the overall number of clients has increased this is reflected in number of clients receiving direct payments which enables them to purchase their own services rather than use those available through the Council.</p>	30		
<p>Foster Carers- training & development From April 2008, the Children's Workforce Development Council requires all Local Authorities to adopt new training, support and development standards for foster carers. Instead of paying foster carers standard fees and allowances to take a child, in future, payments will need to take into account their training level to the standards and their skill level.</p>	50	30	
<p>Library Service -Income Loss of income generation in the Library Service. Income is reducing mainly as a result of changes in demand for the hire of materials, most significantly in respect of videos.</p>	30		
Net Proposed Budget Movement	195	30	0

Environment & Leisure

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<p>Concessionary Fares The method of reimbursement to bus companies for concessionary fares will change from April 2008. The basis will change from an overall negotiated fee called 'pot' method to reimbursement based on the number of trips. It is anticipated that this will lead to an increase in costs of £80k. In addition increased usage from new developments and the rolling replacement of bus passes is estimated to cost around £8k.</p>	88		
<p>Contaminated Land The Environmental Protection Act 1990 placed a responsibility on local authorities to monitor and manage sites where the land is contaminated. Bracknell Forest has produced a strategy on Contaminated Land by investigation of sites within the Borough and these have been ranked in order of risk. In order to implement this strategy funding is required to carry out the continuing monitoring of the land at these sites to identify if there is contamination and to deal with the subsequent findings.</p>	10		
<p>Accessibility Strategy As part of the Accessibility Strategy included within the Local Transport Plan the Council needs to demonstrate and quantify the improvements in accessibility throughout the Borough. The proposal is to set up or acquire a database which will require maintenance.</p>	15		
<p>Joint Strategic Planning Unit (JSPU) The Council is preparing an Local Development Framework for Minerals and Waste together with the other Berkshire authorities. The JSPU is project managing the process and consultants have been retained to carry out most of the technical work. The costs of completing these elements over the next three years are estimated to £20k per annum.</p>	20		
<p>Decriminalised Parking Enforcement The Government has introduced a new penalty notice charge scheme from next year which will reduce the majority of the charges by around 16%. This will reduce the annual income generated by £20,000.</p>	20		

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<p>Enhanced Environmental Maintenance The Council has a clear priority as set out in the Medium Term Objectives to improve the visual environment through enhanced street cleansing and grounds maintenance. The proposal is to improve maintenance of the areas around major highways.</p>	100		
<p>Bus support/management The Council is seeking to produce and monitor a Punctuality Improvement Plan for Public Transport as part of the Local Area Agreement (LAA). This is likely to be prerequisite to put in place the Quality Contract regime required for buses after the Town Centre Redevelopment.</p>	6		
<p>Planning Delivery Grant - withdrawal of grant The Council has received the Planning Delivery Grant over the last four years. The money has supported a number of service developments most notably in relation to the development of the IT in order to achieve national targets and the investment in staff and staff training. The final year of payment of this grant is 2007/08 which is estimated to be £234k. However, it has been announced that this grant will be replaced by a new Housing and Planning Delivery Grant (HPDG). The details of this new grant is not yet available however it is assumed that the Council will receive at least £100k in 2008/09.</p>	134		
<p>Bracknell Market The stall rental has been falling year on year for some time as stall take up has reduced. There is little prospect of being able to influence this to any significant degree as the decline is part of a national trend that is compounded locally by ever decreasing footfall levels through the Market.</p>	38		
Net Proposed Budget Movement	431	0	0

Social Services & Housing

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<p>Learning Disabilities (transition Clients/older carers) As children with Learning Disabilities come of age responsibility for their social care transfers from Children's Social Services to Adult Social Care. The pressure identified is based on anticipated costs of care for named individual clients. In addition, further potential pressures have been identified from individuals who would satisfy eligibility criteria for receiving a package of care but are currently supported by family members who are themselves ageing.</p>	590	176	
<p>Services to Older people This relates to the demographic pressures faced by the Council in relation to an older population. It includes pressures arising through Home Care and Dementia services.</p>	40	70	
Net Proposed Budget Movement	630	246	0

Chief Executives/Corporate Services

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<u>Procurement</u>			
Collaborative procurement Collaborate with other organisations to collectively procure core goods and services through a single buying channel to reduce unit costs. Examples include utilities, equipment, materials and furniture.	-200	-170	
<u>Modernising</u>			
Close Cash office Reduction in services of the existing payment counter service in Easthampstead House before moving to the new civic accommodation where it will cease and rely on alternative methods of payment such as Pay Point, All Pay, Direct Debit, and E-Transactions.	-20	-15	
Externalise Transport Function Reduce the cost of the Council's transport function. The project aims to achieve savings in three phases: <ol style="list-style-type: none"> 1. To close the Council's vehicle repair workshop and outsource maintenance to a suitable provider(s) 2. Transfer Social Services transport to the Integrated Transport Unit (ITU), rationalising routes and services 3. Retender home to school transport and social services transport in more strategic and larger, longer term contracts. 	-100		-150
<u>Restructuring</u>			
Customer Receptions The Council currently has four customer receptions under separate management and it is recommended that the management of these functions is centralised. The location of the reception areas will not change until suitable accommodation arrangements are in place as part of the town centre regeneration project and new civic accommodation.	-25		
<u>Additional Income</u>			
Design & Print Services There is an opportunity to trade additional design and print services to a wider market to secure additional income or to operate a shared service 'outsourced solution' with neighbouring authorities or other partners. The current service carries out £600k of work each year. The vast majority of this is internal, with only £25k coming in from external customers, for example services to schools and parishes. A market opportunity exists for selling this service to other local authorities, PCT's, Police, voluntary organisations and private businesses to maximise income to the Council. Therefore a target increase in income is proposed for this service.	-50		

