

CAPITAL APPRAISAL FORM (FULL APPRAISAL - 2018/19 PROCESS)

SCHEME TITLE:

GF - Refurbishment of Castle Grounds Toilets

**START
YEAR:**

2018

BRIEF DESCRIPTION OF PROJECT:

Refurbishment of public conveniences in Castle Grounds to provide a low maintenance, vandal resistant facility complete with a 'Changing Places' compliant facility for disabled children and adults. Updated design will also allow for year-round access.

PROJECT LEADER:

Paul Weston

PROJECT SCORE

18

SECTION 1

CAPITAL COSTS (Please attach supplementary information/ quotations in support of your estimates)

EXPENDITURE (describe)	CASHFLOW £000					TOTAL
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	
Refurbishment of toilets	180.0	-	-	-	-	180.0
	-					-
						-
						-
						-
						-
						-
Total Capital Cost	180.0	-	-	-	-	180.0
INCOME (EXTERNAL FUNDING)						-
						-
						-
						-
						-
						-
Total Capital Income	-	-	-	-	-	-
Net Capital Cost	180.0	-	-	-	-	180.0

CAPITAL APPRAISAL FORM (FULL APPRAISAL - 2018/19 PROCESS)

SCHEME TITLE:

GF - Refurbishment of Castle Grounds Toilets

START
YEAR:

2018

SECTION 2

ADDITIONAL REVENUE IMPACT

Element	£000					
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	ONGOING
EXPENDITURE / (-) REDUCTION IN EXPENDITURE						
Employee Costs (describe purpose) <i>(Design/ project supervision costs should be included in the capital expenditure in Section 1)</i>						
Maintenance Costs (describe) 364 day per annum cleansing and full maintenance service.	18	18	18	18	18	18
Other Costs (describe) Reduced maintenance costs	-8	-8	-8	-8	-8	-8
Total Additional Revenue Costs for Project	10	10	10	10	10	10
(-) INCOME / REDUCTION IN INCOME (describe)						
Total Additional Revenue Income for project	0	0	0	0	0	0
Net Additional Revenue Impact	10	10	10	10	10	10

CAPITAL APPRAISAL FORM (FULL APPRAISAL - 2018/19 PROCESS)

SCHEME TITLE:

GF - Refurbishment of Castle Grounds Toilets

START
YEAR:

2018

SECTION 3

Has an Equalities Impact Assessment been completed for this project ? (YES/ NO)

No

If NO reason why it has not been completed:

Relates to requirement to maintain property and is not a direct service to persons. Wid

To be considered for financing from Prudential Borrowing ? (YES/ NO)

No

If YES Section 4 must be completed in consultation with Corporate Finance otherwise go to Section 5

SECTION 4 (Section to be completed in consultation with Corporate Finance)

PRUDENTIAL / TREASURY IMPLICATIONS - assumes borrowing undertaken at start of year

Borrowing Required £000					
Payback Period/ Period of Loan (years)					
Assumed Loan Interest Rate					

Revenue impact:	YEAR 1 £000	YEAR 2 £000	YEAR 3 £000	YEAR 4 £000	YEAR 5 £000
Interest Payable					
Additional Minimum Revenue Provision (MRP)					
Change in Item 8 Dr (Charge to HRA re share of debt)					
Voluntary Revenue Provision for Repayment of Debt					
Project Savings (-) / Costs (detailed above)					
Total Additional Revenue Impact	0	0	0	0	0

Page 31

SECTION 5

HUMAN RESOURCES IMPLICATIONS

Purpose	Potential grade / Salary	FTE (+ / -)
None - all works would be delivered using existing staff and external contractor arrangements.		

SECTION 6

ALTERNATIVES CONSIDERED (must complete 'Do Nothing'. If appropriate attach appraisal)

Alternative	Risk (H/M/L)	Net Costs		Reasons for Rejection
		Capital	Revenue	
DO NOTHING	H	0	75	Internal fittings and fixtures have reached end of life and will require major repair/renewal.
Complete as a response repair	M	0	75	Components will still fail and will have to be dealt with in a reactive manner which will be more expensive.

CAPITAL APPRAISAL FORM (FULL APPRAISAL - 2018/19 PROCESS)

SCHEME TITLE:

GF - Refurbishment of Castle Grounds Toilets

**START
YEAR:**

2018

SECTION 7

CONSULTATION

It is vital that all appropriate managers are consulted.

