

RECEIVED

# PROJECT INVESTMENT: ACCEPTANCE FOR APPRAISAL AND APPROVAL

Project Name	CENTRAL GARAGE SITE REDEVELOPMENT		
Corporate Plan Funding Area:	SINGLE POT		
Gross cost to SEEDA	£119,600	Appraisal Contact	
Forecast net cost to SEEDA	£119,600	PCS Project No	
Forecast gross cost of project	£1,487,151	Case Officer	SRO

New Project **YES**      Project Amendment      Additional Phase to Project      Initial Project Name:  
 Regeneration and Infrastructure **YES**    Learning and Skills    Y/N\*    Business and International Development    Y/N\*    Strategy and Corporate Services    Y/N\*

\*Delete Y or N as appropriate

## 1. Project Description and Rationale

Project Description	PROJECT DESCRIPTION
<ul style="list-style-type: none"> <li>Describe the project in terms of what the money will fund and deliver</li> <li>Outline development and approval history</li> <li>List project objectives</li> </ul> <p><i>If project involves reclamation of land or development/refurbishment of premises, please provide location plan, scheme drawings and photographs.</i></p>	<p><b>This project will purchase and redevelop the site of the Central Garage in Rye town centre</b> The Central Garage site in Cinque Port Street, Rye, has been redundant for over 10 years. It is currently vacant and sealed up. The property is in a prominent location in the town and detracts from the town's attractiveness. A planning consent has been obtained for a mixed use development of shops and flats. The owner has been unable to raise the necessary finance to implement the approved scheme.</p> <p>For some time, a number of key public sector services have been seeking modern premises in Rye. A scheme has been prepared indicating how these can be incorporated in a major new building ("Resource Centre") on the Central Garage site. The uses include:</p> <ul style="list-style-type: none"> <li>A modern Library</li> <li>Adult Education Centre</li> <li>Offices for Rother Homes</li> <li>A One Stop Shop for public sector information</li> <li>Space for 3 flats.</li> </ul> <p>Phase 1 is to purchase the site and demolish the existing building. Development will then take place subject to full planning permission being obtained.</p> <p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>The removal of a derelict eyesore from the centre of Rye.</li> <li>Redevelopment of a brown-field site.</li> <li>Provision of a quality modern building.</li> <li>Provision (retention) of accessible public services.</li> <li>Reinforcing the service centre role of the town.</li> </ul> <p>Several service providers in Rye are operating from less than ideal premises. They have been independently seeking accommodation to both relocate and enhance their services. (e.g. Rother Homes wish to create an "area office" recruiting up to 10 new staff). They have all found it difficult to achieve purpose-built accommodation at an affordable price which did not require a capital investment. Discussions had taken place with the existing owner of the central Garage site, about leasing space within a completed development. However this was not achievable because of the insufficient investment value of the completed development and the lack of margin to provide developer's profit. A public sector funding solution was therefore considered.</p> <p>This project was a key initiative identified within the SRB bid document, Rye Bay Renaissance, following widespread consultations. Public meetings have been held to discuss the future of the Library and Adult Education services.</p> <p>The Rye Partnership has agreed to acquire the site. Significant public sector funding has been sought. Rother District Council and Horizon Housing Association have agreed in principle to support the project. An application is being made to the Local Investment Fund for £250,000 of "top slice loan finding". Following the disposal of the 3 flats, the residual loan to be serviced is £1,050,000.</p>
<p><b>Need and Rationale for Project</b></p> <ul style="list-style-type: none"> <li>Briefly describe the market conditions which have caused the need for this project</li> <li>What demand is there for the project?</li> <li>Why is public sector in particular SEEDA investment needed?</li> <li>Who else could provide this project?</li> </ul>	

