

**Appendix 1 - Cynthia House Housing Development:
HRA Income and Expenditure**

		Rented Affordable	Shared Ownership	Whole Scheme
<i>Number of Homes</i>		16	6	22
<i>Prudential Borrowing Period</i>		50	50	50
		£000s	£000s	£000s
Scheme Costs				
Works	Demolition	82	20	102
	£1,964 per sqm	2,978	726	3,704
		3,060	746	3,806
Fees and other costs	5% Contingency	153	37	190
		440	107	547
Total Scheme Cost		3,653	890	4,543
Scheme Funding				
Capital Receipt - Shared Ownership		-	428	428
Capital Funding - 1 for 1 Right to Buy Receipts		1,096	-	1,096
Prudential Borrowing - additional borrowing		2,557	462	3,019
Total Scheme Funding		3,653	890	4,543
Net Cost		0	0	0

Cynthia House Development LTCF
Appendix 2

Long-Term Cashflow	Year	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Gross Residential Rent		(183,979)	(188,579)	(193,293)	(198,125)	(203,078)	(208,155)	(213,359)	(218,693)	(224,161)	(229,765)	(235,509)	(241,396)	(247,431)	(253,617)	(259,958)	(266,457)	(273,118)
Service Charges		(6,558)	(6,722)	(6,890)	(7,063)	(7,239)	(7,420)	(7,606)	(7,796)	(7,991)	(8,191)	(8,395)	(8,605)	(8,820)	(9,041)	(9,267)	(9,499)	(9,736)
Void Loss & Write Offs		3,745	3,839	3,564	3,653	3,744	3,838	3,934	4,032	4,133	4,236	4,342	4,451	4,562	4,676	4,793	4,913	5,036
Gross Rent after allowance for Void Loss & Write Off		(186,792)	(191,462)	(196,620)	(201,535)	(206,574)	(211,738)	(217,031)	(222,457)	(228,019)	(233,719)	(239,562)	(245,551)	(251,690)	(257,982)	(264,432)	(271,042)	(277,818)
Management & Maintenance Costs		22,537	23,101	23,725	24,318	24,926	25,549	26,188	26,842	27,513	28,201	28,906	29,629	30,370	31,129	31,907	32,705	33,522
Major Repairs		21,986	22,426	22,875	23,332	23,799	24,275	24,760	25,255	25,761	26,276	26,801	27,337	27,884	28,442	29,011	29,591	30,183
Annual operational spend		44,524	45,527	46,599	47,650	48,725	49,824	50,948	52,098	53,274	54,477	55,708	56,966	58,254	59,571	60,918	62,296	63,705
Net Income before debt repayment		(142,269)	(145,935)	(150,020)	(153,885)	(157,849)	(161,914)	(166,083)	(170,359)	(174,745)	(179,242)	(183,854)	(188,585)	(193,436)	(198,411)	(203,514)	(208,747)	(214,113)
Repayment of Borrowing (principal + interest)		128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711
Cash outflow / (inflow)		(13,558)	(17,224)	(21,310)	(25,174)	(29,138)	(33,203)	(37,373)	(41,649)	(46,034)	(50,531)	(55,144)	(59,874)	(64,725)	(69,701)	(74,803)	(80,036)	(85,403)
Cumulative cash outflow / (inflow)		(13,558)	(30,782)	(52,092)	(77,266)	(106,405)	(139,608)	(176,981)	(218,629)	(264,663)	(315,194)	(370,338)	(430,212)	(494,938)	(564,638)	(639,441)	(719,477)	(804,880)

