

## **2018/19 to 2022/23 SERVICE CAPITAL INVESTMENT PROGRAMME CAPITAL PROPOSAL FORMS**

This Appendix contains the detailed information in support of the 2018/19 Capital Investment Programme summarised in Appendix B of the 2018/19 – 2022/23 Medium Term Resource Strategy report to Cabinet on 12 February 2018.

### **Contents**

<b>Prior Year Service Capital Investment planned for future years</b> .....	
Car Park Ticket machine replacement & Signage .....	2
Shepton Mallet Cemetery Western Wall Rebuild .....	4
Procurement of a New Website Provider .....	6
eNgage Software .....	8
Shepton Mallet Cemetery Raised Burials .....	10
SQL Server Update for SharePoint.....	12
Closed Churchyard Wall Repairs.....	14
Street Light Conversion to LED in Mendip car parks .....	16
Information Governance IT System .....	18
Modern Gov – Committee Decisions Software and Paperless Committees ....	20
Noise Monitoring Equipment.....	23
Hub Extension .....	25
Boxworks .....	27
<b>NEW Service Capital Investment planned for future years</b> .....	
Window replacements Asham .....	29
Mobile Phone Contract Renewal .....	31
Upgrading of Online GIS.....	34
Easthill Cemetery Frome Land Drainage.....	36
<b>ANNUAL Service Capital Investment planned for future years</b> .....	
Refuse Bin Replacement Programme .....	38
Car Park Resurfacing.....	40
Capital spend for Private Sector Housing via Disabled Facilities Grant.....	42

# Prior Year Service Capital Investment planned for future years

## Capital MTRS 2018/19 to 2022-23 Proposal Document

Ref: C1516 – 4

<b>Proposal Name:</b>	Car Park Ticket machine replacement & Signage
<b>Service:</b>	Neighbourhood Services
<b>Lead Officer:</b>	Elizabeth Dawson
<b>Stakeholders and Partners:</b>	Members of the public, residents, businesses and visitors make use of Mendip car parks daily
<b>Proposal Recommended:</b>	Replacing the car park ticket machines ensures car park users are able to make payments in the manner that they choose, for example by cash (reflecting the change in size and shape of coins), card or phone. This helps to maintain and provide a vital amenity in Mendip's towns and an important revenue stream to the council. Also work to update signage is required in a number of car parks as recommended in the RTA report 2008/9
<b>Assumptions:</b>	The car parks will remain in use as public car parks for the foreseeable future. Liaison with the property team will enable the appropriate targeting of car parks for rescheduling.
<b>Options:</b>	
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Replacement and enhancement of a vital asset which delivers an important service and achieves revenue to the council
	Service Impact External Users	Good parking experience for members of the public
	Service Impact Internal	Maintain revenue stream
	Other Implications as necessary	Maintain satisfactory levels in public car parks

<b>Risk</b>	Statutory / Regulatory	Failure to update ticket machines will lead to deterioration in the value of income collectable.
	Dependencies	None
	Constraints	None
	Capacity	

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	100,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>					

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>2017.18</b>					
<b>2018.19*</b>	100,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2017.18 £	2018.19* £	2019.20* £	2020.21* £	2021.22* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2017.18 £	2018.19* £	2019.20* £	2020.21* £	2021.22* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2017.18 £	2018.19* £	2019.20* £	2020.21* £	2021.22* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23 Proposal Document

Ref: C1516 - 6

<b>Proposal Name:</b>	<b>Shepton Mallet Cemetery Western Wall Rebuild</b>
<b>Service:</b>	Neighbourhood Services
<b>Lead Officer:</b>	Niall Robertson Senior Asset Surveyor
<b>Stakeholders and Partners:</b>	Members of the public, residents of Shepton Mallet area and their relatives, users of the cemetery.
<b>Proposal Recommended:</b>	The western boundary wall is in need of reconstruction following accumulated dilapidation through wear and tear and the effects of adjacent tree growth and works to remove large Leylandii trees from immediately adjacent. A more secure foundation is planned in order to ensure a more robust boundary for the long term future.
<b>Assumptions:</b>	All the adjacent Leylandii trees will be removed thus removing one of the principal causes of deterioration.
<b>Options:</b>	Railings instead of stone walling has been considered. This may cost only two thirds as much as the stone wall solution (estimated at about £55,000) but would require consent to change from the existing boundary type.
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Maintenance of Council Assets – sound asset management
	Service Impact External Users	Provides effective boundary for Shepton Mallet cemetery to benefit of cemetery users.
	Service Impact Internal	Core Services Contract may be utilised to provide wall building service
	Other Implications as necessary	The removal of mature Leylandii trees from the western boundary will enable proper maintenance of the graves in that part of the cemetery that have suffered damage from the tree growth.

<b>Risk</b>	Statutory / Regulatory	Not repairing the boundary (including removal of trees) will render some grave plots unusable, other existing graves remain in damaged condition and the cemetery boundary insecure. This will have reputational impact on the council and may lead to action against the council by affected relatives
	Dependencies	
	Constraints	Planning consent to remove all remaining Leylandii trees will need to be achieved
	Capacity	This work will be overseen by the Asset Maintenance Officer

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	55,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>	<b>55,000</b>				

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	55,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 to 2022-23 Proposal Document

