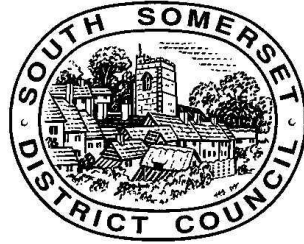


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SOUTH SOMERSET DISTRICT COUNCIL

Thursday 26TH FEBRUARY 2015

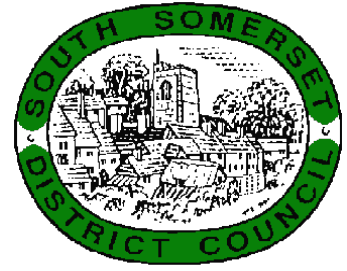
Please find attached the Budget Booklet 2015/16 to accompany Agenda item 7. Revenue Budget 2015/16 – Medium Term Financial Plan and Revised Capital Programme.

This booklet has been circulated under separate cover to all Councillors.

Agenda No	Item
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- | | |
|----|---|
| 7. | <u>Revenue Budget 2015/16 - Medium Term Financial Plan and Revised Capital Programme (Pages 1 - 103)</u> |
|----|---|

South Somerset District Council



PLEASE BRING TO DISTRICT EXECUTIVE
AND FULL COUNCIL

BUDGET BOOKLET 2015/16



**This booklet sets out the revenue
and capital budgets for 2015/16**

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Appex A

Final Report of the Budget Scrutiny Task and Finish Group

December 2014

National context

The economic uncertainties of recent years, central government funding cuts and increasing public need have necessitated some difficult financial decision making from local government as it strives to continue delivering essential services. A recent survey by CIPFA found that local authority Chief Finance officers are more anxious about their ability to maintain a sound financial position in the medium term than they were 12 months ago (*CIPFA survey 2014*)

Given this context, the level of risk within UK local government finances is perhaps greater than ever. Moreover, against this bleak economic backdrop local authorities face new, devolved responsibilities to help create economic growth for their local communities. The dilemma for local government is to balance and manage both short and long term financial risks. In the short term, local authorities must maintain a resilient financial position in the face of uncertainty over future budgets and the macro-economic environment. By statutory requirement, local authorities must balance their books – and this is becoming increasingly challenging. There is a reducing margin for error and the ability and skill of officers in robust scenario planning is critical to managing known financial risks in this environment: weighing up short term risks for long term gains.

There is significant pressure on officers to accurately plan for the future financial risk landscape, a landscape where local government will undoubtedly need to move away from a reliance on central government funding.

There is no single way forward for local authorities, balancing risk within internal finances and the challenging external economic landscape will continue to be a defining characteristic of local authority budget setting for years to come. There are significant concerns about the funding structure for local authorities, and whether it allocates funding fairly in relation to local geographic, demographic and economic conditions.

In their fourth and most recent report on the financial resilience of local government in England, Grant Thornton state that the majority of local authorities are rising to the unprecedented challenges they have faced as a result of austerity, however they need to continue to evolve to remain sustainable in the long term. The report goes on to reveal that over the past four years, local councils have evolved their financial management arrangements and many are now in a position to confidently forecast financial resilience in their medium term financial plans. The transformation of service delivery is seen as a key tool in achieving this financial resilience, but there are many warnings that the scope for

achieving such efficiencies are fast running out and that current funding forecasts are likely to require some significant compromises in the provision of local services.

The National Audit Office recently made an announcement that one in six councils are not expected to deliver services within budget this year, and more than half of all councils are at risk of financial failure within the next five years. Against this somewhat daunting national background members of this Task and Finish group sought to understand and comment on South Somerset District Council's approach to setting a balanced budget.

Budget Scrutiny Task and Finish Group

Scrutiny involvement in the budget setting process at South Somerset has become increasingly effective over the past years. All budget setting reports are programmed for thorough consideration by the Scrutiny Committee – not only as part of the budget setting process, but throughout the year.

In addition, recent years have seen the annual establishment of a Budget Task and Finish group – the group initially focused on the Inescapable bids submitted by service managers, and then moved to meeting with Portfolio Holders to explore in more detail their spending priorities. For the 2015/16 budget, a new approach was trialled.

Effective budget scrutiny arrangements are now rightly expected as part of a robust budget setting process and to achieve this, a Task and Finish Group was established and met during October and November 2014. The group consisted of the following members:

Members:

Councillor Sue Steele – (Chair)
John Calvert
John Dyke
Carol Goodall
Tim Inglefield
Tony Lock
Nigel Mermagen
Graham Middleton
Sue Osbourne
Derek Yeomans

The group was tasked with considering the risks and rewards of budgeting in an uncertain landscape, with a primary focus on understanding the considerable skill exercised by various specialist officers within the finance team and how they ensure that a balanced budget is set, balancing external pressures and the organisational and political aims of the South Somerset District Council. Members of the Task and Finish Group were asked to consider if these officers are given a robust enough framework (political guidance) within which to make such judgements. In terms of external influences, members (extensively supported by the Finance team) considered the impact of each of the following factors:

- Use of New Homes Bonus funding;

- Diminishing levels of the Revenue Support Grant;
- Inflation costs and the impact of real terms reductions on budgets;
- Risks associated with payroll and pensions;
- Acceptable levels of reserves; and
- How to incorporate the ability for budgets to flex to take account of economic fluctuations.

In addition, members also considered four key projects which are currently underway to help deliver a balanced budget in the short and medium term. Members received presentations from the four project leads responsible for each of the following work streams:

- Service Redesign
- Contracts and procurement
- Optimising income
- Asset savings.

What this review did not cover

As already mentioned, this is a new approach to budget scrutiny and to enable us to refine the process, not all potential issues were included in the review. As the review progressed members have identified the following as an issue which whilst not considered in depth at this stage, could form the basis of a future Task and Finish Group as part of the 2015/16 budget scrutiny process. Whilst members are in no way criticising the current budgeting processes within this authority (as this report makes clear) they did feel a review of the budgeting process could be beneficial in terms of identifying alternative ways of doing things and /or reassuring members that SSDC budgeting processes are effective. Such a review would look to compare SSDC with other comparable local authorities and look at other budgeting practices.

For clarity, members of this Task and Finish Group did not consider in any great detail the Capital budget, other than in terms of Treasury Management and understanding more general financial policies and procedures.

Review Process

Over the course of four meetings, members were given a series of comprehensive presentations from members of the Finance Team and the work stream leads. Copies of all the presentations are available as an appendix to this report.

Issues considered

Medium Term Financial Strategy 2015/16 – The Risks and rewards Budget setting in an uncertain Landscape

Before looking at the wider issues of risk within budget setting, members considered how money is given to SSDC to deliver services and how in future these sources of funding are

likely to change considerably. In particular, members considered the following key changes to local government funding:

- Revenue Support Grant (RSG) is decreasing and may disappear by 2020. RSG funding currently represents 11% of SSDC funding.
- New and emerging proposals around Non-Domestic Rates (NDR) essentially share the risks of NDR with local government with the promised rewards proving difficult to achieve.
- The potential to increase income via Council Tax is severely limited by the need to hold a referendum.
- New Homes Bonus funding has replaced part of the RSG through top slicing BUT is incentive based, not necessarily needs based.
- The Council Tax Reduction Scheme (CTR) will continue to have an impact on Council Tax income levels.
- Investment income streams continue to be impacted by external economic factors.

The Task and Finish Group were pleased to note that £6.7 million savings have been achieved over the past four years, mainly from:

- Partnership working
- Lean programme
- Asset management
- Investment in technology
- Income generation
- Revision of employee terms and conditions.

In terms of budget setting in the future, the need to look at new ideas was discussed extensively, as the ability of those past actions listed above to continue to deliver the necessary savings in future years is diminishing. Coupled with this, future years bring added risks that are not within the control of SSDC. Over the 5 years covered by the MTFP, the budget gap is currently estimated at £4.9 million. The 2015 General Election represents a risk as officer's ability to predict future policy direction is drastically reduced and the on-going global financial situation will continue to have an impact.

Against this more general background, the Task and Finish Group then went on to consider the four work streams currently underway that are intended to go some considerable way to mitigate future risks.

Service Design

This work stream is a progression of the Lean Programme which has been in place since 2009. Service Redesign looks to maximise technology and prioritise the needs and preferences of our customers at the heart of service delivery. SSDC lead members and officers realise the creation of an enhanced customer experience requires the council to transform the way it does business and interacts with Customers. Accordingly, members were informed that the Transformation through Service Re-design programme will consist of 4 main strands:

- Reviewing customer access
- Mapping of current activity across tiers starting with grades 1-4

- Proactively encouraging customers to use cheaper channels and self-serve
- Implementation of corporate Electronic Document Management (EDM) to automate processes and efficient back office admin.

All of this work will be underpinned by a change in focus towards what customers want from our services rather than what we determine they need, with an emphasis on value derived, not simply the cost.

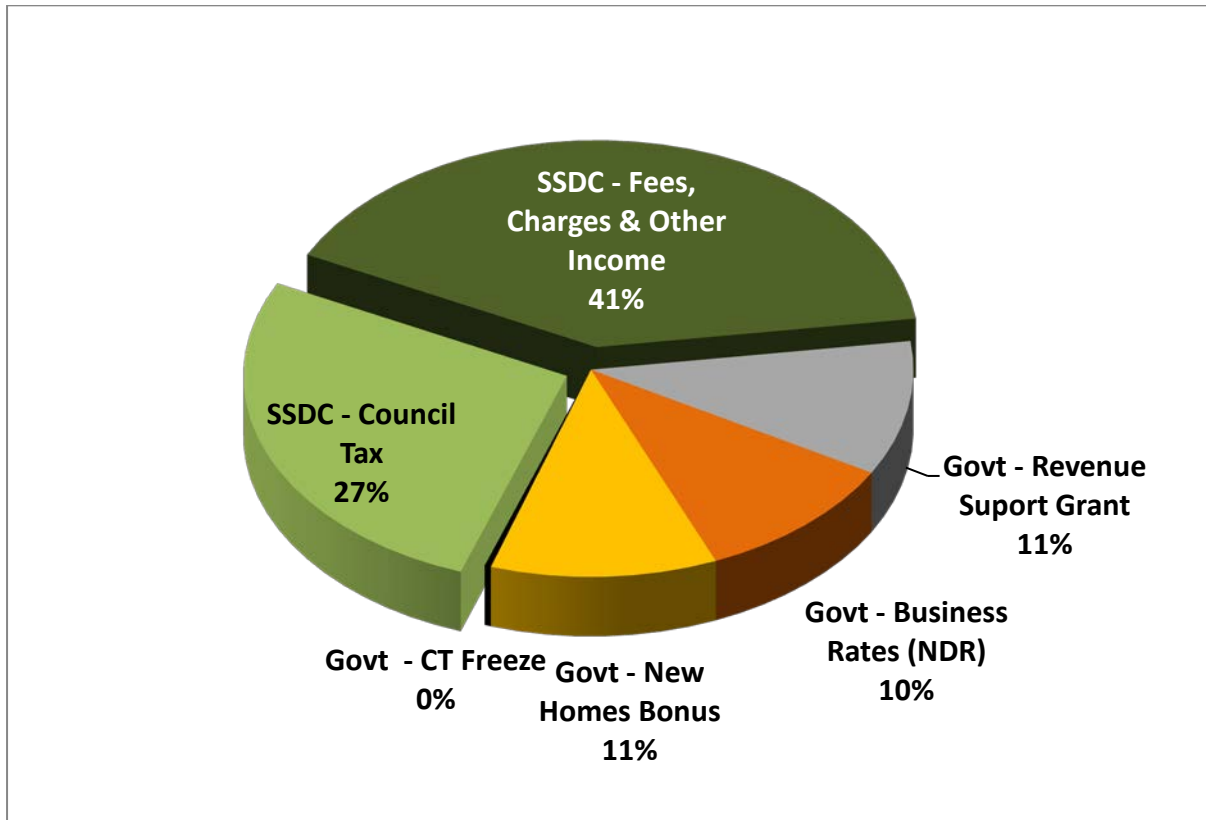
Members noted that there is still a considerable amount of work to be done in terms of assessing existing corporate practices and effectively establishing customer needs and expectations. It was reported that a report on Customer Access and current state activities analysed for staff grades 1-4 would be considered by Management Board in February 2015.

The Task and Finish Group noted the significant potential of this work stream in terms of delivering a more efficient way of working in the future. They commented that the project was at a relatively early stage and the exact nature of any savings could not be determined at this stage. They highlighted the risk that carrying out this project to its full conclusion would involve significant officer resource and that at present, this additional capacity was not clearly identified. Members commented that this work stream was more likely to impact on budget setting in 2016/17 at the earliest. They are supportive of the principles of this work stream and ask that members are kept informed as the project develops and key deliverables are identified.

Income generation

The Task and Finish Group received a presentation from the Strategic Director – Operations and Customer Focus which set out the aims and objectives of the Income Generation Work Stream.

Why Income generation?



The ability to generate additional income can enable local authorities to fund non-statutory services which may otherwise have been cut as well as allowing for service enhancements should the customer wish to pay for them. Charging for public services is a sensitive issue both politically and within the community, but members agreed that in the current climate, generating income should be seen as a vital tool in balancing the budget, as long as fair and equitable principles were followed and the impact on vulnerable members of our communities was carefully managed.

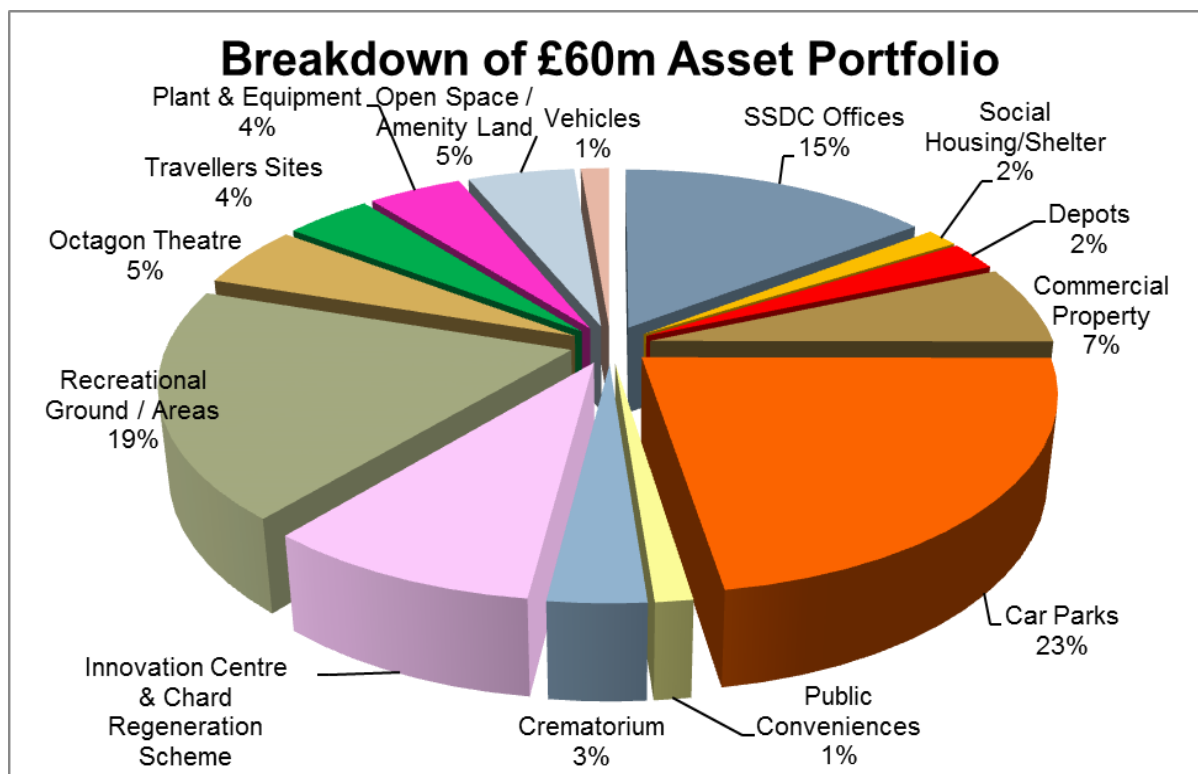
Members particularly questioned how the reputational risk to the council would be managed, especially regarding using council media for private advertising – they were assured that a comprehensive policy would be developed and that a reputable third party agency would be used. In terms of delivering an effective approach to income generation within SSDC, we will need to identify and exploit the commercial skills of our workforce, look to other authorities for best practice and work with some 'early adaptor' services to establish what is appropriate for South Somerset, both as an organisation and as a community, using the Aylesbury Vale model as a best practice example.

Members were pleased to note that the target of £200k for 2015-16 had already been identified and that work was well underway towards the £440k target for 2016-17 onwards.

Members concluded that in future both officers and members would have to embrace a more commercial culture, whilst managing the associated risks and were confident that both the work done by the project team to date and that planned for the future would achieve this.

Asset savings Work stream

The Assistant Director – Environment outlined this work stream to the Task and Finish Group.



It was noted that via the Corporate Asset Management Strategy, various key aims had been agreed, including:

- The retention of Brympton Way, Petters Way and a depot
- Rationalise and seek sharing in retained offices
- Make retained buildings more energy efficient
- Provide an SSDC presence in each area
- Dispose / transfer buildings that do not contribute to SSDC Strategic or economic outcomes
- Ensure accessibility for staff and visitors.

The considerable success of various projects already completed was noted including accommodation rationalisation, shared offices, reduction in public toilets and re-negotiation of utility contracts.

Going forward, the target is £292k and members were confident that the measures outlined would achieve this target and felt that the potential options for 2016 – 17 outlined demonstrated that officers were taking a positive and pro-active approach to maximising our assets. Inevitably, many of the 'easier' projects have already been delivered and the next phase may include some more 'difficult' choices and that in line with the organisation reduction in work force, capacity and the necessary skills would become increasingly scarce. Members agreed that delivering against an agreed strategy provided a visible framework for both the organisation and the community and made our intentions clear. They congratulated officers on the progress made to date.

Contracts and Procurement

This work stream primarily focuses on how more effective management of the various contracts and procurement exercises could result in savings – a 3% saving over 2 years could be around £400k. Such savings could be achieved by:

- Insourcing
- Setting financial limits on contracts
- Reducing specifications
- Shared contracts

Outsourcing is excluded from the scope.

The Task and Finish group felt that this work stream represented a sensible approach to better management of our contract and procurement costs.

Concluding Comments on work streams

Members of the Task and Finish Group were complimentary about the forward thinking nature of the various work streams and the fact that the organisation seemed to be taking an innovative approach, pre-empting future funding situations rather than waiting to react. They commented that three of the four work streams were already delivering significant savings, whilst the fourth had significant potential in the medium term.

Factors beyond our control

After consideration of the proactive work streams, members of the Task and Finish Group received several very detailed presentations from the Finance Team, these presentations facilitated discussions about the significant level of professional judgement that is required as part of the annual budget setting process. Through this process, it became apparent to the members of the Task and Finish Group that whilst local government finance is a tightly regulated field, within that, officers are required to anticipate government policy and spending decisions and apply them within the local context. Members were reassured to

note the accuracy with which such predictions had been made in the past when compared to actual budgets.

To demonstrate the level of professional judgement needed by officers, some specific examples were given:

Volatility of Council Tax Reduction Scheme

Members will recall that the introduction of Council Tax Reduction was the subject of a comprehensive Scrutiny Task and Finish Group, and as such members have a reasonable grasp of this complex issue. However, they are now better able to appreciate the level of risk involved in certain elements such as which Band D charge to use and the likely impact of changes in the other precepting authorities' element of the Council Tax.

Business rates retention

Again, the complexity of this issue was emphasised to members. It was explained to the Task and Finish Group that there is significant gap between perception and reality. A report has recently been agreed by Full Council, allowing for pooling Business rates with other Somerset Local authorities (Council December 2014) which sets out the risks and rewards of business rate retention. Members were satisfied that the officers had sound operational knowledge of this new area and that members had received sufficient information prior to making decisions.

Treasury Management

The final issue considered by the Task and Finish Group was Treasury Management.

“ the management of the organisation’s cash flows, its banking, money market and capital market transactions: the effective control of risks associated with those activities; and the pursuit of optimum performance consistent with those risks” (CIPFA 2009)

The important difference between ‘cash flow’ and budget was explained as well as the fact that all council invest surplus cash to generate interest, that can, in turn, be spent on services. When assessing potential investments, officers are required to consider Security, Liquidity and Yield (in that order).