Cynthia House Development LTCF
Appendix 2

Long-Term Cashflow	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
Gross Residential Rent	(279,946)	(286,945)	(294,118)	(301,471)	(309,008)	(316,733)	(324,651)	(332,768)	(341,087)	(349,614)	(358,354)	(367,313)	(376,496)	(385,909)	(395,556)	(405,445)	(415,581)	(425,971)
Service Charges	(9,979)	(10,229)	(10,485)	(10,747)	(11,015)	(11,291)	(11,573)	(11,862)	(12,159)	(12,463)	(12,774)	(13,094)	(13,421)	(13,757)	(14,101)	(14,453)	(14,814)	(15,185)
Void Loss & Write Offs	5,161	5,290	5,423	5,558	5,697	5,840	5,986	6,135	6,289	6,446	6,607	6,772	6,942	7,115	7,293	7,475	7,662	7,854
Gross Rent after allowance for Void Loss	(284,764)	(291,883)	(299,180)	(306,660)	(314,326)	(322,184)	(330,239)	(338,495)	(346,957)	(355,631)	(364,522)	(373,635)	(382,976)	(392,550)	(402,364)	(412,423)	(422,734)	(433,302)
Management & Maintenance Costs	34,361	35,220	36,100	37,003	37,928	38,876	39,848	40,844	41,865	42,912	43,984	45,084	46,211	47,366	48,551	49,764	51,008	52,284
Major Repairs	30,786	31,402	32,030	32,671	33,324	33,990	34,670	35,364	36,071	36,792	37,528	38,279	39,044	39,825	40,622	41,434	42,263	43,108
Annual operational spend	65,147	66,621	68,130	69,673	71,252	72,866	74,518	76,208	77,936	79,704	81,513	83,363	85,255	87,192	89,172	91,198	93,271	95,392
Net Income before debt repayment	(219,617)	(225,261)	(231,050)	(236,986)	(243,074)	(249,318)	(255,721)	(262,287)	(269,021)	(275,927)	(283,009)	(290,272)	(297,720)	(305,359)	(313,192)	(321,225)	(329,462)	(337,910)
Repayment of Borrowing (principal + interes	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711
Cash outflow / (inflow)	(90,906)	(96,551)	(102,339)	(108,276)	(114,364)	(120,607)	(127,010)	(133,577)	(140,311)	(147,216)	(154,299)	(161,561)	(169,010)	(176,648)	(184,481)	(192,514)	(200,752)	(209,199)
Cumulative cash outflow / (inflow)	(895,787)	(992,337)	(1,094,677)	(1,202,952)	(1,317,316)	(1,437,923)	(1,564,934)	(1,698,510)	(1,838,821)	(1,986,037)	(2,140,336)	(2,301,897)	(2,470,907)	(2,647,554)	(2,832,035)	(3,024,549)	(3,225,301)	(3,434,500)

Cynthia House Development LTCF
Appendix 2

Long-Term Cashflow	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50
Gross Residential Rent	(436,620)	(447,536)	(458,724)	(470,192)	(481,947)	(493,996)	(506,345)	(519,004)	(531,979)	(545,279)	(558,911)	(572,883)	(587,206)	(601,886)	(616,933)
Service Charges	(15,564)	(15,954)	(16,352)	(16,761)	(17,180)	(17,610)	(18,050)	(18,501)	(18,964)	(19,438)	(19,924)	(20,422)	(20,932)	(21,456)	(21,992)
Void Loss & Write Offs	8,050	8,251	8,458	8,669	8,886	9,108	9,336	9,569	9,808	10,053	10,305	10,562	10,826	11,097	11,375
Gross Rent after allowance for Void Loss	(444,134)	(455,238)	(466,619)	(478,284)	(490,241)	(502,497)	(515,060)	(527,936)	(541,135)	(554,663)	(568,530)	(582,743)	(597,312)	(612,244)	(627,550)
Management & Maintenance Costs	53,591	54,930	56,304	57,711	59,154	60,633	62,149	63,703	65,295	66,927	68,601	70,316	72,074	73,875	75,722
Major Repairs	43,970	44,850	45,747	46,662	47,595	48,547	49,518	50,508	51,518	52,549	53,600	54,672	55,765	56,880	58,018
Annual operational spend	97,561	99,780	102,050	104,373	106,749	109,180	111,666	114,211	116,813	119,476	122,200	124,987	127,839	130,756	133,740
Net Income before debt repayment	(346,573)	(355,458)	(364,568)	(373,911)	(383,492)	(393,318)	(403,393)	(413,726)	(424,321)	(435,187)	(446,330)	(457,756)	(469,473)	(481,489)	(493,810)
Repayment of Borrowing (principal + interest)	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711	128,711
Cash outflow / (inflow)	(217,863)	(226,747)	(235,858)	(245,201)	(254,782)	(264,607)	(274,683)	(285,015)	(295,611)	(306,476)	(317,619)	(329,045)	(340,762)	(352,778)	(365,100)
Cumulative cash outflow / (inflow)	(3,652,363)	(3,879,110)	(4,114,968)	(4,360,168)	(4,614,950)	(4,879,557)	(5,154,240)	(5,439,255)	(5,734,866)	(6,041,342)	(6,358,961)	(6,688,006)	(7,028,768)	(7,381,546)	(7,746,646)