<p>The available rents could not service a larger loan and thereafter further loan facilities have not been pursued although further spreading of the loan to include potential funding from ESCC has been considered.</p> <p>It is estimated that the £1,050,000 of residual loans can be serviced from rentals on completion. The residual funding required has been identified at £137,151 of which £119,600 of capital can be made available from SEEDA through the Rye SRB programme. The remaining funds (and any unidentified shortfalls) will come from the Rye Partnership.</p> <p>The requested SEEDA investment is required to enable the Phase I works to be completed and to bridge the gap between the available loan funding and anticipated development costs</p>	
<p><b>Project Beneficiaries</b></p> <ul style="list-style-type: none"> <li>• Who are the specific target beneficiaries? (If possible estimate Black and Minority Ethnic as a % of the total figure/s)</li> <li>• To what extent have the beneficiaries been involved in the project development?</li> <li>• If the project benefits any of the 119 priority wards state which ones (List - Appendix A)</li> <li>• What proportion of the funding and the outputs benefit these wards?</li> </ul>	<p>The project will benefit the whole population of the Rye Bay area.</p> <p>Particular beneficiaries will include:</p> <ul style="list-style-type: none"> <li>• Tenants (and employees) of Rother Homes</li> <li>• Library users</li> <li>• Adults (18+) seeking education</li> <li>• People requiring public services.</li> </ul> <p>Up to 3% (300) of the beneficiaries are BMES. None of the Priority Wards are directly benefited.</p>

**2. Project Detail**

<p><b>Project Applicant</b></p> <p><b>Partnership</b></p> <ul style="list-style-type: none"> <li>• State which (if any) partnerships have been, or are, involved in the design and implementation of the proposed project</li> </ul> <p><b>Project Location</b></p> <ul style="list-style-type: none"> <li>• State local authority district(s) the project falls within</li> <li>• For Learning and Skills state the LSC area</li> </ul> <p><b>Project Timetable</b></p> <ul style="list-style-type: none"> <li>• Proposed project start and end date</li> <li>• Proposed SEEDA funding start and end date</li> </ul>	<p><b>THE RYE PARTNERSHIP</b></p> <p>The Rye Partnership consists of 20 appropriate private, public and voluntary organisations as members and a Board of 11 Directors drawn from the membership. Horizon Housing Association is acting as Project Managers for the scheme.</p> <p>Central Garage, Cinque Port Street Rye Rother District Council area LSC for Sussex area</p> <p><b>March 2003</b> <b>March 2003</b> SEEDA's funding is a single capital spend which will take place immediately funding is approved.</p>
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**Strategic Fit**

**Strategic Fit**

- Identify which strategies/policies the project contributes to within the following:

*Regional Economic Strategy (RES), SEEDA Corporate Plan, SEEDAS Accountability Plans (SAPs), Divisional Plans and other programme policy objectives*

Please describe how the project contributes to these strategies

The project addresses a number of priorities in SEEDA's Regional Economic Strategy

**Vibrant Communities**

- Priority 8 – Community Participation & Local leadership
- Priority 9 – Urban Renaissance
- Priority 11 – Community Infrastructures & Services

The provision of a co-located service centre will help sustain and enhance the social and community infrastructure. It will also help combat social exclusion and discrimination by providing easier access to all members of the community at a co-located building. Co-locating together through the Rye Partnership to achieve broad service provision and local community ownership.

**Successful People**

- Priority 6 - Learning for all

The Adult Education Centre and Library will enable all 18+ residents to easier access education facilities.

**Effective Infrastructure**

- Priority 12 -- Housing

Rother Homes is a major provider of affordable housing in the area. The initiative will enable to expand and increase its activity.

**Regional Sustainability Development Framework (RSDF)**

- Complete Appendix B - the Sustainable Development Framework matrix
- Describe how the project will remove, mitigate or compensate for any negative impacts

**Objective 1** - To ensure that everyone has the opportunity of a decent and affordable home

**Objective 5** - Raise Educational & Achievement levels

**Objective 7** - To create & Sustain Vibrant Communities

**Objective 9** - ...Re-use of previously developed land and existing buildings

**Objective 24-** Development of library to improve quality of life.

There are few negative impacts. The project will involve re-use of a town centre building, contributing to the town centre's range of facilities and vitality. The central location, close to station, bus routes and housing will ensure maximum access by walking/public transport. Use by car-users will be very limited.

Yes

The Resource Centre will be a pilot in the use of e-government. The One Stop Shop for Public Services has obtained funding to fit out a flagship facility. The Library and Adult Education Centre will both promote and teach e-learning initiatives.

**Wired Region**

- Does the project contribute to SEEDAs wired region concept?
- If yes, how?

