

Public Document Pack



Committee: Budget Planning Committee
Date: Tuesday 29 November 2016
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Nicholas Mawer (Chairman)	Councillor Douglas Webb (Vice-Chairman)
Councillor David Anderson	Councillor Ken Atack
Councillor Hugo Brown	Councillor Ian Corkin
Councillor Carmen Griffiths	Councillor Alan MacKenzie-Wintle
Councillor Andrew McHugh	Councillor Barry Richards
Councillor Tom Wallis	Councillor Sean Woodcock

AGENDA

1. Apologies for Absence and Notification of Substitute Members

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

4. Minutes (Pages 1 - 6)

To confirm as a correct record the minutes of the meeting held on 1 November 2016.

5. Chairman's Announcements

To receive communications from the Chairman.

6. Solihull Partnership

To receive a verbal update from the Solihull Partnership and the Head of Regeneration and Housing.

7. Fees and Charges 2017/18 - Update (Pages 7 - 20)

Report of the Chief Finance Officer.

Purpose of report

To provide members of the Budget Planning Committee with an update on the Council's proposed fees and charges for 2017/18

Recommendations

1.1 The meeting is recommended to note the contents of the report.

8. Review of Capital 2016/17 & Capital Bids 2017/18 (Pages 21 - 76)

Report of Head of Finance and Procurement

Purpose of report

To review the current expenditure for projects in 2016/17 and the capital bids for 2017/18.

Recommendations

The meeting is recommended:

1.1 To note the contents of the report relating to 2016/17 expenditure.

1.2 To recommend capital bids and the proposed capital programme for approval by Executive Committee as part of the budget for 2017/18.

9. Review of Committee Work Plan (Pages 77 - 78)

To review the Committee Work Plan.

10. Exclusion of Press and Public

The following report contains exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

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

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider it in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

11. Medium Term Revenue Plan - 2017/18 to 2021/22 (Pages 79 - 86)

Exempt report of Chief Finance Officer

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwellandsouthnorthants.gov.uk or 01295 221591 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Lesley Farrell / Joel Bliss, Democratic and Elections
lesley.farrell@cherwellandsouthnorthants.gov.uk, 01295 221591

Sue Smith
Chief Executive

Published on Monday 21 November 2016

Agenda Item 4

Cherwell District Council

Budget Planning Committee

Minutes of a meeting of the Budget Planning Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 1 November 2016 at 6.30 pm

Present: Councillor Nicholas Mawer (Chairman)
Councillor Douglas Webb (Vice-Chairman)

Councillor David Anderson
Councillor Ken Attack
Councillor Ian Corkin
Councillor Alan MacKenzie-Wintle
Councillor Andrew McHugh
Councillor Barry Richards
Councillor Tom Wallis
Councillor Sean Woodcock

Substitute Members: Councillor Sean Gaul (In place of Councillor Hugo Brown)

Also Present:: Councillor George Reynolds, Deputy Leader of the Council (Agenda items 6 and 7)

Apologies for absence: Councillor Hugo Brown
Councillor Carmen Griffiths

Officers: Paul Sutton, Chief Finance Officer / Section 151 Officer
George Hill, Corporate Finance Manager
Belinda Green, Joint Revenues and Benefits Manager
Geni Hotchkiss, Business Support Unit Manager
Richard Stirling, Corporate Procurement Manager
Mandy Emery, Joint Benefits Team Leader
Lesley Farrell, Democratic and Elections Officer
Joel Bliss, Assistant Democratic and Elections Officer

40 **Declarations of Interest**

There were no declarations of interest.

41 **Urgent Business**

There was no urgent business.

42 **Minutes**

The minutes of the meeting of the Committee held on 27 September 2016 were agreed a correct record and signed by the Chairman.

43 **Chairman's Announcements**

There were no Chairman's Announcements.

44 **Review of Procurement Strategy Progress**

The Chief Finance Officer submitted a report on the Council's Procurement Strategy progress which informed the Committee of the Procurement Team's progress in their implementation of the Council's procurement strategy for 2016-2017.

In considering the report Members commented that the figures given in the report were speculative because the savings revolved around hypothetical costs, which was misleading such as the figure presented for the Woodgreen Leisure Centre management project: an eighteen year saving was presented as a Quarter 2 saving. Members agreed that due to the nature of procurement, the reports did not need to revolve primarily around savings made, but around the quality of service provided.

Resolved

- (1) That the progress made in implementing the Council's Procurement Strategy during Q2 2016-17 be noted.

45 **Quarter 2 2016-17 - Revenue and Capital Budget Monitoring Report**

The Chief Finance Officer presented a report on the Council's Quarter 2 2016-17 Revenue and Capital Budget Monitoring.

In introducing the report, the Chief Finance Officer explained that Agency staff accounted for a significant overspend in Housing due to issues recruiting permanent staff. This figure would be mitigated by Quarter 3 if possible.

The Committee was advised that a review of each service would be carried out examining the quantities of capital sitting in reserve.

Resolved

- (1) That the projected revenue and capital position at the end of September 2016 be noted.
- (2) That the use and position of reserves at the end of September 2016 be noted.
- (3) That the position on Capital at the end of September 2016 be noted.

46 **Business Rates Monitoring 2016-2017**

The Head of Strategic Planning and the Economy submitted a report which provided an update on the business rates position as at the end of Quarter 2 of the 2016-2017 financial year.

In introducing the report, the Business Support Unit Manager explained that whilst the report showed a significant reduction in rateable value for Quarter 2, the primary cause of the deficit would be accounted for when the new Tesco building was added to the Rating List and backdated to the date of its entry in the Rating List. The Committee was advised by the Business Support Unit Manager that the council had no influence on the time the Valuation Office Agency took to assess properties, though the addition of the Tesco building was expected for Quarter 3.

The Business Support Unit Manager advised the Committee that there was now an interface with the planning department and new properties subject to council tax/business rate were being picked up. The Business Support Unit is now also consulted in certain planning applications.

In 2017 Business Rates would be reviewed by statute which would reset the rateable values. It was anticipated that there would be an overall increase in Business Rates as a result of the review; however, some of the gains would be mitigated by a central Transitional Relief Scheme to lessen the impact on ratepayers.

Resolved

(1) That the report be noted.

47 **Council Tax Reduction Scheme 2017-2018**

The Chief Finance Officer presented a report provided members with an update on the consultation process that had taken place on the proposals for the Council Tax Reduction Scheme (CTRS) 2017-2018.

In considering the report, Members commented on the low response rate (54 responses received out of 750 targeted households 7.2%) and that it was difficult to base a policy on such a low return rate and small cross-section of the community. The Chief Finance Officer explained that while the return rate was low, that could be put down to the fact that the survey's main objective was one of confirmation rather than the offering of new ideas, so there was little incentive to respond.

The Committee agreed to recommend to Executive to agree that there be no change from the current Council Tax Reduction scheme in 2017-2018.

Resolved

(1) That the report and the financial implications of the Council Tax Reduction Scheme for 2017-2018 be noted.

- (2) That the Executive be recommended to approve the Council Tax Reduction Scheme for 2017-2018 as part of the budget setting process.

48 **Review of Committee Work Plan**

The Committee Work Plan 2016-17 was reviewed and adjusted to reflect the priorities of the Committee.

Members requested that the Solihull Partnership be invited to the Committee's next meeting to discuss progress and that 'Discounts and Exemptions Review' be removed from the agenda of the next meeting.

Resolved

- (1) That the Solihull Partnership be invited to the next meeting of the Budget Planning Committee.
- (2) That the item, 'Discounts and Exemptions Review' be removed from the next meeting of the Committee.
- (3) That subject to resolutions (1) and (2) above, the contents of the Committee Work Plan be noted.

49 **Exclusion of Press and Public**

Resolved

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

50 **Medium Term Revenue Plan - 2017/18 to 2021/22**

The Chief Finance Officer submitted an exempt report on the Council's Medium Term Revenue Plan for 2017-18.

In response to Members' questions, the Chief Finance Officer explained that confirmation had not yet been received of the New Housing Bonus scheme.

Resolved

- (1) That the report be noted.

The meeting ended at 8.25 pm

Chairman:

Date:

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Cherwell District Council

Budget Planning Committee

29 November 2016

Fees and Charges 2017/18 - Update
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Report of the Chief Finance Officer

This report is public

Purpose of report

To provide members of the Budget Planning Committee with an update on the Council's proposed fees and charges for 2017/18

1.0 Recommendations

The meeting is recommended:

- 1.1 To note the contents of the report.

2.0 Introduction

- 2.1 This Committee has the responsibility of recommending a budget for consideration to Executive and fees and charges are a fundamental part of the process to develop the budget each year.
- 2.2 The purpose of this report is to provide the latest position on fees and charges, but it should be noted that this process is not yet completed and work is continuing on fees and charges. A further report showing the final position will be included with the final budget proposals.

3.0 Fees and Charges 2016/17

- 3.1 The current proposed fees and charges for 2017/18 are attached as appendix 1.
- 3.2 Although fees and charges produce significant income for the Council, there are factors that influence the Council's ability to set fees and charges: Some are set by statute, others are set to break-even and some are outsourced to third parties.
- 3.3 This leaves the Council with fewer discretionary fees and charges to set, and this, in turn, reduces the impact on the overall budget.

Statutory fees and charges

Certain fees and charges are set by Government, and are outside the Council's control, for example planning application fees, and others, such as fees and charges related to gambling are subject to review by the Gambling Commission and the Department for Culture, Media and Sport.

Requirement to break-even

These are fees and charges which are set under regulations that place a requirement to break-even on the Council, for example building control fees and licensing. In these cases the charges are reviewed following completion of the expenditure budget so that a full assessment of break-even can be undertaken.

Fees and charges retained by third parties

The agreements that the Council has for leisure management include provisions to allow the management company to retain the income collected. In this case increases in fees and charges are linked to RPI in January each year.

Discretionary fees and charges

These are the fees and charges which the Council is free to set without restriction from legislation or regulation. Of the total income from fees and charges shown on the attached sheets, which exclude statutory charges, totalling £800,000, approximately half is discretionary. This is made up largely of sports and leisure and waste fees and charges.

4.0 Conclusion and Reasons for Recommendations

4.1 Members are requested to note the content of this report.

5.0 Consultation

There is a requirement to consult on the draft budget and this consultation will take place as part of the budget setting process.

6.0 Alternative Options and Reasons for Rejection

6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To not note the report but members will not be aware of the proposed fees and charges for 2017/18 if they choose to take this option.

7.0 Implications

Financial and Resource Implications

- 7.1 The financial implications stemming from this report are shown in appendix 1.

Comments checked by:
George Hill, Corporate Finance Manager
george.hill@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 The Council has to set a balanced budget each year and fees and charges are part of this process this report provides the updated position to enable the Council to meet this requirement.

Comments checked by:
Kevin Lane, Head of Law and Governance
kevin.lane@cherwellandsouthnorthants.gov.uk

Risk Management

- 7.3 There are no specific risk management implications of this report.

Comments checked by:
Ed Bailey, Corporate Performance Manager, 01295 221605
edward.bailey@cherwellandsouthnorthants.gov.uk

Equality and Diversity

- 7.4 Impact assessments were carried out in advance of setting the 2015-16 budget.

Comments checked by:
Caroline French, Corporate Policy Officer, 01295 221586
caroline.french@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: Not applicable

Community Impact Threshold Met: Not applicable

Wards Affected All

Links to Corporate Plan and Policy Framework

This links to the Council's priority of Sound Budgets and a Customer Focussed Council.

Lead Councillor

Councillor Ken Atack, Lead Member for Financial Management.

Document Information

Appendix No	Title
Appendix 1	Proposed fees and Charges for 2017/18
Background Papers	
None	
Report Author	Paul Sutton (Head of Finance and Procurement)
Contact Information	0300 003 0106 paul.sutton@cherwellandsouthnorthants.gov.uk

Public Protection, Environmental Health and Licensing

Discretionary Fees and Charges	Fees 2016/17 (exclu VAT)	Proposed Fee 2017/18 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Public Protection and Environmental Health							
(i) Animal Boarding Establishment Licence	£98.00	£98.00		£0.00	0.0%		
(ii) Pet Shop Licence	£93.00	£93.00		£0.00	0.0%		
(iii) Riding Establishment Licence	£109.00	£109.00		£0.00	0.0%		plus Vets Fees
(iv) Dog Breeding Establishment Licence	£87.00	£87.00		£0.00	0.0%		
(v) Skin Piercing (a) Registration Fee	£78.00	£78.00		£0.00	0.0%		One off registration
(vi) Skin Piercing (b) Registration of Premises	£138.00	£138.00		£0.00	0.0%		One off registration
(vii) Dangerous Wild Animals Licence	£174.00	£174.00		£0.00	0.0%		plus Vets Fees (Subsequent visits and investigations recharged at actual cost plus 10% administration charge)
(viii) Zoo Licence	£565.00	£565.00		£0.00	0.0%		4 year initial 6 year for subsequent renewal
Variation of scrap metal dealers license type Collector - Dealer	£200.00	£200.00		£0.00	0.0%		
Variation of scrap metal dealers license - Admin, change of name or replacement	£100.00	£100.00		£0.00	0.0%		
Scrap metal dealers site	£455.00	£455.00	£110,000	£0.00	0.0%		
Scrap metal collectors license	£270.00	£270.00		£0.00	0.0%		
Investigation of high hedges complaint	£400.00	£400.00		£0.00	0.0%		
Food Export/Hygiene Certificates	£33.00	£33.00		£0.00	0.0%		
Food Surrender Certificates	£116.00	£116.00		£0.00	0.0%		
Copies of Food Premises Register (a) Single Entry	£3.50	£3.50		£0.00	0.0%		
Copies of Food Premises Register (b) Full Register	£300.00	£300.00		£0.00	0.0%		
Factual Statements for Civil Proceedings	£145.00	£145.00		£0.00	0.0%		
Reports provided under the Environmental Information Regulations	£145.00	£145.00		£0.00	0.0%		
Water Sampling Fees:							Requirement to break-even on licensing fees
Lab Fees	£80.00	£80.00		£0.00	0.0%		
Regulation 10	£105.00	£105.00		£0.00	0.0%		
Pools	£30.00	£30.00		£0.00	0.0%		
Courier and Admin charges	£30.00	£30.00		£0.00	0.0%		
Licensing							
Street Trading consent charges are as follows:-							
12 month period	£3,120.00	£3,120.00		£0.00	0.0%		
6 month period	£2,185.00	£2,185.00		£0.00	0.0%		
3 month period	£1,405.00	£1,405.00		£0.00	0.0%		
1 month period	£940.00	£940.00	£60,000	£0.00	0.0%		Minimum Fee
Sites No 1 to 3 in Banbury – £115 per day or minimum fee as above (whichever is lowest).	£115.00	£115.00		£0.00	0.0%		Note – last increase was 09/10 and traders experienced a 32.8% increase
Table and Chairs consent charges are as follows:-							
12 month period	£15.20	£15.20		£0.00	0.0%		Per chair, up to a maximum charge of £141 per year
Market consent charges are as follows:-							
Price per ft frontage Fridays	£1.03	£1.03		£0.00	0.0%		
Price per ft frontage Saturdays	£1.03	£1.03	£32,000	£0.00	0.0%		Note – previous decision to level out Friday and Saturday charging has yet to be implemented pending Kidlington market review and associated changes (due to potential increase in area used).
Gambling Act 2005 – Maximum Charges are set by legislation.	Various	Various	£15,000	£0.00			Note – Fees have been set taking into account all possible maximum costs that could be associated with any application. Therefore it is likely that RPI would be our only option for increase unless there are any specific increases above RPI to costs. Any increase in fees must be forwarded to Gambling Commission and Department for Culture Media & Sports for review and scrutiny so any increases must be defensible.
Private Hire and Hackney Carriage DRIVER Fees and Charges							
Grant of licence	£185.00	£185.00		£0.00	0.0%		3 years includes CRB, Medical checks, 2 attempts at knowledge test, a training course and DVLA check
Grant of short term licence	£60.00	£60.00		£0.00	0.0%		3 months – should the applicant extend to a 3 year licence £40.00 of this fee will be credited against the new licence
Renewal of existing licence	£170.00	£170.00		£0.00	0.0%		3 years - includes CRB, DVLA check and Medical check
DBS (was CRB) check and DVLA check	£49.00	£49.00	£70,000	£0.00	0.0%		If has to be undertaken at any time other than grant or renewal of licence; represents the cost to the council
Medical approval	£20.00	£20.00		£0.00	0.0%		If has to be undertaken at any time other than grant or renewal of licence
Knowledge Test	£25.00	£25.00		£0.00	0.0%		If has to be undertaken at any time other than grant or renewal of licence
Re take of Knowledge test	£25.00	£25.00		£0.00	0.0%		For each attempt at knowledge test following 2 attempts allowed in respect of initial Grant of licence fee
Disability Awareness Training	£65.00	£65.00		£0.00	0.0%		If a booked training session is not attended and no notice is given
Cost of badge/ replacement badge	£25.00	£25.00		£0.00	0.0%		All occasions