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<u>Back Office and Other</u>			
Reduce Invoice costs To reduce the cost of the Accounts Payable function through the increased use of end to end electronic purchasing from requisitioning to payment of invoice.	-30		
Internal Audit Fees Review the current level of internal audit provision and reduce fees where appropriate with no increase in risk to the internal control environment.	-25	-25	
ICT Services - Energy Reduction in energy consumption as a result of the IT server rationalisation programme as the less efficient older equipment is decommissioned.	-15		
Corporate Services – Departmental Costs Management actions to reduce the cost of overheads in Human Resources, ICT Services, Corporate Property, Finance, Customer Services, Legal and Chief Executives Office. These will be achieved through reducing the replacement programme for furniture and equipment, improved procurement, additional income and reduced training/seminars.	-70		
Proposed Budget options	-535	-210	-150

Education, Children's Services & libraries

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<u>Front Line reductions</u>			
Music Services for Schools There is a £30k Council funded budget and £136k government specific grant to support school music services. This funding is used to finance a range of activities, including subsidies to the Berkshire Maestros and a Music Adviser. It is proposed that the Council funded budget be withdrawn with the provision for a Music Adviser reduced from full time to half time.	-30		
<u>Back Office & Other</u>			
Departmental Supplies & Services Reductions in expenditure will be achieved through management action across the whole range of office expenses. This includes training, furniture, equipment, ICT, stationery and telephones.	-25		
Increases in grant funding Some grant allocations have recently been announced with increases on current amounts. This provides an opportunity to recharge related costs that exceed current grant level and are therefore funded by the Council. This includes the Ethnic Minority Achievement Grant and extended school services.	-55		
Increased income Additional external income is expected to part fund the Local Safeguarding Children's Board Business Manager from both the Primary Care Trust and Berkshire Connexions.	-20		
Staff savings Further staffing reductions through lower levels of Advisory support to schools in Science.	-15		
Proposed Budget option	-145	0	0

Environment & Leisure

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<u>Outsourcing</u>			
<p>Leisure Trust The Council is undertaking an options appraisal for the future management of Bracknell Leisure Centre, Coral Reef and Downshire Golf Complex. The options include:</p> <ul style="list-style-type: none"> - Establishing a new local leisure trust - Working with existing Leisure trusts - Working with commercial management contractors <p>It is anticipated that these bids will result in a lower annual revenue cost to the authority, while still maintaining the current level of service.</p> <p>This is a major and complex project involving the potential transfer of hundreds of staff, many of whom are long serving employees of BFBC, covering services that generate in excess of £6 million income per year and c.1.3 million annual customer visits.</p>	-225	-225	
<u>Additional Income</u>			
<p>Easthampstead Park Easthampstead Park Conference Centre operates as a commercial venture which produces an operating surplus for the Council. It is proposed to introduce efficiency gains as a result of a centralised room lettings within the whole mansion and to develop an invest to save capital bid whereby the conference centre facilities would be improved to produce additional operating surplus.</p>	-50		
<p>Development Control The full year impact of the new charging policy for pre-applications within the Development Control function introduced in 2007.</p>	-30		
<p>Section 106 monitoring income The Council will in future recover costs associated with monitoring Section 106 legal agreements, from the income received from such agreements.</p>	-24		
<u>Back Office & Other</u>			
<p>Personal Assistant Reduce administrative support for senior managers through sharing of personal assistants.</p>	-15		
<p>Cemetery & Cremation income Income has increased over the past year which reflects the continued high demand for these local services.</p>	-22		

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<p>Supplies & services A saving has been achieved as a result of recent review of general supplies and services within the Department mainly in administration, finance, information technology and personnel.</p>	-9		
<p>Planners Farm Income The Council's Waste PFI contractors are now responsible for managing the composting barns at Planners Farm. The costs of which are recovered from the three Councils participating in the waste contract. Bracknell Forest will continue to receive the full credit for the improvement works previously funded by the Council until January 2011.</p>	-40		10
<p>Traffic Model The Council has developed a Traffic Model to predict the changes in traffic flows at major traffic junctions as a result of new developments. It is proposed to offer this information to prospective developers when preparing planning applications on a rechargeable basis.</p>	-5		
Proposed Budget option	-420	-225	10

Social Services & Housing

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<u>Procurement</u>			
Better Market Management Through improved procurement techniques to reduce the costs of residential and nursing care by moving the cost of residential and nursing care to average of family group of Councils.	-108		
<u>Outsourcing</u>			
Modernise in house Home Care The In House Home Support Team will be modernised to focus on specialist areas such as dementia and long term conditions. Other parts of the service will be transferred to the Independent Sector where it makes economic sense.	-75	-75	-64
<u>Modernising</u>			
Learning Disability Initiatives A review of all placement costs will be undertaken to identify adults in residential care and to reduce the cost of placements to average cost where possible. In addition in order to modernise service delivery the review will look at increasing the rate of movement from residential care into supported living.	-55	-32	-60
<u>Additional Income</u>			
Learning Disability Continuing Health Care (CHC) assessments have resulted in the PCT picking up an increasing share of a small number of high cost care packages. This experience has been used to review at client detailed level the pressures for next year and this suggests that some of the new packages will attract CHC funding. This remains an estimate and analysis of actual cases next year will determine how much of the potential pressure for 2008/09 will be funded by the PCT.	-250		
<u>Back Office and Other</u>			
Housing Benefits The cost of Housing Benefit administration will reduce through joint working with Council Tax Revenues team on scanning and debt recovery. This joint working will improve performance leading to increased subsidy and it will also reduce costs. This will lead to improved customer satisfaction and overcome recruitment problems.	-90		
Proposed Budget option	-578	-107	-124

Organisational Wide

	2008/09 £'000	2009/10 £'000	2010/11 £'000
<u>Restructuring</u>			
Organisation Structure The Council has a traditional organisational structure that reflects the approach of many other local authorities including separate Education, Children's Services and Social Services and Housing departments. This structure is impacted significantly by the Transfer of Housing and the potential for outsourcing several other activities and services of the Council including Leisure Services. This is subject to a proposal under Environment and Leisure. Consequently there is an opportunity to streamline the organisational structure through the consolidation of Children's Services and Social Services into a combined Families directorate. This restructuring will in effect reduce the number of Directors within the organisation and in so doing the next tier will need to be strengthened to ensure that the Council has the capacity to deliver the challenging agenda to modernise its services. The proposal gives the organisation an opportunity to think about the way in which services are delivered and drive through more fundamental culture change at the operational level and encourage a review of current standards and provision as well as restructure.	-300		
Smart Connect Through the development of the Smartcard the Council owns the Intellectual Property Rights to Smartconnect which is software used to manage the issue and use of smartcards. An opportunity exists to sell this to other Local Authorities for use with the new Concessionary Fares Schemes coming into place in 2008/09.	-200		
Proposed Budget option	-500	0	0

