

AGENDA

Meeting: CABINET CAPITAL ASSETS COMMITTEE
Place: Committee Room C - Council Offices, Monkton Park,
Chippenham, SN15 1ER
Date: Tuesday 22 January 2013
Time: 2.00 pm

Please direct any enquiries on this Agenda to James Hazlewood, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01722 434250 or email james.hazlewood@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 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

Substitutes:

Cllr John Brady	Cabinet Member for Finance Performance and Risk
Cllr Lionel Grundy OBE	Cabinet Member for Children's Services
Cllr Keith Humphries	Cabinet Member for Public Health and Protection Services
Cllr Dick Tonge	Cabinet Member for Highways and Transport
Cllr Stuart Wheeler	Cabinet Member for Transformation, Culture, Leisure and Libraries

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 - 4)*

To confirm and sign as a correct record the minutes of the Cabinet (Capital Assets) Committee meeting held on 6 November 2012.

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** *(Pages 5 - 20)*

To consider the attached report of the Chief Financial Officer.

6 **Additional Capital Grants 2012/13** *(Pages 21 - 26)*

To consider the attached report of the Chief Financial Officer.

7  **Additional Land Required for School Provision in Tidworth** *(Pages 27 - 34)*

To consider the attached report of the Corporate Director.

8 **Trowbridge Town Hall** *(Pages 35 - 42)*

To consider the attached report of the Corporate Director.

9 **Urgent items**

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

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'.


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CABINET CAPITAL ASSETS COMMITTEE

MINUTES of a MEETING held in COUNCIL CHAMBER - COUNCIL OFFICES,
MONKTON PARK, CHIPPENHAM, SN15 1ER on Tuesday, 6 November 2012.

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 Lionel Grundy OBE	Cabinet Member for Children's Services

Also in Attendance: Cllr John Brady
Cllr Dick Tonge
Cllr Stuart Wheeler

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

52 Apologies and Substitutions

Apolgoies for absence had been received from Councillor John Thomson

It was noted that Councillor Grundy was in attendance as a substitute for
Councillor Thomson.

53 Minutes of the previous meeting

Resovled:

**To approve as a correct record and sign the minutes of the meeting held
on 10 September 2012.**

54 Leader's Announcements

None.

55 **Declarations of interest**

There were no declarations of interest.

56 **Capital Monitoring - month 6**

The Chief Financial Officer introduced the report which reflected the position of the 2012/2013 Capital Programme as at 30 September 2012. The report also detailed changes to the budget made since the previous monitoring reports.

Resolved:

That the Cabinet (Capital Assets) Committee:

- a. Notes the budget movements undertaken to the capital programme in Appendix A, including reprogramming of expenditure of £20.590 million into 2013/2014.**
- b. Notes total budget increases of £0.795 million as shown in Appendix B.**
- c. Notes the current spend against the budget to date in Appendix A.**

Reasons for Proposals

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

57 **Devizes Browfort Options**

Councillor Toby Sturgis, Cabinet Member for Waste, Property, Environment and Development Control Services, introduced the report which presented all the potential options for the disposal of the Browfort site and asked Members to select their preferred option.

Councillor Sturgis noted that the proposed approach was to market the site on present use for six months. If no significant interest or deliverable schemes were forthcoming, then further consultation would be undertaken with the Area Board and the Town Council. This was to ensure compliance with the Council's Core Strategy, and to ensure the best return was achieved for the asset whilst balancing against the need to ensure a sustainable development which would benefit the community.

Resolved:

- 1. That officers undertake consultation with the Area Board and the Town Council based on this Committee's preferred option(s). That officers commence early marketing of the site for employment use.**
- 2. Six months after marketing commences, if no significant and deliverable interest has been demonstrated, Dr Brand, in conjunction with Cllr Stuart Wheeler, to determine and proceed with implementation of one of the options preferred by this Committee, giving due consideration to the views of the Area Board and the Town Council.**

Reasons for decision

As set out in the report and above.

58 Urgent items

None.

(Duration of meeting: 1.30 - 1.40 pm)

These decisions were published on 8 November 2012 and will come into force on 16 November 2012
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The Officer who has produced these minutes is James Hazlewood, of Democratic Services, direct line 01722 434250 or e-mail james.hazlewood@wiltshire.gov.uk
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Wiltshire Council

Cabinet Capital Asset Committee

22 January 2013

Subject: Capital Monitoring Month 8 Report 2012/2013

**Cabinet member: Councillor John Brady
Finance, Performance and Risk**

Key Decision: No

Executive Summary

The report reflects the position of the 2012/2013 Capital Programme as at 30 November 2012.

The report also details changes to the budget made since the previous monitoring reports, which are to be noted by Cabinet.

Proposal

- a. Note the budget movements undertaken to the capital programme in Appendix A, including reprogramming of expenditure of £18.025 million into 2013/2014.
- b. Note total budget increases of £0.389 million as shown in Appendix B.
- c. Note the current spend against the budget to date in Appendix A.

Reasons for Proposals

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

Michael Hudson Service Director Finance

Wiltshire Council

Cabinet Capital Asset Committee

22 January 2012

Subject: Capital Monitoring Month 8 Report 2012/2013

**Cabinet member: Councillor John Brady
Finance, Performance and Risk**

Key Decision: No

Purpose of Report

1. To update Cabinet on the position of the 2012/2013 Capital Programme as at 30 November 2012, note budget changes and note reprogramming of expenditure into 2013/2014.

Budget movements

2. The revised budget for month 6 was presented to the Cabinet Capital Assets committee (CCAC) at the meeting on 6 November 2012. Movements since this date 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 Month 6 to Month 8 Budget

	£m	Notes
Month 6 Capital programme budget (reported to CCAC 6 November 2012)	110.439	
Additions/amendments to the capital programme 2012/2013 since Month 6 budget monitoring		
Month 8 additional budgets added to the programme	0.389	See appendix A and B for further details
Budgets reprogrammed into 2013/2014	(18.025)	See appendix A and B for further details
Current Capital budget Month 8 2012/2013	92.803	

3. The month 8 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 additional Section 106 deposits being used to finance capital spend or additional grants being received to be used 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 below.

Summary of Current Position as at 30 November 2012

5. The current budget for the year 2012/2013 is £92.803 million. As at 30 November 2012 the actual spend plus the commitments raised to date was £54.446 million (59% spend compared to current budget). A full breakdown of these figures is attached in Appendix A.
6. Further information on the current progress of some of the schemes being undertaken is set out below.