Discretionary Fees and Charges	Fees 2016/17 (exclu VAT)	Proposed Fee 2017/18 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Hackney Carriage VEHICLE Fees and Charges							
Grant of licence	£350.00	£350.00		£0.00	0.0%		Includes inspection, plate and bracket
Renewal of existing licence (vehicles less than 7 years old)	£225.00	£225.00		£0.00	0.0%		Includes inspection and plate
Replacement licence plate	£15.00	£15.00		£0.00	0.0%		
Replacement bracket	£15.00	£15.00		£0.00	0.0%		
			£7,000				
Re inspection/missed appointment fee	£25.00	£25.00		£0.00	0.0%	Requirement to break-even on licensing fees	Payable when HC inspector has to re inspect a failed vehicle or where there has been a failure to attend appointment
Change of vehicle only	£110.00	£110.00		£0.00	0.0%		Includes inspection and plate
Transfer of licensee only	£55.00	£55.00		£0.00	0.0%		
Change of vehicle and licensee	£135.00	£135.00		£0.00	0.0%		Includes inspection and plate
Private Hire VEHICLE Fees and Charges							
Grant of new licence	£240.00	£240.00		£0.00	0.0%		Includes inspection, plate and bracket
Renewal of licence	£210.00	£210.00		£0.00	0.0%		Includes inspection and plate
Renewal of licence for vehicle 7 years old or over	£245.00	£245.00		£0.00	0.0%		Includes inspection, plate and bracket
Plate or bracket replacement	£15.00	£15.00		£0.00	0.0%		
			£55,000				
Re inspection/missed appointment fee	£25.00	£25.00		£0.00	0.0%		Payable when HC inspector has to re inspect a failed vehicle or where there has been a failure to attend appointment
Change of vehicle only	£100.00	£100.00		£0.00	0.0%		Includes inspection + plate
Transfer of licensee only	£55.00	£55.00		£0.00	0.0%		
Change of vehicle and licensee	£125.00	£125.00		£0.00	0.0%		Includes inspection + plate
Private Hire OPERATOR Fees and Charges							
Operator – first application	£120.00	£120.00		£0.00	0.0%		
Operator – renewal fee and for one vehicle only	£85.00	£85.00		£0.00	0.0%		
For each additional vehicle	£20.00	£20.00		£0.00	0.0%		
Missed appointment fee	£25.00	£25.00		£0.00	0.0%		
			£10,000				
General Fees and Charges							
Bus departure charges	£0.55	£0.55		£0.000	0.0%		
Copy of any other documents	£0.00	£0.00		£0.00			per side plus £15 admin charge
Copy of current licence	£0.00	£0.00		£0.00			
Missed appointments & missed knowledge tests.	£0.00	£0.00		£0.00			

Environmental Services

Discretionary Fees and Charges	Fees 2016/17 (exclu VAT)	Proposed Fee 2017/18 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Removal of Abandoned Vehicle	£27.00	£27.00	£100.00	£0.00	0.0%	£0.00	
New : Special Collections - Clearout (Garden waste or waste package)	£48.00	£48.00	£80,000.00	£0.00	0.0%		Price not to increase, increase amount of collections in 2016/17
New : Special Collections - Any (3 Items Collected)	£16.00	£16.00		£0.00	0.0%	£0.00	
Blue & Brown Wheeled Bins - Purchased over the phone	£18.00	£18.00	£150,000.00	£0.00	0.0%	£7,500.00	Price to remain the same as service not yet rolled out
Blue & Brown Wheeled Bins - Purchased online & Collected From the Depot	£15.00	£15.00		£0.00	0.0%		
Bundles of 25 Trade Waste Sacks & 25 Envelopes of Labels	£47.50	£50.00		£2.50	5.3%		
Bundles of 25 Trade Recycling Sacks & Reel of Recycling Tape	£29.50	£29.50		£0.00	0.0%		
Commercial Refuse Collection (Weekly collection - 52 weeks)							
240L Wheeled Bin	£309.40	£325.75		£16.35	5.3%		
360L Wheeled Bin	£413.40	£435.00		£21.60	5.2%		
660L Wheeled Bin	£621.40	£654.00		£32.60	5.2%		
1100L Wheeled Bin	£881.40	£928.00		£46.60	5.3%		
Commercial Recycling Collections (Weekly collection - 52 weeks)							
240L Wheeled Bin	£153.40	£153.40		£0.00	0.0%		
360L Wheeled Bin	£205.40	£205.40		£0.00	0.0%		
660L Wheeled Bin	£309.40	£309.40		£0.00	0.0%		
1100L Wheeled Bin	£465.40	£465.40		£0.00	0.0%		
Schedule II Collections							
240L Wheeled Bin Package	£104.00	£104.00	£0.00	0.0%			
360L Wheeled Bin Package	£156.00	£156.00	£0.00	0.0%			
660L Wheeled Bin Package	£260.00	£260.00	£0.00	0.0%			
1100L Wheeled Bin Package	£364.00	£364.00	£0.00	0.0%			
Trade Glass Collection (set of 3 bells)	£60.00	£60.00	£1,000.00	£0.00	0.0%	£0.00	
Bundles of 25 Biodegradable Garden Waste Sacks	£10.00	£10.00		£0.00	0.0%	£0.00	Price to remain the same due to stock levels of sacks
Roll of 40 Compostable Liners	£2.50	£2.50		£0.00	0.0%	£0.00	
Environmental Protection							
Rats & Mice, Per consultation - 3 visits (free of charge to residents who are 60 years of age and over)	£25.00	£26.00	£16,000.00	£1.00	4.0%	£640.00	Service currently under review
Fleas, bedbugs, cockroaches ants, carpet beetles, and other household insects	£45.00	£47.00		£2.00	4.4%		
Wasps Nests	£37.50	£39.00		£1.50	4.0%		
Fine for stray dogs during office hours	£60.00	£60.00	£8,000.00	£0.00	0.0%	£960.00	Based on recovering costs incurred from Kennels
Fine for stray dogs outside office hours	£115.00	£115.00		£0.00	0.0%		
Copies of Authorised Processes Register				£0.00			now available online
* Single Entry				£0.00			now available online
* Full Register							
Contaminated Land reports	£76.00			-£76.00	-100.0%		
Dog bin emptying charge	£1.35	£1.40	£40,000.00	£0.05	3.7%	£1,481.00	

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Leisure Centres

NORTH OXFORDSHIRE ACADEMY ATP BANBURY

Discretionary Fees and Charges	Fees 2016/17 (exclu VAT)	Proposed Fee 2017/18 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Likely Impact 2017/18	Notes
60 Minutes Hire							
Senior Match	£71.00	£71.00		£0.00	0.0%		
Junior Match	£35.45	£35.45		£0.00	0.0%		
Senior Match Block Booking*	£59.20	£59.20		£0.00	0.0%		
Junior Match Block Booking*	£29.55	£29.55		£0.00	0.0%		
Senior Training Whole Pitch	£51.30	£51.30		£0.00	0.0%		
Senior Training Half Pitch	£31.85	£31.85		£0.00	0.0%		
Senior Training Whole Pitch Block Booking*	£42.80	£42.80		£0.00	0.0%		
Senior Training Half Pitch Block Booking*	£26.55	£26.55		£0.00	0.0%		
Junior Training Whole Pitch	£27.55	£27.55		£0.00	0.0%		
Junior Training Half Pitch	£16.00	£16.00		£0.00	0.0%		
Junior Training Whole Pitch Block Booking*	£22.90	£22.90		£0.00	0.0%		
Junior Training Half Pitch Block Booking*	£13.35	£13.35		£0.00	0.0%		
90 Minutes Hire			£29,000			£400	
Senior Match	£106.50	£106.50		£0.00	0.0%		
Junior Match	£53.25	£53.25		£0.00	0.0%		
Senior Match Block Booking*	£88.75	£88.75		£0.00	0.0%		
Junior Match Block Booking*	£44.40	£44.40		£0.00	0.0%		
Senior Training Whole Pitch	£76.95	£76.95		£0.00	0.0%		
Senior Training Half Pitch	£47.45	£47.45		£0.00	0.0%		
Senior Training Whole Pitch Block Booking*	£64.15	£64.15		£0.00	0.0%		
Senior Training Half Pitch Block Booking*	£39.55	£39.55		£0.00	0.0%		
Junior Training Whole Pitch	£41.10	£41.10		£0.00	0.0%		
Junior Training Half Pitch	£23.80	£23.80		£0.00	0.0%		
Junior Training Whole Pitch Block Booking*	£34.25	£34.25		£0.00	0.0%		
Junior Training Half Pitch Block Booking*	£19.85	£19.85		£0.00	0.0%		

Fees will be increased in line with inflation based on January inflation figure, and agreed with the Portfolio Holder.

NORTH OXFORDSHIRE ATHLETICS TRACK BANBURY

Discretionary Fees and Charges	Fees 2016/17 (exclu VAT)	Proposed Fee 2017/18 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Likely Impact 2017/18	Notes
Fixtures							
Non Cherwell Based Clubs	£55.70	£55.70		£0.00	0.0%		
Non Cherwell Based Clubs – Block Booking*	£46.40	£46.40		£0.00	0.0%		
Cherwell Clubs – Seniors	£42.55	£42.55		£0.00	0.0%		
Cherwell Clubs – Seniors Block Booking*	£35.45	£35.45		£0.00	0.0%		
Cherwell Clubs – Juniors	£33.65	£33.65		£0.00	0.0%		
Cherwell Clubs – Juniors Block Booking*	£28.00	£28.00		£0.00	0.0%		
Casual Hirers (Mondays and Wednesdays Only)							
Seniors	£2.55	£2.55		£0.00	0.0%		
Seniors Block Booking*	£2.15	£2.15		£0.00	0.0%		
Juniors	£1.40	£1.40	£8,000	£0.00	0.0%	£100	
Juniors Block Booking*	£1.20	£1.20		£0.00	0.0%		
Training Rate							
Seniors	£44.25	£44.25		£0.00	0.0%		
Seniors Block Booking*	£36.85	£36.85		£0.00	0.0%		
Juniors	£22.80	£22.80		£0.00	0.0%		
Juniors Block Booking*	£19.00	£19.00		£0.00	0.0%		
Pavilion/Changing/Club Room Hire							
Pavilion/Changing/Club Room Hire	£17.90	£17.90		£0.00	0.0%		
Pavilion/Changing/Club Room Hire – Block Booking*	£14.90	£14.90		£0.00	0.0%		

Fees will be increased in line with inflation based on January inflation figure, and agreed with the Portfolio Holder.

Public Liability Insurance re-charge charged at 10% of total hire fee.

* Block bookings of 10 sessions or more are exempt from VAT

Woodgreen Leisure Centre

Discretionary Fees and Charges	Fee 15-16 (exclu VAT)	Proposed Fee 16-17 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Bowling*							
Member Rink peak (2 hours)	£3.17	£3.25		£0.08	2.5%		
Public Play	£2.76	£2.83		£0.07	2.5%		
Link Play (per hour)	£1.43	£1.46		£0.03	2.1%		
Learners (2 hours)	£3.53	£3.61		£0.08	2.3%		
Disabled (per hour)	£1.43	£1.46		£0.03	2.1%		
Membership Adult	£45.57	£46.66		£1.09	2.4%		
Membership Junior	£26.83	£27.47		£0.64	2.4%		
Junior Member peak (2 hours)	£1.64	£1.68		£0.04	2.4%		
Junior Non Member peak (2 hours)	£3.43	£3.51		£0.08	2.3%		
Bowls area Hire							
Hire (e.g. wedding)	£1,587.20	£1,625.29		£38.09	2.4%		
Activities							
Nifty Fifties (10 for 8)	£21.96	£22.49		£0.53	2.4%		
Nifty Fifties	£2.76	£2.83		£0.07	2.5%		
Nifty Fifties (Link)	£1.38	£1.41		£0.03	2.2%		
LBT	£4.71	£4.82		£0.11	2.3%		
LBT (10 for 8)	£37.99	£38.90		£0.91	2.4%		
Room Hire							
Hall Hire – With Bar	£63.49	£65.01		£1.52	2.4%		

Appendix 1(iii)

Hall Hire – Without Bar*	£29.80	£30.52	Retained by operator	£0.72	2.4%	Nil	Fees are set by the Operator and are based on existing fees plus an increase calculated on the average RPI increase over the last 12 months at Jan 17
Meeting Room*	£20.58	£21.07		£0.49	2.4%		
Badminton/Table Tennis							
Badminton	£8.81	£9.02		£0.21	2.4%		
Table Tennis	£8.81	£9.02		£0.21	2.4%		
Spectator – Dryside only							
Adult	£1.08	£1.11		£0.03	2.8%		
Junior	£0.82	£0.84		£0.02	2.4%		
Senior Citizen	£0.82	£0.84	£0.02	2.4%			
Swimming							
Adult	£3.99	£4.09	£0.10	2.5%			
Junior	£2.56	£2.62	£0.06	2.3%			
Senior Citizen	£2.56	£2.62	£0.06	2.3%			
Early Bird	£3.99	£4.09	£0.10	2.5%			
Adult Lunchtime	£3.99	£4.09	£0.10	2.5%			
Junior/Senior Lunchtime	£2.56	£2.62	£0.06	2.3%			
Family Ticket (2 adults, up to 3 children)	£12.44	£12.74	£0.30	2.4%			
Pool Hire (per hour)							
Main Pool	£123.39	£126.35	£2.96	2.4%			
Club Hire							
Aquazone	£42.24	£43.25	£1.01	2.4%			
Gala	£154.42	£158.13	£3.71	2.4%			
Party Hire	£154.42	£158.13	£3.71	2.4%			

*Club bookings of 10 sessions or more are subject to VAT Exemption.

