

 DARLINGTON BOROUGH COUNCIL		<h2>Capital Project Initiation Document - CP2a</h2>
1	Project Name:	Central Park Development - Depot Relocation
2	Project Cost Centre:	
3	Project Reference Number:	
4	Project Originator:	Rebecca Dent
5	Project Sponsor:	Cliff Brown - Director of Community Services
6	Project Manager:	Ken Poole - Assistant Director, Community Services
7	Cabinet Portfolio Holder:	Councillor Harker
9	Ward(s) Affected	Lingfield
		Bank Top
10	Project Description / Background	<p>As part of the Central Park development, outline agreement to provide new depot facilities has been reached between the parties in the Joint Venture Agreement (DBC, One North East and English Partnerships). A development agreement is currently being drawn up between DBC, ONE and the Consortium (Keep Moat Ltd, Cecil Yuill Ltd, and Commercial Estates Group Ltd). TVR is acting as the management company coordinating the proposals for the Joint Venture partners.</p> <p>The existing depot site forms a key part in the deal with ownership being transferred on the existing site and facilities following the completion and transfer to the new site and facilities.</p> <p>The Central Park Development is a key development for Darlington. It will provide office accommodation and residential property and regenerate the land in and around the Central Park area.</p>
11	Describe the Outcomes the Project is aiming to achieve	New depot facilities - reducing the current maintenance obligations on the existing premises.
		Provide additional office accommodation for up to 80 members of staff - reducing the need for external rented accommodation to house DBC employees.
		Support the Central Park Development which in turn will help improve the prosperity of the town through the increase in affordable housing, office accommodation, business units and regeneration.
12	Corporate Objectives	Describe how the project will support the Corporate Objectives
	Shaping A Better Darlington	A key regeneration scheme within the town. Provision of improved depot facilities.
13	Sustainable Community Strategy	Describe how the project will support the Sustainable Community Strategy Objectives
	Prosperous	Improving the residential and commercial opportunities available within the town
	Greener	Reducing the energy usage of old poorly insulated buildings and replacing with modern, well insulated facilities
	Safer	Removing the heavy traffic from a semi residential area to a less populated industrial area
14a	Project Scope (in)	The existing site and all materials, services and functions contained on the existing site
		The proposed new location and all access roads and infrastructure into and out of the new site
		The relocation of staff, equipment and materials from the existing site and facilities to the new site and facilities
		The design, build and commissioning of the new facilities
14b	Project Scope (out)	The terms and conditions of agreement of the Joint Venture Agreement
		The terms and conditions of agreement of the Development Agreement

15 Time and Costs						
Project Stage	Activity	Cost		Time		Comments
		Budget	Committed /Actual	Planned	Approved /Achieved	
Initiate Stage						Project Brief Approval
		£0	£0			All costs to date incurred by Consortium
		£0	£0			
		£0	£0			
		£0	£0			
		£0	£0			
	Initiate Total	£0	£0			
Define Stage						Project Initiation Document Approval
		£0				All costs to stage D to be funded by Consortium
		£0				Costs associated with the Design and Build process
		£0				will be included within the tender submissions and
		£0				will come out of the project budget.
		£0				
	Define Total	£0	£0			
Implementation Stage				May-08		Design Approval
	Design Fees	£876,000				All costs to to be funded by Consortium
	Building Construction	£6,571,221				DBC Officers time already taken for in revenue costs.
	Preliminaries	£475,000				
	Contingencies	£237,779				
	278 Works	£250,000				
	100m Access Road	£120,000				
Implementation Total	£8,530,000	£0				
Evaluate Stage				Feb-10		Project Closure Report Approval
		£0				All IT, furniture and fixtures and fittings costs
		£0				are included within the project costs identified above.
		£0				Staffing costs will be incurred during the decantment and
		£0				re-establishment.
		£0				
	Evaluate Total	£0	£0	Sep-10		Post Project Review Approval
Project Totals	£8,530,000	£0				
16	Project Constraints (Time, Cost, Quality)		Conclusion of Development Agreement			
			Project plan to manage Newt mitigation measures - planning approval timings will impact on ability to relocate newt population.			
17	Funding Requirements		Internal	External	Please Specify Source	
			Nil*	£8.1million - £9million*	Consortium	
18	Risk Log updated and attached	Yes				
19	Stakeholder Plan updated and attached	No	Please specify reason			
20	Any other comments		*The external funding of the project will be borne by the Consortium using in the first instance the Net Cash Balances and then through the re-evaluation of the remaining Central Park development proposals should this be required.			

22	Project Governance Arrangements	Project Board	Cliff Brown (Chair)		Richard Alty
			Ken Poole (Project Manager)		Malcolm Harding
			Elizabeth Davison		Ian Thompson
			Susan White		David Hall
			Catherine Whitehead		
		Project Team	External		
23	Quality Assurance Roles	Number	Products	Planned Date	Assured By
		1	Options Appraisal	May-08	Estates 2003/2006
		2	Stage D Design	May-08	Project Board
		3	Cabinet Approval to proceed with Construction	Jul-08	Cabinet
		4	Tender Documentation Prepared	Aug-08	Faithful and Gould and Corporate Procurement Unit
		5	Tender Documentation Out to Contractor	Aug-08	Faithful and Gould
		6	Return of Tender	Sep-08	Project Manager
		7	Award of Contract by Cabinet	Nov-08	Project Sponsor
		7	Contractor to Conclude Deisgn	Jun-09	Project Board
		8	Commence Work on Site	Jun-09	Faithful and Gould and Project Manager
		9	Cost Monitoring	Monthly	Faithful and Gould and Project Manager
		10	Commission /Handover	Jul-10	Faithful and Gould and Project Manager
		11	Project Closure Report	Sep-10	Project Board
		12	Post Project Review	Dec-10	Project Board
24	Project Procurement Strategy Completed	Yes			
21	Approvals	Project Manager		Date	
		Project Sponsor		Date	
		Assistant Director		Date	