

Agenda Item:

Cabinet



Dorset County Council






Date of Meeting	4 March 2009
Officer	Chief Financial Officer
Subject of Report	Asset Management
Executive Summary	This report provides members with an update on progress in relation to asset management and capital investment priorities, the delivery of the Capital Programme and Prudential Indicators. Approval is also sought if necessary to the re-direction of resources within the approved capital control totals.
Budget / Risk implications	These are contained within the report. If all the recommendations in the report are approved, the programme will be fully committed until the end of 2011-12.
Recommendations	<p>It is recommended that:-</p> <ul style="list-style-type: none">(i) the progress on the delivery of the Capital Programme be noted;(ii) the leases for accommodation at 384 and 386 Ringwood Road be renewed on terms and conditions to be agreed by the Director for Environment (ref. paragraph 7.6 - 7.7);(iii) the allocation of £1.1 million capital funding for Dorset under the Playbuilder programme be welcomed, the current position as set out in paragraph 7.8 -7.10 be noted and authority be delegated to the Directors of Children's Services and Adult and Community Services to accept and distribute the grant on appropriate terms to be agreed by them (ref. paragraph 7.8 - 7.10);(iv) Burton Bradstock Library be transferred to the local

	<p>Parish Council in accordance with the provisions of the Business Plan prepared by the Friends of the Library, on terms and conditions to be agreed by the Director for Environment (ref. paragraph 7.11 – 7.13);</p> <p>(v) the Cabinet are asked to note the position with the contractor and the independent cost consultant at the Holy Trinity Primary School (ref. paragraph 7.14 – 7.16);</p> <p>(vi) the business plan for the development and operation of a community arts centre in Sherborne be ratified and the earlier resolution to gift the land to the south of Paddock Gardens to Sherborne Town Council (STC) for the development of the centre at a nominal consideration be confirmed, subject to STC notifying the County Council by 31 March 2012 that it has sufficient funds available to undertake the development (ref. paragraph 7.18 – 7.22);</p> <p>(vii) the revised estimates and cash flows for the projects as listed in Appendix 2, be approved;</p> <p>(viii) the current position against each of the Prudential Indicators set out in Appendix 3, be noted;</p> <p>(ix) the current position of the Asset Management Action Plan as set out in Appendix 4, be noted.</p>
Reasons for Recommendations	<p>A well managed Council ensures that the best use is made of its assets in terms of service benefit and financial return in order to be fit for the future. The Council's Capital Strategy provides for quarterly monitoring of capital projects in terms of spending against approved budgets and delivery in accordance with projected timescales.</p> <p>In addition, management of the asset base is an element of the use of resources block within the Audit Commission's Comprehensive Performance Assessment of local authorities. Publication and monitoring of Prudential Indicators is also a requirement of the CIPFA Prudential Code.</p> <p>The projects included in the Council's capital programme contribute to all of the Council's corporate aims including improving Dorset's infrastructure, strengthening Dorset's economy and improving the life chances of children and young people.</p>
Appendices	<p>Appendix 1 Financial Summary and Capital Control Totals (page 17)</p> <p>Appendix 2 Summary of Approved Capital Projects (pages 18 - 26)</p> <p>Appendix 3 Treasury Management Prudential Indicators (page 27)</p> <p>Appendix 4 Asset Management Action Plan (page 28 – 33)</p>

Background Papers	Asset Management Report – 3 December 2008; Treasury Management Strategy Statement and Prudential Indicators for 2009 -10 - 2 February 2009; Asset Management Plan 2008 - 2011 – 7 May 2008.
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Background

- 1.1 At its meeting on 1 March 2006 the Cabinet approved the current format of the quarterly monitoring reports. To assist performance monitoring, use is made of the following symbols, which are described below:

	Good overall progress is being made in relation to target (either the current Asset Management Plan cycle or the stated date).
	Fair overall progress is being made in relation to target (which may include some good performance and some poor performance).
	Poor overall progress is being made in relation to target (with any good performance outweighed by poor performance).

- 1.2 Revised cash flows for approved capital projects are shown in Appendix 2, and further commentary is set out below. Detailed project monitoring information is now available on the CPMI area of the Council's intranet.
- 1.3 Prudential Indicators were adopted by the County Council in February 2009 and a summary of the current position against these indicators is set out in Appendix 3.

2 Performance Monitoring

Asset Management Action Plan





- 2.1 The Asset Management Action Plan was agreed by the Cabinet at its meeting on the 7 May 2008 and is set out in Appendix 4. The actions are listed in order of priority, not chronologically in terms of the target dates. Most actions are currently on course.
- 2.2 In the last Monitoring Report it was stated that the top priority action at that time was the review of the strategies and financial provision in respect of the repair and maintenance of buildings. The subsequent report by York Consulting was duly considered by the Cabinet last month, following its presentation to both the Audit & Scrutiny Committee and the Asset Management Group for comment. All the recommendations were approved and have been incorporated in the Action Plan (Appendix 4) at numbers 21 to 30 inclusive.
- 2.3 The recommendation requiring earliest action was the need to produce maintenance plans for both the schools and non-schools estates, fully integrated with a plan for the whole estate. Work is underway to ensure that the plans, which will need to demonstrate in detail how the maintenance backlog is to be removed within a reasonable timescale of up to, say, 10 years and how the ongoing maintenance liabilities are to be funded so that the backlog does not re-emerge, will be included in the next Asset Management Plan 2009-2012. The plan is due to be presented to the Cabinet at its meeting on 6 May.


Capital Strategy Investment Priorities





- 2.4 As there continues to be insufficient resources to approve all capital bids relating to service needs it remains necessary for there to be clear corporate priorities for capital investment, against which the Asset Management Group

(AMG) can assess each project in a process which is designed to be fair, objective, consistent, inclusive and transparent.

- 2.5 The corporate priorities as set out below are drawn from directorate statements and analysis of property performance/condition data, with reference to the strategic goals for capital investment. The goals and priorities were revised following extensive consultation with the community, stakeholders and elected members (as well as statutory consultation where appropriate) and a review of their subsequent application, including the changes to process and associated forms, is scheduled to take place in the Spring.

Building maintenance – to modernise the schools estate and to eliminate the backlog of priority work (i.e. in condition categories C and D as defined) in non-voluntary aided schools by 2020	Performance against target 	Direction of travel 
<p>Up to the end of the third quarter expenditure of £4 million and commitments of a further £1.5 million of the £6.4 million planned maintenance programme budget has been achieved. This means that full spend of the repairs and maintenance budget this year is on target with the remaining budget spend to be closely monitored through to the end of the year.</p> <p>The capital programme for 2009-10 to 2011-12 includes provision to bring forward £2M of spending in 2010-11 to 2009-10 in order to help tackle the backlog and provide some help to local contractors during the economic downturn.</p> <p>Tackling maintenance need through continued investment in the R&M programme is essential to avoid further deterioration in the condition of the County Council's estate.</p> <p>Indications are that there will be a small shortfall in the ability to tackle all urgent and essential items next year if budgets are maintained at current levels.</p>		
Highway maintenance, road safety and bridge maintenance - to maintain top quartile performance for Principal and Non-Principal (A, B and C) Roads, to manage reductions in standards to Unclassified (D) Roads and to reduce risks to public safety and eliminate backlogs by 2012	Performance against target 	Direction of travel 
<p>National Indicator targets for road condition for 2007-08 have been met. However, as previously reported to members available budgets are insufficient to maintain current standards and a decline in condition is affecting all class of road. The backlog will not be eliminated by 2012 and the situation has been made more difficult by the high levels of construction inflation experienced in 2008. Maintenance strategy has been reappraised to take into account the impact of inflation, our capacity to deliver programmed works and the need to focus efforts to the repair of defect clusters and providing adequate skidding resistance at high risk sites.</p>		