Education schemes

7. Additional Accommodation schemes comprise a number of individual extension schemes to ensure schools can provide enough places for pupils. Budget has now been allocated to 27 individual projects with major works progressing at Downton Trafalgar, Paxcroft Primary and Tidworth Clarendon. Reprogramming of £4.034 million has taken place in this report to match the current expected progress of ongoing schemes and those in the pipeline. This includes £3.500 million for forthcoming schemes in order to meet expected large numbers of new students entering reception, with numbers peaking in 2014/2015 as identified in the schools organisation plan. It also includes £0.294 million for works at Tidworth Clarendon and £0.160 million for works at Pewsey Primary.
8. Schools Maintenance and Modernisation (formerly New Deals for Schools) 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. Large Modernisation projects are underway and due to complete in 2012/2013 at Sambourne and Warminster St John's, along with high value maintenance work at Downland School (re-wiring) and Avon Valley College (re-roofing). A total of £0.500 million has been reprogrammed in this report relating to various maintenance projects identified at schools which will take place in 2013/2014.
9. Access & Inclusion schemes are individual projects aimed at making schools more accessible to disabled pupils by providing modifications, lifts, ramps, toilets etc. Feasibility studies are now underway for investment into special schools which will identify further individual schemes to fund. In order to match the planned expenditure in this area reprogramming of £0.350 million has taken place in this report.
10. DCSF Targeted Capital 14-19 SEN schemes. The majority of this budget relates to a large extension and refurbishment of Exeter House Special School; works are now complete and the final account due to be determined. Other schemes in this area include major works at Devizes School and Wiltshire College. Due to delays with planning permission

on the project at Devizes School reprogramming of £0.650 million into 2013/2014 has taken place in this report.

11. Other Projects New Schools. The majority of budget allocated to New Schools has already been reprogrammed into 2013/2014 with a further £0.770 million taking place in this report. This is in order to match the anticipated spend profile of the projects with most due to open in September 2014 and construction beginning in 2013/2014. Projects include new schools in East Trowbridge and Tidworth where preparation work has already begun. £0.500 million has been reprogrammed for Clackers Brook Primary School and £0.270 million for a new project, Ridgeway Farm School.

Highways schemes

12. Highways schemes are currently on track with no expected variation against the budget of £19.738 million. Project budgets have been allocated into the numerous individual schemes within these budget headings. Schemes under way in this area include a number of major local transport improvement cycle schemes within the integrated transport area, along with the major surface dressing, micro asphaltting and bridges and junction repairs within the Structural Maintenance and Bridges areas. In this report £0.100 million has been allocated from the Integrated Transport budget to support the Local Sustainable Transport Fund Rail bid (Improving Wiltshire's Rail offer) which will receive grant funding from DfT in 2012/2013 and future years.
13. Of the £3.250 million allocated to Bridges; major schemes are underway at Enford Bridge (£0.482 million) and Whaddon Canal Bridge (£0.215 million) with major work due to begin at Seend Station (£0.310 million). £5.185 million of the Structural Maintenance budget is allocated to Surface and Surface Dressing schemes with the majority of schemes now complete across the county and sites being identified for future years.

Campus and Operational Delivery (CAOD) schemes

14. The remaining works on the Hub Programme include the Phase 2 County Hall and the remodelling works at Monkton Park, both of which are anticipated to require significant costs during 2013/2014, therefore £6.000 million has been reprogrammed into the next financial year to meet this planned expenditure.
15. The proposals for the second tranche of Campuses were taken to Cabinet on 23 October 2012. The majority of the additional spend is phased in later years so will be added to the Capital programme as part of the 2013/2014 budget setting report. A review of the progress against the first tranche of schemes has highlighted £1.500 million of

reprogramming largely because the start on site at Corsham is now expected to be in February 2013.

16. The progress of the Salisbury Vision Market Place scheme has been reviewed following on from its adoption into the COAD budgets in the previous monitoring report. As expected a total of £1.150 million has been reprogrammed into 2013/2014 to reflect when work is likely to be completed.

Housing schemes

17. Disabled Facilities Grants are statutory grant payments paid to individual households to enable improvements such as stair lifts, disabled showers etc. Actual spend on this area as at end of November 2012 is £1.550 million against the revised budget of £2.220 million. The remainder of the budget is planned to be spent during 2012/2013. The government has recently announced additional grant of £0.322 million which is the subject of an additional paper on this agenda. This funding if allocated into this area would not be spent during 2012/2013 due to the lack of time before year end, so would be added to the 2013/2014 budget.
18. The line formally reported as Corporate Other Housing Grants has been separated out into three component areas.
19. Other Housing Grants are small grants in the Private housing sector and involves payments for households for re wiring, supplying heating systems and energy efficiency schemes etc. £1.000 million has been identified for reprogramming into future financial years to match the planned expenditure.
20. Affordable Housing schemes are dependent on future papers being brought to Cabinet Capital Assets Committee in the near future. It is not anticipated that the full budget will be required in 2012/2013, therefore £0.500 million was reprogrammed into 2013/2014 as mentioned in the last report. In Month 8 some additional budget funded from Commuted sums from developers was added into this area to cover schemes in 2012/2013 for the projects at Lambroke Road in Warminster and Portway/Epping Close in Warminster.
21. Gypsies and Travellers schemes are well underway. This area has 2 elements; firstly the new build scheme where the actual spend as at the end of November 2012 was £0.177 million against the budget of £0.250 million. The majority of the spend being the purchase of additional land at the Thingley site. There is a budget of £3.552 million in 2013/2014 to fully redevelop the five sites. There is also an additional budget for Health and Safety works shown in this line which is separate to the new conversion project. The budget for this is £0.090 million and so far spend on this area is £0.068 million with a plan to spend the remainder of the budget by the end of 2012/2013.

22. A report was taken to cabinet on 6 November 2012 for approval to sign five separate contracts for the delivery of repairs, maintenance and improvements for Council Housing stock as part of the Housing Revenue Account Budget line. These five new contracts are likely to begin fully during 2013/2014 and have authorised a combined Revenue and Capital expenditure of £61.000 million over the next five years. Capital budget was reprogrammed as part of the month 6 report to reflect that costs relating to the enhanced contracts will not begin until 2013/2014. The remaining lower budget in 2012/2013 is expected to be fully spent.

Waste Schemes

23. Waste Transformation schemes as detailed in the previous reports are well advanced, spend so far in 2012/2013 is £0.316 million on the combined waste budgets which has been spent on items including £0.076 million on recycling boxes, and £0.238 million on the purchase of new wheelie bins. Planned expenditure for the remaining budget in 2012/2013 includes £0.067 million for recycling boxes and food digesters, plus a further £0.055 million has been allocated for additional black boxes. To enable this, a transfer of £0.142 million between the two waste areas has been actioned. In addition to this as per previous monitoring reports further budget of £0.156 million is allocated for Solar panels for the Mechanical Biological Treatment (MBT) Plant in Westbury. The HRC Projects at Marlborough and Warminster are now finalised and remaining budgets have been reallocated to other waste schemes. Future budget allocations from the remainder of the waste transformation budget include security works to fence a hard standing area of the depot at Wyle in Salisbury. Also £0.025 million is planned for the purchase of radio communication for vehicles to complete the fit out of the fleet.