TO: THE EXECUTIVE
18 DECEMBER 2007

**CAPITAL PROGRAMME 2008/2009 - 2010/2011
(Borough Treasurer)**

1 PURPOSE OF DECISION

- 1.1 The capital programme forms an important part of the overall budget proposals and a key means by which the Council can deliver its medium term objectives. This report draws together each service's proposals so that the Executive can agree a draft capital programme for 2008/09-2010/11 as the basis for consultation. In compiling the draft programme the main focus is inevitably on determining the requirements for 2008/09, although future year's schemes do form an important part of the programme.
- 1.2 The financial implications of the recommendations in this report are reflected in the subsequent reports on the Council's draft revenue budget. Any revisions to the proposals put forward by each service would also need to be reflected in these reports 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 General Fund capital programme of £6.481m for 2008/09, including the schemes listed in Annexes A – E.**
- 2.2 **Approves for consultation, the inclusion of an additional budget of £1m for Invest to Save schemes.**

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

Background

- 5.1 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.
- 5.2 The proposed capital programme for 2008/09 has been developed, therefore, with particular regard to affordability and the impact of the Council's capital expenditure plans on the revenue budget. The financing costs associated with the General Fund Capital Programme have been provided for in the Council's revenue budget plans which appear later on tonight's agenda.
- 5.3 In addition to those schemes funded by the Council, the capital programme is supplemented by schemes funded by government grants and other external contributions. Details of these schemes are also included in the proposals for 2008/09 – 2010/11.

New Schemes

- 5.4 Within the general financial framework outlined above, Service Departments have considered new schemes for inclusion within the Council's Capital Programme for 2008/09 - 2010/11. Given the financial pressures faced by the Council, each Department has evaluated and prioritised proposed schemes into the broad categories, set out in the Council's Corporate Capital Strategy and Asset Management Plan. This includes schemes within the previously approved programme for 2007/08, some of which are re-phased to reflect current information and priorities.

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 are those that have been started as part of the 2007/08 Capital Programme. By their nature, schemes in this category form the first call on the available capital resources.

Maintenance (Improvements and capitalised repairs)

The Council is responsible for a significant number of properties and assets. As part of the established capital planning process, property condition surveys are carried out and updated annually to assess the overall maintenance needs. The bids put forward this year by Departments will ensure that the most urgent works required by each service can be carried out.

Rolling programmes

These programmes are intended to cover more than one year and give a degree of certainty for forward planning. They make an important contribution towards the Council's Medium Term Objectives and established Asset Management Plans, but because of the financial pressures faced by

the Council in the next three years it has not been possible to include any rolling programme schemes in 2008/09.

Other Desirable Schemes

In addition to the schemes identified in the above categories, each service may request funding for other high priority schemes that meet the needs and objectives of their service and the Council's Medium Term Objectives. Again, because of the financial pressures faced by the Council in the next three years it has only been possible to include one small scheme in the proposed programme for 2008/09.

Invest To Save Schemes

These are schemes where the additional revenue income or savings arising from their implementation exceeds the additional revenue 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 £1.000m be included in the 2008/09 capital programme for potential Invest to Save schemes.

- 5.5 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 A – E. As indicated above, in some cases, the schemes within the proposed programme modify previously agreed programmes to reflect the latest available information on the phasing of expenditure and revised priorities. A summary of the cost of schemes proposed by Departments is set out in the table below. This shows that the total net funding requested is £6.481m in 2008/09.

Capital Programme 2008/09-2010/11				
Annex	Service Area	2008/09 £000	2009/10 £000	2010/11 £000
A	Corporate Services	416	456	316
B	Education, Children's Services & Libraries	1,000	3,099	2,729
C	Environment & Leisure	2,869	2,905	3,559
D	Social Services and Housing	364	204	204
E	Council Wide	1,832	2,411	1,520
	Total request for Council funding	6,481	9,075	8,328

Externally funded projects are excluded from the above.

Externally Funded Schemes

- 5.6 A number of external funding sources are also available to fund schemes within the capital programme, allowing the Council to plan a programme that is significantly greater than the £6.481m that is proposed. External support has been identified from two main sources:

Government Grants

- 5.7 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. Examples include Garth Hill College – Building Schools for the Future, Learning and Skills Council contributions to the Open Learning Centre at Brakenhale and the Post 16 Accommodation at Edgbarrow, Local Transport Plan specific grants and Disabled Facilities Grants.

Section 106

- 5.8 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 £5.120m.

Officers have identified a number of schemes that could be funded from Section 106 funds in 2008/09. Under the constitutional arrangements, the Council must approve the release of such funding. However, this does not preclude the Executive bringing forward further schemes to be approved by the Council to be funded from Section 106 funds during the year.

Annexes A - E also include details of all schemes that will be funded from the various external sources in the next year. These total £14.146m, which is in addition to Council funded schemes, making an overall proposed capital programme of £20.627m in 2008/09.

Other Issues

Transfer of the Housing Stock

- 5.9 The Council is planning to complete the transfer of its housing stock to a new Registered Social Landlord 'Bracknell Forest Homes' before 31 March 2008. This will generate a significant capital receipt which the Council must spend in accordance with the offer document to tenants. At this stage the amount of the capital receipt and the timing of the Council's spending plans remain uncertain. The proposed capital programme, therefore, excludes any schemes that are dependent upon the capital receipt arising from the transfer of the housing stock. The intention is to include these in the report to the Executive on 12 February 2008 seeking approval to the Council's budget proposals for 2008/09.

