

**DRAFT 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 Resource Planning Working Group 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 is specifically presented to provide Members an opportunity to review the individual bids, as requested. This report was previously presented to RPWG on 6 December 2011 and to Executive on 20 December 2011.

**Recommendation:**

- (i) RPWG are asked to consider the capital bids presented and make recommendations for the inclusion in the draft capital programme to Executive.
- (ii) RPWG is asked to note the proposed draft 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.
- (iii) RPWG are asked to note that the forecast on Useable Capital Receipts Reserve uses balances at 30 September 2011, these will be updated for quarter 3 forecast for presentation to Council on 23 February 2012.

**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 draft 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 draft 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 be aware that a number of projects may/are being currently explored that may lead to additional schemes on the Capital programme over the next three years. Any additional request will require additional funding. Members are asked to note that any funding in connection with potential schemes has not been reflected in the tables 2 to 4 of this report. These include:

Beacon – A meeting between Beacon and Properties section has been rescheduled for this month following illness and a bid may be forthcoming as a result of these discussions. Members will be updated as soon as any proposals are known.

## **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 are asked to note that the requirement for this budget, which was approved in February 2011 has been reduced to the level of £150,000 included in this report. The reduction is due to planned works not being eligible for capital funding.

## **3 OPTIONS**

- 3.1 A summary of the draft 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 £4,707,638, utilising £2,448,745 of external funding (52%) and £2,258,893 of the Council's own resources (48%).

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

- 4.1 Table 1 below shows the sources of funding for draft 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 draft 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
<b>Funded by:</b>	<b>£</b>	<b>£</b>	<b>£</b>
Useable Capital Receipts	624,093	599,800	90,000
Useable Capital Receipts - Preserved right to buy sales (post stock transfer)/Residual right to buy	445,000	250,000	250,000
Other External Funding	1,948,745	250,000	250,000
<b>TOTAL FINANCING</b>	<b>3,017,838</b>	<b>1,099,800</b>	<b>590,000</b>

- 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 30 September 2011, (subject to approval by Executive on 22 November 2011). 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 October 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**

<b>USABLE CAPITAL RECEIPTS</b>	<b>Receipts from sale of assets</b>	<b>Preserved right to buy sales</b>	<b>Residual Right to buy</b>	<b>VAT sharing receipt</b>	<b>TOTAL</b>
	£	£	£	£	£
Forecast <b>Opening balance</b> at 1 April 2012 (as at 30 September 2011)	(392,502)	(641,808)	(1,349,385)	(1,916,736)	<b>(4,300,431)</b>
Forecast draw down to fund draft 12/13 capital programme	624,093	445,000			<b>1,069,093</b>
Forecast Capital Receipts in year	(3,639,000)			*****	<b>(3,639,000)</b>
Forecast useable Capital Receipts <b>closing balance</b> at 31 March 2013	<b>(3,407,409)</b>	<b>(196,808)</b>	<b>(1,349,385)</b>	<b>(1,916,736)</b>	<b>(6,870,338)</b>

\*\*\*\*\* 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**

<b>USABLE CAPITAL RECEIPTS</b>	<b>Receipts from sale of assets</b>	<b>Preserved right to buy sales</b>	<b>Residual Right to buy</b>	<b>VAT sharing receipt</b>	<b>TOTAL</b>
	£	£	£	£	£
Forecast <b>Opening balance</b> at 1 April 2013	<b>(3,407,409)</b>	<b>(196,808)</b>	<b>(1,349,385)</b>	<b>(1,916,736)</b>	<b>(6,870,338)</b>
Forecast draw down to fund draft 12/13 capital programme	599,800	196,808	53,192		<b>849,800</b>
Forecast Capital Receipts in year	(3,404,000)				<b>(3,404,000)</b>
Forecast useable Capital Receipts <b>closing balance</b> at 31 March 2014	<b>(6,211,609)</b>	-	<b>(1,296,193)</b>	<b>(1,916,736)</b>	<b>(9,424,538)</b>