Other schemes

24. Revenue & Benefits IT system. The remaining budget as at end November 2012 is £0.137 million, £0.065 million has been committed for a module to deal with the Council Tax reduction. This spend will be paid in advance during 2012/2013 rather than spread over two years to take advantage of a significant discount. In addition to this a further £0.024 million will be needed to purchase the Northgate Social fund administration module which again will be purchased in advance with a discount. A further £0.050 million is earmarked for the purchase of additional mobile devices, this amount is now not anticipated to be spent during 2012/2013 and will be reprogrammed into 2013/2014. As per the month 6 report the project is showing an overall saving of £0.050 million which has now been confirmed and will be removed from the programme as part of the month 10 report.

25. Planning IT System is on course for delivery and is planned to be fully operational by the end of March 2013. So far £0.534 million has been spent and committed against the budget of £0.866 million. The remaining is earmarked for instance to be spent on a requirement for additional licences for increased numbers of staff during 2012/2013.
26. Area Board grants are funds which are allocated to the Area Boards to support small local schemes. Since the previous report in month 6 sums have been allocated to various additional schemes such as a new footpath in Pewsey, the refurbishment of the stadium in Mere, and the resurfacing of a playground also in Mere. The budget has been allocated to schemes following approval by the Area Boards and the total actual spend for 2012/2013 as at the end of month 8 was £0.263 million with a total budget of £0.715 million. Reprogramming of £0.150 million into 2012/2013 has taken place in this report in order to match when the payment of the grants is likely to take place.
27. Cross departmental initiatives include allocations for further corporate systems improvements. It is not anticipated that the full budget will be required in 2012/2013; therefore £0.250 million has been reprogrammed into 2013/2014.
28. Wiltshire Online (formerly Digital Inclusion) aims to invest in Wiltshire's infrastructure by providing superfast broadband to between 85 and 95 percent of the county for the benefit of Wiltshire's businesses and communities. Following evaluation of tenders, BT has now been selected as the Council's preferred provider with the contract due to be signed in January 2013. A total budget of £20.660 million for the project has been agreed with the majority of work progressing in 2013/2014. Reprogramming of £1.000 million into 2013/2014 has taken place in this report to reflect the current anticipated spend profile of the project.

Funding of Capital Programme

29. The capital programme is funded by 3 principal sources; grants and contributions, capital receipts and borrowing.
30. Grants and contributions fund the largest proportion of the programme, it is expected that around £50.000 million of grants and contributions will be available either received in 2012/2013 or received in previous years and held over to fund expenditure in 2012/2013. Some smaller grants and contributions are often not announced in advance of the year and so are added to the programme through the monitoring reports under the Director of Finance delegated authority. These additions are broken down in Appendix B of each report.
31. Since the last monitoring report the Council has received an additional £3.700 million which includes the remaining balance for the sales of 37 Endless Street in Salisbury, Dasletts Cottage in Salisbury, Pembroke

Park School in Salisbury, and the sale of Malmesbury School. As at the end of November 2012 the total of Capital receipts income has risen to £7.400 million. The target for the year is £10.000 million and the Council is on course for achieving (and hopefully exceeding) this target. Planned future sales include the Order of St John care home (Coombe End Court) in Marlborough, the Mansion house and Library in Corsham, and a number of office sales such as Bedwin Street in Salisbury and Wootton Bassett depot. In addition there are a number of farm sales due such as Buryhill farm in Braydon and Oxhouse farm in Rowde, plus a number of other smaller receipts due before the end of 2012/2013.

32. Additional Capital receipts are received under the Housing Revenue Account Right to Buy (RTB) scheme. Although the Council has currently received £0.233 million under the RTB scheme, around 50 - 75% of this receipt is pooled and then paid over to the government for reallocation. The details of this scheme have changed during 12/13 and higher discounts of up to £0.075 million per property are now available. Additional sums generated from increased sales can be reinvested into affordable housing schemes, but at present take up is not sufficient to have generated a large amount of additional resource. Further briefings on this area will be provided if the additional resource generated is significant. So far during the year 8 properties on the Right to Buy scheme have been sold which is higher than previous years. There are a number of likely sales in the pipeline before the end of the financial year.
33. 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.

Proposals

34. To note the general budget additions for grants and revenue contributions of £0.389 million per Appendix B and note the Month 8 position of the Capital Programme in Appendix A. Also note the reprogramming of £18.025 million between 2012/2013 and 2013/2014.

Environmental Impact of the Proposal

35. 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

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

Risk Assessment

37. The capital budget for 2012/2013, as detailed in this report, has been revised to approximately £93 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 monthly 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

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

Legal Implications

39. 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

Capital Programme budget movements and spend to 30th November 2012/2013

Scheme name	2012/2013 Budget Breakdown					
	Month 6 Budget 2012/2013	Month 8 Budget Movements Between Schemes	Additional Budget see appendix B	Reprogrammed Budget Between 2012/2013 & 2013/2014	Current Budget 2012/2013	Total Spend (Actual + Commitments) as at Month 8
	£m	£m	£m	£m	£m	£m
Education schemes						
Sarum Academy Salisbury	9.419				9.419	3.388
Additional Accommodation	11.813	0.200		(4.034)	7.979	4.394
Schools Maintenance & Modernisation	6.719			(0.500)	6.219	3.772
Devolved Formula Capital	1.086				1.086	0.712
Access and Inclusion	0.530			(0.350)	0.180	0.000
DCSF Primary Capital Programme	0.245				0.245	0.000
DCSF Targeted Capital 14-19 SEN	4.182			(0.650)	3.532	2.577
Other Projects New Schools	2.036	(0.200)		(0.770)	1.066	0.014
Other Schools Projects - Expansions & Replacements	1.163				1.163	0.528
Early Years (inc Surestart & Extended Schools)	0.483		0.101	(0.150)	0.434	0.146
Aiming High for Disabled Children	0.097			(0.041)	0.056	0.055
Other Education Schemes	0.025				0.025	0.000
Total Education schemes	37.798	0.000	0.101	(6.495)	31.404	15.587
Highways schemes						
Integrated Transport	3.087	(0.100)	0.011		2.998	1.472
Structural Maintenance	11.093				11.093	9.594
Land Drainage	0.500				0.500	0.261
Additional Highway Works	1.797				1.797	1.389
Bridges	3.250				3.250	1.541
Local Sustainable Transport Fund	0.000	0.100			0.100	0.000
Total Highways schemes	19.727	0.000	0.011	0.000	19.738	14.256
Campus and Operational Delivery schemes						
Hub Programme Office Rationalisation	16.313			(6.000)	10.313	9.687
Hub Programme ICT	2.000				2.000	1.427
Operational Estate	1.100				1.100	0.518
Depot & Office Strategy	0.100				0.100	0.011
Libraries, Heritage and Art	0.080				0.080	0.080
Libraries RFID Technology	0.034				0.034	0.001
Campus	4.413			(1.500)	2.913	1.445
Salisbury Vision	2.310			(1.510)	0.800	0.158
Total CAOD schemes	26.350	0.000	0.000	(9.010)	17.340	13.326
Other Property schemes						
Buildings Repair & Maintenance	3.646		0.050		3.696	2.148
Total Property schemes	3.646	0.000	0.050	0.000	3.696	2.148