Ref: C1617 - 4

<b>Proposal Name:</b>	<b>Procurement of a New Website Provider</b>
<b>Service:</b>	Business Information Systems
<b>Lead Officer:</b>	Adam Rhymer
<b>Stakeholders and Partners:</b>	All services, members, Capita IT, 5 Council Partnership
<b>Proposal Recommended:</b>	Continue with existing supplies or procure a new one to provide a web solution that best suits The Council.
<b>Assumptions:</b>	Mendip need to find a supplier of a corporate Web Solution due to the current contract expiring in January 2018. This has already been extended for 12 months from January 2017 and cannot be extended again.
<b>Options:</b>	Depending on procurement options available: <ol style="list-style-type: none"> <li>1. Continue using the current provider</li> <li>2. Procure the services of a new provider</li> </ol>
<b>Responsibilities:</b>	BIS to further scope the market. BIS work with services and key staff members to ascertain what type of solution is required. Capita IT and 5 Council Partnership to provide advice guidance and information about their requirements and services required. Procurement to provide advice and guidance and assist with tendering process. Web supplier to identify their requirements

<b>Impact</b>	Strategic Impact	
	Service Impact External Users	Potential change in look and feel of solution which may have an impact on users both internal and external
	Service Impact Internal	All services: Requirement to scope and confirm needs Training on new on solution required for users BIS to procure, project manage, coordinate and assist in communication/ training needs IT to provide access and determine other related aspects as required
	Other Implications as necessary	None

<b>Risk</b>	Statutory / Regulatory	None
	Dependencies	5 Councils transition plan Web Strategy Digital Strategy
	Constraints	BIS and IT resource plan in line with other projects and needs to tie in with the end date of the current contract extension
	Capacity	Would need to determine this alongside other projects and transition plan to 5 Councils.

# Capital Investment Programme 2018/19 – 2022/23 Financial Information

## Annual Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	25,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>					

(\* indicative years)

## Estimated profile of Scheme (when the spend will be incurred)

### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19*</b>	25,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

## Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

## Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23 Proposal Document

Ref: C1617 - 9

<b>Proposal Name:</b>	eNgage Software
<b>Service:</b>	Compliance & Enforcement
<b>Lead Officer:</b>	Claire Malcolmson
<b>Stakeholders and Partners:</b>	
<b>Proposal Recommended:</b>	Northgate M3PP to be de-supported as Northgate move to a new browser based system. This system eNgage will supersede at no additional cost for the same functionality. If Mendip do not move to the new system the current software will become unsupported and gradually not be fit for purpose and an whole new system will be required to be procured. Preferred option is to move to eNgage and business case being prepared. Require capital to purchase new servers.
<b>Assumptions:</b>	Replace as described in prior year bid but Corporate Project to procure new system for CH & NS may need more as this was for expansion of current system however deemed appropriate to test the market for best system for future. Revise in February/March when tenders received to give more accurate figure .Therefore refinement of Boundaries in terms of what is included and excluded from proposal will be clear after tenders.
<b>Options:</b>	Purchase new data management system not researched as functionality of current system is fit for purpose and the move to eNgage combines the current M3PP package in a web based format with public facing screens and customer registration portal to provide a fully integrated system offering customers, partners (Police, contractors and other agencies) and Mendip staff, improved quality and access to information and services. This will encouraging customers to self serve through the Customer Portal on the Mendip website, they will be able to enter, save, retrieve, update and submit registrations, applications, renewals and objections/representations online, as well as make payment, attach supporting documentation, and monitor progress.
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Meets channel shift and supports reduction in regulatory burden for businesses.
	Service Impact External Users	Improved customer service and allows partners to self-service also
	Service Impact Internal	Will reduce low skill administrative support and allow development of back office staff to undertake a better support for professional and reduce the need for overtime at peak workload times.
	Other Implications as necessary	Business case being prepared for IT support and CMT support. Current case indicates a return on investment within 2 years.

<b>Risk</b>	Statutory / Regulatory	Compliance, Enforcement, Private Sector Housing and Operational Assets & Contracts currently us the M3PP system and require a functioning data base to programme statutory work and record decision making processes. Also eNgage will allow applications on line and work towards compliance of EU Services Directive. Alternative do not currently enable full compliance with the directive.
	Dependencies	
	Constraints	Require BIS to project manage implementation
	Capacity	Included in business case but will require BIS support and Compliance Team back office support.



## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	22,600				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>					

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	22,600				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>	-9,970	-33,821	-33,821	-33,821	-33,821
<b>One off Savings</b>					
<b>On Going Pressure</b>	1,750	1,750	1,750	1,750	1,750
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23 Proposal Document

Ref: C1617 – 10

<b>Proposal Name:</b>	<b>Shepton Mallet Cemetery Raised Burials</b>
<b>Service:</b>	Neighbourhood Services
<b>Lead Officer:</b>	Niall Robertson Senior Asset Surveyor
<b>Stakeholders and Partners:</b>	Members of the public, residents of Shepton Mallet area and their relatives use the cemetery
<b>Proposal Recommended:</b>	Re-landscaping part of the cemetery to raise the ground level in order to provide more burial space when the cemetery is full.
<b>Assumptions:</b>	Cemetery will be full within two years. People still require burial space for their dead rather than using the local crematorium.
<b>Options:</b>	Obtaining a new plot of land in the vicinity of Shepton Mallet crematorium to lay out as a new burial ground.
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Allows the council to continue to provide a public burial service.
	Service Impact External Users	Prolongs the active useful life of Shepton Mallet cemetery.
	Service Impact Internal	Maintains a revenue stream from the cemetery that covers the cost of maintaining the asset.
	Other Implications as necessary	Enables the council to meet its statutory duties under the Public Health Act 1920 for public funded burials.

