

Capital Programme Review 2016-17 Project Appraisal Form

BID Number Environment Bid 1

COMMITTEE Environment

PROJECT TITLE Container Replacement Programme

DETAILS OF PROJECT A rolling replacement programme for wheelie bins and litter bins. This represents approximately 3% of the value of stock.

	£,000	Comments
FINANCIAL SUMMARY Total Scheme Capital Costs	66.2	Per annum
Internal Sources of Capital Funds Identified	0	
External Funding Identified	0	
Capital Reserves Needed to Finance Bid	66.2	
Annual Ongoing Revenue Savings as a Direct Result of the Project	n/a	
Annual Ongoing Revenue Additional Costs as a Direct Result of the Project	n/a	

BASELINE CRITERIA	Investment that will achieve Key Priorities	Yes. Sustainability (by providing refuse and recycling containers for kerbside services) and Visual Appearance (by providing comprehensive waste containment in good repair).
State which criteria(s) are met and why. Leave blank any which are not met.	Investment required to meet Health and Safety or other new legislative requirements.	Yes. The provision of Council-approved, standardised, good quality waste and recycling containers is central to our adherence to approved health & safety procedures.

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Investment required for the business continuity of the Council.	Yes. Without containers refuse, recycling and litter bin collections cannot be maintained.
Investment that will improve service efficiency including cost savings or income generation.	N/a. Required for the statutory provision of services.
Investment identified in the Council's Asset Management Plan.	List of containers included with this submission.

PRIORITISATION

State which one of the four prioritisation categories are met and why.

1	Investment essential to meet statutory obligation.	Yes. Unable to meet statutory obligation to collect waste without the provision of containers.
2	Investment Important to achieve Key Priorities.	Yes. Sustainability (by providing refuse and recycling containers for kerbside services) and Visual Appearance (by providing comprehensive waste containment in good repair).
3	Investment important to secure service continuity and improvement.	Yes. Services cannot be delivered without suitable containers. Each year, some containers are lost, stolen or damaged so must be replaced or we will be unable to provide services to those residents.
4	Investment will assist but is not required to meet one of the baseline criteria.	Investment required to meet statutory requirements.

RISK

1	Risks of delivering to timetable and cost	Low risk. Wheelie bins are usually easily obtainable with delivery times as short as 3-4 weeks or less. Even when difficulties arise, such as a run on wheelie bins following the DCLG's Weekly Collections Support Scheme funding in 2012/13, officers' excellent relationships with supplier companies usually result in the swift provision of bins to tide us over.
2	Consequences of not undertaking the project	Inability to carry out statutory duties.
3	Alternative Solutions (Other solutions considered – cost and implications)	In October 2015 the Environment Committee will consider a proposal to move to weekly collections for most services, including refuse, in 2017/18. Over time this may reduce wear and tear on wheelie bins as each collection will be lighter. This must be assessed properly before making changes to the provision for replacement bins. There are currently no changes planned to the provision of the Council's refuse, recycling and street cleansing services.

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		In any event, services will depend on the provision of robust and good quality containers. The need to buy some level of new bins will therefore be a continuing, long-term commitment.
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A	Project outcomes and benefits	Fulfil statutory duties for waste collection; maintain good standards of waste containment in the Borough; manage health and safety implications of waste collection; encourage recycling through the provision of recycling containers.
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B	Project scope, what is included / excluded	This budget relates to the provision of refuse and recycling containers (wheelie bins, boxes, food waste bins etc.) plus litter bins.
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C	How does project fit within service objectives	Services could not be safely or cost-effectively delivered without the provision of containers, so would not be viable.
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D	Consultation required - who and when	There is continuous consultation about these services with residents, operatives, officers, members and suppliers. A full resident communications plan will take place for any approved service changes.
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E	Availability of project management resources	Current departmental management resources are sufficient.
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F	Time scale - What is proposed timetable for completion of the project? Give estimated start dates for each stage of the project.		Target Date
		1. Design & Planning	On-going throughout the year.
		2. Tendering (if necessary)	Containers are purchased through existing frameworks e.g. YPO (Yorkshire Purchasing Organisation).
		3. Project start date	April 2016
		4. Length of Project	Full year
		5. Project Finish Date	March 2016

G	Contingencies	None. Containers are generally freely available unless there are specific issues such as the DCLG effect in early 2013, as noted above. Even then, supply has never been critically affected. It is highly unlikely that wheelie bins and litter bins will become unavailable.
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H	Accountable Officers , for the project planning and execution	Jon Sharpe (refuse and recycling containers) and Samantha Whitehead (litter bins)
I	Ward(s) affected	All.

CAPITAL EXPENDITURE (£000's)

L1	Estimated cost of works and/or equipment	66.2			
L2	Consultancy or other fees	0			
L3	Total Scheme Costs (L1 + L2)	66.2			
L4	External Sources of Finance (amount and detail)	0			
L5	Net Costs to Council (L3 – L4)	66.2			
L6	Spend profile, £000s	2016/17	2017/18	2018/19	2019/20
		66.2	68	0	0
L7	Have External Sources of Finance Been Considered (details)?	None available.			
L8	Revenue Implications (full year cost/ savings and detail)	n/a			
L9	Can Revenue Implications Be Funded From Committee Base Budget (details)	n/a			

Accountable Officers for the project appraisal

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Project Manager Name and Signature Jon Sharpe

Date 30 September 2015

Chief Officer Name and Signature

Date

Whole life revenue costs of capital project

The attached Financial Appraisal Form MUST be completed for all capital projects that are being submitted as spend-to-save schemes. It should only include changes to expenditure and income that will result from the capital project. Seek guidance from Corporate Finance if necessary. Where savings or budget virements are being used to part fund a project, the relevant budget manager must sign the appraisal form.

Accountable Officers for the revenue implications of the project

Project Manager Name and Signature n/a

Revenue Budget Holder Name and Signature n/a

Service Accountant Name and Signature n/a

Chief Officer Name and Signature n/a