Capital Programme budget movements and spend to 30th November 2012/2013

Scheme name	2012/2013 Budget Breakdown					
	Month 6 Budget 2012/2013	Month 8 Budget Movements Between Schemes	Additional Budget see appendix B	Reprogrammed Budget Between 2012/2013 & 2013/2014	Current Budget 2012/2013	Total Spend (Actual + Commitments) as at Month 8
	£m	£m	£m	£m	£m	£m
Housing schemes						
Disabled Facilities Grants	2.222				2.222	1.550
Other Housing Grants	1.437			(1.000)	0.437	0.034
Affordable Housing (including Commuted Sums)	0.475		0.034		0.509	0.030
Gypsies and Travellers Projects (inc H&S Works)	0.340				0.340	0.287
New Housing	0.522			(0.070)	0.452	0.056
HRA - Refurbishment of Council Stock	5.467				5.467	4.500
Total Housing schemes	10.463	0.000	0.034	(1.070)	9.427	6.457
Waste schemes						
Waste Transformation	1.292	0.142			1.434	0.287
Waste Management & Waste Vehicles	0.376	(0.142)			0.234	0.078
Total Waste schemes	1.668	0.000	0.000	0.000	1.668	0.365
Other schemes						
Revenue & Benefits IT System	0.295			(0.050)	0.245	0.157
Carbon Reduction 11/12 Schemes	0.504				0.504	0.346
Oil to Biomass Schemes	2.700				2.700	0.227
Planning IT System	0.866				0.866	0.534
Adult Social Care Strategy - Older People, LD & Mental Health	0.647				0.647	0.100
Social Care Infrastructure & Community Safety	0.122				0.122	0.015
Area Boards and LPSA PRG Reward Grants	0.715			(0.150)	0.565	0.263
Other Economic Development Schemes	0.678				0.678	0.381
Rural Estates	0.121				0.121	0.001
Cross Departmental Initiatives & Other Schemes	0.519			(0.250)	0.269	0.121
Wiltshire Online	1.370			(1.000)	0.370	0.055
Leisure Schemes (Non Campus)	0.750				0.750	0.002
Fleet Vehicles	1.500				1.500	0.105
Passenger Transport Unit	0.000		0.193		0.193	0.000
Total Other schemes	10.787	0.000	0.193	(1.450)	9.530	2.307
Total 2012/2013 Programme	110.439	0.000	0.389	(18.025)	92.803	54.446

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

CCAC Meeting
Financial Year:

22nd January 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: Early Years (inc Surestart & Extended Schools)
Budget Change:

2012/13	2013/14	2014/15
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100,812
Funding Source: Section 106 contributions towards new block at Noahs Ark Preschool

Project Name: Integrated Transport
Budget Change:

2012/13	2013/14	2014/15
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11,251
Funding Source: A number of small contributions from Parish Councils, Wiltshire Businesses, and other Agencies towards transport works across the county

Project Name: Buildings Repair & Maintenance
Budget Change:

2012/13	2013/14	2014/15
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50,000
Funding Source: Leigh Park Community Centre kitchen fit out funded by the capital receipt from sale of the site nursery

Project Name: Affordable Housing (including Commuted Sums)
Budget Change:

2012/13	2013/14	2014/15
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34,413
Funding Source: Commuted Sums for housing received from Developers

Project Name: Passenger Transport Unit
Budget Change:

2012/13	2013/14	2014/15
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193,070
Funding Source: Grant money received from Department of Transport for Better Bus Area Fund

389,546 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
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(4,034,063) 4,034,063
Notes: Reprogramming of Schemes to match anticipated expenditure between financial years

Project Name: Schools Maintenance & Modernisation
Budget Change:

2012/13	2013/14	2014/15
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(500,000) 500,000
Notes:

Project Name: Access and Inclusion
Budget Change:

2012/13	2013/14	2014/15
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(350,000) 350,000
Notes:

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

CCAC Meeting
Financial Year:

22nd January 2013

2012/2013

Project Name:	DCSF Targeted Capital 14-19 SEN		
Budget Change:	2012/13	2013/14	2014/15
	(650,000)	650,000	
Notes:			
Project Name:	Other Projects New Schools		
Budget Change:	2012/13	2013/14	2014/15
	(770,000)	770,000	
Notes:			
Project Name:	Early Years (inc Surestart & Extended Schools)		
Budget Change:	2012/13	2013/14	2014/15
	(150,000)	150,000	
Notes:			
Project Name:	Aiming High for Disabled Children		
Budget Change:	2012/13	2013/14	2014/15
	(41,440)	41,440	
Notes:			
Project Name:	Hub Programme Office Rationalisation		
Budget Change:	2012/13	2013/14	2014/15
	(6,000,000)	6,000,000	
Notes:			
Project Name:	CAOD Programme - Campus		
Budget Change:	2012/13	2013/14	2014/15
	(1,500,000)	1,500,000	
Notes:			
Project Name:	Salisbury Vision		
Budget Change:	2012/13	2013/14	2014/15
	(1,510,000)	1,510,000	
Notes:			
Project Name:	Other Housing Grants - Private Sector Housing Grant		
Budget Change:	2012/13	2013/14	2014/15
	(1,000,000)	500,000	500,000
Notes:			
Project Name:	New Housing - Pembroke Road		
Budget Change:	2012/13	2013/14	2014/15
	(70,000)	70,000	
Notes:			
Project Name:	Revenue & Benefits IT System		
Budget Change:	2012/13	2013/14	2014/15
	(50,000)	50,000	
Notes:			
Project Name:	Area Boards and LPSA PRG Reward Grants		
Budget Change:	2012/13	2013/14	2014/15
	(150,000)	150,000	
Notes:			
Project Name:	Cross Departmental Initiatives & Other Schemes		
Budget Change:	2012/13	2013/14	2014/15
	(250,000)	250,000	
Notes:			
Project Name:	Wiltshire Online		
Budget Change:	2012/13	2013/14	2014/15
	(1,000,000)	1,000,000	
Notes:			
	18,025,503	Total Re-programming between years	

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

CCAC Meeting
Financial Year:

22nd January 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:

January 2013

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Wiltshire Council

Cabinet Capital Asset Committee

22 January 2013

Subject: Additional Capital Grants 2012/2013

**Cabinet member: Councillor John Brady
Finance, Performance and Risk**

Key Decision: No

Executive Summary

Wiltshire Council has been allocated additional unringfenced capital funding for Disabled Facilities Grants and Early Years education funding.