<p><b>Sub Programme Fit</b></p> <ul style="list-style-type: none"> <li>Does the project fit within the eligibility criteria of the programme from which the funding is sought?</li> <li>If within the Agency's Single Pot powers, state that</li> </ul>	<p>YES</p> <p>YES as part of Rye Partnership</p>																														
<p><b>State Aid</b></p> <ul style="list-style-type: none"> <li>Does the project comply with State Aid regulations?</li> <li>Why do you think this is the case?</li> </ul>	<p>YES</p> <p>Individual businesses or sectors will gain no economic advantage due to this project. The project is essentially about community facilities and services which are available to all. Competition issues do not therefore appear to be relevant.</p>																														
<p><b>Project Links</b></p> <ul style="list-style-type: none"> <li>Describe any links and synergies with other non-SEEDA projects/initiatives</li> <li>Describe any links and synergies with other SEEDA projects/initiatives</li> <li>Which SEEDA business area(s) have you consulted regarding this project?</li> <li>Give the contact name within each of the business areas consulted</li> </ul>	<ul style="list-style-type: none"> <li>Links with other education initiatives to provide lifetime learning opportunities in Rye.</li> <li>Help reinforce the objectives of the Market Town Programme through enhancing Rye's service centre role.</li> </ul> <p>SEEDA have been actively involved in The Rye Partnership Delivery Plan of which this project forms part.</p> <table border="1" data-bbox="790 504 1260 1288"> <tr> <td>Regeneration &amp; Infrastructure</td> <td>Y</td> <td>Comments</td> </tr> <tr> <td>Contact:</td> <td></td> <td>[REDACTED]</td> </tr> <tr> <td>Learning &amp; Skills</td> <td>Y/N*</td> <td>consulted</td> </tr> <tr> <td>Contact:</td> <td></td> <td>Comments</td> </tr> <tr> <td>Business &amp; International Development</td> <td>Y/N*</td> <td>Comments</td> </tr> <tr> <td>Contact:</td> <td></td> <td></td> </tr> <tr> <td>Social Inclusion Team</td> <td>Y*</td> <td>Comments</td> </tr> <tr> <td>Contact:</td> <td></td> <td></td> </tr> <tr> <td>Sustainable Development Team</td> <td>Y/N*</td> <td>Comments</td> </tr> <tr> <td>Contact:</td> <td></td> <td></td> </tr> </table>	Regeneration & Infrastructure	Y	Comments	Contact:		[REDACTED]	Learning & Skills	Y/N*	consulted	Contact:		Comments	Business & International Development	Y/N*	Comments	Contact:			Social Inclusion Team	Y*	Comments	Contact:			Sustainable Development Team	Y/N*	Comments	Contact:		
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\*Delete as appropriate

#### 4. Project Options

##### Alternative Project Options

- What alternative projects have you considered?
- Detail the key elements of each option, including benefits of each and any financial implications

*Minimum is do nothing and less funding options  
See guidance notes*

A number of options have been considered.

**Developer-led Scheme** - Negotiations have taken place over several years with the existing owner. These have not come to fruition due to the specialised specifications of the completed building resulting in the anticipated costs being greater than anticipated returns. In particular no development profit has been identifiable.

**Alternative Locations** - Other sites have either not proved obtainable (due to alternative higher value uses e.g. housing) or have not been able to accommodate all the anticipated users.

**Public Sector Developer** - Each of the potential occupiers have not been willing to put forward the significant capital or access loan funding to undertake the whole development. Each is interested in only part of the facility and does not feel it is in their remit to fund the whole initiative.

**SEEDA Direct Development** - An alternative option is for SEEDA to undertake a direct development. However, the Rye Partnership has secured cost-effective loan arrangements and there is a desire for the resultant development to be owned by the local community.

**Do nothing** – would fail to safeguard and upgrade services The Library and Adult Education provision are being delivered from inadequate buildings requiring significant repairs (in excess of £1 million).

**Individual developments rather than one collective Resource Centre** - Each occupier could seek individual independent facilities. In reality each has been trying to find relocation premises for some time. None has been available on a cost-effective basis.

