

CAPITAL PROGRAMME FOR 2012/13 – 2014/15

EXECUTIVE MEMBER: Councillor Gillian Troughton
LEAD OFFICER: Joanne Wagstaffe – Director of Resources and Transformation
REPORT AUTHOR: Ann Treble - Financial Management and Treasury Accountant

Summary:

This report provides Executive with an updated draft summary of the proposed Capital Programme 2012/13-2014/15, and demonstrates how the proposed bids meet the key corporate priorities. This report was previously presented to RPWG on 6 December 2011, 11 January 2012 and 8 February 2012 and to Executive on 20 December 2011.

Recommendation:

- (i) Executive are asked to consider the capital bids presented and make recommendations for the inclusion in the capital programme to Full Council.
- (ii) Executive are asked to approve the funding of the capital projects should capital receipts be delayed. See appendix C and paragraph 5.3.

Executive are also asked to note:

- (i) The proposed capital programme for 2012/13 to 2014/15, can be funded from capital receipts reserve, but this assumes £7,043,000 of capital receipts are realised in the three year period.
- (ii) The removal of Albion Square project from the capital programme in 2012/13 paragraph 1.9.
- (iii) The public buildings bid has been increased by £30,000 to be funded from Useable Capital Receipts Reserve, paragraph 2.2.

1 INTRODUCTION

- 1.1 Effective asset management planning is a crucial corporate activity to ensure we meet our corporate and service aims, and deliver our services.

- 1.2 This paper details the draft Capital Bids put forward, for inclusion in the Capital Programme for 2012/13 and beyond, as well as the existing Capital Programme for 2012/13 and 2013/14 to give the proposed capital programme for the three years 2012/13-2014/15, and how they will be funded.
- 1.3 When considering approval of capital bids, we need to ensure that:-
- our spending decisions are meeting our key priorities
 - we would not fail to meet our statutory duties if a scheme was not approved
 - consideration has been given to sources of funding available
 - we have maximised external funding on all bids (where appropriate)
 - all revenue costs/savings as well as capital costs have been considered
- 1.4 Members are asked to note that the key priorities are those contained with the current Corporate Plan and maybe subject to change.
- 1.5 The capital bids included in the programme have been prepared by Service managers and Heads of Service. Finance has reviewed the draft bids to consider if the resulting spend is of a capital nature and is therefore appropriate to be included in any considerations for the programme.
- 1.6 The capital bids have been reviewed with the Service Managers to explore all sources of finance and, external sources of finance have been used wherever possible. Work is ongoing on Bid no 3 to investigate the capital cost for the replacement of 4 vehicles versus the revenue costs if these vehicles were to be acquired via lease agreements. Members are asked to note that the current proposals contained within this report include the acquisition as capital but should it prove to be advantageous to consider under revenue both this and the draft revenue budget will be amended accordingly.
- 1.7 Bid 4 is dependent upon successful bidding for external funding and the outcome of which is not yet known should this match funding be unsuccessful the schemes in their current state would not proceed and the call on CBCs reserves will not be needed
- 1.8 Members are asked to note that a number of service reviews are underway and a request for capital funding may be made dependent upon the outcome of these. Any such request will be processed through the appropriate committees as an addition to the capital programme. Members are asked to note that any funding in connection with any such potential schemes has not been reflected in the tables 2 to 4 of this report.

- 1.9 Members will recall from Quarter 2 Capital Monitoring report that negotiations on Albion Square were taking place in order to transfer the funding, responsibility and associated risk from CBC to another partner. We are in receipt of written confirmation that this has now happened. The impact on the Council is a reduction in the 2012/13 Capital programme of £1,650,632 with a reduced need to call on our own resources of £11,887.