The report asks for a recommendation as to whether the funding should be allocated in full to the suggested schemes or whether it should be allocated to support the general capital programme thus saving borrowing costs.

Proposal

Members are asked to either;

- a. Approve the unringfenced funding be spent in the areas earmarked by government departments and increase the budgets accordingly or
- b. Approve the unringfenced funding to be allocated to the general capital programme and no further budgets allocated to the earmarked areas.

Reasons for Proposals

Additional unringfenced grants have been received that could be allocated to new projects or be utilised on existing schemes.

Michael Hudson Service Director Finance

Wiltshire Council

Cabinet Capital Asset Committee

22 January 2013

Subject: Allocation of additional Capital Grants 2012/2013

**Cabinet member: Councillor John Brady
Finance, Performance and Risk**

Key Decision: No

Purpose of Report

1. To recommend the treatment of additional unringfenced grants recently received from Central Government in 2 areas.

Disabled Facilities Grants

2. As part of a one off £40 million allocation from Central government, a total of £0.322 million was received by Wiltshire Council on the 12 December 2012. This is in addition to the £1.090 million grant received earlier in the year.
3. There are no grant conditions on this additional amount, it has been given as an unringfenced grant and so could be allocated to any capital scheme. The intention of the additional grant is to support the Disabled Facilities Grants provision. This is a statutory service to provide amongst other things ramps, stair lifts and adapted bathrooms to assist disabled people to remain in their home. There is a significant demand on this provision hence the extra provision made by government into this area.
4. In addition to the grant amounts received the Council makes additional contributions to this scheme to provide further support on top of the basic allocation. These additional contributions are funded through borrowing. In 2012/2013 the current budget for this area at month 8 is £2.222 million which is funded £1.090 million from grant and £1.132 million from borrowing
5. Due to the late receipt of the grant increased spending in this area is not required in 2012/2013 as the process from receipt of enquiry, assessment of need, works completed at individuals homes and then finally payment to contractors takes many months.

6. However this additional funding could be used to increase the budget in 2013/2014 where it could be allocated to support the provision of further Disabled Facilities Grants. There is a potential funding shortfall during 2014/2015 onwards where the assumed council contribution drops, so this would partially close this funding gap.

Early Years Education funding

7. Central Government has recently allocated £100 million to support the implementation of Early Years education for disadvantaged 2 year olds from lower income families to improve their educational outcomes and enhance their life chances. This requirement for early education places for the most vulnerable 2 year olds is a statutory duty from September 2013 and the capital allocation is to assist in developing suitable places within the Early Years sector. A total of £0.573 million was allocated to Wiltshire Council.
8. As with Disabled Facilities grants the funding was given as an unringfenced grant so this funding could be applied to any capital scheme.
9. Officers have identified a number of schemes that could be undertaken during 2013/2014, utilising these additional funds to support the implementation of this programme. These could include works at Bellfield Maintained Nursery, Holbrook School Rainbow Nursery, Converting a bungalow at Sarum Academy for places on Bemerton Heath, extension works at the children's centre in Westbury and extension of 2 year old places at Woodlands Charter.

Options available Disabled Facilities Grants

10. Members are asked to recommend one of the following options;
 1. Allocate the grant in full to the Disabled Facilities Grants capital budget and increase the budget in full for this change.
 2. Allocate to Disabled Facilities Grants but make a corresponding reduction in the amount of additional support through borrowing that the council makes.
 3. Allocate to another priority capital scheme or to the general capital programme funding.
11. Option 1 has no financial impact, as the grant is an unexpected windfall. If options 2 or 3 were undertaken this would generate a saving on the revenue costs of borrowing. For Disabled facilities grants this would broadly equate to an ongoing revenue saving of £0.032 (10% per annum).

Options available Early Years Education

12. Members are asked to recommend one of the following options;
 1. Allocate the Grant in full to Early Years capital budget and increase the budget in full for this change
 2. Allocate to another priority capital scheme or to the general capital programme funding.
13. Option 1 above has no financial implications as is a windfall grant. If option 2 was selected then this would save the council from the revenue cost of borrowing on other schemes, so would broadly save £0.057 million per annum (10%).

Environmental Impact of the Proposal

14. No Environmental impacts have been identified arising from this report.

Equality and Diversity Impact of the Proposal

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

Risk Assessment

16. The grants have been given as unringfenced grants but with the intention of supporting the programmes requested by Central Government. There are some reputational risks involved if the funds are not allocated in full to the chosen programmes.

Financial Implications

17. As detailed in the report, there are no additional cost implications arising from using the grant in full on the schemes suggested by government as they are windfall amounts. There are some savings available if the alternative is undertaken and using this grant reduces the amount of borrowing undertaken on other schemes.

Legal Implications

18. 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

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Wiltshire Council

Cabinet (Capital Assets) Committee

22 January 2013

Subject: **New primary school at North East Quadrant in Tidworth, including the acquisition of additional land to enable future expansion**

Cabinet member: **Lionel Grundy OBE**
Cabinet Member for Children's Services

Key Decision: **Yes**

Executive Summary

Outline planning permission has been granted for 600 dwellings on North East Quadrant (NEQ) in Tidworth (E/09/1078/OUT). The Section 106 Agreement requires Persimmon Homes to provide a 1.2ha site and a financial contribution to enable the creation of 180 primary school places. The Council intends to use the site and contribution to build a new 210 place primary school in September 2014.

In addition this report highlights the forecasted school places shortfall in Tidworth even following the completion of the new school. With the rising birth rate and the level of housing proposed in the Core Strategy there is a considerable risk that without school expansion, Tidworth children may not be able to gain a local school place. The preferred and most cost effective solution would be to purchase some additional land from Persimmon Homes adjacent to the new school site on North East Quadrant.

This would enable the new school to be expanded to a maximum of 420 places. As the new school is currently being designed it would be possible to design it in such a way to minimise future disruption and ensure that core facilities, such as the hall, were provided large enough for 420 pupils from day one. This option would also be considerably more economical than constructing another new primary school elsewhere in the town in the long term.