Within SSDC all Treasury Management Activity is covered by the Treasury Management Strategy which is in turn guided by national Treasury Management Practices. Risk Management forms an integral part of this approach and issues such as:

- Liquidity
- Interest Rates
- Exchange rates
- Refinancing
- Fraud, error and corruption

Monitoring the Treasury Management function is primarily carried out by the Audit Committee – providing elected member oversight throughout the year so that any risks are adequately identified and managed.

Concluding Comments

Members greatly appreciated the time and effort officers put into preparing detailed presentations explaining some of the very complex issues of local government finance. The primary objective of this Task and Finish Group was to comment on the risks and rewards in the budget setting process and members are now confident that whilst they may not have detailed knowledge, through this exercise, they have every confidence in the professionalism of the finance officers both in terms of their level of knowledge and the judgement they exercise. At this point in time, the Task and Finish Group are satisfied that the levels of risk within the authority's approach to budget setting are acceptable. There are some issues that they feel would benefit from further exploration in the future, such as building contingencies into budgets and how underspends are managed.

This was the first year that this approach to wider member involvement in the budget setting process was trialled and members of this Task and Finish Group have found the process very beneficial both in terms of enhancing their understanding of this incredibly complex but vitally important issue and satisfying themselves that our practices and processes are robust, leading SSDC to be better placed than many other local authorities to deal with an uncertain future for local government finance.

Finally, members of the Task and Finish Group would like to thank the officers who supported this review and in particular, Donna Parham, Amanda Card, Jayne Beevor and Karen Gubbins and the Workstream lead officers Vega Sturgess, Laurence Willis and Rina Singh.

APPENDIX B

2015/16 REVENUE BUDGET SUMMARY	Above the Line 2014/15 Original Budget £000's	Pay & Price Inflation £000's	Unavoidable Budget Pressures £000's	Virements £000's	Savings £000's	Revenue Effects of Capital £000's	Approved Once Off £000's	Above the Line 2015/16 Original Budget £000's
District Executive								
Chief Executive								
Strategic Management	653.0	5.9		(0.3)	(15.0)		3.4	647.0
Financial & Corporate Services	2,781.5	34.5	234.7	23.4	(167.4)	42.4	8.7	2,957.8
Legal services & Corporate Services	1,603.5	10.6	(30.7)	(0.7)	(120.7)			1,462.0
Strategic Director-Place & Performance								
Place & Performance	120.2	(3.3)						116.9
Economy	1,383.8	24.6	78.3	(8.7)	(162.6)			1,315.4
Communities	1,337.3	4.6		(5.3)	(2.8)			1,333.8
Strategic Director-Operations & Customer Focus								
Operation & Customer Focus	466.6	9.3	1.5					477.4
Environment	6,963.0	175.6	51.2	(0.5)	(343.1)			6,846.2
Health & Wellbeing	2,231.9	8.1	20.9	(7.9)	(77.6)		57.7	2,233.1
Total SSDC Revenue Budgets	17,540.8	269.9	355.9	0.0	(889.2)	42.4	69.8	17,389.6
Financed By								
Revenue Support Grant	3,766.2							2,709.4
Business Rate Retention	3,266.0							3,328.4
New Burdens Grant	91.1							25.6
New Homes Bonus to support Revenue	2,174.5							2,695.4
Contributions to Balances								
Surpluses on Collection Fund	71.0							163.0
Council Tax	8,462.7							8,613.8
Council Tax Reduction Scheme Grant passed to Town & Parish Councils	(415.9)							(351.4)
Council Tax funding from Central Government 2014/15	84.6							
Council Tax funding from Central Government 2015/16								93.6
Use of Revenue Balances								
- New-for once off expenditure	40.6							111.8
Total Financing	17,540.8							17,389.6

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
Chief Executive/ Strategic Director (Corporate Services)												
STRATEGIC MANAGEMENT												
Chief Executive/Strategic Director (Corporate Services) : Mark Williams												
MANAGEMENT BOARD	Expenditure	653,060	5,920	0	0	(320)	0	0	0	0	3,400	662,060
	Income	0	0	0	0	0	(15,000)	0	0	0	0	(15,000)
Portfolio Holder : Cllr Ric Pallister	TOTAL	653,060	5,920	0	0	(320)	(15,000)	0	0	0	3,400	647,060
TOTAL STRATEGIC MANAGEMENT	Expenditure	653,060	5,920	0	0	(320)	0	0	0	0	3,400	662,060
	Income	0	0	0	0	0	(15,000)	0	0	0	0	(15,000)
	TOTAL	653,060	5,920	0	0	(320)	(15,000)	0	0	0	3,400	647,060

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
FINANCE & CORPORATE SERVICES												
Assistant Director : Donna Parham												
FINANCIAL SERVICES												
Service Manager : Amanda Card												
AUDIT	Expenditure	105,540	0	0	0	0	0	0	0	0	0	105,540
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Tim Carroll	TOTAL	105,540	0	0	0	0	0	0	0	0	0	105,540
CORPORATE COSTS	Expenditure	1,462,420	172,910	7,000	32,470	14,840	(49,960)	0	0	0	10,490	1,650,170
	Income	(612,320)	0	(160)	0	15,900	(40,000)	0	0	0	0	(636,580)
Portfolio Holder : Cllr Tim Carroll	TOTAL	850,100	172,910	6,840	32,470	30,740	(89,960)	0	0	0	10,490	1,013,590
FINANCIAL SERVICES AND ASSET MANAGEMENT	Expenditure	727,920	10,880	0	0	(1,500)	(9,920)	0	5,000	0	0	732,380
	Income	(30,770)	0	(1,670)	0	0	0	0	0	0	0	(32,440)
Portfolio Holder : Cllr Tim Carroll	TOTAL	697,150	10,880	(1,670)	0	(1,500)	(9,920)	0	5,000	0	0	699,940
TREASURY MANAGEMENT	Expenditure	73,570	20	0	0	0	(14,500)	0	0	0	0	59,090
	Income	(340,340)	0	(163,200)	0	0	4,820	0	37,400	0	0	(461,320)
Portfolio Holder : Cllr Tim Carroll	TOTAL	(266,770)	20	(163,200)	0	0	(9,680)	0	37,400	0	0	(402,230)
TOTAL FINANCIAL SERVICES	Expenditure	2,369,450	183,810	7,000	32,470	13,340	(74,380)	0	5,000	0	10,490	2,547,180
	Income	(983,430)	0	(165,030)	0	15,900	(35,180)	0	37,400	0	0	(1,130,340)
	TOTAL	1,386,020	183,810	(158,030)	32,470	29,240	(109,560)	0	42,400	0	10,490	1,416,840
ICT SERVICES												
Service Manager : Roger Brown												
INFORMATION SYSTEMS	Expenditure	1,033,380	1,430	0	(10,000)	(5,690)	(44,100)	0	0	0	0	975,020
	Income	(20,530)	0	(240)	0	0	0	0	0	0	0	(20,770)
Portfolio Holder : Cllr Henry Hobhouse	TOTAL	1,012,850	1,430	(240)	(10,000)	(5,690)	(44,100)	0	0	0	0	954,250
TOTAL INFORMATION SYSTEMS	Expenditure	1,033,380	1,430	0	(10,000)	(5,690)	(44,100)	0	0	0	0	975,020
	Income	(20,530)	0	(240)	0	0	0	0	0	0	0	(20,770)
	TOTAL	1,012,850	1,430	(240)	(10,000)	(5,690)	(44,100)	0	0	0	0	954,250

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
PROCUREMENT & RISK MANAGEMENT												
Service Manager : Gary Russ												
PROCUREMENT & RISK MANAGEMENT	Expenditure	160,120	(850)	0	0	12,290	(13,700)	0	0	0	0	157,860
	Income	(1,390)	0	0	0	(12,290)	0	0	0	0	0	(13,680)
Portfolio Holder : Cllr Tim Carroll	TOTAL	158,730	(850)	0	0	0	(13,700)	0	0	0	0	144,180
TOTAL PROCUREMENT & RISK MANAGEMENT	Expenditure	160,120	(850)	0	0	12,290	(13,700)	0	0	0	0	157,860
	Income	(1,390)	0	0	0	(12,290)	0	0	0	0	0	(13,680)
	TOTAL	158,730	(850)	0	0	0	(13,700)	0	0	0	0	144,180
REVENUES & BENEFITS												
Service Manager : Ian Potter												
REVENUES & BENEFITS	Expenditure	1,454,140	15,010	0	97,100	(180)	0	0	0	0	(1,840)	1,564,230
	Income	(299,470)	0	0	0	0	0	0	0	0	0	(299,470)
Portfolio Holder : Cllr Tim Carroll	TOTAL	1,154,670	15,010	0	97,100	(180)	0	0	0	0	(1,840)	1,264,760
HOUSING BENEFIT SUBSIDY	Expenditure	44,250,410	0	0	0	1,834,340	0	0	0	0	0	46,084,750
	Income	(45,181,240)	0	(6,550)	115,170	(1,834,340)	0	0	0	0	0	(46,906,960)
Portfolio Holder : Cllr Tim Carroll	TOTAL	(930,830)	0	(6,550)	115,170	0	0	0	0	0	0	(822,210)
TOTAL REVENUES AND BENEFITS	Expenditure	45,704,550	15,010	0	97,100	1,834,160	0	0	0	0	(1,840)	47,648,980
	Income	(45,480,710)	0	(6,550)	115,170	(1,834,340)	0	0	0	0	0	(47,206,430)
	TOTAL	223,840	15,010	(6,550)	212,270	(180)	0	0	0	0	(1,840)	442,550
TOTAL FINANCE & CORPORATE SERVICES	Expenditure	49,267,500	199,400	7,000	119,570	1,854,100	(132,180)	0	5,000	0	8,650	51,329,040
	Income	(46,486,060)	0	(171,820)	115,170	(1,830,730)	(35,180)	0	37,400	0	0	(48,371,220)
	TOTAL	2,781,440	199,400	(164,820)	234,740	23,370	(167,360)	0	42,400	0	8,650	2,957,820

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
LEGAL & CORPORATE SERVICES												
Assistant Director : Ian Clarke												
DEMOCRATIC SERVICES												
Service Manager : Angela Cox												
DEMOCRATIC & SUPPORT SERVICES	Expenditure	1,002,450	2,450	0	0	1,020	(16,500)	0	0	0	0	989,420
	Income	(8,420)	0	0	0	0	0	0	0	0	0	(8,420)
Portfolio Holder : Cllr Peter Seib	TOTAL	994,030	2,450	0	0	1,020	(16,500)	0	0	0	0	981,000
TOTAL DEMOCRATIC & SUPPORT SERVICES	Expenditure	1,002,450	2,450	0	0	1,020	(16,500)	0	0	0	0	989,420
	Income	(8,420)	0	0	0	0	0	0	0	0	0	(8,420)
	TOTAL	994,030	2,450	0	0	1,020	(16,500)	0	0	0	0	981,000
LEGAL SERVICES												
Service Head : Angela Watson												
LEGAL SERVICES	Expenditure	515,350	4,360	0	0	2,480	(17,050)	0	0	0	0	505,140
	Income	(48,960)	0	(100)	0	(2,900)	(15,000)	0	0	0	0	(66,960)
Portfolio Holder : Cllr Tim Carroll	TOTAL	466,390	4,360	(100)	0	(420)	(32,050)	0	0	0	0	438,180
LAND CHARGES	Expenditure	111,300	420	0	0	0	(9,560)	0	0	0	0	102,160
	Income	(378,170)	0	0	0	0	(50,000)	0	0	0	0	(428,170)
Portfolio Holder : Cllr Tim Carroll	TOTAL	(266,870)	420	0	0	0	(59,560)	0	0	0	0	(326,010)
RIGHTS OF WAY	Expenditure	35,840	20	0	0	0	9,990	0	0	0	0	45,850
	Income	(26,500)	0	0	0	0	0	0	0	0	0	(26,500)
Portfolio Holder : Cllr Tim Carroll	TOTAL	9,340	20	0	0	0	9,990	0	0	0	0	19,350
TOTAL LEGAL SERVICES	Expenditure	662,490	4,800	0	0	2,480	(16,620)	0	0	0	0	653,150
	Income	(453,630)	0	(100)	0	(2,900)	(65,000)	0	0	0	0	(521,630)
	TOTAL	208,860	4,800	(100)	0	(420)	(81,620)	0	0	0	0	131,520

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
FRAUD & DATA MANAGEMENT Service Manager : Lynda Creek												
FRAUD & DATA MANAGEMENT	Expenditure	96,680	960	0	(30,700)	(1,320)	0	0	0	0	0	65,620
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Tim Carroll	TOTAL	96,680	960	0	(30,700)	(1,320)	0	0	0	0	0	65,620
TOTAL FRAUD & DATA MANAGEMENT	Expenditure	96,680	960	0	(30,700)	(1,320)	0	0	0	0	0	65,620
	Income	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	96,680	960	0	(30,700)	(1,320)	0	0	0	0	0	65,620
HUMAN RESOURCES Service Manager : Mike Holliday												
HUMAN RESOURCES	Expenditure	316,250	1,490	1,550	0	0	(22,640)	0	0	0	0	296,650
	Income	(12,310)	0	(530)	0	0	0	0	0	0	0	(12,840)
Portfolio Holder : Cllr Ric Pallister	TOTAL	303,940	1,490	1,020	0	0	(22,640)	0	0	0	0	283,810
TOTAL HUMAN RESOURCES	Expenditure	316,250	1,490	1,550	0	0	(22,640)	0	0	0	0	296,650
	Income	(12,310)	0	(530)	0	0	0	0	0	0	0	(12,840)
	TOTAL	303,940	1,490	1,020	0	0	(22,640)	0	0	0	0	283,810
TOTAL LEGAL & CORPORATE SERVICES	Expenditure	2,077,870	9,700	1,550	(30,700)	2,180	(55,760)	0	0	0	0	2,004,840
	Income	(474,360)	0	(630)	0	(2,900)	(65,000)	0	0	0	0	(542,890)
	TOTAL	1,603,510	9,700	920	(30,700)	(720)	(120,760)	0	0	0	0	1,461,950
TOTAL CHIEF EXECUTIVE	Expenditure	51,998,430	215,020	8,550	88,870	1,855,960	(187,940)	0	5,000	0	12,050	53,995,940
	Income	(46,960,420)	0	(172,450)	115,170	(1,833,630)	(115,180)	0	37,400	0	0	(48,929,110)
	TOTAL	5,038,010	215,020	(163,900)	204,040	22,330	(303,120)	0	42,400	0	12,050	5,066,830

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
Strategic Director (Place & Performance) : Rina Singh												
PLACE & PERFORMANCE												
Service Manager : Rina Singh												
POLICY & PERFORMANCE	Expenditure	120,200	(3,330)	0	0	0	0	0	0	0	0	116,870
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Ric Pallister	TOTAL	120,200	(3,330)	0	0	0	0	0	0	0	0	116,870
TOTAL PLACE & PERFORMANCE	Expenditure	120,200	(3,330)	0	0	0	0	0	0	0	0	116,870
	Income	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	120,200	(3,330)	0	0	0	0	0	0	0	0	116,870
ECONOMY												
Assistant Director : Martin Woods												
ECONOMIC DEVELOPMENT												
Service Manager : David Julian												
ECONOMIC DEVELOPMENT	Expenditure	545,440	23,210	1,930	78,260	(1,540)	0	0	0	0	0	647,300
	Income	(339,540)	(16,570)	0	0	900	(50,000)	0	0	0	0	(405,210)
Portfolio Holder : Cllr Jo Roundell-Greene	TOTAL	205,900	6,640	1,930	78,260	(640)	(50,000)	0	0	0	0	242,090
TOURISM	Expenditure	196,410	920	30	0	1,240	0	0	0	0	0	198,600
	Income	(81,050)	0	0	0	0	0	0	0	0	0	(81,050)
Portfolio Holder : Cllr Sylvia Seal	TOTAL	115,360	920	30	0	1,240	0	0	0	0	0	117,550
HERITAGE	Expenditure	58,440	(230)	0	0	0	0	0	0	0	0	58,210
	Income	(620)	0	0	0	0	0	0	0	0	0	(620)
Portfolio Holder : Cllr Sylvia Seal	TOTAL	57,820	(230)	0	0	0	0	0	0	0	0	57,590
TOTAL ECONOMIC DEVELOPMENT	Expenditure	800,290	23,900	1,960	78,260	(300)	0	0	0	0	0	904,110
	Income	(421,210)	(16,570)	0	0	900	(50,000)	0	0	0	0	(486,880)
	TOTAL	379,080	7,330	1,960	78,260	600	(50,000)	0	0	0	0	417,230

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
DEVELOPMENT CONTROL Service Manager : David Norris												
DEVELOPMENT CONTROL	Expenditure	1,507,210	17,350	0	0	(3,640)	0	0	0	0	0	1,520,920
	Income	(1,071,950)	0	0	0	0	(125,000)	0	0	0	0	(1,196,950)
Portfolio Holder : Cllr Peter Seib	TOTAL	435,260	17,350	0	0	(3,640)	(125,000)	0	0	0	0	323,970
TOTAL DEVELOPMENT CONTROL	Expenditure	1,507,210	17,350	0	0	(3,640)	0	0	0	0	0	1,520,920
	Income	(1,071,950)	0	0	0	0	(125,000)	0	0	0	0	(1,196,950)
	TOTAL	435,260	17,350	0	0	(3,640)	(125,000)	0	0	0	0	323,970
SPATIAL POLICY Service Manager : Paul Wheatley												
PLANNING POLICY	Expenditure	294,970	(4,560)	0	0	(5,200)	12,440	0	0	0	0	297,650
	Income	(8,160)	0	0	0	0	0	0	0	0	0	(8,160)
Portfolio Holder : Cllr Tim Carroll	TOTAL	286,810	(4,560)	0	0	(5,200)	12,440	0	0	0	0	289,490
TRANSPORT	Expenditure	40,450	440	0	0	0	0	0	0	0	0	40,890
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Henry Hobhouse	TOTAL	40,450	440	0	0	0	0	0	0	0	0	40,890
TOTAL SPACIAL POLICY	Expenditure	335,420	(4,120)	0	0	(5,200)	12,440	0	0	0	0	338,540
	Income	(8,160)	0	0	0	0	0	0	0	0	0	(8,160)
	TOTAL	327,260	(4,120)	0	0	(5,200)	12,440	0	0	0	0	330,380
STRATEGIC HOUSING Service Manager : Martin Woods												
STRATEGIC HOUSING	Expenditure	190,510	1,610	0	0	(420)	0	0	0	0	0	191,700
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Tim Carroll	TOTAL	190,510	1,610	0	0	(420)	0	0	0	0	0	191,700
TOTAL STRATEGIC HOUSING	Expenditure	190,510	1,610	0	0	(420)	0	0	0	0	0	191,700
	Income	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	190,510	1,610	0	0	(420)	0	0	0	0	0	191,700

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
EQUALITIES												
Service Manager : Jo Morgan												
EQUALITIES	Expenditure	51,660	440	0	0	0	0	0	0	0	0	52,100
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Jo Roundell Greene	TOTAL	51,660	440	0	0	0	0	0	0	0	0	52,100
TOTAL EQUALITIES	Expenditure	51,660	440	0	0	0	0	0	0	0	0	52,100
	Income	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	51,660	440	0	0	0	0	0	0	0	0	52,100
TOTAL ECONOMY	Expenditure	2,885,090	39,180	1,960	78,260	(9,560)	12,440	0	0	0	0	3,007,370
	Income	(1,501,320)	(16,570)	0	0	900	(175,000)	0	0	0	0	(1,691,990)
	TOTAL	1,383,770	22,610	1,960	78,260	(8,660)	(162,560)	0	0	0	0	1,315,380
COMMUNITIES												
Assistant Director : Helen Rutter & Kim Close												
COMMUNITIES, THIRD SECTOR & PARTNERSHIPS												
Service Manager : Helen Rutter & Kim Close												
CENTRAL COMMUNITIES TEAM	Expenditure	138,380	(1,150)	0	0	730	0	0	0	0	0	137,960
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Ric Pallister	TOTAL	138,380	(1,150)	0	0	730	0	0	0	0	0	137,960
COMMUNITY SAFETY	Expenditure	46,710	500	0	0	1,240	0	0	0	0	0	48,450
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Peter Gubbins	TOTAL	46,710	500	0	0	1,240	0	0	0	0	0	48,450
Service Manager :												
THIRD SECTOR & PARTNERSHIPS	Expenditure	234,150	(1,010)	0	0	0	0	0	0	0	0	233,140
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Sylvia Seal	TOTAL	234,150	(1,010)	0	0	0	0	0	0	0	0	233,140
TOTAL COMMUNITIES, THIRD SECTOR & PARTNERSHIP	Expenditure	419,240	(1,660)	0	0	1,970	0	0	0	0	0	419,550
	Income	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	419,240	(1,660)	0	0	1,970	0	0	0	0	0	419,550