Waste management – to develop Household Recycling Centres, transfer/bulking facilities and residual waste treatment technology such as Mechanical Biological Treatment (MBT) plants	Performance against target 	Direction of travel 
<p>Recycling Performance for 2007-08 was 45.45%, with further improvements expected this year, ensuring full Landfill Allowance Trading Scheme (LATS) compliance. The contract with New Earth Solutions, offering interim solutions from 2009-12 (possible extensions to 2015) commences in April 2009 and coupled with other initiatives, it is anticipated the County Council will remain LATS compliant until 2012-13.</p> <p>As previously reported due to successful recycling and other initiatives it is now believed that Dorset will require only one residual waste site which would also deal with local commercial waste. The Cabinet has approved a preferred site and negotiations are ongoing with the site owner. Compulsory Purchase still remains an option, but it is hoped that this can be avoided.</p> <p>Following Cabinet approval on the 2 February the County Council has submitted an Outline Business Case to Defra for PFI credits of £78 million to develop residual waste management needs. This is currently being reviewed by the Waste Infrastructure Delivery Programme before submission for ministerial approval. If approved procurement will commence in the summer.</p> <p>The review of the Dorset Joint Municipal Waste Management Strategy is now complete and is in the process of formal adoption by all seven Dorset Councils, this should be completed by March 2009. This sets a challenging recycling target of 60% by 2015, which when achieved will be one of the best in Europe and help ensure only one residual waste plant is required.</p> <p>The Waste Pathfinder Project (part of the Pathfinder Programme) is progressing well and the Detailed Business Case for future Joint Working is expected in May 2009. Part of this work includes an assessment on ideal locations for depots and transfer stations and the information gained from this project will help guide future policy in this area.</p> <p>On 17 December 2008 the Cabinet approved in principle the construction of a new Household Recycling Centre (HRC) for Swanage and the purchase of the land for construction. Final negotiations are still ongoing with Purbeck District Council and SWRDA to finalise the purchase price. Valuation and Estates are also seeking relief from an active covenant on the site. It is hoped that the new facility will be operational by December 2010. In the interim, planning permission at the existing site will need to be extended until that time.</p> <p>Also on 17 December 2008 the Cabinet confirmed Gore Cross as the preferred site (although 32 sites in total are being reassessed) for the Bridport HRC. The Cabinet also approved the submission of a planning application in summer 2009 accompanied by a public exhibition and communication campaign, the first of which took place between 29 and 31 January with a further one planned in the Spring when more detailed plans will be available. A Member Panel including local members is to be established to review the process to date and further meetings with the</p>		

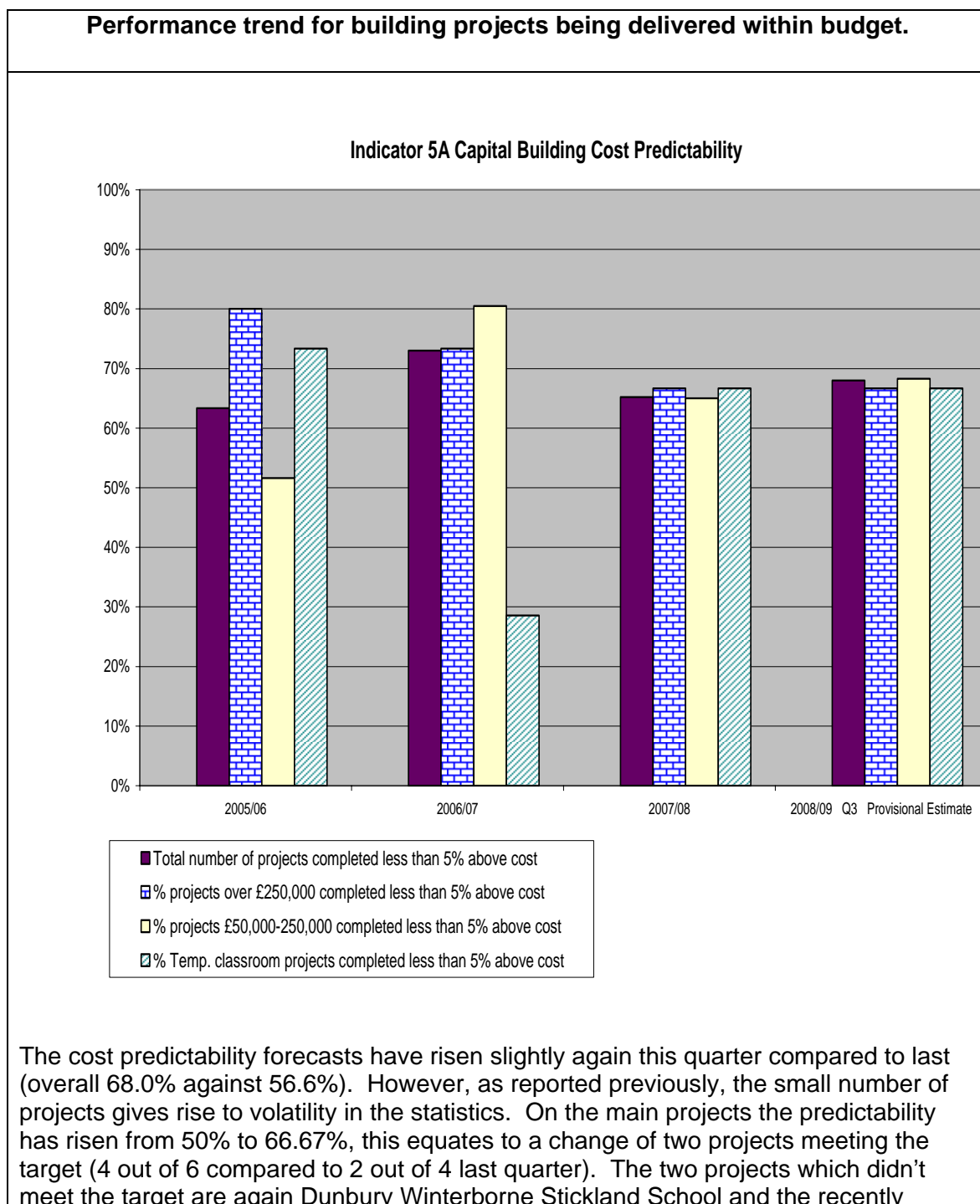
Highways Agency are planned as part of ongoing assessment work for the preparation of the planning application.		
Adult Social Care – to provide facilities to promote the independence of older people and adults with learning disabilities and physical disabilities	Performance against target 	Direction of travel 
<p>As reported in the last monitoring report, the future provision of day care for adults is being considered by the Executive Advisory Panel on the Modernisation of Adult Social Care. The brief of the panel has been widened to consider the modernisation/transformation of adult social care from its original remit of day services. The Panel continues to meet and receive information and presentations on personalisation and individual budgets and to consider the implications of this new agenda for the future provision of day services for all adults. Research is being undertaken to inform this planning, including drawing on the lessons learned from the national pilots and our local pilot phase of personal budgets from December 2008 – June 2009. No immediate change of strategy is planned until this evidence has been gathered.</p> <p>The programme of work for the Executive Advisory Panel for next year will include a future strategy for day services. At the same time the results of the pilots mentioned above will be published in the form of a report.</p>		
ICT Infrastructure – to enable the development of shared and support services	Performance against target 	Direction of travel 
<p>Although this is a comparatively recent investment priority and no new bids have yet been submitted since its inclusion, previous agreed bids have resulted in improvement to ICT infrastructure to support business change projects. Moreover, improvements to ICT infrastructure are often an important feature of redevelopment projects and are taken into account in the assessment of bids for funding. For example, the refurbishment of County Council accommodation, whether funded directly through a scheme included in the capital programme or via adaptations within the budgets allocated under the Annual Provision Totals, continue to require investment to IT infrastructure. This is particularly applicable to programmes aimed at rationalising accommodation and making better and/or more intensive use of property, e.g. Fit For the Future and Pathfinder. The funding of resulting schemes therefore enables targeted efficiencies and savings to be achieved, i.e. in excess of £600,000 in annual efficiency savings and £1.2M in capital receipts resulting from the implementation of the Medium Term Office Accommodation Strategy and the rolling out of Flexible Attendance. (See Action #1 in Appendix 4).</p>		

Capital Programme

- 2.6 Monitoring of performance with regard to the delivery of the capital programme is undertaken by the Asset Management Group. Each year the County Council's performance over the previous twelve months is set out in

the Asset Management Plan but the quarterly report provides an opportunity to examine performance in more detail, including trends in performance in the delivery of different size and type of project, as illustrated in the graphs below.