Expressions Gym			Retained by operator			Nil	Fees are set by the Operator and are based on existing fees plus an increase calculated on the average RPI increase over the last 12 months at Jan 17
Gym membership monthly direct debit	£21.50	£22.02		£0.52	2.4%		
Corporate Gym membership direct debit	£19.46	£19.93		£0.47	2.4%		
Casual Gym membership	£5.27	£5.40		£0.13	2.5%		
Gym Induction (casual)	£17.92	£18.35		£0.43	2.4%		

COOPER SCHOOL, BICESTER

Discretionary Fees and Charges	Fees 2016/17 (exclu VAT)	Proposed Fee 2017/18 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Sports Hall Hire – 55 Minutes							
Senior	£47.95	£47.95		£0.00	0.0%		
Junior	£28.60	£28.60		£0.00	0.0%		
Senior Block Booking*	£39.95	£39.95		£0.00	0.0%		
Junior Block Booking*	£23.85	£23.85		£0.00	0.0%		
Badminton Court							
Senior	£10.50	£10.50		£0.00	0.0%		
Junior	£5.20	£5.20		£0.00	0.0%		
Senior Block Booking*	£8.75	£8.75		£0.00	0.0%		
Junior Block Booking*	£4.30	£4.30		£0.00	0.0%		
ATP – 60 Minutes							
Senior Whole Pitch	£55.80	£55.80		£0.00	0.0%		
Senior Half Pitch	£36.65	£36.65		£0.00	0.0%		
Senior Quarter Pitch	£30.60	£30.60		£0.00	0.0%		
Senior Whole Pitch Block Booking*	£46.50	£46.50		£0.00	0.0%		
Senior Half Pitch Block Booking*	£30.55	£30.55		£0.00	0.0%		
Senior Quarter Pitch Block Booking*	£25.55	£25.55		£0.00	0.0%		
Junior Whole Pitch	£46.95	£46.95		£0.00	0.0%		
Junior Half Pitch	£29.20	£29.20		£0.00	0.0%		
Junior Quarter Pitch	£20.50	£20.50		£0.00	0.0%		
Junior Whole Pitch Block Booking*	£39.15	£39.15	£77,000	£0.00	0.0%	£1,200	Fees will be increased in line with inflation based on January inflation figure, and agreed with the Portfolio Holder.
Junior Half Pitch Block Booking*	£24.35	£24.35		£0.00	0.0%		
Junior Quarter Pitch Block Booking*	£17.05	£17.05		£0.00	0.0%		
Hockey Club – Whole Pitch							
Senior Match – 90 Minutes	£98.30	£98.30		£0.00	0.0%		
Senior Training – 60 Minutes	£56.05	£56.05		£0.00	0.0%		
Senior Match – 90 Minutes Block Booking*	£81.95	£81.95		£0.00	0.0%		
Senior Training – 60 Minutes Block Booking*	£46.75	£46.75		£0.00	0.0%		
Junior Match – 90 Minutes	£51.20	£51.20		£0.00	0.0%		
Junior Training – 60 Minutes	£33.10	£33.10		£0.00	0.0%		
Junior Match – 90 Minutes Block Booking*	£42.70	£42.70		£0.00	0.0%		
Junior Training – 60 Minutes Block Booking*	£27.60	£27.60		£0.00	0.0%		
Performance Hall							
Hire charge (per hour)	£29.70	£29.70		£0.00	0.0%		
Hire charge with tiered seating	£59.40	£59.40		£0.00	0.0%		
Events hire including seating/lighting/stage							

Public Liability Insurance re-charge charged at 10% of total hire fee.

Block bookings of 10 sessions or more are exempt from VAT

SPICEBALL LEISURE CENTRE

Contract Fees and Charges	Fee 15-16 (exclu VAT)	Proposed Fee 16-17 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Spectator							
Adult	£1.54	£1.58		£0.04	2.6%		

Junior	£1.02	£1.04	£0.02	2.0%	
Senior Citizen	£1.02	£1.04	£0.02	2.0%	
Swimming					
Adult	£3.84	£3.93	£0.09	2.3%	
Junior	£2.51	£2.57	£0.06	2.4%	
Senior Citizen	£2.51	£2.57	£0.06	2.4%	
Early Bird	£3.84	£3.93	£0.09	2.3%	
Adult Lunchtime	£3.84	£3.93	£0.09	2.3%	
Junior Lunchtime	£2.51	£2.57	£0.06	2.4%	
Senior Lunchtime	£2.51	£2.57	£0.06	2.4%	
Sports Hall (per hour)					
Badminton Court Peak	£11.27	£11.55	£0.28	2.5%	
Badminton Court Off Peak	£9.01	£9.23	£0.22	2.4%	
Half Hall Peak	£49.67	£50.87	£1.20	2.4%	
Half Hall Off Peak	£40.46	£41.44	£0.98	2.4%	
Squash Courts (per 40 mins)					
Peak	£8.50	£8.70	£0.20	2.4%	
Off Peak	£7.33	£7.51	£0.18	2.5%	
Table Tennis (per hour)					
Adult	£6.45	£6.60	£0.15	2.3%	
Junior	£3.24	£3.32	£0.08	2.5%	
Fitness Suite (55 mins)					
Casual Peak	£9.23	£9.46	£0.23	2.5%	
Casual Off Peak	£7.79	£7.98	£0.19	2.4%	
Induction	£17.93	£18.37	£0.44	2.5%	
Sauna/Steam	£7.38	£7.56	£0.18	2.4%	
Main Pool					
Main Pool	£87.05	£89.14	£2.09	2.4%	
Trainer Pool	£62.47	£63.97	£1.50	2.4%	
Gala Main Pool	£115.21	£117.98	£2.77	2.4%	
Gala Trainer Pool	£87.05	£89.14	£2.09	2.4%	
GP Referral Scheme					
GP Referral 1	£3.70	£3.79	£0.09	2.4%	

Retained by operator

Nil

Fees are set by the Operator and are based on existing fees plus an increase calculated on the average RPI increase over the last 12 months at Jan 17

KIDLINGTON AND GOSFORD LEISURE CENTRE

Contract Fees and Charges	Fee 15-16 (exclu VAT)	Proposed Fee 16-17 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Spectator							
Adult	£1.54	£1.58		£0.04	2.6%		
Junior	£1.02	£1.04		£0.02	2.0%		
Senior Citizen	£1.02	£1.04		£0.02	2.0%		
Swimming							
Adult	£3.84	£3.93		£0.09	2.3%		
Junior	£2.51	£2.57		£0.06	2.4%		
Senior Citizen	£2.51	£2.57		£0.06	2.4%		
Sports Hall (per 55 mins)							
Badminton Court Casual Peak	£11.27	£11.55		£0.28	2.5%		
Badminton Court Casual Off Peak	£9.01	£9.23		£0.22	2.4%		
Main Hall Casual Peak	£49.67	£50.87		£1.20	2.4%		
Main Hall Casual Off Peak	£40.46	£41.44		£0.98	2.4%		
Squash Courts (per 40 mins)							
Casual Peak	£8.50	£8.70		£0.20	2.4%		
Casual Off Peak	£7.33	£7.51		£0.18	2.5%		
Table tennis (per Hour)							
Adult	£6.45	£6.60		£0.15	2.3%		
Junior	£3.24	£3.32		£0.08	2.5%		
Fitness Suite (per 55 mins)							
Peak	£9.23	£9.46		£0.23	2.5%		
Off Peak	£7.79	£7.98		£0.19	2.4%		
Induction	£17.93	£18.37		£0.44	2.5%		
Sauna/Steam	£7.38	£7.56		£0.18	2.4%		
Astroturf							
Whole Casual	£64.01	£65.55		£1.54	2.4%		
2/3rds Casual	£50.19	£51.40		£1.21	2.4%		
1/3rd Casual	£32.27	£33.05		£0.78	2.4%		
Tennis	£6.91	£7.08		£0.17	2.5%		
GP Referral Scheme							
GP Referral 1	£3.70	£3.79		£0.09	2.4%		
KGSC Annual Swim Pass							
Parish Card	£46.09	£47.20		£1.11	2.4%		

Retained by operator

Nil

Fees are set by the Operator and are based on existing fees plus an increase calculated on the average RPI increase over the last 12 months at Jan 17

- Block bookings of 10 sessions or more are exempt from VAT

BICESTER LEISURE CENTRE

Contract Fees and Charges	Fee 15-16 (exclu VAT)	Proposed Fee 16-17 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Spectator							
Adult	£1.54	£1.58		£0.04	2.6%		
Junior	£1.02	£1.04		£0.02	2.0%		
Senior Citizen	£1.02	£1.04		£0.02	2.0%		
Swimming							
Adult	£3.84	£3.93		£0.09	2.3%		
Junior 3-18yrs	£2.51	£2.57		£0.06	2.4%		

Senior Citizen	£2.51	£2.57		£0.06	2.4%	
Early Birds	£3.84	£3.93		£0.09	2.3%	
Sports Hall (per 55 mins)						
Badminton Court Casual Peak	£11.27	£11.55		£0.28	2.5%	
Badminton Court Casual Off Peak	£9.01	£9.23		£0.22	2.4%	
Badminton Block Booking* Peak	£12.40	£12.70		£0.30	2.4%	
Badminton Block Booking* Off Peak	£9.94	£10.18		£0.24	2.4%	
Main Hall Casual Peak	£49.67	£50.87		£1.20	2.4%	
Main Hall Casual Off Peak	£40.46	£41.44		£0.98	2.4%	
Main Hall Block Booking* Peak	£54.63	£55.94		£1.31	2.4%	
Main Hall Block Booking* Off Peak	£44.50	£45.57		£1.07	2.4%	
Activity Hall						
Activity Hall Block Booking*	£43.02	£44.06		£1.04	2.4%	
Squash Courts (per 40 mins)						
Casual Peak	£8.50	£8.70	Retained by operator	£0.20	2.4%	Fees are set by the Operator and are based on existing fees plus an increase calculated on the average RPI increase over the last 12 months at Jan 17
Casual Off Peak	£7.33	£7.51		£0.18	2.5%	
Block Booking* Peak	£9.38	£9.61		£0.23	2.5%	
Block Booking* Off Peak	£8.20	£8.40		£0.20	2.4%	
Table Tennis (per hour)						
Adult	£6.45	£6.60		£0.15	2.3%	
Junior	£3.24	£3.32		£0.08	2.5%	
Fitness Suite (55 mins)						
Induction	£17.92	£18.35		£0.43	2.4%	
Peak	£9.23	£9.46		£0.23	2.5%	
Off Peak	£7.79	£7.98		£0.19	2.4%	
Sauna/Steam	£7.38	£7.56		£0.18	2.4%	
Main Pool						
Main Pool Block Booking*	£87.05	£89.14		£2.09	2.4%	
Astroturf						
Football (Adult)	£39.43	£40.38		£0.95	2.4%	
Football (Junior up to 7:15pm)	£29.19	£29.90		£0.71	2.4%	
Football (Adult) Block Booking*	£43.37	£44.41		£1.04	2.4%	
Football (Jnr up to 7:15pm) Block Booking*	£32.10	£32.87		£0.77	2.4%	
GP Referral Scheme						
GP Referral 1	£3.70	£3.79		£0.09	2.4%	

* Block bookings of 10 sessions or more are exempt from VAT

Elections

Discretionary Fees & Charges	Fees 2016/17 (exclu VAT)	Proposed Fee 2017/18 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Confirmation of Entry on Register	£10.00	£10.00		£0.00	0.0%		per elector

Statutory Fees & Charges	Fees 2016/17 (exclu VAT)	Proposed Fee 2017/18 (exclu VAT)	Annual Income 2015/16	Actual Increase	% Increase	Impact 2017/18	Notes
Sale of Electoral Register (statutory charges)							
Full Register							
Data	£20.00	£20.00		0	0.0%	No increase proposed	plus £1.50 per thousand or part thereof
Paper	£10.00	£10.00		0	0.0%		plus £5 per thousand or part thereof
Edited Register							
Data	£20.00	£20.00		0	0.0%		plus £1.50 per thousand or part thereof
Paper	£10.00	£10.00		0	0.0%		plus £5 per thousand or part thereof
Sale of Marked Registers (statutory)							
Data	£10.00	£10.00		0	0.0%		plus £1 per thousand or part thereof
Printed	£10.00	£10.00		0	0.0%		plus £2 per thousand or part thereof

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Cherwell District Council

Budget Planning Committee

29 November 2016

Review of Capital 2016/17 & Capital Bids 2017/18

Report of Head of Finance and Procurement

This report is public

Purpose of report

To review the current expenditure for projects in 2016/17 and the capital bids for 2017/18.

1 Recommendations

The meeting is recommended:

- 1.1 To note the contents of the report relating to 2016/17 expenditure.
- 1.2 To recommend capital bids and the proposed capital programme for approval by Executive Committee as part of the budget for 2017/18.

2 Introduction

- 2.1 This Committee has the responsibility for monitoring revenue and capital expenditure but does not have the responsibility for approving carry forwards and capital slippage. This is delegated by Full Council to the Accounts, Audit and Risk Committee.
- 2.2 This Committee is asked to review the level of capital expenditure for 2016/17 and the proposed bids for 2017/18.

3 Capital Expenditure 2016/17

- 3.1 The level of expenditure by scheme is set out at Appendix 1. The table shows the Current Budget by scheme for 2016/17 with the slippage separated. The report also shows expenditure to date.

4 Capital Bids 2017/18

- 4.1 A list of capital bids is attached at Appendix 2, together with the detailed bid appraisal forms.
- 4.2 A proposed capital programme for five years from 2017/18 is attached as Appendix 3. This includes bids submitted for 2017/18 and the six items that are included on a five year rolling programme:
- Disabled Facilities Grants
 - Discretionary Grants for Domestic Properties
 - Vehicle Replacement Programme
 - East West Rail Contribution
 - Hardware and Software Replacement Programme
 - Business Systems Replacement Programme

5 Conclusion and Reasons for Recommendations

- 5.1 Members are requested to note the content of this report, and recommend capital bids for approval by Executive Committee

6 Consultation

There is a requirement to consult on the draft capital budget and this consultation will take place as part of the budget setting process.

7 Alternative Options and Reasons for Rejection

- 7.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To not note the report but members will not be aware of the capital slippage position if they choose to take this option.

8 Implications

Financial and Resource Implications

- 8.1 There are no direct financial implications from this report.

Comments checked by:
George Hill, Corporate Finance Manager
george.hill@cherwellandsouthnorthants.gov.uk

Legal Implications

8.2 There are no direct legal implications from this report.

Comments checked by:
Kevin Lane, Head of Law and Governance
kevin.lane@cherwellandsouthnorthants.gov.uk

Risk Management

8.3 The project risks are identified in section 12 of each appraisal form, and any implications of not undertaking the project are shown in section 10.

Comments checked by:
Ed Bailey, Corporate Performance Manager, 01295 221605
edward.bailey@cherwellandsouthnorthants.gov.uk

Equality and Diversity

8.4 Impact assessments will be carried out for each project as required.

Comments checked by:
Caroline French, Corporate Policy Officer, 01295 221586
caroline.french@cherwellandsouthnorthants.gov.uk

9 Decision Information

Key Decision

Financial Threshold Met: **Not applicable**

Community Impact Threshold Met: **Not applicable**

Wards Affected **All**

Links to Corporate Plan and Policy Framework

This links to the Council's priority of Sound Budgets and a Customer Focussed Council. Links for individual projects are included in section 9 of each appraisal form.