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
SOUTH SOMERSET TOGETHER Service Manager: Helen Rutter												
SOUTH SOMERSET TOGETHER	Expenditure	46,100	0	0	0	(3,400)	0	0	0	0	0	42,700
	Income	(20,000)	0	0	0	3,400	0	0	0	0	0	(16,600)
Portfolio Holder : Cllr Ric Pallister	TOTAL	26,100	0	0	0	0	0	0	0	0	0	26,100
TOTAL SOUTH SOMERSET TOGETHER	Expenditure	46,100	0	0	0	(3,400)	0	0	0	0	0	42,700
	Income	(20,000)	0	0	0	3,400	0	0	0	0	0	(16,600)
	TOTAL	26,100	0	0	0	0	0	0	0	0	0	26,100
AREA EAST Service Manager : Helen Rutter												
EAST AREA DEVELOPMENT	Expenditure	178,320	1,560	0	0	(280)	0	0	0	0	0	179,600
	Income	(3,510)	0	0	0	0	0	0	0	0	0	(3,510)
Area Chairman : Cllr Nick Weeks	TOTAL	174,810	1,560	0	0	(280)	0	0	0	0	0	176,090
EAST GRANTS	Expenditure	24,320	0	0	0	0	0	0	0	0	0	24,320
	Income	0	0	0	0	0	0	0	0	0	0	0
Area Chairman : Cllr Nick Weeks	TOTAL	24,320	0	0	0	0	0	0	0	0	0	24,320
EAST PROJECTS	Expenditure											
	Income											
Area Chairman : Cllr Nick Weeks	TOTAL											
TOTAL AREA EAST	Expenditure	202,640	1,560	0	0	(280)	0	0	0	0	0	203,920
	Income	(3,510)	0	0	0	0	0	0	0	0	0	(3,510)
	TOTAL	199,130	1,560	0	0	(280)	0	0	0	0	0	200,410

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
AREA NORTH												
Service Manager : Charlotte Jones												
NORTH AREA DEVELOPMENT	Expenditure	165,270	1,380	0	0	(370)	0	0	0	0	0	166,280
	Income	0	0	0	0	0	0	0	0	0	0	0
Area Chairman : Cllr Shane Pledger	TOTAL	165,270	1,380	0	0	(370)	0	0	0	0	0	166,280
NORTH GRANTS	Expenditure	10,680	0	0	0	0	0	0	0	0	0	10,680
	Income	0	0	0	0	0	0	0	0	0	0	0
Area Chairman : Cllr Shane Pledger	TOTAL	10,680	0	0	0	0	0	0	0	0	0	10,680
NORTH PROJECTS	Expenditure											
	Income											
Area Chairman : Cllr Shane Pledger	TOTAL											
TOTAL AREA NORTH	Expenditure	175,950	1,380	0	0	(370)	0	0	0	0	0	176,960
	Income	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	175,950	1,380	0	0	(370)	0	0	0	0	0	176,960
AREA SOUTH												
Service Manager : Kim Close												
SOUTH AREA DEVELOPMENT	Expenditure	274,690	2,810	140	0	(210)	0	0	0	0	0	277,430
	Income	(50,430)	0	0	0	0	0	0	0	0	0	(50,430)
Area Chairman : Cllr Peter Gubbins	TOTAL	224,260	2,810	140	0	(210)	0	0	0	0	0	227,000
SOUTH GRANTS	Expenditure	31,180	0	0	0	0	0	0	0	0	0	31,180
	Income	0	0	0	0	0	0	0	0	0	0	0
Area Chairman : Cllr Peter Gubbins	TOTAL	31,180	0	0	0	0	0	0	0	0	0	31,180
SOUTH PROJECTS	Expenditure											
	Income											
Area Chairman : Cllr Peter Gubbins	TOTAL											
TOTAL AREA SOUTH	Expenditure	305,870	2,810	140	0	(210)	0	0	0	0	0	308,610
	Income	(50,430)	0	0	0	0	0	0	0	0	0	(50,430)
	TOTAL	255,440	2,810	140	0	(210)	0	0	0	0	0	258,180

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
AREA WEST												
Service Manager : Andrew Gillespie												
WEST AREA DEVELOPMENT	Expenditure	249,360	260	0	0	(26,450)	(2,840)	0	0	0	0	220,330
	Income	(19,140)	0	0	0	15,630	0	0	0	0	0	(3,510)
Area Chairman : Cllr Angie Singleton	TOTAL	230,220	260	0	0	(10,820)	(2,840)	0	0	0	0	216,820
WEST GRANTS	Expenditure	26,240	0	0	0	0	0	0	0	0	0	26,240
	Income	0	0	0	0	0	0	0	0	0	0	0
Area Chairman : Cllr Angie Singleton	TOTAL	26,240	0	0	0	0	0	0	0	0	0	26,240
WEST PROJECTS	Expenditure	18,950	0	100	0	4,420	0	0	0	0	0	23,470
	Income	(13,930)	0	0	0	0	0	0	0	0	0	(13,930)
Area Chairman : Cllr Angie Singleton	TOTAL	5,020	0	100	0	4,420	0	0	0	0	0	9,540
TOTAL AREA WEST	Expenditure	294,550	260	100	0	(22,030)	(2,840)	0	0	0	0	270,040
	Income	(33,070)	0	0	0	15,630	0	0	0	0	0	(17,440)
	TOTAL	261,480	260	100	0	(6,400)	(2,840)	0	0	0	0	252,600
TOTAL COMMUNITIES	Expenditure	1,444,350	4,350	240	0	(24,320)	(2,840)	0	0	0	0	1,421,780
	Income	(107,010)	0	0	0	19,030	0	0	0	0	0	(87,980)
	TOTAL	1,337,340	4,350	240	0	(5,290)	(2,840)	0	0	0	0	1,333,800
TOTAL STRATEGIC DIRECTOR (PLACE & PERFORMANCE)	Expenditure	4,449,640	40,200	2,200	78,260	(33,880)	9,600	0	0	0	0	4,546,020
	Income	(1,608,330)	(16,570)	0	0	19,930	(175,000)	0	0	0	0	(1,779,970)
	TOTAL	2,841,310	23,630	2,200	78,260	(13,950)	(165,400)	0	0	0	0	2,766,050

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
Strategic Director - (Operations & Customer Focus) : Vega												
OPERATIONS & CUSTOMER FOCUS												
Service Manager : Jason Toogood												
CUSTOMER SERVICES	Expenditure	490,400	8,900	90	1,500	0	0	0	0	0	0	500,890
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Nick weeks	TOTAL	490,400	8,900	90	1,500	0	0	0	0	0	0	500,890
PRINTING	Expenditure	85,980	270	0	0	0	0	0	0	0	0	86,250
	Income	(109,770)	0	0	0	0	0	0	0	0	0	(109,770)
Portfolio Holder : Cllr Nick weeks	TOTAL	(23,790)	270	0	0	0	0	0	0	0	0	(23,520)
TOTAL OPERATIONS & CUSTOMER FOCUS	Expenditure	576,380	9,170	90	1,500	0	0	0	0	0	0	587,140
	Income	(109,770)	0	0	0	0	0	0	0	0	0	(109,770)
	TOTAL	466,610	9,170	90	1,500	0	0	0	0	0	0	477,370
ENVIRONMENT												
Assistant Director : Laurence Willis												
ENVIRONMENTAL HEALTH												
Service Manager : Alasdair Bell												
HOUSING STANDARDS	Expenditure	229,350	7,980	0	0	(9,630)	0	0	0	0	0	227,700
	Income	(67,450)	0	0	0	0	0	0	0	0	0	(67,450)
Portfolio Holder : Cllr Peter Seib & Shane Pledger	TOTAL	161,900	7,980	0	0	(9,630)	0	0	0	0	0	160,250
ENVIRONMENTAL HEALTH & COMMUNITY PROTECTION	Expenditure	911,040	(11,350)	110	0	(3,200)	0	0	0	0	0	896,600
	Income	(78,580)	0	0	0	10,760	0	0	0	0	0	(67,820)
Portfolio Holder : Cllr Peter Seib	TOTAL	832,460	(11,350)	110	0	7,560	0	0	0	0	0	828,780
ENFORCEMENT	Expenditure	0	160	0	0	119,990	0	0	0	0	0	120,150
	Income	0	0	0	0	(3,000)	0	0	0	0	0	(3,000)
Portfolio Holder : Cllr Peter Seib	TOTAL	0	160	0	0	116,990	0	0	0	0	0	117,150
TOTAL ENVIRONMENTAL HEALTH	Expenditure	1,140,390	(3,210)	110	0	107,160	0	0	0	0	0	1,244,450
	Income	(146,030)	0	0	0	7,760	0	0	0	0	0	(138,270)
	TOTAL	994,360	(3,210)	110	0	114,920	0	0	0	0	0	1,106,180

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
CIVIL CONTINGENCIES MANAGER												
Service Manager : Pam Harvey												
CIVIL CONTINGENCIES	Expenditure	138,080	(3,600)	110	0	0	0	0	0	0	0	134,590
	Income	(860)	0	(250)	0	0	0	0	0	0	0	(1,110)
Portfolio Holder : Cllr Henry Hobhouse	TOTAL	137,220	(3,600)	(140)	0	0	0	0	0	0	0	133,480
TOTAL CIVIL CONTINGENCIES	Expenditure	138,080	(3,600)	110	0	0	0	0	0	0	0	134,590
	Income	(860)	0	(250)	0	0	0	0	0	0	0	(1,110)
	TOTAL	137,220	(3,600)	(140)	0	0	0	0	0	0	0	133,480
ENGINEERING & PROPERTY SERVICES												
Service Manager : Garry Green												
PROPERTY MANAGEMENT	Expenditure	1,201,780	4,090	5,620	22,000	31,200	(30,000)	0	0	0	0	1,234,690
	Income	(485,310)	0	9,350	0	(10,130)	(168,700)	0	0	0	0	(654,790)
Portfolio Holder : Cllr Henry Hobhouse	TOTAL	716,470	4,090	14,970	22,000	21,070	(198,700)	0	0	0	0	579,900
CAR PARKING	Expenditure	1,166,990	1,830	5,510	0	1,240	(17,100)	0	0	0	0	1,158,470
	Income	(2,463,100)	0	0	0	0	(19,000)	0	0	0	0	(2,482,100)
Portfolio Holder : Cllrs Henry Hobhouse & Tim Carroll	TOTAL	(1,296,110)	1,830	5,510	0	1,240	(36,100)	0	0	0	0	(1,323,630)
ENGINEERING SERVICES	Expenditure	698,480	2,010	(3,610)	6,600	(12,750)	(5,000)	0	0	0	0	685,730
	Income	(150,630)	0	0	0	0	(13,250)	0	0	0	0	(163,880)
Portfolio Holder : Cllr Henry Hobhouse	TOTAL	547,850	2,010	(3,610)	6,600	(12,750)	(18,250)	0	0	0	0	521,850
TOTAL ENGINEERING & PROPERTY SERVICES	Expenditure	3,067,250	7,930	7,520	28,600	19,690	(52,100)	0	0	0	0	3,078,890
	Income	(3,099,040)	0	9,350	0	(10,130)	(200,950)	0	0	0	0	(3,300,770)
	TOTAL	(31,790)	7,930	16,870	28,600	9,560	(253,050)	0	0	0	0	(221,880)

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
BUILDING CONTROL												
Service Manager : Dave Durrant												
BUILDING CONTROL	Expenditure	627,330	4,310	0	0	(12,830)	0	0	0	0	0	618,810
	Income	(680,420)	0	9,180	0	10,000	0	0	0	0	0	(661,240)
Portfolio Holder : Cllr Peter Seib & Shane Pledger	TOTAL	(53,090)	4,310	9,180	0	(2,830)	0	0	0	0	0	(42,430)
TOTAL BUILDING CONTROL	Expenditure	627,330	4,310	0	0	(12,830)	0	0	0	0	0	618,810
	Income	(680,420)	0	9,180	0	10,000	0	0	0	0	0	(661,240)
	TOTAL	(53,090)	4,310	9,180	0	(2,830)	0	0	0	0	0	(42,430)
STREETSCENE												
Service Manager : Chris Cooper												
ENFORCEMENT	Expenditure	163,810	(37,500)	40	0	(126,350)	0	0	0	0	0	0
	Income	(3,000)	0	0	0	3,000	0	0	0	0	0	0
Portfolio Holder : Cllr Jo Roundell Greene	TOTAL	160,810	(37,500)	40	0	(123,350)	0	0	0	0	0	0
HORTICULTURE & GROUNDS MAINTENANCE & STREETCLEANING	Expenditure	2,809,880	45,870	3,700	0	9,030	0	0	0	0	0	2,868,480
	Income	(1,228,350)	1,990	(5,770)	1,300	(7,460)	(40,000)	0	0	0	0	(1,278,290)
Portfolio Holder : Cllr Jo Roundell Greene	TOTAL	1,581,530	47,860	(2,070)	1,300	1,570	(40,000)	0	0	0	0	1,590,190
TOTAL STREETSCENE	Expenditure	2,973,690	8,370	3,740	0	(117,320)	0	0	0	0	0	2,868,480
	Income	(1,231,350)	1,990	(5,770)	1,300	(4,460)	(40,000)	0	0	0	0	(1,278,290)
	TOTAL	1,742,340	10,360	(2,030)	1,300	(121,780)	(40,000)	0	0	0	0	1,590,190

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
WASTE & RECYCLING												
Assistant Director : Laurence Willis												
WASTE & RECYCLING	Expenditure	5,618,930	0	91,250	21,300	3,670	0	0	0	0	0	5,735,150
	Income	(1,401,490)	0	41,910	0	(3,670)	(25,000)	0	0	0	0	(1,388,250)
Portfolio Holder : Cllr Jo Roundell Greene	TOTAL	4,217,440	0	133,160	21,300	0	(25,000)	0	0	0	0	4,346,900
TOTAL WASTE COLLECTION	Expenditure	5,618,930	0	91,250	21,300	3,670	0	0	0	0	0	5,735,150
	Income	(1,401,490)	0	41,910	0	(3,670)	(25,000)	0	0	0	0	(1,388,250)
	TOTAL	4,217,440	0	133,160	21,300	0	(25,000)	0	0	0	0	4,346,900
LICENSING												
Service Manager : Nigel Marston												
LICENSING	Expenditure	236,060	2,610	0	0	(390)	0	0	0	0	0	238,280
	Income	(279,510)	0	0	0	0	(25,000)	0	0	0	0	(304,510)
Portfolio Holder : Cllr Peter Seib	TOTAL	(43,450)	2,610	0	0	(390)	(25,000)	0	0	0	0	(66,230)
TOTAL LICENSING	Expenditure	236,060	2,610	0	0	(390)	0	0	0	0	0	238,280
	Income	(279,510)	0	0	0	0	(25,000)	0	0	0	0	(304,510)
	TOTAL	(43,450)	2,610	0	0	(390)	(25,000)	0	0	0	0	(66,230)
TOTAL ENVIRONMENT	Expenditure	13,801,730	16,410	102,730	49,900	(20)	(52,100)	0	0	0	0	13,918,650
	Income	(6,838,700)	1,990	54,420	1,300	(500)	(290,950)	0	0	0	0	(7,072,440)
	TOTAL	6,963,030	18,400	157,150	51,200	(520)	(343,050)	0	0	0	0	6,846,210

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
HEALTH & WELLBEING												
Assistant Director : Steve Joel												
ARTS & ENTERTAINMENT												
Service Manager : Adam Burgan												
ARTS	Expenditure	1,564,960	(5,490)	550	0	130,880	0	0	0	0	0	1,690,900
	Income	(1,230,560)	0	0	0	(127,960)	(50,000)	0	0	0	0	(1,408,520)
Portfolio Holder : Cllr Sylvia Seal	TOTAL	334,400	(5,490)	550	0	2,920	(50,000)	0	0	0	0	282,380
TOTAL ARTS	Expenditure	1,564,960	(5,490)	550	0	130,880	0	0	0	0	0	1,690,900
	Income	(1,230,560)	0	0	0	(127,960)	(50,000)	0	0	0	0	(1,408,520)
	TOTAL	334,400	(5,490)	550	0	2,920	(50,000)	0	0	0	0	282,380
SPORT & LEISURE FACILITIES												
Service Manager : Steve Joel												
GOLDENSTONES	Expenditure	264,720	0	(250)	0	(8,040)	0	0	0	0	0	256,430
	Income	(109,510)	0	0	0	(5,200)	0	0	0	0	0	(114,710)
Portfolio Holder : Cllr Sylvia Seal	TOTAL	155,210	0	(250)	0	(13,240)	0	0	0	0	0	141,720
SPORT FACILITIES	Expenditure	77,010	0	710	0	74,240	0	0	0	0	0	151,960
	Income	0	0	0	0	(61,000)	0	0	0	0	0	(61,000)
Portfolio Holder : Cllr Sylvia Seal	TOTAL	77,010	0	710	0	13,240	0	0	0	0	0	90,960
TOTAL SPORT & LEISURE FACILITIES	Expenditure	341,730	0	460	0	66,200	0	0	0	0	0	408,390
	Income	(109,510)	0	0	0	(66,200)	0	0	0	0	0	(175,710)
	TOTAL	232,220	0	460	0	0	0	0	0	0	0	232,680

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
COMMUNITY HEALTH & LEISURE Service Manager : Lynda Pincombe												
RESOURCE CENTRE	Expenditure	56,950	0	870	0	0	(9,630)	0	0	0	0	48,190
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Sylvia Seal	TOTAL	56,950	0	870	0	0	(9,630)	0	0	0	0	48,190
COMMUNITY HEALTH & LEISURE	Expenditure	832,790	1,310	1,680	0	(800)	0	0	0	0	0	834,980
	Income	(135,970)	0	0	0	(3,090)	0	0	0	0	0	(139,060)
Portfolio Holder : Cllr Sylvia Seal	TOTAL	696,820	1,310	1,680	0	(3,890)	0	0	0	0	0	695,920
TOTAL COMMUNITY HEALTH & LEISURE	Expenditure	889,740	1,310	2,550	0	(800)	(9,630)	0	0	0	0	883,170
	Income	(135,970)	0	0	0	(3,090)	0	0	0	0	0	(139,060)
	TOTAL	753,770	1,310	2,550	0	(3,890)	(9,630)	0	0	0	0	744,110
HOUSING & WELFARE Service Manager: Kirsty Larkins												
WELFARE	Expenditure	297,080	21,690	0	6,000	410	0	0	0	0	0	325,180
	Income	(357,950)	0	0	0	0	(8,000)	0	0	0	0	(365,950)
Portfolio Holder : Cllr Ric Pallister	TOTAL	(60,870)	21,690	0	6,000	410	(8,000)	0	0	0	0	(40,770)
HOUSING	Expenditure	1,026,470	(14,700)	0	0	16,500	0	0	0	0	50,000	1,078,270
	Income	(293,550)	0	0	0	(23,700)	0	0	0	0	0	(317,250)
Portfolio Holder : Cllr Ric Pallister	TOTAL	732,920	(14,700)	0	0	(7,200)	0	0	0	0	50,000	761,020
TOTAL HOUSING & WELFARE	Expenditure	1,323,550	6,990	0	6,000	16,910	0	0	0	0	50,000	1,403,450
	Income	(651,500)	0	0	0	(23,700)	(8,000)	0	0	0	0	(683,200)
	TOTAL	672,050	6,990	0	6,000	(6,790)	(8,000)	0	0	0	50,000	720,250

