**PID** (Project Initiation Document) **Project No. C0200**

**Service Development Bid for capital, ICT and asset enhancement projects**

Please use this form for capital bids including ICT and asset projects over the next four years. When completed, please email to peter.hudson@torridge.gov.uk

| | | | |
|---|---|---|---|
| **Name of Project** | Generator for Server Room | **Project Score** Out of 100 | **73** |
| **Service area** | Estates / ICT | **Financial Score** Between **-20** and **+20** | **-1** |
| **Applicant** | Estates Manager / Strategy, Performance & ICT Manager | **Cost to Torridge** over 20 years | |
| **Project Start Date:** **Project End Date:** | ASAP | **Contribution to Torridge** over 20 years | |

## Section 1 – Project Details

| | | | |
|---|---|---|---|
| **Project Cost** | £34,000 | **External Funding** | nil |

**Project Summary**

A brief summary of the project for it to be understood by the uninitiated reader

With Power outages on the increase and energy security a national concern this PID is for the Council to purchase its own Generator that would be connected to the ICT Server Room which would enable the server room to continue to operate during a power outage so that any remote workers could continue to work and the Wi-Fi at RBH would also still be working as would the telephone lines in RBH.

## Climate Summary

The diesel generator would only be used when absolutely necessary in a power failure to enable our services to continue.

## Social Value Benefit Summary

No specific social value benefits identified.

## **Risks** (Description of significant risks:)

The loss of ICT through a power failure is a current corporate risk on the Council's Corporate Risk Register. By implementing this project and purchasing the generator would mitigate the risk.

## Project detailed description

The project should be described in sufficient detail for it to be understood by the uninitiated reader

With Power outages on the increase and energy security a national concern this PID is for the Council to purchase its own Generator that would be connected to the ICT Server Room this would enable the server room to continue to operate so that any remote workers could continue to work and the Wi-Fi at RBH would also still be working as would the telephone lines in RBH.

Currently the Estates Team have organised a contract with a company to deliver a generator within 4 hours. Having recently reviewed this with the contractor we have been advised that the 4 hours response time is dependent on the time of the call-out (middle of the night less likely to meet the 4 hours) and the weather conditions as the generator would have to come from Teignmouth.

Although we have the UPS units as a redundant system the fear is that the autonomy may become inadequate as these outages are getting longer and the UPS units are really in place to enable a managed shutdown rather than keeping the Council's ICT fully operational.

Based on the estimated IT load on site and taking critical systems into consideration, it is recommended that a 60kVA generator be purchased. This diesel-powered generator has a bunded fuel tank, offering approximately 13.5 hours of runtime at 100% load. This model is compatible with ATS systems so in the event of a mains failure, will automatically kick in and take on the critical data centre load.

This would enable the server room to continue to operate so that any remote workers could continue to work and the Wi-Fi at RBH would also still be working as would the telephone lines in RBH.

As part of the generator installation, cabling for power, battery charger, and signal will be installed via a trench approximately 15 metres long, crossing the car park to the generator behind the existing ISO containers. To mitigate the risk of unauthorised contact with the external ATS connection point, the existing connection will be fully isolated and safely removed. It will then be replaced with an IP65 rated termination box, providing a secure enclosure that prevents accidental or unauthorised access to the generator feed.

| Lead Member Support/Comments |
|---|
| Cllr James |
| |

## Section 2 - Project Score

| | |
|---|---|
| (i). Alignment with Strategic Plan | 20 |
| (ii). Project Management & Delivery | 20 |
| (iii). Value For Money | 13 |
| (iv). Evidence of Requirement | 20 |
| **Total** *(out of 100)* | 73 |

| (i). Alignment with Strategic Plan | Score (out of 25) | 20 |
|---|---|---|
| | Scored by: | |

**Contribution to the Strategic Plan 2024-2029?**
Briefly Describe how the Project contributes to any or all of the Council's Themes and Outcomes/actions within these Themes:

Theme 1. Local Economy
Theme 2. Communities Health and Housing
Theme 3. Our Environment our Future
Theme 4. Our Council

**Alternatively:**
Is the Project "**Critical**" to a Statutory Service (or is the council under a legal obligation).

This Project is Critical to support all our Services (Statutory and non-Statutory) as all reliant on ICT.

It also supports the Strategic Plan - Our Council theme.

