

New Capital Bid Template 2024 to 2027

Details

| | | | |
|--------------------------------|--|---------------------|---|
| Directorate * | Chief Exec Office | Lead Member * | Stephen Conway - Leader of the Council and Executive Member for Housing |
| Assistant Director / Service * | Jackie Whitney | Budget Manager * | Sarah Oconnor |
| Project Managed By * | Mandy Holdstock | Rolling Programme * | No |
| Project Title * | Community Hubs | | |
| Project Description * | <p>Provision of Community Hubs throughout the Borough, for the Council and it's partners to co-locate, enabling enhanced and better connected local services for residents that are co-delivered by the Council and it's partners.</p> <p>The hub model is based on a user-centred pathway of support, with the design informed by local need, and accessible to all. Hub users will be able to seek the support they need within the hub through council staff, partners and volunteers (hub partners) who will respond to the individual and community needs presented. Support is delivered at different levels depending on the nature of the enquiry, from support and information to specialist advice.</p> <p>Customer interactions may also lead to other areas of service which can be supported directly, or through another partner organisation working in the hub, for example debt advice.</p> | | |

Borough and Service need - please detail the need/demand this project will provide for, how this fits into the wider service model across the Borough and how VFM is

Localised community spaces through a hub and spoke model, in line with the development of the Community Vision, and aligned to the outcomes in the Health & Wellbeing strategy and Health Inequalities programme. Spaces in multiple locations across the Borough will be aligned to community need, evidenced by data and intelligence from multiple sources. They will provide local front doors where the community can easily access council and partner services, with officers working alongside partner organisations to maximise collaboration, and promote opportunities for further integration. The community hub model will align to health and wellbeing outcomes across a broad area including community cohesion, social isolation and loneliness, physical activity and support for early years as well as being aligned to the prevent, reduce and delay principles, and maximising value for money and better management of demand. It is anticipated that Community Hubs will strengthen the early help offer for childrens services, complimentign and intergrating an offer with existing childrens centres and contributing to sustaining the reduced demand in childrens social care and in-time building richer neighbourhood based preventative support for Children with SEND, supporting the Councils safety valve programme.

The spaces will provide access to community resources and a wide range of activities, enabling collaboration and partnerships, promoting volunteer and peer support roles and strengthening communities - via a community engagement model.

Ensuring value for money and reducing ongoing running costs can be mitigated by a mixed operating model, i.e. community and/or partner run, with income oportunites realised by renting space to partners and/or businesses to deliver services to the community, at local place.

In addition, this will help provide additional working space for officers who are delivering services to the local area, touching down for those out and about on local site visits or for meeting colleagues and partners. Further exploration of need alongside strategic asset locations will to be completed using relevant data, to formally identify proposed locations. If successful, will lead to cost reduction from rationalisation of Council assets.

What are the implications if project bid not approved (e.g. impact on revenue saving, service + demand impact, risks, etc.)

If the hubs are not delivered, then the benefits of provding an enhanced prevention layer of service delivery will not be realised and the value of localised delivery of services, supporting harder to reach communities and the opporutnity of achieving better health and wellbeing outcomes will be reduced. This additional future cost of unmet demand across the system due to prevention opportunities being minimised and health inequality gaps widening, will mean increased service and partner budgets in future years. Customer interactions will not lead to other areas of concern being supported directly, or through another partner organisation as collaborative working is not enabled. In addition the opportunities for property rationalisation and further process and service efficiency would reduce.

Has Operational Property been consulted? (see guidance tab)

Yes

Date consulted?

01/09/2023

Names of Operational Property Officer consulted

S Morgan

Breakdown of project costs (please provide breakdown of budget request covering key areas such as feasibility stage, planning, design, construction and contingency)

| Cost line | £m |
|---------------|-------|
| Capital Works | £2.5M |
| | |

Breakdown of ongoing revenue/running costs and income (additional cost per annum against current base budget). Could include costs such as staffing, repairs and maintenance, contribution to sinking fund for lifecycle replacements and sales / fees income

| Cost and income line | £m |
|--|----|
| Revenue costs and savings of running Community Hubs have not yet been established. This will depend on location and extent of service provision specified. | |
| | |

High Level project timeline (please provide headline dates for the project development and delivery stages - this will assist with understanding of cashflow). Some projects may not have a detailed timeline at this stage (e.g. subject to policy, strategy or business case)

| Activity | Owner | Start Date | Completion Date | |
|--|------------------------|------------|-----------------|----|
| Development of Business Case | CEO office | Oct-23 | Mar-24 | |
| Prioritisation of Community Hub locations | Comm Prop / CEO office | Apr-24 | May-24 | |
| Detailed design of opportunities (prioritised) | Comm Prop | May-24 | Sep-24 | |
| Capital works at different locations (prioritised) | Comm Prop | Oct-24 | | |
| | | | | 81 |