Proposal(s)

That members:

1. Approve delivery of the proposed new school at Tidworth NEQ within a proposed budget of £3.5m and from within the already approved capital programme in accordance with the Council's statutory obligation to provide sufficient school places; and
2. Agree to delegate authority to the Service Director for Business

Services in consultation with the Service Director for Schools and Learning to commission and deliver the building project, including negotiation and completion of the required construction contract(s) and ancillary documentation in accordance with Part 11 of the Council's Constitution (Contract Regulations); and

3. Confirm their authority to proceed with the acquisition of land adjacent to the school site on NEQ in Tidworth (estimated cost £500k), and to delegate the completion of necessary legal transactions to the Service Director Business Services in consultation with the Service Director for Schools and Learning.

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. Acquisition of additional land adjacent to the new school site will facilitate future expansion of the school as expected to be necessary by 2018.

Carolyn Godfrey
Corporate Director

Wiltshire Council

Cabinet (Capital Assets) Committee

22 January 2013

Subject: Additional land required for school provision in Tidworth

Cabinet member: Lionel Grundy OBE

Cabinet Member for Children's Services

Key Decision: Yes

Purpose of Report

1. To ask the Committee to consider the procurement of a primary school at North East Quadrant in Tidworth, including an opportunity to acquire additional land adjacent to the new school to facilitate future expansion.

Background

2. Outline planning permission has been granted for 600 dwellings on North East Quadrant (NEQ) in Tidworth (E/09/1078/OUT). The Section 106 Agreement requires Persimmon Homes to provide a 1.2ha site and a financial contribution of £2,243,396 to enable the creation of 180 primary school places. The Council intends to use the site and contribution to build a new 210 place primary school to open in September 2014, with the financial shortfall of £1,256,604 being met from DFE Basic Need grant funding.
3. As their development will only produce approximately 180 pupils there is no requirement on Persimmon to provide anything beyond a standard 1.2ha site. The DFE recommend a minimum site area of 1.2ha for a 210 place school and 1.8ha for a 420 place school.
4. The birth rate in Tidworth has increased by 23% in the last 5 years. There are currently three schools in the town, Zouch Primary, Clarendon Infants and Clarendon Juniors. In September 2011 we ran out of reception places in Tidworth, therefore a 2 class extension was built at Clarendon Infants which enabled them to take additional pupils in September 2012. A further extension to Clarendon Juniors is due to commence shortly. Even with these additional places and the new 210 place school to be built at NEQ, it is predicted that there will a significant shortfall of places by 2018.

Main Considerations for the Council

5. Under the terms of the Section 106 Agreement the Council is duty bound to provide 180 primary school places on the school site provided at NEQ. A school for 180 pupils would mean 6 classes, which would necessitate mixed year group teaching. The Local Authority prefers to operate 7 or 14 class schools to prevent the need to mix year groups. Therefore a 7 class school is proposed at NEQ with the financial shortfall being met from the 2012/13 DFE Basic Need grant, which is already allocated to DCE in the Capital Programme.
6. This new school is forecast to reach capacity by 2018 due to the impact of the rising birth rate and new families moving into completed housing on NEQ. Various options have been considered to provide the additional school places required. Further expansion of any of the three existing schools has been ruled out following consideration of the site sizes and existing numbers on roll. Another option would be to approach the MOD to investigate whether there is any other land in Tidworth appropriate for the provision of another new school. However this is likely to be expensive option.
7. In order to investigate whether the 1.2ha site provided at NEQ could be sufficient for a school of up to 420 pupils, an architect was appointed to carry out a feasibility study. This showed that even with a tower design, the parking and external play areas would be severely compromised. A tower design would also be unsuitable in such a residential area. The architect devised several other concepts but all showed that additional land would be required beyond the 1.2ha to extend the school to 420 places (14 classes).
8. The architect produced several concepts for the eventual 420 place school, however the preferred design would require a site of at least 1.8ha. The current preferred option would therefore be to acquire additional land adjacent to the new school site on NEQ from Persimmon Homes. The total additional land required would be 0.6ha. This option would be considerably more economical than constructing another new primary school elsewhere in the town in the longer term to provide the additional required places.
9. The preferred school design, assuming the additional land can be purchased, has been developed to minimise future disruption and ensure that core facilities, such as the hall and kitchen, are provided large enough for 420 pupils from day one. This design requires the additional land to be available to be built on from the outset. In order to open the new school in September 2014, construction will need to commence in June/July 2013, hence the urgency of this paper.

10. Persimmon Homes were first approached about the potential for any additional land for the school in March 2012 and subsequently developed their site plan to leave an area adjacent to the school site free. In the plans attached to the Section 106 Agreement and those submitted for reserved matters, Persimmon have shown the area as required for potential school expansion and suggested that it could form an additional area of housing in the future should it not be required for the school. Initial discussions with Development Services have resulted in general support for the proposal and confirmation that there is nothing in the section 106 agreement or outline planning permission that would prevent the land being used for expansion of the school.
11. Persimmon Homes have suggested that the Council should make them an offer for the site but indicated that they believed it was worth £500,000. Their original masterplan, which has outline planning permission, showed 20 properties on the land in question. Since the preferred school design was selected in November, Property Services have been investigating the land acquisition and have commenced discussions with Persimmon. The latest status of negotiations will be reported verbally at the meeting.

Environmental and climate change considerations

12. An Energy Officer from the Council's Energy Team will become a member of the project team to inform the development of the concept design. As part of the design process there will be a selection and evaluation process to identify the most appropriate technology to deliver the corporate targets of managing down revenue spend and reducing the corporate carbon footprint. Currently there are significant financial drivers related to certain technologies, for example biomass heating, which would generate an income stream throughout the expected life of the plant, reducing or offsetting some of the operating cost of the school. This benefit could be realised while simultaneously reducing the carbon footprint of the facility, promoting sustainability and supporting local fuel production in line with the localism agenda. These potential benefits can be realised cost effectively in the current environment, but the benefit and financial viability will be reduced if the project is delayed and the incentive scheme is restricted or withdrawn.
13. The concept design for new school at NEQ will be developed to achieve a 40% reduction in carbon emissions over building regulation standards, and designed to achieve a BREEAM (Building Research Establishment Assessment Method) rating of 'Very Good'. This sets the standard for minimising carbon impact throughout the design, construction and future use of the building.
14. The scheme will incorporate a rainwater recovery system to reduce water usage and a range of renewable technologies designed to meet approx. 40% of the anticipated energy requirements. Furthermore careful design will ensure that all of the passive elements of natural ventilation and day lighting are fully embraced to create an environmental and sustainable school building and fantastic learning resource.