Appendix 3 - Appraisal Assumptions for Cynthia House Housing Development Scheme

Accommodation Schedule

Description	GIFA	Unit Type
12 Flats	780	2B/4P , 1B/2P
10 Houses	1020	3B/6P
Circulation space	120	
Bin Store	18	
	1938	

Rent Levels *This scheme will be charged at Affordable Rent level:*

	LHA level for info		80% of Market rent		Affordable Rent capped at LHA
2BF	174.90		168.00		168.00
1BF	137.74		148.80		137.74
3BH	218.63		221.60		218.63

Market rent equivalent including service charges and parking spaces

2BF	210.00
1BF	186.00
3BH	277.00

Service Charges - SO properties only	£26.16 per week per property
Build cost	£1,964.00 per sq metre
Contingency	5% additional build contingency (£190k)
Void Loss	1%
Write Off of Bad Debts	1%
Management & Maintenance	12.5% of rental income
Major Repairs	Depreciation calculated and cost applied to cashflow from practical completion, this contributes to Major Repairs Reserve
Loan interest rate %	3.5% Short term; 3.5% Long term
Loan term and type	50 year annuity

On costs/Fees element	Amount
Arbo report	£ 437.00
Architects fee (up to planning)	£ 19,650.00
Asbestos R&D testing	£ 6,480.00
Noise survey	£ 950.00
CIL and Heathland mitigation	£ 10,046.00
Disturbance cost to leaseholders	£ -
Demolition inc notices	inc. in construction costs
Design review panel, pre-app, Consultation	£ -
Development Team	£ -
Ecological survey and BMP	£ 250.00
Employers Agent fee	£ 9,193.73
Fire consultant	£ -
Ground investigation	inc. in SE
Contaminated land survey	£ 695.00
Energy assessment/SAPS calcs	£ 1,070.00
Landscape consultant	£ -
Royalties to Magna Housing (If modular construction selected)	£ -
M+E Engineer	£ 6,577.25
Security	£ -
Principle Designer	inc. in Architect fees
Planning application fee	£ 10,189.00
Structural Engineer and Drainage	£ 8,210.00
Topographical	£ 980.00
Tree protection and plan	£ -
Utilities and sustainability assessment	£ -
Valuation	£ -
Updated reports for planning	£ -
sub-total	£ 74,728

Appendix 3 - Appraisal Assumptions for Cynthia House Housing Development Scheme

On costs/Fees element	Amount	
Electric disconnection	£	5,620.92
Gas Disconnection	£	7,113.20
VM disconnections	£	2,462.07
BT Disconnections	£	998.33
Asbestos Removal	£	25,355.00
sub-total	£	41,549.52
Grand total	£	116,277.50

Note: On costs/fees are split by number of units to each financial appraisal

Equality Impact Needs Assessment

The Diversity Promise - *Better for all*



1. Title of Policy/Service/Project	Development at Cynthia House, Poole
2. Service Unit	Housing (Development)
3. Lead Responsible Officer and Job Title	Fred Allott, Building Surveyor
4. Members of the Assessment Team:	Trevor Roffe, Head of Asset and Development
5. Date assessment started:	23 th September 2020
6. Date assessment completed:	30 th September 2020

About the Project:

7. What type of project is this?	New build housing project
8. What are the aims/objectives of the policy/service/project? (please include here all expected outcomes)	<p>To provide additional sustainable affordable housing. The completed project will provide much needed additional social rented housing within the conurbation.</p> <p>The project will provide an increase in job opportunities within the construction sector during the construction phase.</p> <p>The scheme will generate a long-term surplus to the Housing Revenue Account.</p>
9. Are there any associated services, policies or procedures?	No

10. List the main people, or groups of people, that this policy/service/project is designed to benefit and any other stakeholders involved?

