

Cheltenham Borough Council
Cabinet – 8th November 2016
Townscape – Capital and Large Scale Works Programme

Accountable member	Andrew McKinlay – Cabinet Member Development and Safety
Accountable officer	Wilf Tomaney- Townscape Manager
Ward(s) affected	All
Key/Significant Decision	Yes
Executive summary	The purpose of this report is to present to Cabinet the programme of capital and large scale works for functions which are the responsibility of the Townscape team. These cover public realm, flood alleviation and public art. The purpose of the report is to clarify the programme and regularise authority for all areas of the programme. Capital sums have been previously approved and allocated for this use at budget setting.
Recommendations	1. Cabinet approve for implementation the programme of Townscape work at Appendix 2.

Financial implications	The budgets outlined in the appendix to the report have been approved through the budget setting process. Other financial implications are noted throughout the body of the report. Contact officer: Nina Philippidis, nina.philippidis@cheltenham.gov.uk, 01242 264121
Legal implications	When implementing individual elements of the programme, officers will need to comply with the contract rules and financial rules as appropriate. Contact officer: Peter Lewis, peter.lewis@tewkesbury.gov.uk , 01684 272012
HR implications (including learning and organisational development)	None as a direct result of the content of this report. However, officers need to ensure that they have capacity/resource to complete the projects/planned works. Contact officer: Julie McCarthy, julie.mccarthy@cheltenham.gov.uk, 01242 264355
Key risks	See Appendix 1

Corporate and community plan Implications	<p>The projects identified meet the following corporate objectives</p> <ol style="list-style-type: none"> 1. Cheltenham’s environmental quality and heritage is protected, maintained and enhanced 2. Sustain and grow Cheltenham’s economic and cultural vitality 3. People live in strong, safe and healthy communities
Environmental and climate change implications	<p>Public realm and flood relief projects will have positive impacts – managing the increased flood events which might result from climate change; introducing planting which will positively contribute to carbon capture; creating pleasant streets, spaces and conditions which encourage active travel.</p>
Property/Asset Implications	<p>The proposals will have very little impact on assets managed by property services. However consideration does need to be given to maintenance funding of existing and any new street furniture within the public realm.</p> <p>Contact officer: David Roberts@cheltenham.gov.uk</p>

1. Background

- 1.1** The Townscape Team is responsible for the design and implementation of projects which create attractive streets and spaces in the town; the provision of public art; and the implementation of flood management projects. Often these are in partnership with the County Council (GCC), the Environment Agency, community groups or other organisations.
- 1.2** Funding for these various projects come from a variety of sources including
- the Borough Council’s capital and revenue budgets
 - contributions through Section 106 agreements
 - contributions from other bodies
 - grant funding and
 - others.
- Community Infrastructure Levy is a likely additional funding source in the future.
- 1.3** In some cases where externally funded projects meet the council corporate priorities and the team acts purely as an “in-kind” project management resource in order to secure delivery. Projects delivering the Flood Relief Management Plan are a good example – any Borough funding is generally used to assist in project development and is often reclaimed against external funding. As the work progresses to implementation the Borough’s contribution is generally project management “in-kind”. However the project will be commissioned through the council’s contract rules and the funding managed by the Borough.
- 1.4** Often, CBC funding will be used to draw-down other organisations’ funding. Within the broader profiled budget head, it will be used flexibly to attract funding from other bodies. CAP205 (High Street Public Realm Improvements) is an example. Here the existence of CBC’s funding has both encouraged private investors and focussed GCC investment in three High Street locations, with little expenditure by CBC itself; leaving the Borough’s funding available for investment in other High Street areas – generally as part of partnership funding. Appendix 2 shows the anticipated spending profile for CAP205 as currently anticipated, but external funding opportunities may emerge that enable an alternative distribution of funding which is more beneficial in terms of meeting regeneration objectives. In such cases, a virement may be required. Any changes are, of course, subject to the Council’s Financial Rules.