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

<b>USABLE CAPITAL RECEIPTS</b>	<b>Receipts from sale of assets £</b>	<b>Preserved right to buy sales £</b>	<b>Residual Right to buy £</b>	<b>VAT sharing receipt £</b>	<b>TOTAL £</b>
Forecast <b>Opening balance</b> at 1 April 2014	<b>(6,211,609)</b>	-	<b>(1,296,193)</b>	<b>(1,916,736)</b>	<b>(9,424,538)</b>
Forecast draw down to fund draft 14/15 capital programme	90,000		250,000		<b>340,000</b>
Forecast Capital Receipts in year					
Forecast useable Capital Receipts <b>closing balance</b> at 31 March 2015	<b>(6,121,609)</b>	-	<b>(1,046,193)</b>	<b>(1,916,736)</b>	<b>(9,084,538)</b>

- 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 October 2011. The assets (predominantly land) will be placed on the market when conditions are favourable and this is kept under constant review by the Contracts and Property Manager and the Development Surveyor. It may be the case that some assets will be placed on the market sooner than currently anticipated, with resulting receipts ahead of those detailed in tables 2-4 above. It is not anticipated as at October 2011, that the assets will be offered for sale at later dates, however if this were to happen, the funding of the capital programme would need to be re-examined.

## **6 PROJECT AND RISK MANAGEMENT**

- 6.1 It is imperative that the draft capital programme is considered at this early stage 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 Development Surveyor and the Contracts and Property Manager meet monthly and 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 para 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:

### **List of Appendices:**

Appendix A - Draft capital programme 2012/13 -2014/15  
Appendix B – Meeting key objectives  
Appendix C – Priority of call on capital reserves  
Appendices 1-5 New capital bids

### **List of Background Documents: None**

### **Consultees:**

Head of Service and Service Managers

DRAFT 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 Existing programme March 11 Council £'000	2012/13			TOTAL 12/13 including slippage	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			
			Slippage £'000 approval sought Exec 11/12 (to September 2010)	Draft bids submitted Nov 11 £'000	Updated for Slippage 11/12 Out turn approval sought Exec May 2012															
	OTHER (CORPORATE)																			
	Corporate Department:																			
	Chief Executive					-	-											-	-	
	Cheif Executive Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Corporate Resources:																			
	Public Buildings Condition Survey Backlog	217,000	51,347	(118,347)		150,000	150,000				217,000			217,000				-	367,000	
	Energy Efficiency Measures	52,800	34,938			87,738	87,738				52,800			52,800				-	140,538	
1	Moresby Parks			25,000		25,000	25,000							-				-	25,000	
2	Valuation Data transfer			20,000		20,000	20,000							-				-	20,000	
	Corporate Resources Total	269,800	86,285	(73,347)	-	282,738	282,738	-	-	-	269,800	-	-	269,800	-	-	-	-	552,538	
	Neighbourhoods:																			
	Rottington Beck		11,752			11,752	11,752							-				-	11,752	
3	Vehicles			111,000		111,000	111,000						80,000	80,000			90,000	90,000	281,000	
	Neighbourhoods Total	-	11,752	111,000	-	122,752	122,752	-	-	-	-	-	80,000	80,000	-	-	90,000	90,000	292,752	
	Regeneration and Community:																			
	Home Renewal Assistance					-								-				-	-	
	Renovation Grant					-								-				-	-	
	Disabled Facilities Grants	500,000	255,000			755,000		445,000		310,000	500,000			500,000	500,000			500,000	1,755,000	
	Albion Square Development		1,650,632			1,650,632	11,887			1,638,745				-				-	1,650,632	
	Millom Cemetery Land Purchase	110,000	36,716			146,716	146,716							-				-	146,716	
	Copeland Reception		50,000			50,000	50,000							-				-	50,000	
4	Whitehaven Townscape Heritage Initiative					-							250,000	250,000				-	250,000	
5	Development Management - e-access			10,000		10,000	10,000												10,000	
	Regeneration and Community Total	610,000	1,992,348	10,000	-	2,612,348	218,603	445,000	-	1,948,745	500,000	-	250,000	750,000	500,000	-	-	500,000	3,862,348	
	TOTAL CAPITAL PROGRAMME -	879,800	2,090,385	47,653	-	3,017,838	624,093	445,000	-	1,948,745	769,800	-	330,000	1,099,800	500,000	-	90,000	590,000	4,707,638	

This is CBC's contribution to a £1.7m project and it is envisaged that the £250k will be paid as a grant and therefore it is this amount that it included in the draft budget as opposed to the full scheme.



