

AGENDA

Meeting: CABINET CAPITAL ASSETS COMMITTEE
Place: Council Chamber - Council Offices, Monkton Park, Chippenham,
SN15 1ER
Date: Tuesday 23 July 2013
Time: 2.00 pm

Please direct any enquiries on this Agenda to Kirsty Butcher, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 713948 or email kirsty.butcher@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225)713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Membership:

Cllr Fleur de Rhé-Philippe	Cabinet Member for Economy, Skills and Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform


Substitutes:

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)

AGENDA

Part I

Items to be considered while the meeting is open to the public

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

1 **Apologies and Substitutions**

2 **Minutes of the previous meeting** (*Pages 1 - 8*)

To confirm and sign as a correct record the minutes of the Cabinet (Capital Assets) Committee meeting held on 19 March 2013.

3 **Leader's Announcements**

4 **Declarations of interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5 **Capital Monitoring Report Outturn 2012/2013** (*Pages 9 - 24*)

To reflect the position of the capital programme. Report on final capital expenditure against final budget in 2012/2013.

6 **Award of Framework Contracts for Property-related Professional Services**

 (*Pages 25 - 32*)

Report by Service Director, Transformation

7 **Park and Ride, London Road, Salisbury** (*Pages 33 - 40*)

Report by Service Director, Transformation

8 **New Primary School - North East Quadrant in Tidworth - Update** 
(*Pages 41 - 50*)

Report by Carolyn Godfrey, Corporate Director

9 **Urgent items**

Any other items of business that the Leader agrees to consider as a matter of urgency.

10 **Exclusion of the Press and Public**

Having complied with paragraphs 6(a) and 7 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in respect of the intention to take the following items in private,

to consider passing the following resolution:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item Number s11 and 12 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

Reason for taking items in private:

Paragraph 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information).

Part II

Items during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

11 **New Primary School - North East Quadrant in Tidworth - Update** 

To receive a confidential verbal update.

12 **Purchase of Land - Trowbridge**  (Pages 51 - 58)

Confidential report by Service Director, Economy and Regeneration.


The items on this agenda reflect the key goals of Wiltshire Council, namely 'Work together to support Wiltshire's Communities', 'Deliver high quality, low cost, customer focused services and 'Ensure local, open, honest decision making'.

CABINET CAPITAL ASSETS COMMITTEE

MINUTES of a MEETING held in COUNCIL CHAMBER - COUNCIL OFFICES,
MONKTON PARK, CHIPPENHAM, SN15 1ER on Tuesday, 19 March 2013.

Cllr Jane Scott OBE	Leader of the Council
Cllr John Noeken	Cabinet Member for Resources
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development and Strategic Planning
Cllr Toby Sturgis	Cabinet Member for Waste, Property, Environment and Development Control Services
Cllr John Thomson	Deputy Leader and Cabinet Member for Adult Care, Communities and Housing

Also in Attendance: Cllr John Brady, Cllr Dick Tonge, Cllr Stuart Wheeler
Cllr Julian Johnson, Cllr Alan MacRae

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

68 Apologies and Substitutions

None.

69 Minutes of the previous meeting

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 22 January 2013.

70 Leader's Announcements

The Leader noted that the sale of Urchfont Manor was progressing well and officers were thanked for their efforts. Having listened to the views of local people, the Leader was pleased that there would be a continuation of some community use in the area.

71 **Declarations of interest**

There were no declarations of interest.

72 **Month 10 - Capital Monitoring Report**

Cllr John Brady, Cabinet Member for Finance, Performance and Risk introduced the report which reflected the position of the 2012/2013 Capital Programme as at 31 January 2013, and which detailed changes to the budget made since the previous monitoring report.

Resolved:

That the Committee:

- 1. Notes the budget movements undertaken to the capital programme in Appendix A of the report presented, including reprogramming of expenditure of £11.899 million into 2013/2014.**
- 2. Notes total budget increases of £1.013 million and budgets returned to the centre of £0.158 million as shown in Appendix A & B of the report presented.**
- 3. Notes the current spend against the budget to date in Appendix A of the report presented.**

Reasons for decision:

To inform Cabinet of the current position of the 2012/2013 capital programme and highlight changes and note budget reprogramming into 2013/2014.

73 **🔑 Affordable Housing Development Proposal**

Councillor John Thomson, Deputy Leader and Cabinet Member for Adult Care, Communities and Housing presented a report which sought Committee approval to transfer the Margaret Stancomb School site in Trowbridge to the Council's Housing PFI partner, Aster Homes. This would enable the delivery of 22 new affordable homes.

Whilst it had been previously agreed not to proceed with phase 2 of the Housing PFI scheme, there was still the opportunity to use the identified sites to deliver affordable housing. The Margaret Stancomb site was currently vacant and ready to progress. If approved and subject to planning permission, it was anticipated that the first completions would be achieved by the end of 2014, possibly by Spring.

Four options were presented for the Committee's consideration. Option 2 represented the preferred option, limiting it to transferring the site to Aster

Homes with whom the Council already had a close working relationship in delivering affordable housing through the PFI project.

Resolved:

To delegate authority to the Service Director for Business Services after consultation with the Cabinet Member for Waste, Property, Environment and Development Control services to approve the transfer of the Margaret Stancomb School site to Aster Homes for the delivery of 22 new affordable homes including carrying out any required procurement or legal activities.

Reason for decision

To ensure the delivery of 22 new affordable homes to meet identified housing need.

74 **Coombe Bissett Depot Site**

Public Participation

Cllr Julian Johnson and Mr Des Hobson, Deputy Chairman of Coombe Bissett Parish Council spoke in support of option 2 detailed within the report.

Cllr Toby Sturgis, Cabinet Member for Waste, Property, Environment and Development Control Services presented a report which sought Committee approval to reconsider a number of options for disposal of the former Depot Site at Blandford Road, Coombe Bissett.

Local parish councils had expressed a desire to see the site developed for affordable housing by disposing of the land to a Registered Provider for this purpose and this had been supported by the Southern Wiltshire Area Board.

The Committee noted that there was no information available on site contamination. It was anticipated that a new housing allocations policy would be in place by the time any proposed homes would become available. As a precaution in case the new policy was not in place, the Committee agreed to add a resolution that preference would be given to households with a local connection to the parish of Coombe Bissett when allocating the new homes to address the identified housing need.

Resolved:

That the Committee:

- 1. Agrees option 2 – that the site be used for the development of 3 affordable housing units, either to be retained, owned and managed by the Council, or disposed of to a Registered Provider;**

2. **Delegates authority to the Service Director for Business Services after consultation with the Cabinet Member for Waste, Property, Environment and Development Control Services to progress the chosen option including carrying out any required procurement or legal activities; and**
3. **In the absence of a new housing allocations policy, preference will be given to households with a local connection to the parish of Coombe Bissett when allocating the housing units to address the identified housing need.**

Reason for decision

In December 2011 a rural housing needs survey was undertaken with the support of the Parish Council and identified 7 local households seeking an affordable home in Coombe Bissett. The Parish Council are keen to see more affordable housing developed for local people and have suggested that the Council should be making use of its own land to meet affordable housing needs, and should be looking to develop sites which are already within the Housing Policy Boundary rather than developing exception sites which would be the only other alternative.

75 **Hilmarton Rural Site**

Cllr John Thomson, Deputy Leader and Cabinet Member for Adult Care, Communities and Housing presented a report which sought Committee approval to use 0.15 hectares/0.38 acres of Council owned land in Hilmarton to provide some much needed new housing in Hilmarton in partnership with Guinness Hermitage.

A rural needs survey undertaken in April 2012 identified a housing need for four new affordable homes with a mix of 2 and 3 bed properties for rent and shared ownership. Substantial work with the Parish Council to identify suitable sites had concluded the land at Hilmarton to be the most suitable and preferred site.

The Committee noted that notice needed to be given to the tenant farmer as soon as possible given the issue around the single farm payment.

Resolved:

1. **To delegate authority to the Service Director Business Services after consultation with Cllr Toby Sturgis, Cabinet Member for Waste, Property, Environment and Development Control Services to dispose of land at Hilmarton to Guinness Hermitage Housing Association to provide 5 new affordable homes, including carrying out any required procurement or legal activities.**

2. **In the absence of a new housing allocations policy, preference will be give to households with a local connection to the parish of Hilmarton when allocating the housing units to address the identified housing need.**

76 **Purchase of Bungalow for St Nicholas' Special School, Chippenham**

Cllr Toby Sturgis, Cabinet Member for Waste, Property, Environment and Development Control Services presented a report which proposed the purchase of and, if necessary, adaptation for disabled use, of a bungalow in the vicinity of St Nicholas' Special School, Chippenham to provide a suitable property for teaching life skills for the older students at the school.