Service with Elements		14/15 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Funded from New Homes Bonus	Revenue Effects of Capital	Growth Bids	Approved One Off	15/16 Original Budget
		£	£	£	£	£	£	£	£	£	£	£
FAMILY SUPPORT PROGRAMME Service Manager: Steve Joel												
FAMILY SUPPORT PROGRAMME	Expenditure	0	0	0	0	0	0	0	0	0	0	0
	Income	0	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Ric Pallister	TOTAL	0	0	0	0	0	0	0	0	0	0	0
TOTAL FAMILY SUPPORT PROGRAMME	Expenditure	0	0	0	0	0	0	0	0	0	0	0
	Income	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0	0	0	0	0
COUNTRYSIDE Service Manager : Katy Menday												
COUNTRYSIDE	Expenditure	333,070	2,070	(300)	14,900	110,200	0	0	0	0	7,750	467,690
	Income	(93,670)	0	0	0	(110,300)	(10,000)	0	0	0	0	(213,970)
Portfolio Holder : Cllr Sylvia Seal	TOTAL	239,400	2,070	(300)	14,900	(100)	(10,000)	0	0	0	7,750	253,720
TOTAL COUNTRYSIDE	Expenditure	333,070	2,070	(300)	14,900	110,200	0	0	0	0	7,750	467,690
	Income	(93,670)	0	0	0	(110,300)	(10,000)	0	0	0	0	(213,970)
	TOTAL	239,400	2,070	(300)	14,900	(100)	(10,000)	0	0	0	7,750	253,720
TOTAL HEALTH & WELLBEING	Expenditure	4,453,050	4,880	3,260	20,900	323,390	(9,630)	0	0	0	57,750	4,853,600
	Income	(2,221,210)	0	0	0	(331,250)	(68,000)	0	0	0	0	(2,620,460)
	TOTAL	2,231,840	4,880	3,260	20,900	(7,860)	(77,630)	0	0	0	57,750	2,233,140
TOTAL STRATEGIC DIRECTOR - OPERATIONS & CUSTOMER FOCUS	Expenditure	18,831,160	30,460	106,080	72,300	323,370	(61,730)	0	0	0	57,750	19,359,390
	Income	(9,169,680)	1,990	54,420	1,300	(331,750)	(358,950)	0	0	0	0	(9,802,670)
	TOTAL	9,661,480	32,450	160,500	73,600	(8,380)	(420,680)	0	0	0	57,750	9,556,720
TOTAL SSDC	Expenditure	75,279,230	285,680	116,830	239,430	2,145,450	(240,070)	0	5,000	0	69,800	77,901,350
	Income	(57,738,430)	(14,580)	(118,030)	116,470	(2,145,450)	(649,130)	0	37,400	0	0	(60,511,750)
	TOTAL	17,540,800	271,100	(1,200)	355,900	0	(889,200)	0	42,400	0	69,800	17,389,600

Appendix D
Unavoidable Budget Pressures

	2015/16	2016/17	2017/18	2018/19	2019/20	Date of Approval
	£'000	£'000	£'000	£'000	£'000	
Already Approved						
Allowance for other new inescapables	0.0	250.0	300.0	300.0	300.0	
Waste additional properties	21.3	21.3	21.3	21.3	21.3	
Maintenance of Wiggly Path, as commuted sum timed out	1.3					
Internet Connection at Lufton Depot	(10.0)					DX July 12
Economic Dev-Establishment of permanent Development Valuer post	22.8					DX Jan 14
Economic Dev-Establishment of permanent Econ Dev Officer post	55.5					DX May 14
Eng & Property-Yeovil CCTV project	6.6					DX Aug 14
Replacement headsets for contact centre (budget required biennial)	1.5	(1.5)	1.5	(1.5)	1.5	
New Unavoidables						
Housing-Retendered Careline maintenance contract	6.0					
Eng & Property-Provision of security guard services	22.0					
Countryside-Essential tree work Yeovil Country Park & Sampson's Wood	5.0					
Revs & Bens-Reduction in DWP admin grant	73.0					HB Circular 19/11/14
Countryside-Replacement of boardwalks Chard reservoir	9.9					
Salary savings from transfer of fraud team to DWP	(64.5)	(21.5)				Staff transferring June 15 so 3 months salary remains
Allowance for some retention of fraud work	33.8					
Revs & Bens-Reduction in HB Admin Grant re Benefit Fraud Investigation staff transfer	25.0	77.1				LGA guideline figures issued 16/7/14
Additional Revenues Staff	97.1					DX Dec 2014
Finance-Shortfall in 2014/15 Travel savings	32.4					
Revs & Bens-Reduced allocation of 2015-16 Localised Council Tax Support Administration Subsidy	17.2					DCLG notification 24/11/14
Total Unavoidable Commitments	355.9	325.4	322.8	319.8	322.8	

Appendix E

Savings

	2015/16	2016/17	2017/18	2018/19	2019/20	Date of Approval/Details from Manager
	£'000	£'000	£'000	£'000	£'000	
Operational Savings/ Economic Changes\Legislation Changes						
Community Health & Leisure-Transfer of Resource Centre to a Trust	(9.7)	(11.3)	(6.7)			DX Jan 2013
ICT-Changes to telephony	(9.3)					DX Jan 14
Area West Markets-Balance of budget following transfer of Ilminster & Crewkerne markets	(2.8)					
Development Control-Additional Income based on 12/13 and 13/14 income levels	(125.0)					
Land Charges-Additional Income based on 12/13 and 13/14 income levels	(50.0)					
Licensing-Additional Income based on 12/13 and 13/14 income levels	(25.0)					
Eng & Property-Further savings in Energy from photovoltaics/ thin clients/ voltage optimisation	(50.0)					
Democratic Services-Removal of Members' pension	(13.5)	(6.6)				Notification from Peninsula Pensions that Councillors are no longer able to remain in the scheme following elections in May 2015
Economic Dev-Additional Income from Yeovil Innovation Centre	(50.0)					
Democratic Services-Postage & Printing savings by Members from May 2015	(7.4)					
Transformation						
Spatial Policy-this is the final figure savings were taken in 2014/15	12.4					
Finance-further lean savings	(14.4)					
Legal and Democratic Services - 1st tranche Lean savings	(12.3)					
HR-Post now covered through Legal & Democratic Services as part of Lean review	(16.0)					
Income						
Legal-Additional Income from legal charges	(15.0)					PH July 2014
Waste & Recycling-Garden Waste	(25.0)					
Octagon-Additional Income	(50.0)					
Careline-Additional Income	(8.0)					
Streetscene contracts	(10.0)					I am confident that both services are able to find this saving through increased income for additional services from 'traditional' customers such as Yarlinton Housing Group, Parish & Town Council and through developing new customers such as Meadfleet housing maintenance co.
Streetscene-Grounds Maintenance contracts	(20.0)					The services have a proven record of securing additional business and I see no reason for this pattern not to continue
Streetscene-Sponsorship on vehicles/uniforms	(10.0)					
Countryside-Additional Income from café at Yeovil Country Park	(10.0)					
Strategic Management-South Somerset News to become cost neutral	(15.0)					
Eng & Property-PV on one building	(10.0)					
Eng & Property-Franchised businesses in car parks	(10.0)					
Strategic Management-Advertising on web	(15.0)					
Finance-Additional income from Crematorium	(25.0)					3% fee increase

Appendix E

Savings

Assets

HR-Transfer of Nursery to Mama Bears-variation in timing & value of savings
Eng & Property-Shared office accommodation with SCC
Eng & Property-Additional rental less interest 80 South Street
Eng & Property-Increasing commercial properties rental income
Eng & Property-Letting of Petters to CAB
Eng & Property-Saving from transfer of The Borough Car Park, Montacute
Eng & Property-Income and savings from Somerton car parks

2015/16	2016/17	2017/18	2018/19	2019/20	Date of Approval/Details from Manager
£'000	£'000	£'000	£'000	£'000	

(6.6)	(1.6)				DX June 2012
(94.6)					DX Nov 2013
(8.4)					DX April 2014
(25.0)					
(39.1)					PH April 2014
(0.5)					
(10.6)					DX Dec 2014

Contracts

Mobile phone contract
ICT-NSUK/Elite maintenance contract
Finance-Retendered banking contract
Finance-Treasury Management contract retendering
Postage savings

(14.0)					MB April 2014
(34.8)					
(24.6)					
(10.0)					
(25.0)					

(889.2)	(19.5)	(6.7)	0.0	0.0	
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Appendix F
ONCE OFF BIDS

	2015/16	2016/17	2017/18	2018/19	2019/20
	£'000	£'000	£'000	£'000	£'000
Already Approved					
Countryside-essential repair work to dam wall at Chard Reservoir	(2.1)	(2.0)			
Software changes to Northgate for Council Tax Reduction Scheme	(27.0)				
Apprenticeship Scheme	3.4	(39.9)			
New Bids					
SCC decision re homelessness	50.0	(50.0)			
Countryside-Replacement of boardwalks Chard Reservoir	9.9	(9.9)			
New Burdens allocation for Council Tax Reduction Scheme	25.6	(25.6)			
Community Grants Initiative	10.0	(10.0)			
Total	69.8	(137.4)	0.0	0.0	0.0

Appendix G

Equalities Check for Savings

	2015/16 £'000	Equalities Checked	Equalities Impact
Operational Savings/ Economic Changes\Legislation Changes			
Community Health & Leisure-Transfer of Resource Centre to a Trust	(9.7)	Y	Approved DX Jan 13
ICT-Changes to telephony	(9.3)	Y	Approved DX Jan 14
Area West Markets-Balance of budget following transfer of Ilminster & Crewkerne markets	(2.8)	Y	Not Applicable
Development Control-Additional Income based on 12/13 and 13/14 income levels	(125.0)	Y	Not Applicable
Land Charges-Additional Income based on 12/13 and 13/14 income levels	(50.0)	Y	Not Applicable
Licensing-Additional Income based on 12/13 and 13/14 income levels	(25.0)	Y	Not Applicable
Eng & Property-Further savings in Energy from photovoltaics/ thin clients/ voltage optimisation	(50.0)	Y	Not Applicable
Democratic Services-Removal of Members' pension	(13.5)	Y	Not Applicable
Economic Dev-Additional Income from Yeovil Innovation Centre	(50.0)	Y	Not Applicable
Democratic Services-Postage & Printing savings by Members from May 2015	(7.4)	Y	Not Applicable
Transformation			
Spatial Policy-will be offset by other lean savings	12.4	Y	Not Applicable
Finance-further lean savings	(14.4)	Y	Not Applicable
Legal and Democratic Services - lean savings	(12.3)	Y	Not Applicable
HR-Post now covered through Legal & Democratic Services	(16.0)	Y	Not Applicable
Income			
Legal-Additional Income from legal charges	(15.0)	Y	Not Applicable
Waste & Recycling-Garden Waste	(25.0)	Y	Not Applicable
Octagon-Additional Income	(50.0)	Y	Not Applicable
Careline-Additional Income	(8.0)	Y	Not Applicable
Streetscene contracts	(10.0)	Y	Not Applicable
Streetscene-Grounds Maintenance contracts	(20.0)	Y	Not Applicable
Streetscene-Sponsorship on vehicles/uniforms	(10.0)	Y	Not Applicable
Countryside-Additional Income from café at Yeovil Country Park	(10.0)	Y	Not Applicable
Strategic Management-South Somerset News to become cost neutral	(15.0)	Y	Not Applicable
Eng & Property-PV on one building	(10.0)	Y	Not Applicable
Eng & Property-Franchised businesses in car parks	(10.0)	Y	Not Applicable
Strategic Management-Advertising on web	(15.0)	Y	Not Applicable
Finance-Additional income from Crematorium	(25.0)	Y	Not Applicable

Appendix G

Equalities Check for Savings

Assets

HR-Transfer of Nursery to Mama Bears-variation in timing & value of savings
Eng & Property-Shared office accommodation with SCC
Eng & Property-Additional rental less interest 80 South Street
Eng & Property-Increasing commercial properties rental income
Eng & Property-Letting of Petters to CAB
Eng & Property-Saving from transfer of The Borough Car Park, Montacute
Eng & Property-Income and savings from Somerton car parks

2015/16 Equalities Equalities
£'000 Checked Impact

(6.6) Y Approved DX June 12
(94.6) Y Approved DX Nov 13
(8.4) Y Approved DX April 14
(25.0) Y Not Applicable
(39.1) Y PH April 2014
(0.5) Y Not Applicable
(10.6) Y Approved DX Dec 14

Contracts

Mobile phone contract
ICT-NSUK/Elite maintenance contract
Finance-Retendered banking contract
Finance-Treasury Management contract retendering
Postage savings

(14.0) Y Not Applicable
(34.8) Y Not Applicable
(24.6) Y Not Applicable
(10.0) Y Not Applicable
(25.0) Y Channel shift must ensure postal option will still be there

(889.2)

Revised Capital Programme 2014/15 - 2018/19

APPENDIX H

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
Chief Executive/ Strategic Director (Corporate Services) - Mark Williams						
FINANCE & CORPORATE SERVICES						
Assistant Director - Donna Parham						
ICT SERVICES						
Service Manager - Roger Brown						
Portfolio Holder - Cllr Henry Hobhouse						
Hardware Replacement Programme 2010/11 to 2013/14	20					R Brown
Hardware Replacement Programme 2014/15 to 2016/17	28	20				R Brown
Windows 7	30					R Brown
Disaster Recovery & Business Continuity	2					R Brown
Microsoft Lync	123					R Brown
Enterprise Wide Back up Replacement	61					R Brown
REVENUE & BENEFITS SERVICES						
Service Manager - Ian Potter						
Portfolio Holder - Cllr Tim Carroll						
Northgate Business Rates Software	15					I Potter

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
FINANCIAL SERVICES						
Service Manager - Amanda Card						
Portfolio Holder - Cllr Tim Carroll						
Capital Salaries	111					A Card
Purchase land at Churchfields Drive, Castle Cary on behalf of TC	70					D Parham / I Clarke
Sale of land at Churchfields Drive, Castle Cary on behalf of TC	-70					D Parham / I Clarke
Crewkerne Aqua Centre Loan - Repayment	-60	-60	-30			A Card
Upgrade CedAr Financial System	86	20				A Card
Loan to Somerset Waste Partnership for Vehicles	0	3,500				A Card
Repayment of Loan to Waste Partnership for Vehicles	0	-500	-500	-500	-500	A Card
Total Finance & Corporate Services	416	2,980	-530	-500	-500	

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
Strategic Director - (Place & Performance) - Rina Singh						
ECONOMY						
Assistant Director - Martin Woods						
Portfolio Holder - Cllr Ric Pallister						
Affordable Housing - Millfield, Chard	49	49				C McDonald
Affordable Housing - Larkspur Crescent (Larkhill), Yeovil	97					C McDonald
Affordable Housing - Larkspur Crescent (Larkhill), Yeovil - Inc	-13					C McDonald
Affordable Housing - Raglan Housing, 5 Bed Conversion	59					C McDonald
Affordable Housing - Yarlinton, 5 Bed Conversion	70					C McDonald
Affordable Housing - 6 Dwellings at Lyde Road Key Site	30					C McDonald
Affordable Housing - Knightstone Housing, Somerton Hybrid Rent	14					C McDonald
Affordable Housing - Rural exception, Horton, Ilminster	0	48				C McDonald
Affordable Housing - Rural exception, Font Villas, West Coker	71					C McDonald
Affordable Housing - Rural exception, Broadway Farm, Merriott	0	240				C McDonald
Affordable Housing - 80 South Street, Bm'th Churches Hsg Ass	0	100				C McDonald
Affordable Housing - Bought not built for 2 Crewkerne Properties	0					C McDonald
Affordable Housing - Bought not built Allocation	0	201				C McDonald
Affordable Housing - Yarlinton, Buy back of share property	65					C McDonald
Affordable Housing - Mortgage Rescue Contingency Fund	0	277				C McDonald
Total Economy	442	915	0	0	0	

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
COMMUNITIES						
Assistant Directors - Helen Rutter & Kim Close						
THIRD SECTOR AND PARTNERSHIPS						
Service Manager - Helen Rutter & Kim Close						
Portfolio Holder - Cllr Sylvia Seal						
Village Hall Grants	15					L Davis
AREA SOUTH						
Service Manager - Kim Close						
Area Chairman - Cllr Tony Fife						
Reckford Gyratory (Eastern Gateway)	0	88				M Ainsworth
Local Delivery Vehicle (linked to Yeovil Vision)	5	29				K Close
Foungry House	0	4				K Close
South Western Terrace - Improvement Grants	2					M Ainsworth
Birchfield Trim Trail	9					N Ross
Birchfield Trim Trail - Income	-4					N Ross
5 Additional CCTV Cameras in Yeovil	0	29				S Brewer
Wyndham Park Community Facilities	0	400				K Close
Yeovil to Ilchester Multi User Pathway - Feasibility	2					K Close

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
AREA NORTH						
Service Manager - Charlotte Jones						
Area Chairman - Cllr Shane Pledger						
Thorney Ringbank Flood Defence Grant	10					C Jones
Improvement to District owned Play Areas January 2001 Play Audit.	17					R Parr
Cockle Moor Bridge	28					C Jones
Langport Vision - improvements to Langport and River Parrett Visitor Centre and car parking at Westover	0	3				P Burr
Martock, town centre improvements - Phase 2 (YD979(YC233) A140 AN08)	3					G Green
Support of Economic Vitality in Area North (Signage for marketing programme)	5	15				P Burr
Loan to Seavington Community Shop (loan repayments)	-1	-1	-1			C Jones
Footpath at Minchington Close, Norton Sub Hamdon	17					C Jones
Footpath at Minchington Close, Norton Sub Hamdon - Income	-4					C Jones
Community Grants						
Refurbishments to Robert Sewers Village Hall, Curry Rivel	8					P Burr
Barrington Football Club	10					C Jones
Extension to Chilthorne Domer Village Hall	3					C Jones
High Ham Recreation Ground - Youth Park	6					C Jones
Refurbishment of Pavilion, Chilthorne Domer	3	3				C Jones
New Accessible Footpaths at Seavington Playing Field	0	6				C Jones
Norton Sub Hamdon Village Shop & Post Office	5					C Jones

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
AREA EAST						
Service Manager - Helen Rutter						
Area Chairman - Cllr Nick Weeks						
Market House Castle Cary	1					P Williams
Market House Castle Cary - Inc	-53					P Williams
Land Acquisition in Waterside Rd, Wincanton	11					P Williams
Enhancements to Waterside Rd, Wincanton	0	24				P Williams
Galhampton-New Village Hall	0	13				T Cook
Wincanton-Pedestrian/Cycle Link Common Lane	0	6				P Williams
Retail Support Initiative Schemes	2					P Williams
RSI-Bear Inn,Wincanton	1					P Williams
RSI-Bruton Vets	1					P Williams
Castle Cary Market House	10					P Williams
Ilchester Cycleway	0					J Divall
Barton St David PC-Speed signs	2					T Cook
Parish Infrastructure Fund	4					H Rutter
Yarlington Village Hall refurbishment	3					T Cook
Keinton Mandeville Sports Field Association	13					P Williams
MUGA-Wincanton Town Council	0					P Williams
Kingsdon PC - New Play Equipment	7					T Cook
Eat Cary Project - Community Garden	2					T Cook
North Cadbury VH-Refurbishment	12					T Cook
SSCAT-New vehicle	10					T Cook
Abbas & Templecombe PC-Improvements to the entrance & lobby area	3					T Cook
Community & Leisure Grants	4					T Cook

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
AREA WEST						
Service Manager - Andrew Gillespie						
Area Chairman - Cllr Angie Singleton						
Market Towns Visions	85	57				A Gillespie
Forton Community Association	13					A Gillespie
Combe St Nicolas Village Hall - Toilets	4					A Gillespie
Total Communities	271	675	-1	0	0	

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
Strategic Director - (Operations and Customer Focus) - Vega Sturgess						
ENVIRONMENT						
Assistant Director - Laurence Willis						
Portfolio Holder - Cllr Jo Roundell Greene						
ENVIRONMENTAL HEALTH						
Service Manager - Alasdair Bell						
Portfolio Holder - Cllr Peter Seib						
Disabled Facilities Grants (Expenditure)	455					A Bell
Disabled Facilities Grants - Inc	-455					A Bell
Empty Property Grants	151	50				A Bell
Home Repairs Assistance	40	240				A Bell
HMO Grants	39	20				A Bell
Loan Scheme for Somerset	50	50				A Bell
Private Sector Grants		200				A Bell
Purchase of Caravan for Homeless Resident Affected by Flooding	15					A Bell
Purchase of Van for Enforcement Team	16					A Bell

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
ENGINEERING AND PROPERTY SERVICES						
Service Manager - Garry Green						
Portfolio Holder - Cllr Henry Hobhouse						
Capital Works associated with car parking proposals	0					G Green
Car Park Enhancements	36					G Green
Car Park Enhancements	54	50	50			G Green
New Car Parks	229	200	244			G Green
Birchfield Sewer Pollution Easement Works	2					G Green
Capital Works to the Councils Portfolio	17					G Green
Capital Works to the Councils Portfolio	9	78				G Green
Capital Works to the Councils Portfolio	171	218				G Green
Capital Works to the Councils Portfolio		92				G Green
Sharing Brympton Way Offices with SCC	249	5				G Green
Adaptions to Petters House for CAB	60					G Green
Adaptions for lease of floor at Churchfields	30	20				G Green
Transfer of Castle Cary Toilets	42					G Green
Transfer of responsibility of Bruton Toilets	9					G Green
Gas Control System - Birchfield	63	150	398			G Green
Ropewalk at 94 High Street West Coker	69					G Green
Ropewalk at 94 High Street West Coker - Inc	0					G Green
Yeovil Crematorium	85	9				G Green
Yeovil Crematorium - Inc	-9	-1				G Green

