

**2013-14 to 2016-17****Growth Bid Proposal**

<b>Service</b>	<b>Head of Service</b>	<b>Strategic Director</b>
Economic Development	Chris Mansfield	Sue Sturgeon
<b>Title/Description of Bid Proposal</b>		
<b>Additional consultancy budget</b>		
<b>Outline Details of the Bid Proposal</b>		
<p>This bid is a request for an increase of £33,500 in the Asset Development budget for consultants' advice with effect from 1 April 2013.</p> <p>The consultancy budget (currently £30,000) is used to buy consultancy advice to support the repairs, maintenance and statutory compliance obligations of the Council's non-housing stock assets. The assets are operational and investment assets where we retain a liability. Prior to 2010-11 the budget was £50,000 per year.</p> <p>With effect from 2011-12 the budget was reduced to £30,000 as part of the service challenge process and in anticipation of savings that would flow from the Council joining a Surrey County Council sponsored, Surrey-wide framework of professional services and other associated disciplines, which would provide competitive pricing for services. However, the contract for this is yet to be fully implemented by Surrey Council Council. In addition, the winning companies in the framework are of a size which suggests that savings may only accrue on our largest projects. The ever more stringent statutory requirements that have been put in place for work projects and asset management has compounded the need to spend additional consultancy fees. For example, this year we have been affected by new bat regulations that require certain buildings to have a bat survey undertaken and method statement prepared before works can begin (£9,160 is expected to be spent on this in this year, and £6,600 next year). Both of these activities require specialist advice for the proper management of works projects and asset management and these represent additional costs not previously incurred by the Council.</p> <p>In addition, the Asset Development team has seen an increase in workload generally as we become more involved in the strategic management of the Council's assets, bringing projects forward that represent new areas of work for the Council. For example, next year we anticipate engaging an agent to negotiate terms for releasing land across the borough currently under grazing and garden licences. At this stage, the cost for this hasn't been market tested but a predication of £10,000 has been included in the projection for next year. This is new work for Asset Development.</p> <p>Set out below are the sums that have been spent from the consultancy budget for the last five years plus the anticipated spend for this year and next year, 2013-14. A breakdown of the latter is provided on an attached spreadsheet. As noted in the table, the average spend of the last five years has been £56,700. This year we expect to spend around £62,300 and next year we expect to spend around £63,500 (as shown on the attached spreadsheet).</p>		

This proposal therefore is to increase the budget by £33,500 to £63,500 for next year.

Year	Actual	Projected	Budget
2013-14		£63,450	TBC
2012-13		£62,300	30,000
2011-12	£72,227		30,000
2010-11	£49,436		50,000
2009-10	£59,616		50,000
2008-09	£64,544		50,000
2007-08	£37,695		50,000
<b>AVERAGE</b>	<b>£56,700</b>		

Consultancy advice includes:

- 1) project management including procurement, pre-tendering advice and supervision and management of works
- 2) advice to meet statutory requirements on bats, Construction Design Management, , party wall advice
- 3) specialist advice such as structural engineering, asbestos testing, Grade 1 listed building and heritage wall advice, car park works specification, architectural advice, quantity surveying
- 4) contract administration and support such as pre-contract advice, preparation of contracts, detailed drawings and specification
- 5) agency advice and appointments to sell and let buildings

#### Financial Details

<b>2013-2014 amount of bid proposal</b>			<b>£33,500</b>
<b>Are the costs the result of a capital project?</b>			<b>No</b>
<b>Will the proposal result in a continuing financial commitment to the Council? If yes, please provide a spending profile below</b>			<b>Yes</b>
<b>2013-2014</b>	<b>2014-2015</b>	<b>2015-2016</b>	<b>2016-2017</b>
<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
33,500	33,500	33,500	33,500

#### Which strategic objective, key target or performance indicator does this bid proposal support?

Excellence and value for money - The consultancy budget enables the Asset Development team to provide good quality assets that are efficiently and cost-effectively run for the Council into the future.