Equalities Impact of the Proposal

13. The construction of a new school and purchase of the additional land will enable all children who live in Tidworth to be able to attend a local school, promoting cohesive communities. With the rising birth rate and the level of housing proposed in the Core Strategy there is a considerable risk that without expansion, Tidworth children may need to be transported out of the town to other areas with surplus places. As the Draft School Organisation Plan also predicts shortfalls of spaces in Ludgershall, Amesbury, Larkhill, Bulford and Salisbury, the distance that some pupils may have to travel could be significant.

Risk Assessment

13. As identified above there is a risk that without the new school and additional land the Council may be unable to meet its statutory duty to provide sufficient school places as required under the Section 14 of the Education Act 1996. Pupils may have to travel considerable distances to access an available place. At present no other site has been identified within Tidworth to enable expansion of an existing school or provision of another primary school.
14. Another risk inherent in this proposal is that the price demanded by Persimmon is unaffordable to the Council. In the event of this happening, the Council is not obliged to purchase the land and would instead need to investigate with the MOD other sites within the town which could be suitable for another new primary school.
15. A risk register for the delivery of the primary school will be available throughout the project and will be available upon request.

Financial Implications

16. The preferred concept design has been costed at £3.5m including build, fees, surveys, planning and building regulations, legal fees, furniture, fitting and equipment. The purchase of land is currently estimated at £500,000. These costs will be met by the Section 106 contribution from Persimmon plus DFE Basic Need grant funding. This Basic Need funding is already within the approved Capital Programme funds have already been ringfenced to achieve the 210 place school including an estimate of the likely land acquisition costs and larger core facilities.
17. No funding is currently identified to fund the expansion of the school to 420 places by 2018, which is estimated to cost £1.4m. Further housing developments in Tidworth, including any military housing, would generate additional section 106 contributions which would contribute towards the required funding. The Local Authority also submits an assessment of forecasted shortfalls in school places annually to the DFE in order to obtain the Basic Need grant funding. If the Local Authority can evidence the requirement for additional places that cannot be funded by section 106

alone, it is very likely that the DFE would provide the funding required but this does represent a future risk. A further capital allocation would have to be applied for from the Council or the scope of the scheme reviewed. This same risk applies across the County in many towns where a shortfall of places has been identified through the Draft School Organisation Plan.

Legal Implications

18. Procurement of the building contract will be conducted in accordance with the Council's contract regulations and any relevant legislation.
19. The acquisition of the land would be subject to the normal precontract legal enquiries and due diligence.
20. Schedule 11 of the Education Act 2011 requires that if a local authority in England thinks a new school needs to be established in their area, they must seek proposals for the establishment of an Academy. Procedures for implementation are currently being developed for Changing Schools Board.

Options Considered

21. The options considered are discussed in the main body of the report above.

Conclusions

22. A new primary school is required at NEQ in Tidworth from September 2014 to provide sufficient school places for local children. It is also apparent that there will be a further shortfall of places in the town by 2018 which would be best addressed by extending the new school. To facilitate this expansion the Council needs to acquire additional land adjacent to the new school site.

Carolyn Godfrey
Corporate Director

Report Author: Nick Glass
Head of School Strategic Planning

Date of report: 10/12/12

Background Papers

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

Appendices

None

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Wiltshire Council

Cabinet (Capital Assets) Committee

22 January 2013

Subject: Proposal for the Community Asset Transfer of Trowbridge Town Hall

Cabinet member: Councillor Toby Sturgis - Waste, Property, Environment and Development Control Services

Key Decision: No

Purpose of Report

1. The purpose of this report is to provide an update on developing plans by the recently formed Trowbridge Town Hall Trust for the transfer of the Trowbridge Town Hall to them under the Council's Community Asset Transfer policy.

Background

2. Trowbridge Town Hall is now vacant, with the Coroner's Service having commenced operation from its new location at 26 Endless Street in Salisbury.
3. The Trowbridge Town Hall Trust expressed their interest in seeking a Community Asset Transfer of the building following a request for interest at the Trowbridge Area Board meeting in July 2011.
4. Cabinet (Capital Assets) Committee considered a report in March 2012, and resolved to approve investigation of potential funding opportunities by the group, and receive a report at a later date demonstrating progress towards the objectives set out.

Main Considerations for the Council

5. A report from the Trowbridge Town Hall Trust is included in Appendix A, which summarises the main achievements of the group to date, as well as their strategic approach to achieving their objectives
6. The group have made good use of support available from the Asset Transfer Unit (an arm of Locality and funded by DCLG), and have networked well with other groups who have successfully promoted similar schemes in other areas. Officers in Property Services have been encouraged by the organisation, commitment and vision of the group, and

are increasingly referring other parties engaging with the transfer process to this project as an example of good practice.

7. Discussions have progressed between the Council and the Town Hall Trust, regarding a period between now and the end of 2013 during which they intend to test the viability of some of their concepts, through extending the use of the building without the need for significant investment. Property Services are working with the Trust to put in place an agreement that will formalise an ongoing use of the building for events and activities in line with their stated objectives.
8. The terms of this arrangement will include provision for a service charge, which will require the Trust to generate some income. However, this service charge is designed to ensure that the Council's financial liability remains approximately in line with the cost of maintaining the building in a vacant condition for the same period of time. This has the added benefit of clarifying responsibilities for the building, providing an ongoing deterrent to vandalism and reducing the Council's facilities management responsibilities.
9. During the period of this arrangement, the Council would remain responsible for the structure and fabric of the building, but the Trust would be obliged to maintain the internal fabric of the building in no worse condition than it currently is. Some works may be carried out as deemed appropriate, but this will be by prior agreement by Property Services, and at all times subject to listed building consent requirements.
10. At the end of this initial period at the end of 2013, if a complete transfer of the property cannot be concluded, the Council would expect the group to take on a full repairing and insuring lease for the building, or declare an end to their interest to enable the Council to progress with a disposal of the property, or to cover all of its financial liabilities for the building. Work on that next possible stage of tenure, will progress in parallel with the Trust's feasibility study process, but it is proposed this be the subject of a further report to the committee nearing the end of 2013, if members wish.

Environmental and climate change considerations

11. Any development of the Town Hall will be expected to demonstrate key improvements in the energy efficiency of the building, and therefore to reduce its CO₂ emissions. This is likely to be a requirement of any funding body, but the Group have also confirmed their commitment to fully exploring opportunities through their proposals, which in themselves will reduce the revenue burden of the building in the long term.
12. An eventual transfer of the building will include the transfer of responsibility for energy and heating, and this will therefore reduce the council's own emissions responsibility under the CRC scheme.

Equalities Impact of the Proposal

13. Likewise, any development subsequent to a transfer will be expected to demonstrate key improvements in the equality of access to the functions undertaken in the building. The Council will expect to see a demonstration of how these issues are addressed in any eventual scheme prior to commitment to the transfer.