<b>Risk</b>	Statutory / Regulatory	Council may not be able to meet its obligations locally for public funded burials under the Public Health Act 1920.
	Dependencies	
	Constraints	
	Capacity	

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	45,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>					

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	45,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23 Proposal Document

Ref: C1617 - 11

<b>Proposal Name:</b>	<b>SQL Server Update for SharePoint</b>
<b>Service:</b>	Business Information Systems
<b>Lead Officer:</b>	Carol Marchant
<b>Stakeholders and Partners:</b>	All services and some partners utilising MS SharePoint for document storage, sharing information and ordering works.
<b>Proposal Recommended:</b>	Purchase and install upgrade to SQL licences for Sharepoint as the existing SQL version (2005) becomes unsupported from 2016.
<b>Assumptions:</b>	IT have confirmed that the supported version of SQL Server licence to be installed will be compatible with the current version of SharePoint (2007).
<b>Options:</b>	<ol style="list-style-type: none"> <li>1. Do nothing – SQL support will end in 2016 and no further security patches will be available. This would leave a potential weakness within the Mendip network.</li> <li>2. Combine with full upgrade of SharePoint. This will involve a major project with all services and is not deliverable prior to the end of life of SQL 2005.</li> </ol>
<b>Responsibilities:</b>	Capita IT to be responsible for the successful delivery of the upgrade. MDC BIS to work with IT and all services to ensure user acceptance testing and issue resolution is successfully completed.

<b>Impact</b>	Strategic Impact	Mendip will be able to continue its use of SharePoint as its core information storage and sharing mechanism.
	Service Impact External Users	None – this is an internal system
	Service Impact Internal	Ensures database is supported and patched as necessary. Testing will be needed from SharePoint administrators.
	Other Implications as necessary	Upgrade of SQL server over 18-19 will assist in preparation for upgrade of SharePoint moving forward.

<b>Risk</b>	Statutory / Regulatory	
	Dependencies	
	Constraints	Resource availability for implementation and testing
	Capacity	This should not entail major change in the system or its configuration.

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	10,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>					

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	10,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23 Proposal Document

Ref: C1718 - 1

<b>Proposal Name:</b>	Closed Churchyard Wall Repairs
<b>Service:</b>	Neighbourhood Services
<b>Lead Officer:</b>	Niall Robertson Senior Asset Surveyor
<b>Stakeholders and Partners:</b>	Members of the public, users of churches and churchyards, PCC, Bath and Wells Diocese
<b>Proposal Recommended:</b>	<p>The District Council is obliged to maintain closed churchyards in decent order where they have been passed it by the Parochial Church Council in accordance with s215 of the Local Government Act 1972.</p> <p>A number of ancient stone boundary walls are in need of repairs that go beyond a simple re-pointing maintenance exercise and the works will require partial or substantial rebuilding with the introduction of new materials. Further survey work identified the need for an additional £160,000 expenditure beyond the 17 18 £83,500 agreed in last year's budget</p>
<b>Assumptions:</b>	The Council can raise funds by precept to cover costs associated with closed churchyards known as Special Expenses.
<b>Options:</b>	<p>A number of churchyards have been identified as having high priority needs in respect of boundary wall repairs/rebuilding and present Health and safety issues– these are:</p> <ul style="list-style-type: none"> <li>• Croscombe, St Mary the Virgin – South wall</li> <li>• Nunney, All Saints – South wall</li> <li>• Pilton, St John the Baptist – North wall</li> <li>• Street, Holy Trinity – North wall</li> </ul>
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Sound asset management
	Service Impact External Users	Provides a safe and well-ordered environment for users of closed churchyards
	Service Impact Internal	Core Services Contract may be utilised to provide wall building service
	Other Implications as necessary	<i>Conversation with diocese re responsibility for repair costs and if make purely make safe by knocking down walls or effect repairs.</i>

<b>Risk</b>	Statutory / Regulatory	Not repairing the boundary walls will reflect badly on the council as it has obligations under the LGA 1972 to keep closed churchyards in good repair
	Dependencies	
	Constraints	The Special Expenses precept is sometime capped to prevent excessive costs being applied to small parishes and this may affect some of the proposed works.
	Capacity	This work will be overseen by the Asset Maintenance Officer

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	200,000	50,000	26,000	12,500	10,000
<b>Revenue Contribution (b)</b>	0				
<b>Third Party Funding (c)</b>	0				
<b>Required MDC Resources (a-b-c)</b>	<b>200,000</b>				

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	200,000				
<b>2019.20*</b>		50,000			
<b>2020.21*</b>			26,000		
<b>2021.22*</b>				12,500	
<b>2022.23*</b>					10,000

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Special Expenses Rate</b>	200,000	50,000	26,000	12,500	10,000
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital MTRS 2018/19 to 2022-23 Proposal Document

Ref:C 1718 - 2

<b>Proposal Name:</b>	Street Light Conversion to LED in Mendip car parks
<b>Service:</b>	Neighbourhood Services
<b>Lead Officer:</b>	Niall Robertson Senior Asset Surveyor
<b>Stakeholders and Partners:</b>	Members of public, drivers and pedestrians, that use Mendip car parks
<b>Proposal Recommended:</b>	The Council converts all of its car park lighting to modern LED fittings that are more efficient in use of electricity and cheaper to maintain and replace
<b>Assumptions:</b>	Replacement cost and running cost of LED lamps reduces to less than half the cost of SoN lamps currently in use.
<b>Options:</b>	Propose to convert two major car parks as a test case to see how effective they are. Suggest Northside and Southside car parks in Street are covered in first year and proceed to other car parks in future years
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Sound asset management Reduces environmental impact of car park lighting
	Service Impact External Users	The lighting should be as effective as the existing lights but will have slightly different appearance Failure rates of the lighting should reduce
	Service Impact Internal	Reduced failure of LED units will mean less complaint handling by Customer Services and Op Assets team
	Other Implications as necessary	Should result in an overall ongoing saving due to reduced running costs