This project will benefit singles/couples/families which are either homeless or they may live in unsuitable or under/over occupied housing.

11. Will this policy/service/impact on any other organisation, statutory, voluntary or community and their clients/service users?
No.

Consultation, Monitoring and Research

Where there is still insufficient information to properly assess the policy, appropriate and proportionate measures will be needed to fill the data gaps. Examples include one-off studies or surveys or holding informal consultation exercises to supplement the available statistical and qualitative data.

If there is insufficient time before the implementation of the policy to inform the EINA, specific action points will need to be clearly set out in the action plan. Steps must include monitoring arrangements which measure the actual impact and a date for a policy review.

Consultation:

12. What involvement/consultation has been done in relation to this (or a similar) policy/service/project and what are the results?

Consultation with the Housing Portfolio Holder on the strategic approach to new council owned affordable housing has been held: Ward Councillor and Portfolio Holder consultation on this individual scheme has been completed; and relevant council staff and have been briefed. Local residents have been consulted by letter and PHP held an engagement meeting at Trinidad Village to discuss the proposed design plans prior to the planning application being submitted. Residents also had opportunity to comment during the formal planning application process.

13. If you have not carried out any consultation, or if you need to carry out further consultation, who will you be consulting with and by what methods?

N/A

Monitoring and Research:

14. What data, research and other evidence or information is available which is relevant to this EINA?

The unit type and mix has been informed from housing register statistics including the number of applicants on the housing register and the average waiting time. The completed units will be let and managed on the same basis as our existing housing stock and all EINA's and other policies which apply to our existing stock will apply to these new units.

15. Is there any service user/employee monitoring data available and relevant to this policy/service/project? What does it show in relation to equality groups?

Annual CORE data and resident surveys.

Admission for new residents to the scheme will be by objective eligibility criteria, which will be operated and monitored by Dorset Home choice and Locata, who undertake property allocations for the Council to ensure that the properties are let to those in housing need.

16. If there is a lack of information, what further information do you need to carry out the assessment and how are you going to gather this?

N/A

Assessing the Impact

	Actual or potential positive benefit	Actual or potential negative outcome
17. Age	Admission for new residents to the scheme will be by objective eligibility criteria, which will be operated by Housing Solutions, who undertake property allocations for the Council to ensure that the properties are let to those in housing need.	There will be no loss of existing provision for other client groups as a result of this project.
18. Disability	Properties will be constructed to Building Control Approved Document Part M (ADM) of the Building Regulations to provide accessible and adaptable dwellings. All 22 properties will be constructed to ADM Category 2 providing accessible and adaptable dwellings.	The Council actively considers the provision of category 1 (visitable dwellings) & 3 (wheelchair user dwellings) on other schemes in the conurbation.
19. Gender	Properties will be eligible for all eligible applicants on the housing register.	No issues regarding gender have been identified but this factor will be considered and monitored along with any service user identified needs.
20. Gender reassignment	Properties will be eligible for all eligible applicants on the housing register.	No issues regarding gender reassignment have been identified but this factor will be considered and monitored along with any service user identified needs.
21. Pregnancy and Maternity	Properties will be eligible for all eligible applicants on the housing register.	No issues regarding pregnancy and maternity have been identified but this factor will be considered and monitored along with any service user identified needs.
22. Marriage and Civil Partnership	Properties will be eligible for all eligible applicants on the housing register.	No issues regarding marriage and civil partnership have been identified but this factor will be considered and monitored along with any service user identified needs.
23. Race	Properties will be eligible for all eligible applicants on the housing register.	No issues regarding race have been identified but this factor will be considered and monitored along with any service user identified needs.

