

# Capital Programme Review 2017-18

## Project Appraisal Form

### COMMITTEE & BID NUMBER

Community & Wellbeing Bid 1

### PROJECT TITLE

Rosebery Park Pond Refurbishment

### ACCOUNTABLE OFFICER

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

Tony Foxwell

### DETAILS OF PROJECT

Project scope, what is included/excluded in the scheme

#### Background

The pond is collapsing due to water washing away under the paving around the perimeter of the pond. There is no foundation support or ties to lock the construction together. There are large pockets under the paving which could collapse at any moment.

The Proposal given is basic repair to keep costs relatively low. Although liaison with the friends will be carried out prior to commencement, consultation at this stage would hinder the project and most likely increase costs.

The construction is of a technical nature purely to repair damage and prevent further risk.

#### **Construction Proposal**

Set up site with fencing and welfare facilities to prevent public and vandals entering site. Excavate & remove paving from perimeter of pond, relevel to new gradient.

Apply new membrane liner and form concrete footing around perimeter.

Provide and lay in concrete slurry new pebbles to form gradient of pond suitable for wildlife to enter and exit pond. Allow for all necessary wildlife protection, remove and lower pond water prior to commencement.

Provide and install new interceptors and gratings to catch debris from pond and to take overflow of water

#### Breakdown of costs

Prelims and set set up, hoardings, welfare facilities £10,000

Groundworks £80,000

Interceptors £10,000

Contingency £10,000

Have had a verbal budget price from contractor for groundworks. At this stage there is no time to prepare a comprehensive specification and drawings to enable accurate prices to be sort in the form of tenders. This would come at a later stage if the project is approved.

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Project outcomes and benefits	The Pond on completion will be repaired and safe with no further risk of collapse.
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### FINANCIAL SUMMARY

		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	110,000	Budget figure based on verbal estimate from contractor, with contingency included
b	Consultancy or other fees	0	Initial consultant investigations, drawings and report carried out under revenue budget
c	<b>Total Scheme Capital Costs (a+b)</b>	110,000	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	0	
e	<b>Net Costs to Council (c-d)</b>	110,000	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)		
g	<b>Capital Reserves Needed to Finance Bid (e-f)</b>	110,000	
h	Annual Ongoing Revenue <b>Additional Savings</b> as a Direct Result of the Project	0	
i	Annual Ongoing Revenue <b>Additional Costs</b> as a Direct Result of the Project	0	

Year	2017/18 £	2018/19 £	2019/20 £
<b>Spend Profile of Scheme</b> – please identify which year (s) the scheme spend will fall into	110,000	0	0

### REVENUE IMPACT

Can Revenue Implications Be Funded From the Committee Base Budget? – Please give details	N/A
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### CORPORATE PLAN 2016/20

<b>Is this investment linked to EEBC's Key Priorities?</b> If so, say which ones and evidence how. How does project fit within service objectives?	Yes, Keeping the borough Clean & green and Supporting our community
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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	Feb 2017	May 2017
2	Further Approvals Needed	N/A	N/A
3	Tendering (if necessary)	May 2017	June 2017
4	Project start date	July 2017	
5	Project Finish Date		September 2017

### 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 (7 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.

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

<p><b>Is there a guarantee of the scheme being fully externally funded and is it classed as a high priority?</b> Please give details of funding streams, including any restrictions on the funding.</p>	
<p><b>Is the Scheme a Spend to Save Project?</b> Will investment improve service efficiency including cost savings or income generation? What is the payback in years?</p>	
<p><b>It is mandatory for the Council to provide the scheme?</b> Is investment required to meet Health and Safety or other legislative requirements? If so state which requirements.</p>	<p>Yes, if works are not carried out to rectify the collapse of the pond, there is a risk to public and wildlife, not to mention the councils reputation.</p> <p>The pond takes water from natural watercourses and ground water, not sure how the ground water will affect the situation if not contained within the pond</p>
<p><b>Is this project the minimum scheme required to continue to deliver the services of the Council?</b> - Is investment required for the business continuity of the Council? If so say how.</p>	<p>Yes, minimum scheme chosen, no fluffy bunnies.</p>

### ASSET MANAGEMENT PLAN

Is investment identified in the Council's Asset Management Plan?	Yes
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### PRIORITISATION

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

1	Investment essential to meet statutory obligation.	
2	Investment Important to achieve Key Priorities.	Yes, Keeping the Borough Clean & Green and Supporting our Community
3	Investment important to secure service continuity and improvement.	
4	Investment will assist but is not required to meet one of the baseline criteria.	

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### RISKS ASSOCIATED WITH SCHEME

1	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.)	
2	Are there any risks relating to the availability of resources internally to deliver this project	
3	Consequences of not undertaking this project	The pond will collapse further and may cause danger to public and wildlife. Risk of reputation of council if no action
4	Alternative Solutions (Other solutions considered – cost and implications)	

<b>Is consultation required for this project?</b> Please give details of the who with and when by.	Yes, liaison with the friends of Rosebery park
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<b>Ward(s) affected by the scheme</b>	Town Ward
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### Accountable Officer Responsible for Delivery of the Scheme

Name and Signature ..... Date .....

### 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.

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### 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 .....

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