<b>Risk</b>	Statutory / Regulatory	Lighting in Mendip car parks is necessary to achieve a safe and practical amenity for the public. Providing LED lighting will be more reliable and reduce risk due to lamp failure
	Dependencies	
	Constraints	
	Capacity	This work will be overseen by the Senior Asset Surveyor



## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Request

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	58,500				
<b>Revenue Contribution (b)</b>	0				
<b>Third Party Funding (c)</b>	0				
<b>Required MDC Resources (a-b-c)</b>	<b>58,500</b>				

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	22,500	12,000	12,000	12,000	
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contribution</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>		(550)	(1,200)	(1,800)	(2,400)
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital MTRS 2018/19 to 2022-23 Proposal Document

Ref: C1718 - 3

<b>Proposal Name:</b>	Information Governance IT System
<b>Service:</b>	Law & Governance
<b>Lead Officer:</b>	David Clark
<b>Stakeholders and Partners:</b>	Customers MDC staff Information Governance service
<b>Proposal Recommended:</b>	MDC currently receives over 600 access to information requests annually (FOI, DPA, EIR). The administration of these requests is labour intensive as is the associated interrogation of records. By utilising a bespoke IT system the requests can be more efficiently administered and an improved customer service achieved e.g. Manage My Request.  The cost of the system and annual licence and maintenance charges are currently unknown and can only be estimated.
<b>Assumptions:</b>	IT Package Project Management IT support Ongoing maintenance and licensing
<b>Options:</b>	Do nothing
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Improved customer service and management of information Emerging Law & Governance operational plan
	Service Impact External Users	Automated acknowledgments, reminders, transparency on timescales will improve customer experience.
	Service Impact Internal	All FOI champions/service leads will require training on new system. Data/search platform will require alignment with existing back office systems
	Other Implications as necessary	Appropriate procurement process will be followed Assistance in producing specification will be required

<b>Risk</b>	Statutory / Regulatory	Including consultation requirements and potential impact of legal challenge
	Dependencies	Efficiencies in respect of staff time can be achieved and customer experience improved.
	Constraints	Timetable delays, e.g. planning or consultation issues
	Capacity	IT project management resource will be required either in-house or external.

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	30,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>	<b>30,000</b>				

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	30,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>	10,000**	10,000	10,000	10,000	10,000
<b>One off Pressure</b>					

(\* indicative years)

\*\* Estimated on-going maintenance and support of software

# Capital MTRS 2018/19 to 2022-23 Proposal Document

Ref: C1718 – 4

<b>Proposal Name:</b>	Modern Gov – Committee Decisions Software and Paperless Committees
<b>Service:</b>	Law & Governance
<b>Lead Officer:</b>	David Clark
<b>Stakeholders and Partners:</b>	<p>Democratic Services, all committee reports authors, Elected Members – Council wide. Potential stage 2 of Shape Partnership Services with Taunton Dean Borough Council and West Somerset Council (Democratic Support and Elections).</p> <p>Ease of public access to Committee Meeting papers and Cllr information</p>
<b>Proposal Recommended:</b>	<p>Given the high level of Member and public participation in council meetings an accessible back office and public facing IT system is proposed. The system needs to be easy to access, update and use. This will also free up staff time to allow for increased Member support and advice.</p> <p>The proposal is to use Modern.gov which one of the UK's leading committee decision management systems. To embrace the full functionality and benefits of the software package it is also proposed to supply elected members with their own tablet device. This will enable revenue savings based on reduced printing and postage costs.</p> <p>Initial capital outlay of £13,500 for software and £12,500 for hardware (£250/tablet x 50 users).</p> <p>Ongoing annual £10,000 costs made up of licensing, maintenance and restricted app support).</p>
<b>Assumptions:</b>	<p>Initial capital outlay for software and hardware in year one.</p> <p>On-going year on year licensing/support and application costs are covered by proposed revenue contribution</p>
<b>Options:</b>	<p>Do nothing</p> <p>Alternative software provider</p> <p>Outsourcing service</p>
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Supporting modern governance Significantly enhance the experience of users and customers Greater accessibility/transparency Printing savings Efficiency savings (e.g. automated agenda/forward plan production, workflows, decision management, searching)
	Service Impact External Users	Greater accessibility to information for the public
	Service Impact Internal	Reduction in printing costs IT Support for Member Hardware Support for Software
	Other Implications as necessary	Covering other elements of key decision papers including health and well-being, organisational learning, partnership and procurement.

<b>Risk</b>	Statutory / Regulatory	Principal users have been briefed/seen demo and in-principle support received from senior members
	Dependencies	Adoption by users – avoiding paper copies Support from Capita IT services
	Constraints	Capacity of IT/BIS to support project alongside 5C's transition work
	Capacity	Project management within BIS Adoption and training of 'Super-users'

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	27,500				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>	27,500				

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	13,725		13,725		
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>	(11,000)	(11,000)	(11,000)	(11,000)	(11,000)
<b>One off Savings</b>					
<b>On Going Pressure</b>	10,000	10,000	10,000	10,000	10,000
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 to 2022-23 Proposal Document

Ref: C1718 – 5

<b>Proposal Name:</b>	<b>Noise Monitoring Equipment</b>
<b>Service:</b>	Environmental Protection
<b>Lead Officer:</b>	Curtis Lakin
<b>Stakeholders and Partners:</b>	Members of the public
<b>Proposal Recommended:</b>	Previously the service needed to replace 3 noise monitors in 17 18 Proposal was to replace 2 in order to undertake work but consider replacing another one in the future to spread the cost and take advantage of technological advancements. £15K was spent in 17/18 as 2 meters being bought. Went out to market rather than buy like for like and identified reduction. Second phase identifies requirement for a further £12-15K and not the £22.5K as originally requested in prior year.
<b>Assumptions:</b>	Assumption the final meter will cost £12k.
<b>Options:</b>	Require noise meters to undertake statutory work. There may be an option to hire but has not been investigated and may restrict working and response times.
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Able to carry out statutory duty using up to date and reliable equipment and support of health & wellbeing in the community (noise can be a stress factor affecting people's mental and physical health)
	Service Impact External Users	Failure to replace may prevent ability to carry out statutory duty and will impact residents within the district
	Service Impact Internal	The equipment is also used to ensure planning conditions complied and may support private sector housing so this work would not be completed as equipment becomes less reliable.
	Other Implications as necessary	