	Actual or potential positive benefit	Actual or potential negative outcome
24. Religion or Belief	Properties will be eligible for all eligible applicants on the housing register.	No issues regarding religion or belief have been identified but this factor will be considered and monitored along with any service user identified needs.
25. Sexual Orientation	Properties will be eligible for all eligible applicants on the housing register	No issues regarding sexual orientation have been identified but this factor will be considered and monitored along with any service user identified needs.
26. Any other factor/ groups e.g. socio-economic status/carers etc	Properties will be eligible for all eligible applicants on the housing register.	No other issues have been identified but these factors will be considered / monitored along with any service users identified needs.
27. Human Rights	Will facilitate Article 11 of the International Covenant on Economic, Social and Cultural Rights - the right of everyone to an adequate standard of living for themselves and their family, including adequate food, clothing and housing.	No human rights issues have been identified but these factors will be considered / monitored along with any service users identified needs.

Stop - Any policy which shows actual or potential unlawful discrimination must be stopped, removed or changed.

28. If impacts have been identified include in the action plan what will be done to reduce these impacts, this could include a range of options from making adjustments to the policy to stopping and removing the policy altogether. If no change is to be made, explain your decision:

The affordable rented properties will be available to all eligible applicants on the housing register.

Action Plan

Include:

- What has/will be done to reduce the negative impacts on groups as identified above.
- Detail of positive impacts and outcomes
- The arrangements for monitoring the actual impact of the policy/service/project

29. Issue identified	Action required to reduce impact	Timescale	Responsible officer	Which Business Plan does this action link to e.g. Service Equality Action Plan/Team Plan
No negative issues identified				



Health & Safety Assessment Tool

Completed by

Name	Fred Allott
Business Unit	Housing Development
Date	23 September 2020

Please save this document to your computer and complete by entering your responses in the boxes provided. Information about the HASAT is available on BIZ within the Corporate H&S pages. When complete please email to health.safety@bcpcouncil.gov.uk

1	<u>Name of Project</u>
Cynthia House Housing Project	

2	<u>Project Number</u>
DN451484	

6	<u>Is this project notifiable under the CDM Regulations 2015</u>
YES	

7	<u>Aspects of the project</u> Please see the HASAT guidance template on the 2nd tab of this document.			
	<u>ITEM</u>	<u>YES</u>	<u>NO</u>	<u>COMMENTS</u>
1	Risk Assessment	YES		Appropriate RAMS will be produced by the successful bidder which will remain a live document for the duration of the project. Any RAMS which are task specific will feed into the main document. This will be managed by the successful bidder. All bidders have had to conform to mandatory H&S questions which have been verified by BCP Procurement and PHP Development Team.

2	Contractors	YES	PHP are recommending the Preferred Bidder (PB) to be appointed as the main contractor. The PB have ** direct employees. PB plan to sub-contractor most aspects of the build process. PHP have checked the sub-contractor appointment and monitoring process during the tender exercise. PB have an excellent track record of procuring and managing sub-contractors by way of demonstrable evidence provided in their return.
3	Manual Handling	YES	The PB will reduce manual handling on site by delivering materials just in time (JIT) where practicable i.e. the delivery of the structural timber frame will be delivered and erected on the same day to prevent double handling. PB will sign up to the CCS and fulfil their duties as principal designers and principal contractor as specified in CDM15
4	Fire Safety Impacts	YES	The PB will reduce fire risks on site with hot works certificates, appropriate storage and disposal of materials, plant and power tools will be maintained and checked before every use. PHP's fire safety manager and D&WFRS will be key stakeholders on the project and consulted throughout the design and build process
5	Working at Heights	YES	WaH will be reduced during the demolition process by using machines operated at ground to level the building. During the construction process WaH will be reduced by MMC offsite construction. PB have a rigorous quality assurance process which they have evidenced during the tender process. PHP have employed RLB as employers agent who will complete periodic audits on the build process to ensure high standards are maintained
6	Accident recording	YES	The PB will record accidents and near missed in line with their CDM15 obligations. The accident book will be available in the site file for review when inspections by BCP, PHP, RLB, CCS or any other stakeholders who need to view during a site visit/inspection
7	CDM Notification to the HSE	YES	The PHP Employers Agent will produce an F10 for HSE
8	Requirement of continued monitoring	YES	The PB will monitor their workforce and save the data in the contract file for review by BCP, PHP, RLB, CCS or any other stakeholders

9	Need for specialist equipment / tools	YES		Specialist equipment will be operated and maintained in accordance with the manufacturers specifications.
10	Exposure to hazardous substances	YES		hazardous substances will be stored, catalogued, used and disposed of in line with COSHH requirements.