Procurement requirements (please provide detail of any significant procurement requirements to deliver the project)

| Procurement | Owner | Required by date | Potential route to market |
|----------------------------|-----------|------------------|-----------------------------------|
| Capital works design team | Comm Prop | Q1-2 2024-25 | Potential drawdown from framework |
| Capital construction works | Comm Prop | | |
| | | | |

RAG Status of Project / Bid (Certainty around financial assessment and ability to deliver project)

| | |
|-------|--|
| Green | High certainty on figures and project delivery |
| Amber | Some certainty on figures and project delivery |
| Red | Low certainty on figures and project delivery |

Select "RAG Status" *

Comments regarding RAG Status

Please select the appropriate MTFP category for the bid *

| | |
|-------------------|----------------------|
| MTFP Category | Internal Services |
| MTFP Sub Category | Service improvements |

Equality Impact Considerations

No EQIA has yet been undertaken. Accessibility of Council services by protected characteristics will be important.

Budget Requested in £'000

Total of scheme approval

| Budget Phasing * | Previous Years Approved Budget £'000 (Info only) | Year 1 2024/25 £,000 | Year 2 2025/26 £,000 | Year 3 2026/27 £,000 | Year 4 2027/28 £,000 | Year 5 + 2028/29 £,000 | Total for Approval £'000 |
|------------------|--|----------------------|----------------------|----------------------|----------------------|------------------------|--------------------------|
| Capital Scheme | | | | | | | |
| Community Hubs | | 1,000 | 1,000 | 500 | | | 2,500 |

Project Total (Info only) £'000

Funding Identified *

Funding identified?

Are there external funding streams identified to contribute towards or fully fund this bid? (if yes please add the details to the table below)

Funding Details

Please ensure you complete this section with as much information as is possible

| Funding source | Total funding amount £'000 | Funding confirmed £'000 | Funding received £'000 | Comments - for example - Quote relevant contributions agreement | Grant details / grant reference |
|--------------------------------|----------------------------|-------------------------|------------------------|---|---------------------------------|
| | | | | | |
| | | | | | |
| Total Funding Available | 0 | 0 | 0 | | |
| Total Project Costs | 2,500 | 2,500 | 2,500 | | |
| Funding Shortfall | 2,500 | 2,500 | 2,500 | | |

If Invest to Save funded - see Invest to Save Calculator tab to check scheme is financially viable

Revenue Implications

Net Revenue Impact (saving in brackets) *

| Revenue Implications | Year 1 2024/25 £,000 | Year 2 2025/26 £,000 | Year 3 2026/27 £,000 | Year 4 2027/28 £,000 | Year 5 + 2028/29 £,000 | Total for Approval £'000 |
|--|----------------------|----------------------|----------------------|----------------------|------------------------|--------------------------|
| Annual cost of financing - Invest to save schemes only (either increased income / or reductions in cost) | | | | | | 0 |
| Annual on going revenue costs after financing | | | | | | 0 |
| Annual on going revenue savings after financing | | | | | | 0 |
| Net Revenue Implications (savings in brackets) | 0 | 0 | 0 | 0 | 0 | 0 |

Details of Net Revenue Implications

Additional Details *

Additional Information

Links to other useful documents (e.g. business cases)

| Link | Comments |
|------|----------|
| | |
| | |
| | |

New Capital Bid Template 2024 to 2027

Details

| | | | |
|---------------|-----------------|---------------|---|
| Directorate * | Chief Executive | Lead Members* | Stephen Conway - Leader of the Council and Executive Member for Housing Sarah Kerr - Climate Emergency and Resident Services |
|---------------|-----------------|---------------|---|

| | | | |
|--------------------------------|---------------|---------------------|-------------|
| Assistant Director / Service * | Sarah Morgan | Budget Manager * | Rodney Hing |
| Project Managed By * | David Pinnell | Rolling Programme * | No |

| | |
|-----------------|--|
| Project Title * | Improvement to existing Property Management Software |
|-----------------|--|

Project Description *

Develop the capacity of the existing Civica (previously TF Cloud from Technology Forge) software to become the single point of reference for all property related data. The development of the software is to include providing key performance indicators for departmental performance and providing management software for Estates and Hard FM functions.

Borough and Service need - please detail the need/demand this project will provide for, how this fits into the wider service model across the Borough and how VFM is driven from the approach

Commercial Property wish to improve their existing Property Management Software. The development of this software will increase efficiency of managing the property portfolio and help improve strategic decision making based on condition reports and revenue expenditure for each property. The Civica Property Management Software will integrate data from leases, condition surveys, reactive maintenance and statutory servicing requirements along with the associated compliance documentation. 'Key performance indicators' produced by the software will be used to drive efficiency in each department and reduce costs whilst identifying potential properties that are surplus to requirements. Integration of the Civica PMS and BWO will also improve efficiency in the payment of invoices and financial reporting.