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
STREETSCENE						
Service Manager - Chris Cooper						
Portfolio Holder - Cllr Jo Roundell Greene						
Replacement Sweepers		70				S Fox
Severalls Park Fencing, Crewkerne	14					S Fox
Total Environment	1,441	1,451	692	0	0	
HEALTH & WELL-BEING						
Assistant Director - Steve Joel						
Portfolio Holder - Cllr Ric Pallister						
ARTS AND ENTERTAINMENT						
Service Manager - Adam Burgen						
Portfolio Holder - Cllr Sylvia Seal						
Octagon Theatre - Roof over Front of House	0	30				A Burgen
Octagon Theatre - Upgrade to facilities	26					A Burgen

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
COMMUNITY HEALTH AND LEISURE						
Service Manager - Linda Pincombe						
Portfolio Holder - Cllr Sylvia Seal						
Community Play Schemes	120	38				R Parr
Community Play Schemes - SCC Playbuilder Inc	-85					R Parr
Youth Facilities Development	30					R Parr
Multi Use Games Area	45	70				R Parr
Grants for Parishes with Play Area	72	47				R Parr
Grants for Parishes with Play Area - SCC Playbuilder Inc	-53	-35				R Parr
Grant to Summerhouse View Play Area	10					R Parr
Grant to Kingsdon Play Area		10				R Parr
Synthetic Grass Pitch	21					L Pincombe
Yeo Rec - Phase 2 Works (Pitch & Putt Fencing)	0	7				L Pincombe
Grant to Henhayes Sports & Community Centre	0	14				L Pincombe
Grant to Westfield AGP	119	21				L Pincombe
Grant to Westfield AGP - Inc S106	-84					L Pincombe
Scoreboard Langport & Huish Cricket Club	2					L Pincombe
Scoreboard Langport & Huish Cricket Club - Inc S106	-2					L Pincombe
Grant to Milborne Port Rec Changing Rooms	5					L Pincombe
Grant to Milborne Port Rec Changing Rooms - Inc S106	-5					L Pincombe
Grant to Bruton Comm Playing Pitches	6					L Pincombe
Grant to Bruton Comm Playing Pitches - Inc S106	-6					L Pincombe
Grant to Ilminster Football Club		50				L Pincombe
Yeovil Country Park Ranger Base	285					K Menday
Yeovil Country Park Ranger Base - Inc	-167					K Menday
Dual Use Sport Centre Grants	0	47				S Joel
Sports Zone- Inc	0	-50				S Joel
Goldenstones 10 year plan	0	7				S Joel
Goldenstones 10 year plan/repayment	-27					S Joel
Wincanton Community Sports Centre 10 year plan	15	35	51			S Joel
Total Health & Well-being	328	291	51	0	0	
Total Capital Programme	2,898	6,312	212	-500	-500	

Source:J:Capital:2004-05:Monitoring:Appx H Revised Capital Prog

	Revised	Revised	Revised	Revised	Revised	Project Officer
	2014/15 Est Spend £'000	2015/16 Est Spend £'000	2016/17 Est Spend £'000	2017/18 Est Spend £'000	2018/19 Est Spend £'000	
Project Completed						

Reserve Schemes Awaiting new Appraisal but Approved in Principle

Old Town Station Reserve	321					
Market Towns Vision	300					
ICT Reserve	300					
Affordable Housing - Unallocated	1,664	600	600			
Affordable Housing - rural exception schemes	115					
Housing & Planning Delivery Grant	96					
Feasibility Fund - Unallocated	158					
Crematorium Reserve	46					
Loans	0	17				
Contingency for Plant Failure	0	130				
Home Farm, Somerton	253					
Home Farm, Somerton - Inc	-200					
Lufton 2000 - All Phases	0	390				
Lufton 2000 - All Phases - Inc	0	-1,406				
Gypsy & Traveller Acquisition Fund	0	133				
Gypsy & Traveller Acquisition Fund - Inc	0	-83				
Infrastructure & Park Homes, Ilton - £60K Grant for MUGA	0	60				
Infrastructure & Park Homes, Ilton - Grant for MUGA - Inc	0	-60				
Infrastructure & Park Homes Contingency	0	91				
Infrastructure & Park Homes Contingency - Inc	0	-37				
	3,053	-165	600	0	0	

	Revised 2014/15 Est Spend £'000	Revised 2015/16 Est Spend £'000	Revised 2016/17 Est Spend £'000	Revised 2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Project Officer
Project Completed						
Area Reserve Schemes Awaiting Allocation But Approved in Principle						
North						
Local Priority Projects - enhancing facilities and services	2	224	0	0		C Jones
Planning Enforcement	0	45	0	0		C Jones
Top up to Area Capital		25				C Jones
South						
Unallocated programme	0	146	0	0		K Close
Play area refurbishment - District allocation	0	15	0	0		K Close
Top up to Area Capital		25				K Close
East						
Unallocated Capital Reserve	13	0	0	0		H Rutter
Parish Infrastructure Fund	0	25	0	0		H Rutter
Retail Support Initiative	0	0	0	0		H Rutter
Community & Leisure Grants	6	0	0	0		H Rutter
Top up to Area Capital		25				H Rutter
West						
Ilminster Community Office	0	20	0	0		A Gillespie
Area West Markets Improvement Group (Nov 2010 committee)	6	0	0	0		A Gillespie
Unallocated Programme	0	95	0	0		A Gillespie
Top up to Area Capital		25				A Gillespie
Total	28	669	0	0	0	
Capital Programme	2,898	6,312	212	-500	-500	
Contingent Liabilities and Reserve Schemes	3,081	504	600	0	0	
Total Programme to be Financed	5,978	6,816	812	-500	-500	

PROFILE OF CAPITAL BIDS

Appendix I

		2015/16 £'000	2016/17 £'000	2017/18 £'000	Total £'000
Capital Bids Submitted					
Essential Schemes					
2015-03	Capital Works to Council Portfolio	92			92
2015-04	Replacement Sweepers	70			70
Subtotal of Essential Bids		162	0	0	162
Other Schemes					
2015-01	Grant to Kingston Play Area	10			10
2015-02	Private Sector Grants	200			200
2015-05	Grant to Ilminster Football Club	50			50
Subtotal of Other Bids		260	0	0	260
Non Scoring Top up to Area Capital		100			100
Total of All New Capital Bids		522	0	0	522

Lost interest at 3.0% 2015/16 £	Lost interest at 3.0% 2016/17 £	Lost interest at 3.0% 2017/18 £	Total Cumulative Revenue Cost £	Revenue Cost excluding Interest £
2,760	0	0	2,760	0
2,100	0	0	2,100	0
4,860	0	0	4,860	0
300	0	0	300	0
6,000	0	0	6,000	0
1,500	0	0	1,500	0
7,800	0	0	7,800	0
3,000	0	0	3,000	0
15,660	0	0	15,660	0

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2015/16 Capital Investment Appraisals

Ref	Scheme Description	Lead Officer
2015-01	Grant for Kingston View Play Area, Yeovil	Rob Parr
2015-02	Private sector grants bid	Alasdair Bell
2015-03	Capital works to Council Portfolio	Garry Green
2015-04	Replacement Sweepers	Chris Cooper
2015-05	Grant to Ilminster Town FC	Lynda Pincombe



South Somerset District Council

Capital Grant or Contribution Investment Appraisal Form

Approved Budget within Service Plan? **Yes/ No**

Project Number: 2015-01

Project Name: Kingston View Play Area

Date Created 18th August 2014

Document Version: 1.2

Author: Robert Parr

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0 Document Control

0.1 Document Approval

Name	Organisation	Role	Approval	Date

0.2 Revision History

Version	Author	Review	Reason For Issue	Date
1.1	Robert Parr	Nicola Hix	Initial review of form	19.08.14
1.2	Nicola Hix	Rob Parr	Insertion Green Team comments	13.11.14

0.3 Document Distribution

Name	Organisation	Role

0.4 Document References

Section Reference	Document Referred	Document Title

1 Project Outline

This project aims to refurbish the Kingston View Play Area in Yeovil, in partnership with Yeovil Town Council. The play area was created in 2002 and after 12 years' service the infrastructure is in need of improvement to ensure it meets public expectations.

A project budget of £20,000 is estimated to be required to bring the play area back into a good condition and Yeovil Town Council (YTC) are expected to provide £10,000 with the expectation the remaining £10,000 will be provided by SSDC.

No site specific public consultation has yet taken place as until funding is secured it would not be correct to raise public expectations. However, extensive public consultation has taken place in development of our formally adopted Play Policy, various MORI surveys carried out by this council and these support the principle of providing good quality local equipped play areas.

1.1 Authority Responsible

Yeovil Town Council is seeking match funding from SSDC to carry out this project. SSDC manages YTC's play areas on their behalf although many of these play areas are actually owned by SSDC. As YTC invests significant sums in SSDC owned play areas the principle of equal funding from both parties was established some years ago and is therefore expected by YTC.

1.2 Project Objectives & Outcomes

- Where practically possible the play area will comply with BS EN1176 and 1177.
- The play area will be improved to ensure it meets SSDC adopted quality standards, set out in the Local Development Framework evidence base.
- Provide a play area that improves the quality of play opportunities in the local area and as a result contributes to the Council Plan - Focus Four – Health & Communities, and critical activity to Maintain and enhance the South Somerset network of leisure and cultural facilities, optimising opportunities for external funding to promotes health living.
- Provide a play area which ensures our health and safety obligations are fulfilled.

1.3 Quality Expectations

Both SSDC and YTC use a Play Area Audit system that assesses the overall quality of play areas. The finished play area will be expected to achieve at least a 'good' condition when re-audited after the project is complete.

1.4 Anticipated Benefits

- Providing a good quality play area to local residents will provide them with valuable play opportunities that are well documented to improve both physical and mental wellbeing.
- Ensuring the play area is in an up to date good condition will reduce officer time spent fixing or maintaining a play area in decline. These time savings will be minimal and not enough to offer up any cashable savings.
- Completing this project is essential to ensure our responsibilities under Health & Safety Legislation continue to be fulfilled.
- The Play & Youth Facilities Team has extensive experience and successful track record in delivering projects of this nature. The necessary procurement processes will be followed to ensure value for money is achieved.

1.5 Options

Option One – Develop the play area within existing revenue budgets. This option is discounted as the cost of works to the play area would exceed the funds available within revenue budgets that are already under pressure.

Option Two – Remove play area. This option would be contrary to policy and our Council Plan. There would still be a demolition cost and in addition to the policy argument this option is discounted.

Option Three – Refurbish the play area as detailed in this investment appraisal form. This option is the recommended approach.

1.6 Key Project Information Summary

1.6.1	Expected Duration Of Project			
	Start date:	April 2015		
	Other Key Milestones with Dates:	Local Consultation – April 2015 Final Design – May 2015 Procurement – June 2015 Construction Start – July 2015		
	Expected Completion Date:	July 2015		
1.6.2	Estimate of Officer Time Required: -			
	Officer's Name	Estimate of officer hrs	Officer available? Y/N	Agreement of Officer? Y/N
	Robert Parr – Senior Play & Youth Facilities Officer	110	Yes	Yes
	Comment by Property Services:	N/A		
	Comment by Information Systems:	N/A		
	Comment by Green Team:	Need to use sustainable materials (if possible) <ul style="list-style-type: none"> • Paints • Locally sourced materials • Use of FSC sourced softwoods and hardwoods Try to use environmentally aware contractors if external ones used. Would be nice to see more landscaping and an all ability pathway linked to the existing outer pathway.		
	Comment by Equalities Officer:	If funding is secured ensure consultation is carried out with South Somerset Disability Forum (SSDF) Access Review to be carried out by SSDF Improving the quality of play opportunities for all obliges us to be mindful of access issues e.g. all abilities pathways.		
NOTE: YTC make a financial contribution towards SSDC Officer costs each year to enable projects to be supported.				

1.6.3 Risk Assessment		
	Risk	Steps taken to mitigate Risk
	The risk of SSDC not supporting this grant is that YTC could withdraw their financial support for the maintenance and management of 15 play areas in Yeovil. Project costs rise	The best way to mitigate this risk is to support the grant. Officers are experienced in working within agreed budgets and would make necessary adjustments to ensure cost over runs do not occur.

2 Financial Investment – Capital Projects

2.1 Total Costs and Funding							
		Funding Body	£'000				
	SSDC Capital: -	District Executive	10				
	Other Sources: -	Yeovil Town Council	10				
	Total Capital Cost		20				
2.2 Breakdown of main areas of Capital cost							
		2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	
	Supply & Install New Street Furniture		3				
	Supply & Install New Landscaping		2				
	Create New Footpaths to Improve Access		10				
	Supply & Install Agility Trail Play Equipment		5				
	Totals		20				
2.3 External funds to be received							
		Secured ? Y/N	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
	Yeovil Town Council	Yes		10			
	Totals			10			
2.4 Revenue Implications of Capital scheme							
		Cost Centre	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
	Loss of interest @ 3.0% (PWL 10yr rate 22.7.14)	FT922		0.3			
	(Savings in expenditure)						
	Revenue Costs by Individual Budget: (List)						
	Revenue Income						
	Total Revenue Expenditure / (Net saving)			0.3			
	Cumulative			0.3			

2.5 VAT Implications		
	Based on the current information provided, VAT is recoverable on this project.	
2.6 Impact on Band D		
	Additional spend	£10,000
	Lost interest at 3.0%	£300
	Divided by tax base	£56,141
	Cost per band D tax payer	-

3 Interested Parties

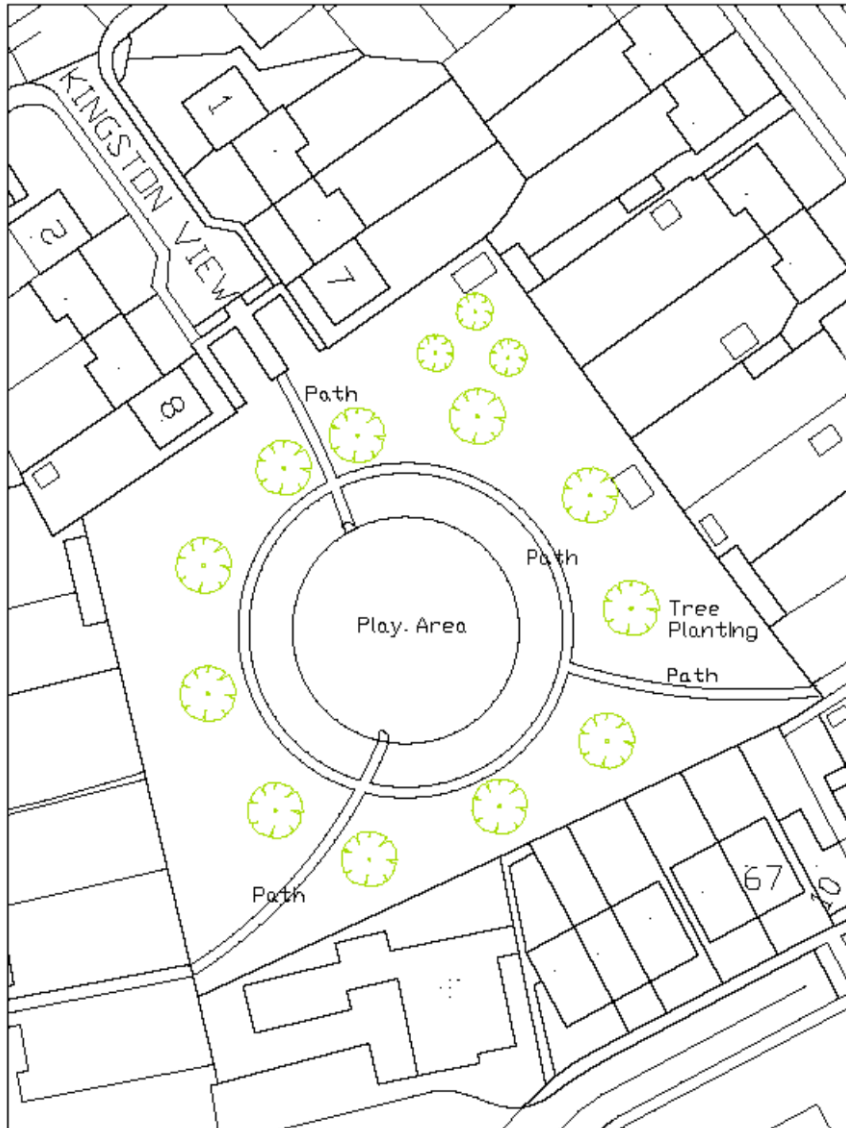
Name	Reason	Action required
Yeovil Town Council	Site Managers	Secure their approval before placing orders or starting work.

4 Other Useful Information

Picture of existing play area:



Sketch of proposed landscaping:





South Somerset District Council

Capital Grant or Contribution Investment Appraisal Form

Approved Budget within Service Plan? **Yes/ No**

Project Number: 2015-02

Project Name: Private Sector Housing Grants

Date Created 30.08.2014

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Author: Alasdair Bell

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0 Document Control

0.1 Document Approval

Name	Organisation	Role	Approval	Date

0.2 Revision History

Version	Author	Review	Reason For Issue	Date
1.0	Alasdair Bell	Nicola Hix	First Draft	27/08/14

0.3 Document Distribution

Name	Organisation	Role
Donna Parham	SSDC	Assistant Director(Finance & Corporate Services)
Vega Sturgess	SSDC	Strategic Director(Operations & Customer Focus)
Laurence Willis	SSDC	Assistant Director(Environment)

0.4 Document References

Section Reference	Document Referred	Document Title

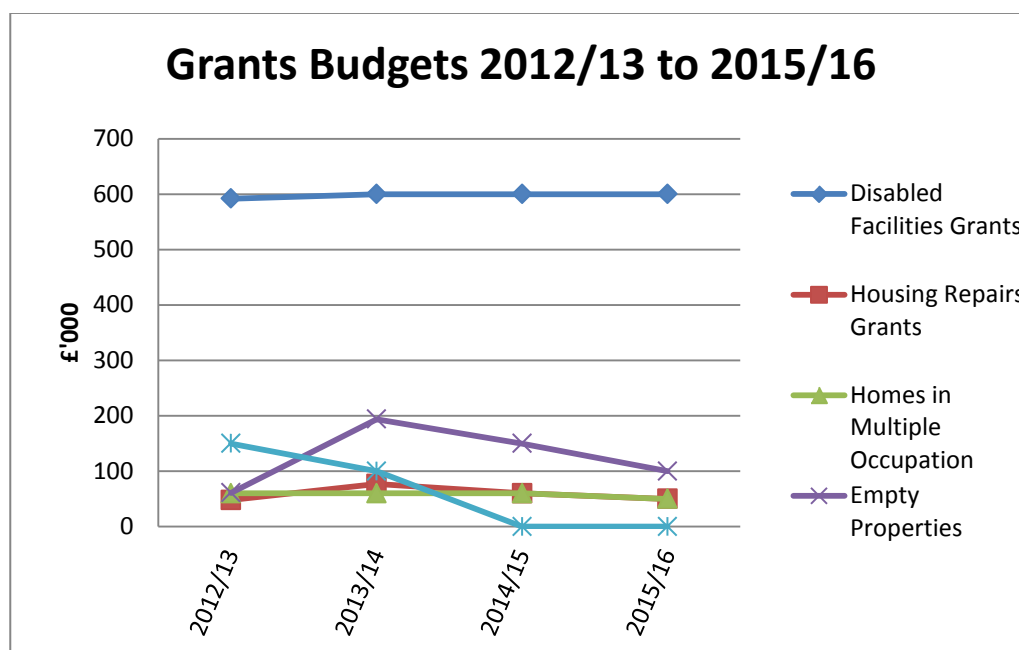
1 Project Outline

To seek funding of £200,000 to pay for Private Sector Housing Grants in 2015/16 across the District. This helps achieve both the aims in the council's Housing Strategy and Focus Three of the Corporate Plan which seeks to provide decent housing that matches the income of all our residents.