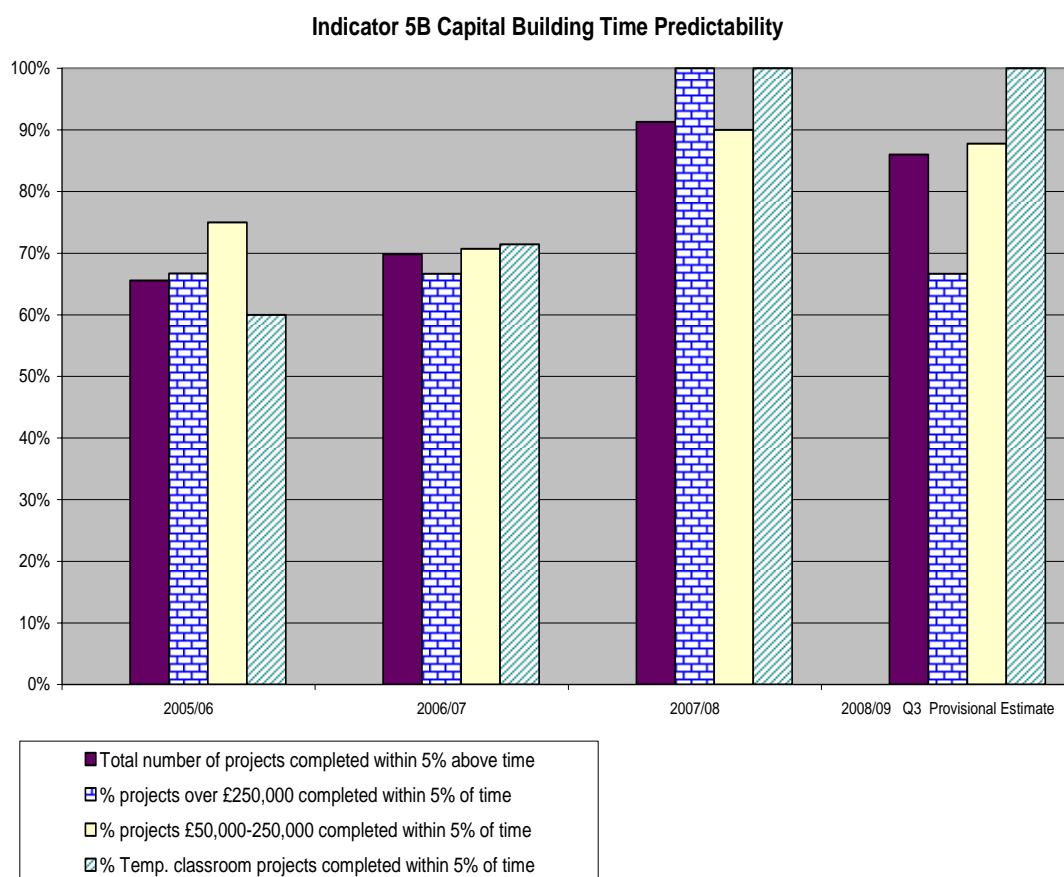
- 2.7 The decision was taken in 2004-05 to split the performance on major projects (those greater than £250,000) from smaller projects (projects above £50,000 and less than £250,000) and the temporary classroom programme. As mentioned in the previous quarterly Asset Management Report national performance data has not been available recently. However information is being collected in order to be in a position to carry out comparisons from April and it will then be possible to carry out a comparison on both a national and a regional basis.



completed project at Lytchett Minster School. The latter project is the subject of a separate report. Similarly with the minor capital projects; the increase from 56.52% last quarter to 68.29% this quarter equates to two projects meeting the target (28 out of 41, compared to 26 out of 46 last quarter). The statistics on the temporary classroom projects remain static at 66.67%. With these small numbers of projects it will not be until the end of year when it will be clear whether there is overall improvement but, at least, there does not appear to be a dramatic change.

As reported last time, this year parallel data is being collected in line with the new national property performance data (NaPPMI). This data compares the cost at practical completion against that at the commit to construct stage (placing the order/agreed contract sum), rather than the cost at pre-tender estimate stage which is the basis of the data reported above. On this revised basis the statistics are as follows: overall 72% (68% in previous method), major projects 66.67% (the same), minor projects 70.73% (68.29% in previous method) and temporary classroom projects 100% (the same).

Performance trend for building projects being delivered on time.



The time predictability forecasts have risen marginally this quarter compared to last (86% up from 84.21%). As with the cost predictability statistics the small sample size is a major factor. On the major schemes the predictability has fallen from 75% down to 66.67%, but this equates to only two projects, Holy Trinity School and Lytchett Minster Schools failing to meet the target. The statistics on minor projects again show a small

improvement from 83.33% in the second quarter to 87.80% this quarter. The temporary classroom percentages remain unchanged at 100%, although the sample size is small at only 3 schemes.

3 Approved Projects

- 3.1 Details of approved schemes are set out in Appendix 2. The schemes where delivery falls outside the performance parameters indicators in 2.7 above are shown with a ☹. Further details on these schemes are given below. It should be noted that this involves the reporting of projects where there is significant differences on budget/spend or timescale which have not been reported previously.

Queen Elizabeth School - Replacement

- 3.2 Detailed negotiations continue on the Commencement Agreements for the main school and the Sustainability Education Centre (SEC) at the same time as the Agreed Maximum Price and risk allocation are being agreed. The Commencement Agreement for the Sustainability Education Centre (SEC) is being negotiated as a priority.
- 3.3 The budget planning figure of £50.6 Million remains a challenging cost target, as does the percentage of cost certainty. The risks associated within the budget planning figure are mainly in connection with the allowance on capping fees and the need to allow for claims associated with the loss and expense following the delays caused by the difficulties in obtaining Building Regulation approval. The Board have approved the appointment of an external project manager to replace the present in-house project manager, who is leaving to take up a new position, and one of his first tasks will be to examine ways, with the partners, to achieve greater cost certainty within the budget planning figure.
- 3.4 Obtaining Building Regulations approval on the main building structure is still a major cause for concern. However, Rexon Day Forensic together with the County Council Interim Structural Engineering Manager have recently received and reviewed the package of structural design information for Block A of the main school. They are satisfied that this design appears to be more robust than that shown on previous information, and have therefore agreed to support its submission for Building Control approval. Whilst Building Control are examining the design the Board have also agreed to additional drainage works continuing at the site to deal with the excess ground water on the foundation area and to proceed to add a number of additional piles. These additional piles are required as a result of Mouchel's new Structural Engineering team's review of their original design. This matter is being discussed with Mouchel's senior management as bringing a piling rig back to site at this late stage will be expensive and disruptive.
- 3.5 With regard to the SEC, whilst formal Building Control approval has not yet been received as some detail information is still due from the constructor, assurances are still being received from Building Control that approval will be granted. In the meantime construction continues on site and it is anticipated that these works will be completed by the half term holiday at the end of May.

Weymouth Transport Package for the 2012 Games

- 3.6 The Programme Entry submission date has been affected by the need to undertake further validation of the Weymouth area traffic model in support of the business case for the transport package in order to satisfy Department for Transport requirements. This work has proved more complex than anticipated and the submission date has now been revised to September 2009 to allow sufficient time to resolve the modelling issues.
- 3.7 The impact of the Asset Management Group's (AMG) decision that all the risk of the optimism bias (£1.3m) be funded from the Local Transport Plan (LTP) is being assessed. A further report on the likely impact on the LTP programme and targets will be made to the AMG in the near future.