- 1.5 The Planning Division is currently exploring a number of funding bid opportunities in order to source additional funds to support and enhance a number of other projects. These opportunities may lead to new projects or adaptations of existing projects – a number are related to the High Street project.
- 1.6 An emerging project area is a Public Art project themed around Women in Cheltenham; here, some funding is likely to come from existing Public Art budgets or the implementation of agreements and conditions related to planning consents. Again, any shifts in spending profile will be subject to the Council's Financial Rules.
- 1.7 Because of the many ways in which the Townscape team's projects develop and are funded, it was considered that this summary report, outlining all significant and capital projects would be helpful to understand the extent of projects and how these are managed by the team.
- 1.8 The purpose of this report is to review Appendix 2 – Townscape Capital and Major Projects and agree it for implementation.

2. Reasons for recommendations

- 2.1 To gain Cabinet agreement to the proposed scheme of works.

3. Alternative options considered

- 3.1 None for this report. Individual projects are normally subject to options appraisal.

4. Consultation and feedback

- 4.1 None for this report. Consultation with takes place with relevant portfolio-holder. Individual projects are normally subject to consultation with communities and partners using a range of techniques; often partners will undertake their own consultation; some work requires planning permission and is subject to an appropriate consultation. Schemes will normally be subject to an equality impact assessment. In addition,
 - Highway works are often subject to Traffic Regulation Orders – undertaken by GCC.
 - Flood management projects are subject to annual scrutiny by Overview and Scrutiny Committee.
 - Public Art projects are considered by the Public Art Panel.

5. Performance management –monitoring and review

- 5.1 Monitoring of expenditure is via the appropriate budgets and balances in the council's financial management system (Agresso) and is reported to Cabinet quarterly through the council's budget monitoring report. Planning derived funds and expenditure details are additionally monitored separately by the planning team. Cheltenham Development Task Force (CDTF) sponsored projects are monitored through reports to the CDTF Board and its Business Plan. Public art is monitored by Public Art Panel, which receives a report at each meeting; there is a regular summary published in the Member Briefing note.
- 5.2 The works programme will be subject to a regular review in consultation with the Cabinet Member Development and Safety and Cabinet Member Healthy Lifestyles. Occasionally, shifting priorities and emerging external funding opportunities will require, or enable, a shift in the anticipated spending focus; changes will be subject to the Council's Financial Regulations.

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Appendices	<ol style="list-style-type: none"> 1. Risk Assessment 2. Townscape Team – Capital and Major Projects
Background information	<ol style="list-style-type: none"> 1. CBC Financial Rules https://democracy.cheltenham.gov.uk/documents/s19220/PART%204H%20Financial%20Rules.pdf 2. CBC Contract Rules https://democracy.cheltenham.gov.uk/documents/s19122/PART%204I%20Contract%20Rules.pdf

The risk				Original risk score (impact x likelihood)			Managing risk				
Risk ref.	Risk description	Risk Owner	Date raised	Impact 1-5	Likelihood 1-6	Score	Control	Action	Deadline	Responsible officer	Transferred to risk register
	If equality impact assessment are not undertaken on public realm schemes, then the Council may be vulnerable to challenge	Wilf Tomaney	Oct 2016	5	2	10	Reduce	Undertake equality impact assessment on appropriate schemes. Engage with Access Forum	March 2018	WT	
	If S106 derived funds are not utilised within the time limit, they may be returned to the relevant developer	Wilf Tomaney	Oct 2016	3	1	3	Reduce	Approve programme of works and implement within time scale	March 2018	WT	
	If S106 returned to developer, there is a risk to the good reputation of the council	Wilf Tomaney	Oct 2016	2	1	2	Reduce	Approve programme of works and implement within time scale	March 2018	WT	
	If staff contracts are not addressed within the Planning Division, then there will be insufficient suitable staff resource available to deliver the Townscape project programme to quality or to timetable.	Tm Atkins	Oct 2016	5	3	15	Reduce	Review current staffing arrangements within the Planning Division as part of the review of the Townscape Team	Dec 2016	TA	05/10/2016
<p>Explanatory notes</p> <p>Impact – an assessment of the impact if the risk occurs on a scale of 1-5 (1 being least impact and 5 being major or critical)</p> <p>Likelihood – how likely is it that the risk will occur on a scale of 1-6 (1 being almost impossible, 2 is very low, 3 is low, 4 significant, 5 high and 6 a very high probability)</p> <p>Control - Either: Reduce / Accept / Transfer to 3rd party / Close</p>											