**Further Details & supporting documentation (see appendix 1)**

| **Climate Benefit**<br>To include:<br>- Description of the project's climate considerations<br>- Is the project carbon neutral (in the short or long term)<br>- How does the project fit within the Councils "Carbon Neutral by 2030" commitment |
|---|
| Unfortunately, there is no tangible climate benefits from this project. This will keep our services running in the event of a power outage. |
| |

| **(ii). Project Management & Delivery** | **Score (out of 25)** | **20** |
|---|---|---|
| | **Scored by:** | |
| Briefly describe how project plan and how it is to be managed and delivered.<br><br>**Key components:**<br>Project management: - Clear plan, scope, and timescales<br>Deliverability: - Realistic e.g. timescales and resources (external and internal)<br>Risks: - Key risks analysed and understood<br>Assessments: - Have equality and sustainable impact assessments been completed? | | |
| The contractors will provide a full project plan. | | |
| **Further Details & supporting documentation (see appendix 2)** | | |

| **(iii). Value for Money** | **Score (out of 25)** | **13** |
|---|---|---|
| | **Scored by:** | |
| Briefly describe how project offers value for money for the council (and community).<br><br>**Key components:**<br>Benefits that the project brings to all users (are these measurable)<br>Options appraisal - Other options for achieving the required outcome should be looked at, and reasons for selecting this one explained (include in appendix 3)<br>Whole life costing - Exercise undertaken to ensure value for money.<br>External contributions e.g. grants<br>Cost vs Benefit - Any adverse revenue implications? | | |
| The cost of the generator significantly out ways the cost and disruption of not being able to provide our services to the public and the downtime for our staff. There will be a £2475 annual managed service charge that will be absorbed within existing ICT budgets. | | |

| |
|---|
| **Further Details & supporting documentation (see appendix 3)** |

| **(iv). Evidence of Requirement** | **Score (out of 25)** | **20** |
|---|---|---|
| | **Scored by:** | |

Briefly describe why the project is required and document the supporting evidence.

**Key components:**

Consultation & Feasibility - Evidence from consultation, of support from communities, town and parish councils and users. Has a feasibility study been undertaken?

Originality - Evidence that the outcomes are not duplicated by existing infrastructure/facilities/other projects

Local/District/National Initiatives

Other - Any other evidence of requirement, e.g. specific research, health & saftey (public or staff), legal/statutory duties, maintaining council assets.

This helps mitigate a Corporate Risk and the generator would ensure business continuity around loss of ICT due to power outage.

**Further Details & supporting documentation (see appendix 4)**

**Social Value Benefit**
Details on how the project will benefit individuals and communities within our district

There are no specific social value benefits from this project. However, this will keep our services running for our community in the event of a power outage.

## Section 3 – Financial Score

**Costs/Resources?**
Full details of the costs of the project should be given. Include both one off and ongoing costs. .

| **Cost Summary** (Capital Cost Breakdown) | **£000's** |
|---|---|
| - Main Build / Contract | 16.098 |
| - Contingency (Recommended 10% for construction projects) | |
| - Planning Fees | |
| - Design Fees / Architect Fees | 2.535 |
| - Surveys & Other Professional Fees | |
| - Other Costs<br>o Utilities<br>o IT infrastructure<br>o Furniture/Furnishing | 14.862 |
| - **Total Cost** | **33.495** |

| **External Funding:** | **£000's** |
|---|---|
| - Grants<br>If any of the budget for this funding has come via grants, please ensure that the funders requirements have been met and the Subsidy Control Bill considered UK subsidy control regime – GOV.UK (www.gov.uk) | **Nil** |

| **Net Cost (after external funding):** | **£000's** |
|---|---|
| - **Total Cost** | **33.495** |

| **Existing Reserves / Agreed Funding:** | **£000's** |
|---|---|
| - Existing Reserves | |
| - Contribution from Revenue | |
| ***Note: in current MTFS or agreed with S151 Officer*** | |

| **Net Cost (after Internal funding) = Borrowing Requirement** | **£000's** |
|---|---|
| - **Total Cost** | **33.495** |

## Annual Impact to Council:

| **Annual Savings / Additional Annual Costs:** | **£000's** |
|---|---|
| - Annual Savings (or income generated) | |
| - Additional Annual Costs | |
| - Cost of Additional Borrowing Required (Approx £80K per £1m borrowed over 20 years) | |
| - **Total** | **nil** |

| **Financial Scoring** | **Points** |
|---|---|
| Score calculated by the finance department.<br>The Financial Score is between **+20** and **-20**<br><br>Each point represents £100K. | |
| - **Total Financial Score** | **-1** |

| **Document Revision History**<br>Version | Author/s | Comments /Record of Sign-Off (by who) | Issue date |
|---|---|---|---|
| CXX-PID (2021) – BLANK – V5 | S Piper | Removed Climate Statement from Section 1 & replaced with separate Climate & Social Value benefit summaries.<br>Removed Section 4 Climate Statement & incorporated a new climate benefit section within Section 2, part (i).<br>Incorporated a new Social Value benefit element within Section 2, part (Iv). | 11/07/2025 |
| | | | |