Lytchett Minster School (Phase 1A & 1B) – Replacement Science Maths & Humanities Block and additional Dining & Kitchen Facilities

- 3.8 There is an increase in the anticipated estimated capital cost for this project. The approved funding amounts to £12,487,000, which comprises £12,306,000 capital funding, £40,000 Road Safety Team funding and £141,000 School funding. The current estimated cost is £13,576,000 representing an increase over the approved budget of £1,270,000.
- 3.9 The increase over the approved budget is attributable to the cost of additional works due to:
- Unforeseen ground conditions;
 - Services diversions;
 - Maintenance;
 - Protection and making good the fabric of the existing facilities;
 - Development of general construction and fit-out details;
 - Additional temporary works;
 - Variations to landscaping items;
 - Asbestos removal;
 - Contractors design services;
 - Contractual claims.
- 3.10 It should be noted that although the project has reached Practical Completion a significant portion of the additional costs remain to be confirmed. There are however few remaining opportunities to reduce costs. Hence it is unlikely that the overrun will be recovered and the shortfall will need to be made up from the Capital Programme.
- 3.11 A note concerning this project was included in a report to the Cabinet on 4 June 2008, advising of a shortfall of £330,000. This was being examined by the design team to see if savings could be achieved but since then costs have increased. The reasons for the increase and matters around the governance and supervision of the project are currently subject to a management investigation. A detailed report has been prepared for the Asset Management Group meeting on the 4 March. Following consideration by the group a further report will be brought to the Cabinet in accordance with normal practice.

4 Annual Provision Totals (APT)

- 4.1 Currently, each service area has a small annual provision, typically between £250,000 and £400,000 per annum in order to undertake minor works or improvements without reference to the Cabinet. Expenditure against these budgets is monitored by the Asset Management Group.
- 4.2 The incidence of expenditure on minor works can vary and sometimes there can be particular pressure on these budgets as a result of implementing agreed corporate strategies, the outcomes of a local review, minor health and safety works or a large single minor works project taking up most of the resource.
- 4.3 At present it is anticipated that each service can meet its commitment from the sums allocated.

5 Financial Summary and Capital Control Totals

- 5.1 The overall financial position is summarised in Appendix 1. In summary the programme is fully committed up to the end of 2011-12.

6 Prudential Indicators

- 6.1 The CIPFA Prudential Code highlights particular aspects of the planning and funding of capital expenditure and requires the regular monitoring and publication of indicators. At the meeting on 2 February 2009 the Cabinet recommended to the Council the adoption of the Prudential Indicators for 2009-10 to 2011-12.
- 6.2 Attached to this report at Appendix 3 is a summary of the current position against each of the Prudential Indicators. The summary shows that as at 31 January 2009, each of the indicators was within the limits set for 2008-09. I can report that the anticipated levels of borrowing for the remainder of the year will see the County Council remain within the limits set.

7 Other Demands and Issues

The following paragraphs provide an update to members on other demands and issues in relation to capital projects.

Weymouth Relief Road

- 7.1 The Secretary of State for Transport and the Secretary of State for Communities and Local Government approved the County Council's Compulsory Purchase Orders and Side Roads Orders on 26 September 2008 and archaeological investigation work on the Ridgeway was completed before Christmas.
- 7.2 The Department for Transport (DfT) confirmed the full approval for the scheme on 18 December 2008. The DfT will provide a capped maximum contribution of £79.223m towards the £87.423m costs, with Dorset County Council providing the remaining £8.219m. Work to build the road has started, following the full funding approval.
- 7.3 Clearance works at Two Mile Coppice (TMC) began on 8 December 2008. Trees and vegetation were removed from the 0.6 hectare western edge strip

of TMC. Protester action caused minor delays. Materials taken from the woodland are being salvaged and reused where possible. Living stumps and soils are to be relocated to part of Dorset Wildlife Trust's Nature reserve and the Ecological Mitigation Area. Clearance work finished before Christmas in the western edge strip of TMC.

- 7.4 Work has begun in Littlemoor to construct the new Littlemoor Bridge. A temporary diversion route is now in place and will remain for about nine months. The Littlemoor gap is currently being fenced and cleared.

Acceleration of Schools Capital Allocations from 2010-11 to 2009-10

- 7.5 In February the Cabinet were informed that the Department for Children, Schools and Families (DCSF) had invited Authorities to apply to bring forward 'un-ring fenced' capital allocations in 2010-11 and 2011-12. The Cabinet agreed that if successful the Authority should bring forward £2M of repairs and maintenance schemes, £3.5M of Local Transport schemes and a further £4.5M of other capital works. If successful this would provide a much needed stimulus of around £10M to Dorset's local economy in a time of recession. At the time of writing the Authority is awaiting the Government's response to the request.

Renewal of Leases of office accommodation at 384 and 386 Ringwood Road, Ferndown.

- 7.6 The leases for office accommodation at 384 and 386 Ringwood Road are due to terminate in October 2009 and June 2009 respectively. The Landlord has given notice that he is willing to consider renewing these leases and has suggested a rent increase of around 10% for 386 Ringwood Road. The Landlord has yet to propose a renewal rent for 384 Ringwood Road.
- 7.7 As part of the Fit for the Future Accommodation Workstream, detailed work is currently taking place in the Ferndown area looking at opportunities for co-location with NHS Dorset (Dorset PCT) and the rationalisation of office accommodation in the area. Although work is progressing, it is unlikely that it will be completed in time for any moves to take place before the end of 2009. It is therefore proposed that the leases at both 384 and 386 Ringwood Road are renewed on terms to be agreed by the Director of Environment, which will allow the County Council to vacate the premises in order to relocate staff as and when possible.

Department for Children, Schools and Families (DCSF)
Playbuilder Programme

- 7.8 The DCSF is investing significant funding in play as part of a 3 year programme and the County Council has been selected to enter the programme in year 2 to deliver a number of projects from April 2009 to March 2011. The Authority will receive capital and revenue funding to deliver a portfolio of new or significantly refurbished play areas across the County and as the strategic lead is required to formally accept the funding and conditions of grant. However, confirmation of allocated funding and conditions of grant are yet to be received and there is a concern about the timetable and requirements set by DCSF. The guidance information and requirements provided by the DCSF support partner Play England is that:

- DCSF grant terms and conditions were expected mid February 2009 (but at the time of writing had not been received);
- Once entered into the programme is compulsory;
- The grant will be around £1.1M capital and around £45,000 revenue;
- Currently Dorset is expected to deliver 16 projects in year 1 and 6 in year 2 (Play England are trying to change this as it is an unrealistic target);
- Funding is to be drawn down twice a year for 2 years;
- DCSF state that funding is on the basis of “use it or lose it” each year, with no carry forward to finance slippage;
- Funding is not to be used on school sites or to build multi-use games areas;
- Projects must provide for 8-13 year olds and be inclusive;
- High levels of needs assessment, design and consultation are expected for each project;
- A draft project plan is expected to be submitted to the DCSF by the end of February 2009

7.9 The Sports Service will be taking the lead and managing the programme on behalf of Children’s Services and the Sports Service representative is currently the lead staff member for the County Council on the Dorset Play Forum. The Forum is a recognised County Council partnership and it is intended to work in partnership with all members of the Dorset Play Forum, which includes all district and borough councils, to deliver the programme. The revenue funding will be utilised by the Sports Service to project manage the whole portfolio of projects across Dorset. The County Council does not directly provide play facilities as these are provided by districts, boroughs, town and parish councils.

7.10 The Sports Service has been advised that a system of governance is required to ensure delivery to appropriate standards and that conditions of grant are met. Each of the individual play project providers will enter into an agreement with the Authority that reflects all the terms and conditions required by the DCSF. This will assist in successful delivery whilst ensuring the Authority is not financially accountable for slippages or overspends.

Transfer of Burton Bradstock library building to the local parish council.