This would replace the existing provision of a house where students with disabilities which prevent them from using the stairs were unable to use it. The proposal would be funded from the New Deal for Schools Capital funds, received as Government grant.

Resolved:

That the Committee delegates authority to the Service Director for Business Services after consultation with the Cabinet Member for Waste, Property, Environment and Development Control Services to purchase a bungalow in the vicinity of St Nicholas' Special School, Chippenham including carrying out any required procurement or legal activities. If necessary, adapt it for disabled use, to provide a suitable property for teaching life skills for the older students at the school.

Reason for decision

To replace a rented property which is not fit for purpose with a suitable freehold property.

77 **Urgent items**

None.

78 **Exclusion of the Press and Public**

Further notice was given in accordance with paragraph 5 (4), 5 (5) and 6 (a) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of the intention to take the following item in private. No representations had been received on why the matter should be taken in private.

Resolved:

That the Committee agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item Number 79 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

Reason for taking item in private:

Paragraph 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information).

79 **Transformation Programme: Strategic Funding Opportunity - Football**

Cllr Stuart Wheeler, Cabinet Member for Transformation, Culture, Leisure and Libraries presented a confidential report which invited the Cabinet to support the allocation of funds to deliver an artificial turf pitch in the County. This would in turn contribute towards the wider strategic funding bid to the Football Association to deliver other complementary leisure facilities in the County as detailed in the report presented.

Resolved:

- 1. That the Committee recommends the allocation of £800k Capital funding (£40k pa revenue impact in real terms after income is considered) to cover the provision of an artificial turf pitch in the County noting that this should only be developed if funds from the Football Association are forthcoming.**
- 2. That the Committee supports the allocation of existing funds in the transformation programme contingency to support the development of a Hockey biased artificial turf pitch in the County in lieu of any external funding being forthcoming, noting that external funding would still be sought by officers.**

(Duration of meeting: 2.00 - 2.50 pm)

These decisions were published on the 25 March 2013 and will come into force on 4 April 2013

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line 01225 713948 or e-mail kirsty.butcher@wiltshire.gov.uk
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Wiltshire Council

Cabinet Capital Asset Committee

23 July 2013

Subject: Capital Monitoring Outturn Report 2012/2013

**Cabinet member: Councillor Richard Tonge
Finance, Performance, Risk, Procurement & Welfare Reform**

Key Decision: No

Executive Summary

The report details changes to the budget made since the Month 10 monitoring reports.

The report reflects budget transfers into 2013/2014 for committed schemes.

Proposal

a. Note the budget movements undertaken to the capital programme in Appendix A.

b. Note the budget transfers of £10.389 million into 2013/2014 as shown in Appendix A and B.

Reasons for Proposals

To inform Cabinet of the final position of the 2012/2013 capital programme, highlight budget changes and note final budget reprogramming into 2013/2014.

Michael Hudson Service Director Finance

Wiltshire Council

Cabinet Capital Asset Committee

23 July 2013

Subject: Capital Monitoring Outturn Report 2012/2013

**Cabinet member: Councillor Richard Tonge
Finance, Performance, Risk, Procurement & Welfare
Reform**

Key Decision: No

Purpose of Report

1. To inform Cabinet on the final position of the 2012/2013 Capital Programme, highlight budget changes and note final budget reprogramming into 2013/2014.

Budget Movements

2. The revised budget for period 10 was presented to the Cabinet Capital Assets committee (CCAC) at the meeting on 19 March 2013. The meeting in March is the last opportunity for officers to put forward major reprogramming amendments to the budget. Therefore only minor movements have been actioned since the previous monitoring report which are detailed in the table below. A fuller breakdown of the changes made at a scheme by scheme level is attached as Appendix A.

Breakdown of Budget Amendments from Period 10 to Outturn Budget

	£m	Notes
Period 10 Capital Programme Budget (reported to CCAC 19 March 2013)	81.759	
Additions/amendments to the Capital Programme 2012/2013 since Period 10 budget monitoring		
Additional budgets added to the programme	0.387	See Appendix A and B Section 1 for further details
Budgets reprogrammed into 2013/2014	0.123	See Appendix A and B section 2 for further details
Final Budget 2012/2013	82.269	

3. The budget additions shown above largely reflect increases in funding being available and brought into the programme under the Chief Financial Officer delegated authority. They largely comprise of revenue contributions towards capital expenditure and contributions from Parish and Town Councils being used to finance capital spend within the capital programme. Further information at a scheme by scheme level is shown in Appendix A and in further detail in Appendix B.
4. The budgets that have been reprogrammed into 2013/2014 are shown in further detail in Appendix A and B, and are also shown in the narrative for schemes in Appendix C.

Summary of Final Position as at 31 March 2013

5. The final budget for the year 2012/2013 is £82.269 million. Actual spend on schemes at outturn was £71.880 million. A full breakdown of these figures is attached in Appendix A.
6. The overall variation on the capital programme is £10.389 million below budget which is all required to be reprogrammed into 2013/2014 to complete schemes. This variance is mainly caused by project delays leading to differences in the profile of payments.
7. Further information on the outturn position of the larger outturn variations is set out in Appendix C.

Proposals

8. To note:
 - a) The general budget additions for grants and revenue contributions of £0.387 million as per Appendix B and to note the Outturn position of the Capital Programme in Appendix A.
 - b) The reprogramming of £10.389 million between 2012/2013 and 2013/2014.

Environmental Impact of the Proposal

9. Wiltshire Council is preparing for its mandatory inclusion in the Carbon Reduction Commitment (CRC); the UK's mandatory climate change and energy saving scheme. The objectives of the scheme are to improve energy efficiency and reduce carbon dioxide emissions. It is calculated that 79% of the Council's carbon footprint comes from energy use in buildings. Capital schemes therefore have the potential to greatly increase or decrease carbon emissions, for example schemes making council buildings more energy efficient will reduce the Council's carbon footprint. The budget setting process for 2011/2012 assessed the perceived impact of schemes on the Council's carbon footprint and built this into the mechanism for setting the 2012/2013 budget.

Equality and Diversity Impact of the Proposal

10. No equality and diversity issues have been identified arising from this report

Risk Assessment

11. The capital budget for 2012/2013, as detailed in this report, has been revised to approximately £82.000 million. Within this programme there are a number of potential risks such as from cost overruns or lower than expected levels of capital receipts. Such issues will be highlighted as soon as they establish themselves through the quarterly reporting process. Members may wish to bear in mind that the capital programme has been set for three years and therefore risks will be appraised over the whole period.

Financial Implications

12. These have been examined and are implicit throughout the report

Legal Implications

13. None have been identified as arising directly from this report.

Safeguarding Considerations and Public Health Implications

14. None have been identified as arising directly from this report

Michael Hudson

Service Director Finance

Report Author: Stephen MacDonald, Principal Accountant (Capital).

Unpublished documents relied upon in the preparation of this report: NONE
Environmental impact of the recommendations contained in this report: NONE

Appendices

Appendix A – Budget movements and final spend 2012/2013

Appendix B – Delegated authority for budget movements

Appendix C – Narrative on specific schemes

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Capital Programme budget movements and final spend 2012/2013