Local Government Financial Settlement

- 5.10 The provisional local government financial settlement was announced on 6 December 2007. The settlement may impact upon the affordability of the proposed capital programme as will the subsequent announcements by government departments on their particular areas of responsibility. As the Council remains a 'floor' authority any financial support offered through 'supported borrowing' will be of no benefit and consideration will need to be given during the consultation period as to the priority and affordability of those schemes promoted by central government. Particular examples include the overall level of schemes within the Local Transport Plan and modernisation allocations.

Funding Options

- 5.11 It has been assumed for planning purposes that capital programme will be funded by Government Grant, other external contributions and borrowing. It has also been assumed that any capital receipts generated during the year will earn interest to support the Council's revenue budget, rather than increase the overall level of the capital programme. The revenue consequences of this are set out in the revenue budget report elsewhere on this agenda.
- 5.12 In practice it is unlikely that the Council will need to resort to external borrowing as it will be able to utilise resources held internally. The Capital Finance Regulations, however, 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.
- 5.13 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. Full Council will need to agree the prudential indicators for 2008/09 to 2010/11 in February, alongside its consideration of the specific budget proposals for 2008/09 and the Council's medium-term financial prospects.
- 5.14 Given the known revenue budget gap, 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 2009/10 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.

Impact Assessment

- 6.3 None arising directly from this report, although impact assessments on the specific schemes within the capital programme will need to 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. In a full year financing costs represent approximately 10% of the capital investment. A General Fund Capital Programme of £6.481m, therefore results in an additional revenue pressure of £648,100. 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 year's 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.
- 6.4 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 (especially when bids are still to be submitted or the results of current bids are unknown)
 - Building delays due to unavailability of materials or inclement weather
 - Availability of staff with appropriate skills to implement schemes and IT projects in particular.

7 CONSULTATION

- 7.1 Details of the Council's overall consultation arrangements are set out in the Chief Executive's covering report. The proposals outlined above will be submitted to the Overview & Scrutiny Commission and the report will also be made available for public consultation on the Council's web site, www.bracknell-forest.gov.uk. The responses will be reported to the Executive on 12 February 2008.

Background Papers

Corporate Capital Strategy & Asset Management Plan - Executive 14 March 2006

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CAPITAL PROGRAMME - CORPORATE SERVICES & CHIEF EXECUTIVE'S OFFICE

	2008/09 £000	2009/10 £000	2010/11 £000
Committed			
CS1 CRM/Telephony Integration Upgrade (incl business analysis)	45	0	0
	<u>45</u>	<u>0</u>	<u>0</u>
Unavoidable			
CS2 Replacement of Print Room Equipment	75	0	0
	<u>75</u>	<u>0</u>	<u>0</u>
Maintenance			
CS3 Improvements & Capitalised Repairs Corporate Buildings	296	296	296
	<u>296</u>	<u>296</u>	<u>296</u>
Rolling Programme/Other Desirable			
Financial Systems Version Upgrade	0	100	0
E- Procurement Initiatives	0	20	20
Starters and Leavers Process	0	40	0
	<u>0</u>	<u>160</u>	<u>20</u>
TOTAL REQUEST FOR COUNCIL FUNDING	<u>416</u>	<u>456</u>	<u>316</u>
Externally Funded			
None	0	0	0
TOTAL EXTERNAL FUNDING	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL PROGRAMME	<u>416</u>	<u>456</u>	<u>316</u>

**CORPORATE SERVICES & CHIEF EXECUTIVE'S OFFICE
CAPITAL PROGRAMME 2008/09 – 2010/11**

COMMITTED

CS1 CRM/Telephony Integration Upgrade (incl business analysis)

Continuation of project commenced in 2007/08 to implement a Computer Telephony Integration (CTI) solution, which will provide integration between the Lagan CRM and the Council's IP Telephony system. This will provide Automatic Call Distribution (ACD), Interactive Voice Response (IVR), Auto Attendant and call recording services.

This system will replace the existing VIP ACD system. The VIP system does not provide any integration with the Frontline CRM system and does not have the degree of resilience needed by the Customer Services Contact Centre to meet their business continuity requirements.

The project will have a need for consultancy services to enable Customer Services to fully exploit the CTI facility and develop it in line with the Customer Services strategy.

UNAVOIDABLE

CS2 Replacement of Print Room Equipment

One of the principal outcomes of the recent review of the Design and Print Unit was that the current Xerox Docutech 5091 monochrome printer, now over nine years old, does not have the capacity or capability to meet the Council's current printing needs or those required to grow the business. The intention is to replace this printer, increasing the capacity to print from 3.4m sides to 4.8m sides per annum and reducing reliance on the existing colour printer for monochrome printing. This printer does the printing for the majority of Council meeting agendas.

MAINTENANCE

CS3 Improvements & Capitalised Repairs Corporate Buildings

Planned maintenance to Council buildings managed by Corporate Services as identified and prioritised by condition surveys undertaken by the Council's surveyors. The current capital programme will address all priority 1 items (the amount required to maintain buildings in beneficial use through the prevention of closure, dealing with health and safety items and potential breaches of legislation).