2 ADDITIONAL COMMENT ON INDIVIDUAL BIDS

- 2.1 Bid no 2 for Land Terrier Report. This funding is required to enable the data held on an asset base (following extraction from the former Mentor land terrier) to be transferred onto the land terrier owned by Cumbria County Council. Work is currently being undertaken by the Asset Group to review the Council's entire needs with respect to management of its assets. This bid may be superseded dependent upon the findings of this group and any subsequent decisions made.
- 2.2 Existing bid – Public Buildings. Members will recall the requirement for this budget, which was approved in February 2011 had been reduced to the level of £150,000 in previous reports, since this time however a survey of the Council's car parks has been carried out and a volume of additional capital works have been identified. As a result of this members are asked to note that the bid has been revised to £180,000 for 2012/13, to be funded from useable capital receipts reserve, but that a full schedule of all public building works will be presented to Executive, for approval prior to any works commencing in 2012/13.

3 OPTIONS

- 3.1 A summary of the Capital Programme for the years 2012-15 is shown in appendix A.
- 3.2 Appendix B demonstrates how the proposed NEW bids meet the key corporate priorities (as at commencement of year) and the criteria set out in para 1.3.
The total of all bids for the three year period is £3,233,449, utilising £810,000 of external funding (25.1%) and £2,423,449 of the Council's own resources (74.9%).

4 FINANCIAL AND HUMAN RESOURCES IMPLICATIONS (INCLUDING SOURCES OF FINANCE)

- 4.1 Table 1 below shows the sources of funding for Capital Programme for the three years 2012-2015. It is important that the funding of the proposed Capital Programme is fully understood and can be demonstrated. This

should contribute to RPWG's confidence in recommending the capital programme (in whole or part).

- 4.2 The proposed 2012/13- 2014/15 capital programme expenditure can be financed as follows:

Table 1: Financing of the proposed 2012/13- 2014/15 Capital Programme

	2012/13	2013/14	2014/15
Funded by:	£	£	£
Useable Capital Receipts	863,649	599,800	90,000
Useable Capital Receipts - Preserved right to buy sales (post stock transfer)/Residual right to buy	370,000	250,000	250,000
Other External Funding	310,000	250,000	250,000
TOTAL FINANCING	1,543,649	1,099,800	590,000

- 4.3 Members are asked to note the external funding for Disabled Facilities grants has been estimated at £250,000 from DFG and £60,000 from Cumbria County Council, based on current year figures. This leaves £185,000 to be met from our own reserves (£500,000 bid less £250,000 less £60,000). Notification of the external funding award for DFG will not be received until March 2012 so for the basis of preparing the bid for the three years 2012/13- 2014/15 a value of £250,000 has been assumed. Any fluctuation from this value will of course impact on the requirement for Copeland to contribute from its own capital resources.

5 CAPITAL RESOURCES

- 5.1 Table 2 below shows the forecast position of the movement (i.e. use and new capital receipts) on usable capital receipts for 2012/13 (table 3 shows 2013/14 and table 4 shows 2014/15) which will be used to fund the capital programme.
- 5.2 Members are asked to note that the opening balance figures in Table 2 (and so consequently Tables 3 and 4) are as at 31 December 2011, (subject to approval by Executive on 28 February 2012). The Useable Capital Receipts Reserve balances will need to be adjusted by any commitments made in 2010/11 but that will be paid for in 2011/12 (slippage) that occurs between 1 January and 31 March 2012 but any fluctuation in the opening balances as a result of this will be matched by and equal adjustment to the draw down (spend) on the reserve, i.e. nil net impact on reserves.

Table 2: Impact of the forecast capital programme spend and receipts for 2012/13 on the Useable Capital Receipts Reserve

USABLE CAPITAL RECEIPTS	Receipts from sale of assets	Preserved right to buy sales	Residual Right to buy	VAT sharing receipt	TOTAL
	£	£	£	£	£
Forecast Opening balance at 1 April 2012 (as at 30 September 2011)	(597,112)	(656,195)	(1,349,385)	(1,942,466)	(4,545,158)
Forecast draw down to fund draft 12/13 capital programme	863,649	370,000			1,233,649
Forecast Capital Receipts in year	(3,639,000)				(3,639,000)
Forecast useable Capital Receipts closing balance at 31 March 2013	(3,372,463)	(286,195)	(1,349,385)	(1,942,466)	(6,950,509)

*****Members are asked to note that we are awaiting confirmation of forecast of VAT receipts requested from the Home Group and Members will be updated when this information is received.