Scheme name	2012/2013 Budget Breakdown						
	Period 10 Budget 2012/2013	Outturn Budget Virements Between Schemes	Section 1 Additional Budget see Appendix B	Section 2 Reprogrammed Budget Between 2012/2013 & 2013/2014	Final Budget 2012/2013	Total Spend 2012/2013	Budget Transfer to 2013/2014
	£m	£m	£m	£m	£m	£m	£m
Education schemes							
Sarum Academy Salisbury	9.419				9.419	8.157	(1.262)
Additional Accommodation	6.236			0.098	6.334	5.714	(0.620)
Schools Maintenance & Modernisation	5.216	(0.017)		0.017	5.216	3.583	(1.633)
Devolved Formula Capital	1.086				1.086	1.068	(0.018)
Access and Inclusion	0.075				0.075	0.031	(0.044)
DCSF Primary Capital Programme	0.000	0.017			0.017	0.017	0.000
DCSF Targeted Capital 14-19 SEN	3.155				3.155	3.008	(0.147)
Other Projects New Schools	0.093			0.008	0.101	0.075	(0.026)
Other Schools Projects - Expansions & Replacements	0.907				0.907	0.714	(0.193)
Early Years & Childcare	0.370				0.370	0.283	(0.087)
Aiming High for Disabled Children	0.093				0.093	0.087	(0.006)
Other Education Schemes	0.000		0.026		0.026	0.020	(0.006)
Total Education schemes	26.650	0.000	0.026	0.123	26.799	22.757	(4.042)
Highways schemes							
Integrated Transport	2.694		0.096		2.790	2.535	(0.255)
Structural Maintenance	11.530	0.210			11.740	11.224	(0.516)
Land Drainage	0.700		0.000		0.700	0.869	0.169
Additional Highway Works	2.060				2.060	2.157	0.097
Bridges	2.950	(0.210)	0.001		2.741	2.740	(0.001)
Local Sustainable Transport Fund	0.138				0.138	0.125	(0.013)
Total Highways schemes	20.072	0.000	0.097	0.000	20.169	19.650	(0.519)
Campus and Operational Delivery schemes							
Hub Programme Office Rationalisation	10.313				10.313	9.419	(0.894)
Hub Programme ICT	2.000				2.000	1.962	(0.038)
Operational Estate	1.100	0.801			1.901	0.218	(1.683)
Depot & Office Strategy	0.100				0.100	0.229	0.129
Libraries, Heritage and Art	0.105				0.105	0.085	(0.020)
Libraries RFID Technology	0.034				0.034	0.012	(0.022)
Campus	2.913	(0.801)			2.112	1.930	(0.182)
Salisbury Market Place	0.800				0.800	0.574	(0.226)
Total CAOD schemes	17.365	0.000	0.000	0.000	17.365	14.429	(2.936)
Other Property schemes							
Buildings Repair & Maintenance	3.085				3.085	3.093	0.008
Total Property schemes	3.085	0.000	0.000	0.000	3.085	3.093	0.008

Capital Programme budget movements and final spend 2012/2013

Scheme name	2012/2013 Budget Breakdown						
	Period 10 Budget 2012/2013	Outturn Budget Virements Between Schemes	Section 1 Additional Budget see Appendix B	Section 2 Reprogrammed Budget Between 2012/2013 & 2013/2014	Final Budget 2012/2013	Total Spend 2012/2013	Budget Transfer to 2013/2014
	£m	£m	£m	£m	£m	£m	£m
Housing schemes							
Disabled Facilities Grants	2.222				2.222	2.313	0.091
Other Housing Grants	0.437				0.437	0.047	(0.390)
Affordable Housing (including Commuted Sums)	0.098				0.098	0.064	(0.034)
Gypsies and Travellers Projects (inc H&S Works)	0.340				0.340	0.316	(0.024)
New Housing	0.126				0.126	0.063	(0.063)
HRA - Refurbishment of Council Stock	5.467				5.467	4.538	(0.929)
Total Housing schemes	8.690	0.000	0.000	0.000	8.690	7.341	(1.349)
Waste schemes							
Waste Transformation	0.465				0.465	0.463	(0.002)
Waste Management & Waste Vehicles	0.116				0.116	0.105	(0.011)
Total Waste schemes	0.581	0.000	0.000	0.000	0.581	0.568	(0.013)
Other schemes							
Revenue & Benefits IT System	0.063				0.063	0.026	(0.037)
Carbon Reduction Schemes	0.409		0.244		0.653	0.606	(0.047)
Oil to Biomass Schemes	0.651				0.651	0.105	(0.546)
Planning IT System	0.866				0.866	0.613	(0.253)
Adult Social Care Strategy - Older People, LD & Mental Health	0.647				0.647	0.221	(0.426)
Social Care Infrastructure & Community Safety	0.122				0.122	0.112	(0.010)
Area Boards and LPSA PRG Reward Grants	0.565				0.565	0.620	0.055
Other Economic Development Schemes	0.119				0.119	0.075	(0.044)
Porton Science Park	0.000				0.000	0.351	0.351
Rural Estates	0.030				0.030	0.015	(0.015)
Cross Departmental Initiatives & Other Schemes	0.269				0.269	0.183	(0.086)
Wiltshire Online	0.095				0.095	0.082	(0.013)
Leisure Schemes (Non Campus)	0.750				0.750	0.593	(0.157)
Fleet Vehicles	0.600		0.020		0.620	0.310	(0.310)
Passenger Transport Unit	0.130				0.130	0.130	0.000
Total Other schemes	5.316	0.000	0.264	0.000	5.580	4.042	(1.538)
Total 2012/2013 Programme	81.759	0.000	0.387	0.123	82.269	71.880	(10.389)

**CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR
ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME**

CCAC Meeting
Financial Year:

23rd July 2013

2012/2013

SECTION 1 - DELEGATED CFO POWERS

*"Adjustment/addition of scheme in the capital programme which has no effect on the net funding position of the programme
i.e. Additional resources available in the form of Grant, Section 106 contributions etc which fund the addition, "*

Project Name: Other Education Schemes - Resource Centre Children & Families

Budget Change:

2012/13	2013/14	2014/15
26,000		

Funding Source: Revenue contribution to capital to purchase two Minibuses for the Aspire Centre

Project Name: Integrated Transport

Budget Change:

2012/13	2013/14	2014/15
96,022		

Funding Source: Various contributions from Town/Parish Councils & Area Boards towards Highway works

Project Name: Bridges

Budget Change:

2012/13	2013/14	2014/15
600		

Funding Source: Parish Council contribution towards work at Enford Bridge

Project Name: Carbon Reduction Schemes

Budget Change:

2012/13	2013/14	2014/15
244,338		

Funding Source: Revenue contribution to capital for a Combined Heat and Power (CHP) unit installation works at Devizes Leisure Centre

Project Name: Fleet Vehicles

Budget Change:

2012/13	2013/14	2014/15
20,000		

Funding Source: Revenue contribution to capital to purchase a Minibus for Braeside Education Centre

386,960 Total Delegated Changes Approved by Section 151 Officer

SECTION 2 - DELEGATED CFO POWERS

*"Schemes within the capital programme which require the reprogramming of expenditure between years due to scheme
not progressing as originally anticipated or other circumstances"*

Project Name: Additional Accommodation

Budget Change:

2012/13	2013/14	2014/15
98,000	(98,000)	

Notes: Reprogramming of Schemes to match anticipated expenditure between financial years

Project Name: Schools Maintenance & Modernisation

Budget Change:

2012/13	2013/14	2014/15
17,000	(17,000)	

Notes:

Project Name: Other Projects New Schools

Budget Change:

2012/13	2013/14	2014/15
8,000	(8,000)	

Notes:

(123,000) Total Reprogramming between years

**CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR
ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME**

CCAC Meeting
Financial Year:

23rd July 2013

2012/2013

SECTION 3 - REQUESTS TO CABINET FOR ADDITIONAL RESOURCES

"Adjustment/addition of scheme to the capital programme which places an additional funding requirement on the programme"

Project Name:

Budget Change:

2012/13

2013/14

2014/15

Funding Source:

There are no requests for additional resources detailed within this report

0

Total requests for additional resources

In the exercise of my delegated powers (Section 1 and 2), I hereby authorise the amendments to the Capital Programme summarised above.

CHIEF FINANCE
OFFICER:

Michael Hudson

DATE:

July 2013

Further outturn information on schemes in the Capital Programme and funding sources

Education schemes

1. Sarum Academy has experienced some construction delays primarily due to the weather conditions over the winter; however the project is still anticipated to be completed during July 2013, with the school opening during September 2013. The spend on the scheme stands at £8.157 million for 2012/2013. The revised budget for the year is £9.419 million leaving a variance of £1.262 million due to the delays experienced. This requires reprogramming into 2013/2014 to complete the scheme.
2. Additional Accommodation schemes comprise a number of individual extension schemes to ensure schools can provide enough places for pupils. The outturn position shows a variation of £0.620 million. Schemes in this area are at different stages of completion with some in the planning and early development stages and others now complete with work on site finished. At several sites where work is now complete, only retention payments are outstanding. £0.361 million of the variation relates to the scheme at Paxcroft Primary where the final phase of the project has been completed in 2013/2014. The remaining variation is due to a combination of outstanding retention payments and minor delays in other schemes. £0.620 million is therefore reprogrammed accordingly from 2012/2013 into 2013/2014.
3. Schools Maintenance and Modernisation schemes are many individual projects across the schools in the county to fund high priority condition works such as roof replacements, rewiring and window replacements. At outturn there is a variation of £1.633 million. £0.770 million of this relates to Modernisation schemes where only retention payments are now due on a large extension project at Sambourne and Warminster St John's, where work experienced a delay in completion. £0.863 million of variation relates to Maintenance schemes. This is an 18 month programme in which work is now scheduled and will largely take place in 2013/2014 during the school summer holidays. Reprogramming of £1.633 million will be actioned between 2012/2013 and 2013/2014 to reflect the spend profile of these schemes.
4. DCSF Targeted Capital 14-19 SEN schemes. The majority of this budget relates to a now completed large extension and refurbishment of Exeter House Special School. Work on site is finished and only retention payments remain outstanding. The variation in this area of £0.147 million relates to this scheme and is reprogrammed from 2012/2013 into 2013/2014 to match the final release of retentions due.
5. Other Schools Projects - Expansions & Replacements. These schemes are to provide expanded capacity at schools by provision of new classrooms and blocks etc. Reprogramming has taken place throughout the year as schedules for schemes are finalised. The variation of £0.193 million at outturn relates to schemes at Devizes School, Clarendon College, and Westbury

Juniors where work is now due to complete in 2013/2014. Reprogramming of £0.193 million from 2012/2013 into 2013/2014 will be actioned.