Lead Councillor

Councillor Ken Atack, Lead Member for Financial Management.

Document Information

Appendix No	Title
Appendix 1	Capital Projects Monitoring 2016/17
Appendix 2	Capital Bids for 2017/18 - Plus Capital Bid forms 001 to 006
Appendix 3	Proposed Capital Programme 2017/18
Background Papers	
None	
Report Author	Paul Sutton, Chief Finance Officer
Contact Information	Paul Sutton: 0300 003 0106 paul.sutton@cherwellandsouthnorthants.gov.uk

CAPITAL PROJECT APPRAISAL FORM
NEW BIDS 2017/18

1) Capital Scheme Name

Access Road Improvements to Bicester Leisure Centre, Bicester Community College and Technology Studio

2) Service Head

Ian Davies

3) Service Manager

Sharon Bolton

4) Portfolio Holder

Councillor George Reynolds

5) Driver (select)

Desired

Statutory

Essential

Health & Safety

6) Finances

Funding required	£ 32,562
Partners/Match Funding	£ 32,562
Grant Funding	£
Borrowing Required	£
Total Scheme Cost	£ 65,124

7) Full-year net revenue impact (see section 13)

8) Detailed Outline / description of project

A clear and concise outline of the proposed project and how it is intended to be procured and managed.

As part of a conveyance from Oxfordshire County Council to Cherwell District Council dated 30th March 1990 regarding the shared access road leading to Bicester Leisure Centre Bicester School, Bicester Technology Studio and St. Mary's School, the District Council are required to contribute 50% of the costs associated with the Repair and Maintenance of this shared road.

The access road has previously been patch repaired but has now deteriorated with large pot holes/uneven surface and now requires full re surfacing.

The works are being procured on behalf of the County Council by Silica Associates with the specification for the surface being specified and approved by all parties.

It is assumed that the project will be managed by the County Council however due to any impact on access to the Leisure Centre the District Council will be involved in ensuring that users are not prevented from attending the Leisure Centre.

9) Corporate Priority the proposal will address

Outline how the proposal will address the corporate priorities.

Requirement to meet obligations under the conveyance agreement with Oxfordshire County Council.

Links to the Corporate priority for Safe, Healthy and Thriving Communities for accessible leisure facilities.

10) Implications of not undertaking the Project

The implications to the Authority/Service of not undertaking the project e.g. failure to meet statutory responsibilities, reduction in service provision etc.

Breach obligations of conveyance agreement with Oxfordshire County Council. A failure to address the condition of the access road could affect access to the Leisure Centre and therefore have a negative effect on participation targets and cause Authority Default within the leisure operator contract with Parkwood Leisure.

11) Efficiency Savings/Value for Money

Will the scheme contribute to the Council’s requirement to demonstrate that we are improving value for money in the services provided? Please give details of possible revenue savings, income generation and/or associated costs (e.g. maintenance).

Reduction in revenue minor repair and maintenance costs..

	2017-18	2018-19	2019-20
Revenue cost of scheme			
Income generation opportunities			
Cost of borrowing			
Revenue savings			
Net Revenue Impact of Scheme			

12) Identification and Assessment of Risk in undertaking the Project

What risks have been considered and how would they be mitigated?

The District Council are not directly managing the works, but have agreed the scope of works and specification.

There are ‘operational’ risks which will need to be discussed prior to any works taking place as any partial closures for access to the Leisure Centre will impact on the Council’s contract with Legacy Leisure (Parkwood operator of CDC Leisure Centres).

Due to the number of parties potentially affected by these works there has been partial mitigation by agreeing that works would take place during the school summer holidays to reduce traffic flow and congestion.

13) Other Authorities, Departments, Partnerships or Bodies involved and funding available

Details of other bodies involved in the scheme and the form of their contribution e.g. financial (including grants), practical, advisory etc.

Organisation	Funding Contribution £	Other (please describe and include any restrictions/conditions)
1. Bicester School, Bicester Technology Studio and St. Mary's Primary School	32,562	
2.		
3.		
4.		

Please select if this a Shared scheme with South Northants/Cherwell

14) Estimate of Asset Life

15 years

15) Category (please tick as appropriate)

Enhancement of Existing Asset

New Asset

16) Componentisation

Will the asset have 2 or more components which will have differing useful economic lives? If so, please provide details of components, values and lives.

n/a

17) ALL SCHEMES – please complete the Profile of Capital Spend and Financing on the following page.

18) ICT Projects – please also complete ANNEX 1 & ANNEX 2.

Profile of Capital Spend and Financing

Capital Expenditure		2017/18				2018/19	2019/20	2020/21	Total
		Quarter 1	Quarter 2	Quarter 3	Quarter 4				
Description of Cost	Account Code								
Consultation								0	
Procurement								0	
Contractors			32,562					32,562	
Professional Fees								0	
Construction Services (internal)								0	
Equipment								0	
Other Capital Costs								0	
Initial Purchase of Vehicle or Plant								0	
IT - Software								0	
IT - Hardware								0	
Grants								0	
Total		0	0	0	0	0	0	0	
External Financing									
Description :-									
Capital grants and contributions (please specify)								0	
Partnership Funding (please specify)								0	
Other								0	
Total		0	0	0	0	0	0	0	
Total CDC Funding		0	32,562	0	0	0	0	32,562	

CAPITAL PROJECT APPRAISAL FORM
NEW BIDS 2017/18

1) Capital Scheme Name

Cooper School Performance Hall Roof, Floor and Seating Replacement

2) Service Head

Ian Davies

3) Service Manager

Sharon Bolton

4) Portfolio Holder

Councillor George Reynolds

5) Driver (select) **Desired** **Statutory** **Essential** **Health & Safety****6) Finances**

Funding required	£ 135,700
Partners/Match Funding	£ 94,300
Grant Funding	£
Borrowing Required	£
Total Scheme Cost	£

7) Full-year net revenue impact (see section 13)

8) Detailed Outline / description of project

A clear and concise outline of the proposed project and how it is intended to be procured and managed.

As part the Joint Use Agreement between Bicester Learning Academy (previously known as Cooper School), Cherwell District Council are required to contribute 53% of the costs associated with the Repair and Maintenance of the Facility.

The Performance Hall roof, floor and tiered seating have fallen into disrepair and require replacement and refurbishment: these works are being procured by the Bicester Learning Academy.

The project will be managed by the Bicester Learning Academy however due to any impact on access to the Leisure Facilities the District Council will be closely involved in developing the schedule of works to ensure that any restrictions on access to the facility can be communicated and where possible users re-located to ensure continuity of existing bookings and help prevent income losses.

9) Corporate Priority the proposal will address

Outline how the proposal will address the corporate priorities.

The works outlined are a requirement of the councils 53% Joint Use Agreement Contribution.

A failure to address the condition of the roof, flooring and tiered seating will have an adverse effect in maintaining and increasing income stream as well as a reduction in participation targets and links to the Corporate Priority of Safe, Healthy and Thriving Communities in providing accessible leisure facilities.

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10) Implications of not undertaking the Project

The implications to the Authority/Service of not undertaking the project e.g. failure to meet statutory responsibilities, reduction in service provision etc.

<p>Breach of Joint Use Agreement obligations and loss of community access resulting in in a reduction in income and participation levels.</p> <p>Increase in health and safety issues particularly in wet weather.</p>
--

11) Efficiency Savings/Value for Money

Will the scheme contribute to the Council's requirement to demonstrate that we are improving value for money in the services provided? Please give details of possible revenue savings, income generation and/or associated costs (e.g. maintenance).

<p>Reduction in annual minor/major repair and maintenance cost contributions. Prevent loss of income due to facility closure particularly during rain periods.</p>
--

	2017-18	2018-19	2019-20
Revenue cost of scheme			
Income generation opportunities			
Cost of borrowing			
Revenue savings			
Net Revenue Impact of Scheme			

12) Identification and Assessment of Risk in undertaking the Project

What risks have been considered and how would they be mitigated?

<p>.</p> <p>There are 'operational' risks which will need to be discussed prior to any works taking place as any partial closures of the area will impact on bookings however these will be mitigated by agreement with the Bicester Learning Academy in re-locating user groups during the period of the works to other school facilities.</p> <p>There has been partial mitigation of risk by agreeing that works would take place during the school summer holidays where evening access to alternative facilities will be more readily available.</p> <p>Consideration will need to be given to the holiday Hub activities and their daytime relocation to other school facilities during the works period.</p>

13) Other Authorities, Departments, Partnerships or Bodies involved and funding available

Details of other bodies involved in the scheme and the form of their contribution e.g. financial (including grants), practical, advisory etc.

Organisation	Funding Contribution £	Other (please describe and include any restrictions/conditions)
1. Bicester Learning Academy	£94,300	
2.		
3.		
4.		

Please select if this a Shared scheme with South Northants/Cherwell

14) Estimate of Asset Life

15 years

15) Category (please tick as appropriate)

Enhancement of Existing Asset

New Asset

16) Componentisation

Will the asset have 2 or more components which will have differing useful economic lives? If so, please provide details of components, values and lives.

Roof – 10 year guarantee *

Seating 5 years before any repair/maintenance costs from revenue *

Flooring 10 year guarantee*

Estimated *

17) ALL SCHEMES – please complete the Profile of Capital Spend and Financing on the following page.

18) ICT Projects – please also complete ANNEX 1 & ANNEX 2.

Profile of Capital Spend and Financing

Capital Expenditure		2017/18				2018/19	2019/20	2020/21	Total
		Quarter 1	Quarter 2	Quarter 3	Quarter 4				
Description of Cost	Account Code								
Consultation								0	
Procurement								0	
Contractors			£135,700						
Professional Fees								0	
Construction Services (internal)								0	
Equipment								0	
Other Capital Costs								0	
Initial Purchase of Vehicle or Plant								0	
IT - Software								0	
IT - Hardware								0	
Grants								0	
Total		0		0	0	0	0	0	
External Financing									
Description :-									
Capital grants and contributions (please specify)								0	
Partnership Funding (please specify)								0	
Other								0	
Total		0	0	0	0	0	0	0	
Total CDC Funding		0	£135,700	0	0	0	0	0	

CAPITAL PROJECT APPRAISAL FORM
NEW BIDS 2017/18

1) Capital Scheme Name

North Oxfordshire Academy/Cooper School ATP Replacement

2) Service Head

Ian Davies

3) Service Manager

Sharon Bolton

4) Portfolio Holder

Councillor George Reynolds

5) Driver (select) **Desired** **Statutory** **Essential** **Health & Safety****6) Finances**

Funding required	£ 340,000
Partners/Match Funding	£
Grant Funding	£
Borrowing Required	£
Total Scheme Cost	£ 340,000

7) Full-year net revenue impact (see section 13)

8) Detailed Outline / description of project

A clear and concise outline of the proposed project and how it is intended to be procured and managed.

As part of a Joint Use Agreements for Bicester Learning Academy (previously known as Cooper School) and North Oxfordshire Academy (previously known as Drayton School) Cherwell District Council are responsible for the repair, maintenance and where required the replacement of the Artificial Surface. The astro turf playing surface at both venues has deteriorated to a point where replacement is now necessary. The shock pads which sit under the top surface will also require replacement.

The works are being procured by the District Council and will need support from the Procurement Team.

The project will be managed by the District Council with the intention for works to be carried out during the school holidays in 2017; close liaison with the academies will be required when involved in developing the schedule of works. As venues for the council's holiday Hubs consideration will need to be given to ensuring adequate outdoor facilities to avoid incurring income losses.

9) Corporate Priority the proposal will address

Outline how the proposal will address the corporate priorities.

Both Joint Use Facilities are very well used by local residents/user groups and Clubs. Hockey provision in particular is thriving with both Banbury Hockey Club (NOA) and Bicester Hockey Club (Cooper) using the facilities as their 'main' venue for training, matches/fixtures.

Participation at both venues is increasing.
Links to the Corporate Priority for Safe, Healthy and Thriving Communities.

10) Implications of not undertaking the Project

The implications to the Authority/Service of not undertaking the project e.g. failure to meet statutory responsibilities, reduction in service provision etc.

Failure to meet Joint Use Agreement obligations.
To not undertake the project would have a significant impact on income generation in future years. Where the quality of service provision isn't met clubs/hirers will look for alternative venues to undertake training and matches.
Poor conditions to the pitch will also result in an increase in cancellations due to bad weather where the pitches becomes more susceptible to frost and on occasions flooding and will increase health and safety issues.

11) Efficiency Savings/Value for Money

Will the scheme contribute to the Council's requirement to demonstrate that we are improving value for money in the services provided? Please give details of possible revenue savings, income generation and/or associated costs (e.g. maintenance).

Service provision would be improved for all user groups but particularly relevant for both Hockey Clubs operating in the District.
Income generated at each site combined for the Artificial Pitch is circa £80,000 per annum, with annual maintenance costs £3.5K per venue. Replacing the surfaces is crucial to maintaining these levels and increasing income potential for any unused booking slots.

	2017-18	2018-19	2019-20
Revenue cost of scheme			
Income generation opportunities			
Cost of borrowing			
Revenue savings			
Net Revenue Impact of Scheme			

12) Identification and Assessment of Risk in undertaking the Project

What risks have been considered and how would they be mitigated?

There are 'operational' risks which will need to be discussed prior to any works taking place due to the facilities being part of school facilities.
There has been partial mitigation of risk by agreeing that works would take place during the school summer holidays to reduce traffic flow and congestion on site.
As venues for the council's holiday Hubs consideration will need to be given to ensuring adequate outdoor facilities to mitigate income losses.

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13) Other Authorities, Departments, Partnerships or Bodies involved and funding available

Details of other bodies involved in the scheme and the form of their contribution e.g. financial (including grants), practical, advisory etc.

Organisation	Funding Contribution £	Other (please describe and include any restrictions/conditions)
1.		
2.		
3.		
4.		

Please select if this a Shared scheme with South Northants/Cherwell

14) Estimate of Asset Life

8 - 10 years

15) Category (please tick as appropriate)

Enhancement of Existing Asset

New Asset

16) Componentisation

Will the asset have 2 or more components which will have differing useful economic lives? If so, please provide details of components, values and lives.

n/a

17) ALL SCHEMES – please complete the Profile of Capital Spend and Financing on the following page.

18) ICT Projects – please also complete ANNEX 1 & ANNEX 2.

Profile of Capital Spend and Financing

Page 36

Capital Expenditure		2017/18				2018/19	2019/20	2020/21	Total
		Quarter 1	Quarter 2	Quarter 3	Quarter 4				
Description of Cost	Account Code								
Consultation								0	
Procurement								0	
Contractors			£340,000						
Professional Fees								0	
Construction Services (internal)								0	
Equipment								0	
Other Capital Costs								0	
Initial Purchase of Vehicle or Plant								0	
IT - Software								0	
IT - Hardware								0	
Grants								0	
Total		0	0	0	0	0	0	0	
External Financing									
Description :-									
Capital grants and contributions (please specify)								0	
Partnership Funding (please specify)								0	
Other								0	
Total		0	0	0	0	0	0	0	
Total CDC Funding		0	£340,000	0	0	0	0	0	

CAPITAL PROJECT APPRAISAL FORM
NEW BIDS 2017/18

1) Capital Scheme Name

Replacement of Floodlights to the Artificial Pitch and Athletics Track at North Oxfordshire Academy

2) Service Head

Ian Davies

3) Service Manager

Sharon Bolton

4) Portfolio Holder

Councillor George Reynolds

5) Driver (select)

Desired

Statutory

Essential

Health & Safety

6) Finances

Funding required	£ 95,000
Partners/Match Funding	£
Grant Funding	£
Borrowing Required	£
Total Scheme Cost	£

7) Full-year net revenue impact (see section 13)

8) Detailed Outline / description of project

A clear and concise outline of the proposed project and how it is intended to be procured and managed.