CAPITAL PROGRAMME - EDUCATION CHILDRENS SERVICES & LIBRARIES

	2008/09 £000	2009/10 £000	2010/11 £000
Committed			
ED1 Ufton Court Residential Joint Arrangement	30	30	30
ED2 Children's Services Systems Integration	160	0	0
ED3 #Edgbarrow Post 16 accommodation	256	0	0
	446	30	30
Unavoidable			
ED4 Capita One (EMS) upgrade	80	70	40
ED5 Disabled Access (SENDA & DDA Legislation)	100	150	150
ED6 Safety Glazing (Safety Glazing Regulations)	40	40	0
	220	260	190
Maintenance			
ED7 Improvements & Capitalised Repairs (Schools)	200	1,500	1,500
ED8 Improvements & Capitalised Repairs (excl Schools)	124	124	124
ED9 School Caretakers Houses - Decent Homes Standard	10	10	10
	334	1,634	1,634
Rolling Programme/Other Desirable			
Libraries RFID Self Issue Machines	0	0	200
Rolling Pgm - School Kitchen Refurbishments	0	100	100
Edgbarrow Increase to 210 in all year groups	0	400	400
Kennel Lane - Disabled Access	0	175	175
New Town Centre Nursery	0	500	0
	0	1,175	875
TOTAL REQUEST FOR COUNCIL FUNDING	1,000	3,099	2,729
External Funding			
ED10 Schools Devolved Formula Capital (excl VA schools)	1,636	1,586	1,586
Modernisation Funding (Grant)	0	537	1,179
ED11 ICT Harnessing Technology	299	284	288
TCF - 14-19 Diplomas, SEN & Disabilities	0	2,000	6,000
ED12 Section 106 Contributions	250	250	250
ED13 Jennetts Park Phase 1 - One Form Entry Primary School	100	3,400	0
ED14 Garth Hill - Building Schools for the Future	4,000	20,000	10,000
ED15 Brakenhale OLC Land Sale - OLC Reprovision (incl Maestros accom)	1,500	200	0
ED16 Brakenhale OLC - LSC Grant	950	0	0
ED17 Brakenhale Land Sale - Refurbish School Curriculum Facilities	235	0	0
ED18 Brakenhale Land Sale - School Masterplan Development	1,000	1,150	0
ED19 Brakenhale Land Sale - Upgrade Sports Facilities (incl Trampoline Centre)	455	445	0
ED20 NOF Sports & PE Programme Bid - Brakenhale Trampoline Centre	288	0	0
ED21 Extended Schools	159	168	87
ED22 Childrens Centres - Surestart	tbc	tbc	0
ED23 Edgbarrow LSC Grant	815	tbc	0
ED24 #Edgbarrow Post 16 accommodation (Section 106)	44	0	0
ED25 School Places arising from Staff College Development (Section 106)	250	250	0
DCSF Primary Capital Programme	0	0	tbc
TOTAL EXTERNAL FUNDING	11,981	30,270	19,390
TOTAL CAPITAL PROGRAMME	12,981	33,369	22,119

**EDUCATION, CHILDREN'S SERVICES & LIBRARIES
CAPITAL PROGRAMME 2008/09 – 2010/11****COMMITTED SCHEMES****ED1 Ufton Court Residential Joint Arrangement**

This is the Council's annual commitment to the maintenance of this shared ex-Berkshire asset.

ED2 Children's Services Systems Integration

To meet the Government requirement on sharing information about children and young people both within local authorities and with partner organisations to meet the requirements of the Information Sharing Index (IS Index).

ED3 Edgbarrow Post 16 Accommodation

A contribution towards a scheme to refurbish and extend the existing post 16 accommodation at Edgbarrow secondary school. This is to meet an actual historic and projected sustained increase in pupil numbers at this popular and successful school. The existing single storey, brick built building originally offered accommodation for 60 students, but currently has to accommodate over 200. As well as being too small, the existing accommodation is poor and unsuitable having been built in the early 1970s, and is shared with the Youth Centre. The project has a total value of £1.3m, the majority of which is the subject of a bid for grant funding from the LSC's 16-19 Capital Fund. The contribution from the Council is important to the success of the LSC application by showing that the Council is supporting the bid. The project is essential to the delivery of the Council's Post 16 strategy.

UNAVOIDABLE SCHEMES**ED4 Capita One (EMS) Upgrade**

The purchase of software migration in a phased approach post-release, with the cost spread over the next five years, for the migration of the Capita ONE (EMS) software from its existing outdated Powerbuilder environment to the industry standard Dot Net (.net) technology. This project is unavoidable because of the forthcoming changes to the existing software in use by the Council. There are currently 172 users located inside and outside the ECS&L directorate, in schools and offices around the borough. Many of the teams that use this inter-relational database rely on it for information to support their work with children and adults and to manage their workload.

ED5 Disabled Access (SENDA & DDA Legislation)

Disabled access works to school buildings to meet the needs of disabled staff, pupils and visitors.

ED6 Safety Glazing (Safety Glazing Regulations)

A budget to cover glazing works to comply with the Safety Glazing Regulations following surveys of all departmental buildings.

MAINTENANCE

ED7 Improvements & Capitalised Repairs (Schools)

A budget to cover the highest priority works within schools.

ED8 Improvements & Capitalised Repairs (excl Schools)

Planned maintenance to Council buildings (excluding schools) as identified and prioritised by condition surveys undertaken by the Council's surveyors. The current capital programme will address all priority 1 items (the amount required to maintain buildings in beneficial use through the prevention of closure, dealing with health and safety items and potential breaches of legislation).

ED9 School Caretakers Houses – Decent Homes Standard

Works to school Caretakers accommodation to bring them into line with the Council's "Decent Homes" standard.

EXTERNALLY FUNDED SCHEMES

ED10 Schools Devolved Formula Capital

Devolved formula capital allocations are small capital grants made to each school directly by the DCSF and are not sufficient in size to fund large capital projects. They are allocated on the basis of an equal amount per school, plus an amount per pupil, at an enhanced value where a statement of SEN is in place. Therefore, no account is taken of the condition of individual school buildings and the relative need to spend. Grants for each school range from £29,000 to £148,000.

ED11 ICT Harnessing Technology

Government grant funding for ICT. Full details explaining how this grant can be applied have yet to be made available by the DCSF.

ED12 Section 106 Contributions

Developer contributions to the provision of infrastructure facilities obtained through Section 106 of the Town & Country Planning Act as part of the statutory planning process. Estimated amount that will be received/spent in 2008/09.

ED13 Jennetts Park Phase 1 – One Form Entry Primary School

Construction of the proposed new Jennetts Park primary school which will serve the new housing development. The school will be constructed in two phases, the first phase being construction up to 1 form of entry (210 places) by September 2010. There will be a second phase of construction to extend the school up to 2 forms of entry (420 places) by September 2012. These timescales are driven by the housing build programme from the developer, and are subject to change. There will be a competition to see who will run the new school and this is expected to be completed in the 2008 Autumn Term.

ED14 Garth Hill – Building Schools for the Future

Grant under the Building Schools for the Future programme towards Garth Hill School.