6. Early Years and Childcare schemes comprise of individual schemes to support early years and childcare providers through building and enhancement works at children's centres and nurseries across the county. At outturn there was a variation of £0.087 million. A number of schemes in this area have experienced delays including at Avon Valley College where planning permission approval has delayed the start of the project to build a new nursery. Reprogramming between 2012/2013 and 2013/2014 will be actioned.

Highways schemes

7. The integrated transport budget has seen a number of planned 2012/2013 schemes in the programmed works now being completed in April/May 2013. This has led to a variation of £0.255 million below budget for 2012/2013, the most notable areas including; residents parking, accessibility and growth schemes, and cycle improvement schemes.
8. Structural Maintenance has a variation at outturn of £0.516 million below budget for 2012/2013. This was caused by a delay in the works programme due to adverse weather conditions over the winter months. Many road improvement schemes were delayed or disrupted due to bad weather and as a result schemes were reprogrammed to take part in the early stages of the 2013/2014. Land Drainage shows a variation at outturn of £0.169 million above budget for 2012/2013. This was due to an increase in works as a result of adverse weather and flooding events that were experienced during the winter months of 2012/2013. Additional Highways Works show a variation at outturn of £0.097 million over budget for 2012/2013. This was a result of increased road surface retexturing and footway works during 2012/2013.
9. Highway schemes overall show a variation at outturn of £0.519 million under budget for 2012/2013. This variation has arisen due to a combination of bad weather conditions either delaying or increasing the requirement for works and schemes slipping into next year. Reprogramming of £0.519 million from 2012/2013 into 2013/2014 will therefore be actioned.

Campus and Operational Delivery (CAOD) schemes

10. Campus and Operational Delivery schemes outturn is showing an actual spend of £14.429 million against the revised budget of £17.365 million, giving an overall underspend variance of £2.936 million. The major variances in this area are detailed in the below paragraphs.
11. The Hub Programme Office is progressing well with work on Phase 2 County Hall well underway with an anticipated completion during September 2013. The variance on this area of £0.894 million is all required during 2013/2014 to

complete this scheme as well as the works due to begin shortly at Monkton Park.

12. Operational Estate is showing an outturn variance of £1.683 million which has now been wrapped up into the campus programme which has a variance of £0.182 million. Corsham Campus started on site in April and is expected to complete in autumn 2014. The first phase of construction is the new extension followed by the refurbishment of the sports centre and pool. Salisbury Campus is at the final stages of design and a planning application will be submitted at the end of July 2013. Melksham Campus is in the detailed design phase which includes many stakeholders and partners; a planning application is scheduled for the end of 2013. Therefore the budget allocations for operational estate and campus will be reprogrammed into 2013/2014 to meet the planned expenditure.
13. Salisbury Market Place scheme is progressing well with work on the New Canal area now complete, and work is well in progress on the main site, particularly outside the Guildhall. The outturn position shows a variation of £0.226 million spend below budget in 2012/2013, overall though the budget is still on target and this amount is required to complete the scheme. Reprogramming of £0.226 million from 2012/2013 into 2013/2014 is therefore required.

Other Property Schemes

14. The Other Property schemes are the planned maintenance works at properties across the council's portfolio (outside of the Campus and operational delivery schemes). Projects underway in this area include new boilers and building maintenance upgrades in leisure centres and schools in addition to the council offices. There is only a minor outturn variance on these schemes.

Housing schemes

15. Disabled Facilities Grants are statutory grant payments paid to individual households to adapt homes to allow disabled people to live independently by providing stair lifts, level access showers and ramps etc. The actual spend in this area for 2012/2013 is £2.313 million against a revised budget of £2.222 million. During 2012/2013 £1.000 million was reprogrammed out of 2012/2013 into 2013/2014, to match the planned expenditure. Projects have taken place which were previously anticipated to do so in 2013/2014 leaving a minor variance of £0.090 million for 2012/2013. Therefore the budget for 2013/2014 will be reduced to reflect this.
16. Other Housing Grants are small grants in the private housing sector and involve payments for households for re-wiring, supplying heating systems and energy efficiency schemes. Actual spend in this area at outturn 2012/2013 is £0.047 million against a budget of £0.437 million, leaving a variance of £0.390 million which is required to be reprogrammed into 2013/2014, to match the planned expenditure in 2013/2014.

17. HRA refurbishment of Council Stock has had actual spend for 2012/2013 of £4.538 million against a final budget of £5.467 million. This spend includes the completion of the old planned maintenance contracts for 2012/2013, as well as finalisation of the new housing ICT system. The remaining budget of £0.929 million will be reprogrammed into 2013/2014 with plans to spend £0.330 million on the purchase of new operative vans, £0.410 million for the replacement of windows, heating systems and any other major work. £0.189 million is planned to be used for the remainder of the new ICT system developments for 2013/2014.

Other schemes

18. The Planning IT system is a consolidated system replacing 4 older systems which were all based in the different hubs. By only having the one system in place the process of planning applications is able to be completed more effectively and efficiently. The migration of this system is currently underway and part of the system is due to be completely migrated by the end of June 2013. Phase two will include the planning migration which is due to be completed for go live at the end of September 2013. Since the last monitoring report an additional £0.221 million has been spent, largely on migration costs. Total spend in 2012/2013 is £0.613 million against a budget of £0.866 million, leaving £0.253 million variance which is needed to be reprogrammed into 2013/2014 to complete the project.
19. Oil to Biomass schemes are progressing however most of the costs are not anticipated to begin in the reduced number of schools in the scheme until the summer 2013. £2.049 million was reprogrammed into 2013/2014 in the previous monitoring report and the 2012/2013 underspend variance of £0.546 million is also required to be reprogrammed into 2013/2014.
20. Adult Social Care Strategy and Infrastructure has seen a combined actual spend for 2012/2013 of £0.333 million against a budget of £0.769 million leaving a £0.436 million variation under budget. This is required to be reprogrammed into 2013/2014. It was anticipated that this remaining budget would have been spent in 2012/2013 on extra care housing in Malmesbury and Royal Wootton Bassett; however there have been some delays in the process and these projects are now expected to be complete in 2013/2014.
21. Area Board grants are funds allocated to Area Boards to support local schemes within Wiltshire. The actual spend as at the end of 2012/2013 was slightly higher than expected at £0.620 million. This includes a large spend on the Malmesbury Skatashed project which has previously seen significant delays in payment, spend on Sevington School in Chippenham, the A4 Quemerford footway, riverside walk lighting, skateboarding funds and various other refurbishments for youth clubs and community centres. This has meant that the overall spend in 2012/2013 is slightly above the revised budget of £0.595 million giving a minor variance of £0.055 million, which will be adjusted in the budget for 2013/2014.

22. Porton Science Park has been separated out from the Other Economic Development Schemes line. This large scheme has so far incurred costs of £0.351 million to secure an implementable planning permission and detailed design costs. These costs will be met from the £8.000 million grant from the Regional Growth Fund. This grant is due to begin to be received during 2013/2014 in stages to match the bulk of the expenditure on the scheme. So the costs incurred to date will be offset against the budget in 2013/2014.
23. Leisure Schemes (Non Campus). These schemes consist of M&E plant upgrades at Westbury and Bradford on Avon Swimming Pools. Spend at outturn stands at £0.593 million against a budget of £0.750 million with the remaining sums being due in early 2013/2014. Reprogramming of £0.157 million has therefore taken place from 2012/2013 into 2013/2014 in this report.
24. Fleet Vehicles. During 2012/2013 a total of 14 vehicles were purchased including 3 Gritters for the winter maintenance fleet and 3 new minibuses. The remaining budget will be required for replacement during 2013/2014 so the total variance of £0.310 million will be reprogrammed into 2013/2014.