Members are asked to note Appendix C which gives more detail with regards to the possible timings of spend and receipt in 2012/13

Table 3: Impact of the forecast capital programme spend and receipts for , 2013/14 on the Useable Capital Receipts Reserve

USABLE CAPITAL RECEIPTS	Receipts from sale of assets	Preserved right to buy sales	Residual Right to buy	VAT sharing receipt	TOTAL
	£	£	£	£	£
Forecast Opening balance at 1 April 2013	(3,372,463)	(286,195)	(1,349,385)	(1,942,466)	(6,950,509)
Forecast draw down to fund draft 12/13 capital programme	599,800	250,000	-		849,800
Forecast Capital Receipts in year	(3,404,000)				(3,404,000)
Forecast useable Capital Receipts closing balance at 31 March 2014	(6,176,663)	36,195	(1,349,385)	(1,942,466)	(9,504,709)

Table 4: Impact of the forecast capital programme spend and receipts for 2014/15 on the Useable Capital Receipts Reserve

USABLE CAPITAL RECEIPTS	Receipts from sale of assets £	Preserved right to buy sales £	Residual Right to buy £	VAT sharing receipt £	TOTAL £
Forecast Opening balance at 1 April 2014	(6,176,663)	(36,195)	(1,349,385)	(1,942,466)	(9,504,709)
Forecast draw down to fund draft 14/15 capital programme	90,000	36,195	213,805		340,000
Forecast Capital Receipts in year					
Forecast useable Capital Receipts closing balance at 31 March 2015	(6,086,663)	-	(1,135,580)	(1,942,466)	(9,164,709)

- 5.3 The timing of capital receipts is critical to the funding of the proposed Capital programme. Members are reminded that the receipts detailed in tables 2-4 above are the best forecast prediction as of December 2011. The assets (predominantly land) will be placed on the market when conditions are favourable and this is kept under constant review by the Property Department. It may be the case that some assets will be placed on the market sooner than currently anticipated, but is it not anticipated as at December 2011, that the assets will be offered for sale at later dates. However if sales do not progress as scheduled, there will be insufficient funding within the "AUTHORISED for use on non housing element" of Useable Capital Receipts Reserve (UCRR) (Appendix C), to fund the forecast capital programme.

Members are asked to approve the following:

Authorise use of Preserved Rights to Buy/Residual rights to Buy reserves (both of which currently have approval to fund housing only) to gap fund until receipt (then repay).

6 PROJECT AND RISK MANAGEMENT

- 6.1 It is imperative that the capital programme is considered to ensure that adequate financing is in place before the 2012/13 programme commences. Once commenced, all budgets will be monitored monthly, with exceptions reported through Corporate Leadership Team monthly and Executive quarterly so that management action can be taken to ensure the effective use of resources as planned by the Council.

- 6.2 The capital programme assumes funding from the sale of assets and external (grant) contributions. There is no assumption at this stage to borrow to finance the programme. Generation of capital receipts presents risks in terms of the timing and value of receipt. The Property Department regularly review asset sales.
- 6.3 The value of the Disabled Facility grant, which provides external funding for the housing programme, (£250,000) has been estimated for 2012/13, based on current year receipt, as the award will not be made public until March 2012. The value of receipt has been duplicated for the year 2013/14. If the actual grant receipt fluctuates from this estimate this will impact on the use of the Useable Capital Reserve as detailed in tables 2-4.
- 6.4 The report makes specific reference to the unknown possible requirement for internal and external capital funding that may arise in connection with potential schemes as detailed in paragraph 1.8 of this report. The risk that contributions may be required are not are not factored into the current proposed programme or funding

7 IMPACT ON CORPORATE PLAN

- 7.1 The proposed bids have been summarised under the Corporate key objectives as detailed in Appendix B:

8 STATUTORY OFFICER COMMENTS

- 8.1 The Monitoring Officer's comments are:

None

- 8.2 The Section 151 Officer's comments are;

In setting the budget requirement in February 2012, the Council is required under Section 25 of the Local Government Act 2003 to consider the formal advice of the statutory s151 responsible officer, the Corporate Director of Resources and Transformation, on the robustness of the estimates included in the budget and adequacy of reserves.