What are the implications if project bid not approved (e.g. impact on revenue saving, service + demand impact, risks, etc.)

If the project does not proceed this will ultimately reduce the efficiency of the Commercial Property department due to the lack of integration of the service data and collaborative working which will in turn reduce ability to provide strategic decision making across the property portfolio.

| | | | |
|---|---------------|-----------------|------------|
| Has Operational Property been consulted? (see guidance tab) | Yes | Date consulted? | 23/06/2023 |
| Names of Operational Property Officer consulted | David Pinnell | | |

Breakdown of project costs (please provide breakdown of budget request covering key areas such as feasibility stage, planning, design, construction and contingency)

| Cost line | £m |
|-------------------------|--------|
| Scoping and Feasibility | £0.05m |
| Implementation | £0.1m |
| Implementation | £0.1m |
| | |

Breakdown of ongoing revenue/running costs and income (additional cost per annum against current base budget). Could include costs such as staffing, repairs and maintenance, contribution to sinking fund for lifecycle replacements and sales / fees income

| Cost and income line | £m |
|---|-----|
| Additional purchase of TF Cloud Modules | TBC |
| | |

High Level project timeline (please provide headline dates for the project development and delivery stages - this will assist with understanding of cashflow). Some projects may not have a detailed timeline at this stage (e.g. subject to policy, strategy or business case)

| Activity | Owner | Start Date | Completion Date |
|--|---------------|------------|-----------------|
| a) Project scoping | Craig Hoggeth | Sep-23 | Mar-23 |
| b) Feasibility planning | Craig Hoggeth | Apr-24 | Jul-24 |
| c) Implementation (purchase of modules, implementation and training) | Craig Hoggeth | Aug-24 | Aug-25 |
| d) | | | |

Procurement requirements (please provide detail of any significant procurement requirements to deliver the project)

| Procurement | Owner | Required by date | Potential route to market |
|-------------|-------|------------------|---------------------------|
| None | | | |
| | | | |

RAG Status of Project / Bid (Certainty around financial assessment and ability to deliver project)

| | |
|-------|--|
| Green | High certainty on figures and project delivery |
| Amber | Some certainty on figures and project delivery |
| Red | Low certainty on figures and project delivery |

Select "RAG Status" * **Amber**

Comments regarding RAG Status: Project scope of developing software capacity & benefit realisation is currently in planning stage

Please select the appropriate MTFP category for the bid *

MTFP Category: Internal Services

MTFP Sub Category: Service improvements

Equality Impact Considerations

N/A

Budget Requested in £'000

Total of scheme approval **250**

Budget Phasing *

| Capital Scheme | Previous Years Approved Budget £'000 (Info only) | Year 1 2024/25 £,000 | Year 2 2025/26 £,000 | Year 3 2026/27 £,000 | Year 4 2027/28 £,000 | Year 5 + 2028/29 £,000 | Total for Approval £'000 |
|--|--|----------------------|----------------------|----------------------|----------------------|------------------------|--------------------------|
| Improvement to existing Property Management Software | | 125 | 125 | 0 | 0 | 0 | 250 |

Project Total (Info only) £'000 **250**

Funding Identified *

Funding identified? **No**

Are there external funding streams identified to contribute towards or fully fund this bid? (if yes please add the details to the table below)

Funding Details

Please ensure you complete this section with as much information as is possible

| Funding source | Total funding amount £'000 | Funding confirmed £'000 | Funding received £'000 | Comments - for example - Quote relevant contributions agreement | Grant details / grant reference |
|--------------------------------|----------------------------|-------------------------|------------------------|---|---------------------------------|
| | | | | | |
| | | | | | |
| Total Funding Available | 0 | 0 | 0 | | |
| Total Project Costs | 250 | 250 | 250 | | |
| Funding Shortfall | 250 | 250 | 250 | | |

If Invest to Save funded - see Invest to Save Calculator tab to check scheme is financially viable

Revenue Implications

Net Revenue Impact (saving in brackets) * **£'000**
0

| Revenue Implications | Year 1 2024/25 £,000 | Year 2 2025/26 £,000 | Year 3 2026/27 £,000 | Year 4 2027/28 £,000 | Year 5 + 2028/29 £,000 | Total for Approval £'000 |
|--|----------------------|----------------------|----------------------|----------------------|------------------------|--------------------------|
| Annual cost of financing - Invest to save schemes only (either increased income / or reductions in cost) | | | | | | 0 |
| Annual on going revenue costs after financing | | | | | | 0 |
| Annual on going revenue savings after financing | | | | | | 0 |
| Net Revenue Implications (savings in brackets) | 0 | 0 | 0 | 0 | 0 | 0 |

Details of Net Revenue Implications

Additional Details *

Additional Information

Links to other useful documents (e.g. business cases)

| Link | Comments |
|------|----------|
| | |
| | |
| | |