7.11 The County Council at its meeting on 19 July 2007 agreed to invite the thirteen local communities with whom discussions about the future of their libraries had been held to take on responsibility and the associated premises related costs for the respective buildings. Since that time the library service has continued to work with two interested communities in particular. The Friends of Burton Bradstock Library group, on behalf of Burton Bradstock Parish Council, have now prepared a business plan in accordance with the County Council’s Guidance Note on the Transfer of County Council Properties to Community Bodies.

7.12 At its last meeting the Asset Management Group (AMG) noted that continuing support was being given to the Friends of Burton Bradstock Library and that this community had a good track record of taking on facilities. Although AMG had indicated that the Business Case was not sufficiently robust, the group noted that the Parish Council had agreed to underwrite the transfer and that further assistance with the Business Case would be provided by the County Council’s Valuation & Estates Manager. As a result, AMG agreed, in principle, to recommend the transfer of the lease to the Parish Council on terms to be

agreed by the Director for Environment, but to include annual rent at “one peppercorn”.

- 7.13 The Asset Management Group has not seen a revised Business Plan but the Head of Cultural Services has advised that the improvements to the Plan are in hand to ensure that it is robust and sustainable and that the community-led management arrangements are viable. Following confirmation that these revisions have been made, it is proposed that approval is given to proceed with the transfer of the asset.

Holy Trinity Primary School

- 7.14 The school buildings were completed for the start of the autumn term 2007 and the remainder of the works together with the demolition of the existing school was successfully completed in May 2008. In August 2008, following detailed work on the final account, the contractor submitted a claim for significant additional payment in respect of twenty five various items. These are disputed by the design team.
- 7.15 In order to clarify the County Council's position and responsibility, an independent cost consultant was appointed in November 2008. Work is still ongoing examining the items, however early indications are that whilst many of the extra payments are not justified some additional payment may be appropriate.
- 7.16 There is also a major concern that the contractor is not progressing work on the outstanding defects at the school expeditiously. Whilst there is no evidence to support any suggestion that these issues are linked, the possibility cannot be ignored. A detailed report is being presented to the next meeting of the Asset Management Group and when the consultant has completed his investigation a concluding report will be brought to the Cabinet.

Sherborne House

- 7.17 The sale of Sherborne House and the land to its rear is progressing on schedule. The purchaser has had several meetings with the planners and English Heritage and reports that satisfactory progress is being made to agree a scheme for the restoration of the listed building and development of land to its rear. It is anticipated that conditional contracts, subject to planning, will be exchanged prior to the end of March and that the purchaser will be in a position to submit a planning application in the summer.

Sherborne Community Arts Centre

- 7.18 In October 2007, the Cabinet considered a report on Sherborne House and a piece of land situated to the south of Paddock Gardens, which formerly comprised the house's tennis courts. It resolved to dispose of Sherborne House and its rear gardens at best price and to gift the land to the south of Paddock Gardens to Sherborne Town Council (STC) for the development of a Community Arts Centre, for a nominal consideration under the County Council's well-being powers. This gift was subject to the town council producing a viable business plan and construction commencing by 1 April 2009.
- 7.19 Following the resolution, the Town Council formed a working group to progress the proposal and commissioned a business plan report to

investigate, amongst other things, the demand for such a facility in the locality, to produce an outline specification for the building and an outline financial plan for the facility. The business plan concluded that there is an unmet need in the locality for visual arts studios; a medium sized multi functional hall for exhibitions, seminars and performing arts workshops; a permanent base for Sherborne ArtsLink; and a foyer display area. It concluded that there is a need for a building of about 425sq m and that the site being offered is ideally located for the provision of such a facility. The financial plan forecasts a modest deficit of £4,000 in Year one, reducing to break even by Year four, based upon a worse case scenario of income reflecting existing usage by key arts users (such as ArtsLink), and realistic expenditure estimates based on similar community buildings.

- 7.20 The Asset Management Group (AMG) considered the business plan at its meeting on 3 December and ratified it but questioned whether it would be feasible to co-locate any other County Council functions on the site to create a multi-functional facility and thereby share the development costs. To date no complementary uses have been identified although this is an ongoing exercise and if any suitable uses are identified during the timeframe in which STC will be raising funds for the development, further discussions will be undertaken with the Town Council to establish the potential of co-location.
- 7.21 The original Cabinet resolution required construction to commence by 1 April 2009. Although significant progress has been made to date in establishing a need and a method for delivery of the project, the original timescale has proved to be unrealistic as funds will need to be raised for the development from scratch. Whilst the working group established to promote this project is confident that funding will be obtained, it has requested a period of 3 years to undertake the necessary fund raising activities. It is recommended that the Cabinet agrees to this extension of time and that a letter of intent is issued to the Sherborne Town Council specifying that the County Council will transfer the land to the town council upon confirmation from the town council that it has the necessary funds to undertake the development of a community arts facility and that the Town Council shall have until 31 March 2012 to raise these funds.
- 7.22 The creation of a community arts centre in Sherborne is an innovative proposal and follows closely along the lines of the model envisaged within the Community Strategy for Dorset of local authorities working with communities to provide for their cultural needs. The concept has strong support from the local MP, each level of local government as well as within the arts community and the general community of Sherborne. Assuming that the project comes to fruition, it could be held up as an excellent example of different tiers of local government working together and with the local community to deliver facilities for the community, as envisaged within the Quirk Review.

8 Conclusion

- 8.1 As referred to in paragraph 5.1 and Appendix 1, the provisional control totals including anticipated commitments indicate that the programme will be fully committed until the end of 2011-12.

Paul Kent
Chief Financial Officer

February 2009

APPENDIX 1**Financial Summary and Capital Control Totals**

The table below shows the net financial position after taking account of commitments arising from approved projects in Appendix 2, annual provision totals, structural maintenance and the Modernising Schools Project, but before any adjustments arising from recommendations in this report.

	2008-09 £M	2009-10 £M	2010-11 £M	2011-12 £M
Latest (Adjusted) Capital Control Totals ⁽¹⁾	110,419	95,259	81,337	65,012
Brought Forward from Previous Years	16,836			
Carry Forward to 2009-10 ⁽²⁾	(34,648)	34,648		
Provisional Control Totals	92,607	129,907	81,337	65,012

Less:				
Structural Maintenance Exp.				
- Roads & Bridges ⁽³⁾	8,619	9,267	10,032	10,032
- Buildings ⁽⁴⁾ (Includes £500k for non-schools backlog)	9,422	9,017	9,192	9,590
Annual Provision Totals (APT's)	9,754	3,977	3,273	3,115
Approved Projects (Appendix 2) ⁽⁵⁾	51,563	52,023	37,383	18,853
Earmarked for Modernising Schools Project ⁽⁶⁾	13,249	48,978	38,417	13,000
Under - or (Over -) Allocated (per year)	0	6,645	(16,960)	10,422

(Over the 4 years, the total sum available amounts to £0.1M before approval of the recommendations in this report.)