<b>Risk</b>	Statutory / Regulatory	Statutory service.
	Dependencies	Assumptions which if proved incorrect will jeopardise delivery of savings and pressures.
	Constraints	New equipment will need to be sourced against technical specification but needs to be done before aging equipment fails
	Capacity	Noise monitoring is part of the environmental protection officers' day job.

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Annual Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	14,000			11,000	
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>					

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	14,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>				11,000	
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)



# Capital Investment Programme 2018/19 – 2022/23 Proposal Document

Ref: C1718 - 9

<b>Proposal Name:</b>	<b>Hub Extension</b>
<b>Service:</b>	Transformation Project
<b>Lead Officer:</b>	David Clark
<b>Stakeholders and Partners:</b>	Extension to the hub to provide additional accommodation. Potential tenants include Shepton Mallet Library, Health partners, Capita, Fire & Rescue Service, other Shape partners as well as back office and meeting room accommodation.
<b>Proposal Recommended:</b>	Extension to the Hub to provide additional accommodation. Scheme gained planning permission in September 2017, negotiations are on-going regarding end users and best method of procurement for its construction. This development is also linked to the potential creation of a Police Response Centre on the civic site.
<b>Assumptions:</b>	Construction and fit out of the office extension. It's on-going maintenance, cleaning etc is excluded.
<b>Options:</b>	Various scales of extension were considered, including a no build option. Collaboration opportunities are still being explored which will dictate the final form and layout of any new build.
<b>Responsibilities:</b>	MDC will remain as free holder for the site

<b>Impact</b>	Strategic Impact	The creation and enhancement of the Shape Mendip brand and public sector hub sits firmly within the Council's Transformation agenda. This project will further develop the service(s) available to customers and target opportunities for further collaboration.
	Service Impact External Users	Enhanced environment for customers and staff and a wider range of services available in single location.
	Service Impact Internal	While there is likely to be disruption during construction for staff and customers the finished product will have a positive impact.
	Other Implications as necessary	Authority to proceed with the project has been received from Phoenix Board. Opportunities will be pursued to improve property accessibility and efficiency. Accommodating non-clinical health services will directly address the health and wellbeing agenda. If the Police Response Centre is located at Shape Mendip then there is the opportunity to pursue the appointment of a single contractor for both construction phases. Increasing the office accommodation will also have implications for the FM contract.

<b>Risk</b>	Statutory / Regulatory	Tenants/service providers will have to undertake their own consultation and impact assessment as a result of any relocation to the Shape Mendip site.
	Dependencies	True construction costs have still to be confirmed by the market, if end users change then this may impact design and increase costs, no guarantee that PRC will relocate and construction cost and management efficiencies may not be accrued.
	Constraints	If design alters then revised planning permission may be required. SCC library service need to address their lease arrangements in their current location. SCC currently undertaking a review of their library service.
	Capacity	While knowledge and experience exists within the current workforce of managing a similar project capacity will be a major issue. A resourcing plan is currently being developed.

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	1,436,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c) enter as negative</b>					
<b>Required MDC Resources (a-b-c)</b>	1,436,000				

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.22 £
<b>2018.19*</b>	1,436,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

#### **Breakdown of Third Party Funding**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>2018.19* (est rental income)</b>	5,000	10,000	10,000	10,000	10,000
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

#### **Revenue Implications**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23

## Proposal Document

Ref: C1718 - 10

<b>Proposal Name:</b>	<b>Boxworks</b>
<b>Service:</b>	Planning
<b>Lead Officer:</b>	Natasha Durham
<b>Stakeholders and Partners:</b>	<i>Rental agent</i>
<b>Proposal Recommended:</b>	<p>This is the budget approved by the Phoenix board for MDC to deliver a Boxworks-style development in the Cattle Market Car Park in Frome which would provide much-needed office space for small and start-up businesses in the heart of Frome.</p> <p>It delivers appropriate space more quickly and efficiently than a permanent building and can be moved/extended with relative ease.</p> <p>It provides fully serviced flexible workspaces that can be rented to small tech, media and creative businesses.</p> <p>The collection of small business together, along with the service and support package offered, fosters a real sense of community with opportunities to share ideas and network.</p> <p>The estimated cost in the region of £300,000 will generate significant rental income, coupled with a high rate of return for the Council, depending on actual occupancy levels/rents, which are expected to be favourable.</p>
<b>Assumptions:</b>	Risks identified in business case are mitigated
<b>Options:</b>	
<b>Responsibilities:</b>	While it is not anticipated that this project will impact on any council service deliver, the project will need communication with the customers and communities through a variety of media, to ensure awareness and understanding of the project's objectives and benefits, and to address any issues or concerns which arise as a result of the citing and/or installation of the containers and their facilities.