ED15 Brakenhale OLC Land Sale – OLC Reprovision (incl Maestros accom)

Capital receipt from the sale of OLC land for the refurbishment/extension of the Open Learning Centre (OLC).

ED16 Brakenhale OLC – LSC Grant

LSC grant towards the reprovision of the Open Learning Centre.

ED17 Brakenhale Land Sale – Refurbish School Curriculum Facilities

Capital receipt from the sale of school land for the refurbishment of the school curriculum facilities. This allocation was included in the breakdown of the allocation of the capital receipt from the sale of land approved by the DfES in 2004.

ED18 Brakenhale Land Sale – School Masterplan Development

The refurbishment of the school buildings at Brakenhale was also included in the breakdown of the allocation of the capital receipt from the sale of land approved by the DfES in 2004. The masterplan is currently being revised and updated.

ED19 Brakenhale Land Sale – Upgrade School Sports Facilities (incl Trampoline Centre)

The upgrading of the school sports facilities at Brakenhale was also included in the breakdown of the allocation of the capital receipt from the sale of land approved by the DfES in 2004. This allocation will provide for a new artificial turf pitch which is a requirement of Sport England to replace the sporting facilities (old Redgra pitch) on the land to be sold. The allocation will also provide for the refurbishment of the sports hall and a contribution towards the cost of a trampolining centre which is subject to a separate bid to the Big Lottery Fund.

ED20 NOF Sports & PE Programme Bid – Brakenhale Trampoline Centre

A bid to the Big Lottery Fund (formerly known as NOF) to create a trampolining centre at Brakenhale. This would be built onto the existing sports hall and would support the school's aspiration for specialist sports college status. The work would be part funded from capital released from the Brakenhale land sale. This project is currently awaiting approval from the Big Lottery Fund.

ED21 Extended Schools

Capital grant funding from Surestart towards provision of extended school facilities.

ED22 Children's Centres – Surestart

Capital grant funding towards provision of Children's Centres

ED23 Edgbarrow LSC Grant

Capital grant towards Edgbarrow Post 16 Accommodation (see also ED3)

ED24 Edgbarrow Post 16 Accommodation (Section 106)

Contribution towards Edgbarrow Post 16 Accommodation (see also ED3).

ED25 School Places arising from Staff College Development (Section 106)

Works to create additional capacity where required as a result of the new housing development on the former Staff College site (Broad Lane). To be paid for from S106 contributions.

CAPITAL PROGRAMME - ENVIRONMENT & LEISURE

	2008/09 £000	2009/10 £000	2010/11 £000
Committed			
	0	0	0
Unavoidable			
EL1 Local Transport Plan (LTP)	1,251	1,251	1,251
LTP Top Up Funding	0	250	250
EL2 Capitalisation of Revenue (Highways)	200	200	200
EL3 London Road Gas Migration Controls	25	25	15
EL4 Longhill Landfill Gas Remediation	20	0	0
Cemetery & Crematorium Safety of Memorials	0	15	0
EL5 Street Lighting Cable Networks	550	0	0
	<u>2,046</u>	<u>1,741</u>	<u>1,716</u>
Maintenance			
EL6 Improvements & Capitalised Repairs	595	595	595
EL7 Improvements & Capitalised Repairs (Street Lighting)	28	28	28
EL8 Equipment Replacement - Downshire Golf Complex	25	35	35
EL9 Improvement of Leisure Sites	150	150	150
Coral Reef Main Pool Re-tiling Base	0	81	0
	<u>798</u>	<u>889</u>	<u>808</u>
Rolling Programme			
Play Areas Rolling Programme	0	50	50
Community Centres Refurbishment - Rolling Programme	0	50	50
Land Drainage	0	60	60
	<u>0</u>	<u>160</u>	<u>160</u>
Other Desirable			
EL10 #South Hill Park Grounds Restoration Project	25	75	875
Cemetery & Crematorium Memorials for Cremated Remains	0	40	0
	<u>25</u>	<u>115</u>	<u>875</u>
TOTAL REQUEST FOR COUNCIL FUNDING	<u><u>2,869</u></u>	<u><u>2,905</u></u>	<u><u>3,559</u></u>
Externally Funded			
EL11 Local Transport Plan (LTP Specific Grants)	602	602	602
EL12 Section 106 Schemes (LTP)	750	750	750
EL13 Section 106 Schemes (Leisure & Culture and Visual Environment)	250	250	250
EL14 Section 106 Schemes (SPA Mitigation Strategy)	250	250	250
EL15 #South Hill Park Grounds Restoration Project (Heritage Lottery Fund)	150	225	2,625
TOTAL EXTERNALLY FUNDED	<u><u>2,002</u></u>	<u><u>2,077</u></u>	<u><u>4,477</u></u>
TOTAL CAPITAL PROGRAMME	<u><u>4,871</u></u>	<u><u>4,982</u></u>	<u><u>8,036</u></u>

**ENVIRONMENT AND LEISURE
CAPITAL PROGRAMME 2008/09 – 2010/11**

UNAVOIDABLE SCHEMES**EL1 Local Transport Plan (LTP)**

The Local Transport plan (LTP) sets out the Council's proposed capital expenditure over five years from April 2006 to March 2011 for Integrated Transport Measures and Maintenance of Roads and Bridges. Typically such schemes include:

- Local road, footway and bridge maintenance
- Integrated transport schemes such as travel choice promotion work, improving cycling and walking facilities, safe route to school initiatives, improvements to highway capacity and road space allocation, traffic management and road safety schemes, bus and rail infrastructure improvements and access improvements for people with disabilities
- Major transport schemes

EL2 Capitalisation of Revenue (Highways)

Revenue funds are currently used for renewal of street and footway surfacing together with street lighting renewals. Since these are of a capital nature, this budget allows for the capitalisation of expenditure previously met from revenue budgets.

EL3 London Road Gas Migration Controls

Additional measures to control the migration of landfill gas (methane) beyond the site perimeters in compliance with the Environment Agency site licence. Costs are shared between the 6 Berkshire Unitary Authorities, this sum represents this authority's share of the total costs.