Due to the ageing condition (circa 15 years old) of the Floodlights at the North Oxfordshire Academy Artificial Turf Pitch and Athletics Track, replacement with modern more energy efficient fittings is required. Replacement will also ensure that in the future lamp replacements are easily sourced as the current type become obsolete. In addition to this it has been identified that the columns at low level no longer comply with the updated 714.411.201 Electrical regulation and this will be addressed as part of this project.

The works will be procured by the Authority and in line with Procurement Requirements. Procurement support will be required during the tendering process.

The works will be managed by the Authority and programmed to ensure minimum disruption to users of the Facility. Consideration will need to be given to the timing of the works to ensure that there is no disruption to the School/Academy

9) Corporate Priority the proposal will address

Outline how the proposal will address the corporate priorities.

Links to the Corporate Priority of Safe, Healthily and Thriving Communities – accessible leisure facilities.

Meet health and safety electrical regulations.

10) Implications of not undertaking the Project

The implications to the Authority/Service of not undertaking the project e.g. failure to meet statutory responsibilities, reduction in service provision etc.

Failure to address the replacement of the floodlights will affect access to the Artificial Pitch and Athletics Track as fittings/lamps become difficult to source or obsolete which could result in the need to cancel bookings until such time as parts can be sourced. Floodlight failure will cause facility closure and income loss whilst the reactive maintenance works are carried out. The current columns at low level no longer comply with the updated Electrical 714.411.201 regulation and this raises health and safety concerns that need to be addressed.

11) Efficiency Savings/Value for Money

Will the scheme contribute to the Council's requirement to demonstrate that we are improving value for money in the services provided? Please give details of possible revenue savings, income generation and/or associated costs (e.g. maintenance).

Lift hire to access lights is expensive so maintenance is only undertaken on a 'must do' basis: by investing in new fittings and lamps a scheduled and phased lamp replacement programme can be put in place to control and reduce maintenance costs and importantly loss of facility 'down time' protecting usage and income levels.

	2017-18	2018-19	2019-20
Revenue cost of scheme			
Income generation opportunities			
Cost of borrowing			
Revenue savings			
Net Revenue Impact of Scheme			

12) Identification and Assessment of Risk in undertaking the Project

What risks have been considered and how would they be mitigated?

There are 'operational' risks which will need to be agreed prior to any works taking place. Most notably as it is a school site there will need to be health and safety considerations with electrical works.

There has been partial mitigation of risk by agreeing that works would take place during the school summer holidays to reduce site traffic and disruption.

13) Other Authorities, Departments, Partnerships or Bodies involved and funding available

Capital Bid 004

Details of other bodies involved in the scheme and the form of their contribution e.g. financial (including grants), practical, advisory etc.

Organisation	Funding Contribution £	Other (please describe and include any restrictions/conditions)
1.		
2.		
3.		
4.		

Please select if this a Shared scheme with South Northants/Cherwell

14) Estimate of Asset Life

15 years

15) Category (please tick as appropriate)

Enhancement of Existing Asset

New Asset

16) Componentisation

Will the asset have 2 or more components which will have differing useful economic lives? If so, please provide details of components, values and lives.

Lamp Life 3 years approximately but dependent on usage
Fitting Life 10 years expected (minimum)

17) **ALL SCHEMES** – please complete the Profile of Capital Spend and Financing on the following page.

18) **ICT Projects** – please also complete ANNEX 1 & ANNEX 2.

Profile of Capital Spend and Financing

Capital Expenditure		2017/18				2018/19	2019/20	2020/21	Total
		Quarter 1	Quarter 2	Quarter 3	Quarter 4				
Description of Cost	Account Code								
Consultation								0	
Procurement								0	
Contractors			£95,000						
Professional Fees								0	
Construction Services (internal)								0	
Equipment								0	
Other Capital Costs								0	
Initial Purchase of Vehicle or Plant								0	
IT - Software								0	
IT - Hardware								0	
Grants								0	
Total		0	0	0	0	0	0	0	
External Financing									
Description :-									
Capital grants and contributions (please specify)								0	
Partnership Funding (please specify)								0	
Other								0	
Total		0	0	0	0	0	0	0	
Total CDC Funding		0	£95,000	0	0	0	0	0	

CAPITAL PROJECT APPRAISAL FORM
NEW BIDS 2017/18

1) Capital Scheme Name

Improvement works to North Oxfordshire Academy Sports Pavilion

2) Service Head

Ian Davies

3) Service Manager

Sharon Bolton

4) Portfolio Holder

Councillor George Reynolds

5) Driver (select)
 Desired
 Essential
 Statutory
 Health & Safety
6) Finances

Funding required	£ 20,000
Partners/Match Funding	£
Grant Funding	£
Borrowing Required	£
Total Scheme Cost	£

7) Full-year net revenue impact (see section 13)

8) Detailed Outline / description of project

A clear and concise outline of the proposed project and how it is intended to be procured and managed.

The District Council manages and owns the North Oxfordshire Academy Pavilion as part of the overall leisure facilities on this site. Whilst general internal redecoration works have been carried out and minor improvements made to the facility there is a need to upgrade the bar lounge furniture, bar and kitchen facilities to improve the service provision offered.

It is intended that the works will be procured and managed by the District Council, however the works will be discussed with both main user clubs prior to confirmation of the works scope.

9) Corporate Priority the proposal will address

Outline how the proposal will address the corporate priorities.

Deterioration to the furniture and kitchen equipment has been identified by both main user clubs as an area for significant improvement works and also limits the ability to hire the facility out for events.

This currently has a negative effect on participation targets and income generation which could grow with the withdrawal of one or both of the main user clubs.

Links to the Corporate priority for Safe, Healthy and Thriving Communities.

10) Implications of not undertaking the Project

The implications to the Authority/Service of not undertaking the project e.g. failure to meet statutory responsibilities, reduction in service provision etc.

To not undertake the project would potentially mean that Banbury Hockey Club look to relocate away from their current home at North Oxfordshire Academy and look for other premises to operate from. This would have a significant impact on participation and income levels.

11) Efficiency Savings/Value for Money

Will the scheme contribute to the Council's requirement to demonstrate that we are improving value for money in the services provided? Please give details of possible revenue savings, income generation and/or associated costs (e.g. maintenance).

Reduction in minor repair and maintenance costs, income generation through additional hiring for meeting/special events etc.

	2017-18	2018-19	2019-20
Revenue cost of scheme			
Income generation opportunities			
Cost of borrowing			
Revenue savings			
Net Revenue Impact of Scheme			

12) Identification and Assessment of Risk in undertaking the Project

What risks have been considered and how would they be mitigated?

There are no real risks identified within this project however consideration would need to be given as to what time of the year the works are to be carried out which will need to be discussed prior to any works taking place with the Clubs and Academy.

13) Other Authorities, Departments, Partnerships or Bodies involved and funding available

Details of other bodies involved in the scheme and the form of their contribution e.g. financial (including grants), practical, advisory etc.

Organisation	Funding Contribution £	Other (please describe and include any restrictions/conditions)
1.		
2.		
3.		
4.		

Please select if this a Shared scheme with South Northants/Cherwell

14) Estimate of Asset Life

10 years

15) Category (please tick as appropriate)

Enhancement of Existing Asset

New Asset

16) Componentisation

Will the asset have 2 or more components which will have differing useful economic lives? If so, please provide details of components, values and lives.

n/a

17) ALL SCHEMES – please complete the Profile of Capital Spend and Financing on the following page.

18) ICT Projects – please also complete ANNEX 1 & ANNEX 2.

Profile of Capital Spend and Financing

Capital Expenditure		2017/18				2018/19	2019/20	2020/21	Total
		Quarter 1	Quarter 2	Quarter 3	Quarter 4				
Description of Cost	Account Code								
Consultation								0	
Procurement								0	
Contractors		£20,000							
Professional Fees								0	
Construction Services (internal)								0	
Equipment								0	
Other Capital Costs								0	
Initial Purchase of Vehicle or Plant								0	
IT - Software								0	
IT - Hardware								0	
Grants								0	
Total		£20,000	0	0	0	0	0	0	
External Financing									
Description :-									
Capital grants and contributions (please specify)								0	
Partnership Funding (please specify)								0	
Other								0	
Total		0	0	0	0	0	0	0	
Total CDC Funding		£20,000	0	0	0	0	0	0	

CAPITAL PROJECT APPRAISAL FORM
NEW BIDS 2016/17

1) Capital Scheme Name

Replacement Bookings Solution for CDC and SNC

2) Service Head

Ian Davies

3) Service Manager

Sharon Bolton & Natasha Barnes

4) Portfolio Holder

Councillor George Reynolds (CDC) Councillor Cooper (SNC)

5) Driver (select) **Desired** **Statutory** **Essential** **Health & Safety****6) Finances**

Funding required	£100,000
Partners/Match Funding	£
Grant Funding	£
Borrowing Required	£
Total Scheme Cost	£100,000

7) Full-year net revenue impact (see section 13)

£20,000

8) Detailed Outline / description of project

A clear and concise outline of the proposed project and how it is intended to be procured and managed.

Currently, the Councils have a few ad hoc on line booking systems for a small number of services eg MoT bookings. Over four years ago, it was intended that the Lorensburg system would deliver a widely used corporate on line booking function for a range of services. Nineteen services were identified at that time but the Lorensburg system has proved to be limited in its application, costly to extend and the contract is due to end in July 2016. This provides the opportunity for a more robust corporate approach.

Both Councils have agreed to create greater on line access to services, information and advice as a consequence of the increasing number of people using digital and on line means of communication. Likewise, the shared Customer Services team recently established was set up assuming improved on line access to services which would form the basis of its operating system. This has not materialised to date, part of which is an on line booking and payment system for the maximum number of transactional services.

More recently, Leisure Services have increased significantly the number of holiday sports scheme attendances to the extent that the service now runs at a net operating profit. To date and in the absence of an on line booking and payment system, bookings and payments have been handled manually during office hours only. On line bookings for evening and weekend facilities will also increase usage and income at joint use sites. The recently introduced shared service also assumed an on line booking and payment system. The volume of such bookings (over 3,000) is now unsustainable on a manual basis without an increase in staffing resource.

The purpose of this business case is to propose the procurement of a corporate on line booking and payment system to achieve the following;

- To offer customers better 24/7 service access
- To support the delivery of efficiencies in Customer Services by reducing more expensive telephony and face to face customer contact
- To reduce or eliminate back office staff handling processes by having end to end automated processes of booking, payment and customer confirmations of service requests
- As a means of income generation by better take up of paid for Council services

Such a system will need to interface with the website redesign project, be able to accommodate the

Council's wider channel shift requirements and interface with key Council systems eg CRM and payments.

It is proposed that a corporate specification of need be drawn up and then subject to a competitive tender process used to procure a new partner with a system that will deliver across all service areas a tailored online booking solution.

It is hoped that procurement could be undertaken to enable a system acquisition in early 2017 to enable a Leisure Services pilot in March 2017 prior to wider implementation later in 2017.

9) Corporate Priority the proposal will address

Outline how the proposal will address the corporate priorities.

The Councils have agreed to the principles of channel shift to on line transactions and more efficient working. A corporate on line booking system will replace the inadequacies of the current piecemeal provision, will be implemented quicker and at lower cost (subject to the tender process) and meet customer expectations improving satisfaction levels.

This project aligns with the SNC's corporate objectives of **servicing the residents** of the district in providing leisure facilities, **protecting the district** of developing and sustaining local services and **growing the district** which will provide additional income to the council.

This project aligns with CDC's corporate priorities, which are a **Customer focused council**, delivering access to leisure and sports facilities and activities, which makes Cherwell District a group of Thriving **communities**.

This project will also deliver to the councils desire to get customers to channel shift for value for money ways of accessing our services and provide them with better access to book on activities 24 hours a day 7 days a week. It will also free up staff time who are employed to answer phone calls and take bookings leading up to the school holidays as a requirement of the recent shared service structure.

10) Implications of not undertaking the Project

The implications to the Authority/Service of not undertaking the project e.g. failure to meet statutory responsibilities, reduction in service provision etc.

We have reached the end of the road with our current supplier whose system is not sustainable for the future. (Has cost approx. £100k and has not delivered our aspirations due to its inflexibility and lack of co-operation by the supplier).

The councils will not be able to take online & self-service bookings 24/7/365 and will have to carry on with a manual method which cost money and severely hampers our ability to increase revenue from bookings and meet customer expectations.

11) Efficiency Savings/Value for Money

Will the scheme contribute to the Council's requirement to demonstrate that we are improving value for money in the services provided? Please give details of possible revenue savings, income generation and/or associated costs (e.g. maintenance).

- To offer customers better 24/7 service access
- To support the delivery of efficiencies in Customer Services by reducing more expensive telephony and face to face customer contact
- To reduce or eliminate back office staff handling processes by having end to end automated processes of booking, payment and customer confirmations of service requests

As a means of income generation by better take up of paid for Council services

Costs at this stage are uncertain but believed to be between £50,000 and £100,000 with a 10% - 15% ongoing annual support and maintenance cost. Once known through the tender process, the cost will be assessed against the on line Council requirements and a cost benefit analysis undertaken.

It is anticipated that on line booking will generate:

- i) an 25% increase in bookings which when based on the CDC 2015/16 income £58K would equate to £13K annual income betterment.
- ii) an 25% increase in bookings which when based on the SNC 2015/16 income £24K would equate to £6K annual income betterment Fees and charges are reviewed annually and with Lead Member and Portfolio Holder approval usual increase by inflation.
- iii) Annual benchmarking also takes place to ensure that the councils offer excellent, value for money and market competitive rates
- iv) The increase to sports facility income would be a more modest income and be subject to the level of casual booking slots available around block bookings.

This would cover the initial project cost within year 1 and the on-going annual hosting cost, as well as meeting the corporate objective to encourage customers to channel shift and increase participation levels contributing to the health agenda: particularly active young people.

The shift of customers to book on the website would reduce the staff resource time as reflected within the shared service structure.

	2017/18	2018/16	2019/20
Revenue cost of scheme	*15- 20%	15- 20%	15- 20%
Income generation opportunities			
Cost of borrowing			
Revenue savings			
Net Revenue Impact of Scheme			

*This is a standard bench mark that the annual maintenance costs of a system is normally between 15 – 20% of the capital cost. This will be confirmed during the procurement process.

12) Identification and Assessment of Risk in undertaking the Project

What risks have been considered and how would they be mitigated?

Costs at this stage are uncertain but it is expected that the Capital costs for a corporate solution is to be between £50,000 and £100,000 with a 15% - 20% on-going annual support and maintenance cost.

Once known through the tender process, the cost will be assessed against the online Council requirements and a cost benefit analysis undertaken.

13) Other Authorities, Departments, Partnerships or Bodies involved and funding available

Details of other bodies involved in the scheme and the form of their contribution e.g. financial (including grants), practical, advisory etc.

Organisation	Funding	Other (please describe and include any
---------------------	----------------	---

	Contribution £	restrictions/conditions)
1.CDC	60%	
2.SNC	40%	
3.		
4.		