My conclusion is that the estimates as presented are robust and the level of reserves adequate as long as the proposed service review savings are delivered over the period of the Medium-term Financial Strategy.

All other comments are contained within the report.

8.3 Other consultee comments, if any;

Corporate Leadership Team and Heads of Service have been consulted on the report and their comments are reflected within the body of the report.

List of Appendices:

Appendix A - Capital programme 2012/13 -2014/15

Appendix B – Meeting key objectives

Appendix C – Commitment effect on available 'authorised for use on non housing element' of the Useable Capital Receipts Reserve.

Appendices 1-5 New capital bids

List of Background Documents: None

Consultees:

Heads of Service and Service Managers

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APPENDIX A

CAPITAL PROGRAMME BUDGET 12/13, 13/14 & 14/15

BID NO		Expenditure					Funding				2013/14				2014/15			TOTAL 14/15 Including slippage	OVERALL TOTAL 12/13-14/15 £'000	Manager
		2012/13	2012/13	2012/13	2012/13	2012/13	UCRR	Preserved Rights To Buy Sales (post stock transfer)	Residual Rights To Buy	External	Existing programme March 12 Council £'000	Slippage £'000 approval sought Exec 12/13	Draft bids submitted Nov 12 £'000	TOTAL 13/14 Including slippage	Existing programme March 13 Council £'000	Slippage £'000 approval sought Exec 13/14	Draft bids submitted Nov 13 £'000			
	OTHER (CORPORATE)																			
	Corporate Department:																			
	Chief Executive																			
	Chief Executive Total																			
	Corporate Resources:																			
	Public Buildings Condition Survey Backlog	217,000		(37,000)		180,000	180,000				217,000			217,000					397,000	
	Energy Efficiency Measures	52,800				52,800	52,800				52,800			52,800					105,600	
	Brensy Soil Nailing		5,000			5,000	5,000												5,000	
	Moresby Parks			25,000		25,000	25,000												25,000	
1	Valuation Data transfer			20,000		20,000	20,000												20,000	
2	New FMS		15,590			15,590	15,590												15,590	
	Copeland Reception		150,000			150,000	150,000												150,000	
	Corporate Resources Total	269,800	170,590	8,000		448,390	448,390				269,800			269,800					718,190	
	Neighbourhoods:																			
	Rottingham Beck		68,781			68,781	68,781												68,781	
3	Vehicles			111,000		111,000	111,000						80,000	80,000			90,000	90,000	281,000	
	Data Capture		23,350			23,350	23,350												23,350	
	Regeneration software		12,912			12,912	12,912												12,912	
	Playgrounds		40,000			40,000	40,000												40,000	
	Milom Cemetery Land Purchase	110,000	39,216			149,216	149,216												149,216	
	Neighbourhoods Total	110,000	184,259	111,000		405,259	405,259						80,000	80,000			90,000	90,000	675,259	
	Regeneration and Community:																			
	Home Renewal Assistance																			
	Renovation Grant																			
	Disabled Facilities Grants	500,000	180,000			680,000	370,000		310,000		500,000			500,000	500,000			500,000	1,680,000	
4	Whitehaven Townscape Heritage Initiative													250,000					250,000	
5	Development Management - e-access			10,000		10,000	10,000												10,000	
	Regeneration and Community Total	500,000	180,000	10,000		690,000	370,000		310,000		500,000		250,000	750,000	500,000			500,000	1,940,000	
	TOTAL CAPITAL PROGRAMME -	879,800	634,849	129,000		1,643,649	863,649		370,000		769,800		330,000	1,099,800	500,000		90,000	590,000	3,233,449	

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New Bids				
1	2	3	4	5
Moresby Parks - Dealing with Vacated Accommodation	Valuation Data Transfer to CCC Terrier System	Fleet Items Replacement (2012/13, 2013/14 & 2014/15 bid)	Whitehaven Townscape Heritage Initiative (2013/14 bid)	Development Management - e-access