Project Costs for each Option				
	Option 1	Option 2	Option 3	Option 4 (Do nothing)
A. SEEDA (gross) Capital Revenue	£119,600			
Sub total				
B. SEEDA (net – after receipts) Capital Revenue	£119,600			
Sub total	£119,600			
C. Other public Capital Rother District Council Revenue Horizon Housing Assoc.	£550,000 £550,000			
Sub total	£1,100,000			
D. Private Capital Rye Partnership Revenue Local Investment Fund	£17,551 £250,000			
Sub total	£267,551			
<b>TOTAL (A+C+D)</b> Capital Revenue Total	£687,151 £800,000 £1,487,151			

Capital projects	SEEDA Capital Spend all in Year 1 – Phase 1 Purchase Loan Capital will be put in place for phase 2 construction
Option choice	Option 1- This particular project appears to be the most appropriate response: <ul style="list-style-type: none"> <li>▪ The remediation of a redundant site in the centre of Rye is an important need for the town.</li> <li>▪ Co-location in a modern building enables cost-effective development to take place.</li> <li>▪ Local community ownership of the building ensures responsiveness in management to meet the needs of local people.</li> <li>▪ No satisfactory alternative has been identified.</li> </ul>
<ul style="list-style-type: none"> <li>• For projects with capital expenditure over more than one year, calculate the net present value of the cashflows</li> <li>• Explain why the proposed project is the preferred option?</li> </ul>	

5. Project Forecast Outputs

Forecast Gross Core and Supplementary Outputs									
For definitions:- Please see Guidance Note 1:- Tier 3 Output Definitions	Previous Years	2003/4				2004/5	2005/6	Total	
		Q1	Q2	Q3	Q4				
Core Output C1A: Jobs created/safeguarded (delete as appropriate). Complete gross – net calculations									
Core Output C1B: New FD] jobs created or safeguarded				2				2	
Core Output C2: Hectares of brownfield land remediated or recycled	0.0675							0.0675	
Core Output C3A: Learning opportunities created (3-30 hours)									
Core Output C3B: Learning opportunities created (30 hours or more).				107	175	175		457	
Core Output C4A: New businesses created or attracted to the region that begin trading Complete gross – net calculations									
Core Output C4B: New businesses created or attracted to the region sustained for 12 months									
S1A: Business located in/using the facilities of incubator units funded by SEEDA:									
S1B: Businesses leaving these incubators and moving into alternative premises, or second phase facilities:									
S1C Businesses located in other types of managed workspace maintained by SEEDA:									
S2: Business receiving specialist Advice:									
S3: Business active in cluster, technology or learning network:									
S4A: Adults receiving basic skills training (3+ hours)									
S4B: Adults receiving basic skills training and achieving Government Basic Skills National Test or equivalent (3+ hours):									
S5A: Individuals receiving ICT training (3+ hours):									
S5B: Individuals receiving ICT training and obtaining a qualification (3+ hours):				100	175	175		450	
S6A: Adults receiving higher level skills training with a particular emphasis on management, science, technology and engineering (3+ hours):									
S6B: Adults receiving higher level skills training with a particular emphasis on management, science, technology and engineering and obtaining a qualification (3+ hours):									
S7: Individuals and Businesses receiving broadband access:									



<p><b>Output Estimates</b></p> <ul style="list-style-type: none"> <li>• How reliable are the output figure estimates?</li> </ul>	<p><i>The amount of brown-field land re-mediated is measurable and known.</i></p> <p><i>It is not clear from the application how the learning opportunities have been calculated or how jobs will be created. It may be ambitious to consider delivering 207 learning opportunities in Year 1, since construction will have to be complete before the occupiers can deliver services. More detail on the proposed outputs and how they will be achieved would be useful.</i></p>
<p><b>Project Indirect Outputs</b></p> <ul style="list-style-type: none"> <li>• Please list any indirect outputs of the project</li> </ul>	<ul style="list-style-type: none"> <li>▪ One branch office for Rother Homes.</li> <li>▪ Rother Homes provide a service for 1000 local customers of affordable housing.</li> </ul>
<p><b>Other Outputs</b></p> <ul style="list-style-type: none"> <li>• Please list any further impacts of the project</li> </ul>	<ul style="list-style-type: none"> <li>▪ The removal of a derelict eyesore from the centre of Rye.</li> <li>▪ Redevelopment of a brown-field site.</li> <li>▪ Provision of a quality modern building.</li> <li>▪ Provision (retention) of accessible public services.</li> <li>▪ Reinforcing the service centre role of the town.</li> </ul>

### 6. Funding and Costs

Preliminary Expenditure	Approved: £ Spent: £
• Total amount of expenditure already approved/spent	