Funding of Capital Programme

25. The capital programme is funded by 3 principal sources; grants and contributions, capital receipts and borrowing.
26. Grants and contributions fund the largest proportion of the programme, the total received in 2012/2013; mainly from Central Government was £47.737 million, most notably to fund Highways and Education schemes, with smaller grants towards Housing and Social Care. Of the £47.737 million, £30.279 million was used to fund the expenditure incurred in 2012/2013, so a total of £15.457 million has been held back to fund expenditure in 2013/2014. In addition to the grants received in 2012/2013, a total of £9.136 million was used which had been held back from previous financial years in order to fund 2012/2013 expenditure. Therefore a total of £39.415 million of grants were utilised during 2012/2013 to finance expenditure.
27. Capital Receipts received from the proceeds of fixed asset sales are managed and monitored closely by the Strategic Property team in conjunction with Finance. Sales of assets are managed and marketed dependant on market conditions, so the timing of receipts can vary from initial estimates. During 2012/2013 a total of £13.570 million of income from general asset disposals and under the Council Housing Right to Buy (RTB) scheme was achieved, higher than the £10.000 million target required for the year to finance the capital programme.
28. The total receipts include significant receipts as mentioned in previous reports such as Pembroke Park school land for £1.587 million and the Sarum Centre in Salisbury for £1.200 million. Since the last monitoring report taken to members in March 2013, additional receipts were received from the sale of

Urchfont Manor Residential College in Devizes for £2.910 million, the sale of Buryhill farm for £0.698 million, plus various other smaller receipts.

29. Of the £13.570 million Capital Receipts received during 2012/2013, £1.051 million was received through the Council housing RTB scheme selling a total of 20 properties in 2012/2013. This figure is a net total after amounts were paid over to Central Government as part of the RTB Pooling system.
30. Of the net £13.570 million received during the year as capital receipts, a total of £10.321m was used to finance capital expenditure in 2012/2013, with the remainder added to accumulated capital receipts to be used on future Capital spend. There is now a total of £4.372 million being held back to spend on 2013/2014 expenditure.
31. Borrowing is the final source of funding for the capital programme. The revenue costs involved in borrowing on repaying the principal and the interest charges amount to approximately 10% of the amount of borrowing undertaken. The optimal mix of using receipts, grants and other sources to fund schemes is undertaken before borrowing is considered to minimise the revenue costs of borrowing. In 2012/2013 the total amount of borrowing utilised to finance schemes was £16.220 million. This borrowing was used in many areas including Waste schemes, Building Repairs and some Education schemes. The amount borrowed is lower than anticipated because there has been significant reprogramming into 2013/2014, which means the anticipated revenue costs of borrowing have also dropped. This has been factored into the 2013/2014 budget setting process.

Wiltshire Council

Cabinet (Capital Assets) Committee
23 July 2013

Subject: Award of Framework Contracts for Property-related Professional Services

Cabinet member: Cllr Toby Sturgis – Strategic Planning, Development Management, Strategic Housing, Property, Waste

Key Decision: Yes

Executive Summary

Proposal

That members authorise the execution of both the framework contract with those companies and organisations who, following the OJEU competition, are selected for appointment to it, and contracts for professional services following mini competitions to be called off by officers in the Transformation team in the manner described in the covering report.

Reason for Proposal

To ensure that technical capacity and capability is available to the authority to enable the delivery of the Council's ambitious Building Programme, including but not limited to the Campus Delivery Programme and requirements for additional new school places to meet demand.

To ensure a robust and rigorous approach to procuring and managing the services of key technical disciplines in the property sector, that is fully compliant with Council procurement regulations and EU procurement law.

To ensure that delivery mechanisms for Building Projects, enable full alignment with other public sector organisations in Wiltshire, to maximise the opportunity for joint delivery of corporate aims over time in line with the emerging 10 year public sector asset strategy.

Mark Stone
Service Director, Transformation

Subject: Award of Framework Contracts for Property-related Professional Services

Cabinet member: Councillor Toby Sturgis – Strategic Planning, Development Management, Strategic Housing, Property, Waste

Key Decision: Yes

Purpose of Report

1. To describe the procurement process followed to establish a framework of providers for the delivery of capital building projects, and request authority from members of the committee for the execution of contracts on this basis.

Background

2. Provision of professional and technical expertise required for the delivery of Capital Building and Maintenance Projects has been delivered by the Council through a range of different procurement mechanisms over previous years. These mechanisms have historically been reflective of the volume, size and technical capacity of the projects delivered over any period of time.
3. The Council's current plans for capital expenditure require greater rigour and robustness in procuring key professional services. A framework-based approach will enable the increasingly complex technical demands of the programme, and the greater number of individual projects, to be matched with the resources required for the ambitious timelines for delivery of building projects to be achieved.
4. The key services considered in scope for this exercise were as follows:
 - Project Management
 - Architectural Design Services
 - Structural Engineering Services
 - Building Services Design
 - CDM-Co-ordinator Services
 - Cost Management Services
 - Landscape Architecture
 - Ecological Surveying and Consultancy
 - Building Surveying

Main Considerations for the Council

5. An approach to procuring services for projects was established by officers in the Transformation Programme teams in conjunction with Legal Services and Corporate Procurement Unit. There were a number of key considerations in how this approach was defined, which are set out in the section.
6. An approach was decided upon whereby individual professional project team disciplines would be appointed separately to a framework, with their place on that framework determined by their capability and cost effectiveness in that specific discipline. This approach was selected in preference to a multi-disciplinary project team approach as it enables the Council to remain in control of the selection of the team that would be assembled for individual projects. This ensures that the right team is in place for the right project, tailoring the team to provide the right balance of specialist skills and experience to deliver the specific project in question. This approach was adopted for the County Hall project, which enabled a team made up of the best of each discipline available at the time to be assembled into one team.
7. The framework procurement process therefore called for individual submissions from providers in the key disciplines identified in paragraph 4.
8. In addition to the individual disciplines, it was also acknowledged that the scale of an individual project would determine the providers required, based on their experience, and capability. Some disciplines were considered to be affected by and driven by the construction value of the project, whilst others were not. A structure of “lots” were therefore defined as follows:
 - a. Lot 1 – Projects valued up to £1.5m
 - i. Cost Management Services
 - ii. Project Management
 - iii. Architectural Design Services
 - iv. Structural Engineering Services
 - v. Building Services Design
 - vi. Landscape Architecture
 - vii. Building Surveying
 - b. Lot 2 – Projects valued from £1.5m to £35m
 - i. Cost Management Services
 - ii. Project Management
 - iii. Architectural Design Services
 - iv. Structural Engineering Services
 - v. Building Services Design
 - vi. Landscape Architecture
 - c. Lot 3 – Projects of all values
 - i. CDM-Co-ordinator
 - ii. Ecological Surveying and Consultancy

9. The duration of the contract term for the framework is four years.
10. A full OJEU-compliant procurement process was followed using the above definition of the approach. The following key principles were applied:
 - a. An OJEU restricted procedure was followed
 - b. An open day was held for providers to attend to gain an understanding of the Council's upcoming programme of works, and rationale for the procurement process.
 - c. Expressions of interest were received from interested parties, and assessed in line with pre-determined short-listing criteria.
 - d. Shortlisted companies were invited to tender for individual lots, with submissions required on a quality and price basis.
 - e. Tenders were assessed against pre-determined quality criteria – interviews formed part of this assessment, but the majority was based on written responses to specific questions posed. These criteria sought to test the expertise and experience of providers in the project types most typical of the Council's balance of capital work.
 - f. Prices submitted were fee percentages based on the construction value of a project, with a mechanism for the percentage to reflect different project types and values. These prices were assessed against a theoretical mix of project indicative of the type of projects the Council expects to deliver over the period of the framework.
 - g. The combined price and quality scores were weighted on the basis of 60% quality and 40% price.
11. Having followed the above process, a number of firms have been considered successful, and it is recommended that contracts be placed with these providers. Officers in the Transformation Programme team are confident that the providers on the framework offer the Council a capable group of providers who can meet the demands of the projects that will be required over the coming years.
12. Each successful provider is required to enter into a framework contract which commits them to provide the defined services in line with the offer they have made to the Council. Appointments are then made from the framework for individual projects and would be the subject of a specific individual form of appointment.
13. The framework contract does not commit the Council to providing any volume of work to providers, and the framework contract itself does not contain any financial commitment on the part of the Council.
14. Whilst the Council has indicated that the framework will be the preferred delivery route for professional services on all capital building and maintenance projects, it reserves the right to use an alternative approach if necessary. This may be required if, for example, specific funding routes dictate a requirement to use an alternative arrangement – eg. the Education Funding Agency's Education Projects Framework; or if a

specific project required the use of specialist skills that were not available from the providers on the framework.