EL4 Longhill Landfill Gas Remediation

Survey and remedial works to ascertain and control any migration of landfill gas (methane) and leachate beyond the site boundaries.

EL5 Street Lighting Cable Networks

Renewal of the street lighting columns and power supply cables along Mill Lane between the Twin Bridges and Hanworth roundabouts. Renewal of the street lighting power supply cables along the A322 Bagshot Road between the Running Horse and Bracknell Leisure Centre roundabouts.

MAINTENANCE**EL6 Improvements & Capitalised Repairs**

Planned maintenance to Council buildings managed by Environment and Leisure as identified and prioritised by condition surveys undertaken by the Council's surveyors. The current capital programme will address all priority 1 items (the amount required to maintain buildings in beneficial use through the prevention of closure, dealing with health and safety items and potential breaches of legislation).

EL7 Improvements & Capitalised Repairs (Street Lighting)

The introduction of funding for structural maintenance through the LTP bidding process embraces much of the highway infrastructure. Lamp column replacement is not however included and much of the Borough's lighting column stock is reaching the end of its planned life. The current programme is sufficient to deal with replacements on health and safety grounds as and when the need arises.

EL8 Equipment Replacement – Downshire Golf Complex

This is an annual rolling programme replacing major plant/equipment/machinery. The project in 2008/09 is to replace the existing Massey Ferguson Front Loader Tractor which is now 10 years old.

EL9 Improvement of Leisure Sites

This provides for smaller scale refurbishment/improvement to facilities and/or equipment. This covers 9 facilities. It is work that would not be funded as maintenance (only highest priority maintenance now funded) but nevertheless we would regard as necessary to try and maintain the level of service consistent with generating c£10m income per year in a competitive market. If it is not recognised that some form of funding is necessary to underpin income generation, it is likely that the current levels of income will not be sustained.

ROLLING PROGRAMME/OTHER DESIRABLE SCHEMES

EL10 South Hill Park Grounds Restoration Project

A bid has been submitted to the Heritage Lottery Fund for a grant towards a project to restore the historic landscape and make the facilities suitable for current and future recreational use. The bid is based on a detailed Conservation Management Plan. The project would benefit many residents who use the facilities and would enhance the setting of the Arts Centre and help to promote use. The project would enhance the visual environment of the Borough and provide a prestigious facility that enhanced the quality of life of residents and the image and identity of the Borough. The project could also act as a mitigation measure for the Special Protection Area.

EXTERNALLY FUNDED SCHEMES

EL11 Local Transport Plan (LTP Specific Grants)

Grant towards integrated transport measures and specific maintenance works.

EL12 Section 106 Schemes (LTP)

The Environment and Leisure capital programme over the next three years will include a number of packages and individual schemes linked to the LTP to be funded from available developer Section 16 receipts.

EL13 Section 106 Schemes (Environment & Culture and Visual Environment)

To fund, subject to Executive Member approval, improvements to open space, recreation, leisure and community provision.

EL14 Section 106 (SPA Mitigation Strategy)

To fund, subject to Executive Member approval, enhancement and sustainable management of existing leisure sites and management improvements within and/or directly relating to sites within the Special Protection Area.

EL15 South Hill Park Grounds Restoration Project

A bid to the Heritage Lottery Fund for a grant of 75% towards a £4 million project to restore the historic landscape and make the facilities suitable for current and future recreational use. (See also EL10).

CAPITAL PROGRAMME - SOCIAL SERVICES & HOUSING

	2008/09 £000	2009/10 £000	2010/11 £000
Committed			
SS1 Adult Services Computer Software	160	0	0
	<u>160</u>	<u>0</u>	<u>0</u>
Unavoidable			
SS2 Disabled Facilities Grants - Mandatory	109	109	109
	<u>109</u>	<u>109</u>	<u>109</u>
Maintenance			
SS3 Improvements & Capitalised Repairs Corporate Buildings	95	95	95
	<u>95</u>	<u>95</u>	<u>95</u>
Rolling Programme/Other Desirable			
None	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REQUEST FOR COUNCIL FUNDING	<u>364</u>	<u>204</u>	<u>204</u>
Externally Funded			
SS4 Disabled Facilities Grants	163	163	163
	<u>163</u>	<u>163</u>	<u>163</u>
TOTAL EXTERNAL FUNDING	<u>163</u>	<u>163</u>	<u>163</u>
TOTAL CAPITAL PROGRAMME	<u>527</u>	<u>367</u>	<u>367</u>

**SOCIAL SERVICES & HOUSING
CAPITAL PROGRAMME 2008/09 – 2010/11**

COMMITTED

SS1 Adult Services Computer Software

The current supplier is issuing a fundamentally different version of the software, excluding Children's Services. There are significant costs involved in upgrading, similar to the costs of replacement on the open market. The Council is looking at options other than the supplier's solution. This will include the following modules:

- Adult Social Care Management
- Costed Packages of Care
- Performance Reporting.

UNAVOIDABLE SCHEMES

SS2 Disabled Facilities Grants – Mandatory

The Council is legally required to meet the needs of the disabled and applications for disabled facilities grants need to be determined within six months of receipt and validation. The Council receives a contribution towards expenditure on disabled facilities grants which is calculated at 60% of the actual expenditure. A sum of £109,000 has been included from 2008/09 representing the Council's contribution of 40% of the anticipated total expenditure of £272,000.

MAINTENANCE

SS3 Improvements & Capitalised Repairs

Planned maintenance to Council buildings managed by Social Services & Housing as identified and prioritised by condition surveys undertaken by the Council's surveyors. The current capital programme will address all priority 1 items (the amount required to maintain buildings in beneficial use through the prevention of closure, dealing with health and safety items and potential breaches of legislation).

EXTERNALLY FUNDED SCHEMES

SS4 Disabled Facilities Grants – Mandatory

Part external funding (60%) of the cost of disabled facilities grants. The Council's contribution is included under SS2.