ALL ICT schemes to be submitted via Information & Communication Technology Section

<u>Name/ Job Title</u>	<u>Comments</u>	<u>Signature (must be provided on</u>

Page 32

SECTION 8

PROJECT PLAN

<u>Key Stages for Monitoring:</u>	<u>Month / Year</u>
Award Tender (if applicable)	March-18
Start of Contract / Works	May-18
Completion of Contract / Works	November-18
Post Implementation Review (PIR)	December-18

SECTION 9

METHOD OF EVALUATION (FOR PIR)

<u>Success/ Evaluation Factor</u>	<u>Target</u>	<u>Target Date</u>	<u>Source of Information</u>
All identified works have been completed.	100%		Post inspection of works

CAPITAL APPRAISAL FORM (FULL APPRAISAL - 2018/19 PROCESS)

SCHEME TITLE:

GF - Refurbishment of Castle Grounds Toilets

START
YEAR:

2018

SECTION 10

RISK ASSESSMENT (4 = High, 1 = Low)
(Capital Costs, Revenue Impact, Project Delivery etc)

Risk (Threat/ Opportunity to achievement of objective)	Impact (Severity) [I]	Likelihood (Probability) [L]	Risk Score [I x L]	Risk Treatment Measures	Impact (Severity) [I]	Likelihood (Probability) [L]	Residual Risk Score [I x L]	Responsible
Insufficient Capacity to deliver project	3	2	6	Make use of external contractors to ensure sufficient capacity or where needed bring on board external support.	2	2	4	P Weston
Insufficient budget post contract award	4	2	8	Ensure budget estimates are in place and contingency applied before budgets approved.	2	2	4	P weston
Lack of interest from suppliers/contractors	4	2	8	Use in-tend, existing suppliers and make contact with new suppliers to ensure interest in project.	2	1	2	P Weston
Inclement weathers delays delivery or impacts on cost	3	3	9	Programme works around anticipated weather patterns.	2	2	4	P Weston
Component failiure prior to renewal	4	2	8	Programme works to ensure that components are replaced before they fail.	2	1	2	P Weston
Projects overspend	4	2	8	Ensure sufficient budgets in place prior to commencement and monitor closely throughtout.	2	2	4	P Weston
			0				0	
			0				0	

CAPITAL APPRAISAL FORM (FULL APPRAISAL - 2018/19 PROCESS)

SCHEME TITLE:

GF - Refurbishment of Castle Grounds Toilets

START
YEAR:

2018

SECTION 11

PROJECT SCORING (EACH SECTION MUST BE COMPLETED)

CORPORATE PRIORITIES

Score = 6

(please tick)

1. Living a quality life in Tamworth

- More people will live longer, healthier lives
- Fewer children will be obese and run the risk of heart disease and diabetes
- People will feel safer and less fearful of crime and anti-social behaviour
- The built and natural environments will be conserved to the highest possible standards
- More people will be living independent lives with access to facilities
- There will be fewer vulnerable people requiring specialised services

2. Growing stronger together in Tamworth

- More businesses will locate and succeed in Tamworth
- People will have access to a full range of quality housing options
- Local infrastructure and connectivity will support an active workforce and help grow the economy
- The Council will be recognised as both business friendly and business like in the way it facilitates and
- Tamworth Town Centre will be regenerated and complement the outstanding retail and leisure offer
- Tamworth will mean "a great place to live" not simply "a place with more houses".
- The Council will have a Commercial Investment and Regeneration Strategy and an associated trading

3. Delivering quality services in Tamworth

- Customer Satisfaction levels will be maintained above 90%
- Access to all Council Services will be improved
- The Council will set and maintain service standards that will be consistent, accessible and delivered by
- We will save you time and money by doing business with you "On-line"
- Fewer customers will have to visit the Council offices to resolve their issues

CORPORATE CAPITAL STRATEGY

Score = 3

Corporate Capital Strategy Objectives: a) Invest to Save
b) Maintenance of Services & Assets
c) Protection of Income Streams
d) Avoidance of Cost

Impact of capital project (please tick one):

- High
- Medium/ High

CAPITAL APPRAISAL FORM (FULL APPRAISAL - 2018/19 PROCESS)

SCHEME TITLE:

GF - Refurbishment of Castle Grounds Toilets

**START
YEAR:**

2018

Medium/ Low

Low

GOVERNMENT PRIORITIES

Score= 1

(please tick one):

Government Initiative/ Priority

Grant/ Other Funding

None of the above

CAPITAL APPRAISAL FORM (FULL APPRAISAL - 2018/19 PROCESS)

SCHEME TITLE:

GF - Refurbishment of Castle Grounds Toilets

**START
YEAR:**

2018

SECTION 12

Required Signatures for hard copy print

Appraisal submitted by:

Director:

Corporate Finance:

Printed Copy)

Timescale/ Review
Page
41