15. Through the procurement process the Council has sought to enable the framework to be used by other public sector partners in Wiltshire. This would enable any other public sector body working in Wiltshire to use this framework for the provision of professional services related to capital building and maintenance projects.
16. The framework procurement exercise attracted a significant amount of interest from the Property Professional Services sector, many of whom are locally based, and considered to be Small and Medium Enterprises. An analysis of the expressions of interested shortlisted to the ITT stage of the procurement indicated the following:
 - a. 59% of shortlisted firms were existing Wiltshire Council suppliers
 - b. 46% were small or medium-sized enterprises
 - c. 67% were tendering from a base within 30 miles of Trowbridge.
17. A process is defined for specific framework providers to be selected for specific projects. This involves a quality and price-based mini-competition process that requires provider to demonstrate their specific experience and capabilities with respect to the project in question, to be assessed against their framework price for the project. This process additionally enables key stakeholders, such as Community Operation Board members or school head teachers and governors, to be involved in the process of appointing key project team members as appropriate.
18. The framework enables the Council to explicitly demonstrate the capability of its supply chain in delivering best practice and project-based innovation. An example of this, is that all framework providers have demonstrated capability to deliver Building Information Modelling with immediate effect – BIM is a key aspiration of the government's Construction Strategy, and a mandated requirement for all public sector building projects from 2016 onwards.

Safeguarding Considerations

4. The benefit of implementing a Framework is the long-term relationships that can be built with Framework suppliers. We are therefore in a position to ensure that over the duration of the Framework, all suppliers on the Framework can be CRB checked to work on our projects and access our properties. Many of our capital build projects involve extensions to schools, or new build schools and these principally fall into Lot 1 projects. The Framework gives us the ability to hold regular briefings with suppliers on topical issues such as Safeguarding procedures whilst working in a school setting (as well as other environments where consultants will have access to vulnerable clients).

Public Health Implications

5. There are limited considerations with regards to public health as a result of putting a Framework of professional consultants in place, apart from the services the consultants provide in terms of design of a physical environment to promote public health and make the setting more attractive to encourage an increased level of participation in activities which take place in certain buildings or premises, e.g. leisure centres, schools, Youth Centres, All Weather Pitches (AWPs), or in the future, co-location of these services into Community Campuses.

Advice provided to clients and end-users commissioning design services, will seek to achieve a balance between various forms and functions of a building e.g. access to external space, daylight, comfort cooling/heating; ventilation; access to refreshment; break-out space or areas for relaxation or withdrawal as appropriate. The interior design of the space will also need to consider inclusion; aspects of accessibility; and particularly in public buildings, the ability to display promotional or advisory materials relating to public health matters.

Environmental and climate change considerations

19. All framework providers have demonstrated adequate capability in respect of the delivery of sustainable design, and reduction of energy in use. They have similarly demonstrated a good understanding and response to the Council's specific policies in respect of climate change and carbon reduction.
20. Specific objectives related to sustainability, carbon reduction and energy in use, will be determined on a project-by-project basis as these may vary. In these instances the mini-competition process will enable the council to test the project team's capabilities prior to appointment.

Equalities Impact of the Proposal

21. Specific requirements for addressing equalities issues within the design and construction process will be central to the specific brief for individual projects. All providers are considered to have demonstrated the capability to deliver well-designed inclusive environments, and the ability to tailor their approach to the requirements of the Council against the backdrop of the building regulations.

Risk Assessment

22. The framework approach is considered to represent a good approach to mitigating the risk related to resourcing a considerable volume of capital building work, whilst also ensuring the risk of external challenge to procurement processes is minimised.

23. The property professional services market is currently showing some signs of distress. There is a risk that whilst the framework has been awarded at a very competitive time in the market, a significant change in the sector through economic recovery, may result in a declining appetite from providers. This risk is largely beyond the Council's direct control, but could result in difficulties in delivery in later years of the framework. This economic factor should be kept under review throughout the life of the framework.
24. Individual projects and programmes adopt rigorous risk management methodologies that enable risks to be identified, mitigated and managed, and framework providers will be fully engaged in that risk management activity.

Financial Implications

25. The market conditions at the time of tendering the framework have ensured that providers are offering fees that represent good value for money.
26. The framework itself does not commit the council to financial expenditure in itself. Professional fees related to specific projects are budgeted within the business cases for approved projects, and the framework offers a mechanism for delivering against those budgetary provisions.
27. Within the mini-competition process of the framework, there is a limited opportunity for providers to adjust their fees for a specific commission.

Legal Implications

28. Officers from Legal Services have been fully engaged in the framework procurement process.

Options Considered

29. Alternative approaches were explored, but the adopted approach was considered to offer the means of delivering the requirements of the Council in a compliant manner that optimises the ability to deliver quality buildings to time and budget.

Conclusion

30. The proposed framework contracts provide the Council with a high-quality, value for money and procedurally robust mechanism for engaging the right professional advice for its projects and programmes of property-related work. It provides a means for delivering the property project needs of its communities and partners, whilst developing best-practice and innovation in design and construction through the project process.

Mark Stone
Transformation Director

Report Author:

Vanessa Colyer
Corporate Building Manager

24 May 2013

Background Papers

None

Wiltshire Council

Cabinet Capital Assets Committee

Date of meeting 23rd July

Subject: Park and Ride Site, London Road Salisbury

Cabinet member: Councillor Sturgis, Planning, Development Management, Strategic Housing, Property, Waste

Key Decision: No

Executive Summary

The Council has been approached by a company that is currently in negotiations to acquire the former car showroom adjoining the western boundary of the Council's Park and Ride property.

That company wishes to acquire a small part of the Park and Ride property to enable its development proposals to proceed.

No car parking spaces will be permanently lost if the acquisition goes ahead.

Proposal

To delegate authority to the Service Director for Transformation in consultation with the Cabinet Member for Strategic planning, development management, strategic housing, property and waste, to dispose of part of the of the Park and Ride site at London Road, Salisbury, so long as there is no permanent loss of parking spaces.

Reason for Proposal

The Council will obtain a capital receipt without any permanent loss of amenity.

Mark Stone

Service Director, Transformation

Wiltshire Council

Cabinet Capital Assets Committee

Date of meeting 23rd July

Subject: Park and Ride Site, London Road Salisbury

Cabinet member: Councillor Sturgis, Planning, Development Management, Strategic Housing, Property, Waste

Key Decision: No

Purpose of Report

1. To obtain authority to dispose of part of the London Road Park and Ride site, Salisbury so long as there is no permanent loss of car parking spaces.

Background

2. The Council owns the Park and Ride Site at London Road, Salisbury.
3. To the west lies the now vacant former car showroom which is currently being sold by the Receiver.
4. A company is in confidential negotiations to acquire that site and has approached the Council to enquire as to whether it could acquire about 0.25 acres of the Park and Ride site.

Main Considerations for the Council

5. The park and ride site, at this point, is well below road level. Therefore there will be no permanent loss of car parking spaces as the company's proposed development will be at the elevated level.
6. Accordingly Parking Services have no objection to a disposal of the 'air space'.
7. Negotiations with the company are at a preliminary stage and the precise amount of land is under discussion but it is anticipated that the Council will secure a significant capital receipt, albeit this may not be received until 2015.
8. In addition, it is likely that there will be S106 contributions from the company if planning consent is granted for its proposals.

9. There is an in principle objection to the proposed development subject to policy considerations (development plan and National Planning Policy Framework) being satisfied.
10. Members may consider that such matters would be best dealt with through the planning process rather than through a 'property decision'.

Safeguarding Considerations

11. The proposal has no safeguarding considerations.

Public Health Implications

12. There are no Public Health Implications relating to the proposal.

Environmental and Climate Change Considerations

13. The proposed sale will not in itself have any Environmental and Climate Change considerations. These will be addressed through the planning process for the company's proposed development.

Equalities Impact of the Proposal

14. There are no Equalities Implications arising out of this report.

Risk Assessment

15. There is a risk that another company may feel that it has not been given an opportunity to acquire part of the Council's property.
16. However as the Council has not been approached by other interested parties this is considered to be a low risk. If other parties do come forward then officers will enter discussions with them as well.
17. In addition the Council will only enter into a legal agreement after, or at the same time, as the company secures a legal interest in the adjoining property.

Risks that may arise if the proposed decision and related work is not taken

18. The Council could be criticised for foregoing a significant capital receipt at a time when funding from central government is being substantially reduced.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

19. See above

Financial Implications

20. The Council will secure a significant capital receipt.

Legal Implications

21. The Council will enter into a legal agreement with the purchaser.

Options Considered

22. The council could refuse to sell part of the property. If such an event it would forego the opportunity of securing a capital receipt.