8	Please provide a list of all persons, who have been consulted regarding H&S for this project
	Employers Agent- Alex Dennison (RLB). Architect & Principle Designer (up to RIBA stage 4)- Paul Walker-Jones (MAL). Principal Contractor - (TBC). Building Control - LABC/NHBC

CORPORATE HEALTH & SAFETY SECTION	
Is a 'Advanced Health & Safety Assessment' required.	
Comments from H&S Advisor	
No comments required	
<u>SIGN OFF BY CORPORATE HEALTH & SAFETY</u>	
ASSESSED BY ADVISOR	
DATE	



Environment Impact Checklist for all Cabinet Reports

Issue: Housing Development at **Cynthia House, Poole**
 Meeting Date: TBC.
 Accountable Manager: Trevor Roffe, Head of Asset and Development
 Impact Assessor: Fred Allott ☎ 01202 26 44 01 ✉ fred.allott@bcpcouncil.gov.uk

Key	
+	Balance of positive Impacts
?	Balanced or unclear impacts
-	Balance of negative impacts
n/a	Not applicable

Impact Criteria	Impact	Comments
Natural resources impact on use of natural resources – for example energy, water, raw materials	?	The redevelopment of this site will have a slightly negative effect on the use of natural water resources due to the new developments increased occupancy level. However, other natural energy resources are likely to be reduced due to the much higher thermal efficiency of the new building fabric and low energy heating/hot water design usage. The tender documents encourage the use of local labour and materials and generate economic benefit for the town.
Bio-diversity protects and improves wildlife and habitats	+	There is a small wildlife area on the original Cynthia House site that is being retained as part of the new development. A specialist Ecology Consultant has been employed to manage the impact of the construction work. Additional bird houses and bat boxes are to be installed across the new development site.
Waste and pollution effects on air, land and water from waste and emissions	+	The removal of the 39 bedsit flats with gas central heating to be replaced with 22 homes using low carbon heating and hot water solutions will have an ultimate positive impact on the air, land and water from waste and emissions.

<p>Council Priority and Objectives for Improving our Environment:</p> <ul style="list-style-type: none"> • Reduce traffic congestion • Improve street scene • Improve recycling & energy management • Respond to climate change • Improve quality of existing space 	<p>?</p>	<p>The new Cynthia House development will create 33 new unallocated parking spaces which will reduce the impact on local residents who won't lose their spaces. There are great transport links and bicycle parking.</p> <p>The new houses and flats will provide an improved street scene compared to the existing block of flats. The scheme look and design layout is popular with local residents</p> <p>Cynthia House will recycle as a minimum 20% of demolition spoils back into the build process. Low carbon heating will reduce energy consumption</p> <p>Cynthia House will be built to Low Passive House Standards with Low Carbon Heating solutions. This will drive down CO2 emissions.</p> <p>The space will be configured better than before allowing residents to enjoy their individual or communal garden space and off-road parking. The existing communal garden at Cynthia House was not used by residents and became overgrown and unsightly.</p>
<p>Quality of environment contribution to safe and supportive environments for living, recreation and working</p>	<p>+</p>	<p>New, high quality passive house buildings on this site could make a positive contribution to the quality of the environment. The development of new homes on the site will improve natural surveillance of the area, contributing to a safer environment.</p> <p>The new homes are being built to modern space standards providing occupants with improved safety, health and wellbeing.</p> <p>Low carbon heating and HW will reduce CO2 emissions as a comparison between the existing block and the new development.</p> <p>There is a recreation ground and park located close to the site</p> <p>The site is well located with good transport links to the town centres of Poole and Bournemouth</p>