Meeting key priorities?
1.1 Reducing health inequalities
1.2 Supporting communities
1.3 Tackle disadvantage & inequality
1.4 Supporting peoples personal development
2.1 Support work opportunities
2.2 Raise local skill levels
2.3 Sustainability
2.5 Low carbon projects
3.1 High quality housing
3.2 Reduce waste & improve recycling
3.3 Partnership working
3.5 Safer Copeland
3.6 Enhance local physical/natural environment
4.1 Respond to customers needs
4.2 Transform services
4.3 Maintain skilled, adaptable workforce
4.4 Transparent account of performance and resources

To fulfill statutory duties?	N	N	Y/N	N	N
Matched funding as % of bid	N	N	N	85.3	N
Revenue savings achievable?	N	N	N	N	N
Existing policy commitment?	N	N	N	N	N

EXECUTIVE 14 FEBRUARY 2012 **Appendix C**

COMMITMENT EFFECT ON AVAILABLE 'AUTHORISED FOR THE USE ON NON HOUSING ELEMENT' OF THE USEABLE CAPITAL RECEIPTS RESERVE

	as at period 6 2011/12
Opening Balance per Audited Accounts	(55,183)
Actual Drawdown to Period 9 2011/12	429,549
Actual Receipts to Period 9 2011/12	(807,741)
Current Total	(433,375)
Remaining Forecasted Expenditure for 2011/12	744,191
Remaining Forecasted Receipts for 2011/12	(923,977)
Forecast year end	(613,161)
<u>This year end balance then applied as follows:</u>	
Remaining Slippage	354,849
Existing next years budget (approved Feb 2011)	342,800
Forecast after current commitments met	84,488
New bids submitted October 2011 for next year	166,000
Forecast receipts for 2012/13	(3,639,000)
Forecast closing	(3,388,512)

i.e if no further capital receipts made before existing commitments met then this element of reserve is exhausted see recommendation (Paragraph 5.3)

() - denotes a cash balance held/revieved
black figures denote expenditure

PROJECT OUTLINE – Bid 1

Project Title: MORESBY PARKS DEALING WITH VACATED ACCOMMODATION

Does the project require capital funding: Y

1. Project Description
<p>The premises at Moresby parks are owned by the Council and partly leased to Copeland Homes. Notice has been given by them to terminate their lease at the end of March 2012. This means the Council will need to make a financial provision for dealing with the vacant space.</p> <p>A range of options were presented to CLT in December 2010, and the decision was taken not to sell the premises but to seek a tenant. It is inevitable that there will be a loss of income when the lease with Home group terminates and there will be substantial costs incurred to enable to services to the building to be split to establish self contained units before a new tenant can be secured.</p>
2. Key Deliverables
<p>Satisfactorily deal with new tenant for the large area of space vacated by Copeland Homes.</p>
3. Project Manager and Sponsor
<p>Martyn Morton, Darienne Law</p>
4. Budget (including size of budget, who is funding it and accountable body)
<p>A request for a capital sum of £25,000 is being made to fund the splitting out of the services and any other changes/adaptations as required on the building in order to secure a tenant. Other works are likely to include access and egress works to enable the space to be self contained, although at this stage no detailed plan of works has been drawn up.</p> <p>Funded by Copeland Borough Council through capital or revenue programme.</p>
5. Key Project dates (including start date, key milestones, project completion date)
<p>To carry out changes/adaptations as required on the building in order to secure a tenant which are likely to include access and egress works to enable the space to be self contained.</p>
6. Current status of project
<p>Early warning of need for funding.</p>

PROJECT OUTLINE – Bid 2

Project Title: VALUATION DATA TRANSFER TO CUMBRIA COUNTY COUNCIL LAND TERRIER

Does the project require capital funding: Y

1. Project Description

CBC's property management data was previously held on a property management system owned by Capita Symonds until the property management service transferred back in house on 1st February 2011. At that time, the basic property details of the CBC portfolio were downloaded onto an excel spreadsheet. It was intended that the use of these spreadsheets would be temporary until a formal property management system could be introduced. However the use of these spreadsheets has remained. This has proved ineffective as the minimal amount of data held is inadequate to enable the delivery of an efficient and cost effective property management service.

