

Policy and Resources Committee

12 April 2018

Projects Sub Committee

14 March 2018

Gateway 3 / 4 Options Appraisal (Regular) - Design, Build, Support and Hosting for New Website

REVISED Table with financial implications (Main report)

Description	Option 1 Total Estimated Cost	Initial Estimate of Capital/SRP costs	Estimated Total Revenue Costs (4 year life)	Estimated Annual Ongoing Revenue Costs
New Website Development	360,000	360,000	-	-
Hosting and support*	80,000	-	80,000	20,000 p.a.
Federated Search Engine £15,000 initial set up £10,000 p.a. licensing (x 2 plus 2 years)*	55,000	15,000	40,000	10,000 p.a.
Project Manager Fees £500 per day for estimated 2 year fixed term	130,000	130,000	-	-
SOCITM website assessment	8,000	8,000	-	-
Ongoing User Testing*	40,000	-	40,000	10,000 p.a.
Staff costs** Provided through existing substantive post from TC existing local risk budget	-	-	-	-
Future Estimated Costs	673,000	513,000	160,000	40,000 p.a.
Spend to date	7,286	7,286	-	-
Total Estimated Cost	680,286	520,286	160,000	40,000 p.a.

* - As per procurement framework

** - An assessment of hours will be provided at Gateway 5 once approved option has been fully assessed.

REVISED Funding Strategy (Box 8 of Options Appraisal Matrix)

There is no existing financial provision to meet the costs of this project. Therefore, it is proposed that:

- The initial one-off capital and supplementary revenue estimated cost of £513,000 be funded via a bid to the Policy and Resources Committee for allocations from the 2018/19 City Fund and City's Cash provisions for new schemes and from the general reserves of Bridge House Estates, broadly on a 50/45/5% basis respectively.
- The Town Clerk's local risk budget be increased by £40,000 to meet the additional ongoing annual revenue costs, to be funded in the first year via a request for allocations from the Finance Committee contingencies of the three funds on a 50/45/5% basis, together with a base budget adjustment of £40,000 per annum for the following 3 financial years.