Conclusions

23. That the Council sells part of the London Road Park and Ride property on terms to be agreed.

Proposal

To delegate authority to the Service Director for Transformation in consultation with the Cabinet Member for Strategic planning, development management, strategic housing, property and waste, to dispose of part of the of the Park and Ride site at London Road, Salisbury, so long as there is no permanent loss of parking spaces.

Reason for Proposal

The Council will obtain a capital receipt without any permanent loss of amenity.

Mark Stone
Service Director, Transformation

Report Author:

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23rd July 2013

Background Papers

None

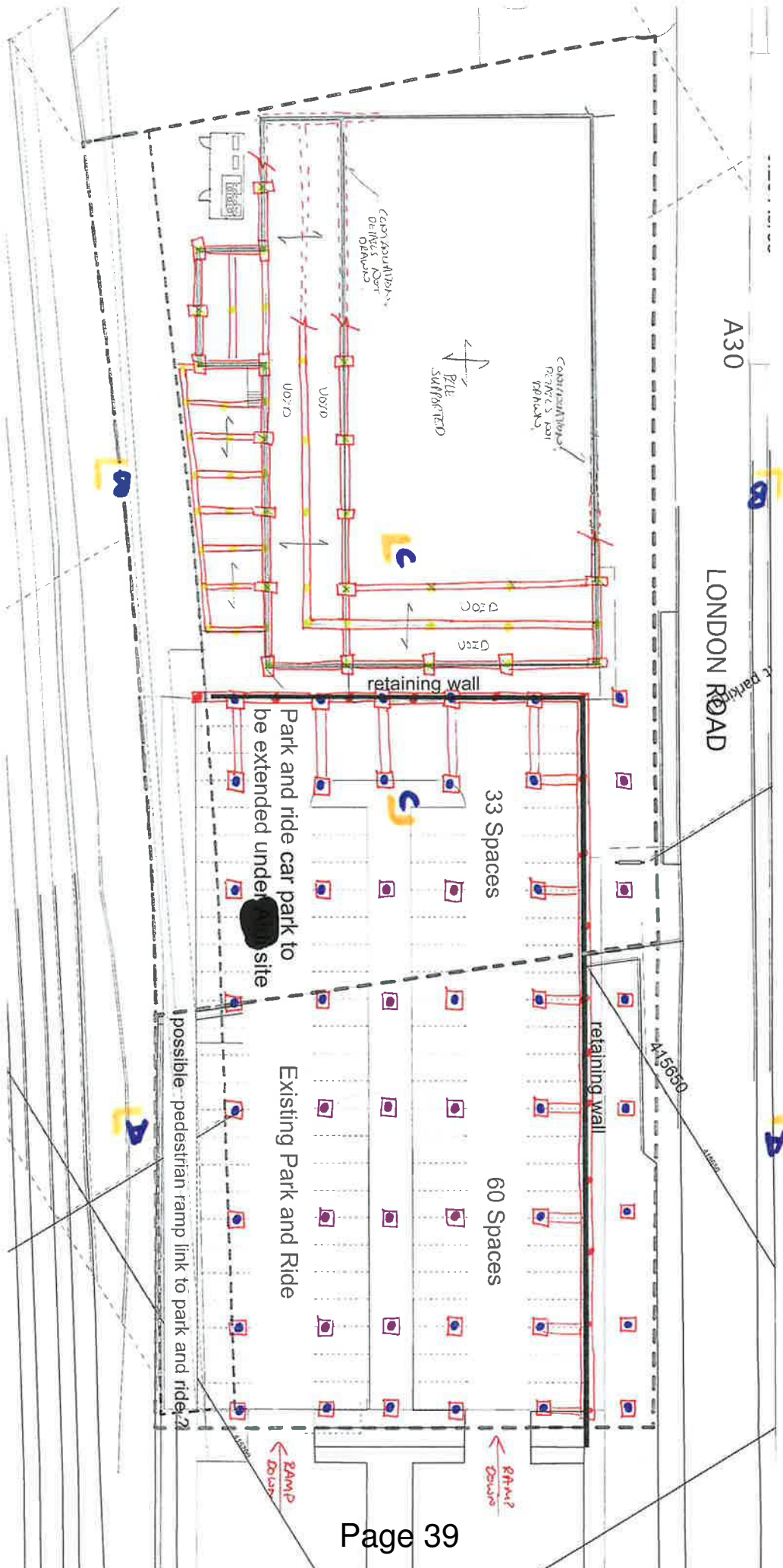
The following unpublished documents have been relied on in the preparation of this report:

None

Appendices

Plan of site

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A30

LONDON ROAD

PILE SUPPORTED

CONCRETE/STEEL RIVETS FOR PILES

CONCRETE/STEEL RIVETS FOR PILES

retaining wall

Park and ride car park to be extended under site

33 Spaces

retaining wall

60 Spaces

Existing Park and Ride

possible pedestrian ramp link to park and ride?

RAMP Down

RAMP Down

CRADDY PITCHERS DAVIDSON
 Telephone: 01275 371333
 www.craddypitchers.co.uk

9573-S-03
 25/04/13
 PDE
 FOR CAR PARK
 DECISION

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Wiltshire Council

Cabinet (Capital Assets) Committee

23 July 2013

Subject: **New Primary School - North East Quadrant in Tidworth – Update**

Cabinet member: **Cllr Laura Mayes, Cabinet member for Children's Services**

Key Decision: **Yes**

Executive Summary

This paper updates Members on the provision of the new school in Tidworth North East Quadrant and the need for further negotiations with Persimmon Homes to acquire additional adjacent land.

Council Officers and Persimmon homes have been in talks since March 2012 about designating 0.6 hectares of land adjacent to the new school site for expansion to 2FE (420 places). Persimmon had adjusted their 'master plan' to accommodate this request. Approval had been given by CCAC to purchase the additional land at an indicated value of £550k (26 January 2013). Negotiations have not been finalised for the acquisition and the paper proposes that they continue. This paper also presents the implications for delivering the new primary school.

Proposal

That Cabinet:

Confirm its authority to proceed with further negotiations about the acquisition of land adjacent to the school site on the North East Quadrant in Tidworth, and to delegate the completion of necessary legal transactions to effect the acquisition to the Service Director Transformation in consultation with the Service Director for Schools and Learning and the Cabinet members for Children's Services and Strategic Planning, Development Management, Strategic Housing, Property, Waste.

Reason for Proposal

Delivery of a new school in Tidworth will enable the Council to meet its statutory duty to provide sufficient school places and will comply with the terms of the NEQ Section 106 agreement. The current site will meet minimum statutory

requirements. However, the acquisition of additional land adjacent to the new school site will be preferable to facilitate expansion to 2FE (420 places) from 2016/17. The availability of the additional land will not affect the selection of the Academy provider.

Carolyn Godfrey
Corporate Director

Wiltshire Council

Cabinet (Capital Assets) Committee

23 July 2013

Subject: **New Primary School - North East Quadrant in Tidworth – Update**

Cabinet member: **Cllr Laura Mayes, Cabinet member for Children’s Services**

Key Decision: **Yes**

Purpose of Report

1. To update the Committee on the provision of the new school in Tidworth North East Quadrant and negotiations with Persimmon Homes to acquire additional adjacent land.

Background

2. The birth rate in the town of Tidworth has increased by 23% in the last 5 years. There are three schools in the town, Zouch Primary, Clarendon Infants and Clarendon Junior. In September 2011 there was a shortfall of reception places in Tidworth. As a result a 2 class extension was built at Clarendon Infants which has enabled them to take additional pupils since September 2012. A further extension of Clarendon Juniors is now complete. Even with these additional places and the new 210 place school to be built at NEQ, it is predicted there will be a significant shortfall of places. Other developments are now coming forward in the town, Area 19 and Zouch Manor, totalling 460 further houses – generating at least 150 additional primary phase aged children.
3. Under the terms of the section 106 agreement with Persimmon Homes the Council is duty bound to provide 180 primary school places on the school site provided at NEQ. Since the last report to committee (26 January 2013) the case to open the new school in 2014 remains strong and the forecast now suggests that 1.5 FE (315 places) will be required from opening. Therefore on this basis, a competition to appoint an academy provider is underway, and the announcement about the preferred sponsor is expected from the DfE shortly.

Main considerations for the Council

4. The table below show that including 500 new houses at NEQ / Area 19/ Zouch Manor there are demand for school places will be met with the existing schools and the new school at 1.5FE which means up to 45 children per year.

School	PAN*	2013	2014	2015
Clarendon Infants	105	105	105	105
Zouch Primary	60	60	60	60
Tidworth NEQ	45	0	38	45
Reception age children from NEQ / Area 19/ Zouch Manor (maximum 500 houses)		6	13	20
Total		171	203	213
Surplus (Shortfall)		-6	7	-3

*PAN - published admission number the maximum number of children per year

- The latest available data is the offers made by the LA from on-time admissions and late applications to 31 June 2013. The table below shows that demand is consistent with the 2013 forecast i.e. there is a waiting list of about 6 reception aged children.