<b>Impact</b>	Strategic Impact	The project directly supports the 'Inclusive Growth' objective.
	Service Impact External Users	<ul style="list-style-type: none"> <li>The lack of flexible and "grow" on business space is highlighted as a key issue facing the district's economy and the EDS aims to both support diverse micro and SME base and to support new start-ups as well as growing opportunities offered by the "Enterprise Mendip" programme.</li> <li>Delivery of the Boxworks initiative would therefore go some way in meeting the EDS objectives in Frome and potentially inspire similar ventures elsewhere in the district to support small and start-up businesses.</li> </ul>
	Service Impact Internal	<p>This project assists with an enhanced environment for business offering much needed affordable office accommodation available in a single location, particularly suitable to start ups.</p> <p>The units will be managed by an appointed agent working with Strategic assets and there will impact on Car Parking team as some limited disturbance to parking during the construction phase may arise and with the loss of 20 parking spaces</p>
	Other Implications as necessary	The project will have a separate risk register, but in summary, the main high level risks of this project will be the failure to deliver a return on the initial investment for the Council and/or a number of site specific issues that may impact upon the potential to install the containers.

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	294,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c) enter as negative</b>					
<b>Required MDC Resources (a-b-c)</b>	<b>294,000</b>				

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.22 £
<b>2018.19*</b>	294,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

Enter details of expected Third Party Funding that the Scheme will attract

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>2018.19*</b>					
<b>2019.20*</b>		50,000			
<b>2020.21*</b>			50,000		
<b>2021.22*</b>				75,000	
<b>2022.23*</b>					75,000

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# NEW Service Capital Investment planned for future years

## Capital Investment Programme 2018/19 – 2022/23

### Proposal Document

Ref: C1819 - 1

<b>Proposal Name:</b>	Window replacements Asham
<b>Service:</b>	Neighbourhood
<b>Lead Officer:</b>	Gavin Fear
<b>Stakeholders and Partners:</b>	Staff, Service users and Partners
<b>Proposal Recommended:</b>	Idverde recommended replacing existing windows due to deterioration and better security.
<b>Assumptions:</b>	Replacing each window as a whole rather than broken parts as deterioration is affecting the whole window.
<b>Options:</b>	Replacing broken components in certain windows; however this wouldn't address security concerns nor other issues that might arise with the windows, as the windows are already in a state of general deterioration and reaching the end of their useful life, having been installed in 1986.
<b>Responsibilities:</b>	Impact to the service delivery of incumbent council staff should be minimal, as installation times could be scheduled for non-work hours, however staff will need to be aware of non-council staff working in the office. Security will need to be arranged for the period of the installation to ensure the safety of both the staff and the building.

<b>Impact</b>	Strategic Impact	This project supports the Shape Energy project, though the installation of units designed to reduce the loss of climate control energy. Overall asset valuation depreciation will be reduced due to this investment.
	Service Impact External Users	None expected
	Service Impact Internal	Minimal – works to take place evenings and out of hours
	Other Implications as necessary	None expected

<b>Risk</b>	Statutory / Regulatory	N/A
	Dependencies	
	Constraints	Work will be outside normal working hours to avoid disruption during the day.
	Capacity	Idverde have quoted £40k revised to £110k due to expansion of works

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Annual Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	110,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c) enter as negative</b>					
<b>Required MDC Resources (a-b-c)</b>	<b>110,000</b>				

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.22 £
<b>2018.19*</b>	110,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

Enter details of expected Third Party Funding that the Scheme will attract

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>2018.19*</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23

## Proposal Document

Ref: C1819 - 2

<b>Proposal Name:</b>	<b>Mobile Phone Contract Renewal</b>
<b>Service:</b>	Corporate Services
<b>Lead Officer:</b>	Louise Routley
<b>Stakeholders and Partners:</b>	All services, members, Capita IT, 5 Council Partnership
<b>Proposal Recommended:</b>	Procurement of new mobile phone contract including replacement of existing hardware.
<b>Assumptions:</b>	Hardware requirements would be for phones only and not tablet devices. These devices would be provided under the new 5CP via a separate project.  Emails will still be required to be accessed on devices.
<b>Options:</b>	<ol style="list-style-type: none"> <li>1. Continue with the same contract, accepting the risk that mobile devices are at end-of-life and are out of warranty.</li> <li>2. Renew the contract via Government Framework agreement and replace hardware with the latest Android device.</li> <li>3. Renew the contract via Government Framework agreement and replace hardware with the latest IOS (Apple) device.</li> <li>4. Renew the contract via Government Framework agreement and replace devices giving users a choice of device they wish to use. The existing agreement provides a range of hardware with costs starting from £50 to £950. This is the recommended option. The capital cost requested could be reduced if device range provided to staff is of a lower specification and or older models.</li> <li>5. Terminate the existing contract and do not renew. Implement Bring Your Own Device policy and provide staff access to work emails on their own device via 5CP mobile device management. Staff utilise their own voice and data tariff.</li> </ol>
<b>Responsibilities:</b>	Corporate Services (BIS) to further scope the market. Corporate Services (BIS) work with services and key staff members to ascertain what type of solution is required. Capita IT and 5 Council Partnership to provide advice guidance and information about the future of the service. Procurement to provide advice and guidance and assist with tendering process. Mobile supplier to provide devices and roll out kit working with IT.

<b>Impact</b>	Strategic Impact	Devices are becoming unreliable due to age, users not able to deliver services affectively due to kit failing.
	Service Impact External Users	Customers unable to contact staff due to phone not working correctly.
	Service Impact Internal	All services: Requirement to scope and confirm needs Training on new devices dependant on solution BIS to procure, project manage, coordinate and assist in communication/ training needs IT to set up devices with mobile device management
	Other Implications as necessary	

<b>Risk</b>	Statutory / Regulatory	
	Dependencies	5 Councils achieving transition and in particular implementation of new mobile device management and Office365. Mobile phone supplier Legal services – contract negotiations Procurement services – advice and guidance
	Constraints	BIS and IT resource plan in line with other projects
	Capacity	Would need to determine this alongside other projects and transition plan to 5 Councils.



## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Annual Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	50,000			50,000	
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c) enter as negative</b>					
<b>Required MDC Resources (a-b-c)</b>	<b>50,000</b>			<b>50,000</b>	

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### Total Capital Outlay (a)

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.22 £
<b>2018.19*</b>	50,000				
<b>2019.20*</b>					
<b>2020.21*</b>				50,000	
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

#### Breakdown of Third Party Funding

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### Total Revenue Contributions (b)

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>2018.19*</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

#### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>	1,600	2,400	2,400		
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23

## Proposal Document

Ref: C1819 - 3

<b>Proposal Name:</b>	<b>Upgrading of Online GIS</b>
<b>Service:</b>	Corporate Services
<b>Lead Officer:</b>	Adam Rhymer
<b>Stakeholders and Partners:</b>	All council staff and some 5CP departments to include Land Charges. Also provides access to Online GIS data/information to the public.
<b>Proposal Recommended:</b>	The preferred solution is to remain with our current provider but as we have already taken up the option of the extension period we need to investigate to establish if there is a more appropriate option for the council.  If this is identified the outlay may be required to procure a new system.
<b>Assumptions:</b>	Initial capital outlay for software, including training if required Thereafter annual support and maintenance costs Capita will host on the Cloud (costs tbc)
<b>Options:</b>	Stay with current provider and continue to pay current support and maintenance costs Move to new provider and pay the initial implementation/procurement costs and then pay support and maintenance costs moving forward
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	There should be no strategic impact relating to this as the service would be a like for like replacement if undertaken
	Service Impact External Users	If product changes there would be an impact on all customers using the current application which could have a knock-on effect for internal services to provide support
	Service Impact Internal	If product changes there would be an impact on all services using the current application and a full training programme would need to be implemented
	Other Implications as necessary	

<b>Risk</b>	Statutory / Regulatory	N/A
	Dependencies	5CP IT Work stream
	Constraints	N/A
	Capacity	Project management via Corporate Services. Adoption and training of key staff to promote and encourage use of new software if required depending on the outcome of the scoping exercise.

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Annual Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	30,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c) enter as negative</b>					
<b>Required MDC Resources (a-b-c)</b>	<b>30,000</b>				

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### Total Capital Outlay (a)

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.22 £
<b>2018.19*</b>	30,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

#### Breakdown of Third Party Funding

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### Total Revenue Contributions (b)

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>2018.19*</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

#### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23

## Proposal Document

Ref: C1819 - 4

<b>Proposal Name:</b>	<b>Easthill Cemetery Frome Land Drainage</b>
<b>Service:</b>	Neighbourhood Services
<b>Lead Officer:</b>	Niall Robertson Senior Asset Surveyor
<b>Stakeholders and Partners:</b>	Members of the public, residents of Frome and surrounding area and their relatives use the cemetery
<b>Proposal Recommended:</b>	Land drainage to the western section of the cemetery.
<b>Assumptions:</b>	Severe distress is currently caused to bereaved and burial staff due to the waterlogged condition of newly opened graves.
<b>Options:</b>	Abandon this section of the cemetery and utilise land to the east acquired as a cemetery extension
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Utilisation of the land acquired as an extension would, at this stage, have a severe impact on the Council's strategic asset review of land with development potential
	Service Impact External Users	Prolongs the active useful life of Frome cemetery.
	Service Impact Internal	Maintains a revenue stream from the cemetery that covers the cost of maintaining the asset.
	Other Implications as necessary	Enables the council to meet its statutory duties under the Public Health Act 1920 for public funded burials.

<b>Risk</b>	Statutory / Regulatory	Council may not be able to meet its obligations locally for public funded burials under the Public Health Act 1920.
	Dependencies	
	Constraints	
	Capacity	

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>Total Cost of Scheme (a)</b>	25,000				
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>					

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>2018.19</b>	25,000				
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

**ANNUAL Service Capital Investment planned for future  
years**  
**Capital Investment Programme 2018/19 – 2022/23**  
**Proposal Document**

Ref: C1819 – 5

<b>Proposal Name:</b>	<b>Refuse Bin Replacement Programme</b>
<b>Service:</b>	Neighbourhood Services
<b>Lead Officer:</b>	Elizabeth Dawson
<b>Stakeholders and Partners:</b>	All households in Mendip (over 50,000) have domestic refuse bins many of which are now many years old and deteriorating in condition. This capital sum is to provide for replacement bins
<b>Proposal Recommended:</b>	Replace broken and lost bins across Mendip district with new wheelie bins.
<b>Assumptions:</b>	This sum allows for increased replacement rate over recent years as the bins deterioration progresses. Rate of replacement has been estimated by SWP staff.
<b>Options:</b>	The bins have to match the service provider's methodology and are specified by SWP. They will be compliant with the roll out of Recycle More if that goes ahead in 2017.
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	In supply enables the delivery of statutory service of waste collection
	Service Impact External Users	Householders need replacement bins at short notice in order to benefit from the waste and recycling service.
	Service Impact Internal	Waste and recycling queries are the most numerous source of contacts coming to the council through the customer services route
	Other Implications as necessary	Supports the Somerset Waste Partnership

<b>Risk</b>	Statutory / Regulatory	Failure to provide adequate replacement bins would lead to service failure of a vital statutory service leading to reputational damage
	Dependencies	
	Constraints	
	Capacity	

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	95,000	95,000	95,000	95,000	95,000
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>					

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2017.18*</b>	95,000				
<b>2018.19*</b>		95,000			
<b>2019.20*</b>			95,000		
<b>2020.21*</b>				95,000	
<b>2021.22*</b>					95,000

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital Investment Programme 2018/19 – 2022/23 Proposal Document