1.1 Authority Responsible

Private Sector Housing Grants are discretionary although the council has responsibility for ensuring that satisfactory housing conditions exist in the district across all tenures. The council also has responsibility for dealing with homelessness and tackling fuel poverty, both of which can be affected by the amount of financial resources provided. The council has an overall Housing Strategy and a Private Sector Housing Strategy (both currently under review) that require funding in order for their aims to be met.

The provision of Private Sector Housing Grants has always comprised a major part of the council's capital programme and this bid is for £200,000 to fund this area of expenditure. If agreed, £50,000 will go towards expenditure on Home Repairs Assistance grants, £50,000 will go towards expenditure on Houses in Multiple Occupation (HMO) grants and £100,000 will go toward expenditure on Empty Properties. Section 1.4 below describes how this money is spent under each of these headings.



The graph above shows the budgets for grants over the past three years and the proposed budget for 2015/16.

1.2 Project Objectives & Outcomes

- To meet the aim in Focus Three of the Corporate Plan to provide decent housing across all tenures for our residents that match their income.
- To meet one of the key aims of the Somerset Health & Wellbeing Board in improving poor housing to improve the health of local residents.
- To comply with the aims of the council's Empty Homes Strategy
- To bring at least 25 empty properties back into occupation each year, securing nomination rights for local residents from the Housing Needs Register.
- To meet the aims of the council's Housing Strategy and Private Sector Housing Strategy in dealing with substandard rented property, including houses in multiple occupation.

- To secure repair and improvement of substandard property owned by low income and vulnerable home owners.
- To tackle Fuel Poverty
- To maximise council tax income and New Homes Bonus by bringing empty properties back in to use.

1.3 Quality Expectations

All grant aided work is regularly monitored to ensure value for money and good workmanship. All expenditure is routinely monitored by our auditors.

1.4 Anticipated Benefits

The purposes to which the type of funding described in the bid will be put is as follows:

- **Home Repairs Assistance Grants (HRAs) - £50,000**

These grants are to provide for the essential wind and weather proofing of properties and to deal with significant disrepair issues in private houses. This funding is also to pay towards home insulation schemes in order to tackle fuel poverty. HRAs are means tested and are allocated up to a maximum of £1,000 each. If a client needs works costing more than this then they are referred to Wessex Home Improvement Loans (WHIL) for a loan. WHIL will not process loans for less than £1,000 as it is not cost effective to do so. Most of the clients who receive HRAs are elderly pensioners who typically own their own home but have little income.

The thinking behind providing HRAs is that by doing so, it keeps clients homes warm and weather proof and stops them falling into disrepair and becoming unfit. If this were to happen then it is likely that the Council would have to rehouse them which would cost more in the long term. There is also a clear and well established link between poor housing and ill health and the availability of HRAs helps to address this issue and reduce costs to the NHS/Social services. Action 7 of the draft Health & Wellbeing Strategy of the Health & Wellbeing Board is specifically concerned with tackling poor housing and fuel poverty

- **Houses in Multiple Occupation Grants (HMOs) - £50,000**

These grants are for providing amenities and upgrading the means of escape in case of fire in shared housing. This type of tenure has traditionally been the worst form of housing that requires strict regulation by the local authority. With increased housing pressure the number of HMOs is increasing year by year. These houses are normally occupied by the young and immigrant community. Many young people move from villages to our towns such as Yeovil and Chard to find cheap shared accommodation as housing costs in many of our villages has become prohibitively expensive.

The recent changes announced by the Coalition Government to housing benefit regulations, whereby people under 35 will only be able to claim a "single room allowance" will mean that a lot more HMOs will need to be formed as the people affected will not be able to afford to rent accommodation on their own.

In order to regulate HMOs we have an annual inspection programme and various categories of HMO require a licence. It is in our interest to work in partnership with landlords to ensure such accommodation is developed to meet local needs and is then kept up to standard. This is also relevant because our homelessness team place many of young people with private sector landlords. We have a Landlords Forum and regularly meet with landlords to discuss housing demand, changes to housing/benefit regulations etc.

In dealing with the enforcement of standards in HMOs we use a “carrot and stick” approach by offering small grants to encourage landlords to bring the properties up to a good standard. It can be argued that as landlords are businessmen they should pay all the costs of upgrading their HMOs themselves. However in South Somerset we have always found that by providing small HMO grants landlords are encouraged to come forward and bring their properties up to standard.

HMO grants usually only pay for a small percentage of the overall costs of works. HMO landlords can also apply for WHIL loans but take-up has been poor. If we did away with HMO grants, enforcement would be much more difficult, with the council having to serve more legal notices and undertake work in default etc. and this is costly in itself. In addition, if there are not sufficient HMOs to meet demand as the effects of the new housing benefit regulations are felt, the homelessness team may be forced to spend more on Bed & Breakfast costs.

- **Empty Homes Strategy - £100,000**

Two years ago the council published an Empty Homes Strategy in partnership with Mendip District Council. This was in response to the mounting accommodation crisis and the need to get all available housing occupied. At that time in South Somerset, there were over 2,500 homes registered as empty on the council tax database of which 1,000 had been empty for 6 months or more. Since then the council has appointed an Empty Property Officer whose job it is, is to bring as much empty property back in to use as possible.

In order to bring empty property back into occupation it has been necessary, in certain circumstances, to provide grant aid. Grants of up to £11,000 are given to renovate houses and create flats from empty and derelict buildings. This programme has been very successful with a number of ‘eyesore’ buildings being brought back into use. As part of our empty property strategy we have been working in partnership with Somerset Care & Repair (SC&R) who secured, with our assistance, £1.4million in funding from the Government to renovate empty property. Working with S C & R we have put together funding packages to deal with empty property. The cost of renovating some property is very high and SC&R are limited as to how much funding they can provide. In such cases we may need to provide top up funding. In other cases the property will not meet SC&R’s funding criteria and we may need to fund the scheme entirely ourselves. Where grants are offered the council secures nomination rights on the property for five years and the property is let at Local Housing Allowance(LHA) rates.

By bringing empty homes back into occupation we can generate both New Homes Bonus funds and increase council tax revenue. Recent work on bringing empty homes back into occupation has generated over £200,000 in New Homes bonus.

- **Wessex Home Improvement Loans (WHIL) Loans- (no funds applied for – budget of £300,000 in place)**

The Council currently funds the WHIL Loan scheme. Wessex Resolutions that manages WHIL is a not for profit company that works on behalf of the majority of councils in the South West providing low interest loans to vulnerable clients. By using WHIL the Council’s funds are recycled and used over and over again to deal with poor housing.

WHIL loans can be used for a variety of purposes including dealing with disrepair, making home improvements, paying for disabled facilities, empty properties, funding improvements of HMOs and for upgrading traveller sites. The Housing Minister recently said that loans were the way forward and he wanted to encourage Councils to make maximum use of them.

1.5 Options

To achieve the outcomes required in our Private Sector Housing Strategy will require funding of grants and the use of loans. We are making maximum use of loans and partnership working with joint bids successfully made for extra funding. Without continued funding however we would struggle to meet our aims.

1.6 Key Project Information Summary

1.6.1	Expected Duration Of Project			
	Start date:	April 2015		
	Other Key Milestones with Dates:			
	Expected Completion Date:	March 2016		
1.6.2	Estimate of Officer Time Required: -			
	Officer's Name	Estimate of officer hrs	Officer available? Y/N	Agreement of Officer? Y/N
	Alasdair Bell	Spilt between all the officers 3.0 FTE per year	Y	Y
	Paul Rees		Y	Y
	Martin Chapman		Y	Y
	Emma Baker		Y	Y
	Chris Malcolmson		Y	Y
	Aly Thornton		Y	Y
	Trudy Norton		Y	Y
	Comment by Property Services:	N/A		
	Comment by Green Team (Officer Advisory Group):	<p><u>Where possible can grant conditions specify:</u></p> <p>Need to use sustainable materials (if possible)</p> <ul style="list-style-type: none"> • Paints • Locally sourced materials • Use of FSC sourced softwoods and hardwoods <p>Try to use environmentally aware contractors</p> <p>Aim to reduce energy consumption by using:</p> <ul style="list-style-type: none"> • Light fittings which are low energy • Increased levels of insulation (with sustainable materials) • Greater efficiency for all new plant and equipment specified if possible. <p>Ensure that they keep in line with all environmental legislation, including testing for 'air tightness' when completing a new build / extension.</p>		
	Comment by Information System:	N/A		

	Comment by Equalities Officer:	Poor quality accommodation particularly in relation to shared HMO properties can significantly impact on those from protected characteristic groups. Improving substandard housing, will improve conditions for all, but especially for the most vulnerable.
1.6.3	Risk Assessment	
	Risk	Steps taken to mitigate Risk
	The only real risk associated with this area of expenditure is that the building contractors fail to finish the work on time and the funding allocated is not spent as planned. This has been a problem in the past.	All schemes are closely monitored to try and ensure that this does not happen.

2 Financial Investment – Capital Projects

2.1 Total Costs and Funding							
			Funding Body		£'000		
	SSDC Capital: -		District Executive		200		
	Total Capital Cost				200		
2.2 Breakdown of main areas of Capital cost							
			2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
	HMO Grants			50			
	Home Repair Assistance Grants			50			
	Empty Property Grants			100			
	Totals			200			
2.3 External funds to be received							
		Secured ? Y/N	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
	N/A						
	Totals						
2.4 Revenue Implications of Capital scheme							
		Cost Centre	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
	Loss of interest @ 3.0% (PWL 10yr rate 22.7.14)	FT922		6			
	(Savings in expenditure)						
	Revenue Costs by Individual Budget: (List)						
	Revenue Income						
	Total Revenue Expenditure / (Net saving)			6			
	Cumulative						

2.5 VAT Implications	
	Based on the current information provided, VAT is recoverable on this project.
2.6 Impact on Band D	
Additional spend	£200,000
Lost interest at 3%	£6,000
Divided by tax base	£56,141
Cost per band D tax payer	£0.11

3 Interested Parties

Name	Reason	Action required

4 Other Useful Information



South Somerset District Council Project Brief

Approved Budget within Service Plan? No

Project Number: 2015-03

Project Name: Capital Works to The Council's Property Portfolio

Date Created 28/08/14
Document Version: 1.2
Author: Garry Green

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0 Document Control

0.1 Document Approval

Name	Organisation	Role	Approval	Date
	SSDC			

0.2 Revision History

Version	Author	Review	Reason For Issue	Date
1.0	Garry Green	Nicola Hix	First Draft – Financials updated	28/08/14
1.1	Nicola Hix	Garry Green	Amendments following PRG Mtg	14/10/14
1.2	Nicola Hix		Insertion of Green Team comments	20/10/14

0.3 Document Distribution

Name	Organisation	Role

0.4 Document References

Section Reference	Document Referred	Document Title
	2015-2016 Capital Works Summary Spreadsheet attached	Initial Condition Reports prepared by Kirkham Board Associates – priority rating C and B only (reviewed by Property Services)
	2015-2016 Crematorium and Cemetery Capital Works spreadsheets attached	Required works as prepared by consultants survey reports and follow up investigations.

1 Purpose

To ensure the continuance of funding for planned capital work to Council owned and leased buildings, to ensure that 'fully serviced' buildings are provided in accordance with Service Plan and Corporate Plan objectives.

2 Project Outline

The continuation of capital funding, for the period 2011/12 to 2015/16, to support the planned rolling programme of work for the next five year period, prepared from Survey Inspections, carried out by in-house surveyors and some external consultancy. The work is prioritised in accordance with the Property Repair and Maintenance Policy.

Details submitted are for 2015/16 financial year and are in general priority rating C. C1 is classified as poor condition – urgent attention required and C2 is classified as poor condition – repair or replacement within 2 years. B2 is classified as satisfactory condition but can include minor defects – repair or replacement within 2 years.

2.1 Authority Responsible

Garry Green - Property & Engineering Services Manager

Crematorium - Crematorium and Cemetery, Joint Burial Committee

2.2 Background

The Council have had in place for the previous ten years prepared programmes of planned capital works. These programmes had operated for a five-year period at a time for all of the Councils owned and leased properties. Surveyors have carried out visual inspections of our buildings and have prepared programmes of work on this basis. Detailed inspections of the majority of our principle buildings have also been carried out by consultants to show the full extent of the planned maintenance/enhancement work which needs to be carried out for the five-year period. These costs have been incorporated with the visual surveys of the remainder of our buildings to show the total investment need for the next five years from 2011/12 through to 2015/16. The costs of all of the identified work have been spilt into Capital (for enhancement work), and Revenue for the remainder.

The purpose of this bid is to cover the Capital works (enhancement element of the identified work) for 2015/16 within the programme. It is agreed to review this on an annual basis rather than over a five year period due to changing economic and financial circumstances.

2.3 Project Objectives

The project objectives link to the following Corporate Themes:

Corporate Pan Focus 2: Environment,

- Reduce CO2 from SSDC operations; and Address & Adapt to Climate Change
- Maintain an attractive environment to live in.

Corporate Plan: Deliver well managed, cost effective services valued by our residents

- Increase overall / general satisfaction with local area which includes the appearance of the Council's portfolio of properties

In addition the project will combine with other objectives as listed below;

Service Plan Objectives:

- To deliver the process for planned maintenance as listed in the Property and Engineering Services Service Plan

Asset Management Plan:

- To deliver the process for planned maintenance as listed in the Corporate Strategy.

Audit Recommendation:

- To ensure delivery of planned maintenance to ensure compliance with District Audit.

To continue to provide fully service buildings for service managers and commercial users. This further bid, if successful, is to enable continuation of the enhancement programme.

2.4 Scope

Inclusions

Appointment and co-ordination of a major contractual works programme to deliver the rolling programme, through the use of Partnering Contractors or contractors (selected through Constructionline). The works will cover:

Improvements achieved through a capital works process for:

- Work to Building Structures
- Work to Building Envelope
- Internal Building Works
- External Works
- Mechanical and Electrical Work
- Boilers and Ventilation Systems
- Fire and Intruder Alarms
- Door Access Controls and CCTV
- Specialist Engineering, i.e. Lift Improvements

The works will involve:

- Liaison with Service Managers to explain the programme
- Discussions on operational challenges in carrying out the work
- Interim Site management of projects
- Appropriate discussion with stakeholders
- Developing the rolling programme, in agreement with Strategic Director
- Obtaining any necessary permissions and consents for the programme

Exclusions

The rolling programme of planned maintenance does not include:

- Work to buildings, which are covered by, specified 5, 10 or 30-year plans; for instance the capital works element of the Goldenstones and Octagon ten-year plans, and the same at Wincanton Sports Centre.
- Work for capital works at Yeovil Innovation Centre.
- Work to capital works for Castle Cary Market House

Constraints and Decisions

These would fall into the following categories:

- Inability to resource programme due to other commitments
- Need to programme the works within Service Manager commitments
- Legislative requirement e.g. Planning Permission, Listed Building Consent or Building Regulation Requirements.

Interfaces

These would arise from any change to the Property Portfolio, any change in building features or any change in policy:

- Disposal of Property
- Acquisition of Property
- Major refurbishment of a property including carbon reduction measures.
- Accommodation or Building function Reviews

Any one of these would cause a review of the items listed for Improvement or change in the rolling programme of work.

2.5 Quality Expectations

Contract would be monitored through the usual SSDC contract process by:

- Choice of accredited contractors through Financial Regulations and Procurement Policy
- Contracts Manager administration of contracts to ensure Contract compliance
- Use of Partnering Contractors who work to agreed standards
- Compliance with SSDC Health and Safety requirements.

2.6 Carbon Management

The rolling programme of work will contribute to the carbon management process by:

- Using sustainable materials as far as possible
- Using locally sourced materials as available
- Employing energy saving equipment in Electrical and Mechanical Work

These features will be developed as the detailed specifications for the works are evolved.

3 Initial Business Case

3.1 Reasons

This bid will ensure the delivery of Service Objectives, namely;

To have in place a planned maintenance/capital works programme to ensure:

- Protection of the Council's Investment in the Property Portfolio
- Buildings continue to meet the needs of users and service providers
- Buildings are kept in good repair and maintained to an appropriate standard
- Over time there is less demand for reactive repairs
- Maintenance is undertaken in a planned and co-ordinated manner
- Opportunities are taken to combine capital works with improvements in energy use/efficiency where practicable
- Sustainable products and systems are introduced where practicable

The project will also assist in Asset Management Planning by:

- Providing the Strategic Asset Management Board with key information on building conditions in order for their informed decisions to be made on future asset strategy.
- Providing service managers with fully serviced buildings.

3.2 Anticipated Benefits

In carrying out the project this will result in the following benefits and outcomes:

- Health and Safety Standards are maintained for Staff and the Public
- Buildings are well maintained and remain capable of securing market value
- Buildings are available for public access for the published opening hours
- Expenditure is levelled out to improve budgeting
- Environmental benefits arise from energy efficiency and sustainable improvements
- Allows for continued funding to extend the five year maintenance programme (allowing this to become a rolling programme)
- Continued funding to allow for maintenance backlog
- Adequate funding to ensure a 75% -25% split in expenditure is achieved for planned maintenance v's reactive maintenance in accordance with District Audit best practice recommendations.

To ensure the continued effectiveness of the programme there will be:

- Consultations with service providers to ensure buildings continue to meet their requirements for service delivery
- Buildings will be monitored through surveys to ensure that they are maintained to an appropriate standard
- Property Valuations can reflect the Councils investment in planned capital works.
- No adverse reports from Regulatory Bodies on Health and Safety
Fire Risk or similar issues as a consequence of lack of building or system upgrades
- Less likelihood of public or employee liability claims arising through lack of building or system enhancements

3.3 Options

The preferred option here is to delivery this rolling programme through Partnering contractors. Using the SSDC agreed schedule of rates. Other options would be to:

- Employing Contactors and consultants on a Competitive Tender/Quotation basis.
- The use of SSDC Framework agreements, or,
- Using Framework agreement employed by other Councils in accordance with
- Procurement Procedures

3.4 Key Project Information Summary

3.4.1	Expected Duration Of Project	
	Start date:	April 2015
	Other Key Milestones with Dates:	Approval of funding - Feb 2015 Review Property Surveys – Sept 2014 to April 2015 but generally on-going Agree priorities and consult service managers if necessary – April/May 2015 Prepare programme of works – May 2015 Review progress - December 2015 Review Programme for 2016/17 in August 2015 and as necessary
	Expected Completion Date:	March 2016

3.4.2 Estimate of Officer Time Required: -				
Officer's Name		Estimate of Officer hrs	Officer available? Y/N	Agreement of Officer? Y/N
Garry Green		4+ per month	Yes	Yes
David Coombs		6+ per month	Yes	Yes
Rachel Heather		3+ per month	Yes	Yes
Malcolm Ham		3+ per month	Yes	Yes
Peter Biggenden		5+ per month	Yes	Yes
Nicola Drew		4 +per month	Yes	Yes
Comment by Property Services:		A Property Services project and there are adequate resources to develop this project.		
Comment by Information Systems:		N/A		
Comment by Green Team: (Officer Advisory Group):		<p>Need to use sustainable materials (if possible)</p> <ul style="list-style-type: none"> • Paints • Locally sourced materials • Use of FSC sourced softwoods and hardwoods <p>Try to use environmentally aware contractors</p> <p>Aim to reduce energy consumption by using:</p> <ul style="list-style-type: none"> • Light fittings which are low energy • Increased levels of insulation (with sustainable materials) • Greater efficiency for all new plant and equipment specified if possible. <p>Ensure that we keep in line with all relevant legislation on the use of chemicals such as refrigerants.</p> <p>Specifically to the fish pond, please consider use of a pond liner; ensure replacement aquatic plants, ladders for frogs etc. & any replacement fish being of a native species. For water consumption consideration, use of a downpipe.</p>		
Comment by Equalities Officer:		Ensure that equalities and building regulation legislation are adhered to.		
Comment by Other Services requiring significant input:		N/A		

3.4.3 Risk Assessment	
Risk	Steps taken to mitigate Risk
Unable to deliver programme due to rising cost of building materials	Ensure that competitive or negotiated tender for work to achieve best value, are employed
Major system or building failures result in funds being switched	Build flexibility into original 5 year programme to ensure that a revised programme can be implemented if necessary annually
Unable to deliver programme because of staff/resources shortfall	Able to employ Consultant employed on a schedule of rates if necessary
Unable to deliver programme because of Contractor difficulties or market forces.	Use of fully accredited companies to ensure Technical, financial and H & S compliance.
Increase in property portfolio without the additional funds	Seek adequate funding from DX before Purchase.
Cost over-runs on individual contracts	Effective Project management by Property Services or use of Consultants.
Reduction in planned maintenance to urgent works only may have Corporate liability issues if problems arise	Ensure monitoring/maintenance of buildings is ongoing to identify unexpected necessary repairs and action. Seek additional funding from DX
Reputational risk of building fabrics not being updated for customers and staff	Ensure monitoring/maintenance of buildings is ongoing to identify unexpected necessary repairs and action. Seek additional funding from DX
Reduced business continuity plan for building portfolio by reducing planned enhancements.	Ensure monitoring/maintenance of buildings is ongoing to identify unexpected necessary repairs and action. Seek additional funding from DX.