Notes

- (1) Adjusted for funding changes since previous report and includes known and estimated SCE(R) for all services for 2008-09 to 2011-12.
- (2) Reflects slippage between years.
- (3) Reflects the LTP figures announced by the Government for 2009-10.
- (4) Reflects £1,047K slippage from 2007-08 to 2008-09.
- (5) Appendix 2 figures adjusted for projects partly funded by MSP.
- (6) Reflects £30M slippage from 2008-09 to 09-10 £15M and 10-11 £15M.
(Does not reflect acceleration of schools capital)

CAPITAL PROJECTS

SUMMARY OF APPROVED PROJECTS AS AT JANUARY 2009



Project being delivered within or on previously agreed budget and time



Project being delivered within 5% or £250k of previously agreed budget or time

Project **not** being delivered within 5% or £250k of previously agreed budget or time

	Estimated Payments						
	Total Payments £'000	Before 2008-09 £'000	2008-09 £'000	2009-10 £'000	2010-11 £'000	2011-12 £'000	After 2011-12 £'000
<u>For start before 2007-2008</u>							
Childrens Services							
Completed projects awaiting final account	379		379				
Integrated Children's System	939	808	131				
School Access Initiative Schemes < £250k	6,426	2,747	1,296	763	810	810	
Gillingham CE VC Creative Arts Building and New Accommodation	8,070	8,078	(8)				
BLF Schemes							
Queen Elizabeth's School - Floodlit STP	699	697		2			
Beaminster School - New Sports Hall	787	713	39	35			
The Grange/Somerford Primary - Dance/Fitness Studio & Track	797	794	3				
BLF Projects <£250k	710	699	11				
Wyvern Special School - Replacement	7,913	7,450	328	135			
Mountjoy Special School - Replacement	3,040	78	12	450	1,500	1,000	
The Conifers Primary School - Westhaven Amalgamation	4,164	4,121	43				
Shaftesbury - Rationalisation of School Provision	12,584	12,273	311				
Modernising Schools Project - Project Implementation Costs	930	906	24				
LEA Contributions to VA Schemes	170	140	30				
Lytchett Minster School (Phase 1A & 1B)- Replacement Science Maths & Humanities Block and additional Dining & Kitchen Facilities	12,487	7,757	4,730				

	Estimated Payments						After 2011-12 £'000	
	Total Payments £'000	Before 2008-09 £'000	2008-09 £'000	2009-10 £'000	2010-11 £'000	2011-12 £'000		
West Lulworth CE VC 1st School - Hall	384	16		326	42			☹
Environment								
A350 / C13 Corridor Traffic Management Scheme - Phases 1&2	340	275	65					☺
A35 Bakers Arms to Bere Regis Improvements - Phase 2	1,944	1,874		70				☺
Dorchester C12, Lower Burton - Footway, Cycleway & Imps	686	686						☺
Avon Causeway Bridge, Christchurch	1,195	1,165	30					☺
A35 Barrack Rd/Stour Rd Junction Improvements, Christchurch	1,480	932	548					☺
A356 Frampton Rural Footway	715	682		33				☺
Local Transport Plan	47,981	24,348	4,669	4,651	4,771	4,771	4,771	☺
Street Lighting inc. PFI Fees	2,402	2,316		86				☺
Weymouth Relief Road - Preparatory costs	7,236	6,302	934					☺
Weymouth Relief Road - Scheme Costs	87,442		26,055	29,134	22,535	9,718		☺
Verwood Distributor Rd - Land & Works (net)	5,269	4,293	976					☺
Waste Management Strategy Portland Redevelopment	1,771	1,692	79					☺
A350 Steepleton Bends / A350 Study (fees)	269	154	115					☺
Chickerell Link Road	3,120	2,826	10	284				☺
Railway Overbridge Parapet Protection - Fees & Feasibility	230	67	8	155				☺
C168 Cobb Road	2,118	1,721	17	380				☺
Visitor Centre at Durlston Castle	650	36	100	432	82			☺
Implementation of Waste management Strategy - Recycling Facilities - Hurn	892	64	410	418				☹

	Estimated Payments						After 2011-12 £'000	
	Total Payments £'000	Before 2008-09 £'000	2008-09 £'000	2009-10 £'000	2010-11 £'000	2011-12 £'000		
Highway and Property Flooding	300	52		248				😊
Coldharbour Gypsy Site - Refurbishment	665	603	62					😊
Highways Depot at Blandford	1,804	625	919	240	20			😊
Implementation of Waste Management Strategy - Wimborne HRC	480	101	50	329				😐
Roman Town House - Phase 2	341	233	108					😊
The Weymouth Transport Package for the 2012 Games - Preparation Costs	1,700	256	700	744				😐
Adult and Community Services								
Completed projects awaiting final account	47		47					😊
Residential Unit for People with Learning Disabilities - Feasibility	25	8	17					😊
Day Centre for People with Challenging Behaviour (Learning Disability Service), Weymouth - Feasibility	25		25					😊
Avon View - Replacement Elderly Persons Home, Christchurch	5,732	5,697	35					😊
Wimborne, Streets Meadow - Replacement Care Home/Day Centre	5,584	5,508	76					😊
Reprovision of Juniper Social and Education centre and Local Offices, Christchurch	3,000	2,848	152					😊
Residential Unit for People with Learning Disabilities (High Care Needs) (Replacement for The Beeches)	3,125	21	104	200	2,200	600		😐

	<----->	Estimated Payments				----->		
	Total Payments £'000	Before 2008-09 £'000	2008-09 £'000	2009-10 £'000	2010-11 £'000	2011-12 £'000	After 2011-12 £'000	
Corporate Resources								
Flexible Attendance Project (Pilot Proposals)	880	837	43					😊
Replacement of Central Training Suite - Top O' Town House	508	494	14					😊
Dorset 4 You Partnership	88		88					😊
Library Management System Development	425	404	21					😊
ICT Developments	708	312	396					😊
ICT Provision	2,164	411	453	1,300				😊
Cabinet								
Disabled Access to Public Buildings - (Phase 2)	1,456	1,253	103	50	50			😊
Whole Authority Business Change Customer Connect	2,715	2,707	8					😊
Fit for the Future Capital Investment	8,896	141	5,921	2,834				😊
Pre 2008-2009 Starts	266,887	119,221	50,687	43,299	32,010	16,899	4,771	

	<----->	Estimated Payments				>-----<		
	Total Payments £'000	Before 2008-09 £'000	2008-09 £'000	2009-10 £'000	2010-11 £'000	2011-12 £'000	After 2011-12 £'000	
For start in 2008-09								
Childrens Services								
Contribution to Thomas Hardy Leisure Centre	1,575			1,575				😊
Adult and Community Services								
Dorset County Libraries - Radio Frequency Identification (RFID)	1,334		529	805				😊
Christchurch Library Redevelopment - Ph 2	2,026		10	900	1,021	95		😊
Environment								
Access Improvements in South East Dorset	800		200	300	300			😊
Purbeck Transport Strategy Schemes	500		20	480				😊
Bournemouth Airport Access Improvements to existing B3073	2,500		10	510	280	1,700		😊
Implementation of Waste Management Strategy - Bridport HRC Phase 1	900		140	660	100			😊
Implementation of Waste Management Strategy - Blandford HRC Phase 1	900			900				😊
Total 2008-2009 Starts	10,535		909	6,130	1,701	1,795		
For start in 2009-10								
Environment								
Wessex Network Traffic Control Centre	3,240			900	2,340			
Burton Road Footbridge	1,179			110	1,039	30		
Dorchester Transport and Environment Plan	4,021			185	282	129	3,425	
Newstead Road/Rodwell Trail Bridge	510			499	11			
Implemenation of Waste Management Strategy - Swanage HRC Ph1	900			900				
Total 2009-2010 Starts	9,850			2,594	3,672	159	3,425	
Total Approved Projects	287,272	119,221	51,596	52,023	37,383	18,853	8,196	

	<----->	Estimated Payments				<----->		
	Total Payments £'000	Before 2008-09 £'000	2008-09 £'000	2009-10 £'000	2010-11 £'000	2011-12 £'000	After 2011-12 £'000	
MODERNISING SCHOOLS PROGRAMME								
Schemes Approved within DCC managed projects included above:								
Modernising Schools Project - Project Implementation Costs	235	202	33					😊
Other Approved Schemes not included above								
Temporary Classrooms provided in advance	1,049	933	116					😊
Project Development Allowance	2,723	1,123	400	400	400	400		😊
Gillingham - Car Park Ph1	507	506	1					😊
Blandford School Block 5 (Technology) - Ph2	3,029	2,909	120					😊
Holy Trinity Primary - Enabling Works	232	227	5					😊
Holy Trinity Primary - Infant & Junior amalgamation	8,042	7,579	363	100				😐
Dunbury Primary, Winterborne Whitechurch - Extension	2,078	2,049	29					😊
Dunbury Primary - Winterborne Stickland - Remodelling	1,346	1,123	223					😊
Dunbury Primary - Winterborne Kingston - replacement	1,535	721	739	75				😊
Pimperne Primary - Replacement	3,525	272	200	1,738	1,230	85		😊
Milldown Primary - Replacement	4,333	354	224	2,715	800	240		😊
Sturminster Newton High - Car Park Phase1	308	180	71	57				😊
Queen Elizabeth School - replacement	50,601	3,958	4,803	20,940	18,400	2,500		😐
St George's Primary, Portland - Contribution to advance works	43	43						😊
Budmouth Technology College - Clare Hall Replacement	17,640	4	1,250	8,600	7,442	344		😊
Blandford School - Phase 3a	1,245		535	640	70			😊