Please select if this a Shared scheme with South Northants/Cherwell

14) Estimate of Asset Life

25 years

15) Category (please tick as appropriate)

Enhancement of Existing Asset



New Asset



16) Componentisation

Will the asset have 2 or more components which will have differing useful economic lives? If so, please provide details of components, values and lives.

The solution will provide an online booking solution for :

- 1) Leisure Bookings at holiday activities being run across both districts
- 2) Room Bookings at SNC
- 3) Room Bookings at CDC
- 4) Appointments with CDC Professional Officers - (Customer Services Revenues, Benefits, Planning etc)
- 5) Appointments with SNC Professional Officers - (Customer Services Revenues, Benefits, Planning etc)
- 6) MOT Bookings at SNC & CDC
- 7) Community bookings of council rooms and facilities
- 8) Booking of sports pitches at local schools by the public
- 9) Parish Liaison meetings
- 10) etc

17) ALL SCHEMES – please complete the Profile of Capital Spend and Financing on the following page.

18) ICT Projects – please also complete ANNEX 1 & ANNEX 2.

Profile of Capital Spend and Financing

We will also need to factor in continuing to pay for the existing Lorrensbergs booking system for a further year from July 2017 as a revenue payment.

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Capital Expenditure		2017/18				2018/19	2019/20	2020/21	Total
		Quarter 1	Quarter 2	Quarter 3	Quarter 4				
Description of Cost	Account Code								
Consultation									0
Procurement		5,000							5,000
Contractors	73910								0
Professional Fees	74910								0
Construction Services (internal)	74930								0
Equipment	75920								0
Other Capital Costs	76910								0
Initial Purchase of Vehicle or Plant	76920								0
IT - Software	76930	10,000	10,000	10,000	20,000				50,000
IT – Hardware/Hosting	76940	10,000				20,000	20,000	20,000	70,000
Grants	77940								0
Total		25,000	10,000	10,000	20,000	20,000	20,000	20,000	125,000
External Financing									
Description :-									
Capital grants and contributions (please specify)									0
Partnership Funding (please specify)									0
Other									0
Total		0	0	0	0	0	0	0	0
Total Council Funding		0	0	0	0	0	0	0	0

ANNEX 1 – IT CAPITAL

Budget Planner

Capital (One-off)

	Primary	DR	Description/Comments
Hardware	Server		
	Desktop/Client		
	SAN/Disk		
	Network Hardware		
	Network Circuit		
Software	MS/Operating System		
	Standard Package		
	Application		
Manpower	Project Delivery		
	Consultancy/Training		

"MS/Operating System" defines anything that will impact on the Microsoft Enterprise Agreement by either consuming existing licenses or requiring new products or licenses to be acquired which need to be added to the existing MSEA

"Standard Package" defines anything that is identified as a common industry package (middleware products, SSL licenses, etc.) These items are likely to already exist in CDC service catalogue and hence having co-terminus renewal dates might yield cost savings for CDC if renewing higher volumes at the same time. Please check with ICT to confirm if any items are Standard Packages

"Application" defines anything that is a unique application software package which probably occurs once in the CDC IS/IT landscape

Consider whether your project requires additional provisions to be made to provide Disaster Recovery capability in the event that the Primary solution is no longer available or cannot be accessed by Cherwell DC employees or agents. Please check with ICT for any extra requirements

ANNEX 2 – IT REVENUE

Budget Planner

Operational (Recurring)	Year 0	Year 1	Year 2	Year 3	Year 4	Renewal Date	Description/Comment
Hardware Maintenance							
Software/License Maintenance							
Software Product Support							
Additional Training							

Year 0 is the budget year in which the Capital Cost is incurred, so consider whether initial 1st year warranty provides suitable cover, or if it warranty should be negotiated out of the price so that it can be covered in Year 0 by adding or amending existing Maintenance and Support Contracts (if higher levels of replace/response are required).	Have 1st year Warranty and Support values been considered and negotiated in/out of the prices of the goods or services being requisitioned?	Yes/No
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Year 0 value should also be pro-rata to the end of the current financial year	Has Year 0 value been pro rata adjusted?	Yes/No
---	--	---------------

If any item being procured is a pre-existing product or service, then renewal dates should be negotiated and synchronised so that they are all co-terminus to enable volume discounts to be negotiated at the co-terminus renewal date.	Has the Service catalogue been reviewed to see if there are existing Products or services with defined renewal dates?	Yes/No
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Unless explicitly stated in contracts, maintenance and support renewal dates should default to be 12 months from the initial procurement date of the goods or service. These should be added to the Calendar of the Core Software License Control Spreadsheet (and ITIL Change Management DB).

Regardless of the final treatment of line items as Capital or Revenue, the recurring operational items should be identified here to allow ICT to properly manage and plan for the eventual revenue impact of maintenance and support of new products and services.

**CHERWELL DISTRICT CAPITAL SPEND AND YEAR END PROJECTIONS
MANAGEMENT ACCOUNTS AS AT SEPTEMBER 2016**

Ref	DESCRIPTION	SERVICE OWNER	ORIGINAL BUDGET £000	SLIPPAGE £000	ADJUSTMENTS £000	APPROVED BUDGET £000	ACTUAL £000	PROJECTION £000	SLIPPAGE £000	VARIANCE £000	COMMENTS
1	Financial System Upgrade	Paul Sutton	0	0		0	0	0		0	
2	HR / Payroll System replacement	Paul Sutton	0	38		38	0	38		0	This project was a 3-way solution that is no longer required. The funds can be released, and a new project for Cherwell and South Northants will be developed for approval.
Chief Finance Officer Total			0	38	0	38	0	38	0	0	
3	Bicester Community Building	Karen Curtin	0	758		758	455	383		80	£250k fit out for the 2nd floor remains unspent but plans are being drawn up to spend this in 16/17. The project as a whole is expected to be overspent by £80k due to construction delay.
4	Graven Hill	Karen Curtin	21,100	23,328		44,428	0	44,428		0	The company are currently preparing a revised forecast of spending and cashflow.
5	NW Bicester Eco Business Centre	Karen Curtin	4,000	0		4,000	4	1,499	2,500	3	Once the procurement exercise is complete in Sept the expected cash flow will become clearer. We should expect the majority of spend to be incurred in 2017/18
Bicester Regeneration Projects Total			25,100	24,086	0	49,186	459	46,310	2,500	83	
6	East West Railways	Scott Barnes	290	290		580	0	580		0	Planned to spend in 2016/17 - ther is a 5yr schedule of capital contributions to 2019/20
7	Build Programme	Chris Stratford	0	11,531	0	11,531	3,397	8,134		0	Anticipated completion in 2016/17
8	23&24 Thorpe Place Roof Lights	Linda Barlow	0	4		4	0	0		(4)	Retention money held since at least 2013/14 - release the remaining capital funds
9	Condition Survey Works	Linda Barlow	0	176		176	135	41		(0)	Work planned for completion in 2016/17Planned to spend in 2016/17
10	Bradley Arcade Roof Repairs	Linda Barlow	0	98		98	14	84		0	Order placed 11th May 16 for completion in 2016/17
11	Upgrade Uninterrupted Pwr Supp Back up	Linda Barlow	0	337		337	8	329		(0)	Work procured through Solihull Partnership. Work is urgent, so there is a need to complete this year
12	Improvmts to Amenities Orchard Way	Linda Barlow	0	25		25	2	23		0	Work procured through Solihull Partnership. Likely to have a lengthy lead-in time so defer until Q.3 2016/17
13	Woodgreen - Condition Survey Works	Linda Barlow	0	30		30	22	8		(0)	Work undertaken by Leisure Services, will be completed in 2016/17
14	Banbury Museum Emergency Lighting Replac	Linda Barlow	0	70		70	71	0		1	Completed
15	Orchard Way Shopg Arcade Front Serv	Linda Barlow	0	300		300	0	300		0	Work procured through Solihull Partnership. Likely to have a lengthy lead-in time so defer until Q3 2016/17
16	21 23 Thorpe Place Replact Roof Lights	Linda Barlow	0	45		45	45	0		(0)	Completed
17	Bodicote House - Access Control System	Linda Barlow	0	27		27	36	0		9	Additional contractor costs have been incurred on this project
18	Old Bodicote House	Linda Barlow	0	73		73	18	55		(0)	Due for completion in 2016/17
19	Bicester Town Centre Redevelopment	Karen Curtin	0	99		99	34	65		0	Due for completion in 2016/17
20	Kidlington High Street Pedestrianisation	Linda Barlow	0	2		2	3	0		1	Scheme completed in 2015/16 - small additional costs incurred
21	Thorpe Lane Depot - CCTV Replacement	Linda Barlow	0	40		40	0	40		0	Due for completion in 2016/17
22	Bodicote House - CCTV Upgrade	Linda Barlow	0	15		15	0	15		0	Due for completion in 2016/17
23	Banbury Bus Station - Refurbishment	Linda Barlow	90	0		90	84	6		0	Planned to be spent in Q3 qnd Q4 2016/17
24	Banbury Museum - Refurbishment Programme	Linda Barlow	250	0		250	36	214		(0)	Due for completion in 2016/17
25	Community Buildings - Remedial Works	Linda Barlow	150	0		150	0	150		0	Due for completion in 2016/17
26	Car Parks Resurfacing	Linda Barlow	100	0		100	48	52		0	Due for completion in 2016/17
27	Ferriston Shop Parade Resurface Car park	Linda Barlow	40	0		40	0	40		0	Completed in April awaiting invoice from Solihull
28	Spiceball Riverbank Reinstatement	Linda Barlow	50	0		50	0	50		0	Due for completion in 2016/17
29	Bolton Road	Jane Norman	0	0	700	700	616	84		0	Demolition and construction of surface car park
30	Bicester Cattle Market Car Park Phase 2		0	90		90	0	90		0	Due for completion in 2016/17
Assets Facilities Management Total			970	13,252	700	14,922	4,569	10,360	0	7	
31	Disabled Facilities Grants	Tim Mills	750	81		831	278	553		0	Grants awarded as required. Anticipate all will be used in 2016/17
32	Discretionary Grants Domestic Properties	Tim Mills	275	229		504	81	423		(0)	Grants awarded as required. Anticipate all will be used in 2016/17
33	Empty Homes Work-in-Default Recoverable	Tim Mills	0	100		100	0	50	50	0	Grants awarded as required. Anticipate 50% will be used in 2016/17
Private Sector Housing Total			1,025	410	0	1,435	359	1,026	50	(0)	
34	Microsoft Licensing Agreement	Tim Spiers	0	39		39	0	0		(39)	Capital funding not required - funded from revenue
35	Corporate Bookings System	Tim Spiers	0	8		8	8	0		(0)	Completed
36	Extended Contract for Website Hosting	Tim Spiers	0	36	(36)	0	0	0		0	Funding to be used for website redevelopment
37	VMware Virtual Centre Disaster Recy Mngr	Tim Spiers	0	35		35	0	35		0	Slippage to 2016/17 pending review of IT strategy, new strategy expected to be agreed in October 16
38	Land & Property Harmonisation	Tim Spiers	0	77		77	8	69		0	Due for completion in 2016/17
39	5 Year Rolling HW / SW Replacement Prog	Tim Spiers	50	0		50	4	46		(0)	5 year rolling programme
40	Business Systems Harmonisation Programme	Tim Spiers	40	0		40	3	37		0	Five year rolling programme - £40,000/year
41	Website Redevelopment	Tim Spiers	66	0	36	102	5	97		(0)	Slippage to 2016/17 pending review of IT strategy, new strategy expected to be agreed in October 16
42	Visualifies Upgrade	Tim Spiers	0	32		32	0	32		0	Due for completion in 2016/17
Information Technology Total			156	227	0	383	28	316	0	(39)	
Commercial Development Total			27,251	37,975	700	65,926	5,415	58,012	2,550	51	
43	Biomass Heating Bicester Leisure Centre	Sharon Bolton	0	84		84	1	13		(70)	Project works completed, however additional safety works to undertaken circa £14K. £70K not required.

**CHERWELL DISTRICT CAPITAL SPEND AND YEAR END PROJECTIONS
MANAGEMENT ACCOUNTS AS AT SEPTEMBER 2016**

Ref	DESCRIPTION	SERVICE OWNER	ORIGINAL BUDGET £000	SLIPPAGE £000	ADJUSTMENTS £000	APPROVED BUDGET £000	ACTUAL £000	PROJECTION £000	SLIPPAGE £000	VARIANCE £000	COMMENTS
44	Cooper Sports Hall Roof	Sharon Bolton	0	100		100	87	0		(13)	Project works completed. £13K not required.
45	Customer Self-Service Portal CRM Solutn	Natasha Barnes	0	80		80	0	80		0	Due for completion in 2016/17
46	The Hill Youth Community Centre	Chris Stratford	450	400		850	1	849		0	Due for completion in 2016/17
47	Bicester Sports Village	Phil Rolls	45	790		835	0	0	835	0	Project commence but will slip into 2017/18
48	Community Centre Refurbishments	Kevin Larner	0	84		84	0	84		0	Due for completion in 2016/17
49	Solar Photovoltaics at Sports Centre	Sharon Bolton	0	80		80	0	80		0	Work planned in 2016/17 for KGLC. Slippage expected into 2017/18
50	Football Development Plan in Banbury	Phil Rolls	0	20		20	0	20		0	Target completion for Q4. 2016/17
51	North Oxfordshire Academy Astroturf	Sharon Bolton	0	150		150	0	150		0	Initial project discussions commenced with ULT. Slippage expected into 2017/18
52	South West Bicester Sports Village	Phil Rolls	0	955		955	65	0	890	0	Project commence but will slip into 2017/18
53	Stratfield Brake Repair Works	Sharon Bolton	0	22		22	0	22		0	Target completion for Q4.
54	Car Park Refurbishments	Natasha Barnes	0	5		5	0	5		0	Due for completion in 2016/17
55	Implementing Vehicle Parks Proposals	Natasha Barnes	0	17		17	0	17		0	Due for completion in 2016/17
56	WGLC Dry Side Refurbishment	Sharon Bolton	1,200	100		1,300	0	1,300		0	Due for completion in 2016/18
57	Bicester Leisure Centre Extension	Sharon Bolton	150	0		150	0	0	150	0	Slip into 2017/18
58	Spiceball Leis Centre Bridge Resurfacing	Sharon Bolton	30	0		30	0	30		0	Bridge works planned Q4
Community Services Total			1,875	2,887	0	4,762	153	2,650	1,875	(83)	
59	Energy Efficiency Projects	Ed Potter	0	24		24	7	17	0	(0)	Spend dependant on projects submitted for funding - expecting full spend Q.3 & 4
60	Glass Bank Recycling Scheme	Ed Potter	0	8		8	11	0	0	3	Fully committed - will be spent in 2016/17
61	Recycling Bank Scheme	Ed Potter	0	5		5	5	0	0	(0)	Fully committed - will be spent in 2016/17
62	Public Conveniences	Ed Potter	0	25		25	25	0	0	0	Fully committed - will be spent in 2016/17
63	Off Road Parking Facilities	Ed Potter	0	18		18	0	18	0	0	Liaising with Environment Agency. Project schedule should be available in Q.3
64	Vehicle Replacement Programme	Ed Potter	933	15		948	1,092	948	0	0	Due for completion in 2016/17
65	Wheeled Bin Replacement Scheme	Ed Potter	240	0		240	2	40	200	0	Based on 1845 new properties/growth
66	Urban Centre Electricity Installations	Ed Potter	30	0		30	0	30	0	0	Will be out to tender in Q.3, and spent in Q.4
Environmental Services Total			1,203	95	0	1,298	1,142	1,053	200	3	
Community & Environment Total			3,078	2,982	0	6,060	1,295	3,703	2,075	(80)	
Capital Total			30,329	40,995	700	72,024	6,710	61,753	4,625	(29)	