Current Wiltshire Parental Preferences

School	On time offers – excludes late applicants	Offers including late applicants to 31 June 2013	Published Admission Number
Clarendon Infants	102	105	105
Zouch Primary	49	60	60
Wait list		6	

- A two storey 2FE (420 places) design was submitted to the planning process in early June 2013. This is later than hoped due to the adjacent land not being available and a redesign of the school buildings was required. Despite this, it is anticipated the whole building will be available from September 2014, although a phased handover may be necessary with at least 6 classes available by September 2014, the balance to be completed by December 2014. The intention is that the school will operate as a 1.5FE school until demand requires it to increase to 2FE (probably 2016/17)

Safeguarding Implications

- The new school will provide school places in a safe environment for children in the immediate locality. Without the new school young children would need to be transported to surrounding village schools away from their community leaving them more vulnerable due to the distance they are away from home.

Public Health Implications

- The school will offer a range of sporting facilities to the pupils including a hall, netball courts and football pitch. In addition there is a proposal to develop a MUGA with community use. This approach will provide the opportunity and facilities for the community to participate in more sports and thereby promote

healthy behaviours and practices to ensure the Tidworth population stay healthy and ensure health resilience.

Environmental and climate change considerations

9. The scope of works being proposed for the proposed development will comprise new buildings. These will be designed to ensure compliance with Wiltshire's renewable energy and environmental requirements as well as building control and other statutory requirements.
10. No matter the scope, a sustainable construction strategy will be adopted. The new build shell will incorporate high levels of insulation to meet Part L 2010 of the Building Regulations. High standards of energy efficiency will be met and this will be coupled with high quality ventilation. All occupied spaces will be designed to provide good levels of day lighting.
11. The biodiversity of the sites' ecological system will be considered and improved. Existing trees will be retained where possible. Eco-habitat areas will be incorporated or protected if existing.
12. To promote sustainable modes of transport, green travel plans will be developed by each school involved and their staff, pupils and visitors will be encouraged to walk, use public transport or cycle, and cycle storage will be provided.
13. As academies, the schools' operations fall under the council's Scope 3 Green House Gas emissions i.e. emissions from sources not owned or directly controlled by the council but related to the council's activities. The council recommends the appointed Academy Trusts adopt efficient energy management once the schools are operational to minimise carbon emissions and thereby their impact on the environment and climate change.

Equalities Impact of the Proposal

14. When making decisions the Council must act reasonably and rationally. It must take into account all relevant information. It must also comply with its legal duties, including relating to equalities.
15. As public bodies schools and local authorities have duties, known as the 'public sector equalities duties' under S 149 the Equality Act 2010. S 149 Equality Act 2010 requires public authorities to:

Have due regard to the need to:
 - a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Act;
 - b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it. The protected characteristics are age; disability; gender reassignment;

pregnancy and maternity; race; religion or belief; sex; sexual orientation.

Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

- a) Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- b) Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- c) Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities. Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

- a) Tackle prejudice, and
- b) Promote understanding

Compliance with the duties in this section may involve treating some persons more favourably than others.

16. The Equality Act 2010 places separate duties on Local Authorities as the responsible body (alongside the governing body) for schools maintained by the local authority. The Act provides protection for people with certain 'protected characteristics'. They are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

17. In the field of education in schools the prohibition of discrimination, harassment and victimisation does not apply where the circumstances relate to age, marriage or civil partnership.

18. The duties in relation to schools are:

Not to discriminate against a person:

- a) In the arrangements it makes for deciding who is offered admission as a pupil
- b) As to the terms on which it offers to admit the person as a pupil
- c) By not admitting the person as a pupil

Not to discriminate against a pupil:

- a) In the way it provides education for the pupil
- b) In the way it affords the pupil access to a benefit, facility or service

- c) By not providing education for the pupil
- d) By not affording the pupil access to a benefit, facility or service
- e) By excluding the pupil from the school
- f) By subjecting the pupil to any other detriment

Not to harass:

- a) A pupil
- b) A person who has applied for admission as a pupil.

Not to victimise a person:

- a) In the arrangements it makes for deciding who is offered admission as a pupil
- b) As to the terms on which it offers to admit the person as a pupil
- c) By not admitting the person as a pupil.

Not to victimise a pupil:

- a) In the way it provides education for the pupil;
- b) In the way it affords the pupil access to a benefit, facility or service;
- c) By not providing education for the pupil;
- d) By not affording the pupil access to a benefit, facility or service;
- e) By excluding the pupil from the school;
- f) By subjecting the pupil to any other detriment.

19. The Academy Trusts recommended in this report are required to comply with these duties. The interview panel confirmed with the chosen Academy Trusts that they are aware and understand these duties.

Risk Assessment

20. It is recognised that the pupil projections may either be an under or over-estimate of future numbers and thus become less accurate the further into the future they go. Projections are kept under review as new data becomes available, including the termly pupil censuses and live births. In planning for new schools, the Council looks to provide places in geographical areas of increased demand arising from residential development and/or rising birth rates. Applying risk management assessment principles can help strategic decision makers make informed decisions about appropriateness of adopting policy or service delivery options.

Risks that may arise if the proposed decision and related work is not taken

21. Risks that may arise if the proposed decision and related work is not under taken:

Risk

- a) The LA will not carry out its statutory duty to provide sufficient

school places

- b) The LA will not be compliant with S106 agreements with developers and planning

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

22. Risks that may arise if the proposed decision is taken and actions that will be taken to manage those risks:

	Risk	Action to mitigate the risk
1.	Project Delay	Active monitoring
2.	Budget over run	Active monitoring
3.	Quality	Active monitoring

Active Monitoring - Effective management of risks involves:

- a) identifying possible risks in advance and putting mechanisms in place to minimise the likelihood of their materialising with adverse effects
- b) having processes in place to monitor risks, and access to reliable, up-to-date information about risks
- c) the right balance of control in place to mitigate the adverse consequences of the risks, if they should materialise
- d) decision-making processes supported by a framework of risk analysis and evaluation.

Financial Implications

23. In Tidworth the capital costs are funded from section 106 agreements with developers and DfE Basic Need allocations. The cost of purchasing the land is not expected to exceed £550K.

Legal Implications

24. Councils have a statutory duty to ensure that there are sufficient school places in their area, to promote high educational standards, to ensure fair access to educational opportunity and to promote the fulfilment of every child's educational potential. They must also ensure that there are sufficient schools in their area and promote diversity and increase parental choice.

25. On 1 February 2012 Section 37 of the Education Act 2011 was commenced, including Schedule 11 of the Act. This made changes to Part 2 of the Education and Inspections Act 2006 in relation to the process for establishing new schools, including the Academy/Free School presumption. The "presumption" in the guidance required LAs to establish an Academy/Free

School in the first instance where they identified the need for a new school.

26. The guidance published by the DfE details the process that Local Authorities and new school proposers have to follow. The LA has followed the DfE guidance throughout the process.

27. Advice has been sought from the Head of Legal and Democratic Services who supports the process we have followed.

Options Considered

Scenario 1: No additional land, two storey 2FE school with MUGAs

Although the site is restricted, it meets DfE Building Bulletin 99 requirements for primary schools except for pitches and soft play area and exceeds the all requirements for a restricted site. The table below gives further details.

	BB99 (sq m)	BB99 Restricted	Tidworth (sq m)	Surplus (Shortfall)
Pitch	8400	Off site	5035 & Off Site	(3365)
Soft Play	1850	1440	1500	(350)
Habitat	620	210	624	+4
Games	1440	1000	1498	+48
Hard play	1075	620	1135	+60

Scenario 2: Two storey 2FE school with 0.6 Ha additional land acquired from Persimmon

This will entail entering into further negotiations with Persimmon Homes about the acquisition of the additional land. This includes bringing forward two additional areas within the current development that Persimmon has identified allowing the planned housing to be built in these locations rather than on the land adjacent to the school. Linked to this could be some shared use of the land next to the school as a Multi Use Games Area (MUGA) enhancing both the school and utilisation of public open space, particularly for young people.

Scenario 3: Two storey 2FE school with some additional land (less than 0.6Ha) acquired from persimmon with the provision of a MUGA.

As scenario 2, but allowing some development on the additional school land if required to achieve the overall housing target in the development.

Carolyn Godfrey
Corporate Director

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Date of report: 9 July 2013

Background Papers

The following unpublished documents have been relied on in the preparation of this report: None

Appendices

None

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