	Estimated Payments						
	<----- Total Payments £'000	Before 2008-09 £'000	2008-09 £'000	2009-10 £'000	2010-11 £'000	2011-12 £'000	After 2011-12 £'000
Blandford School - Phases 3b, c & d	9,755		10	2,908	5,793	1,044	😊
Downlands Primary - Extension	3,530		50	1,700	1,590	190	😊
St Mary's Playing Field Project - Contribution	50		50				😊
Primary Capital Programme	8,378			2,978	5,400		😊
Other Schemes awaiting approval	15,628		34,012	(16,873)	(18,708)	17,197	
Total Modernising Schools Programme	135,812	22,183	43,234	25,978	22,417	22,000	

	Estimated Payments					
	<-----					>-----
	Total	Before				After
	Payments	2008-09	2008-09	2009-10	2010-11	2011-12
	£'000	£'000	£'000	£'000	£'000	2011-12
						£'000

OTHER APPROVED PROJECTS

Projects approved as part of the structural maintenance programme >£250k

For start before 2008-09**Children's Services**

Westfield Technology College - Summer 2006 Improvement Works	465	424	41				😊
Sturminster Newton High - Mechanical & Electrical works - Ph3	212	193	19				😊
Ferndown Upper - Refenestration Ph2/Rewire Blocks A&D/Replace roof covering Block C	353	351	2				😊

For Start in 2008-09**Children's Services**

Hillside First School, Verwood - Reconstruct Rainbow Wing	399		379	20			😊
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Structural Maintenance projects >£250k

1,429	968	441	20
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Approved projects to be funded from schools delegated budgets and other sources >£250k

For start in 2008-2009**Children's Services**

Gillingham School - Science Block	2,007	730	1,102	175
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Schools Delegated budgets and Other Sources >£250k

2,007	730	1,102	175
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	<----->	Estimated Payments				----->	
	Total Payments £'000	Before 2008-09 £'000	2008-09 £'000	2009-10 £'000	2010-11 £'000	2011-12 £'000	After 2011-12 £'000
Other Capital Allocations							
Sure Start Grant Schemes							
Bincombe Valley Children's Centre	239	198	41				😊
Blandford Children's Centre	565	470	75	20			😊
Bridport Children's Centre	1,147	263	822	62			😊
Dorchester East Children's Centre - Broadmayne	211	190	21				😊
North Dorset Children's Centre	1,121	1,108	13				😊
Wareham & West Moors Children's Centre	113	113					😊
Westham Children's Centre, Weymouth	1,596	221	1,305	70			😊
Ferndown Children's Centre	326	25	301				😊
Minor works - Children's Centres	28	28					
Other schemes awaiting approval	7,060		1,318	2,696	3,046		
Total Sure Start Grant schemes	12,406	2,616	3,896	2,848	3,046		
Temporary Classroom Provision	3,103	711	806	793	793		😊
County Farms	6,733	2,424	2,158	1,173	978		😊
Total Other Capital Allocations	22,242	5,751	6,860	5,799	5,012	978	

**Treasury Management Prudential Indicators
Monitoring Report as at 31st January 2009**

Indicator

		Limit	Current	Anticipated	Headroom
Prl 6	Operational Boundary for External Debt	£208.5M	£154.1M	£154.1M	£54.4M
Prl 7	Authorised Limit for External Debt	£221.5M	£154.1M	£154.1M	£67.4M

Comments: The entire 2007-08 borrowing requirement has now been borrowed. The borrowing requirement for 2008-09 is approximately £34.1 Million none of which has been borrowed to date. It is unlikely that the full requirement will be borrowed by the end of the Financial Year. The total external debt will remain within the Operational Boundary and Authorised Limit.

Prl 9 Upper Limit on net Fixed Interest Rate Payments

Limit for 2008-09	£9,500,000
Current Level	-£2,224,335

Comments: The current level of interest payments is negative. This is because the current level of debt is less than the current level of investment. Due to instability in the financial markets, we have also benefited from paying significantly lower interest rates on borrowing than the rates available for investment. Given the anticipated levels of borrowing for the remainder of the year, this indicator should remain comfortably within the limit. In order to be prudent, these figures assume no interest will be recovered on loans to Icelandic banks.

Prl 10 Upper Limit on net Variable Interest Rate Payments

Limit for 2008-09	£2,500,000
Current Level	-£70,706

Comments: The above level is negative as DCC only has £15.6M outstanding at variable interest rates, but has more investments at variable rates. This is likely to continue throughout the year, and consequently will stay below the limit.

Prl 11 Maturity Structure of Borrowing

	Actual £ 000's	%	Lower Limit %	Upper Limit %
Under 12 months	565	0.4%	0%	25%
12 mths - 2 years	592	0.4%	0%	40%
2 years - 5 years	26,951	17.5%	0%	60%
5 years - 10 years	23,922	15.5%	0%	80%
10 years and above	102,062	66.2%	0%	100%









Comments: As DCC is a relatively new borrower with an increasing level of debt, the maturity structure is likely to remain heavily weighted to the longer periods. The longer period loans have also offered the best value recently, but should this change DCC could borrow shorter.

Prl 12 Maximum Principal Sums to be invested > 364 days















Limit for 2008-09	£40 Million
Current Level	£35 Million









Comments: DCC currently has seven investments of £5 Million each outstanding for longer than 1 year. The loans have maturity dates of March 2011, August 2011, July 2012, April 2013, May 2013, June 2013, and October 2013. All are with highly rated counterparties, with a minimum rating of AA-. The limit was increased from £20 Million to £40 Million with effect from 1st April 2008.

ASSET MANAGEMENT ACTION PLAN 2008**APPENDIX 4**

No.	Description	Responsibility	Time	Comments	Update	Performance	Direction
1	Achieve the Fit for the Future Accommodation workstream objectives	Corporate Property Officer	Autumn 2010	As set out in the Project Initiation Document and Plan. Linked with the North Dorset Property Review and the Pathfinder programme	A second workshop of public sector partners to review progress and consider next steps to be held in April. Annual efficiency savings of over £600,000 and capital receipts of £1.2M confirmed. Eight demonstration projects relating to collaborative asset management at various stages of development. Progress remains on programme and being carefully tracked. Opportunities continue to be explored (and work to ensure the ongoing identification of opportunities taking place)		
2	Achieve the Pathfinder Asset Management programme objectives	Corporate Property Officer	Autumn 2010	Linked with the Fit for the Future Accommodation workstream	Formal governance arrangements agreed. Work on initial data sharing nearing completion. Focus now on information gathering in relation to other Pathfinder work streams. Proposals for first joint area review being discussed		
3	Complete the North Dorset Property Review	Corporate Property Officer	Autumn 2009	Linked with the Fit for the Future Accommodation and Pathfinder Asset Management Programmes	Work progressing in accordance with the timetable which envisages the draft area strategy being reported to AMG in the autumn as planned. Interim consultation with the members reference group recently undertaken		
4	Review the application of revised strategic goals and priorities for capital investment	Finance Manager (Capital)	Spring 2009	To include the changes to process and associated forms plus the effect of the decision to revise the capital investment priorities, in terms of <ul style="list-style-type: none"> • The progress towards making all public buildings fully accessible • The subsequent level of capital 	Terms of reference of the review amended to incorporate an action arising out of the Equality Impact Assessment of the Asset Management Plan. Corporate Property Officer, Finance manager (Capital) and Head of Legal & Democratic Services attending an		