Ref: C1819 – 6

<b>Proposal Name:</b>	<b>Car Park Resurfacing</b>
<b>Service:</b>	Neighbourhood Services
<b>Lead Officer:</b>	Niall Robertson Senior Asset Surveyor
<b>Stakeholders and Partners:</b>	Members of the public, residents, businesses and visitors make use of Mendip car parks daily
<b>Proposal Recommended:</b>	Resurfacing of car parks on a rolling programme ensures serviceable car parks are maintained and provide a vital amenity in Mendip's towns and an important revenue stream to the council.
<b>Assumptions:</b>	The car parks scheduled for resurfacing will remain in use as public car parks for the foreseeable future. Liaison with the property team will enable the appropriate targeting of car parks for rescheduling.
<b>Options:</b>	Car parks scheduled for resurfacing include: <ul style="list-style-type: none"> <li>• St Johns car park, Glastonbury – phase 2</li> <li>• Northload Street, Glastonbury</li> </ul>
<b>Responsibilities:</b>	

<b>Impact</b>	Strategic Impact	Maintenance of a vital asset which delivers an important service and achieves revenue to the council
	Service Impact External Users	Good parking experience for members of the public
	Service Impact Internal	Maintain revenue stream
	Other Implications as necessary	Maintain satisfactory levels of health and safety in public car parks

<b>Risk</b>	Statutory / Regulatory	Failure to maintain car park surfaces will lead to deterioration that raises the risk of accidents and damaged vehicles and possible trip and fall hazards to pedestrians crossing the area.
	Dependencies	None
	Constraints	None
	Capacity	Works will be procured by the Senior Asset Surveyor and may make use of the Core Services Contract



## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	75,000	96,000	88,000	70,500	110,000
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>					
<b>Required MDC Resources (a-b-c)</b>					

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	75,000				
<b>2019.20*</b>		96,000			
<b>2020.21*</b>			88,000		
<b>2021.22*</b>				70,500	
<b>2022.23*</b>					110,000

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Ring Fenced Grant</b>					
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20 £	2020.21 £	2021.22 £	2022.23 £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)

# Capital MTRS 2018/19 to 2022/23 Proposal Document

Ref: C1819 – 7

<b>Proposal Name:</b>	Capital spend for Private Sector Housing via Disabled Facilities Grant
<b>Service:</b>	Housing
<b>Lead Officer:</b>	Jeremy
<b>Stakeholders and Partners:</b>	The Better Care Fund (BCF) is allocated centrally by Somerset County Council each year according to need per district. The BCF allocation is to be used mainly for mandatory Disabled Facility Grants (DFG) and Decent Home Grants to vulnerable homeowners, plus for housing repair / improvement initiatives in the private sector.
<b>Proposal Recommended:</b>	The need for repairs and improvements to disabled and vulnerable home owners in the private sector is evident and meets the council's stated Core Priority for Improve the health and wellbeing of the residents and communities of Mendip. The large majority of the capital Spend in private sector housing is for DFGs which are mandatory grants.
<b>Assumptions:</b>	The BCF allocated to MDC is not guaranteed each year and may vary. MDC contribution (top-up funds) is essential to meet the demand.
<b>Options:</b>	There are no other options
<b>Responsibilities:</b>	Mandatory DFG and discretionary grant in accordance with stated Private Sector Housing Renewal Policy

<b>Impact</b>	Strategic Impact	Optimise the use of the capital spend for private sector housing to those most in need and help meet the MDC commitment for Housing within the district
	Service Impact External Users	Benefits the disabled and vulnerable in the district and supports our contractual partner Home Improvement Agency and local (mainly Somerset) building contractors
	Service Impact Internal	Administered by private sector housing in the Housing Group with incidental admin by Planning and BCOs and finally Capita / finance admin
	Other Implications as necessary	Mandatory DFG admin required and MDC in contractual relationship with other Somerset districts and County and the county-wide Home Improvement Agency

<b>Risk</b>	Statutory / Regulatory	Mentioned above
	Dependencies	If funding from Better Care fund and /or MDC are not forthcoming the MDC commitment to private sector housing renewal will not be met.
	Constraints	None other than funding must be in place at start of each financial year
	Capacity	Staff resources need to be maintained to administrate Policy

## Capital Investment Programme 2018/19 – 2022/23 Financial Information

### Overall Scheme Requests

	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Total Cost of Scheme (a)</b>	1,151,000	951,000	951,000	951,000	951,000
<b>Revenue Contribution (b)</b>					
<b>Third Party Funding (c)</b>	(701,000)	(701,000)	(701,000)	(701,000)	(701,000)
<b>Required MDC Resources (a-b-c)</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>

(\* indicative years)

### Estimated profile of Scheme (when the spend will be incurred)

#### **Total Capital Outlay (a)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>	1,151,000				
<b>2019.20*</b>		951,000			
<b>2020.21*</b>			951,000		
<b>2021.22*</b>				951,000	
<b>2022.23*</b>					951,000

(\* indicative years)

### Breakdown of Third Party Funding

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>Contributions</b>					
<b>Un- Ring Fenced Grant</b>	(701,000)	(701,000)	(701,000)	(701,000)	(701,000)
<b>Section 106</b>					
<b>CIL</b>					
<b>LEP</b>					

(\* indicative years)

#### **Total Revenue Contributions (b)**

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>2018.19</b>					
<b>2019.20*</b>					
<b>2020.21*</b>					
<b>2021.22*</b>					
<b>2022.23*</b>					

(\* indicative years)

### Revenue Implications

£	2018.19 £	2019.20* £	2020.21* £	2021.22* £	2022.23* £
<b>On Going Savings</b>					
<b>One off Savings</b>					
<b>On Going Pressure</b>					
<b>One off Pressure</b>					

(\* indicative years)