

Agenda Item:

Report to:

Date:

Subject:

Summary: .

Recommendation

1.

1. Background

*{Purpose of the report}
{Resolution that the report relates to}*

2. The Case

{What the business case must demonstrate} {Finer details}

3. Strategic Case

- *Is the proposal needed?*
- *Will it further the aims and objectives?*
- *Is there a clear case for change?*

4. Economic Case

Is it achievable?

- *Is the parish council capable of delivering the project?*
- *Is there robust systems and processes in place?*

Is it value for money:

- *Has a range of options been considered?*
- *Is it the best balance of costs/ benefits and risks?*

5. Commercial Case

Is it viable:

- *Is there a supplier who can meet the needs?*
- *Can a value for money deal be secured?*

6. Financial Case

Is it affordable?

- *Are the costs realistic and affordable?*
- *Is the required funding supported and available?*

7. Management Case

Is it achievable?

- *Is the parish council capable of delivering this project.*
- *Is there robust systems and processes in place.*

8. Legal Implications

{There are no legal implications arising directly from this information report} or

{The parish council have the power to xxxxxxxx under the xxxxxx Act.}

{Include any insurance implications}

9. Impact on Local Crime and Disorder

10. Impact on Climate Change and Biodiversity

11. Community Consultation/ Engagement

{Has community engagement been obtained?}

{Is the project/ item part of a wider issue or the suggestion of one resident?}

12. Risk Assessment

{To undertake anything with a financial cost in this year's budget would be a high risk strategy for the council. The financial investigation laid out that the parish council does not have the required amount of reserves to function and the council is in a three year replacement programme, to spend any of these reserves whilst they are being replaced puts the parish council at risk.}

{The recommendation would be if the committee would like to pursue this project that they defer it to 2022/ 2023 and include the cost in the budget.}

{Reputational Damage?}

Decision Required

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Contact Officer: Georgina Jackson, Deputy Clerk
Date: 25th January 2021