

Capital Programme Review 2018-19

Project Appraisal Form

**COMMITTEE &
BID NUMBER**

Environment Bid 3

PROJECT TITLE

Ashley Centre Car Park – Upgrade Level 4a and 4b with deckshield waterproof covering

ACCOUNTABLE OFFICER

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

Joy Stevens, Richard Chevalier

DETAILS OF PROJECT

Project scope, what is included/excluded in the scheme	To apply a waterproof membrane to level 4a and 4b of the Ashley Centre car park and replace the lighting with a new bright white lighting.
Project outcomes and benefits	<p>The car park is deteriorating through carbonisation and oxidisation with chlorides and salts brought in by cars, this is affecting the reinforcement. The proposal is the supply and install of a waterproof membrane to level 4a & b, including concrete repairs.</p> <p>Waterproof membrane to levels 1-3 was carried out 8 years ago, level 1a carried out 2 years ago. Level 4 has never had a waterproof membrane which means the surface is unprotected.</p> <p>The planned works protect the surface of the car park, enhance the visual appearance of the floor making the parking process for public more appealing.</p> <p>This waterproofing system has a 10 year guarantee.</p> <p>Some concrete repairs are required to fill cracks and holes in the surface of the car park.</p>

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	<p>This car park is a major source of income for EEBC. In 16/17 the income from this car park was £1.86m. However, the car park has had little reinvestment in recent years.</p> <p>If work to carry out the deck shield is agreed it would also be prudent to change the lighting on level 4 of the car park. Currently the lights are a dull yellow colour which gives a dim outlook to level 4. This does not compare well with the rest of the car park which has bright white lights.</p> <p>We have checked with the Head of Property that these works do not overlap with a proposal shown to him in a separate meeting for improvements within the car park itself, both in terms of work being undertaken and timescales.</p>
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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	£227,000	The cost is broken down as follows: Level 4a £40,000 Level 4b £125,000 Concrete repairs £15,000 Lighting £20,000 Contingency sum £27,000
b	Consultancy or other fees	0	
c	Total Scheme Capital Costs (a+b)	£227,000	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have	0	

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	made.		
e	Net Costs to Council (c-d)	£227,000	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	
g	Capital Reserves Needed to Finance Bid (e-f)	£227,000	
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	2018/19 £	2019/20 £	2020/21 £
Spend Profile of Scheme – please identify which year (s) the scheme spend will fall into	227,000		

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

Is this investment linked to EEBC's Key Priorities? If so, say which ones and evidence how. How does project fit within service objectives?	Supporting Businesses and our Local Economy. The improvements will enhance the parking experience within the Ashley Centre car park with the intended aim of increasing car park visitor numbers.
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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	Q2 2018/19	Q2 2018/19
2	Further Approvals Needed	N/A	
3	Tendering (if necessary)	Q3 2018/19	Q3 2018/19
4	Project start date	Feb 2019	
5	Project Finish Date		Apr 2019

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.

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

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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.	No
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?	No
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.	No
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.	No, although without concrete repairs areas of the car park could become hazardous over time.

ASSET MANAGEMENT PLAN

Is investment identified in the Council's Asset Management Plan?	tbc
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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.	
3	Investment important to secure service continuity and improvement.	The improvements to lighting and the deckshield are proposed with the aim of improving the customer experience and encouraging return visits. The concrete repairs are necessary to maintain the surface of the car park.
4	Investment will assist but is not required to meet one of the baseline criteria.	

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.)	The works could take 8-10 weeks and would need to be carefully planned. To minimise impact at peak times it would be preferable to carry the works out between half term in Feb 2019 and the Easter holidays which are in April 2019. Delays in the timetable could impact an increased number of car park users.
2	Are there any risks relating to the availability of resources internally to deliver this project	Currently the Senior Building surveyor heads up a team of three but this resource is not confirmed for 2018/19.
3	Consequences of not undertaking this project	The surface of level 4 will worsen and potentially could lead to accidents or insurance claims. The car park environment will continue to worsen on this floor.
4	Alternative Solutions (Other solutions considered – cost and implications)	N/A

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Is consultation required for this project? Please give details of who with and when by.

Yes – The Ashley shopping centre would need to be consulted as would local residents due to the noise levels of some of the work. The works to level 4a may have to be carried out in the evenings.

Ward(s) affected by the scheme

Town