4 Financial Investment

4.1 Financial Investment – Capital Projects

4.1.1 Total Costs and Funding – Capital Project					
	Funding Body	£' 000			
SSDC Future funding:	District Executive	92			
Other Sources: e.g. Grants	Yeovil Without Parish Council (11% of Crematorium costs)	3			
Total Capital Cost		95			
4.1.2 Breakdown of main areas of cost					
	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
Per Schedules Attached		95			
Totals		95			

4.1.3 External funds to be received		2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	
	Yeovil Without Parish Council (for Crematorium)		3				
	Totals		3				
4.1.4 Revenue Implications of Capital scheme		Cost Centre	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
	Loss of interest @ 3.0% (PWL 10yr rate)	FT922		2.7			
	(Savings in expenditure)						
	Revenue Costs by Individual Budget: (List)						
	Revenue Income						
	Total Revenue Expenditure / (Net saving)			2.7			
	Cumulative						
4.1.5 Whole Life Costing							
	Estimated useful life of asset (years)	Perpetuity					
	Total Revenue Costs Year 1 to 5	Costs met from within existing revenue budgets					
	Annual Revenue Cost after Year 5	Costs met from within revenue budgets					
	Total cost over whole life of asset	N/A (at present)					
4.1.6 VAT Implications							
	<p>SSDC Capital Works</p> <p>Based on the current information provided to us, the VAT is recoverable on this project, however the future activity/use will have some exempt supplies and will therefore have an adverse effect on the Council's Partial Exemption Calculation. However, due to the size of the project it is hoped that the VAT could be accommodated within this Council's 5% Limit.</p> <p>Crematorium/Cemetery Capital Works</p> <p>As the Crematorium and Cemetery Committee are on a separate VAT Registration Number to SSDC we need to look at this capital project in isolation.</p> <p>The VAT attributable to the works carried out at the crematorium will have to be paid back to HMRC via the Crematorium and Cemetery Partial Exemption. On this project SSDC would have to pay HMRC approx £4,200 VAT.</p>						
4.1.7 Impact on Band D							
	Additional spend					£92,000	
	Lost interest at 3%					£2,760	
	Divided by tax base					£56,141	
	Cost per band D tax payer					£0.04	

5 Project Organisation

5.1 Provisional Project Management Team

Name	Role/ Title
Laurence Willis	Project Sponsor
Garry Green	Project Manager
Burial Committee (for Crematorium)	User Representative
ADM	Supplier Representative

5.2 Interested Parties

Name	Reason	Action required
Service Managers	Work may affect their facilities	Co-ordinate contracts with service users own needs

6 Other Useful Information

There may be possible revenue savings on energy costs as some aspects of the individual enhancement works are to provide energy and efficiency measures such as insulation, double glazing, and roof repairs.

Revenue savings have not been quantified at present time.

Spreadsheets are attached summarising both the enhancement works to the buildings and the Crematorium and Cemetery.

Due to a number of long term sickness issues within the Property Services team from February 2014 through to September 2014, and the retirement of one officer at the end of March 2014 who had not been replaced in full by July 2014, there has been slippage in the delivery of last years' capital programme. This coupled with works required for the shared accommodation project has meant that some identified works will slip into 15/16

There are minimal capital works identified for 15/16 so this will allow the backlog of projects to be completed in 15/16 and the capital works projects to be brought back on programme.

CAPITAL SUMMARY 2015-2016

Version 1: 28th August 2014

Element	Priority Rating	2015/16 £	Comments
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BRYMPTON WAY

Air Handling	Coolers to the Red Floor	C1/C2	10,000	Additional coolers to temporary assist air handling system
Fire and Intruder Alarms	Upgrade of panel and some detectors	C2	12,000	Required to meet changes in legislation
CCTV	Upgrade of some existing cameras and extension to cover SCC occupation	C2	16,000	Improvements needed for quality images for evidential purposes
TOTAL			38,000	

CHURCHFIELDS

Fire and Intruder Alarms	Upgrade of panel and some detectors	C1/2	10,000	Required to meet changes in legislation
TOTAL			10,000	

LACE MILL, CHARD

Access system	Upgrade access system	C2	8,000	System outdated and will need replacing if intention to remain in this building
TOTAL			8,000	

LUFTON

Fire and Intruder Alarms	Upgrade of panel and some detectors	C1/2	8,000	Required to meet changes in legislation and present system failing
TOTAL			8,000	

CREMATORIUM

Crematory	Replacement Parts	C2	10,000	
Garden of Remembrance	Fishpond replacement	C2	8,500	
Rear Service Yard	Electric Roller Doors to large garage	C2	2,500	
Unclaimable VAT			4,200	
TOTAL			22,428	Total x SSDC's 89% Share of Total Cost

CONTINGENCY

	5,000	
	91,428	

KEY	B	C
1	Generally satisfactory condition but minor defects need urgent attention.	Poor condition. Urgent attention required.
2	Satisfactory condition. Can include minor defects. Repair or replacement in 2 years.	Poor condition. Repair or replacement in 2 years.
3	Satisfactory condition. Can include minor defects. Repair or replacement in 5 years.	Poor condition. Repair or replacement in 2 years.



South Somerset District Council Project Brief

Approved Budget within Service Plan? Yes/ No

Project Number: 2015-04

Project Name: Replacement Pavement Sweepers

Date Created 28/08/2014

Document Version: 1.3

Author: Chris Cooper

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0 Document Control

0.1 Document Approval

Name	Organisation	Role	Approval	Date

0.2 Revision History

Version	Author	Review	Reason For Issue	Date
1.1	Chris Cooper	Nicola Hix	First draft – financials added	29/08/14
1.2	Chris Cooper	Catherine Hood	Financial details updated	24/09/14
1.3	Nicola Hix	Chris Cooper	Insert Green Team comments	20/11/14

0.3 Document Distribution

Name	Organisation	Role

0.4 Document References

Section Reference	Document Referred	Document Title

1 Purpose

The purpose of this submission is to acquire funding to replace essential machinery required to deliver the street cleaning service through the capital budget.

2 Project Outline

The Streetscene Service currently operates two pavement sweepers as part of the cleansing service across the district. The original machines were funded from capital budgets approximately seven years ago when the organisation was aiming to improve performance on BVPI 199. This was achieved, partially due to the acquisition of the pavement sweeping machines which target difficult to access areas that otherwise simply cannot be accessed using traditional cleansing methods.

2.1 Authority Responsible

The Streetscene manager is requesting the grant on behalf of the service.

2.2 Background

Along with the sweepers, two Landrovers and trailers were provided which have proven themselves to be of great value not only with use transferring the sweepers around the district, but also when dealing with flooding. The vehicles and trailers are still in good working condition, however the sweepers are proving to be more and more unreliable and in need of replacement.

There are no funds available in the service routine budgets to replace and lease any replacement machines.

2.3 Project Objectives

- The key objective of the project is to replace old machinery to enable the service to work reliably and efficiently & continue to improve the standards of cleansing that are provided across the district.
- The key objective of this project is to 'Maintain street cleaning high performance across the district' in line with focus two of the council plan
- The project would deliver reliable machinery that will enable the service to operate at a good level.

2.4 Project Scope

Inclusions

The purchase of two pavement sweeping vehicles.

Constraints and Decisions

Officer time is available to progress this project and no constraints are expected nor will this time affect other projects.

2.5 Quality Expectations

Success will be measured by the new machinery being delivered and allocated to work in the district. There are no other groups involved in this bid.

2.6 Carbon Management

The proposed vehicles offer improved fuel efficiency, being up to 20% more fuel efficient than those currently being operated

3 Initial Business Case

3.1 Reasons

The reason for this project is simply to replace old used machinery, which has become expensive to run and is becoming unreliable, with modern efficient equipment that will enable the team to deliver a more reliable service to the public in line with the aims of the council plan and our statutory duties.

This links to the council plan 2012-2015 in the following ways:

- Environment – *“We want an attractive environment to live in with increased recycling and lower energy use”*

The sweeper is a central piece of equipment in delivering a clean environment, these specific machines will be used to help sweep across the district. With its more efficient engine it is much more fuel efficient.

- The council plan also states that we aim to “Maintain street cleaning high performance across the district.”
- In order to deliver this, we need to have modern, reliable machinery and the replacement sweepers are central to this aim.
- And finally, the council plan states that we will “Continue to support communities to minimise flood water risks.”

The sweeping program that we deliver maximises the amount of rainwater that can disperse through the road drainage system (in conjunction with County Highways drain maintenance programs)

3.2 Anticipated Benefits

The outcomes of this project will be:

- A more reliable street cleaning service
- Improved fuel efficiencies
- Reduced carbon outputs by using the most modern ‘clean’ engine technologies
- Improved quality of sweeping operations

3.3 Options

The options available to us are:

- Run the existing sweepers until they are uneconomical to use
- Sell them and stop this aspect of the service
- Replace one this year and the other machine later, cannibalising the old one to keep the older machine operating longer
- Replace the machines and continue to focus on providing a high quality service in conjunction with town and parish councils.
- Capital funding is not used and revenue funding is increased to allow the replacement machines to be leased. A lease v purchase comparison has been carried out, which showed there was not a large financial difference between the two options. These workings are available should they wish to be analysed in detail.

3.4 Key Project Information Summary

3.4.1 Expected Duration Of Project				
	Start date:	Sept 2014		
	Other Key Milestones with Dates:	Review the market – Nov 14 Identify a shortlist of machinery and arrange demonstrations – Jan 15 If funding is agreed place order – April 15 Take delivery of new machines - July 15 Sign and register vehicles – Aug 15 Dispose of existing vehicles and return funds from sale – Oct 15		
	Expected Completion Date:	October 2015		
3.4.2 Estimate of Officer Time Required: -				
	Officer's Name	Estimate of Officer hrs	Officer available? Y/N	Agreement of Officer? Y/N
	Chris Cooper	20	Y	Y
	Chris Holley	20	Y	Y
	Niki Atkins	35	Y	Y
	Operational Staff.	20	Y	Y
	Comment by Property Services:	N/A		
	Comment by Information Systems (if new IT system):	N/A		
	Comment by Green Team:	Discussions held regarding use of electric sweepers, and although they are available, the weight of the batteries on them makes them unsuitable for this purpose. Clean environment is welcomed & them being 20% more fuel efficient than current ones good.		
	Comment by Equalities Officer:	No impact on equality		
3.4.3 Risk Assessment				
	Risk	Steps taken to mitigate Risk		
	The highest risk is that the cost of machinery will increase while the bid is either considered or if refused, rises before an alternative bid could be submitted.	The bid is being submitted immediately and a fixed price will be obtained from the supplier to ensure that inflation is not an issue		

4 Financial Investment

4.1 Financial Investment – Capital Projects

4.1.1 Total Costs and Funding – Capital Project								
				Funding Body		£' 000		
SSDC Capital: -				District Executive		70		
Other Sources: - - Sale of old sweeper						10		
Total Capital Cost						80		
4.1.2 Breakdown of main areas of cost								
				2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
Purchase of Pavement Sweepers					80			
Totals					80			
4.1.3 External funds to be received								
		Secured? Y/N	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	
Sale of old sweepers				(10)				
Totals				(10)				
4.1.4 Revenue Implications of Capital scheme								
		Cost Centre	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	
Loss of interest @ 3% (PWL 10yr rate 10.7.14)		FT922		2.1				
(Savings in expenditure)								
Revenue Costs by Individual Budget: (List)								
Revenue Income								
Total Revenue Expenditure / (Net saving)				2.1				
Cumulative				2.1				
4.1.5 Whole Life Costing								
Estimated useful life of asset (years)				5 Years				
Total Revenue Costs Year 1 to 5				£40,000 Inc. fuel				
Annual Revenue Cost after year 5								
Total cost over whole life of asset				£40,000				
4.1.6 VAT Implications								

	Based on the current information provided to us there are no VAT implications	
4.1.7	Impact on Band D	
	Additional spend	£70,000
	Lost interest at 3%	£2,100
	Divided by tax base	£56,141
	Cost per band D tax payer	£0.04

5 Project Organisation

5.1 Provisional Project Management Team

Name	Role/ Title
Chris Cooper	Project Sponsor
Niki Atkins	Project Manager
Rich Murphy, Nick Allen	User Representative
N/a	Supplier Representative

5.2 Interested Parties

Name	Reason	Action required
Chard Town Council	Partnership working	Keep informed of developments
Martock Parish Council	Partnership working	Keep informed of developments
Somerton Town Council	Partnership working	Keep informed of developments

6 Other Useful Information

The street cleaning service impacts on many aspects of life in the district, from tourism through to commercial development and maintaining property values. The effective use of machinery, alongside well managed staff resources is essential in meeting public demands. The replacement and effective use of this equipment will enable the service to maintain and even at times improve the service to the public.



South Somerset District Council

Capital Grant or Contribution Investment Appraisal Form

Approved Budget within Service Plan? **Yes/ No**

Project Number: 2015-05

Project Name: Grant to Ilminster Town Council/Town Football Club – New Football Changing Rooms and Community Facility

Date Created 03/09/2014
Document Version: 0.5
Author: Lynda Pincombe

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0 Document Control

0.1 Document Approval

Name	Organisation	Role	Approval	Date
Steve Joel	SSDC	Assistant Director		

0.2 Revision History

Version	Author	Review	Reason For Issue	Date
0.1	Lynda Pincombe	Nicola Hix	First draft	03/09/14
0.2	Lynda Pincombe	Nicola Hix	Updated figures	7/10/14
0.3	Lynda Pincombe	Nicola Hix	Updated costs	29/10/14
0.4	Lynda Pincombe		Updated costs	3/12/14
0.5	Lynda Pincombe	Nicola Hix	Updated costs	5/12/14

0.3 Document Distribution

Name	Organisation	Role

0.4 Document References

Section Reference	Document Referred	Document Title

1 Project Outline

Iminster Town Football Club and Iminster Town Council are seeking to build a new 4 team pavilion with additional community function room and parking on Brittens Field, adjacent to Iminster Recreation Ground.

The current changing facilities were originally built in the 1950s with the last major updating in 1982; the officials' room doubles as a store room. The existing facilities fall well short of Football Association standards as the shower and toilet facilities are inadequate and a number of players have moved to other clubs citing the extremely poor standard of the changing areas as a major factor in their decision.

To ease the situation, the Football Club hire changing facilities from the Cricket Club for the mens' teams but these also fail to meet the FA standards.

The Football Clubs have sixteen teams including two womens teams and a disability team and youth section. In total there are just under 600 playing and social club members who will directly benefit from this project. The wider community will benefit through the delivery of a new modern community facility for Iminster.

The project vision is to create a well-used pavilion, primarily for football, for Iminster and the surrounding area. This facility will assist local people to enjoy sporting, leisure and community events and provide opportunities for health and well being activities for all, thus contributing to a strong and active community.

The Town Council, will own the building and Iminster Town Football Club will be the leaseholder. Both parties are working closely together on this project to ensure it is suitable for local residents and meets the standards of football's national governing body. The Football Club, as the main project beneficiary, is taking a lead on compiling the building specification and fundraising for the project.

The net estimated cost of the facility is £585,200 (if built in one phase) and the applicants are hoping to secure in the region of £336,300 of external funding for the project. The total contribution being sought from SSDC is £163,776 (28%) of which £50,000 (8.5%) is requested from the Capital Programme and £113,776 (19.4%) from S106 contributions.

This project is a key element of Iminster Town Council's approved master plan to improve Iminster Recreation Ground as a whole. The master plan also includes a significant upgrade of the play facilities, a new refreshment kiosk, improved access, pathways and landscaping and the removal of redundant buildings. SSDC officers have provided significant support to date to guide Iminster Town Council through this process.

1.1 Authority Responsible

Iminster Town Council will be responsible delivery the project and own the building which will be leased on a long term basis to Iminster Town Football Club.

1.2 Project Objectives & Outcomes

- To deliver a new pavilion and improved pitches which are fit for purpose and meet national governing body standards for competitive play.
- To create a new community space within the pavilion which will be available for use by the wider community.
- To deliver a new facility that will generate sufficient income to pay for future repairs and renewals of the facility.

- To increase participation in sport and physical activity, with a view to reducing health inequalities in the local community.
- To address the quantitative deficiency identified by South Somerset District Council in its last assessment of playing pitches and ancillary facilities
- To address the quantitative and qualitative deficiency identified by South Somerset District Council's needs assessment for community halls.

The new building will provide:

- 4 changing rooms each with showers and toilets approximately 6m X 5M
- 2 referee changing rooms each with shower and toilet approximately 2M X 5M
- General User toilets (ladies, gents and disabled)
- Food prep and bar area
- First aid / physiotherapy room approximately 3M X 2M
- Kit, training and equipment store
- Machine equipment store approximately 3M x 4M
- Function room approximately 14m X 8M

The pavilion itself has the potential to take a photo voltaic panel to reduce the future running costs of the building. The Council's Climate Change officer has estimated that the benefit to the football club would be savings in energy cost in the region of £500 per annum.

Outside there will be:

- 3 full size football pitches
- 4 youth football pitches
- 1 mini pitch
- An improved 2nd team cricket square
- 48 space car park
- The infrastructure to floodlight a senior pitch at a future date

The overall dimensions of the single storey building are approximately 37M long X 14 M wide.

The site layout and architect's drawings for the proposed facility are detailed within Appendices 1 and 2.

The project objectives specifically contribute to the delivery of **Focus Four, Health and Communities, within the Council Plan 2012 – 2015**. The project will specifically help to deliver in the following areas:

- Ensure that the strategic priorities of the Somerset Health and Wellbeing Board reflect local needs and align council resources to deliver projects to address those needs (this project helps to address priorities 1 and 2 within the draft Somerset Health and Wellbeing Strategy).
- Maintain and enhance the South Somerset network of leisure and cultural facilities, optimising opportunities for external funding to promote healthy living.

The Council's **facility/playing pitch facility assessments** support the need for quantitative and qualitative improvements to playing pitches, changing facilities and community hall facilities within Ilminster.

This is also a priority project for the County Football Association who has indicated that they will support a bid for Football Foundation Funding to enable this project to be delivered.

1.3 Quality Expectations

- That this facility will be delivered to the standards required by the Football Association and Football Foundation and Building Regulations.

Proposed Grant Conditions (in addition to SSDC standard terms and conditions for community grants)

- Provide design specifications for the new facility prior to the tender process for approval for the council's Community Health and Leisure team.
- Community usage and sports development programmes to be agreed and approved by the council's Community Health and Leisure team.
- KPI's regarding usage over 5 years are agreed with the Ilminster Town Council/Ilminster Town FC – in order to ensure that usage of the facility is maximised
- A mutually agreeable lease is established between Ilminster Town Football Club and Ilminster Town Council.
- Funding is conditional on securing full funding to deliver at least the pavilion element of the project in its entirety.
- If the actual costs of the project are less than those projected, then SSDC's capital contribution will reduce proportionally.

Relevant Standard Terms and Conditions for Community Grants are as follows:

- Funding is awarded based on the information provided on the applicant's application form and business plan.
- SSDC is acknowledged on any publicity and on any permanent acknowledgement of assistance towards the project.
- The applicant will work in conjunction with SSDC officers to monitor the success of the scheme and the benefits to the community resulting from SSDC's contribution to the project.
- Capital grants are on a one-off basis.
- Capital grant applications should include a strategy for maintenance of equipment to applicable standards, and a strategy for replacement (or otherwise).
- Proper signage to buildings/facilities is provided

Ilminster Town Council is aware of the likely conditions of funding.

1.4 Anticipated Benefits

- Provision of an additional community facility within Ilminster
- Addressing the quality deficiency in changing facilities that currently exists within Ilminster
- Increasing physical activity levels.
- A reduction parking congestion along Canal Way and improved accessibility to the formal sports facilities at Ilminster recreation ground.
- Contributes to Council Plan priorities (see 1.2).
- Delivery of a key element of the Ilminster Recreation Ground master plan.
- Subject to a detailed proposal being worked up, a photo voltaic panel is provided by SSDC that will reduce the future running costs of the building, with SSDC benefiting from the feed in tariff over a 20 year period. SSDC's potential additional capital investment in providing a PV panel is likely to payback in 7-8 years.