Capital Bids - 2017/18

Ref	Project	Portfolio Holder	Service Head	Service Manager	Total Project Cost	Spend Profile						Annual Revenue Cost				Scoring	
						2017/18				2018/19	2019/20	2020/21	Savings	Cost	Capital Cost		Total
						Q.1	Q.2	Q.3	Q.4								
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		£'000
1	Bicester Leisure Centre - Access Road Improvements	Cllr George Reynolds	Ian Davies	Sharon Bolton	33		33					0	0	2	2	31	
2	Cooper School Performance hall - Roof, Floor & Seating	Cllr George Reynolds	Ian Davies	Sharon Bolton	136		136					0	0	7	7	28	
3	North Oxfordshire Academy - Astro Turf Pitch Replacement	Cllr George Reynolds	Ian Davies	Sharon Bolton	340		340					0	0	17	17	28	
4	North Oxfordshire Academy - Replacement Floodlights	Cllr George Reynolds	Ian Davies	Sharon Bolton	95		95					0	0	5	5	34	
5	North Oxfordshire Academy - Sports Pavilion Improvements	Cllr George Reynolds	Ian Davies	Sharon Bolton	20	20						0	0	1	1	19	
6	Replacement Booking System	Cllr George Reynolds	Ian Davies	Sharon Bolton	60	60						0	0	3	3	20	
Community Services					684	80	604	0	0	0	0	0	0	35	35	-	
Total					684	80	604	0	0	0	0	0	0	35	35		

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Cherwell District Council									
Capital Programme - 2015/16									
Project Description	Project Owner	Slippage	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Total
		B/Fwd	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Biomass Heating for Bicester Leisure Centre	Sharon Bolton	86	0						86
Cooper Sports Hall Roof	Sharon Bolton	100	0						100
Customer Self-Service Portal and CRM Solution	Natasha Barnes	55	25						80
The Hill Youth & Community Centre	Nicola Riley	0	400						400
Bicester Sports Village	Phil Rolls	0	790	45					835
Community Centre Refurbishments	Phil Rolls	84	0						84
Solar Photovoltaics at Sports Centre	Sharon Bolton	80	0						80
Village Hall, Recreation Play Grants	Phil Rolls	7	0						7
Football Development Plan in Banbury	Phil Rolls	20	0						20
North Oxfordshire Academy AstroTurf	Sharon Bolton	150	0						150
South West Bicester Sports Village	Phil Rolls	1,271	0						1,271
Athletics Track Refurbishment - North Oxfordshire	Sharon Bolton	7	0						7
Stratfield Brake Repair Works	Sharon Bolton	22	0						22
KGSC ATP Replacement	Sharon Bolton	20	0						20
Car Park Refurbishments	Natasha Barnes	28	0						28
Implementing Vehicle Parks Proposals	Natasha Barnes	17	0						17
Sports Centre Modernisation Programme	Sharon Bolton	118	0						118
WGLC Dry Side Refurbishment	Sharon Bolton	0	0	1,200					1,200
Community Services		2,065	1,215	1,245	0	0	0	0	4,525
Energy Efficiency Projects	Ed Potter	31	0						31
Glass Bank Recycling Scheme	Ed Potter	9	15						24
Recycling Bank Scheme	Ed Potter	21	0						21
Workshop Brake Rollers	Ed Potter	0	32						32
Public Conveniences	Ed Potter	0	25						25
Off Road Parking Facilities	Ed Potter	18	0						18
Urban Centres Improvements	Ed Potter	15	0						15
Vehicle Replacement Programme	Ed Potter	17	558	999	959	737			3,270
Wheeled Bin Replacement Scheme	Ed Potter	0	0	240					240
Fleet Management System	Ed Potter	1	0						1
Environmental Services		112	630	1,239	959	737	0	0	3,677
Microsoft Licensing Agreement	Balvinder Heran	0	110						110
Thin Client Extention	Balvinder Heran	9	0						9
Core Business System Integration	Balvinder Heran	24	0						24
Corporate Bookings System	Balvinder Heran	8	0						8
Extended Contract for Website Hosting	Balvinder Heran	40	0						40
Visualifies Upgrade	Balvinder Heran	16	16						32
Server Replacement 1314	Balvinder Heran	3	0						3
CDC&SNC Cust Servs Desktop	Balvinder Heran	9	0						9
GCSX Secured Area - Wall Garden - PNC Compliance (Balvinder Heran	20	0						20
San Storage Renewal (IT hardware)	Balvinder Heran	9	0						9
Server Replacement Programme (IT hardware)	Balvinder Heran	30	0						30
ESXI PROD 2 - capacity forward planning (IT hardwa	Balvinder Heran	15	0						15
Lync 2013 (professional fees, equipment, IT hardwa	Balvinder Heran	9	0						9
Desktop PC Replacement	Balvinder Heran	15	0						15
Netback Up Upgrade	Balvinder Heran	24	0						24
ISCSI Traffic Separation (IT hardware)	Balvinder Heran	4	0						4
Modular Development of CSM - Cherwell Helpdesk Sof	Balvinder Heran	25	0						25
Security Logging Software	Balvinder Heran	25	0						25
Hyper V Environment (IT hardware)	Balvinder Heran	14	0						14
Citrix - Expansion to Support Agile Working	Balvinder Heran	20	0						20
VMware Virtual Centre Site Recovery Manager (disas	Balvinder Heran	35	0						35
Sharepoint - Joint Bid with SNC (split 50:50)	Balvinder Heran	35	0						35
Planning and Building Control replacement of ICLIP	Balvinder Heran	0	35						35
3 way BACS & Payment Systems	Balvinder Heran	0	35						35
5 Year Rolling HW / SW Replacement Prog	Balvinder Heran	0	50	50	50	50	50	50	250
Business Systems Harmonisation Programme	Balvinder Heran	0	40	40	40	40	40	40	200
Audio Visual equipment replacement	Balvinder Heran	125	0						125
Transformation		514	286	90	90	90	90	0	1,035
HR / Payroll System replacement	Paul Sutton/Jo Pitman	0	38						38
Finance & Procurement		0	38	0	0	0	0	0	38
Elections Polling Booths and Count Tables	James Doble	3	0						3
Law & Governance		3	0	0	0	0	0	0	3
East West Railways		0	290	290	290	290	290	290	1,740
Build Programme	Chris Stratford	10,852	0	11,893					22,745
Disabled Access Audit	Linda Barlow	15	0						15
23&24 Thorpe Place Roof Lights	Linda Barlow	4	0						4
Condition Survey Works	Linda Barlow	472	0						472
Bradley Arcade Roof Repairs	Linda Barlow	120	3						123
DPS Access Audit	Linda Barlow	20	0						20
Empty Homes and Work-in-default (recoverable) Enfo	Tim Mills	100	0						100
18 & 19 Thorpe Place - Replacement Roof Lights	Linda Barlow	1	0						1
Upgrade to Uninterrupted Power Supply & Back up Sy	Linda Barlow	288	50						338
Improvements to Amenities to Orchard Way Shops	John Slack	25	0						25
Woodgreen - Condition Survey Works	Linda Barlow	0	30						30
Banbury Museum - Emergency Lighting Replacement	Linda Barlow	0	30						30
Orchard Way Shopping Arcade - front service area a	John Slack	0	300						300
Units 21 & 23 Thorpe Place - Replacement of Roof L	Linda Barlow	0	30						30
Bodicote House - Access Control System	Linda Barlow	0	35						35
Environmental Improvements Grimsbury	Andy Preston	250	0						250
Bicester Cattle Market Car Park Phase 2	John Slack	90	0						90
Old Bodicote House	Linda Barlow	124	0						124
Bicester Town Centre Redevelopment	Karen Curtin	176	0						176
Disabled Facilities Grants	Tim Mills	0	832	375	375	375			1,957
Discretionary Grants for Domestic Properties - Es	Tim Mills	136	275	275	275	275			1,236
Thorpe Lane Depot - CCTV Replacement	Linda Barlow	0	40						40
Bodicote House - CCTV Upgrade	Linda Barlow	0	15						15
Regeneration & Housing		12,673	1,930	12,833	940	940	290	290	29,896
Bicester Community Building	Karen Curtin	9,884	0						9,884
Graven Hill	Karen Curtin	0	23,333	21,100					44,433
NW Bicester Eco Business Centre	Karen Curtin	0	4,000						4,000

Cherwell District Council									
Capital Programme - 2015/16									
Project Description	Project Owner	Slippage B/Fwd	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Bicester Regeneration Projects		9,884	27,333	21,100	0	0	0	0	58,317
Total		25,251	31,432	36,507	1,989	1,767	380	290	97,488

Cherwell District Council															
Proposed Capital Programme - 2017/18															
Project Description	Project Owner	2016/17					2017/18				2018/19	2019/20	2020/21	2021/22	Total
		Slippage B/Fwd	New Projects	Total Approved	Adjustments	Total	Existing Capital Projects	New Bids	Adjustments	Total					
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000					
Biomass Heating for Bicester Leisure Centre	Sharon Bolton	84	0	84					84						84
Cooper Sports Hall Roof	Sharon Bolton	100	0	100					100						100
Customer Self-Service Portal and CRM Solution	Natasha Barnes	80	0	80					80						80
The Hill Youth & Community Centre	Nicola Riley	400	450	850					850						850
Bicester Sports Village	Phil Rolls	790	45	835	-835				0						0
Community Centre Refurbishments	Phil Rolls	84	0	84					84						84
Solar Photovoltaics at Sports Centre	Sharon Bolton	80	0	80					80						80
Football Development Plan in Banbury	Phil Rolls	20	0	20					20						20
North Oxfordshire Academy Astro turf	Sharon Bolton	150	0	150					150						150
South West Bicester Sports Village	Phil Rolls	955	0	955	-955				0						0
Stratfield Brake Repair Works	Sharon Bolton	22	0	22					22						22
Car Park Refurbishments	Natasha Barnes	5	0	5					5						5
Implementing Vehicle Parks Proposals	Natasha Barnes	17	0	17					17						17
WGL Dry Side Refurbishment	Sharon Bolton	100	1,200	1,300					1,300						1,300
Bicester Leisure Centre Extension	Sharon Bolton	0	150	150					150						150
Spice Hall Leisure Centre Bridge Re-surfacing	Sharon Bolton	0	30	30					30						30
Whitehills Farm Sports Village	Sharon Bolton				1,790				1,790						1,790
Bicester Leisure Centre - Access Road Improvements	Sharon Bolton								33						33
Cooper School Performance Hall - Roof, Floor & Seating	Sharon Bolton								136						136
North Oxfordshire Academy - Astro Turf Pitch Replacement	Sharon Bolton								340						340
North Oxfordshire Academy - Replacement Floodlights	Sharon Bolton								95						95
North Oxfordshire Academy - Sports Pavilion Improvements	Sharon Bolton								20						20
Replacement Booking System	Sharon Bolton								60						60
Community Services		2,887	1,875	4,762	0	4,762	0	684	0	684	0	0	0	0	5,446
Energy Efficiency Projects		24	0	24	0	24	0	0	0	0	0	0	0	0	24
Glass Bank Recycling Scheme	Ed Potter	8	0	8					8						8
Recycling Bank Scheme	Ed Potter	5	0	5					5						5
Public Conveniences	Ed Potter	25	0	25					25						25
Off Road Parking Facilities	Ed Potter	18	0	18					18						18
Vehicle Replacement Programme	Ed Potter	15	933	948				959	948	740	620	700	750		4,717
Wheeled Bin Replacement Scheme	Ed Potter	0	240	240					240						240
Urban Centre Electricity Installations	Ed Potter	0	30	30					30						30
Environmental Services		95	1,203	1,298	0	1,298	959	0	0	740	620	700	750	0	5,067
Transformation		227	156	383	0	383	167	0	0	200	90	90	90	0	1,020
Microsoft Licensing Agreement	Tim Spiers	39	0	39					39	110					149
Corporate Bookings System	Tim Spiers	8	0	8					8						8
Extended Contract for Website Hosting	Tim Spiers	36	0	36	-36				0						0
Visualfiles Upgrade	Tim Spiers	32	0	32					32						32
VMware Virtual Centre Disaster Recovery Manager	Tim Spiers	35	0	35					35						35
Sharepoint - Joint Bid with SNC (split 50:50)	Tim Spiers	0	0	0					0						0
Land & Property Harmonisation	Tim Spiers	77	0	77				77	77						154
5 Year Rolling HW / SW Replacement Prog	Tim Spiers	0	50	50				50	50	50	50	50	50		300
Business Systems Harmonisation Programme	Tim Spiers	0	40	40				40	40	40	40	40	40		240
Website Redevelopment	Tim Spiers	0	66	66	36				102						102
Finance & Procurement		38	0	38	0	38	0	0	0	0	0	0	0	0	38
East West Railways	Calvin Bell	290	290	580				290	580	290	290	290	290		2,030
Build Programme	Chris Stratford	11,531	0	11,531					11,531						11,531
23&24 Thorpe Place Roof Lights	Linda Barlow	4	0	4					4						4
Condition Survey Works	Linda Barlow	176	0	176					176						176
Bradley Arcade Roof Repairs	Linda Barlow	98	0	98					98						98
Upgrade to Uninterrupted Power Supply & Back up	Linda Barlow	337	0	337					337						337
Improvements to Amenities to Orchard Way Shops	John Slack	25	0	25					25						25
Woodgreen - Condition Survey Works	Linda Barlow	30	0	30					30						30
Banbury Museum - Emergency Lighting Replacement	Linda Barlow	70	0	70					70						70
Orchard Way Shopping Arcade - front service area	John Slack	300	0	300					300						300
Units 21 & 23 Thorpe Place - Replacement of Roof Lights	Linda Barlow	45	0	45					45						45
Bodicote House - Access Control System	Linda Barlow	27	0	27					27						27
Bicester Cattle Market Car Park Phase 2	Karen Curtin	90	0	90					90						90
Old Bodicote House	Linda Barlow	73	0	73					73						73