Townscape Team – Capital and Major Projects

Appendix 2

Cost Code	Budget Total	Scheme Description/ Detail Code	Source	16-17	17-18	18-19	Sponsor/ Partner	Comment		
CAPITAL SCHEMES										
CAP152	£75,400	Civic Pride- Promenade Upgrade	CBC PAP - s106	£53,400 £22,000	£28,500	£46,900		CDTF; PAP. Spend to date related to phone box refurbishment. Additional funding needed to complete surface reinstatement and seating improvements.		
CAP154	£59,600	Civic Pride - Creative Hub	CBC PAP - s106	£39,600 £20,000	£20,000	£39,600		CDTF; Town Centre Partnership; Minster; PAP. Project based around Minster and The Wilson. Current spend entirely on Minster Alleyways art project.		
CAP155	£48,000	Pedestrian Wayfinding Ph2	GCC (LSTF) s106 - Pittville Campus	£25,700 £22,300	£48,000			CDTF. LSTF funding residual from Wayfinding Ph1 project. Phase 2 extends Ph1 beyond the town centre; includes signing of routes to the railway station and routes between University sites.		
CAP156	£11,800	Hatherley Art Project	PAP s106	£11,800	£11,800			PAP Project stalled due to community objection to siting. Siting under review.		
CAP205	£491,000	High Street Public Realm	CBC	£491,000	£16,600			CDTF	Lower High Street Regen	
					£68,400					Capitalised salaries to deliver schemes
						£195,000			CDTF	Winchcombe St - Rodney Rd
						£195,000			CDTF	Rodney Rd to Cambray Place
				£16,000			CDTF	Pittville St - Winchcombe St		

Budget	Total	Cost Code/ Detail	Source	16-17	17-18	18-19	Sponsor/ Partner	Comment
REVENUE SCHEMES								
Flood Risk Management – FRM101								
FRM101 EMER01	£131,300	CBC	CBC	£33,000	£33,000		EA	Hearne Brook FAS
		Partnership Funding	CBC	£22,000	£22,000		CBC	Pilley Individual Property Protection
				CBC	£50,000	£50,000		EA
FRM101 EMER06	£138,100	3 rd Party Partnership Funding	GCC	£100,000	£138,100		GCC	Southfield Brook FAS. Any additional cost will come from EA's Flood Defence Grant In Aid fund
			EA	£38,100		EA		
Public Art – PUB101								
PUB101	£7,000	DEV101 Dunalley St	PAP s106	£7,000	£7,000		PAP; St Paul's Res Association	St Pauls Road planter as public art. Project delivery via SPRA
PUB101	£27,000	DEV107 Devon Ave	PAP s106	£27,000	£2,700	£24,300	PAP; Hester's Way Neighbourhood Partnership	King George V public art project. Project delivery led by HWNP. Currently stalled, awaiting resolution of S106 receipt from developer
PUB001	£65,000	DEV110 Spirax Sarco	PAP s106	£15,000	£1,250	£30,000	£33,750	PAP; West End Partnership; Friends of Honeybourne Line; Others
		DEV111 Midwinter	PAP s106	£50,000				
PUB001	£22,000	DEV106 B&Q	PAP s106	£22,000	£6,000		PAP	Public Art Strategy
					£5,000		PAP	Public Art maintenance fund
					£11,000		PAP	Uncommitted