1.5 Options

In 2008 the results of a community survey undertaken by the Ilminster Forum showed Ilminster to be lacking in suitable meeting space for recreation, learning and training for small local groups.

Previous Town Council research (2007) identified that a key community priority was to create, develop and maintain a wide range of sport and leisure facilities and activities.

The Steering Committee in a previous attempt to provide a Sports and Community Centre in the town undertook a survey which found:

- Having local facilities means easier access to club meetings and trainings and an increase in participating membership.
- An identity with place is important to our personal identities and this is particularly important for team sports.
- The local community needs a local focus. Sporting facilities are particularly strong in creating community bonding and bridging between generations and social groups. The spin-off is improved social networks, people more willing to help each other, greater civic pride and participation and it becomes a safer place to live.
- The lack of facilities leads to a loss of local opportunities for volunteering which are important to individual value, community cohesion and increasingly as a stepping stone to employment.

This project now forms part of an approved masterplan for Ilminster's recreation ground; completed during 2014 with the assistance of Community Health and Leisure officers.

Completing the masterplan has involved considerable input for Ilminster Town Council including a survey/questionnaire delivered to each household in Ilminster (June 2013) and a consultation evening with initial suggestions for comment on display (over 270 people signed the attendance register (November 2013)). A landscape architect was used to help complete the master planning process and Ilminster Town Council now has a clear direction for the future development of the site.

Potential Phasing

If full funding can be secured for the project, then Ilminster Town Council/Football Club would like to build the Pavilion and community facility at the same time as this would be the most cost effective way to deliver the project.

Given the urgent need to replace the existing changing facilities at the site, if necessary it would be possible to phase the project to allow the changing room element to be delivered in 2015. This would enable the applicant to take advantage of the significant external funding that Ilminster Town Football Club look likely to attract to the project which otherwise might be lost.

1.6 Key Project Information Summary

1.6.1	Expected Duration Of Project	
	Start date:	<ul style="list-style-type: none"> • Spring 2015
	Other Key Milestones with Dates:	<ul style="list-style-type: none"> • Planning application submitted October 2014 • Planning permission secured by end December 2014 • Sport England/Football Foundation Funding secured – January 2015 • SSDC funding decision February 2015 • Tenders – February/March 2015 • Start construction April/May 2015 • Completion of pavilion autumn 2015
	Expected Completion Date:	By end of 2015

1.6.2		Estimate of Officer Time Required: -		
Officer's Name		Estimate of officer hrs	Officer available? Y/N	Agreement of Officer? Y/N
Officer support already provided. Further significant officer support not anticipated at this time.		N/A	N/A	N/A
Comment by Property Services:		N/A		
Comment by Green Team (Officer Advisory Group):		<p>Although funding is for a grant to the football club, would ideally like to see:</p> <p>Use of sustainable materials (if possible)</p> <ul style="list-style-type: none"> • Paints • Locally sourced materials • Use of FSC sourced softwoods and hardwoods <p>Try to use environmentally aware contractors</p> <p>Aim to reduce energy consumption by using:</p> <ul style="list-style-type: none"> • Light fittings which are low energy • Increased levels of insulation (with sustainable materials) • Greater efficiency for all new plant and equipment specified if possible. 		
Comment by Equalities Officer:		<p>Any new community space will need to adhere to equalities legislation, as well as BS388.</p> <p>If funding is secured ensure consultation and an Access Review are carried out by South Somerset Disability Forum (SSDF)</p> <p>Improving the quality of sport and leisure opportunities for all, obliges us to be mindful of accessibility issues e.g. toilets, changing rooms etc.</p>		
1.6.3		Risk Assessment		
Risk		Steps taken to mitigate Risk		
Failure to obtain full funding.		<p>Build the Community space in phase 2 if necessary. If self-build is necessary, the club have the expertise within their own organisation to do this.</p> <p>The club is also continuing to seek funding from other sources, but these are likely to be relatively small amounts.</p> <p>Iminster Town Council will consider taking a loan to cover any shortfall.</p> <p>Consideration has also been given to potential amendments to the project specification that could reduce costs.</p>		

Building costs exceed budget estimates. Not all VAT recoverable	Contingency funding has been identified within the project budget Ilminster Town Council to take expert advice on VAT implications.
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2 Financial Investment – Capital Projects

Delivery of Football Pavilion, 48 space car park with Community Facility - Delivered in 1 phase

2.1 Total Costs and Funding							
		Funding Body	£'000				
	SSDC Capital: -	District Executive	50				
	Other Sources: - e.g. - Grants	Ilminster Town Council	11.2				
		Ilminster Senior football teams	5				
		Ilminster Junior football teams	5				
		S106 funding	113.8				
		External Funds (detailed in 2.3)	336.3				
		Potential shortfall	63.9				
	Total Capital Cost		585.2				
2.2 Breakdown of main areas of Capital cost (net)							
		2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
	Topographical survey	2.2					
	Pavilion/Function Room Substructure						
	Pavilion/Function Room superstructures	52.6					
	48 Space Car Park External works	224					
	Provisional Sums*	78.5					
	Preliminaries	99.3					
	Professional Fees including project management	69.9					
	Floodlight/other Groundworks	8					
	Contingency 5% of gross capital costs	17.9					
		32.8					
	Totals	585.2					
*Includes provisional costs for items such as ground investigation, mechanical installation, plumbing, furniture, incoming services and site abnormalities							
2.3 External funds to be received							
		Secured ? Y/N	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
	Gooch Trust	Y	40				
	Clarks Foundation	Y	20				
	Football Foundation	N	200				
	Sport England	N	75				
	Other	N	1.3				
	Totals		336.3				

2.4 Revenue Implications of Capital scheme							
		Cost Centre	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
	Loss of interest @ 3.0% (PWLB 10yr rate 20.7.14)	FT922	1.5				
	(Savings in expenditure)						
	Revenue Costs						
	Revenue Income						
	Total Revenue Expenditure / (Net saving)		1.5				
	Cumulative						
2.5 Whole Life Costing							
	Estimated useful life of asset (years)	50 years+.					
	Total Revenue Costs Year 1 to 5	Not our asset					
	Annual revenue cost after year 5	Not our asset					
	Total cost over whole life of asset						
2.6 VAT Implications							
	At present it has been assumed that there will be no VAT payable on this project. However, it looks likely that Ilminster Town Council may need to register for VAT in order to reclaim 100% of VAT on the build. This issue is likely to be debated at their Full Council meeting in December 2014. The Town Clerk is seeking professional advice on this matter.						
2.7 Impact on Band D							
	Additional spend	£50,000					
	Lost interest at 3%	£1,500					
	Divided by tax base	£56,141					
	Cost per band D tax payer	£0.02					

Additional information regarding costs/funding

A further revision to project capital costs is expected (December 2014) as a result of the possible installation of a photo voltaic panel on the roof. This may in fact reduce the shortfall a little.

However, the VAT liability for this project still needs to be confirmed by Ilminster Town Council and this could increase costs significantly.

While there currently is no policy on the percentage of partnership funding required from town/parish councils in relation to Capital Programme grants, Ilminster Town Council is conscious that they have only been able to commit a relatively modest cash sum into this project to date. However, at a later date they will need to cover the cost of the demolition of the existing changing rooms to complete this project, which is expected to cost in the region of a further £5,000.

It should also be noted that their auditor advised during 2014 that the Town Council holds a low level of general reserves and should consider whether there is a need to increase the level of reserve in future years. The Town Council therefore need to consider this advice during the

current precept process as well as setting money aside in the future for the delivery of the wider master plan for Ilminster Recreation Ground; which it is estimated will cost a further £650,000 over a period of years.

It should be noted that the Town Council is committed to oversee the delivery of the project and is willing to consider taking a loan to cover the shortfall either in part or its entirety. This is due to be discussed at their full council meeting in December 2014.

Other Options to Address the anticipated funding shortfall

There is further S106 funding that is likely to be received by the mid 2015 that could cover all or part of the remaining shortfall or enable part of the project to be delivered in a later phase subject to planning/legal approval.

Ilminster Town FC are also going to approach funders to ascertain whether further money may be made available to deliver the project in one phase.

Cost reduction options

Other options that could be considered to reduce costs include the self-build of the community function room which would save in the region of £15,500.

In addition the car parking could be reduced to 25 spaces and this would deliver a saving in the region of £27,000.

If the ground works for floodlighting were to be eliminated then this would reduce the project cost by £18,000 although the cost to do these works at a later date would be significantly higher.

If the community function room were to be eliminated in its entirety from the project then there would be a saving of around £20,000.

There is almost certainly some additional value engineering that could also be done to reduce build costs somewhat too.

3 Interested Parties

Name	Reason	Action required
Football Club	Project beneficiaries	SSDC to provide support with securing funding/taking project forward.
SSDC	Has identified quality deficiency in facility provision in Ilminster. Has also provided some officer support to progress the project.	N/a
Football Association	Provide technical guidance on design.	Keep informed
Sport England	Key Funding Partner	Keep informed.
Football Foundation	Key Funding Partner	Keep informed.

4 Other Useful Information

Capital cost figures contained within the report have been provided to Ilminster Town Football club by a qualified Quantity Surveyor (QS). The QS has advised including a 5% contingency for this project.

This project is a priority project for Somerset FA and therefore is likely to attract Football Foundation Funding of £200,000, subject to planning permission being secured in December 2015. An application to the Football Foundation has been submitted with a funding decision expected at the end of 2014 or early in 2015.

Sport England have confirmed interest in funding the project and require confirmation of ownership/security of tenure and confirmation of partnership funding and will take a final decision on funding in January 2015.

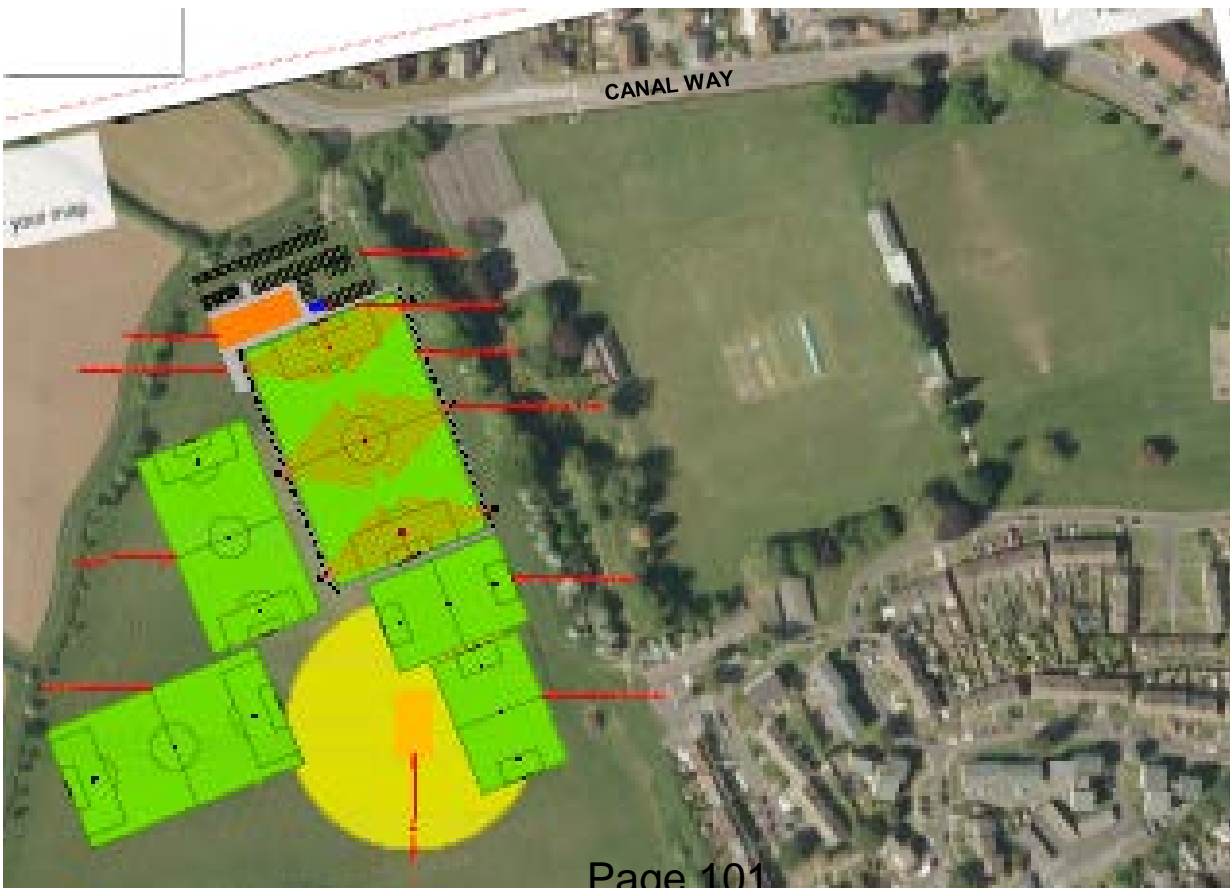
There is £20,845 of S106 money held by SSDC for playing pitch/changing room enhancement in Ilminster that needs to be spend by July 2015. Therefore if this project does not proceed in 2015, this money may need to be returned to the developer.

The Football Club and Town Council have a detailed business plan for this project which has been examined by officers.

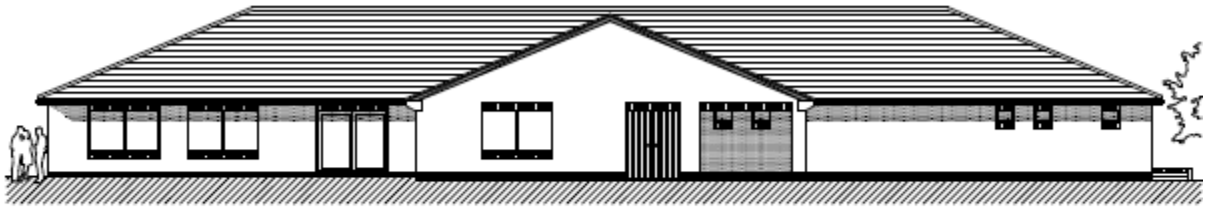
Pre-application advice on the design and location of the proposed building has been sought and valid planning application (14/04748/FUL) submitted on 23 October 2014.

If the applicant is successful in securing all funding to proceed with the project, a project manager will be appointed to oversee the delivery of the project on behalf of Ilminster Town Council and Ilminster Town Football Club.

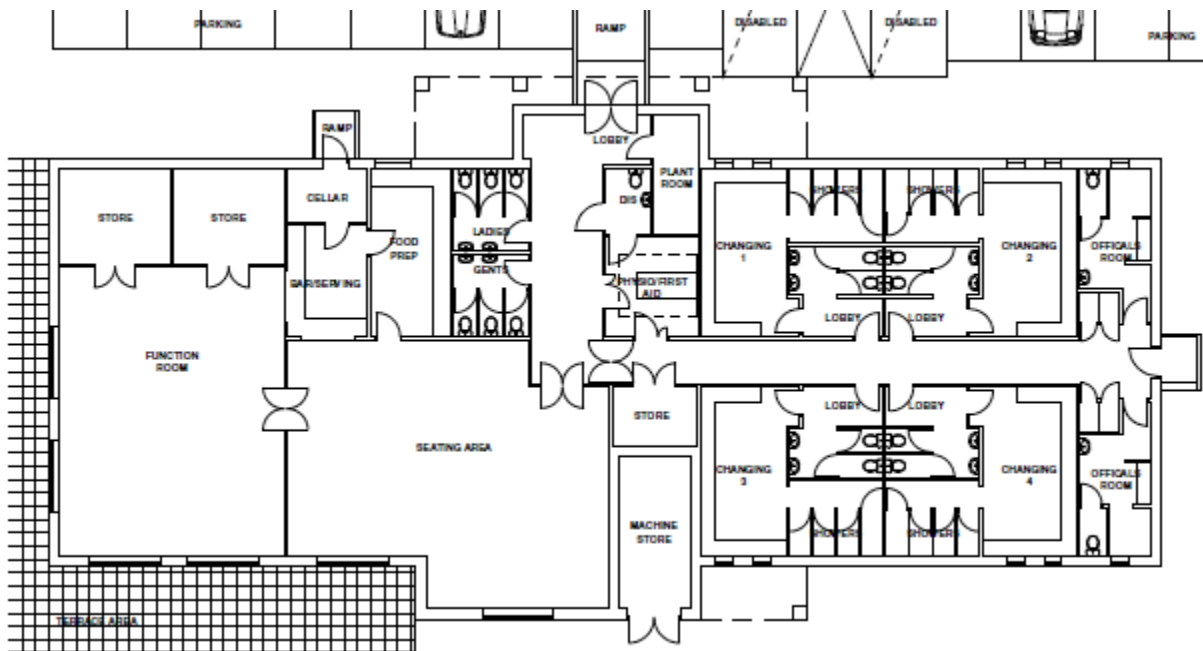
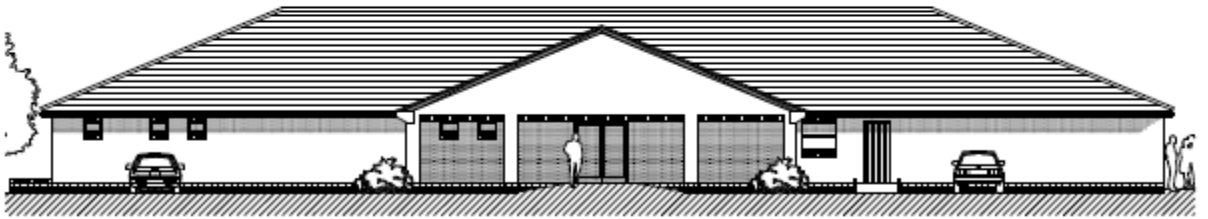
Appendix 1 – Site Location Plan, Britten Field, Ilminster Recreation Ground, off Canal Way



Appendix 2 - Building Elevations (front and rear) and internal layout



SOUTH EAST ELEVATION AS PROPOSED @ 1:100 SCALE



						NPV (rate 2.92%) 5%	Council Plan specific 50%				Statutory 5%	Carbon Plan 10%	Partnership funding/ leverage 20%	Does the Public Want it? 5%	Can anyone else do it? 5%					
Project No.	Project	Lead Officer	SSDC FUNDING	Secured External/ Partner Funding	Total Capital Cost	NPV	Does the scheme help to deliver any of the Councils Key Focus Areas?	Does the scheme help to meet any of the planned actions within each focus area?	Is it a statutory obligation?	Is the scheme set out in the Carbon Management Plan?	Partnership Funding	Result of positive Public Consultatio n	Can the project be delivered by the anyone else?					Total Score		
						50 points if positive 0 if negative		250 per focus 125 partial focus			1-10% 50 11-25% 100 26-50% 150 > 50% 200									
						NPV	Max of 50	Y/N If no cannot proceed	Focus	Max of 250	50 if Yes	Y/N	100 if Y	Y/N	Max of 200	Y/N	50 if Y	Y/N	50 if no	
Essential Schemes																				
2015-16	Capital Works to The Council's Property Portfolio	Garry Green	92,000	3,000	95,000	(89,390)	0	Y	All 4	250	0	N	0	Y	50	N	0	N	50	350
2015-16	Replacement Pavement Sweepers	Chris Cooper	70,000	10,000	80,000	(68,014)	0	Y	Environment	250	50	Y	100	N	0	N	0	N	50	450
Subtotal of essential schemes			162,000	13,000	175,000															
Other Schemes																				
2015-01	Grant to Kingston View Play Area	Rob Parr	10,000	10,000	20,000	(9,716)	0	Y	Health & Communities	125	0	N	0	Y	150	N	0	Y	0	275
2015-02	Private Sector Housing Grants	Alasdair Bell	200,000	0	200,000	(194,326)	0	Y	Homes	250	0	N	0	N	0	N	0	Y	0	250
2015-05	Grant to Ilminster Town Football Club	Lynda Pincombe	50,000	535,200	585,200	(48,581)	0	Y	Health & Communities	125	0	N	0	Y	200	Y	50	Y	0	375
Subtotal of other schemes			260,000	545,200	805,200															
Non-Scoring schemes																				
Top Up to Area Capital		ADMs	100,000	0	100,000															
Subtotal of non-scoring schemes			100,000	0	100,000															
TOTAL OF ALL NEW CAPITAL BIDS			522,000	558,200	1,080,200															