Cumbria County Council have purchased a new property management system (Atrium) and it is envisaged that other authorities can use the system as part of a shared service facility, allowing all users to access each other's data (subject to permissions and restrictions). Although CCC outlaid a major capital sum to install the system, they do not intend to claw back any of that capital outlay from other users therefore reflecting significant value for money for authorities choosing this option. An alternative for CBC which would be to obtain its own property management system, with estimated costs in excess of £45,000 plus data transfer costs or to purchase a system that both property services and finance could jointly use for asset management (system and costs not yet known).

The Council is expecting to join the County Council land terrier at some point during 2012/13. However this route and alternatives will be fully investigated by the Asset Management Group, before a commitment is made.

It is expected that there will be no significant cost to link up with the portal, although a large amount of data including leases, plans and correspondence will need to be manually and electronically transferred over to the new system, which will require an additional internal/external resource.

The financial estimate of £20,000 has been based on the cost of an additional resource to complete the data transfer of the recent GIS system installation.

2. Key Deliverables

Establish an electronic database of all the Council property assets which will be linked to and contained within the County Council Property database. This will improve efficiency.

3. Project Manager and Sponsor

Barbara Green, Darienne Law

4. Budget (including size of budget, who is funding it and accountable body)
No detailed budget has been established to date, from knowledge of other systems this is likely to be in the region of £20,000. Funded by Copeland Borough Council through the capital programme.
5. Key Project dates (including start date, key milestones, project completion date)
The County Council anticipate that the Terrier will be in a position to accept Copeland information mid 2012. The data extraction could take between 6 – 12 weeks depending on further detail and assessment.
6. Current status of project
Awaiting details from County Council, and work of Asset Management Group to be finalised.

PROJECT OUTLINE – Bid 3

Project Title: Fleet Items Replacement from 2012-13

Does the project require capital funding: Y

1. Project Description

The proposal is to replace a number of the Council's front-line vehicles used in the delivery of waste services. These vehicles were originally purchased through and dedicated to the Cleaner Safer Greener funded South Whitehaven projects. After the funding ceased, and the projects ended, the assets remained with the Council and rather than being mothballed were brought into front-line use. At the same time contracts on at least 2 leased vehicles were terminated enabling annual savings of around £25k to be realised (since 2009/10). The vehicles are an integral part of the Council's Environmental Cleansing and kerbside recycling services.

The 4 vehicles are of different types and therefore have varying expected replacement dates. All four vehicles will need to be replaced by 2015, however 2 of the 4 will be urgently in need of replacement during 2012-13 having already passed their expected working life during this year.

The alternative to outright purchase of the vehicles is to lease them through the existing contract with Translinc. This option would increase the revenue cost of the service and annual indicative figures are provided below:

The replacement profile is as follows:-

Reg No.	Make/ Description	Service Area	Reg Date	Life of vehicle	Replacement date	Financial year	Capital Cost (est)	Lease & maintenance cost per annum (est)
GX56OYC	JOHNSTON SWEEPER	CLEANSING	01/09/2006	5 years	01/09/2011	2012/13	£95k	£25k
PX56VWV	CITROEN CAGED TIPPER	CLEANSING	01/09/2006	5 years	01/09/2011	2012/13	£16k	£5300
DX54GAU	IVECO split body RCV	PLASTIC & CARD RECYCLING	04/10/2004	7 years	01/04/2013	2013/14	£80k	£30k
DK57HWH	DAF220 KERBSIDE TIPPER WITH TERBERG LIFT	KERBSIDE RECYCLING	05/10/2007	7 years	05/10/2014	2014/15	£90k	£36k

2. Key Deliverables

Vehicles specified, ordered and delivered.

3. Project Manager and Sponsor

Project Manager – Janice Carrol, Waste Services Manager

Project Sponsor – Keith Parker, Head of Neighbourhoods

4. Budget (including size of budget, who is funding it and accountable body)

Capital funding of £111k is required for 2012-13. Ongoing costs will be met from existing waste revenue budgets.

The alternative option of leasing vehicles through the existing contract with Translinc would require an increase to the Environmental Cleansing budget from 2012-13 onwards of approximately £30k.