CAPITAL PROGRAMME - COUNCIL WIDE

	2008/09 £000	2009/10 £000	2010/11 £000
Committed			
CW1 Time Square Refurbishment - Boilers, Chillers & Roof	250	500	0
CW2 Civic Hub/Time Square - Consultants	241	75	0
	<u>491</u>	<u>575</u>	<u>0</u>
Unavoidable			
CW3 Asbestos Management	180	180	0
CW4 Water Hygiene (Prevention of Legionellosis)	60	60	60
CW5 Fire Safety (Fire Precautions Regulations)	50	50	50
CW6 SmartCard - Purchase of e+ Cards	56	0	0
CW7 Centralised Desktop and Laptop Refresh	216	401	400
CW8 ICT Infrastructure Development	55	100	100
CW9 Server Refresh	140	140	140
Photocopiers and Printers	0	200	200
CW10 Test System for Corporate GIS	34	0	0
CW11 Access Improvement Programme (DDA legislation)	100	100	100
	<u>891</u>	<u>1,231</u>	<u>1,050</u>
Maintenance			
CW12 Further Capitalisation of Buildings, Highways & ICT Infrastructure/Project Management	400	400	400
CW13 Maintenance of Former HRA Buildings	50	50	50
	<u>450</u>	<u>450</u>	<u>450</u>
Rolling Programme/Other Desirable			
#Civic Hub/Time Square - Combined Heat & Power	0	155	20
	<u>0</u>	<u>155</u>	<u>20</u>
TOTAL REQUEST FOR COUNCIL FUNDING	<u>1,832</u>	<u>2,411</u>	<u>1,520</u>
Externally Funded			
#Civic Hub/Time Square - Combined Heat & Power	0	150	0
TOTAL EXTERNAL FUNDING	<u>0</u>	<u>150</u>	<u>0</u>
TOTAL CAPITAL PROGRAMME	<u>1,832</u>	<u>2,561</u>	<u>1,520</u>

**COUNCIL WIDE
CAPITAL PROGRAMME 2008/09 – 2010/11**

COMMITTED**CW1 Time Square Refurbishment – Boilers, Chillers & Roof**

As part of the development of the civic accommodation, feasibility studies into the refurbishment of Time Square have taken place. These have shown that in addition to the basic refurbishment works required to fit more people into the building, the boilers and chillers also need replacing. This is due to the plant reaching the end of its life span.

It should be noted that these need replacing regardless of the development of the civic hub as they are not working correctly. Furthermore, parts of the chillers will not be legally available after 2009. The replacement of the chillers may give some improvement to the comfort levels in Time Square but they will not significantly increase. This should be seen as part of the regular maintenance of the building rather than enhancement.

CW2 Civic Hub/Time Square - Consultants

The Council is relocating to new accommodation and refurbishing its existing accommodation at Time Square as part of the regeneration. The works are being managed by Bracknell Regeneration Partnership. Funding is required to employ consultants to represent the Council and ensure that the best deal is achieved through the contractual agreement with BRP and that the building meets the Council's operational needs. Funding will cover project management fees, client advisor role, mechanical and electrical advice, cost control, access, fit out design, space planning and relocation.

UNAVOIDABLE SCHEMES**CW3 Asbestos Management**

A budget to cover asbestos investigation, sampling, analysis, removal/encapsulation (where necessary) and follow-up works arising out of asbestos surveys and management plans to all Council buildings including schools.

CW4 Water Hygiene (Prevention of Legionellosis)

A budget to cover provision of risk assessments and schemes of prevention or control of legionella in water systems at all Council buildings where sampling has revealed the presence of legionella bacteria above the action levels indicated in the Health and Safety Executive's Approved Code of Practice. Schools will need to pay for schemes of prevention separately.

CW5 Fire Safety (Fire Precautions Regulations)

A budget to cover fire safety risk assessments in all Council buildings and follow-up works (excluding schools) arising out of management action plans.

CW6 SmartCard- Purchase of e+ Cards

A budget to fund the purchase and issue of new e+ cards.

CW7 Centralised Desktop and Laptop Refresh

Refresh of all desktop PC's that fall out of warranty during 2008/09. This will ensure all desktop PC's are within warranty to maintain supportability and service. It is estimated that almost 550 desktop PC's and 100 laptops will require replacement during 2008/09.

CW8 ICT Infrastructure Development

To cover a number of ICT network infrastructure upgrades and developments ensuring that equipment is both current and supportable. The budget is also to maintain the network and ensure that it has bandwidth to serve the business. Specific works include:

- Replacement of out of warranty hubs and switches
- Replacement of current Cisco PIX firewalls with supportable models
- Server aggregation switches to further segregate the sever infrastructure from the rest of the network to increase performance and security
- Improve communications room cabling

CW9 Server Refresh

To refresh 36 servers that will become over five years old in 2008/09. This will ensure that all servers remain within warranty and are supportable.

CW10 Test System for Corporate GIS

Currently the Corporate GIS does not have a separate test system. Any updates to software, changes to system configuration or loading of new GIS data have to be undertaken on the live system. This project will provide a separate test system enabling full testing to take place. This will ensure there will be no impact on the business areas using GIS data or to the public when services are not available. In recent years the Corporate GIS system has become more business critical as the number of IT systems linking to it has increased.

CW11 Access Improvement Programme (DDA legislation)

The Disability Discrimination Act 1995 (which has now been implemented in full) gives disabled people the right to challenge service provision if they feel they are not receiving the same level of service, in the same manner, as others. Access difficulties to buildings may place the Council at risk of legal action.

Works will be spread across a range of service areas to continue with the implementation of a programme of access improvements identified through independent access audits.

MAINTENANCE

CW12 Further capitalisation of Buildings, Highways & ICT Infrastructure/Project Management

Revenue funds are currently used for a range of buildings and highways works that are of a capital nature. This budget allows for the capitalisation of these costs thereby reducing the pressures on the revenue budget.

A similar approach can also be adopted with certain ICT infrastructure, maintenance and project management costs.

CW13 Maintenance of Former HRA Buildings

A provision for repairs to those properties retained by the Council following stock transfer. These mainly include accommodation for people with learning disabilities and other social services clients.