		New Bids				
		1	2	3	4	5
		Moresby Parks - Dealing with Vacated Accomodation	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
<b>Meeting key priorities?</b>						
	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					
<b>To fulfill statutory duties?</b>		N	N	Y/N	N	N
<b>Matched funding as % of bid</b>		N	N	N	85.3	N
<b>Revenue savings achievable?</b>		N	N	N	N	N
<b>Existing policy commitment?</b>		N	N	N	N	N

**APPENDIX C - COMMITMENT EFFECT ON AVAILABLE USEABLE CAPITAL RECEIPTS RESERVE**

<b>Useable Capital Receipts</b>	<b>£</b>
	<b>as at period 6 2011/12</b>
Opening Balance per Audited Accounts	(55,183)
Actual Drawdown to Period 5/6 etc 2011/12	156,456
Actual Receipts to Period 5/6 etc 2011/12	(656,000)
Current Total	(554,727)
Remaining Forecasted Expenditure for 2011/12	1,226,543
Remaining Forecasted Receipts for 2011/12	(1,064,318)
Forecast year end	(392,502)
Remaining Slippage	145,293
Existing next years budget (approved Feb 2011)	312,800
<b>Forecast after current commitments met</b>	<b>65,591</b>
New bids submitted October 2011 for next year	166,000
Forecast receipts for 2012/13	(3,639,000)
Forecast closing	(3,407,409)

624,093

() - denotes a cash balance held/recieved  
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**

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. If this takes place the Council will need to make a financial provision for dealing with the vacant space.

There are a range of options that will be provided to CLT for consideration. However, it is inevitable that there will be a loss of income from the lease and further costs incurred dealing with the vacant premises even if the area is mothballed. Although expenditure will be required, depending on the route taken, it is likely that in time costs will be recovered.

#### **2. Key Deliverables**

Satisfactorily deal resulting in large area of space vacated by Copeland Homes.

#### **3. Project Manager and Sponsor**

Martyn Childerhouse, Darienne Law

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

No detailed budget has been established to date. It is being flagged that funding is likely to be required, and that some provision or recognition is made of this £25,000.

Funded by Copeland borough Council through Capital or revenue programme.

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

Reporting to CLT late 2011, to seek review of options and approval to seek a solution.  
After 31 03 2012 the area will be vacated by Copeland homes so action should be geared to having an agreed solution by then.

<b>6. Current status of project</b>
Early warning of need for funding.

## **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**

The Council is expecting to join the County Council land terrier at some point during 2012/13. It is expected that there will be no significant cost to link up with the portal. However, a large amount of data including leases, plans, correspondence etc is held on an asset base having been extracted from the former Mentor land terrier. There will be a need to extract this out and into the new system.

From recent experience such as the MIS system used by Building Control, Planning and Land Charges there will be input required by an additional internal or external resource to satisfactorily complete this transfer of data.

#### **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 or revenue 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.

<b>6. Current status of project</b>
Awaiting details from County Council.

Awaiting details from County Council.

## 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	<b>£95k</b>	£25k
PX56VWV	CITROEN CAGED TIPPER	CLEANSING	01/09/2006	5 years	01/09/2011	2012/13	<b>£16k</b>	£5300
DX54GAU	IVECO split body RCV	PLASTIC & CARD RECYCLING	04/10/2004	7 years	01/04/2013	2013/14	<b>£80k</b>	£30k
DK57HWH	DAF220 KERBSIDE TIPPER WITH TERBERG LIFT	KERBSIDE RECYCLING	05/10/2007	7 years	05/10/2014	2014/15	<b>£90k</b>	£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	<b>£250,000</b>
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.