<b>Project Funding</b>		Year 1 2003	Year 2 (please specify)	Year 3 (please specify)	Later Years	Funding Committed/Not Committed
A. SEEDA (gross) Capital Revenue		£119,600				
Sub total		£119,600				
B. SEEDA (net – after receipts) Capital Revenue		£119,600				
Sub total		£119,600				
C. Other Capital: Rother District Council Capital: Rye Partnership Revenue Horizon Housing Assoc. Revenue Local Investment Fund		£5,400	£445,637 £12,151	£104,363		- Agreed in Principle - Committed - Agreed Board 24/0203 - Application awaited
Sub total		£5,400	£445,637	£104,363		
<b>TOTAL (A+C)</b> Capital Revenue		£125,000	£457,788 £445,636	£104,363 £354,364		

Project Costs and Income detail	SEEDA	TOTAL
Capital costs (For Land & Property Direct Development projects please complete Appendix C)		£1,191,650
a. Site / Building purchase	£66,600	£147,558
b. Professional fees	£15,000	£15,000
c. Works and reclamation	£38,000	£38,000
d. Equipment		
e. Other capital costs (Please specify):		£5,000
<b>Total Capital Costs</b>	<b>£119,600</b>	<b>£1,397,208</b>
Revenue Costs		
f. Staff costs		
g. Recruitment costs		
h. Overheads (heat, light and power)		
i. Training for staff		
j. Training for beneficiaries		
k. Consultancy and expert advice		
l. Other revenue costs		
Ground Rent		£30,000
Financing Costs		£59,943
<b>Total Revenue Costs</b>	<b>Nil</b>	<b>£89,943</b>
<b>TOTAL GROSS PROJECT COSTS</b>	<b>£119,400</b>	<b>£1,487,151</b>
Other public funding to be paid to SEEDA		
Private capital and/or revenue to be paid to SEEDA		
<b>TOTAL INCOME TO SEEDA</b> (please see guidance notes)	<b>Nil</b>	
<b>TOTAL SEEDA NET EXPENDITURE</b> (Gross project costs – total SEEDA income)	<b>£119,400</b>	

Income Generation	No income will accrue to SEEDA
<ul style="list-style-type: none"> <li>Where income/receipt is identified please describe</li> <li>How the income will be generated?</li> <li>What is the source of the income estimates are?</li> </ul>	Income will be generated by rental agreements in order to cover loan repayments

<p><b>Cost Estimate and Contingency</b></p> <ul style="list-style-type: none"> <li>Identify the source(s) of the cost estimates</li> <li>If applicable identify the source of the capital asset value</li> <li>Indicate whether a contingency sum has been allowed</li> </ul> <p><i>For all estimates state the figures reliability</i></p>	<p>Quantity Surveyor estimates on construction costs; Professional fees estimated as 12% on estimated building contract; Formal quotations obtained for other professional advice include Solicitor.</p>
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<p><b>Procurement</b></p> <ul style="list-style-type: none"> <li>Does this project require OJC tendering?</li> <li>Will the delivery involve single or multiple tendering? If single tendering explain why multiple tendering is not required</li> </ul>	
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**7. Value for Money**

<p><b>Costs Effectiveness</b></p> <ul style="list-style-type: none"> <li>Using the total PROJECT costs calculate the net cost per output for each option</li> <li>Using the total SEEDA costs calculate the net cost per unit of core output for each option</li> <li>Calculate the SEEDA leverage ratio for each option</li> </ul> <p><i>See guidance notes</i></p>	Option 1:	Option 2:	Option 3:	Option 4:
	Total Cost/Unit:	Total Cost/Unit:	Total Cost/Unit:	Total Cost/Unit:
	SEEDA Cost/Unit: C1A = £59,800 C3A = £262 S5A = £266	SEEDA Cost/Unit:	SEEDA Cost/Unit:	SEEDA Cost/Unit:
	SEEDA Leverage	SEEDA Leverage	SEEDA Leverage:	SEEDA Leverage:

<p><b>Benchmarks</b></p> <ul style="list-style-type: none"> <li>• Compare cost/unit output for each option with benchmark figures (where available)</li> <li>• Does each project option represent value for money?</li> </ul> <p>See guidance notes</p>	<p>As Phase 1 this project largely involves the purchase of a building and site preparation, and the entire SEEDA funding will be contributed towards the purchase cost, it is not really relevant to calculate the costs per output. Especially as these outputs are not wholly direct and cannot be directly and fully attributed to the SEEDA funding.</p> <p>As SEEDA will contribute £119,600 of the total project cost of £1,487,151 the leverage is approximately 12: 1 which represents good value for the investment.</p> <p>As a function of Phase 1 costs SEEDA's investment is 119,600 of £125,000 which represents only a small leverage of 1.05 : 1</p>
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**8. Project Risks**

<p><b>Risk</b></p> <p>Outline any project risk in the following areas:-</p> <ul style="list-style-type: none"> <li>• Cost overruns</li> <li>• Funding/Funder issues</li> <li>• Statutory consents</li> <li>• Mandatory guidance / legislation</li> <li>• Under achievement of stated outputs</li> <li>• Project delays</li> <li>• Applicant status</li> </ul> <p>See guidance notes</p>	<p>There are a number of risks that are associated with this initiative. The intended phasing of the project has been designed to minimise the risk, de-coupling the site acquisition, remediation and feasibility phase (I) from the more costly construction phase (II).</p> <p><b>Phase I:-Contract on site: Demolition and Remediation Works, Design and Feasibility. – The Main risk is that expenditure incurred may not be recoverable should the scheme not go ahead.</b></p> <p>The arrangements which have been put in place have attempted to minimise this risk:</p> <ul style="list-style-type: none"> <li>▪ The acquisition of site is to be subject to a satisfactory planning consent and therefore can be aborted if the latter is not achieved. However, costs will have been incurred which will need to be met.</li> <li>▪ The existing planning permission is considered more valuable and the site could be sold with a repayment of any grant, costs incurred.</li> <li>▪ It is proposed to demolish the building which will also increase the value of the site.</li> <li>▪ Any course of action to be taken will be agreed with SEEDA and will maximise the potential repayment of grant.</li> </ul> <p><b>Phase II:-Construction phase.-</b> There are various milestones that will need to be achieved prior to construction taking place:</p> <ul style="list-style-type: none"> <li>▪ Satisfactory planning consent will need to be achieved.</li> <li>▪ Tenders returned indicating a competitive building cost, as per estimates.</li> <li>▪ Agreements to lease in place with each of the potential occupiers.</li> <li>▪ Development funding concluded: - a full development plan will need to be produced, undertaking a more detailed risk assessment before funding is approved. Only when all the above risks are fully quantified will the development proceed and the vast majority of the funding be committed.</li> </ul>
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### 9. Implementation and Monitoring/Evaluation Plan

<p>Delivery and Contractual Arrangements</p> <ul style="list-style-type: none"> <li>Describe the project management arrangements</li> <li>Explain what financial management controls that are in place</li> <li>Do you feel these are sufficient for the project?</li> </ul>	<p>The developers of the project are the Rye Partnership. Horizon Housing Association have been employed as Project Managers to oversee a team of professionals to ensure delivery of the development:</p> <ul style="list-style-type: none"> <li>Horizon Housing Group - Project Management, Facilities Management</li> <li>Reeks Sinclair - Architectural; Building Surveying; Contract; Administration; Quantity Surveying</li> <li>Connell Mott MacDonald - Structural Engineering; Mechanical &amp; Electrical</li> <li>Selebi Health &amp; Safety Consultancy - Planning Supervisor; Health &amp; Safety Consultancy</li> <li>David Ware Associates - Party Wall Surveyor</li> </ul> <p>Financial management will be undertaken by Rother District Council on behalf of the Rye Partnership. The contracting body will be the Rye Partnership.</p>
<p>Marketing / Communications</p> <ul style="list-style-type: none"> <li>Describe the project marketing strategy</li> <li>How will SEEDA's contribution be recognised?</li> </ul>	<p>During the construction phase, there will be a large hoarding erected informing the general public of the proposed development, the key occupiers and principal sponsors of the project including SEEDA.</p> <p>It is anticipated that the scheme will get wide publicity with several press releases identifying progress to be approved by SEEDA.</p> <p>A SEEDA plaque would be welcomed within the entrance area of the completed development.</p> <p>There is likely to be a formal opening ceremony to which SEEDA representatives will be invited.</p>
<p>Key Milestones</p> <ul style="list-style-type: none"> <li>Identify the key events with dates to project conclusion</li> </ul>	<ul style="list-style-type: none"> <li>Contract to acquire site - 4th qtr 2002/3</li> <li>Contract in place with Project Managers - 4th qtr 2002/3</li> <li>Demolition of existing garage - 4th qtr 2002/3</li> <li>Planning consent granted - 1st qtr 2003/4</li> <li>Funding agreements in place for construction of building - 1st qtr 2003/4</li> <li>Agreements to lease with occupiers of completed building - 1st qtr 2003/4</li> <li>Construction phase of project commences - 2nd qtr 2003/4</li> <li>Completion of building contract- 1st qtr 2004/5</li> <li>Occupation of property - 1st qtr 2004/5</li> </ul>