Risk Assessment

13. Key risks:
 - Financial impact of maintaining the building in a vacant state – eg. heating, security.
 - Ongoing maintenance risk related to keeping the building whilst vacant – eg. deterioration of external fabric.
 - Failure of the Group to achieve their funding ambition – deferring commencement of a sale on the open market.
 - Development of alternative community facilities elsewhere in the town undermining the Town Hall objectives.

Financial Implications

14. The annual costs of maintaining the Town Hall as a vacant building are considered to be in the order of £40,000-60,000. These costs would be bourn if the property were placed on the open market, whilst suitable purchasers were secured, and provision is made in the 2013/14 property revenue budget.
15. In the absence of a special purchaser, the market value of the property is considered by Strategic Property Services to be below £250,000. Early soft market testing over the past year or so has indicated a severely depressed market for this type of property. It is expected that a significant marketing period would be required, with no guarantees as to the robustness of proposals for its future use. Any sale would have to be made in accordance with English Heritage's guidance on the sale of heritage assets, which seeks to provide assurances of responsibility of purchasers.

Legal Implications

16. Legal Services are advising on the format of the legal agreement, and will continue to be engaged as further property matters are considered.

Options Considered

17. None

Conclusion

18. The Trowbridge Town Hall Trust are continuing to make good progress towards providing the building with a sustainable future. Members are asked to note the progress made to date and continue their support of the group and their scheme.

Dr Carlton Brand
Corporate Director

Report Author:

Neil Ward
Head of Strategic Property Services

10 January 2013

Background Papers
None

Appendices

Appendix A – Trowbridge Town Hall Group – Update Report

Trowbridge Town Hall Trust

Progress Report to Cabinet Asset Committee

January 2013

Progress since previous report:

Since the previous report in March 2012 we have:

- Established a limited company – Trowbridge Town Hall Trust Limited – as a vehicle to progress the asset transfer and develop the project. A board of 8 directors was appointed in May 2012.
- Applied for charitable status and VAT registration
- Engaged with numerous potential stakeholders and partners including (amongst others)
 - Collaborative Schools
 - Pound Arts Trust and Rural Touring
 - Encore – the catering arm of Salisbury Playhouse
 - Selwood Housing
 - English National Ballet
 - Wiltshire Rural Music School
 - Arts Council England
- Undertaken peer visits to:
 - Merthyr Tydfil Town Hall – currently being transformed into a centre for the arts and creative industries
 - Salisbury Arts Centre
 - Battersea Arts Centre
 - Hebden Bridge Town Hall
- Given presentations of the scheme to:
 - Local area board
 - Friends of the Trowbridge Information Centre
 - Youth action group
 - BA14 Culture
 - Community Arts Training
- Commissioned a Concept Proposal for the building from Nash Partnership, architects and urban regeneration consultants. This was published in June.
- Provided input to the Transforming Trowbridge report by Arup and consultations for the proposed Campus
- Held six public open days, which attracted over 1,500 visitors and allowed the opportunity for significant community engagement. Feedback on our concept proposals has been very close to 100% positive.
- Secured and used six consultancy days through the Asset Transfer Unit, including 1 day with Glasshouse who specialize in community engagement in design; and two consultancy days through Locality.
- Established a 'friends' group numbering over 100 members
- Established a web site (trowbridgetownhall.org)
- Held a 'community clear up day' to clear the Supper Room and carry out interior cleaning
- Hosted a weekly youth theatre programme in partnership with Salisbury Playhouse

Trowbridge Town Hall Trust

- Hosted a professional theatrical production – Country Boy’s Tale – and the premiere of the film ‘Agog’ by local film maker Meg Mosley as part of the Inaugural Trowbridge Arts Festival (both to capacity audiences)
- We continue to work hand-in-hand with Locality and have now made contact with the Architectural Heritage Fund

Strategy

Our intentions at this stage are to take a phased approach to development of the project, starting with the early use phase described above and undertaking staged capital works as we go. This is considered to be a lower risk approach than a ‘big bang’ large capital project as it will allow us the opportunity to test markets, build confidence in funders by demonstrating a track record of success and adapt our business model as necessary as we go. It will also mean we can make smaller funding applications, which tend to stand a greater chance of success.

The concept report prepared by Nash Partnership is based on the flexible use of space in the building in order that we can operate a venue/ facility that can host different events at different times in a single space. We intend to operate throughout the day and evening in order to maximize usage of the building and optimize the capacity for revenue generation to support the provision of arts and community activities.

Next steps

Our immediate priorities are:

1. To secure funding through Locality to develop our Concept Proposal into a feasibility study. Up to £100,000 funding is available and we are currently preparing our application which includes securing consultant quotations and preparing an outline business plan. The feasibility process will include a more intensive round of stakeholder engagement and result in a full business plan and capital funding plan. We will then be in a position to make bids for capital funding.
2. To build on the ad-hoc events we have organized in the building and begin to develop regular usage by community groups, arts providers and the public and develop streams of revenue. This ‘early use phase’ will enable us to develop the business in an organic way, making use of the building and generating income without significant capital works in the short term and provide empirical evidence for our business planning process. We are planning to engage a ‘facility manager’ (to be funded partly through the Locality feasibility funding, and partly through revenue generation) to bring activity and business into the building. We have begun negotiations with officers to set up a ‘Tenancy at Will’ to enable us to take more control over the building. Within this ‘early phase’ we can envisage the following being delivered through the building:
 - Continued regular youth theatre and other regular participation

Trowbridge Town Hall Trust

- The offer of some level of catering
- The presentation of performances
- Hosting of meetings and events as is practicable
- Exhibitions
- Office space rental
- Hosting regional and local arts organisations such as Trowbridge arts and creative ecology Wiltshire

Capital Funding

We have already approached Arts Council England and the Heritage Lottery Fund, who are considered likely to be key funders for the project. Both have given valuable feedback on our approach to making our applications. Arts Council England have indicated their support for a project development grant that will allow our main capital funding application to be as strong as possible.

We have met with Julian head of Wiltshire Council to explore the opportunities for European funding and the potential of rural growth network funding from DEFRA.

We will also investigate the potential of Community Shares Issues, Co-operative initiatives, Community Development Funds and low cost loans from organisations such as the Charity Bank.

We are currently intending to work with a consultant employed on the Merthyr Tydfil Town Hall project who successfully secured £8m of capital funding.

It is noteworthy that our ambitious plans for the development of the town hall development played a key part in securing £90,000 of project funding from Arts Council England – awarded in December 2012 – which, along with match funding from Wiltshire Council, Trowbridge Town Council and TCAF will provide over £120,000 of investment in the delivery of professional arts across the Trowbridge community area over the next two years.

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