5. Key Project dates (including start date, key milestones, project completion date)

Before 1 April – Draft required vehicle specifications

1 April – Vehicles ordered

August 2012 – Vehicles commissioned.

6. Current status of project

PROJECT OUTLINE – Bid 4

Project Title: Whitehaven Townscape Heritage Initiative (THI)

Does the project require capital funding: Yes

1. Project Description

The proposed THI area is the Old Town Character Area (predominantly James Street/ Market Place and lower Swingpump Lane). This area has become marginal to the main retail and business district and experiences limited footfall. The scheme is to reconnect the fringe and core areas to ensure confidence in the economy of this part of the conservation area. The project will establish a co-ordinated integrated programme of improvements (shopfronts, facades, roofs and floorspace) and skills training as a legacy for care and maintenance of the conservation area.

There are two main links to the Council Plan - Place: enhance the local physical and natural environment and Prosperity: to support the vitality and viability of our towns and rural communities.

The lead will be Copeland Borough Council. Partners involved in the project will be the private sector businesses, civic group representatives and North of England Civic Trust who work closely with CBC on conservation planning, public engagement and regeneration projects. Other partners include Britain's Energy Coast (which will provide a financial contribution to the project) and Cumbria County Council (will co-ordinate with the THI on archives/library, culture, education, highways and other county responsibilities).

The consequences of not carrying out the project will result in further degradation of the buildings and loss of education learning and skills training.

2. Key Deliverables

Revive the dominant 'bookend' landmark building (YMCA)
Improve frontages of other properties (shopfronts, facades, roofs, curtilages)
Improve accessibility (public realm, removal of clutter)
Develop use of heritage as a resource (education, training, events, owner support)

3. Project Manager and Sponsor

Project Manager – Don Taylor, Economic Development Manager
Project Sponsor – Julie Betteridge, Head of Regeneration & Community

4. Budget (including size of budget, who is funding it and accountable body)

Copeland Borough Council is the accountable body for the project.

	Stage 2 Project costs 2013-2018
Copeland Borough Council	£250,000
Heritage Lottery Fund	£550,000
Britain's Energy Coast	£400,000
Private	£500,000
Total	£1,700,000

*Set up costs for Stage 1 from 2011-2013 are £96,000. £48,000 from CBC using existing revenue budgets and £48,000 from Heritage Lottery Fund.

This bid is requesting £250,000 for CAPITAL over 5 years (2013-2018). There are no on-going costs past the lifetime of the project.

5. Key Project dates (including start date, key milestones, project completion date)

Project Start September 2013

Project Finish August 2018

Key project milestones to be developed as part of Stage 1 application.

6. Current status of project

Expression of Interest submitted to Heritage Lottery Fund 28.09.11.

Stage 1 Application deadline for Heritage Lottery Fund 30.11.11

CAPITAL PROJECT OUTLINE 2012/13 – Bid 5

Project Title: Development Management: e-access

Does the project require capital funding: Y

Does the project require revenue funding: N

1. Project Description

Increased document scanning to facilitate e-access implementation within the development management process will require an additional resource as it will otherwise impose too great a burden on the reduced technical/admin. support staff. A part time post/secondment would suffice.

2. Key Deliverables

e-access will greatly improve public engagement with the planning process – a shortfall which has been highlighted in a recent customer satisfaction survey.

3. Project Manager and Sponsor

Tony Pomfret, Development Control Manager

4. Budget (including size of budget, who is funding it and accountable body)

Implementation of the Headway MIS software system across Development Control, Building Control and Land Charges already has full budget approval. This request represents an "add-on" at an estimated cost of £10,000. Reduced staffing arrangements as a result of the Planning Assistant securing alternative employment within the Council, commencing 1 November 2011, and job share of the Technical Support Officer's post with Building Control commencing 1 April 2012 will result in salary savings totalling £11,299 in 2010/11 and a further £39,212 in 2012/13, inclusive of on-costs.

5. Key Project dates (including start date, key milestones, project completion date)

Target date for installing e-access software is January 2012 with a "go-live" date of April 2012.

6. Current status of project

MIS system as presently operational is working well.