<p><b>Monitoring and Evaluation</b></p> <ul style="list-style-type: none"> <li>Monitoring &amp; Evaluation plan to include the following :-             <ul style="list-style-type: none"> <li>Forecast output profile - Quarterly for first year, annual for later years</li> <li>Clear statement of how monitoring data will be collected</li> <li>Specified timing/frequency of quarterly output monitoring</li> <li>Project Completion Date</li> <li>Final monitoring completion date</li> <li>Progress reports</li> <li>Final evaluation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>A Steering Group of Developer, Project Manager and Occupiers has been established.</li> <li>Pre-building contract progress will be monitored against the agreed milestones.</li> <li>The building contract will be monitored against Architects certificates.</li> <li>On practical completion, individual occupiers will undertake their own fitting out.</li> </ul>
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**10. Forward Strategy**

<p><b>Forward Strategy</b></p> <ul style="list-style-type: none"> <li>What will happen to the project once SEEDA funding ends?</li> <li>Is any further funding likely to be sought from SEEDA for this or related projects?</li> <li>How realistic is this?</li> </ul>	<p>The undertaking of the development is a discrete project which will terminate upon full occupation of the premises and reorganisation of the development funding into long term mortgage funding.</p> <p>The Rye Partnership intends to let the premises on long-term leases which should maximise the potential of achieving sustainability.</p> <p>Provided the anticipated funding is in place, there will be no need for funding from SEEDA for the development of the building.</p> <p>It is unknown at this time as to whether any of the occupiers may seek SEEDA funding to support their individual fitting out costs.</p>
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**11. Conclusions and Recommendations**

<p><b>Conclusions</b></p> <ul style="list-style-type: none"> <li>Summarise the strengths and weaknesses of the project</li> </ul>	<p><b>STRENGTHS</b></p> <ul style="list-style-type: none"> <li>This is a strong project, well planned and thought through</li> <li>It will contribute strongly to SEEDA's objectives and to those of Rye Partnership.</li> <li>It will do much to improve the Market Town services and environment.</li> <li>There are risks but these have been accommodated and contingencies identified.</li> <li>There is a good track record of management and an excellent project team</li> <li>Monitoring by professionals has been built into the project.</li> <li>The necessary financing has been agreed</li> <li>Rental incomes and rental agreements should ensure the projects sustainability</li> </ul>
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	<p><b>WEAKNESSES</b></p> <ul style="list-style-type: none"> <li>The project has few weaknesses and the risks are known and contingencies identified</li> <li>The estimation of the learning opportunities deliverable may be ambitious in year 1</li> </ul>
<p><b>Recommendation</b></p> <ul style="list-style-type: none"> <li>Do you recommend this project to be approved?</li> <li>What conditions should apply before funding start?</li> </ul>	<p>YES I would recommend the SEEDA investment in Phase 1, purchase, demolition and site preparation.</p> <p>I would recommend a second appraisal following achieving the full planning permission and prior to the construction phase</p>

**Independent Appraisal**

Name: [Redacted] Signature: [Redacted] Date: 17 March 2003

**Appraisal Peer Group Feedback**

**12. Approval**

**New Project**

- Total amount for which approval is sought £



Amendment	£
• Amount increase over previous approval	

**Within Managers/Directors Delegation**

I confirm correct delegation authority and based upon Full Appraisal I APPROVE/REJECT\* this project

Signed:..... Date:.....

Name:..... Position:.....

Endorsed by Finance Director..... Date:.....  
\*Please delete as appropriate

If rejecting this appraisal please state reasons:

**If preliminary expenditure is required please fill in following page**