No.	Description	Responsibility	Time	Comments	Update	Performance	Direction
				investment in Day Care facilities	early joint meeting of the Property Management Group and Construction Scrutiny Group to brief property-related service colleagues on corporate process		
5	Review the Repairs and Maintenance budget and strategies to address the backlog of required works	Corporate Property Officer	Summer 2008	In connection with the revision of national and local property performance indicators	York Consulting's report considered by the Cabinet in February and the approved recommendations have been included in this Action Plan – see #21 to #30 (inclusive).	☺	➔
6	Reform the corporate property database	Valuation & Estates Manager	Summer 2008 (formerly Summer 2007)	To align it and data management processes to meet, first and foremost, core corporate needs including integration with relevant organisational financial information	Preferred supplier chosen and the final implementation stage of the project is underway, having started with workshops for users of the new system	☺	➔
7	Formulate service asset management plans	Corporate Property Officer	Spring 2009	Developed from the directorate statements of property priorities	SAMP template in the process of preparation, in liaison with services. Good progress made on ground work in relation to the ongoing gathering and use of information on future service property needs	☺	➔
8	Ensure that the interests and needs of the six equality groups are addressed on an ongoing basis and that consultation with users at a service level embraces all equality groups	Corporate Property Officer	Spring 2009	Through the annual revision of service asset management plans, providing evidence of consultation	An action arising out of the Equality Impact Assessment of the Asset Management Plan, to be incorporated within the draft Service Asset Management Plan template	☺	➔
9	Consider sale and leaseback of accommodation	Valuation & Estates Manager	Winter 2011	In connection with work on Part 2 of the Office Accommodation Strategy	The proposed timing of the review of Office Accommodation (Part 2), which needs to be completed before the end of the 5 year medium term period in 2012, will be set out in the next Asset Management Plan	☺	➔

No.	Description	Responsibility	Time	Comments	Update	Performance	Direction
10	Consider the employment of an in-house Structural Engineering Manager	Head of Property Management	Summer 2008	Subject to the ability to recruit an appropriately qualified and experienced structural engineer	Interim arrangement using DEC in-house engineer whilst Job Description developed with interested parties		
11	Undertake greater liaison with Building Control	Head of Property Management	Spring 2008	Especially by examining capability and resources within the overall programme of work	Monthly meetings together with frequent updates being held with Principal Building Control Officer to review programme of works and issues		
12	Provide for more robust commissioning, management and control of structural design engineers' input	Head of Property Management	Spring 2008	By Project Managers	Early review of Structural Design principles taking place at project feasibility stage. Regular review by key parties		
13	Undertake a quality audit of structural engineers' input	Head of Property Management	Autumn 2008	To monitor more robust provision	Through monitoring of framework Consultants. Will be developed further on appointment of Structural Engineering manager(SEM)		
14	Undertake an audit of the capability and resources of West Dorset District Council in providing Building Control	Head of Property Management	Spring 2008	Linked to improvements arising from Pathfinder initiative	Rexon Day Forensic reviewed capability and recommended continuing with WDDC. Some concerns about capacity remain. To be reviewed once SEM appointed		
15	Provide approach to deal with fractionated design	Head of Property Management	Summer 2008	Linked to appointment of an in-house Structural Engineering Manager	Schedule of Service for Framework Structural Engineers include requirement to take responsibility for whole design. SEM to monitor once appointed		
16	Ensure Building Control take a firmer stance against insufficiently robust designs	Head of Property Management	Spring 2008	Linked to the capability and resources of West Dorset District Council in providing Building Control	Approach agreed, as demonstrated on QE		

No.	Description	Responsibility	Time	Comments	Update	Performance	Direction
17	Review the Capital Project Delivery Protocol and any other corporate property management procedures in the light of their operation and in response to any reviews of performance.	Capital & Performance Manager	Annually	Next review – Summer 2009	The Protocol is set out in full in the AMP and like the Plan itself is subject to annual updating with a more fundamental review every 3 years		
18	Produce a Briefing Note on the Asset Management Plan to accompany the Plan and its covering report (which takes the form of an Asset Management Annual Report and Executive Summary)	Corporate Property Officer	Annually	To be included with the publication of the Plan on Staffnet and Dorset For You, with the Corporate Property Officer being available to meet any interested parties and discuss it (with interpreter if required)	Briefing Note completed and passed to the Communications Unit for publication with the Asset Management Plan on Staffnet and Dorset For You		
19	Ensure that asset management features in consultation with partners, stakeholders, users and the community at a corporate level	Corporate Property Officer	Ongoing	To feed into ongoing review of the property strategy in fulfilling its purpose and meeting its aims	Consultation at a corporate level is taking place currently within the FttF Accommodation workstream and Pathfinder programme. Next periodic consultation with the Citizen's Panel on asset management proposed for the autumn		
20	Develop targets and indicators relating to property performance measurement, management and monitoring	Capital & Performance Manager	Ongoing	To evaluate how the asset base contributes to the achievement of corporate and service objectives, including improvement priorities	The work of the 'task and finish' Property Performance Indicators group will enable the next Asset Management Plan to include revised targets and indicators in line with most of the new national measures, with the remainder included the following year. Property performance indicators feature prominently in the work of the property review and service asset management planning groups		
21	Produce estimates of required maintenance	Programme & Facilities Manager	Ongoing	In line with the national property performance indicators	New action	Not applicable	Not applicable
22	Develop a methodology for disaggregating the estimates of required maintenance	Programme & Facilities Manager	Ongoing	Into its constituent elements of backlog and future investment.	New action	Not applicable	Not applicable

No.	Description	Responsibility	Time	Comments	Update	Performance	Direction
23	Identify separately data on voluntary aided (VA) schools	Programme & Facilities Manager	Ongoing	Decisions regarding financial allocations and the assessment of asset management performance should exclude VA schools.	New action	Not applicable	Not applicable
24	Identify separately non-strategic maintenance schemes in schools (costing less than £15,000)	Programme & Facilities Manager	Ongoing	Decisions regarding financial allocations and the assessment of asset management performance should exclude schemes funded by devolved capital and revenue.	New action	Not applicable	Not applicable
25	Maintain and, if possible increase the focus on cleaning the Corporate Property Database	Valuation & Estates Manager	Ongoing	To ensure that the information it contains is as accurate and up to date as possible	New action	Not applicable	Not applicable
26	Set a specific date to which estimates of the maintenance backlog (including the other recommended changes) for each year (financial and/or calendar) should relate	Programme & Facilities Manager	Ongoing	Financial year would be the most appropriate	New action	Not applicable	Not applicable
27	Produce estimates of the maintenance backlog in both real and nominal terms	Programme & Facilities Manager	Ongoing	To allow analysis of the impact of both general and construction cost inflation	New action	Not applicable	Not applicable
28	Produce a maintenance plan for the schools estate , fully integrated with a plan for the whole estate	Corporate Property Officer / Head of Property Management	May 2009	To demonstrate in detail how the maintenance backlog is to be removed within a reasonable timescale and how the ongoing maintenance liabilities are to be funded so that the backlog does not re-emerge	New action	Not applicable	Not applicable
29	Produce a maintenance plan for the non-schools estate , fully integrated with a plan for the whole estate including schools	Corporate Property Officer / Head of Property Management	May 2009	Setting out in detail how the maintenance backlog is to be removed over a reasonable timescale of up to, say, 10 years.	New action	Not applicable	Not applicable

No.	Description	Responsibility	Time	Comments	Update	Performance	Direction
30	Allocate the available funding from the corporate repair and maintenance budget in a fully corporate way	Programme & Facilities Manager	Ongoing	Based on sound asset management principles and robust empirical/database evidence	New action	Not applicable	Not applicable