Cherwell District Council																	
Proposed Capital Programme - 2017/18																	
Project Description	Project Owner	2016/17					2017/18				2018/19	2019/20	2020/21	2021/22	Total		
		Slippage B/Fwd	New Projects	Total Approved	Adjustments	Total	Existing Capital Projects	New Bids	Adjustments	Total							
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000						£'000	£'000
Bicester Town Centre Redevelopment	Karen Curtin	99	0	99					99						99		
Kidlington High Street Pedestrianisation	Karen Curtin	2	0	2					2						2		
Disabled Facilities Grants	Tim Mills	81	750	831					831	375					375		
Discretionary Grants for Domestic Properties	Tim Mills	229	275	504					504	275					275		
Empty Homes - Work-in-default (Recoverable)	Tim Mills	100	0	100					100						100		
Thorpe Lane Depot - CCTV Replacement	Linda Barlow	40	0	40					40						40		
Bodicote House - CCTV Upgrade	Linda Barlow	15	0	15					15						15		
Banbury Bus Station - Refurbishment	Linda Barlow	0	90	90					90						90		
Banbury Museum - Refurbishment Programme	Linda Barlow	0	250	250					250						250		
Community Buildings - Remedial Works	Linda Barlow	0	150	150					150						150		
Car Parks Resurfacing	Linda Barlow	0	100	100					100						100		
Ferriston Shopping Parade - Resurface Car park	Linda Barlow	0	40	40					40						40		
Spiceball Riverbank Reinstatement	Linda Barlow	0	50	50					50						50		
Bolton Road Car Park	Jane Norman	0	0	0	700				700						700		
Regeneration & Housing		13,662	1,995	15,657	700	16,357			940	0	0	0	940	940	21,057		
Bicester Community Building	Karen Curtin	758	0	758					758						758		
Graven Hill	Karen Curtin	23,328	21,100	44,428					44,428						44,428		
NW Bicester Eco Business Centre	Karen Curtin	0	4,000	4,000					4,000						4,000		
Bicester Regeneration Projects		24,086	25,100	49,186	0	49,186			0	0	0	0	0	0	49,186		
Total		40,995	30,329	71,324	700	72,024			2,066	684	0	2,750	1,880	1,650	1,730	1,780	81,814

Cherwell District Council

Proposed Capital Programme - 2016/17

Project Description	Project Owner	Slippage B/Fwd	Adjustments in 2015/16	2015/16	2016/17 - Existing	Slippage to 2016/17	2016/17 - New Bids	2017/18	2018/19	2019/20	2020/21	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Customer Self-Service Portal and CRM Solution	Natasha Barnes	55	-80	25		80						80
Car Park Refurbishments	Natasha Barnes	28	-3	0		3						28
Implementing Vehicle Parks Proposals	Natasha Barnes	17		0								17
		100	-83	25	0	83	0	0	0	0	0	125
Proposed capital programme agreed:												
	Natasha Barnes		Date:									
The Hill Youth & Community Centre	Nicola Riley	0	-200	400		200						400
		0	-200	400	0	200	0	0	0	0	0	400
Proposed capital programme agreed:												
	Nicola Riley		Date:									
Bicester Sports Village	Phil Rolls	0	-530	790	45	530						835
Community Centre Refurbishments	Phil Rolls	84	-80	0		80						84
Village Hall, Recreation Play Grants	Phil Rolls	7		0								7
Football Development Plan in Banbury	Phil Rolls	20	-20	0		20						20
South West Bicester Sports Village	Phil Rolls	1,271	-1,100	0		1,100						1,271
		1,382	-1,730	790	45	1,730	0	0	0	0	0	2,217
Proposed capital programme agreed:												
	Phil Rolls		Date:									
Biomass Heating for Bicester Leisure Centre	Sharon Bolton	86		0								86
Cooper Sports Hall Roof	Sharon Bolton	100	-100	0		100						100
Solar Photovoltaics at Sports Centre	Sharon Bolton	80	-80	0		80						80
North Oxfordshire Academy Astroturf	Sharon Bolton	150	-150	0		150						150
Athletics Track Refurbishment - North Oxfordshire	Sharon Bolton	7		0								7
Stratfield Brake Repair Works	Sharon Bolton	22		0								22
KGSC ATP Replacement	Sharon Bolton	20		0								20
Sports Centre Modernisation Programme	Sharon Bolton	118	-118	0		118						118
WGLC Dry Side Refurbishment	Sharon Bolton	0		0	1,200							1,200
<i>Bicester Leisure Centre Extension</i>	<i>Sharon Bolton</i>	<i>0</i>		<i>0</i>			<i>150</i>					<i>150</i>
<i>Spiceball Leisure Centre Bridge Re-surfacing</i>	<i>Sharon Bolton</i>	<i>0</i>		<i>0</i>			<i>30</i>					<i>30</i>
		583	-448	0	1,200	448	180	0	0	0	0	1,963
Proposed capital programme agreed:												
	Sharon Bolton		Date:									
Community Services		2,065	-2,461	1,215	1,245	2,461	180	0	0	0	0	4,705

Proposed capital programme agreed:			
	Ian Davies	Date:	

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**Cherwell District Council
Proposed Capital Programme - 2016/17**

Project Description	Project Owner	Slippage B/Fwd	Adjustments in 2015/16	2015/16	2016/17 - Existing	Slippage to 2016/17	2016/17 - New Bids	2017/18	2018/19	2019/20	2020/21	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Energy Efficiency Projects	Ed Potter	31		0								31
Glass Bank Recycling Scheme	Ed Potter	9		15								24
Recycling Bank Scheme	Ed Potter	21		0								21
Workshop Brake Rollers	Ed Potter	0		32								32
Public Conveniences	Ed Potter	0		25								25
Off Road Parking Facilities	Ed Potter	18		0								18
Urban Centres Improvements	Ed Potter	15		0								15
Vehicle Replacement Programme	Ed Potter	17	-17	558	933	17		959	737	619	692	4,515
Wheeled Bin Replacement Scheme	Ed Potter	0		0	240							240
Fleet Management System	Ed Potter	1		0								1
Urban Centre Electricity Installations	Ed Potter	0		0			30					30
Environmental Services		112	-17	630	1,173	17	30	959	737	619	692	4,952

Note: Total for Year	2015/16	725	2016/17	1,220
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Proposed capital programme agreed:			
	Ed Potter	Date:	

Proposed capital programme agreed:			
	Ian Davies	Date:	

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**Cherwell District Council
Proposed Capital Programme - 2016/17**

Project Description	Project Owner	Slippage B/Fwd	Adjustments in 2015/16	2015/16	2016/17 - Existing	Slippage to 2016/17	2016/17 - New Bids	2017/18	2018/19	2019/20	2020/21	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Microsoft Licensing Agreement	Balvinder Heran	110	-110	0					110			110
Thin Client Extention	Balvinder Heran	9	-9	0								0
Core Business System Integration	Balvinder Heran	24	-24	0								0
Corporate Bookings System	Balvinder Heran	8		0								8
Extended Contract for Website Hosting	Balvinder Heran	40		0								40
Visualifiles Upgrade	Balvinder Heran	16	-32	16		32						32
Server Replacement 1314	Balvinder Heran	3	-3	0								0
CDC&SNC Cust Servs Desktop	Balvinder Heran	9	-9	0								0
GCSX Secured Area - Wall Garden - PNC Compliance	Balvinder Heran	20	-20	0								0
San Storage Renewal (IT hardware)	Balvinder Heran	9	-9	0								0
Server Replacement Programme (IT hardware)	Balvinder Heran	30	-30	0								0
ESXI PROD 2 - capacity forward planning (IT hardware)	Balvinder Heran	15	-15	0								0
Lync 2013 (professional fees, equipment (IT hardware)	Balvinder Heran	9	-9	0								0
Desktop PC Replacement	Balvinder Heran	15	-15	0								0
Netback Up Upgrade	Balvinder Heran	24	-24	0								0
iSCSI Traffic Separation (IT hardware)	Balvinder Heran	4	-4	0								0
Modular Development of CSM - Cherwell Helpdesk	Balvinder Heran	25	-25	0								0
Security Logging Software	Balvinder Heran	25	-25	0								0
Hyper V Environment (IT hardware)	Balvinder Heran	14	-14	0								0
Citrix - Expansion to Support Agile Working	Balvinder Heran	20	-20	0								0
VMware Virtual Centre Disaster Recovery Manager	Balvinder Heran	35		0								35
Sharepoint - Joint Bid with SNC (split 50:50)	Balvinder Heran	35	-35	0								0
Land & Property Harmonisation	Balvinder Heran	0	-35	35		77		77				154
3 way BACS & Payment Systems	Balvinder Heran	0	-35	35								0
5 Year Rolling HW / SW Replacement Prog	Balvinder Heran	0		50	50			50	50	50	50	300
Business Systems Harmonisation Programme	Balvinder Heran	0		40	40			40	40	40	40	240
Audio Visual equipment replacement	Balvinder Heran	125		0								125
Website Redevelopment	Balvinder Heran	0		0			66					66
Transformation		624	-502	176	90	109	66	167	200	90	90	1,110

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Note: Total for Year	2015/16	298	2016/17	265
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Proposed capital programme agreed:			
	Balvinder Heran	Date:	

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Cherwell District Council

Proposed Capital Programme - 2016/17

Project Description	Project Owner	Slippage	Adjustments	2015/16	2016/17 -	Slippage to	2016/17 - New	2017/18	2018/19	2019/20	2020/21	Total
		B/Fwd	in 2015/16	2015/16	Existing	2016/17	Bids	2017/18	2018/19	2019/20	2020/21	Total
		£'000	£'000	£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000
Environmental Improvements Grimsbury	Andy Preston	250	-250	0								0
East West Railways	Calvin Bell	0		290	290			290	290	290	290	1,740
Proposed capital programme agreed:												
	Calvin Bell		Date:									
Improvements to Amenities to Orchard Way Shops	John Slack	25	-25	0		25						25
Orchard Way Shopping Arcade - front service area	John Slack	0	-300	300		300						300
Proposed capital programme agreed:												
	John Slack		Date:									
Bicester Cattle Market Car Park Phase 2	Karen Curtin	90	-90	0								0
Bicester Town Centre Redevelopment	Karen Curtin	176		0								176
Kidlington High Street Pedestrianisation	Karen Curtin	7		0								7
Proposed capital programme agreed:												
	Karen Curtin		Date:									
Empty Homes and Work-in-Default - Recoverable	Tim Mills	100		0								100
Disabled Facilities Grants	Tim Mills	0		832	375			375	375	375	375	2,707
Proposed capital programme agreed:												
	Tim Mills		Date:									
Disabled Access Audit	Linda Barlow	15	-15	0								0
23&24 Thorpe Place Roof Lights	Linda Barlow	4		0								4
Condition Survey Works	Linda Barlow	472	-156	0								316
Bradley Arcade Roof Repairs	Linda Barlow	120		3								123
DPS Access Audit	Linda Barlow	20	-20	0								0
18 & 19 Thorpe Place - Replacement Roof Lights	Linda Barlow	1	-1	0								0
Upgrade to Uninterrupted Power Supply & Back up	Linda Barlow	288		50								338
Woodgreen - Condition Survey Works	Linda Barlow	0	-26	30		26						30
Banbury Museum - Emergency Lighting Replacement	Linda Barlow	0	40	30								70
Units 21 & 23 Thorpe Place - Replacement of Roof Lights	Linda Barlow	0		30								30
Bodicote House - Access Control System	Linda Barlow	0		35								35
Old Bodicote House	Linda Barlow	124		0								124
Thorpe Lane Depot - CCTV Replacement	Linda Barlow	0	-40	40	40			40				40
Bodicote House - CCTV Upgrade	Linda Barlow	0	-15	15	15			15				15
Banbury Bus Station - Refurbishment	Linda Barlow	0		0								90
Banbury Museum - Refurbishment Programme	Linda Barlow	0		0								250
Community Buildings - Remedial Works	Linda Barlow	0		0								150
Car Parks Resurfacing	Linda Barlow	0		0								100
Ferriston Shopping Parade - Resurface Car park	Linda Barlow	0		0								40
Spiceball Rverbank Reinstatement	Linda Barlow	0		0								50
Proposed capital programme agreed:												
	Linda Barlow		Date:									
Build Programme	Chris Stratford	10,852		0	11,893							22,745
Regeneration & Housing		1,692	-898	1,655	720	351	680	665	665	665	665	6,860

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Note: Total for Year	2015/16	2,449	2016/17	1,751
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Proposed capital programme agreed:			
	Chris Stratford	Date:	

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Cherwell District Council

Proposed Capital Programme - 2016/17

Project Description	Project Owner	Slippage B/Fwd	Adjustments in 2015/16	2015/16	2016/17 - Existing	Slippage to 2016/17	2016/17 - New Bids	2017/18	2018/19	2019/20	2020/21	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Bicester Community Building	Karen Curtin	9,884		0								9,884
Graven Hill	Karen Curtin	0		23,333	21,100							44,433
Bicester Regeneration Projects		9,884	0	23,333	21,100	0	0	0	0	0	0	54,317

Note: Total for Year	2015/16	33,217	2016/17	21,100
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Proposed capital programme agreed:			
	Karen Curtin	Date:	

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Cherwell District Council

Proposed Capital Programme - 2016/17

Project Description	Project Owner	Slippage B/Fwd	Adjustments in 2015/16	2015/16	2016/17 - Existing	Slippage to 2016/17	2016/17 - New Bids	2017/18	2018/19	2019/20	2020/21	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Bicester Community Building	Karen Curtin	9,884		0								9,884
Graven Hill	Karen Curtin	0		23,333	21,100							44,433
Bicester Regeneration Projects		9,884	0	23,333	21,100	0	0	0	0	0	0	54,317

Note: Total for Year	2015/16	33,217	2016/17	21,100
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Proposed capital programme agreed:			
	Karen Curtin	Date:	

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**Cherwell District Council
Proposed Capital Programme - 2016/17**

Project Description	Project Owner	2016/17 - Existing	2016/17 - New Bids	2017/18	2018/19	2019/20	2020/21
		£'000		£'000	£'000	£'000	£'000
Bicester Sports Village	Phil Rolls	45					
WGLC Dry Side Refurbishment	Sharon Bolton	1,200					
<i>Bicester Leisure Centre Extension</i>	<i>Sharon Bolton</i>		150				
<i>Spiceball Leisure Centre Bridge Re-surfacing</i>	<i>Sharon Bolton</i>		30				
Community Services		1,245	180	0	0	0	0
Vehicle Replacement Programme	Ed Potter	933		959	737	619	692
Wheeled Bin Replacement Scheme	Ed Potter	240					
<i>Urban Centre Electricity Installations</i>	<i>Ed Potter</i>		30				
Environmental Services		1,173	30	959	737	619	692
5 Year Rolling HW / SW Replacement Prog	Balvinder Heran	50		50	50	50	0
Business Systems Harmonisation Programme	Balvinder Heran	40		40	40	40	0
<i>Website Redevelopment</i>	<i>Balvinder Heran</i>		66				
Transformation		90	66	90	90	90	0
East West Railways	Calvin Bell	290		290	290	290	290
Disabled Facilities Grants	Tim Mills	375		375	375	375	375
Discretionary Grants for Domestic Properties	Tim Mills	275		275	275	275	275
<i>Banbury Bus Station - Refurbishment</i>	<i>Linda Barlow</i>		90				
<i>Banbury Museum - Refurbishment Programme</i>	<i>Linda Barlow</i>		250				
<i>Community Buildings - Remedial Works</i>	<i>Linda Barlow</i>		150				
<i>Car Parks Resurfacing</i>	<i>Linda Barlow</i>		100				
<i>Ferriston Shopping Parade - Resurface Car park</i>	<i>Linda Barlow</i>		40				
<i>Spiceball Riverbank Reinstatement</i>	<i>Linda Barlow</i>		50				
Regeneration & Housing		940	680	940	940	940	940
Note: Total for Year		3,448	956				

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Date	Agenda Items
29 November	Capital Bids 2017/18 Fees and Charges 2017/18 Medium Term Financial Strategy Solihull Partnership
17 January	Revenue and Capital Budget 2017/18 (Incl. MTFS) LG Settlement 2017/18 Discretionary Rate Relief Policy Business Rates Discount Scheme
28 February	Q3 Budget Monitoring Q3 reserves Monitoring Q3 Procurement Monitoring Q3 Business Rates Monitoring Q3 Write Offs

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