

Capital Programme Review 2022-23 Project Appraisal Form

COMMITTEE & BID NUMBER

Environment & Safe Communities Bid 2

PROJECT TITLE

Ashley Centre Car Park – Second phase Expansion joint replacement

ACCOUNTABLE OFFICER

Officer responsible for project planning and delivery of the scheme. Accountable officers are also responsible for post project review.

Rod Brown

DETAILS OF PROJECT

Project scope, what is included/excluded in the scheme	<p>Second Phase - Cut out and remove existing defective expansion joints from levels one and two. Prepare and clean area make ready to receive specialist mechanical expansion joint system, this will have to be carried out of hours. The existing joints are over ten years old and the lifetime of these types of joints are estimated as ten years therefore they are due for replacement. Levels 3, 4, & 5 will have been completed in 2021 on first phase.</p>
Project outcomes and benefits	<p>The joints seal the expansion gaps between the car park preventing water ingress to the shopping centre below. This prevents complaints and insurance claims from water damage.</p> <p>Questions raised by Capital Member group Is there any evidence of water ingress currently? Yes, the shopping centre has leaks to the hairdressers and Waitrose in heavy rain and there are leaks into the Ashley centre car park office.</p> <p>Will the works done to the upper floors protect the lower floors? thereby making these works less urgent? It will help but water is brought in by the cars and will still manage to seep through, also the main entrance joint is outside of the car park open to all weather conditions.</p> <p>What are the benefits of doing this now rather than waiting? The joints are leaking now and past their lifespan, if left could get worse. No advantage to waiting.</p> <p>Confirmation is sought that any future plans for the Ashley Centre would not impact the work? No future plans for the Ashley centre car park would impact on these works.</p>

FINANCIAL SUMMARY

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		Cost of Project £	Comments and detail where necessary. Provide appendices where relevant. Examples of business cases spreadsheets can be found in the Finance Handbook
a	Estimated cost of purchase, works and/or equipment	37k	
b	Consultancy or other fees	0	
c	Total Scheme Capital Costs (a+b)	37k	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	0	
e	Net Costs to Council (c-d)	37k	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	
g	Capital Reserves Needed to Finance Bid (e-f)	37k	
h	Annual Ongoing Revenue Additional Savings as a Direct Result of the Project	0	
i	Annual Ongoing Revenue Additional Costs as a Direct Result of the Project	0	

Year	2022/23 £	2023/24 £	2024/25 £
Spend Profile of Scheme – please identify which year (s) the scheme spend will fall into	37k		

REVENUE IMPACT

Can Revenue Implications Be Funded From the Committee Base Budget? – Please give details	N/A
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ENVIRONMENTAL IMPACT

Does the scheme meet any of the Council's Climate Change Action Plan targets, and if so, which ones?	No Impact
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FOUR YEAR PLAN 2020/24

Is this investment linked to EEBC's Key Themes? If so, say which ones and evidence how. How does project fit within service objectives?	Effective council
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TIMESCALES

What is the proposed timetable for completion of the project? Give estimated start and finish dates for each stage of the project. These dates will be used as milestones during quarterly budget monitoring to assess performance of project delivery.

		Target Start Date	Target Finish Date
1	Design & Planning	July 2022	
2	Further Approvals Needed	No	
3	Tendering (if necessary)	July 2022	
4	Project start date	August 2022	
5	Project Finish Date	October 2022	

BASELINE CRITERIA

All capital schemes are assessed against criteria set by the Capital Member Group annually. Bids should meet at least one of these criteria. State which capital criteria(s) for assessing bids are met and why. Leave blank any which are not met.

Spend to Save schemes should meet the following criteria;

- Payback of the amount capital invested within the project within 5 years (10 years for renewable energy projects).
- The return required on capital employed should be linked to the potential cost of borrowing (MRP) rather than potential loss of investment income.
- Risk of not achieving return on investment is low.
- Clear definition of financial cost/benefits of the scheme.

Members may consider schemes with longer paybacks on major spend to save projects going forward, especially those that incur borrowing.

Is there a guarantee of the scheme being fully externally funded and is it classed as a high priority? Please give details of funding streams, including any restrictions on the funding.	N/A
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<p>Is the Scheme a Spend to Save Project? Will investment improve service efficiency including cost savings or income generation? What is the payback in years?</p>	<p>No</p>
<p>It is mandatory for the Council to provide the scheme? Is investment required to meet Health and Safety or other legislative requirements? If so state which requirements.</p>	<p>Yes to prevents leaks through to the shopping centre</p>
<p>Is this project the minimum scheme required to continue to deliver the services of the Council? - Is investment required for the business continuity of the Council? If so say how.</p>	<p>Yes to ensure to continued operation of the car park</p>

ASSET MANAGEMENT PLAN

<p>Is investment identified in the Council's Asset Management Plan?</p>	<p>Yes</p>
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PRIORITISATION

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

<p>1</p>	<p>Investment essential to meet statutory obligation.</p>	
<p>2</p>	<p>Investment Important to achieve Key Priorities.</p>	
<p>3</p>	<p>Investment important to secure service continuity and improvement.</p>	<p>Yes, to ensure to continued operation of the car park</p>
<p>4</p>	<p>Investment will assist but is not required to meet one of the baseline criteria.</p>	

RISKS ASSOCIATED WITH SCHEME

<p>1</p>	<p>Outline the risks of delivering this project to timetable and budget. (Please do not include risks to the service or asset if project is not approved.)</p>	<p>No risks</p>
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2	Are there any risks relating to the availability of resources internally to deliver this project	No
3	Consequences of not undertaking this project	Continued leaks to the shopping centre
4	Alternative Solutions (Other solutions considered – cost and implications)	None

Is consultation required for this project? Please give details of the who with and when by.	No
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Ward(s) affected by the scheme	Town
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Accountable Officer Responsible for Delivery of the Scheme

Name and Signature

Rod Brown

Whole life revenue costs of capital project

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 Date

Revenue Budget Holder Name and Signature Date

Service Accountant Name and Signature Date